



VICTORIA & ESQUIMALT POLICE BOARD

Public Meeting Agenda

September 17, 2024 at 5:00pm

Boardroom & Zoom

1. SPECIAL PRESENTATION

- a. Presentation Greater Victoria Police Diversity Advisory Committee (GVPDAC) – (S/Sgt. J. Ames)

2. STANDING ITEMS

- a. Territorial Acknowledgement – **To be completed before presentation**
- b. Declarations of Conflict of Interest
- c. Adoption of the Public Agenda of September 17, 2024
- Pg. 1 d. Adoption of the Public Minutes of Aug 20, 2024
- e. Board Chair Update
- Pg. 3 f. Committees Update
- g. Board Member Engagement Update
- h. BC Association of Police Boards Director's Update
- Pg. 12 i. Chief Constable Update
- j. Equity, Diversity, Inclusion & Engagement Update
- Pg. 13 k. Roadmap for a Healthy Inclusive Workplace (Quarterly – Sept, Dec, Mar, June)
- l. Review of Board 2023-2025 Strategic Priorities (discuss dates for discussion)
- m. Board Retreat (M. Hayes)

3. NEW BUSINESS

- Pg. 19 a. 240830 Letter from Ministry to Board re SD61 (M. Hayes)
- b. Form Working Group for PFM (T. Kituri)



VICTORIA & ESQUIMALT POLICE BOARD

Public Meeting Minutes

Aug 20, 2024 at 5:00pm

Boardroom & Zoom

PRESENT

Mayor Desjardins
Mayor Alto
H. Courtright
E. Cull
S. Dhillon
P. Faoro
M. Hayes, Chair

T. Kituri
D. Yakimchuk
Chief Cst. Manak
DC J. Laidman
DC J. McRae
Insp. C. Brown
Insp. M. Brown

Insp. J. Lawson
S/Sgt. M. Darling
S/Sgt. J. Ames
S/Sgt. J. Malinosky
Do. Phillips

Recorder: Tanya Lamoureux

1. CHAIR/VICE CHAIR DECISION

- a. Per directive of the Ministerial Order #467, the Township of Esquimalt and the City of Victoria voted to appointment a person from each council to sit on the VEPB.
 - Esquimalt appointment – Barbara Desjardins
 - Victoria appointment – Marianne Alto
- b. Per directive of the Ministerial Order #467, the Chair is no-longer automatically set as the Mayor(s) and an election was held to fill the Chair and Vice Chair positions.
 - Chair: Mikayla Hayes
 - Nominations - Mikayla Hayes – acclaimed
 - Vice Chair: Elizabeth Cull
 - Nominations – Elizabeth Cull - acclaimed

2. STANDING ITEMS

- a. Territorial Land Acknowledgement
- b. Declaration of Conflicts of Interest
No conflicts declared.
- c. Approval: Public Agenda of August 20, 2024

24-79

MOTION: *To approve the Public agenda of August 20, 2024 as amended to include item (c) City of Victoria Community Safety and Wellbeing Plan; and add School District 61 under the Board Co-Chairs Update.* **MOVED/SECONDED/CARRIED**

24-80 MOTION: *To approve the Public Minutes of July 16, 2024 as presented.*
MOVED/SECONDED/CARRIED

e. Board Chair Update

No discussion arising

f. Committees Update

Refer to the report provided. Committee matters arising included:

- Finance Committee
 - See report provided
 - More detailed analysis will be coming at future date

g. Board Member Engagement Update

CAPG- Halifax. We are hosting conference in 2025

h. BC Association of Police Boards Executive Update

No discussion arising

i. Chief Constable Update

Refer to the report provided – for information. Operational calls and files of note were highlighted.

- Two activity reports attached as previous month was missed

j. Equity, Diversity, Inclusion, Accessibility & Engagement Update

Refer to the report provided – for information. See page 12 & 13

k. Review of Board 2023-2025 Strategic Priorities

Move to the board retreat, possibly dates in the Fall.

3. NEW BUSINESS

Board to send a letter of Congratulations to MYST Team for the award and recognition they received from the International Conference they attended in July. They received the Frederick Milton Thrasher Award.

4. RISE & REPORT *(when applicable)*

The Board has signed a contract with PFM (Pinton, Forrest & Madden Group Inc) as the search firm for hiring a new Police Chief. Due to time constraints, Chief Manak has had their current contract extended by 8 months and will conclude as of August 31, 2025.

5. CORRESPONDENCE *(for information only)*

a. Three Letters received

Refer to letters provided – for information.

Meeting adjourned at 5:46_pm.



VICTORIA & ESQUIMALT POLICE BOARD

COMMITTEES UPDATE Public

GOVERNANCE

- a. TOR's for Chair and Vice-Chair Positions
C24-56 **MOTION:** That the Board approve the updated changes made to the TORs for the Chair and Vice Chair positions.
MOVED/SECONDED/CARRIED

- b. Mayor's Participation on Committees
C24-59 **MOTION:** That the Board approve the mayor's be allowed to participate on committees. **MOVED/SECONDED/CARRIED**

- c. Remuneration policy
C24-60 **MOTION:** That the Board approve the Board Chair to receive remuneration as of August 20, 2024, and that elected officials appointed by respective councils are not eligible for remuneration. **MOVED/SECONDED/CARRIED**

HUMAN RESOURCES

FINANCE

- a. Proposed Process Timelines re: 2025 Budget Process
Final Provisional Budget due to the Finance Committee and then the Board for approval in September 2024.

- b. Monthly Financial Report
See page # 4

- b. 2025 Budget

C24-66 **MOTION:** *That the Finance Committee recommend that we adopt the 2025 budget to the Board.* **MOVED/SECONDED/CARRIED**



VICTORIA & ESQUIMALT POLICE BOARD

DATE:	September 10, 2024
TO:	Victoria & Esquimalt Police Board
FROM:	Donna Phillips, Director of Financial Services
SUBJECT:	August 2024 Financial Report
ACTION:	For Information

SUMMARY:

This report contains the monthly financial report as of August 28th, 2024. The target for spending is approximately 67.3% of the fiscal year based on payroll. Actual results are 67.9% of the total budget. The highlights are presented below.

Statement 1 - Revenue and Expenditures by Division

Divisional variances between actual and budget are affected by changes in deployment (ordinary and related to reorg) compared to salary budgets that were set in the summer of 2023, therefore variances are best explained using Statement 2, by expense type. Two exceptions are noted below:

- Corporate (92.5% spent) - Exceed the pro-rated budget by \$256,000 and consist primarily of:
 - Retirement costs of \$700,697 (unbudgeted);
 - Building maintenance overage of \$59,135 due to 2023 budget cut under appeal;
 - Miscellaneous net overages of \$6,000; *offset by*
 - Worksafe BC recoveries of \$443,000 higher than budgeted; and
 - Pro-rated PSU provincial grant of \$66,667 moved from the integrated unit.
- Integrated Units (83.2% spent) – Exceed the pro-rated budget by \$483,000. This overage is due to yearend adjustments pending for cost-sharing from other police agencies.

Statement 2 - Revenue and Expenditures by Type

A new column has been added for the pro-rated budget and the over/under columns are now on a year-to-date (pro-rated basis). Expenditures exceeding the 67.3% target and greater than \$20,000 have been highlighted in the statement and are summarized below:

- **Recoverable Overtime** expenditures are 139.3% spent year-to-date due to continuing protest activities over-and-above budget. Refer to the attached Overtime Report for a detail of recoverable and non-recoverable overtime.
- **Building Maintenance** costs are 77.8% spent year-to-date due to the 2023 budget cut under appeal and as explained above under Corporate.

- **Other Operating Expenditures** are 153.6% spent year-to-date (over by \$241,097 year-to-date). Other Operating Expenditures include contractual photocopy costs, Board stipends, operational meetings, operating leases (for five Strike Force vehicles) and memberships. The overspending consists of photocopy costs due to a new contract (\$31,000), membership fees (\$12,000), costs to be recovered in integrated units (\$32,000), and costs in Corporate related to protests and ERT/PSU activations and offset by recoveries (\$200,000), net of underspending in volunteer recognition costs (\$15,000) and operational meetings year-to-date (\$19,000).
- **Uniforms and Protective Clothing** costs are 85.3% spent year to date (over by \$74,884 year-to-date) due to an increase in new and replacement officers, inflation, and prices exceeding inflation for specialized equipment such as body armour.
- The above overages are offset by year-to-date underspending in professional fees, equipment maintenance, fuel and motor oil, and insurance, some of which is due to timing.

Statement 1 and 2 have been adjusted for the following:

- \$650,000 in Standby pay has been reclassified from Overtime to Salaries due to scheduling system setup;
- \$816,047 of expenditure added for July and August services payable for E-Comm levy;
- \$194,380 of expenditure added for unbilled costs payable for building maintenance (Victoria and Esquimalt), financial services (Victoria), and CREST radio;
- \$107,833 net recovery and revenues adjustments from the Legislative Assembly, the province and the City of Victoria for the Late Night Task Force;
- \$31,470 of expenditure removed for pre-billed PRIME police database;
- \$43,411 accrued transfer from the Financial Stability Reserve to cover Investigative Services Division, Special Operations investigative costs (transferred at year end).

Statement 3 – Capital Expenditures

- **Vehicles** – Expenditures of \$380,783 include purchase of two (2) Dodge Durango vehicles plus equipment (\$168,707), cost to buyout a Strike Force operating lease for a Toyota Sienna which is now used in Operations (\$18,877), with the remaining balance for equipment for nine (9) other police vehicles used in Operations, and which have capital leases.

Since the capital lease program is piloted in 2024, the City of Victoria Finance will be making a determination on the budget impact, and the lease transactions have not been recorded. Accounting for capital leases involves recording the asset value to the capital expenditure account (currently estimated to be approximately \$650,000 for nine (9) leased vehicles). Given that these costs are spread out over five years, it is expected that there will be a budget adjustment to remove the future liability cost of the leases, effectively impacting the annual budget for one year's worth of cost.

- **Computer equipment** – This budget of \$500,000 is administered by the Information Risk Management Division and is 44% spent (\$222,315).
- **Furniture** – This budget (\$400,000) is used for furniture and minor refreshes, such as paint and carpeting. Only \$2,082 has been spent, but there are additional purchases on order for refreshes in Strike Force and Patrol areas.

Statement 4 - Overtime Expenditures

	Budget	Actual	% Spent	Remaining (Overspent)
Non-Recoverable Overtime	2,705,150	1,789,983	66.20%	915,167
Recoverable Overtime	1,393,990	1,942,111	139.30%	(548,121)
Total	4,099,140	3,732,094	91%	367,046

Overall, non-recoverable overtime remains below target at 66.2% (target 67.3%). This supports our stated intention that the 2023 reorganization would allow the Department to operate within overtime budgets and has effectively removed overspending that had been occurring in prior years.

Non-recoverable overtime costs in Administration are 88.7% spent and consists of overages in both Human Resources and Executive Services offset by underspending in other areas. Human Resources and Executive Services have both been covering for position vacancies.

The combined total for non-recoverable overtime costs for Operations and the Integrated Units is reduced by 1) standby pay (\$650,000) as required by the collective agreements and 2) overtime related to prior year Christmas coverage (\$88,000). Continued challenges in obtaining meaningful and timely reports from both the scheduling system and the City's JDE system prevents having a clear accounting of overtime costs by section that are *net of* standby pay and prior year costs. Finance staff will continue to work towards improved reporting of overtime costs that include a net overtime cost by section.



MONTHLY FINANCIAL REPORT AS AT AUGUST 28TH, 2024

Statement 1

Victoria Police Department
Revenue and Expenditures By Division (Unaudited)
For the Period Ending August 28, 2024

	Budget	Pro-rated Budget 67.3%	Actual	(Over) Under	% of Total Budget
Special Events and Duties	750,000	504,750	287,470	462,530	38.3%
Information Support Services	85,000	57,205	55,629	29,371	65.4%
Grants - Miscellaneous	24,500	16,489	91,951	(67,451)	375.3%
Other	-	-	2,622	(2,622)	N/A
Jail Operations	40,000	26,920	18,315	21,685	45.8%
Total Revenue	899,500	605,364	455,987	443,513	50.7%
Operating Expenditures By Division					
Victoria and Esquimalt Police Board	150,500	101,287	85,313	65,187	56.7%
Office of the Chief Constable	1,291,050	868,877	802,248	488,802	62.1%
Patrol Division	20,824,042	14,014,580	14,917,109	5,906,933	71.6%
Community Services Division	7,194,984	4,842,224	5,775,809	1,419,175	80.3%
Esquimalt Division	5,188,510	3,491,867	3,604,326	1,584,184	69.5%
Investigative Services Division	8,650,174	5,821,567	6,331,295	2,318,879	73.2%
Community Engagement Division	1,137,842	765,768	753,081	384,761	66.2%
Executive Services Division	2,504,278	1,685,379	1,612,480	891,798	64.4%
Information Risk Management Division	9,935,357	6,686,495	6,157,222	3,778,135	62.0%
Human Resources Division	4,580,452	3,082,644	3,000,043	1,580,409	65.5%
Financial Services Division	6,327,476	4,258,391	2,255,459	4,009,077	35.6%
Corporate	1,017,665	684,889	941,291	76,374	92.5%
Integrated Units	3,034,381	2,042,138	2,525,458	508,923	83.2%
Total Operating Expenditures	71,836,711	48,346,107	48,824,073	23,012,638	68.0%
Transfers to Capital	1,200,000	807,600	600,000	600,000	50.0%
Net Deficit	72,137,211	48,548,343	48,968,086	41,960,202	67.9%

Statement 2

Victoria Police Department
Revenue and Expenditures by Object (Unaudited)
For the Period Ending August 28, 2024

	Actual	Budget	% Used	Pro-rated Budget 67.3%	(Over)/Under Year-to-Date	
					\$	%
Revenue						
Special Events	287,470	750,000	38.3%	504,750	217,280	43.0%
Records	55,629	85,000	65.4%	57,205	1,576	2.8%
Grants	91,951	24,500	375.3%	16,489	(75,462)	-457.7%
Other	2,622	-	N/A	-	(2,622)	N/A
Jail Operations	18,315	40,000	45.8%	26,920	8,605	32.0%
Total Revenue	455,987	899,500	50.7%	605,364	149,376	24.7%
Operating Expenditures						
Salaries and Benefits	34,867,729	52,242,291	66.7%	35,159,062	291,333	0.8%
Retirements	700,697	-	N/A	-	(700,697)	N/A
Non-Recoverable Overtime	1,789,983	2,705,150	66.2%	1,820,566	30,583	1.7%
Recoverable Overtime	1,942,111	1,393,990	139.3%	938,155	(1,003,956)	-107.0%
Professional/Third Party Services	1,000,316	2,944,139	34.0%	1,981,406	981,090	49.5%
E-Comm 9-1-1	3,264,187	5,067,930	64.4%	3,410,717	146,530	4.3%
Equipment Maintenance	1,165,760	2,131,255	54.7%	1,434,335	268,574	18.7%
Communications	599,045	872,600	68.7%	587,260	(11,785)	-2.0%
Travel and Training	1,210,930	1,833,390	66.0%	1,233,871	22,941	1.9%
Building Maintenance	438,340	563,455	77.8%	379,205	(59,135)	-15.6%
General and Office Supplies	324,595	511,610	63.4%	344,314	19,719	5.7%
Other Operating Expenditures	429,200	279,500	153.6%	188,104	(241,097)	-128.2%
Uniforms & Protective Clothing	354,179	415,000	85.3%	279,295	(74,884)	-26.8%
Lease/Rental/PRIME	394,999	586,200	67.4%	394,513	(487)	-0.1%
Fuel and Motor Oil	120,750	381,891	31.6%	257,013	136,263	53.0%
Insurance	203,126	337,510	60.2%	227,144	24,019	10.6%
Postage and Freight	18,126	25,500	71.1%	17,162	(965)	-5.6%
Total Operating Expenditures	48,824,073	72,291,411	67.5%	48,652,120	(171,953)	-0.4%
Transfers to Capital	600,000	1,200,000	50.0%	807,600	207,600	25.7%
Transfers to Evergreen Reserve	-	45,300	0.0%	30,487	30,487	100.0%
Transfer from Financial Stability	-	500,000	0.0%	336,500	336,500	100.0%
Net Deficit	48,968,086	72,137,211	67.9%	48,548,343	(419,743)	-0.9%

Statement 3

**Victoria Police Department
Capital Expenditures (Unaudited)
For the Period Ending August 28, 2024**

	Transfers to Capital Fund	Budgeted Expenditures	Actual Expenditures	(Over) Under	%
Vehicles	-	600,000	380,753	219,247	63.5%
Computer Equipment	-	500,000	222,315	277,685	44.5%
Furniture	-	400,000	2,082	397,918	0.5%
Total Capital	1,200,000	1,500,000	605,150	894,850	40.3%

Statement 4

**Overtime Expenditures as of August 29th, 2024
Police and Civilian Combined**

BU	Description	2024 Budget	2024 Year To Date	% Spent	Remaining (Overspent)
Non-Recoverable Overtime					
Administration					
2500	Financial Services Division	1,000	-	0.0%	1,000
2510	Human Resources	31,000	70,449	227.3%	(39,449)
2524	Community Engagement	23,000	4,307	18.7%	18,693
2527	HR-Critical Incident Stress Management	20,000	2,576	12.9%	17,424
2529	Executive Services-Admin, Policy & Prof. Standards	25,000	40,181	160.7%	(15,181)
2530	Executive Services-Privacy and Legal	3,000	-	0.0%	3,000
2546	Volunteers	3,500	-	0.0%	3,500
2550	Information Technology	5,000	-	0.0%	5,000
2630	Information Support	80,000	52,439	65.5%	27,561
Total Administration		191,500	169,952	88.7%	21,548
Operations					
2549	Analysis & Intel	18,000	15,956	88.6%	2,044
2560	Patrol	1,252,000	1,100,593	87.9%	151,407
2570	Esquimalt Administration	1,500	5,932	395.5%	(4,432)
2572	Operational Planning	10,000	10,719	107.2%	(719)
2580	General Investigation Section	200,000	317,740	158.9%	(117,740)
2581	Community Outreach	10,000	1,362	13.6%	8,638
2590	Strike Force	125,000	95,659	76.5%	29,341
2600	Detectives	40,000	35,357	88.4%	4,643
2606	Special Victims Unit	35,000	38,708	110.6%	(3,708)
2608	Major Crime Unit	120,000	104,003	86.7%	15,997
2609	Historical Case Review Unit	-	15,987	N/A	(15,987)
2610	Traffic Enforcement/Crash Investigation	40,000	69,788	174.5%	(29,788)
2615	Cybercrime (budget in Computer Analysis)	6,000	28,140	469.0%	(22,140)
2650	Forensic Identification	65,000	103,515	159.3%	(38,515)
2680	Jail	120,000	70,456	58.7%	49,544
2692	ERT Team	10,000	158,218	1582.2%	(148,218)
Total Operations		2,052,500	2,172,135	105.8%	(119,635)
Integrated Units					
2523	Integrated Mobile Crisis Response (IMCRT)	36,920	20,109	54.5%	16,811
2565	Integrated Canine Unit	11,900	52,810	443.8%	(40,910)
2601	Vancouver Island Integrated Major Crimes (VIIMCU)	156,000	107,265	68.8%	48,735
2603	MYST	2,000	-	0.0%	2,000
2607	Regional Domestic Violence	13,360	-	0.0%	13,360
2620	Public Safety Unit Training	63,330	6,736	10.6%	56,594
2690	GVERT Training	166,130	52,370	31.5%	113,760
2695	Crisis Negotiation	11,510	3,273	28.4%	8,237
Total Integrated Units		461,150	185,896	40.3%	275,254
Less: Standby Coded to Overtime			650,000		(650,000)
Less: Christmas OT Expensed in 2024			88,000		(88,000)
Total Non-Recoverable Overtime		2,705,150	1,789,983	66.2%	915,167
Overtime Recoverable from Third parties					
2520	Centralized (Emergency Response, Protests)	643,990	837,656	130.1%	(193,666)
2526	Special Events	750,000	877,880	117.1%	(127,880)
2560	Patrol	-	205,013	N/A	(205,013)
2590	Strikeforce	-	16,792	N/A	(16,792)
2607	Regional Domestic Violence	-	4,769	N/A	(4,769)
Total Recoverable Overtime		1,393,990	1,942,111	139.3%	(548,121)
Total Overtime Combined		4,099,140	3,732,094	91.0%	367,046



VICTORIA & ESQUIMALT POLICE BOARD

DATE:	September 17, 2024
TO:	Victoria & Esquimalt Police Board
FROM:	Chief Cst. Manak
SUBJECT:	Chief Constable Monthly Engagement Highlights
ACTION:	For Information

Internal & External Engagements

- August 24 Attended the TDR fundraiser Lassam Lemonade Stand
- September 3 Presented promotional plaque to S/Sgt. Robson
- September 4 Walked the Beat with Insp. Michael Brown
- September 5 Swore-in 6 new recruits and 1 exempt officer
- September 7 Attended RibFest in Esquimalt
- September 7 Attended BeerFest at Topaz Park
- September 9 Presented promotional plaque to S/Sgt. O'Connor
- September 9 Attended the Kirkwood Hearing
- September 9 Attended CSD Briefing regarding Special Olympics BC Overtime Drive
- September 9 Attended the Reserve Program meeting and presented a long service plaque to Reserve Sergeant Devette
- September 10 Attended BCAMCP Meeting
- September 11 Participated in the CSWB Panel Meeting as a panelist
- September 12 Presented the Q2 Community Safety Report Card to City of Victoria Council
- September 12 Met with City of Victoria Council for 2025 budget consultation
- September 16 Attended A Watch Briefing regarding Special Olympics BC Overtime Drive

Equity, Diversity, and Inclusion Engagement

- August 25 Attended the Punjabi Mela Independence Day Celebration
- September 5 Met with members of the Jewish community
- September 9 Met with First Nations Carver and City of Victoria regarding the Unity Pole



ROADMAP FOR A HEALTHY & INCLUSIVE WORKPLACE

September 2024

BACKGROUND

In 2021, the Victoria Police Department (VicPD), the Victoria and Esquimalt Police Board (VEPB) and the Victoria City Police Union (VCPU) conducted a series of surveys to assess the current state of staff mental health and well-being, job satisfaction and the state of equity, diversity, inclusion and accessibility (EDIA) within VicPD.

To make organizational improvements, the senior leadership team, with guidance from the VEPB, has created a *Roadmap for a Healthy & Inclusive Workplace* that summarizes key initiatives and programs that will be implemented at VicPD to improve staff/management communication and engagement, enhance mental health and well-being services and supports, implement leading EDIA practices and improve overall morale and job satisfaction.

This Roadmap has three major areas of focus: mental health and wellness; equity, diversity, inclusion and accessibility; and leadership.

The attached Action Plan is a living document that may be amended to include new initiatives to support the overall goal of improving the VicPD workplace. It will be presented to the Board triannually.

ROADMAP FOR A HEALTHY & INCLUSIVE WORKPLACE ACTION PLAN UPDATE

#1. MENTAL HEALTH AND WELLNESS

Expected Outcomes

- We have a diverse and accessible set of wellness programs that all staff are aware of.
- We have invested in the necessary staff and programs to keep our people healthy and support them in returning to work when they have been off.

#1	<i>Create a joint committee with VCPU, senior police leaders and CUPE Local 50 rep(s) to review the summary of findings and recommendations from the Mental Health and Well-Being survey and revise the Roadmap as needed.</i>	Lead: Chief Manak Timeline: June 2022
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June 2022: Concluded

#2	<i>Assess mental health and wellness resources available to staff and make improvements where required.</i>	Lead: K. Kosich Timeline: On-going
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September 2024

- A satellite office of the medical clinic specializing in veterans and first responder care will be opening in Victoria in the next 3-6 months due to the influx of members that went to the Vancouver Office VRFH
- Annual wellness assessments have now been introduced for all VicPD staff throughout the organization

June 2024

- A new Medical Clinic specializing in providing care to veterans and first responders (sworn and civilian) and their spouses opened in Vancouver. The clinic is accepting VicPD employees for in-person and online appointments.

May 2024

- ISD civilian and sworn staff have completed a group critical incident debriefing survey. Results will be reviewed and areas for improvement or changes will be identified.

#3	<i>Identify gaps in knowledge between available mental health and wellness resources and staff knowledge of those resources and identify communication strategies to better connect individuals to resources.</i>	Lead: K. Kosich Timeline: Ongoing
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September 2024

- The Peer Connect app has been implemented organization wide. This Peer Connect App allows for robust data analytics that will support staff wellness

May 2024

- The Peer Connect app is ready to go live. Rollout to sections will begin May 24, 2024 beginning with C Watch with the entire department live by June 2024.

#4	<i>Create a formal VicPD Wellness Program in conjunction with the Psychologist, inclusive of prevention-focused health and wellness initiatives.</i>	Lead: K. Kosich Timeline: June 2025
<p>September 2024</p> <ul style="list-style-type: none"> A list of ideas and observations are currently being developed and a senior working group has been established to compile a strategy <p>March 2024:</p> <ul style="list-style-type: none"> The two in-house psychologists (IHPs) have been briefed about the intention of this program but it has not been actioned yet. Once the IHPs have transitioned into their new roles, they will collaborate with HR on the creation of a wellness program. 		
#5	<i>Hire an in-house psychologist to provide staff with immediate access to professional mental health support as a preventative measure to ensure on-going staff wellbeing.</i>	Lead: K. Kosich Timeline: January 2024
<p>September 2024</p> <ul style="list-style-type: none"> The IH Psychologists have presented seminars on secondary traumatic stress and seminars on mindfulness. Upcoming session topics will examine burnout and a behaviour health primer. IH Psychologists are training peer support members to help develop support team with communications <p>May 2024</p> <ul style="list-style-type: none"> The transition in IH Psychologists has occurred. Dr. Rob Holloway and Dr. Riva Coupland are determining how best to meets the needs of VicPD. Seminars on a variety of topics are being developed. 		
#6	<i>Hire an Occupational Health Nurse (OHN) to oversee, manage and support staff with physical and/or occupational stress injuries and facilitate individualized return-to-work plans in a timely manner.</i>	Lead: K. Kosich Timeline: Monitoring
<p>September 2024</p> <ul style="list-style-type: none"> This position is still under review <p>March 2024:</p> <ul style="list-style-type: none"> The efficacy of this position requires further review based on a number of other mental health and wellness services and supports that have already been implemented. 		
#7	<i>Implement initiatives that improve mental health education, tools and emotional support for families of VicPD staff.</i>	Lead: K. Kosich Timeline: On-going
<p>September 2024</p> <ul style="list-style-type: none"> Funding for Beyond the Blue was approved, and Beyond the Blue has been actively providing programming and events: <ul style="list-style-type: none"> Hosted a family gathering at Beckwith Park in Spring 2024 Support table at BCLEM Amalgamated with Canada BTB and received charitable status Implemented a social media awareness campaign 		

- Support table at Western Wage conference in October

March 2024:

- Beyond the Blue presented to Area Chiefs on April 4 and provided an update on their initiatives and accomplishments to date, as well as a 2024 work plan. The Area Chiefs approved their 2024 funding request.

#8

Ensure the Human Resources Division is adequately staffed to meet the current recruiting and hiring demands.

Lead: DC Laidman
Timeline: June 2025

September 2024

- A Training Constable position was approved in the 2024 budget to bolster HR training capacity. The HR Director continues to assess the adequacy of HR resources.

March 2024:

- With the transition to a civilian HR Director, an assessment will be undertaken regarding the adequacy of HR staffing to ensure that HR is able to meet the ongoing and future needs of the department.

#2. EQUITY, DIVERSITY, INCLUSION & ACCESSIBILITY (EDIA)**Expected Outcomes**

- We have developed a shared understanding of what it means to be an equitable, diverse, inclusive and accessible organization.
- With assistance of an EDIA facilitator, our EDIA committee is strong and working toward continuous improvement.
- We have a strong and diverse workforce in all ranks and positions at VicPD.

#1

Hire an external Equity, Diversity, Inclusion & Accessibility facilitator to assist VicPD in drafting a comprehensive EDI strategy, inclusive of EDI and anti-racism education and training for all staff and Police Board members.

Lead: DC Laidman
Timeline: April 2025

September 2024

- The following committees have been established: Training Committee, Communications Committee, Policy, Promotion and Recruitment Review Committee, External Partnerships Committee

May 2024

- The EDIA Committee Vision, Mission, Terms of Reference, Team Charter, and Strategic Direction have been finalized and presented to SLT.

#2

Create a VicPD Equity, Diversity, Inclusion & Accessibility Committee.

Lead: DC Laidman
Timeline: December 2022

January 2024: Concluded

#3	<i>Establish a clear definition and common understanding of equity, diversity and inclusion amongst all staff and Police Board members and that this definition is clearly and consistently communicated.</i>	Lead: DC Laidman Timeline: June 2024
September 2024: Concluded		
#4	<i>Examine the internal state of EDIA, inclusive of diversity in hiring and promotion for all VicPD positions and organizational policy impact on EDIA.</i>	Lead: DC Laidman Timeline: April 2025
<p>September 2024:</p> <ul style="list-style-type: none"> • Meeting with external contractor in October 2024 • An external consultant has been retained to assist with a comprehensive EDIA review of internal policies, procedures and processes • The following committees have been established: Training Committee, Communications Committee, Policy, Promotion and Recruitment Review Committee, External Partnership Committee 		

#3. LEADERSHIP		
<p>Expected Outcomes</p> <ul style="list-style-type: none"> • Our leadership team is better connected with all staff. • Improved mechanisms for better two-way communication are in place. 		
#1	<i>The Chief to meet with the senior leadership team to discuss strategies to improve two-way communication between the Senior Leadership Team (SLT) and VicPD staff.</i>	Lead: Chief Manak Timeline: Ongoing
<p>September 2024</p> <ul style="list-style-type: none"> • Based on feedback from frontline Patrol officers, four Constable's Committees (one for each Patrol Watch) were created to meet regularly with Patrol Division leadership. These discussions have improved communication between the Patrol OIC/Staff Sergeant and frontline Constables. <p>March 2024</p> <ul style="list-style-type: none"> • The SLT was reminded to share SLT updates with their staff at divisional meetings, and to bring any questions, comments or concerns back to SLT. Both Deputy Chiefs regularly meet with their teams to ensure open communication. 		
#2	<i>The Chief to prioritize internal staff communication and engagement.</i>	Lead: Chief Manak Timeline: Ongoing
<p>September 2024</p> <ul style="list-style-type: none"> • With the most recent round of promotions, the Chief has attended Patrol Watch briefings to present a promotional plaque to all officers being promoted. In addition, the Chief is meeting one-on-one with all newly promoted Sergeants to discuss personal and organizational leadership. 		



BRITISH
COLUMBIA

VIA EMAIL

Ref. 669757

August 30, 2024

Micayla Hayes, Chair
Victoria and Esquimalt Police Board
850 Caledonia Avenue
Victoria BC V8T 5J8
Email: Board@vicpd.ca

Dear Micayla Hayes:

We are writing to you today to share the Province's perspective on the ongoing discussions occurring between the Victoria Police Department and the Board of Education of School District 61 (SD61) relating to the School Police Liaison Officer (SPLO) program.

We appreciate the Victoria Police Department's ongoing commitment to student safety and wellbeing and the efforts to resolve this important issue. We strongly believe that public safety is increased by fostering positive and collaborative relationships between community members and the police officers that serve them. In the interest of facilitating open communication and relationship-building between education officials and police, we are writing to provide you with an update regarding our recent discussions with Victoria School District.

On August 8, 2024, we met with the Board of Education where we discussed our shared priority of ensuring our schools are safe places where students can thrive. As you are aware, police in the Capital Regional District, including Victoria PD, have raised concerns over the past number of months regarding infiltration of gangs in area schools and their exploitation of students. In this meeting, we expressed our concerns about gang activity further entrenching itself on the South Island, and the resulting risks to students and school safety.

The Board of Education has shared its safety plans with us for review and we have expressed our concern that they do not adequately outline preventative safety measures. Specially, they do not include a proactive, coordinated plan with police that meaningfully addresses the critical issues that were raised with us around increased gang activity and safety issues in schools within Victoria school district. Gang activity in schools is a very serious issue, and we know we can all agree that strong policy needs to be in place for both reactive *and* proactive responses to address it.

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Micayla Hayes, Chair
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At the meeting, we learned the District is in the process of implementing its supports for student safety ahead of the upcoming school year and we have requested the details of this implementation plan to be shared with us as soon as possible.

In addition, we have also reviewed the draft MOU proposal from the Victoria Police Department and Victoria and Esquimalt Police Board that reimagines the relationship between the police and the School District. It is our expectation that the Board of Education and Victoria and Esquimalt Police Board continue discussions regarding the draft. We have requested an update from the Board of Education on how these discussions have progressed and details of their response to the proposal.

We acknowledged the Board of Education's concerns regarding negative interactions between students and police in schools and we are asking you both if any of these concerns have been raised with you and if there has been any subsequent action. We are hopeful that the District and police can outline how these situations would be addressed moving forward in a new and productive joint plan.

It is important that we address systemic barriers to safety and inclusion in schools so that every child can flourish in our school system. Teachers and education staff play a vital role in this process, but it is important for police to be able to support staff in the prevention and intervention of gang activity in our schools; their training, knowledge and experience on these matters cannot be discounted.

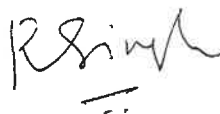
With the upcoming school year only days away, our desire is to assist in furthering dialogue to ensure this support is in place, and to encourage a productive relationship between the School District and the Police Board.

Thank you for your attention to this matter.

Sincerely,



Mike Farnworth
Minister of Public Safety and Solicitor General
and Deputy Premier



Rachna Singh
Minister of Education and Child Care