

June 3, 2021

To: All Communications Centre Staff

From: Mark Toman
A/Deputy Chief, Communications

Re: **Update #16: COVID-19 Positive Staff related to the Communications Centre**

Current Case Numbers

At present, there are no (0) Communications staff in self-isolation due to testing positive for COVID-19.

COVID Testing

Surveillance/asymptomatic testing continues to be available for on and off duty Communications Centre staff at the Toryork testing site, no referral required. Staff requesting to attend on duty must notify the Superintendent (SCS) at the beginning of the shift; approval will be permitted based on operational demand.

Overview of Measures Taken

The Communications Centre continues to follow the [COVID-19 Safety Plan](#).

On May 31, 2021, Toronto Public Health (TPH), The City Ergonomist, and members of the JHSC conducted a review of the current COVID-19 measures, including previous occupancy recommendations. The group acknowledged that "best practice" safety measures are in place, and recommended that occupancy limits be updated to the following:

- Maximum of **33** active staff assigned to the Communications Centre (including any training)
- Maximum of **5** additional support staff as required e.g. IT, Management, Facilities

Staff Quiet Room

As of May 21, 2021, the Quiet Room has been reopened for staff to use (only one at a time). Added measures have been implemented to ensure its safe usage. Please refer to the May 21, 2021 "Reopening of the CACC Quiet Room" email for details.

Access to the Communications Centre

In an effort to limit congestion in the east end of the Communications Centre, additional signage will be posted designating the exit to the Lunchroom as "For Emergency Use Only". Communications Centre staff can continue to use the west end double sliding

doors near security for routine exits and to access other parts of the building (e.g., the atrium), or for exit via the north hallway.

Distancing Outdoors

With the warm weather approaching please remember to be diligent about maintaining appropriate physical distancing (minimum 2 metres) when outside, and wearing a mask if not able to maintain physical distancing.

Reminders to All Staff from your Joint Health and Safety Committee

- Staff are not to bypass any screening station for any reason without having completed the required pre-shift screening.
- Any staff who feel unwell upon arrival to the workplace are reminded to NOT enter the building. Notify the on-duty Superintendent (SCS) and contact the Staff Support Centre (SSC) via phone (416-338-2700) for further direction.

Vaccinations

We are pleased to report that over 80% of the Communications Centre staff have advised us that they have received their first dose vaccine. The Sunnybrook Health Sciences Centre (SUN) continues to offer vaccination appointments to Communications Centre staff. Please refer to the [revised memo dated April 9, 2021](#) for clinic and appointment booking information. Opportunities for a second dose will be coordinated through the SSC when available. Staff who wish to attend the Humber River Hospital (HRH) clinic site can visit the [HRH COVax Clinic website](#). Staff may also check with their [local health unit](#) for information on vaccine clinics and appointment bookings in their area.

Vaccinations continue to be provided on short notice to Communications Centre staff by Community Paramedics when a surplus is available. Any staff who have not yet received their first dose of vaccine should confirm with their Superintendent (SCS) that they have been placed on the eligibility list. Staff who have received their first dose are asked to update their Superintendent to ensure the eligibility list is up to date.

Local 79 Unit Officer Support

CUPE Local 79 has assigned Keith Fiering as Unit Officer to Toronto Paramedic Services to be a resource and liaison for all COVID-19-related health and safety concerns. Keith can be reached at Kfiering@cupelocal79.org.

COVID-19 App

A number of staff have asked what they should do if they receive a COVID-19 Alert from the app on their phone. Toronto Public Health has advised that any staff who receive an alert through the COVID-19 App are to contact the SSC at 416-338-2700 to determine next steps and if self-isolation is indicated. Also, if advised by a Regional Public Health Unit to self-isolate, please contact the SSC for appropriate follow up.

COVID-19 Safety Plan

Staff who have been in contact with the SSC and have confirmed that they are returning to work will be provided with a copy of the COVID-19 Safety Plan. This information will identify the updated measures in place to ensure a safe transition back into the

workplace. This document is available on the [staff blog](#) (accessible anywhere via internet) and upon request for anyone already in the workplace, through the SSC.

Health and safety in the workplace is a shared responsibility and we must all do our part to keep ourselves, our colleagues and our families safe, while continuing to provide emergency service to our patients. For further information on COVID-19, please go to the [City's website](#). The City has also developed a COVID-19 employee page available through [ELI](#) for staff without access to the intranet. Use your Employee Number and password to login. If you have any questions, please call the Staff Support Centre at 416-338-2700.

Sincerely,

(Original signed by)

Mark Toman

c.: G. McEachen, Deputy Chiefs, Communications Commanders, I. Pantofaru, Operations Commanders, DOC, Communications Review, Multimedia, K. Fiering (Local 79)