



VICTORIA & ESQUIMALT POLICE BOARD MEETING PUBLIC MINUTES

APPROVED

Tuesday, January 20 @ 5:30 pm

Victoria Police Department, 850 Caledonia Avenue

PRESENT

Co-Chair Mayor B. Desjardins
Co-Chair Mayor L. Helps
Board Member R. Helme
Board Member S. Powell
Board member, M. Shaw
Board member, B. Smith
Board Member P. Ryan
Board Member J. Witter

CC F. Elsner
DC S. Ing
DC D. Manak
Insp. J. Craig
Insp. P. Durrant
Insp. B. Fox
Insp. G. Hamilton
Insp. K. Lindner
Insp. S. MacGregor
S. Sgt. J. Laidman
M. MacIntyre
S. Seivewright
D. Perry

Recording Secretary: N. Mill

The meeting commenced at 5:30 pm

7. ADOPTION OF AGENDA

MOTION that the Public Agenda of the Victoria and Esquimalt Police Board meeting held on Tuesday, January 20, 2015 be adopted with the following additions,

- 8.2 Swearing-in of new police board member, Mr. B.Smith
- 9.4 Commendations
- 9.5 Crime Statistics for Victoria and Esquimalt
- 10.2.6 Declaration, Charter of Expectations & Conflict of Interest Guidelines for Police Board Members
- 10.5 Terms of Reference for Board Committees
 - 10.5.1 HR Committee TOR
 - 10.5.2 Governance Committee TOR
 - 10.5.3 Finance Committee TOR
- 12. Rise and Report

MOVED/SECONDED/CARRIED

8. PRESENTATIONS – ANNOUNCEMENTS

8.1 Civic Service Award for Mr. N. Trett

Mr. MacIntyre thanked everyone for attending today's service award and most importantly welcomed Mr. Trett.

The VicPD Civic Service Award was created to honour both citizens and VicPD officers who go above and beyond in helping keep the communities of Esquimalt and Victoria safe and healthy.

Mr. Trett put himself in harm's way as he came to the aid of a victim of an unprovoked attack.

Mayor Desjardins, Mayor Helps and Chief Elsner presented the award to Mr. Trett and offered thanks to Mr. Trett on behalf of the citizens of Victoria and Esquimalt.

8.2 Swearing-in of Police Board Member, Mr. B. Smith

Chief Elsner presided over the swearing-in of board member, Mr. B. Smith as he was welcomed as a provincial appointee of the Victoria and Esquimalt Police Board

9. REPORTS (CC Elsner)

9.1. Human Resources Reports

9.1.1 HR Quarterly Report (Q4)

Human Resources Division Quarterly Report submitted as follows for the time period of October 1, 2014 to January 1, 2015.

Hires - Civilian

Effective: January 5, 2015

Co-op Student

1 Sworn Exempt Hire

Effective: January 22, 2015

Resignation - Civilian

Effective: January 16, 2015

ISD Administrative Assistant

Retirements – Sworn

Effective: January 31, 2015

Human Resources Division – Recruiting Sergeant
 Effective: February 28, 2015
 Investigative Services Division – Inspector

Staff Deployment Statistics: As of Dec 1, 2014

Civilians	
Authorized Strength (Full Time & Exempts)	91
Exempt	7
Full time	81
Operational Strength	88
Part time	6
Auxiliary	12
Secondments	0
Job Share	0
Maternity Leave	1
Long Term Disability (LTD)	6
Leave of Absence	0
Total Civilian Staff (less LTD)	107
Male Employees	17%
Female Employees	83%

Members	
Authorized Strength	243
Actual Strength	245
Maternity Leave	7
Light Duties Awaiting Maternity Leave	1
Light Duties From Long Term Injury	0
JIBC Recruits	6
Other Non-Deployable (Worksafe etc.)	1
*Job Share Members	4 Positions (8 Job Share Members)
*Secondments	9
*Long Term Disability	5
*Leave of Absence	0
Operating Strength	230
Male Employees	75%
Female Employees	25%

9.1.2 HR Annual Report 2014

The Human Resources Division is responsible for the professional development, welfare, and performance management of all Victoria Police Department employees. This includes personnel sourcing, training, injury management, career and leadership development, and benefits management. This mandate is accomplished by applying the following principles to all Human Resource practices:

- ethical conduct
- integrity
- respect
- accountability
- confidentiality
- open communication
- inclusiveness
- fair and consistent practice
- teamwork
- strategic planning
- fiscal responsibility
- leadership

9.2. Framework Agreement: Monthly Report – VERBAL (DCC Manak)

The following items were discussed:

- Separate statistics for each municipality would be provided using the Click View software
- Budget preparation – the City of Victoria has yet to provide a suitable date
- Outstanding: January 1st deadline for the efficiency review due to a delay in securing funding for the review

9.3. Chief Constable's Report – VERBAL

The Chief Constable provided an update to the Board on the following items:

- The results of the business survey are being presented on Tuesday, January 27th at 1:30pm in the Bay Center
- Officers will be attending the Justice Institute's Bias training to help officers understand our inherent biases

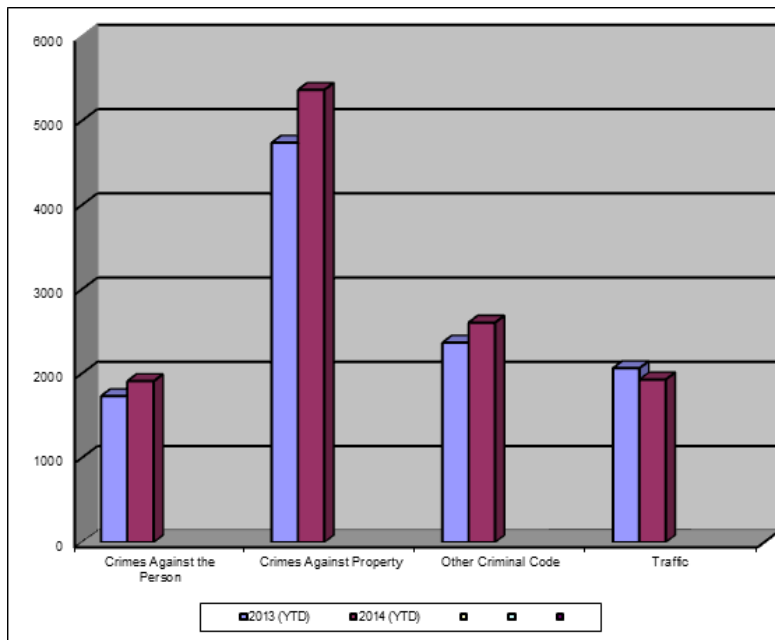
- The Joint Council/Police Board meeting took place on January 7th
- The 2015 provincial budget was presented to Esquimalt council on January 19th and was well attended
- The unveiling of the Esquimalt division cars took place on January 9th

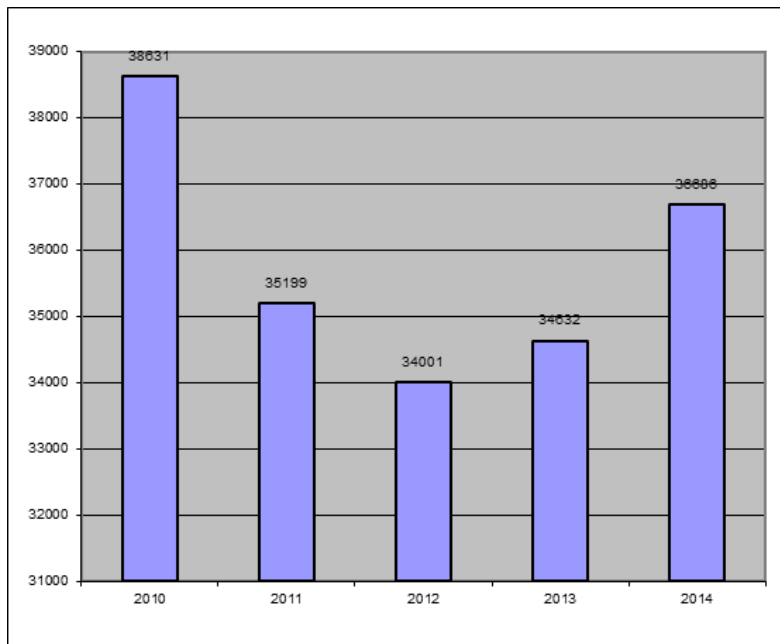
9.4 Commendations

The Chief Constable acknowledged the work of VicPD staff that had been given special recognition by members of the public

9.5 Crime Statistics for Victoria and Esquimalt

The annual report on crime trends for Victoria and Esquimalt for the period January to December 2013-2014 was presented





Specific trends were discussed further relating to:

- Property crimes are up from last year with the bulk of those happening at the beginning of the year with 2 or 3 prolific offenders
- Calls for service are up over last year – priority 2 calls in Esquimalt have gone up, however, the bulk of these are 911 abandoned calls
- Crimes to persons has gone up due to increased use of social media which has led to more persons uttering threats
- Trends in the community are being partnered with crime prevention initiatives

10. COMMITTEE REPORTS (as required)

10.1. Finance Committee Update – VERBAL (Mr. Witter)

10.1.1 Report on the Joint Council/Police Board meeting of January 7th

10.2.2 Update on the Budget Presentations to Municipal Councils

10.2. Governance Committee Update – VERBAL (Mr. Ryan)

10.2.1. Strategic Planning- VERBAL (Ms.Shaw)

There will be two more half day strategic planning sessions plus the Community and Business Association meeting which will include invites to Victoria and Esquimalt councils

The target date for final approval of the strategic plan is at the March 17th police board meeting

10.2.2 Report on the Police Officer Mental Health Symposium

Mr. Ryan reported that the symposium was well attended and is a very good start in helping to deal with the issue of police officer mental health

Chief Elsner advised that they are researching the Calgary Police's "Road to Mental Readiness" with the hope of bringing the program to the VicPD

10.2.3 Update on the CRD Municipal Police Board meeting – Request for Funding

MOTION

The Governance Committee recommends that the Board approve a budget of up to \$3,000 for the pending meeting of municipal police boards

MOVED/SECONDED/CARRIED

10.2.4 List of 2015 Conferences for Board Member Attendance

The list of 2015 conferences was distributed to the Board for review. Board members will advise the Governance Chair of their interest in attending any of the conferences.

10.2.5 Board Member Attendance at CAPG Summit 2015 in Toronto

MOTION to approve Co-Chair Barb Desjardins to attend the CAPG Summit 2015

MOVED/SECONDED/CARRIED

10.2.6 Declaration, Charter of Expectations & Conflict of Interest Guidelines for Police Board Member

The charter was distributed to the Board for review and signing of the declaration

Note: Mayor Desjardins left the meeting at 6:05pm and Mayor Helps resumed the role of Chair

10.3 BCAPB Director's Report – VERBAL (Ms. Helme and Ms. Shaw.)

No update at this time as the next meeting is March 27th. The deadline for resolutions to be submitted to the BCABP is March 2nd

10.3.1 Report on BCAPB Orientation Session of January 17, 2015 (Ms. Shaw)

The orientation session was held at the Justice Institute of BC and three board members were in attendance. The slides from the orientation are available through the BCAPB website.

10.3.2 BCAPB Resolution re Female Remands

MOTION to refer this resolution to the governance committee for further research

MOVED/SECONDED/CARRIED

10.4. Co-Chairs Report

A municipal police board meeting will be scheduled to discuss integrated police services in the CRD. The Board will provide the following as reading materials: the Victoria and Esquimalt Framework Agreement, the Saanich/Oak Bay Agreement and a summary of the Oppal Report. The meeting should be a facilitated session where a discussion of the areas of commonality and concerns can be addressed. The Board recommends that the draft agenda be prepared by the governance committee before bringing to the municipal police board chairs for approval.

10.5 Terms of Reference for Board Committees (Mayor Desjardins)

- 10.5.1 HR Committee TOR
- 10.5.2 Governance Committee TOR
- 10.5.3 Finance Committee TOR

MOTION to refer the Terms of Reference to each committee for review and update before bringing back to the governance committee to recommend to the Board for approval

MOVED/SECONDED/CARRIED

11. CORRESPONDENCE

**11.1. Blue Ribbon Panel on Crime Reduction report by Parliamentary Secretary
Darryl Plecas**

11.2. Letter from CAPG president, Cathryn Palmer dated December 16, 2014

MOTION that the Board supports renewing the membership of the CAPG

MOVED/SECONDED/CARRIED

11.3. Letter from OPCC Commissioner re: OPCC File 2014-9734-12

11.4. Letter to Prov Dir MacPherson re Female Remands dated Dec 22,

12. RISE AND REPORT

12.1. Letter from R. Wipond re: OIPC Inquiry dated November 24, 2014

MOTION to send a letter of response to Mr. Wipond

MOVED/SECONDED/CARRIED

12.2 Board Effectiveness Evaluations – VERBAL (Mr. Ryan)

MOTION that the Governance Committee supports the release of the covering letter and roll up of the 2014 Board Evaluation as attached. This includes releasing the 2012 evaluation results that had not previously been made public

MOVED/SECONDED/CARRIED

NEXT MEETING DATE

The February meeting of the Police Board will be held at 5:30 pm on Tuesday, February 17th 2015 at the Victoria Police Department, 3rd Floor Boardroom, 850 Caledonia Avenue, Victoria

MOTION to approve the next meeting date of the Victoria and Esquimalt Police Board

MOVED/SECONDED/CARRIED

MOTION to adjourn the Public meeting at 6:30

MOVED/SECONDED/CARRIED



Mayor Barbara Desjardins
Co-Chair

Nicola Mill
Recording Secretary