

ICE PAGE

Making it Happen!- Supporting Social Inclusion

SOUTH

ECAT

Employee & Client Assistance Team
403-634-8805

Phones do not accept text messages- staff need to call ECAT.

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TIME SHEET HAND-IN

• **September 15th 2020**

For all shifts worked between September 1 and September 15.

• **September 30th 2020**

For all shifts worked between September 16 and September 30.

UPCOMING

• **HEALTH AND SAFETY MEETING**
– September 8, 2020
@9AM

• **RPAC MEETING**–
September 2, 2020
@1:30PM

• **UNIT Meeting** -TBD
(teleconference only)

SAM

Sam has been with ICE since November 2010. He is a personable, family oriented and hard-working man who enjoys being an active member of his community. Sam is well known within his neighborhood and has developed long-lasting relationships with neighbours and their pets.

Currently, Sam works at the Loblaw's City Market. Sam is responsible for gathering carts from the corrals, stocking shelves and assisting with other projects around the store. One of the barriers that Sam faces is being provided enough hours within his employment. Sam's staff has supported him with finding new meaningful opportunities. Some of these include volunteering to speak at public events and volunteering with taking care of horses (e.g., washing, grooming, etc.). Sam's dream job is to work as a car detailer.

Debo, an employee of ICE, explained that Sam is focused on his future and continually raises the bar to new levels. Sam likes bike riding, swimming, working out, going to the park, attending antique car shows and going out to the movies. Sam is charismatic and often tries to put others needs ahead of his own.

Sam, you set a great example for others and you have a heart of gold. Actions speak louder than words and yours tells an inspirational story!



Employee Spotlight



Sam and Debo have been working together for many years. Sam reports that he is happy to have Debo in his life, supporting him to achieve his goals. The pride and ethical standards Debo displays within his work is truly inspirational. Thank you Debo for being such a valuable member of our team!

ICE OFFICES WILL BE CLOSED
MONDAY, September 7TH
FOR LABOUR DAY



Please direct all calls to the Employee Client Assistance Team for that day.
403-634-8805

**ICE THANK YOU CARD
INCENTIVE WINNER**

Mohan Patel received a thank you card from his supervisor for going above and beyond to support a client during Covid-19 testing.

Congratulations!



Payroll Updates!!!

There has been a change in the Dayforce User log in credentials for employee's with their first day worked with ICE July 16,2020 forward.

The User Name has changed to First-name.Lastname with the first letter of each capitalized.

Your Dayforce credentials:

Your username is your First name.Last name as it appears on your current pay statements with the first letter of each in upper case.

Your initial password is your last name (as it appears on your current pay statements and in lower case) followed by the last 3 digits of your Social Insurance Number (without any spaces between). You will be prompted to change your password.

HURT AT WORK?

Employees and Support Home Operators are reminded of their responsibility (as per legislation) to report **all workplace injuries immediately to an ICE supervisor or manager**. In the event of an injury, the employee will follow all agency policies and procedures.

While not all injuries are reportable to WCB, all injuries and work related health concerns are required to be reported within the company. This is done so that health and safety investigation and follow up may be completed for the safety of all parties.



Virtual Trainings

Pre-Employment Training

September 8-9, 2020 (9:30AM-4:30PM)
September 21-22, 2020 (9:30AM-4:30PM)

PBI Training

September 21-22, 2020 (9:30AM-4:30PM)

Looking for Answers? Below are some online links you may find of assistance:

<https://www.canada.ca/en/health-canada.html>

Health Canada is responsible for helping Canadians maintain and improve their health. It ensures that high-quality health services are accessible, and works to reduce health risks.

<https://www.albertahealthservices.ca/findhealth/service.aspx?id=1001957>

Linking Albertans to a wide range of health information and service options.

<https://work.alberta.ca/occupational-health-safety.html>

Alberta Occupational Health and Safety works in consultation with industry to help prevent work-related injuries, illnesses and fatalities. The OHS site provides access to a wide range of information bulletins and on-line training options

<https://work.alberta.ca/occupational-health-safety/ohs-publications.html#laws>

<https://work.alberta.ca/occupational-health-safety/resources.html>

Health and Safety Committee Meeting Minutes

August 11, 2020

(Minutes edited for publication)

3.0 Standing Items

3.1 A) Review of Regional Health and Safety Meeting Minutes – Section 3.2. Completed Incident Investigations for Injury, Health and Property Damage

Calgary – Meeting minutes not available

Northwest – Meeting minutes not available

Edmonton – July 15, 2020- Meeting Minutes

January 22, 2020

A staff was attempting to use the copying machine when a paper jam occurred. When staff attempted to fix the jam, by opening the back of the machine, she received a burn on her finger that did not require medical attention. It was noted that the machine was old and jamming frequently.

Incident Investigation Recommendations: Reviewed not using defective equipment and machine was replaced.

February 2, 2020

Client became upset after being told she couldn't bring hazardous objects (exercise weights) into the program as well as being told by the DATS driver she was bringing too many bags on the DATS bus at a time. She became verbally aggressive, swearing and yelling as well as punched the staff. Another staff was able to redirect the client.

Incident Investigation Recommendations: Reviewed client's PRP, Risk Assessment and PBI skills which included keeping a safe distance from client.

February 24, 2020

Staff was taking out the garbage and slipped on a patch of ice resulting in a fall. Follow up: Staff was offered to go to the doctor, but stated that they were not injured. TC threw safety salt on icy areas.

Incident Investigation Recommendations: Reviewed winter safety section of the health and safety manual with staff.

April 18, 2020

After asking staff to confirm funds in the program, client began escalating and walked out of the program. When staff caught up to the client, the client attempted to grab and threatened to punch staff as well as yelled threats. Staff stayed at a safe distance from the client and attempted to redirect the client, who eventually calmed.

Incident Investigation Recommendations: Spoke with both staff and client regarding COVID 19 regulations.

3.1 B) Review of Regional Health and Safety Meeting Minutes - Section 3.3 Completed Near Miss Investigations

Calgary – Meeting minutes not available:

No completed near miss investigations to review

Edmonton – June 16, 2020 Meeting Minutes:

No completed near miss investigations for review

Northwest – Meeting minutes not available:

No completed near miss investigations to review

3.2 Evaluation of Completed Internal Incident Investigations

No Completed Incidents Investigations to Review (no incident investigations occurred as there were no incidents during this time frame)

3.3 Evaluation of Completed Near Miss Investigations

No Completed Near Miss Investigations to Review (no near miss investigations occurred as there were no miss incidents during this time frame)

3.4 Health and Safety Committee Inspections

3.4 A) Inspections held as a result of health and safety concerns -: No inspections held in July as a result of concerns brought forward.

3.4 B) Inspections completed:

July 2020: Monthly Safety Inspection Checklists completed: 4

Random Inspections completed: 2 EQA's Completed: 0

3.5 COR Audit Review

Reviewed COR Action Plan again. Updated the group that Greg has made revisions to the following documents as part of the COR Action Plan: Environmental Quality Audits (EQA's), Staff Office Random Inspections and Monthly Safety Inspection Checklists which include the addition of instruction and space to record emergency drills.

3.6 Hazard Assessment and Control document (H.A.C.D.)

Review section (and provide recommendation(s) for changes if needed)

South Committee Reviewed: Paperwork-Writing and Computer Use (pgs. 7&8). Committee had no additional recommendations to these documents.

Policy review: 2.3.13 Medical/Dental/Health Related Appointments

Covid-19 Pandemic Response

Protocols for Residential, Non-Residential, and Support Home Clients continue to be updated as new information comes from CMOH. Staff in all regions are required to review the recently updated protocols and sign a training participation form indicating that they received the information for the programs that they are working in. Deadline to complete is September 10, 2020. All present members of the south H&S Committee reviewed at meeting and signed a training participation form. There is also a sign-in/sign-out form that is required to be filled out in residential programs along with the COVID Questionnaires by all staff and any visitor/contractors of the program. Visitor/contractor COVID Questionnaires have been updated and distributed to programs.

4.0 Other Business

4.1 Health and Safety Committee Membership – Kellie M is back from her leave but was unable to attend the meeting today. Carissa T. and Jeremy O. are the current co-chairs/members of the committee.

The committee was informed that ICE has received a letter of acknowledgement from the Minister of Community and Social Services for our efforts and response to the COVID-19 pandemic. The letter was reviewed and added to our H&S binder. Great work ICE team! Committee also reviewed from the ICE page "COVID-19: Testing and Reducing Stigma."

It was discussed that the recent virtual "Promoting Safety" training that occurred August 7, 2020 was a success and the committee members that attended that training said that they really enjoyed that method of training. It was announced that the next available virtual training being offered is "Workplace Inspections" on August 21, 2020 (9:30am-1:30pm).

Ideas for upcoming ICE Page Articles – How to stay healthy during flu season

NEXT MEETING DATE: September 8th, 2020 at 9am

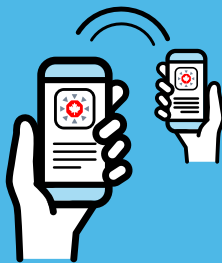
COVID Alert: Canada's COVID-19 exposure notification app

Let's protect each other

The new COVID Alert app is designed to let Canadians know whether they may have been exposed to COVID-19. Download it today to protect yourself and others.

How the app works

1. The app uses Bluetooth signals to exchange random codes with nearby phones with the app installed.
2. If someone you've come in close contact with later tests positive for COVID-19, they will receive a one-time key from their local health authority that they can enter into the app.
3. You and others who have spent time (more than 15 minutes, less than 2 metres apart, over the past 14 days) near this person will then be notified through the app that you may have been exposed.



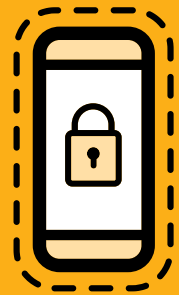
Your privacy is protected

COVID Alert does not collect personally identifiable information about you.

It has no way of knowing:

- Your location
- Your name or address
- The place or time you were near someone
- Your health information

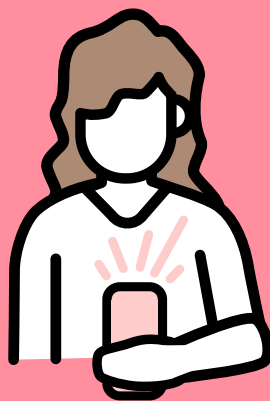
No information is shared without your consent.



What to do if you test positive

You will get a one-time key to enter into the app.

The app then notifies other app users that they may have been exposed. Notifications are based on having spent more than 15 minutes less than 2 metres from another user in the past 14 days. **Your identity is not revealed.**



What to do if you may have been exposed

If the app notifies you about potential exposure, you should follow the guidance from your local public health authority.



Why you should download the app

The app is another tool Canadians can use to help limit the spread of infection and prevent future outbreaks as we ease restrictions and restart the economy. The more Canadians who install the COVID Alert app on their phones, the better we can limit the spread of COVID-19.

Download the app and help others use it too. Find out more at canada.ca/coronavirus.