



File: 292-30/PSS-2021-12213

August 23, 2021

Sent via email: X

Dear X:

Re: Request for Access to Records

Freedom of Information and Protection of Privacy Act (FOIPPA)

I am writing further to your request received by the Ministry of Public Safety and Solicitor General. Your request is for:

Requesting all records documenting the number and nature of grievances related to COVID-19 submitted by prisoners and prison staff in the Fraser Regional Correctional Centre (FRCC); and final copies of all memorandums, presentations, and briefing notes regarding COVID-19 and FRCC offices. (Date Range for Record Search: From 10/1/2020 To 12/20/2020)

Some information has been withheld pursuant to section(s) 15 (Disclosure harmful to law enforcement), and 22 (Disclosure harmful to personal privacy) of FOIPPA. A complete copy of FOIPPA is available online at:

http://www.bclaws.ca/civix/document/id/complete/statreg/96165_00

Your file is now closed.

The records located in response to your request will be delivered through the BC Secure File Transfer Service. Separate emails will follow from the BC SFT Notification Service directing you how to set up an account and where to obtain your records. A guide for using the SFTS is enclosed for your convenience.

.../2

These records will be published on the BC Government's Open Information website a minimum of ten business days after release. To find out more about Open Information, please access the Open Information website at: www.gov.bc.ca/openinformation

If you have any questions regarding your request, please contact Nicola Lutte, the analyst assigned to your request, at 250 387-2877. This number can be reached toll-free by calling from Vancouver, 604 660-2421, or from elsewhere in BC, 1 800 663-7867 and asking to be transferred to 250 387-2877.

You have the right to ask the Information and Privacy Commissioner to review this decision. I have enclosed information on the review and complaint process.

Sincerely,



Nicola Lutte, Senior FOI Analyst
On behalf of Darlene Kotchonoski, Manager
Justice / Health, Information Access Operations

Enclosures

CODE YELLOW RESPONSE

COVID-19

FRCC Staff Training

PERSONAL PROTECTIVE EQUIPMENT

- ▶ Important to don PPE prior to entering area
- ▶ Includes mask (respirator), goggles, and gloves
- ▶ Preservation of life takes precedent over PPE

RESPONDING TO CODE YELLOW

- ▶ Assess the situation upon entering the area
- ▶ Listen for direction from CS and/or staff who initiated code
- ▶ Do not physically engage unless required

ESCORTING FOLLOWING A CODE

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- ▶ [Redacted]
- ▶ All escorting staff must be wearing PPE during duration of escort
- ▶ Eye protection must be worn while conducting skin frisk (if applicable)

SUPERVISOR ROLE

- ▶ Important to give verbal direction to responding staff

- ▶ s.15 [REDACTED]

- ▶ Ensure all responders are donning proper PPE

- ▶ s.15 [REDACTED]

ISOLATION UNIT RESPONSE

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- ▶
- ▶
- ▶ Additional PPE kit located on unit
 - ▶ Contains full PPE including Tyvek suits and respirators

FINAL THOUGHTS

- ▶ Consider your personal safety – don PPE
- ▶ Communication more important than ever
- ▶ Assess the situation prior to acting



COVID -19 QUARANTINE UNIT

FRASER REGIONAL COVID-19 QUARANTINE UNIT

GENERAL CHECK LIST FOR INITIAL QUARANTINE UNIT

OVERVIEW

- Unit Supplies
- Inmate Cohorts
- Donning Room – s.15 Room
- Doffing Room – s.15 Room
- Inmate Requests / Complaints
- Inmate Mailing System
- Inmate Laundry

UNIT SUPPLIES

- Camera
- Cohort Schedule
- Water soluble bags for laundry
- Hand Sanitizer
- Cavi Wipes
- Post Signage
- Utensils for inmates
- Masks in brown paper bags for inmates
- Extra Supplies should be kept in the s.15 (not at staff desk) in order to prevent possible contamination.

INMATE COHORTS

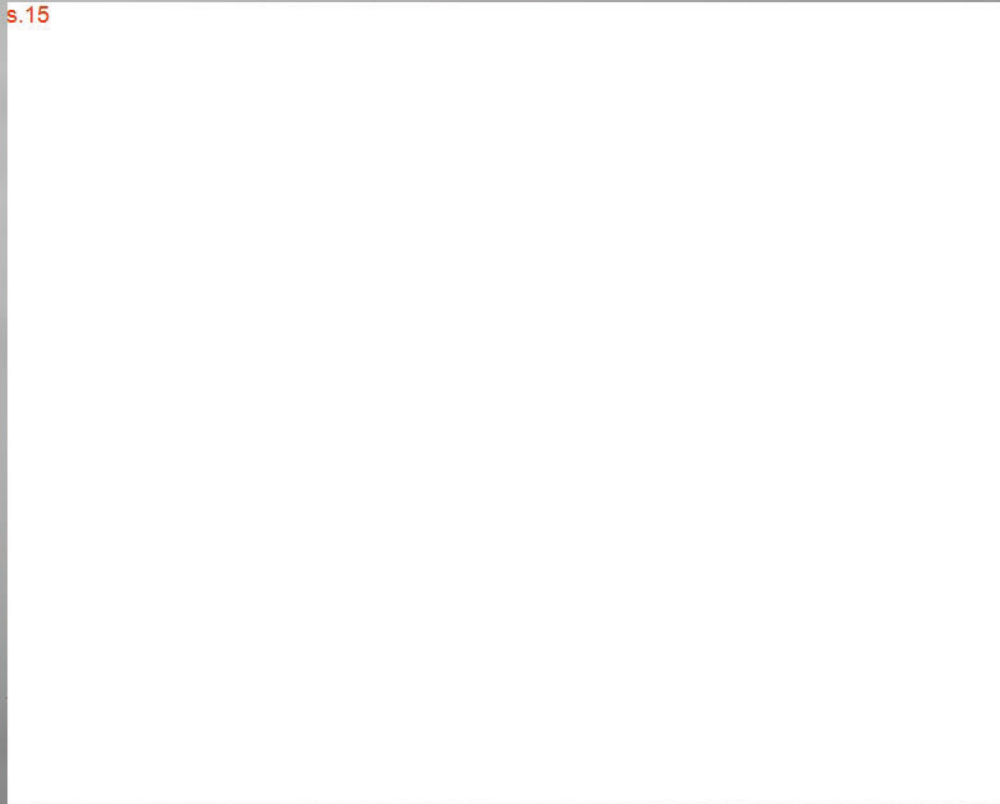
- Post Cohort Schedule on staff desk
- Label each occupied cell with the appropriate cohort number assigned
- Label Cohort numbers on microwaves , kettle , toaster, etc.
- Label showers with Cohorts numbers

DONNING ROOM – ROOM

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- Set up full PPE supplies – 2 of everything
- TYVEX suites, FAST Gowns
- Gloves in all sizes
- N95 masks, Ear Loop Masks
- Eye Protection , Face Shields
- Cavi Wipes and Hand Sanitizer
- Boot Covers
- Bio Bags, Bio Boxes, Red Tuck Tape and Garbage can

s.15



DOFFING ROOM – ROOM

s.15

- Cavi Wipes and Hand Sanitizer
- Paper Towel
- Ear Loop Masks
- Soap for washing Hands
- Bio Bags, Bio Boxes and Red Tuck Tape

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INMATE REQUESTS/ COMPLAINTS

- Take a photograph of each inmate request/complaint/Canteen/ETC and email them to the appropriate supervisor or department.
- Physical copy kept in file on unit
- Any requests that can be completed verbally should be
- Clog all forwarded paperwork

INMATE MAILING SYSTEM

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- Hang up instruction on the Mailing System
- 3 Bins
- Label each bin one 24 Hrs, one 48 Hrs and one 72Hrs
- Evidence Bags for inmate mail

INMATE LAUNDRY

- 1 Mesh Laundry bag per inmate
- Label bag with inmate cell number
- Water soluble bags

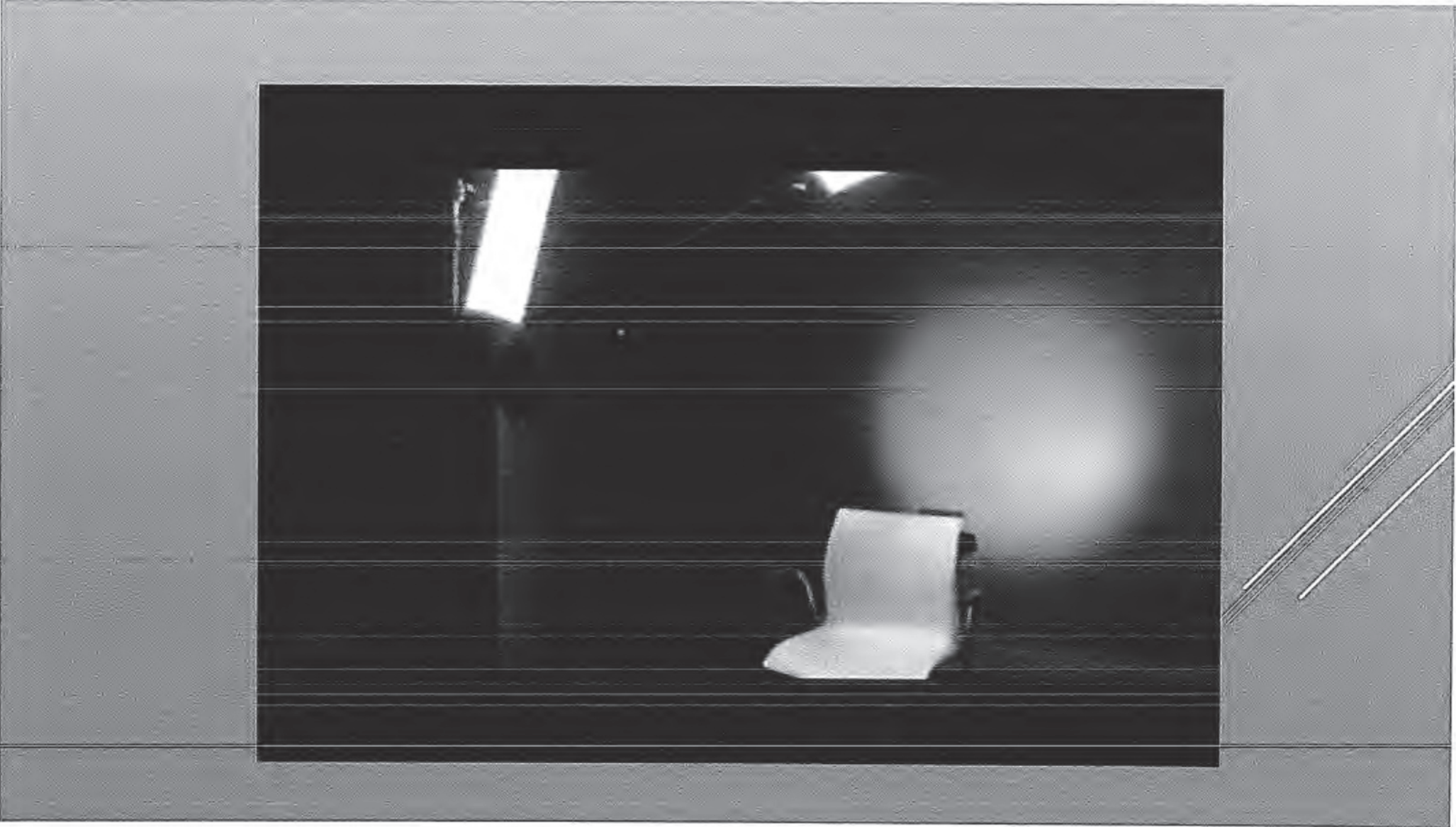
COVID-19
GENERAL
INFORMATION

FRCC

Staff Training
Module

WHAT IS COVID-19?

Coronaviruses are a large family of viruses found mostly in animals. In humans, they can cause diseases ranging from the common cold to more severe diseases such as Severe Acute Respiratory Syndrome (SARS) and Middle East Respiratory Syndrome (MERS). The disease caused by the new coronavirus has been named COVID-19.



SYMPTOMS OF COVID-19

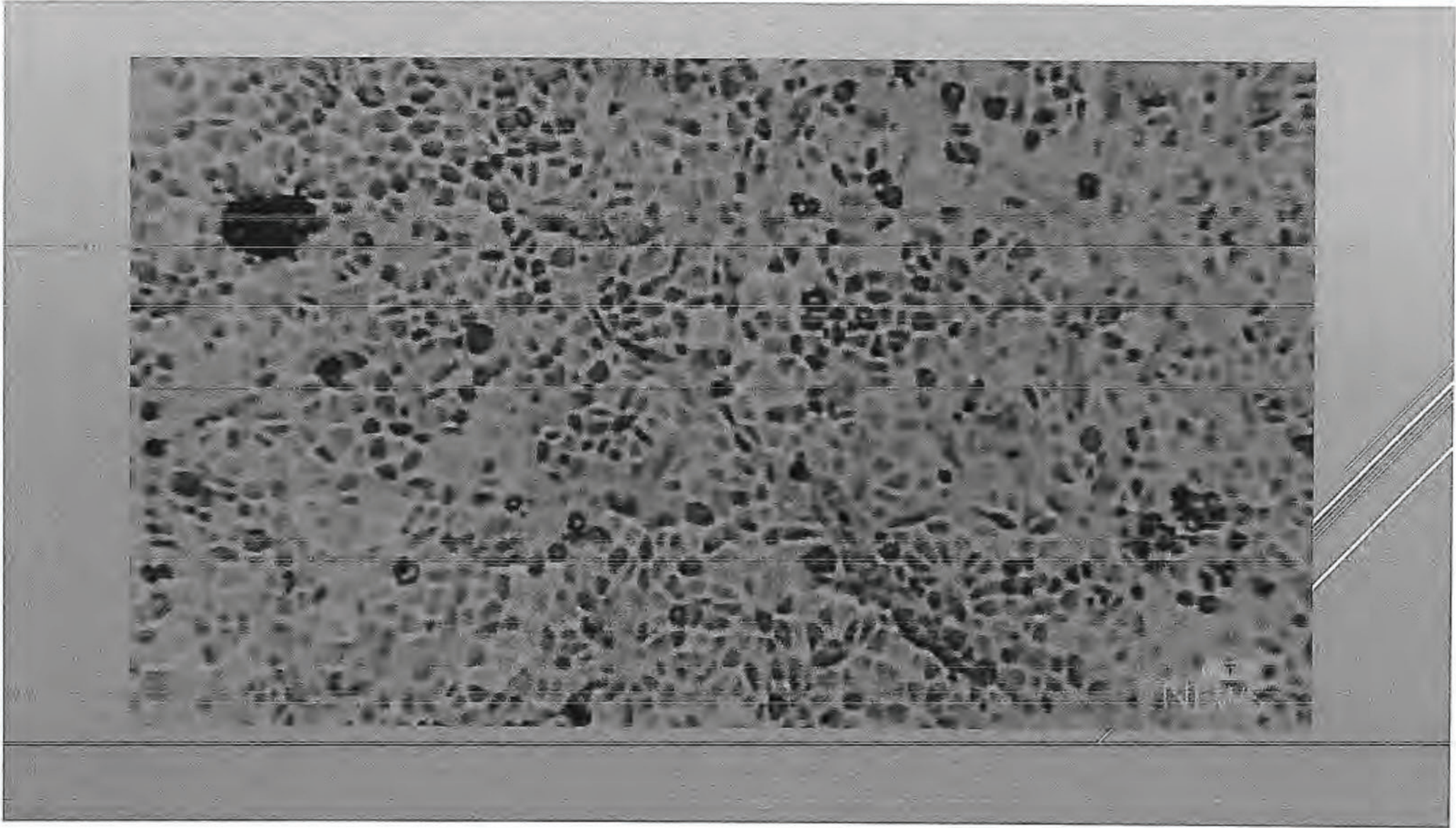
- Cough
- Sneezing
- Fever
- Sore Throat
- Difficulty Breathing

HOW DOES IT SPREAD?

- Coronavirus is transmitted via larger liquid droplets when a person coughs or sneezes. The virus can enter through these droplets through the eyes, nose or throat if you are in close contact
- The virus is not known to be airborne (e.g. transmitted through the particles floating in the air) and it is not something that comes in through the skin.
- It can be spread by touch if a person has used their hands to cover their mouth or nose when they cough. That's why we recommend you cough or sneeze into your arm and wash your hands regularly

HOW TO STOP THE SPREAD OF GERMS

- Self-isolate if you are symptomatic
- Practice social distancing
- Cover your coughs and sneezes
- Wash your hands regularly
- General cleaning of common areas



MASKS

- Masks are not recommended for anyone not experiencing symptoms
 - False sense of security, increases face touching
- Masks should only be worn if you are symptomatic or are working with someone who is displaying symptoms or has tested positive for COVID-19

TESTING

- If you develop symptoms, take the self-assessment tool
 - <https://covid19.thrive.health/>
- As essential service workers, correctional staff receive priority testing
 - If you are symptomatic, call 811 and tell them your occupation
 - Your testing will be expedited

MORE INFORMATION

- BC Centre for Disease Control
 - <http://covid-19.bccdc.ca/>
- BC Government Website
 - <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support>
- World Health Organization
 - <https://www.who.int/emergencies/diseases/novel-coronavirus-2019>

ISOLATION UNIT – COVID-19

FRASER HEALTH

OVERVIEW

- Unit Structure
- Personal Protective Equipment (PPE)
- Intake Process
- Purpose of Isolation Unit
- Meal and Medication Distribution
- Laundry and Garbage Distribution/Collection
- Administrative Documentation
- Inmate Movement

UNIT STRUCTURE

- Any inmate displaying symptoms or who has tested positive for COVID-19
- Unit to be staffed 24/7
- Single cell occupancy
- s.15 minute visual checks
- Inmate are confined to their cells 24/7 with no ablution periods

PERSONAL PROTECTIVE EQUIPMENT (PPE)

- PPE to be worn whenever direct contact is made with an inmate
- Includes Tyvek suit, N95 mask, gloves, face shield
- PPE supplies kept inside a bin ^{s.15}

- ^{s.15}

DROPLET AND CONTACT PRECAUTIONS Donning Personal Protective Equipment (PPE)

1. Perform Hand Hygiene



2. Gown

1. Put arms into sleeves
2. Secure ties at neck, then at waist



3. Mask

1. Open mask
2. Place mask over nose and mouth. Pull loops over ears or tie straps
3. Pinch nose piece to secure mask into position



4. Protective Eyewear

1. Position eyewear over eyes and secure to head



5. Gloves

1. Apply gloves, pull gloves over gown sleeves



DROPLET AND CONTACT PRECAUTIONS Removal of Personal Protective Equipment (PPE)

1. Gloves

1. Pinch palm of one glove and pull glove off inside out
2. Hold inside-out glove with gloved hand
3. Slide finger of ungloved hand under the cuff of the gloved hand
4. Pull glove off inside out and discard both



2. Gown

- Outside of gown is contaminated. Do not touch.

1. Unfasten ties and pull ties forward
2. Peel gown off shoulders and away
3. Turn the contaminated side towards the inside, bundle and discard



3. Perform Hand Hygiene



4. Protective Eyewear

- Front of eyewear is contaminated. Do not touch.

1. Use the earpieces, bands or straps to pull eyewear away from face
2. Clean and disinfect reusable eyewear before reuse or discard disposable eyewear



5. Mask

- Front of mask is contaminated. Do not touch.

1. Use the ear loops or ties to remove mask from face in a downward direction
2. Discard mask



6. Perform Hand Hygiene



INTAKE PROCESS

- INMATE IDENTIFIED AS SYMPTOMATIC IS ESCORTED DIRECTLY TO ISOLATION UNIT
 - Wearing N95 mask and gloves upon arrival
- NURSE WILL ATTEND UNIT AND ASSESS INMATE IN COMMON AREA OF UNIT
 - s.15 [REDACTED]
- NURSE AND ANY STAFF IN DIRECT CONTACT WITH INMATE SHOULD BE WEARING PPE
- IF INMATE IS DEEMED TO REQUIRE ISOLATION, HE IS PLACED IN A CELL ON THE UNIT
 - If cleared, he is returned to his previous unit

MEAL AND MEDICATION DISTRIBUTION

- COMPLETED SIMULTANEOUSLY WHEN POSSIBLE
- PPE IS TO BE WORN WHENEVER A CELL DOOR IS ACCESSED
- MEAL CART IS SANITIZED BY STAFF
- CELL DOOR ACCESSED:
 - Medication distribution (if required), Meal placed in cell
- MEAL CART IS SANITIZED AND REMOVED FROM UNIT
- STAFF REMOVE PPE

LAUNDRY & GARBAGE DISTRIBUTION

- CLOTHING EXCHANGE COMPLETED DAILY, BEDDING AS REQUIRED
- STAFF INFORM LAUNDRY OFFICER OF SIZES REQUIRED
- LAUNDRY CAN BE DELIVERED ANY TIME CELL DOOR IS ACCESSED
 - MEAL/MEDICATION TIME, OR AFTER 2000 HOURS
- DIRTY LAUNDRY AND GARBAGE ARE COLLECTED IN EVENING
 - COINCIDES WITH EVENING MEDICATION (IF APPLICABLE)

ADMINISTRATIVE DOCUMENTATION

- ANY FORMS REQUESTED BY INMATE CAN BE SLID UNDER THE DOOR
- ANY REQUESTS THAT CAN BE COMPLETED VERBALLY SHOULD BE
- ANY COMPLAINTS/CANTEEN/ETC SHOULD BE PHOTOGRAPHED AND EMAILED TO APPROPRIATE PARTY
 - PHYSICAL COPY KEPT IN FILE ON UNIT

INMATE MOVEMENT

- s.15 [REDACTED]
- INMATE AND ESCORTING STAFF SHOULD BE WEARING PPE
- HALLWAYS SHOULD BE CLEARED PRIOR TO MOVEMENT

DATE OF COMPLAINT	DATE RECEIVED	INMATE	CS #	FORM #	ISSUE
17-Oct	20-Oct	s.22			Feels that the inmates should get to watch new release movies instead of old ones since their school, visits etc has been taken away due to COVID.
06-Nov	12-Nov				allegedly unit staff were not following COVID protocol and wearing gloves during cell inspection
16-Nov	17-Nov				allegedly unit staff were not following COVID protocol and wearing gloves during cell inspection - same concern as ICF #262315