



The following *draft* Minutes of the meeting of the Toronto Police Services Board held on April 16, 2015 are subject to adoption at its next regularly scheduled meeting.

The Minutes of the meeting held on March 19, 2015 and the special meeting held on April 2, 2015, previously circulated in draft form, were approved by the Toronto Police Services Board at its meeting held on April 16, 2015.

MINUTES OF THE PUBLIC MEETING of the Toronto Police Services Board held on **APRIL 16, 2015** at 12:30 PM in the Auditorium, 40 College Street, Toronto, Ontario.

PRESENT:

Dr. Alok Mukherjee, Chair
Mr. Andrew Pringle, Vice-Chair
Dr. Dhun Noria, Member
Ms. Marie Moliner, Member
Ms. Shelley Carroll, Councillor & Member
Mr. Chin Lee, Councillor & Member
Mr. John Tory, Mayor & Member

ALSO PRESENT:

Mr. William Blair, Chief of Police
Mr. Karl Druckman, City of Toronto - Legal Services Division
Ms. Deirdre Williams, Board Administrator

Declarations of Interest under the *Municipal Conflict of Interest Act* – Mayor Tory advised that he has an interest in Rogers Communications Inc. and, given that Rogers Communications Inc. owns the Toronto Blue Jays baseball team, would not participate in the consideration of the report: *Annual Report: 2014 Corporate and Community Donations* (Min. No. P90/15 refers).

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

#P85. LAST MEETING – CHIEF WILLIAM BLAIR

Chair Mukherjee noted that this would be the last Board meeting with Chief William Blair as he is retiring effective April 25, 2015 after serving 38 years of exemplary service with the Toronto Police Service.

The Chair and Board commended Chief Blair for his significant contribution to the Toronto Police Service and the community particularly during the past 10 years as Chief of Police.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

#P86. RE-APPOINTMENT TO THE BOARD – MARIE MOLINER

The Board was in receipt of Order in Council No. 364/2015 dated March 25, 2015 from the Ontario Executive Council regarding the re-appointment of Marie Moliner to the Board for a period of three years. A copy of the Order in Council is appended to this Minute for information.

The Board received the Order in Council.

Moved by: C. Lee



Ontario

Executive Council
Conseil exécutif

Order in Council
Décret

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and concurrence of the Executive Council, orders that:

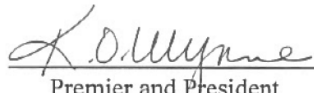
Sur la recommandation de la personne soussignée, le lieutenant-gouverneur, sur l'avis et avec le consentement du Conseil exécutif, décrète ce qui suit :

Pursuant to the provisions of the *Police Services Act*, as amended,

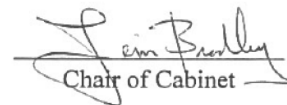
Marie Moliner, of Toronto, Ontario

be reappointed as a member of the Toronto Police Services Board for a period of three years, effective from the 27th day of March, 2015, to the 26th day of March, 2018.

Recommended


Premier and President
of the Council

Concurred


Chair of Cabinet

Approved
and Ordered

MAR 25 2015
Date


Lieutenant Governor

O.C./Décret 364/2015

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

**#P87. MONTHLY REPORT: TORONTO 2015 PAN AMERICAN/PARAPAN
AMERICAN GAMES – APRIL 2015**

The Board was in receipt of the following report March 26, 2015 from William Blair, Chief of Police:

Subject: TORONTO 2015 PAN AMERICAN/PARAPAN AMERICAN GAMES –
MONTHLY STATUS REPORT

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

At its January 2015 meeting, the Board accepted the Cost Contribution Agreement negotiated between the Ministry of Community Safety and Correctional Services and the police service agencies comprising the Integrated Security Unit (ISU) for the 2015 Toronto Pan American/Parapan American Games (Min. No. C22/15 refers). The Cost Contribution Agreement will provide for reimbursement of all Games'-related salary and non-salary incremental expenditures through to October 31, 2015.

The Ministry of Community Safety and Correctional Services is preparing the final Agreement for anticipated execution by the Board in April 2015.

Some invoices have been forwarded to the Province for costs incurred by the Toronto Police Service (Service), and these will continue on a monthly basis. Reimbursement will not be provided by the Province, however, until the Agreement has been executed (Min. No. P28/15 refers).

Background/Purpose:

The TPS – Pan Am Games Planning Team continues to prepare for 2015 Pan American/Parapan American Games (Games) that will be held in the City of Toronto and the Greater Golden Horseshoe region in July and August of this year. Athletes, coaches, and team officials from the 41 participating countries will begin to arrive late June 2015, along with an influx of Games' family members and spectators who will visit Toronto and neighbouring municipalities to view the competitions and support the athletes.

Discussion:

This report provides a status update with respect to the final stages of planning for the 2015 Toronto Pan American/Parapan American Games. The operational period commences June 26, 2015, and runs through to August 21, 2015, followed by the demobilization phase, which concludes October 31, 2015.

Business Continuity and Staffing for the Games

As the Board was informed at its January 2015 meeting, the Games' staffing plans are based primarily on the utilization of off-duty personnel with provisions for the use of on-duty and specialized resources where appropriate. If it becomes necessary to draw from on-duty resources, all efforts will be made to ensure that front-line response personnel are not impacted.

The Pan Am Scheduling System (PASS) has been instrumental in managing the enormous volume of uniform and civilian work assignments for the Games. Business Continuity planning team members continue to upload assignment details into PASS, enter the badge numbers of members assigned to each detail, and validate the entries in accordance with the PASS Terms of Agreement.

There is ongoing monitoring of the percentage of work details assigned in PASS, and the number of details that have not yet been filled. The number of assignments in PASS has increased to 33,500 with the identification of additional operational requirements, the majority of which pertain to expansion of the supervisory capacity and development of the Command and Control framework.

Planning team members continue to respond to members' inquiries about available assignments in PASS and to update existing assignments as new information is received from internal and external stakeholders.

Internal communication strategies are underway to encourage Service members to select from the remaining call-back assignments during the fifth and final round of PASS, which remains open until April 2, 2015. Subsequent to that date, staffing numbers will be evaluated to determine if alternate strategies must be initiated to meet the Service's obligations with respect to the provision of policing and security for the Games.

Logistics

The procurement of information technology equipment and electrical contracting services has commenced to outfit the Command Posts and staging areas. The Logistics planning lead has developed the schedule for installation dates and subsequent demobilization following the Games. An information technology support plan will be in place for resolution of technology related issues that may arise.

The Logistics planning lead continues to liaise with the ISU with respect to equipment procurement, asset distribution, and accommodation needs. There is ongoing assessment of meal requirements for Service personnel. Procurement of uniforms (primarily for identification of staging personnel) and signage has been initiated.

Discussions are ongoing with the Accreditation Screening Verification Team lead regarding the mandatory accreditation information package detailing the roles of all Service staff who must be accredited to meet the Games' staffing needs. A Service liaison officer has been assigned to work with the Accreditation Screening Verification Team.

The Service's - Communications Services has prepared the call signs and dispatch requirements for the Games' operations, which will be reviewed by the Logistics planning lead. Discussions are ongoing with transportation coordinators from Court Services with respect to shuttles for the transport of Service personnel to and from staging areas and venues. Training will be provided to transportation drivers, along with route maps and a driver handbook.

Operational Planning – Venues

Venue planners have conducted a comprehensive review of private security roles to validate that all assignments fall within the scope of the private security contract. There may be amendments to the private security staffing requirements as additional venue and celebration sites are identified. Venue planners continue to review and validate uniform assignments in preparation for the Games' operations.

The Venue planning lead is liaising with representatives from Toronto 2015 to solidify venue details and competition schedules. Operational plans will be refined as new information is relayed to venue planners.

Mapping experts are preparing venue and Games Route Network maps, maps for posting at staging areas and Command Posts, and transportation maps for various routes and road events. However, as ongoing updates are received from Toronto 2015, the maps must be refined to accurately reflect the current planning status for each venue, event, and route.

Training

The planning team Training lead is developing a training package for those members who will be assigned to Command Posts during the Games' operational phase. Identification of training needs and support requirements for staging area, logistics, and transportation personnel are also being assessed (Min. No. P28/15 refers).

Development of the on-line Canadian Police Knowledge Network (CPKN) self-paced training has been disseminated for the incorporation of feedback from ISU agency partners. The ISU handbook is nearing completion. The CPKN on-line training is mandatory for all personnel (uniform and civilian) who will be assigned to the Pan/Parapan American Games.

Community and Business Liaison – Communications Plan

The Community and Business Liaison section of the planning team have expanded their delivery of Pan Am Games' presentations to external stakeholders, business, and community groups in cooperation with representatives from Toronto 2015, the Ministry of Transportation, the City of Toronto, and other ISU agency members.

Internal communication strategies are ongoing to disseminate information to Service members about the Games and the impact on the Service and its members.

Conclusion:

The Toronto Police Service – Pan Am Games Planning Team continues to liaise with internal and external stakeholders to refine the Games' operational plans, to complete the accreditation requirements, and to procure all required goods and services as the operational phase rapidly approaches.

Members of the Service who will play a key role at Command Posts during the Games' operational phase have been engaged with the planning team to facilitate the transfer of knowledge and to establish the Command and Control structure for the Games.

Deputy Chief Mark Saunders, Specialized Operations Command, will be in attendance to answer any questions from the Board.

The Board received the foregoing report.

Moved by: S. Carroll

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

**#P88. SEMI-ANNUAL REPORT: PUBLICATION OF EXPENSES:
JULY TO DECEMBER 2014**

The Board was in receipt of the following report March 20, 2015 from William Blair, Chief of Police:

Subject: SEMI-ANNUAL REPORT: PUBLICATION OF EXPENSES – JULY TO
DECEMBER 2014

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

There are no financial implications relating to the recommendation contained within this report.

Background/Purpose:

The purpose of this report is to advise the Board of the expenses incurred by Board and Service members during the period July 1 to December 31, 2014.

Discussion:

The Board, at its meeting on February 16, 2012 passed a motion requiring the expenses of Board Members, the Chief, the Deputy Chiefs and Chief Administrative Officer (CAO), excluded members at the level of X40 and above, and Service members at the level of Staff Superintendent and Director to be reported to the Board on a bi-annual basis. The expenses to be published are in three areas: business travel; conferences and training; and hospitality/protocol (Min. No. P18/12 refers).

Since 2007, the Service has published the expenses of the Chief, Deputy Chiefs and CAO on the Service's internet site. The Board's motion expanded the range of members whose expenses were to be published.

Conclusion:

Appendix A of this report contains details for the three categories of expenses incurred by Board and Service members, for the second half of 2014.

This information will also be available on the Board's and Service's internet sites.

Mr. Tony Veneziano, Chief Administrative Officer, Corporate Services Command, will be in attendance to answer any questions from the Board.

The Board received the foregoing report.

Moved by: S. Carroll

Appendix A

Toronto Police Service and Toronto Police Services Board
Expense Publication Summary
Period: July to December 2014

Member	Expenses Reported
Blair, William	\$8,585.91
Califaretti, Sandra	\$349.74
Campbell, Joanne	\$2,297.83
Carroll, Shelley	\$0.00
Delgrande, Mike	\$0.00
Di Tommaso, Mario	\$2,099.61
Farahbakhsh (May), Jeanette	\$3,293.72
Federico, Michael	\$9,862.04
Giannotta, Celestino	\$2,414.08
Kijewski, Kristine	\$1,074.66
Lee, Chin	\$0.00
Moliner, Marie	\$140.46
Mukherjee, Alok	\$6,236.50
Noria, Dhun	\$0.00
Nunziata, Frances	\$0.00
Pringle, Andrew	\$0.00
Pugash, Mark	\$7.20
Ramer, James	\$11,074.28
Russell, Thomas	\$643.58
Saunders, Mark	\$10,494.07
Sloly, Peter	\$7,188.71
Stubbings, Richard	\$3,636.57
Thompson, Michael	\$0.00
Tory, John	\$0.00
Veneziano, Tony	\$2,103.84
Wilcox, Jane	\$3,899.17
Total Expenditures Reported	\$75,401.97



Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Chief's Office
Member: Blair, William
Job Title/Rank: Chief of Police

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
August 7 - 8	2014 Major Cities Chiefs Association (MCCA) Board meeting in Chicago, Illinois. Flight, hotel accommodation and seat selection fees paid by MCCA.	\$161.67
September 16 - 17	Police Executive Research Forum (PERF) Summit in Chicago, Illinois.	\$961.70
September 15	Canadian Police Memorial in Ottawa, Ontario.	\$624.04
October 2 - 3	Mentor for MCCA Police Executive Leadership Institute (PLELI II Class) in Schaumburg, Illinois. Airfare, hotel accommodation and taxis paid by MCCA.	\$173.86
December 9 - 10	Ontario Association Chiefs of Police (OACP) Board meeting in Rama, Ontario. Hotel accommodation paid by OACP.	\$67.54
		\$1,988.81

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
August 21 - 27	Canadian Association Chiefs of Police Conference (CACP) in Victoria, British Columbia. One night hotel accommodation paid by Criminal Intelligence Services Canada (CISC).	\$3,050.48
October 23 - 29	International Association of Chiefs of Police Conference (IACP) in Orlando, Florida.	\$3,426.62
		\$6,477.10

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
October 29	Retirement dinner for Director, Legal Services in Toronto, Ontario.	\$40.00
November 27	Retirement dinner for City Manager in Toronto, Ontario.	\$40.00
November 18	Retirement dinner for Auditor General in Toronto, Ontario.	\$40.00
		\$120.00

Member Total	\$8,585.91
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Finance & Business Management
Member: Califaretti, Sandra
Job Title/Rank: Director

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
April 22	Meeting with Appeals Officer regarding EHT OMERS Surplus in Oshawa, Ontario.	\$50.66
May 14	Customer Service kick-off meeting with AtFocus at the Toronto Police Service College.	\$14.58
July 8	25 Year Watch Presentation - Finance & Business Management members in Toronto, Ontario.	\$10.94
September 29	Financial Executives International Presentation in Toronto, Ontario.	\$9.01
		\$85.19

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
November 18	Government Finance Officers Association (GFOA) Building a Better Budget Document Webinar.	\$99.45
		\$99.45

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
December 8	2015 Finance & Business Management Planning Day at the Toronto Police College.	\$165.10
		\$165.10

Member Total	\$349.74
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**Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014**

Unit: Toronto Police Services Board
Member: Campbell, Joanne
Job Title/Rank: Executive Director

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period.	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
August 20 - 24	Annual Conference for the Canadian Association of Police Governance in Halifax, Nova Scotia.	\$2,297.83
		\$2,297.83

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$2,297.83
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Toronto Police Services Board
Member: Carroll, Shelley
Job Title/Rank: Toronto Police Services Board Member

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period.	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$0.00
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Toronto Police Services Board
Member: Delgrande, Mike
Job Title/Rank: Toronto Police Services Board Member

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$0.00
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Central Field Command
Member: Di Tommaso, Mario
Job Title/Rank: Staff Superintendent

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
September 16 - 17	Police Executive Research Forum (PERF) Summit in Chicago, Illinois.	\$1,671.98
August 28	Jesus in the City Event meeting in Toronto, Ontario.	\$9.01
November 28	Business meeting in Toronto, Ontario.	\$9.90
December 5	Conciliation Hearing in Toronto, Ontario.	\$11.25
		\$1,702.14

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
November 12	Lunch & Learn Event in Toronto, Ontario.	\$6.76
November 18	Art of Leadership Conference in Toronto, Ontario.	\$20.71
		\$27.47

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
October 23	Retirement Dinner honouring Division members in Toronto, Ontario.	\$50.00
November 6	Victim Service's Chiefs Gala in Toronto, Ontario.	\$200.00
November 8	Chinese Canadian Legend Award in Toronto, Ontario.	\$120.00
		\$370.00

Member Total	\$2,099.61
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Human Resources
Member: Farahbakhsh (May), Jeanette
Job Title/Rank: Director

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
August 19	Arbitration Hearing in Toronto, Ontario.	\$9.92
August 22 - 25	Canadian Association Chiefs of Police (CACP) HR-Learning Relations Committee Meeting in Victoria, British Columbia.	\$1,729.36
November 12 - 14	CACP HR-Learning Relations Committee Meeting in Nicolet, Quebec.	\$745.09
		\$2,484.37

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
October 23	HR Professional Association Chapter Social Workshop in Toronto, Ontario.	\$35.62
October 30	2014 Diversity Training Symposium in Mississauga, Ontario.	\$101.76
November 20 - 21	Ontario Association of Police Services Board (OAPSB) Seminar in Toronto, Ontario.	\$615.42
		\$752.80

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 8	Visiting TPS member at Lakeridge Health Centre in Oshawa, Ontario.	\$23.00
July 10	Visitation of deceased member at McEachnie Funeral Home in Ajax, Ontario.	\$18.24
November 18	Diversity Awards in Toronto, Ontario.	\$6.30
December 10	Hick's Morley Awards in Toronto, Ontario.	\$9.01
		\$56.55

Member Total	\$3,293.72
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Operational Support Command
Member: Federico, Michael
Job Title/Rank: Deputy Chief of Police

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
May 21 - 23	National Joint Council (NJC) meeting in Montreal, Quebec. Additional refund from Public Safety Canada.	-\$115.73
July 16	Collective Bargaining meeting at City Hall in Toronto, Ontario.	\$15.31
August 21	Mobile Crisis Intervention Team (MCIT) planning meeting in Toronto, Ontario.	\$15.30
September 3	Negotiation Strategy meeting in Toronto, Ontario.	\$10.81
September 4	MCIT planning meeting in Toronto, Ontario.	\$4.73
September 5 - 14	The Future of Policing Guest Lecture in Brisbane, Australia. Transportation, per diem and hotel accommodation paid by organizer.	\$67.50
September 17	Council Management meeting in Toronto, Ontario.	\$4.05
September 29	MCIT Management meeting in Toronto, Ontario.	\$6.98
November 5 - 7	National Joint Committee of Senior Criminal Justice Officials National meeting in Ottawa, Ontario. Department of Public Safety agreed to pay up to \$700 for all costs related to transportation and meals.	\$221.56
		\$230.51

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 25 - 30	FBI National Academy Associates Annual Training Conference in Philadelphia, Pennsylvania.	\$2,384.72
August 21 - 27	Canadian Association Chiefs of Police Conference (CACP) in Victoria, British Columbia.	\$3,569.25
October 11 - 19	Crisis Intervention Team (CIT) Conference in Monterey, California.	\$3,466.96
		\$9,420.93

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
September 3	Hosted meeting held at Toronto Police Headquarters.	\$83.68
September 26	Hosted meeting with Co-Chair of South & West Asian Consultative Committee in Toronto, Ontario.	\$31.99
October 31	Hosted meeting held at Toronto Police College.	\$43.00
November 11	Arts Students Awards ceremony at Ryerson University in Toronto, Ontario.	\$10.80
December 22	Hosted meeting with Co-Chair of South & West Asian Consultative Committee in Toronto, Ontario.	\$41.13
		\$210.60

Member Total	\$9,862.04
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Information Technology Services
Member: Giannotta, Celestino
Job Title/Rank: Director

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
November 28 - 30	Canadian Association of Chiefs of Police Information & Communication Technology (CACP-ICT) meeting in Ottawa, Ontario.	\$835.25
		\$835.25

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
December 1 - 4	Canadian Association of Chiefs of Police Information & Communication Technology (CACP-ICT) Workshop in Ottawa, Ontario.	\$1,578.83
		\$1,578.83

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$2,414.08
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Operational Support Services
Member: Kijewski, Kristine
Job Title/Rank: Director

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
September 28 - 30	Canadian Association of Chiefs of Police (CACP-POLIS) meeting in Ottawa, Ontario.	\$607.86
July 16	Meeting at City Hall in Toronto, Ontario.	\$9.01
		\$616.87

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
November 18	Art of Leadership Conference in Toronto, Ontario.	\$406.02
		\$406.02

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
January 22	Operational Support Services meeting at Toronto Police Headquarters.	\$51.77
		\$51.77

Member Total	\$1,074.66
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Toronto Police Services Board
Member: Lee, Chin
Job Title/Rank: Toronto Police Services Board Member

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period.	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$0.00
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Toronto Police Services Board
Member: Moliner, Marie
Job Title/Rank: Toronto Police Services Board Member

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
May 5	Special Board meeting in Toronto, Ontario.	\$27.92
May 27	Board meeting in Toronto, Ontario.	\$9.90
May 28	Board meeting in Toronto, Ontario.	\$11.71
July 8	Board meeting in Toronto, Ontario.	\$22.51
July 14	Board meeting in Toronto, Ontario.	\$32.42
October 29	Special Board meeting in Toronto, Ontario.	\$36.00
		\$140.46

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$140.46
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**Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014**

Unit: Toronto Police Services Board
Member: Mukherjee, Alok
Job Title/Rank: Toronto Police Services Board, Chair

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
May - October	Meetings at various locations in Toronto, Ontario.	\$2,649.60
November - December	Meetings at various locations in Toronto, Ontario.	\$977.97
		\$3,627.57

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
August 20 -24	Canadian Association of Police Governance in Halifax, Nova Scotia.	\$1,880.57
November 20 -21	Ontario Association of Police Service Boards (OAPSB) Seminar in Toronto, Ontario.	\$728.36
		\$2,608.93

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$6,236.50
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Toronto Police Services Board
Member: Noria, Dhun
Job Title/Rank: Toronto Police Services Board Member

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period.	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$0.00
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Toronto Police Services Board
Member: Nunziata, Frances
Job Title/Rank: Toronto Police Services Board Member

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period.	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$0.00
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**Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014**

Unit: Toronto Police Services Board
Member: Pringle, Andrew
Job Title/Rank: Toronto Police Services Board Member

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period.	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$0.00
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Corporate Communications
Member: Pugash, Mark
Job Title/Rank: Director

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
August 13	Visited Toronto Police member at a hospital in Guelph, Ontario.	\$7.20
		\$7.20

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$7.20
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Detective Operations
Member: Ramer, James
Job Title/Rank: Staff Superintendent

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
August 21 - 24	Canadian Association Chiefs of Police (CACP) and Law Amendments Committee meeting in Victoria, British Columbia.	\$1,807.49
September 30 - October 1	Organized Crime Committee (OCC) meeting in Regina, Saskatchewan.	\$367.31
October 1 - 3	Canadian Integrated Response to Organized Crime (CIRCO) meeting in Regina, Saskatchewan.	\$1,247.94
October 17 - 28	London Metropolitan Police meeting in Europe. All travel and hotel accommodation expenses paid by RCMP.	\$1,548.28
November 12 - 13	Chiefs of Police & Partners (COPPS) meeting in Montreal, Quebec.	\$689.14
November 26 - 28	Law Amendments Committee (LAC) meeting in Calgary, Alberta.	\$1,351.83
December 15 - 18	Meeting with US Marshall and Alcohol Tobacco and Firearms representatives in Washington, DC.	\$1,892.15
		\$8,904.14

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
September 10 - 11	Radicalization training in Ottawa, Ontario.	\$310.12
September 15 - 18	CACP Counter Terrorism and National Security Forum at RCMP Headquarters.	\$1,161.71
		\$1,471.83

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 18	Countering Violent Extremism (CVE) Pilot meeting at Toronto Police Service (TPS) Headquarters.	\$334.98
August 12	CVE Pilot meeting at TPS Headquarters.	\$42.59
September 3	CVE Pilot meeting at TPS Headquarters.	\$16.25
September 10	Hosted dinner with Association of Chiefs of Police in Ottawa, Ontario.	\$80.73
September 25	Retirement party in honour of Toronto Drug Squad members in Toronto, Ontario.	\$70.00
October 1	Black Community Consultative Committee (BCPCC) meeting at TPS Headquarters.	\$18.50
November 8	Chinese Canadian Legend Gala in Toronto, Ontario.	\$120.00
November 19	Senior Israeli National Police Officer and RCMP Superintendent meeting at TPS Headquarters.	\$15.26
		\$698.31

Member Total	\$11,074.28
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Area Field Command
Member: Russell, Thomas
Job Title/Rank: Staff Superintendent

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
September 28 - 30	Canadian Association Chiefs of Police (CACP) Victims of Crime Conference & Committee meeting in Ottawa, Ontario.	\$643.58
		\$643.58

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$643.58
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**Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014**

Unit: Specialized Operations Command
Member: Saunders, Mark
Job Title/Rank: Deputy Chief of Police

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 8 - 11	Canadian Integrated Response to Organized Crime (CIRCO) and Canadian Association Chiefs of Police (CACAP) meeting in Dartmouth, Nova Scotia.	\$1,163.95
July 14	Meeting with Councillor in Toronto, Ontario.	\$4.51
July 14	Homeland Security Event in Toronto, Ontario.	\$14.88
July 29	Security and Risk Management meeting on behalf of Chief's of Police Office in Toronto, Ontario.	\$14.41
August 21	Best Executive Collaboration Session in Toronto, Ontario.	\$18.92
November 7 - 15	2014 Homeland Security meeting in Tel Aviv, Israel. Flight and Hotel paid by National Director of Community Security.	\$766.00
December 3 - 4	Leadership in Counter Terrorism (LinCT) Program in Ottawa, Ontario. Hotel accommodation provided by RCMP.	\$563.15
December 11	Parking Homeland Security Team in Toronto, Ontario.	\$13.50
December 15 - 18	Business meeting with United States Marshall and Alcohol Tobacco and Firearms representative in Washington, DC.	\$2,047.88
		\$4,607.20

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
June 22 - 25	Ontario Association of Chiefs of Police (OACP) Annual Conference in Ottawa, Ontario.	\$2,002.74
September 15 - 18	CACP Forum at RCMP Headquarters in Ottawa, Ontario.	\$1,997.93
September 21 - 30	Leadership in Counter Terrorism (Global 2 Session) in Washington, DC. Hotel accommodation paid by FBI.	\$1,379.03
		\$5,379.70

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 28	Business lunch with Canadian Border Services Agency (CBSA) in Toronto, Ontario.	\$37.26
August 25	Law Enforcement Traffic meeting in Toronto, Ontario.	\$14.95
September 8	Joint Operations meeting in Toronto, Ontario.	\$14.95
October 8	Canadian Security Intelligence Service (CSIS) meeting at Division 11 in Toronto, Ontario.	\$261.52
October 27	Business meeting at Division 11 in Toronto, Ontario.	\$102.48
December 10	Lunch with Homeland Security Team in Toronto, Ontario.	\$76.01
		\$507.17

Member Total	\$10,494.07
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Community Safety Command
Member: Sloly, Peter
Job Title/Rank: Deputy Chief of Police

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
November 7 - 8	Young Men Christian Association (YMCA) Board retreat meeting in Barrie, Ontario. Hotel accommodation paid by the YMCA.	\$135.08
July 15	Civic Action Youth Task Force meeting in Toronto, Ontario.	\$8.11
September 8	Civic Action Youth Announcement meeting in Toronto, Ontario.	\$14.41
October 21	Media Panel Event in Toronto, Ontario.	\$9.01
November 4	Universal Brotherhood Event, as guest speaker, in Toronto, Ontario.	\$20.72
November 4	Guest Speaker at Department of Geography at Ryerson in Toronto, Ontario	\$9.01
November 5	Media Panel Event in Toronto, Ontario.	\$4.51
November 20	Apple Canada Deputy Presentation on Best Practices for ICT (Information Communication Technology), Public Sector and Policing in Toronto, Ontario.	\$27.01
November 20	CIO (Chief Information Officer) Association of Canada presentation in Toronto, Ontario.	\$10.81
November 25	Provincial Mental Health Strategy and Advisory Council Announcement meeting in Toronto, Ontario.	\$3.60
November 26	Civic Action Board meeting in Toronto, Ontario.	\$13.51
December 10	B.O.L.D (Broadening Opportunity Through Leadership Diversity) event in Toronto, Ontario.	\$27.02
December 11	Board meeting in Toronto, Ontario.	\$13.51
		\$296.31

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
October 23 - 25	Major Cities Chiefs Association (MCCA), International Association Chiefs of Police Conference (IACP) and Police Executive Research Forum (PERF) meeting in Orlando, Florida.	\$4,156.50
November 26 - December 1	Canadian Association Chiefs of Police (CACP) National Law Enforcement Information Management Strategy Workshop in Ottawa, Ontario.	\$1,500.20
December 1	Canadian Interoperability Technology Interest Group Workshop in Ottawa, Ontario.	\$621.11
		\$6,277.81



**Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014**

Unit: Community Safety Command
Member: Sloly, Peter
Job Title/Rank: Deputy Chief of Police

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 7	Social Media Focus Group meeting at Toronto Police College.	\$42.15
July 16	iStar Business Case meeting at Toronto Police Service (TPS) Headquarters.	\$53.33
July 22	Pacer meeting at TPS Headquarters.	\$29.09
August 5	Ontario Black History Society to celebrate the Emancipation Day in Toronto, Ontario.	\$5.40
August 28	Red Cross meeting at TPS Headquarters.	\$29.83
September 17	Dinner with Lieutenant General Dallaire in Toronto, Ontario re CVE	\$299.81
September 18	Civic Action Board meeting at TPS Headquarters.	\$89.66
September 30	Royal Bank MOSAIC Employee Resource event in Toronto, Ontario.	\$18.01
October 1	Reception for the German Order of Merit in Toronto, Ontario.	\$14.87
October 3	Civic Action Board retreat breakfast in Toronto, Ontario.	\$5.41
October 10	Toronto Police Amateur Athletic Associations Award Banquet in Toronto, Ontario.	\$10.81
November 6	Chiefs Gala in Toronto, Ontario.	\$9.91
November 15	Senior Officers Dance in Toronto, Ontario.	\$6.31
		\$614.59
Member Total		\$7,188.71



**Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014**

Unit: Corporate Risk Management
Member: Stubbings, Richard
Job Title/Rank: Staff Superintendent

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
September 29 - 30	Ontario Association Chiefs (OACP) of Police Zone 3 meeting in Peterborough, Ontario.	\$209.67
December 8 - 10	OACP Directors meeting in Rama, Ontario. Hotel accommodations paid by OACP.	\$175.60
		\$385.27

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
June 22 - 25	OACP Conference in Ottawa, Ontario.	\$636.00
July 25 - 30	FBI National Academy Associates Annual Training Conference in Philadelphia, Pennsylvania.	\$2,209.28
November 3 - 4	OACP Professional Standards Conference in Mississauga, Ontario.	\$406.02
		\$3,251.30

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$3,636.57
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Toronto Police Services Board
Member: Thompson, Michael
Job Title/Rank: Toronto Police Services Board, Vice-Chair

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period.	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$0.00
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Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014

Unit: Toronto Police Services Board
Member: Tory, John
Job Title/Rank: Toronto Police Services Board Member & Mayor

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period.	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$0.00
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**Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014**

Unit: Corporate Services Command
Member: Veneziano, Tony
Job Title/Rank: Chief Administrative Officer

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
September 17	Meeting regarding paid duties at City Hall in Toronto, Ontario.	\$9.01
October 14	Toronto Police Association for Joint Health and Safety Committee meeting in Toronto, Ontario.	\$6.76
October 26 - 29	Major Cities Chiefs Association (MCCA) HR Committee meeting in Orlando, Florida.	\$2,076.07
November 10	Meeting with former Chief Justice & Retainer Lawyer in Toronto, Ontario.	\$12.00
		\$2,103.84

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$2,103.84
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**Toronto Police Service
Senior Staff Expenses
For the period of July 1 to December 31, 2014**

Unit: Public Safety Operations
Member: Wilcox, Jane
Job Title/Rank: Staff Superintendent

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
November 28 - 30	Canadian Interoperability Technology Interest Group (CITIG) meeting in Ottawa, Ontario.	\$1,048.50
		\$1,048.50

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
August 23 - 27	Canadian Association of Chiefs of Police (CACCP) Conference in Victoria, British Columbia.	\$2,650.67
		\$2,650.67

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
November 6	Chiefs Gala in Toronto, Ontario.	\$200.00
		\$200.00

Member Total	\$3,899.17
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**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

**#P89. ANNUAL REPORT: 2014 USE OF THE TORONTO POLICE SERVICE
IMAGE**

The Board was in receipt of the following report April 01, 2015 from William Blair, Chief of Police:

Subject: ANNUAL REPORT: 2014 USE OF THE TORONTO POLICE SERVICE
IMAGE

Recommendation:

It is recommended that the Board receive the following report.

Financial Implications:

There are no financial implications relating to the recommendation contained within this report.

Background/Purpose:

At its meeting of May 16, 1998, the Board approved a report from the Chief of Police regarding a policy pertaining to requests for the use of the Service Crest. (Min. No. 173/96 refers).

The Board approved the following Motion:

That the Board designate authority to the Chair of the Police Services Board to approve requests for the use of the Service image, with an annual report submitted to the Board by the Chief of Police listing all request for the use of the Service image.

Discussion:

A chronological listing of all requests submitted for the period of January 1, 2014 to December 31, 2014, is appended to this report.

A total of two (2) requests were received, all of which were approved.

Conclusion:

In summary, this report provides the Board with a summary of all requests for the use of the Service image in the year of 2014.

Inspector Stu Eley, Executive Officer, Office of the Chief of Police will be in attendance to respond to any questions, if required.

Chair Mukherjee advised the Board that with regard to the requirement to report annually on the use of the Board's image, there were no requests for the Board's image in 2014.

The Board approved the following Motion:

THAT the Board receive the foregoing report and the update by Chair Mukherjee with regard to the use of the Board's image in 2014.

Moved by: S. Carroll

**CENTRAL DIRECTORY
USE OF THE SERVICE IMAGE: 2014**

External Requester	Internal Requester	Purpose	Decision & Date
KICKS FUND		Use of the Service image on cycling jerseys and promotional material for the Cops Cycle for Kids ride in May 2014 to raise funds for the Hospital for Sick Children and the Boston Children's Hospital.	Approved by: Chair, Toronto Police Services Board on April 7, 2014.
Able2Learn Inc		Use of the Service image to be used on educational materials for the purpose of creating learning opportunities for children with autism and other learning disabilities.	Approved by: Chair, Toronto Police Services Board on November 3, 2014.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

**#P90. ANNUAL REPORT: 2014 CORPORATE AND COMMUNITY
DONATIONS**

Declarations of Interest under the *Municipal Conflict of Interest Act* – Mayor Tory advised that he has an interest in Rogers Communications Inc. and, given that Rogers Communications Inc. owns the Toronto Blue Jays baseball team, did not participate in the consideration of the following report.

The Board was in receipt of the following report April 01, 2015 from William Blair, Chief of Police:

Subject: ANNUAL REPORT: 2014 CORPORATE & COMMUNITY DONATIONS

Recommendation:

It is recommended that the Board receive the following report.

Financial Implications:

There are no financial implications relating to the recommendation contained within this report.

Background/Purpose:

At its meeting of March 26, 1998, the Board approved a report from the Chief of Police regarding a policy with respect to the acceptance of donations to the Service and requested that regular updates be provided to the Board for its information. (Min. No. 113/98 refers).

In November of 2010, the Board amended their policy governing the acceptance of donations and sponsorships.

It is the policy of the Toronto Police Services Board that:

The Chief of Police will ensure that Service members not solicit or accept donations from any person, including any organization or corporation, for the benefit of the Service, without the consent of the Board in accordance with the established policy;

Acceptance of donations valued at ten thousand dollars (\$10,000) or less, requires the approval of the Unit Commander and the completion of a Donor's Declaration Form (TPS 668);

Acceptance of donations valued at more than ten thousand dollars (\$10,000.00) requires the approval of the Board and the submission of a completed Donor's Declaration Form (TPS 668); or

Where there is insufficient time to seek Board approval for the donation, approval may be delegated to the Chair and Vice Chair.

Discussion:

A chronological listing of all requests submitted for the period of January 1, 2014 to December 31, 2014, is appended to this report.

One request was received and approved.

All donations accepted were in compliance with the criteria as outlined in Service Procedure 18-08, entitled 'Donations' governing corporate and community donations.

Conclusion:

In summary, this report provides the Board with a summary of all corporate and community donations in the year of 2013.

Inspector Stu Eley, Executive Officer, Office of the Chief of Police will be in attendance to respond to any questions, if required.

The Board received the foregoing report.

Moved by: S. Carroll

**CENTRAL DIRECTORY
CORPORATE & COMMUNITY DONATIONS: 2014**

Donor	Purpose	Decision & Date
The Toronto Blue Jays Baseball Team	Donation of \$6,000.00 to be used towards the purchase of a horse for the Mounted & Police Dog Unit.	Approved by: Chief William Blair on November 14, 2014.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

#P91. ANNUAL REPORT: 2014 SOLE AND SINGLE SOURCE PURCHASES

The Board was in receipt of the following report March 27, 2015 from William Blair, Chief of Police:

Subject: ANNUAL REPORT: 2014 SOLE AND SINGLE SOURCE PURCHASES

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

There are no financial implications relating to the recommendation contained within this report.

Background/Purpose:

The Toronto Police Services Board Financial Control By-Law No. 147 amended by By-Law No. 148, 151, 153, 156 and 157, requires that the Chief of Police report annually to the Board on any sole and single source purchases for goods or services with a value greater than \$10,000 in the preceding year. The purpose of this report is to respond to this requirement.

Discussion:

“*Sole sourcing*” is defined as the procurement of goods or services that are unique to a particular vendor and cannot be obtained from another source. “*Single sourcing*” is defined as the procurement of goods or services from a particular vendor rather than through an open solicitation of bids from other vendors who can provide similar items.

Both sole and single source purchases are made:

- in emergency situations;
- when the vendor has proprietary rights to a product or service;
- for situations where confidentiality is a requirement in order to do business with the Service;
- where a product is required to match existing equipment;
- for purchases where health and safety concerns exist;
- where there are time constraints associated with making a purchase;
- where there is scarcity of supply in the market; and
- to avoid violating warranties and guarantees where service is required for a good that already exists in the organization.

In these cases, the award is made to a specific vendor without going through a competitive process.

In accordance with the Toronto Police Service's (Service) Purchasing and Expenditure Procedures, requests to retain a vendor on a sole or single source basis are submitted to the Service's Purchasing Services (PUR) unit with justification. If the justification is acceptable to the Manager, PUR, and the purchase meets the above criteria, the request is processed.

Appendix A and Appendix B summarize the sole and single source purchases over \$10,000 that occurred in 2014.

Sole Source Purchases:

Appendix A identifies 55 instances, over \$10,000, where goods and/or services, totalling \$2,049,302.36, were sole sourced.

These sole source purchases were made because of proprietary arrangements (i.e. rights, sole distributor, manufacturer), including, but not limited to the avoidance of violating warranties and guarantees, to match existing equipment and to maintain continuity of services, where necessary, on projects.

The 55 instances represent 4.4% of the 1,225 purchase orders issued by the Service in 2014. The total dollar value represents 2.1% of the total dollar value of purchase orders issued by the Service.

Single Source Purchases:

Appendix B identifies 42 instances where goods and/or services, totalling \$1,787,180.67, were single sourced. In addition, there were nine purchases totalling \$154,787.59, that were classified as highly confidential for covert reasons. Therefore, the Service engaged in 51 instances of single sourcing, totalling \$1,941,968.26, over \$10,000.

These single source purchases were made using one supply source without a competitive bidding process for a justifiable reason (i.e. health and safety, time constraints, specialized services, confidentiality of purchase). Many of the instances were the result of specialized services, such as for legal services or background check consulting, which require a specific skill set or background in order to properly execute the required work.

The 51 instances represent 4.1% of the 1,225 purchase orders issued by the Service in 2014. The total dollar value represents 2% of the total dollar value of purchase orders issued by the Service.

Conclusion:

In 2014, the Service engaged in 106 instances where purchases were made on a single or sole source basis. In all instances, the Manager, Purchasing Services, determined that adequate justification was received from the procuring area.

The sole and single source purchases included in this report represent a total of 8% of the total number (1,225) of purchase orders issued by the Service in 2014. They also represent 4% of the total dollar value (\$94,942,917.10) of purchase orders issued by the Service. The majority (57%) of the total number of sole and single source purchase orders issued are sole source purchases made for proprietary reasons, representing 2.1% of the total dollar value, over \$10,000.

The Service's purchasing procedures require that goods/services be obtained through a competitive process, and the Service is committed to keeping single source purchases to an absolute minimum. However, there are situations where goods/services must be single or sole sourced. These types of procurements are managed through a formal procedure that is overseen by the Manager, Purchasing Services, and require proper justification and approval before a commitment is made. This report further increases the transparency of this process.

Mr. Tony Veneziano, Chief Administrative Officer, Corporate Services Command will be in attendance to answer any questions from the Board.

The Board received the foregoing report.

Moved by: S. Carroll

Appendix A

Vendor	Goods/Services	2014 PO Value (net of rebate)
MD Charlton Co Ltd	Simulation, Non-Conductive	\$10,236.04
Cross Country Parts Distributors Ltd	Viking Dive Suit	\$10,094.59
Mayhew & Associates Inc	Furniture Repair and Key Replacement	\$10,176.00
MD Charlton Co Ltd	Cartridge, Non-Conductive	\$10,236.04
Avotus Corporation	Avotus, Maintenance and Support	\$10,472.16
Inland Liferrafts & Marine Ltd	Dry Suit	\$10,976.48
Accessdata Corp	License Renewal	\$11,957.82
Telecorp Products Inc	Telecorp, Maintenance	\$11,981.32
Dasco Data Products Ltd	Custom Panel Sets	\$12,351.02
Icor Technology Inc	Ultimate Advance Rigging Kit	\$13,310.21
Insite Computer Group Inc	Rackwise, Maintenance and Support	\$13,567.66
Noritsu Canada Ltd	Repair Service	\$14,073.41
Rescue Phone Inc	Rescue Phone Video Command	\$14,342.05
Reconrobotics Inc	Throwbot Xt Audio Kit	\$14,419.39
Porter Lee Corporation	Annual Maintenance and Support	\$14,424.48
Access Imaging Inc	Warranty, Rimage	\$14,584.24
Smith and Andersen	Hvac Review & Design	\$15,365.76
Pet Science Ltd	Eukanuba	\$15,671.04
D&R Electronics Co Ltd	Parts for Harley Davidson Motorcycles	\$16,078.08
MD Charlton Co Ltd	Conductive Energy Weapon	\$18,226.24
Brooks Performance Horse Feeds	Ker Phase V Pellets	\$19,334.40
SRA International Inc	Gangnet, Maintenance and Support	\$19,487.04
Rapid7 LLC	Nexpose Enterprise Licenses	\$20,042.72
MD Charlton Co Ltd	Conductive Energy Weapon	\$22,286.97
Bond Boyd & Co Ltd	Badges & Collars	\$22,450.14
CI Technologies Inc	Software Maintenance Renewal	\$23,659.20
Morpho Canada	Relocation of Disaster Recovery System	\$23,862.72
Nelmar Security Packaging	Property Bags	\$28,738.25
AOT Public Safety Corporation	Crywolf, Licence & Maintenance	\$23,976.69
MD Charlton Co Ltd	Conductive Energy Weapon	\$26,334.47
Fujifilm Canada Inc	Photographic Material	\$28,581.09
Netpresenter US Office	Maintenance Renewal	\$29,883.86

Appendix A

Vendor	Goods/Services	2014 PO Value (net of rebate)
Proparms Ltd	Neutrex Disrupter Assembly	\$33,473.51
Pitney Bowes Software Inc	Maintenance and Support	\$34,511.90
Planview Inc	Maintenance Renewal	\$34,937.33
Markl Supply Co	TacProGear products	\$38,121.84
Ram Power Systems Ltd	Maintenance	\$38,160.02
MD Charlton Co Ltd	Conductive Energy Weapon	\$43,359.12
Cherwell Software Inc	Maintenance and Support	\$44,678.75
Fujifilm Canada Inc	Photographic Material	\$47,875.83
Korth Group Ltd	Glock Firearm Supplies	\$50,133.07
Dyplex Communications Ltd	Tactical Headsets	\$50,279.62
Korth Group Ltd	Glock Firearm Supplies	\$50,371.20
Lexmark Canada Inc	Document Distributer licenses	\$53,643.30
Riverbed Technology Inc	Riverbed Maintenance	\$55,780.76
Levitt-Safety Limited	Respirator Fit Tester	\$68,588.31
Kee-Lok Security Supplies Ltd	Bee III Radar Unit	\$70,870.12
Mawashi Protective Clothing Inc	Upper Torso Kermel Gleng	\$72,764.91
Dell Software Canada Inc	Server Maintenance	\$87,379.95
R Nicholls Distributors Inc	Safariland and Peerless Items	\$89,399.21
Ram Power Systems Ltd	Blast Mats	\$92,384.13
Bramic Creative Business Products	Specialized Furniture	\$96,146.53
Quest Software	Foglight Application Management	\$99,510.97
Mercury Marine	Assorted Boat Parts	\$122,112.00
D&R Electronics Co Ltd	Emergency Equipment – for New Vehicles	\$123,638.40
	Total	\$2,049,302.36

Appendix B

Vendor	Goods/Services	2014 PO Value (net of rebate)
Johnstone & Cowling LLP	Legal Services	\$10,105.31
Compass Group Canada	Boxed Lunches (Caribana)	\$10,715.33
Canadian Police Knowledge Network	Training Courses	\$11,498.88
Centre for Addiction & Mental Health	Medical Examinations	\$12,600.00
Johnstone & Cowling LLP	OIPRD Directed Hearing	\$13,507.62
Geoffrey P. Alpert	Professional Services	\$14,246.40
Johnstone & Cowling LLP	Legal Services	\$14,907.07
Tervita Corporation	Evidence Collection	\$15,415.58
Quest Automotive Leasing Services	2010 Honda Accord EXL	\$16,434.24
FHB Consultant	Background Investigations	\$18,571.20
Art of Productions Inc	Art of Leadership Seminar	\$18,677.02
Hicks Morley Hamilton Stewart	Legal Services	\$20,226.51
Budget Rent a Car	Vehicle Rentals	\$19,934.56
Colin L. Campbell	G20 Tribunal Hearing	\$20,000.00
Super Seer Corporation	Mounted Helmet	\$20,905.37
Shoe Network Inc	Medical Footwear	\$25,440.00
Cunningham Dispute Resolution	G20 Tribunal Hearing	\$25,440.00
Visiontec Limited (2008)	Trunarc System	\$26,793.41
John F. Hamilton	Judge John F. Hamilton	\$29,000.00
S MAC Consulting	Background Investigations	\$36,633.60
Bill Sciammarella & Associates Inc	Background Investigations	\$37,549.00
1764084 Ontario Ltd	Background Investigations	\$37,549.00
1764082 Ontario Ltd	Background Investigations	\$37,549.00
Anthony Saldutto and Associates Inc	Background Investigations	\$37,549.00
Outdoor Outfits Ltd	Nomex Patrol Jackets	\$32,019.23
Brian Angle	Background Investigations	\$36,735.36
JKS Investigations	Background Investigations	\$35,107.20
Keep Six Investigations	Background Investigations	\$35,107.20
Portus Security Solutions	Background Investigations	\$35,107.20
Russill Fairey and Associates Inc	Background Investigations	\$35,107.20
SMN Consultant	Background Investigations	\$35,107.20
T Gaskin Consulting	Background Investigations	\$35,107.20
TDS Investigative & Consulting Services	Background Investigations	\$35,107.20

Appendix B

Vendor	Goods/Services	2014 PO Value (net of rebate)
William M. Guthrie Investigations	Background Investigations	\$35,107.20
Dr. Lorie Fridell	Implicit Bias Training	\$44,859.83
Uniform Group Inc	Assorted Specialty Items	\$50,956.32
Glenda Shields	Professional Services	\$55,236.71
Peter Grossi	G20 Tribunal Hearings	\$61,000.00
Lee Ferrier Mediation & Arbitration	G20 Tribunal Hearings	\$68,844.80
Walter Gonet	G20 Tribunal Hearings	\$90,704.00
Jerome Wiley	Professional Services	\$100,000.00
Lenczner Slaght Royce Smith	Legal Services	\$434,718.72
	Total	\$1,787,180.67

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

#P92. ANNUAL REPORT: 2014 POLICE COOPERATIVE PURCHASING GROUP

The Board was in receipt of the following report March 09, 2015 from William Blair, Chief of Police:

Subject: ANNUAL REPORT: 2014 POLICE COOPERATIVE PURCHASING GROUP

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

There are no financial implications relating to the recommendation contained within this report.

Background/Purpose:

The Toronto Police Services Board Financial Control By-Law No. 147 amended by By-Law No. 148, 151, 153, 156, and 157 requires that the Chief of Police report annually to the Board on any individual expenditures over \$500,000 administered through the Police Cooperative Purchasing Group (PCPG) in the preceding year. In response to this requirement, the following information is provided.

Discussion:

The Service has been and continues to be a member of the PCPG since its inception in 1996. The group continues to provide its members (police services) throughout the Province the opportunity for cost savings through volume buying and standardization of equipment. Pricing agreements are awarded through the PCPG process for related items such as marked and unmarked police cars, tires, ammunition, pepper spray, body armour, uniform clothing, and footwear. The process continues to work well with the PCPG members sharing the administration of the various procurement processes.

During 2014, the following individual expenditures with a value exceeding \$500,000 were made through the PCPG in accordance with the By-Law:

ITEM	VENDOR	2014 EXPENDITURE (\$)
Marked Vehicles	Yorkdale Ford Lincoln Sales Ltd.	1,170,516.30
Unmarked Vehicles	Yorkdale Ford Lincoln Sales Ltd.	585,329.53
Body Armour	Pacific Safety Products	1,007,932.76

Conclusion:

The Provincial PCPG is a procurement shared service that the Toronto Police Service participates in along with other police services in Ontario, including the Ontario Provincial Police (OPP). This report provides information on those PCPG purchases that exceeded \$500,000.

Mr. Tony Veneziano, Chief Administrative Officer, Corporate Services Command will be in attendance to answer any questions from the Board.

The Board received the foregoing report.

Moved by: S. Carroll

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

**#P93. ANNUAL REPORT: 2014 SPECIAL CONSTABLES – UNIVERSITY OF
TORONTO POLICE - ST. GEORGE CAMPUS AND SCARBOROUGH
CAMPUS**

The Board was in receipt of the following report March 13, 2015 from William Blair, Chief of Police:

Subject: 2014 ANNUAL REPORT: UNIVESRSITY OF TORONTO POLICE - ST.
GEORGE CAMPUS AND SCARBOUROGH CAMPUS SPECIAL
CONSTABLES

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

There are no financial implications related to the recommendation contained within this report.

Background/Purpose:

Section 45 of the agreement between the Toronto Police Services Board and the University of Toronto (U of T) Governing Council regarding special constables states that:

“The University shall provide to the Board an annual report with statistical information including but not limited to information as to enforcement activities, training, supervision, complaints and other issues of concern to the parties and such further relevant information as may be requested by the Board”.

Discussion:

As directed by the Board, appended to this report is the 2014 Annual Report from the Scarborough and St. George Campuses of the U of T Police regarding special constables. The report is consistent with the reporting guidelines established by the Board.

Conclusion:

The Toronto Police Service has established an excellent working relationship with the University of Toronto. Over the past 12 months, a number of community outreach initiatives have been undertaken by the University of Toronto Police to enhance the feeling of safety and security for the users of University of Toronto properties in the downtown core and Scarborough. These initiatives are consistent with the community policing model employed by the Toronto Police Service and should complement our efforts to better serve the citizens of Toronto.

Deputy Chief Mark Saunders, Specialized Operations Command, will be in attendance to answer any questions that Board may have regarding this report.

The Board received the foregoing report.

Moved by: S. Carroll

A copy of the Executive Summary to the Annual Report is appended to this Minute for information. A copy of the complete report is on file in the Board office.

Executive Summary

There have been no significant changes to the provision of campus security and community safety programs at the University of Toronto, St. George Campus during the reporting year.

Highlights of Reporting Year

Break and Enter

Offenders continue to target University of Toronto buildings in search of electronic items such as laptops, flat screen monitors, televisions and projectors. Members of the service liaise with members of the Toronto Police major crime unit to investigate these occurrences, leading to a significant decrease from 60 in 2009 to 27 in 2010, which carried into 2011 with a reduction to 9 break and enter occurrences. This remained constant in 2012 but has increased again to 18 in 2013 and down to 11 in 2014. Continued rollout of security and access control systems throughout the campus augmented by security patrols in major buildings is increasing prevention on campus.

Theft

Thefts under \$5000 increased significantly from 338 in 2008 to 489 in 2009 but decreased to 330 in 2010, 268 in 2011 and then increased again to 320 in 2012, 275 occurrences reported in 2013 and an increase to 305 in 2014. Thefts occur most often within campus libraries and mainly consist of electronic equipment, wallets and cash. The University of Toronto is a target rich environment with an increased number of students carrying laptops and electronic devices such as iPhones and iPods on campus, more specifically to libraries. A new trend has been seen in the libraries and other gathering places where expensive winter coats have been targeted.

At the beginning of the latest university year, a targeted prevention program was conducted in the libraries and other spaces that saw an initial decrease in occurrences but the overall figure for 2014 is an increase over the previous year.

Theft of Bicycles

The rise in theft of bicycles has continued from 58 in 2009, 72 in 2010 and 107 in 2012 but decreased again to 86 in 2013 after some arrests in late 2012. A targeted prevention campaign was conducted in 2014 and a slight decrease is noted with 81 thefts reported.

Overall, crime reports have decreased from 886 in 2009 to 693 in 2010 and to 649 in 2012 and to 564 in 2013 but have risen to 613 in 2014.

Executive Summary

Introduction

At the University of Toronto Scarborough we believe that developing a safe and secure environment is a shared responsibility. The University of Toronto Scarborough Campus Community Police provide effective support to our Community in achieving that goal.

The primary responsibility for the protection of persons and property within our community is assigned to the Campus Community Police. The Campus Community Police achieve this responsibility through activities that support our Mission Statement which reads;

Mission Statement

To support the academic mission of the University, the UTSC Campus Community Police work in partnership with our community:

- to protect persons and property by developing programs and conducting activities that promote safety and security;
- to prevent crime, maintain the peace, resolve conflicts and promote good order;
- to deliver non-discriminatory, inclusive programs to our diverse community;
- to remain accountable to our community;
- to provide referral to community services;
- to respond to emergencies and provide assistance to faculty, students and staff;
- to ensure University policies and regulations are followed;
- to enforce the criminal code and selected provincial and municipal statutes as necessary

Methods and approaches to assist in achieving a safe and secure environment are developed through numerous community policing programs run in concert with the community.

The University of Toronto Scarborough Campus is comprised of students, staff, and faculty that represent 79 countries from around the world. This pluralistic, multi-cultural environment provides an exciting foundation in which our future leaders can work, live, play, and learn. We truly believe that Tomorrow Is Created Here!

The University of Toronto Scarborough Campus Community Police perform the following services:

- Engaging in Community Policing Initiatives in partnership with our diverse staff, students, and faculty.
- Act as the first responders to all emergencies on campus;
- Conduct the initial investigation into all criminal and provincial offences that occur on campus, or off campus but reported to campus police;
- Identify all offences that fall within the mandate of the Toronto Police Service and liaise with 43 Division to assist in investigations as required;
- Assess risk levels presented by the visit of various V.I.P.'s, presentations, events and/or protests and when necessary, develop and execute security protocols;

- Provide a uniform presence on campus including mobile patrol, bicycle patrol and foot patrol officers.

On September 2, 2014, the Aquatics Centre and Field House complex opened to the University community as well as the general public. This facility will host a number of events during the months of July and August for the Toronto 2015 Pan Am and Parapan American Games. Since opening in September 2014, the venue has provided our community with a world class training facility right on campus.

Construction also began this fall on the new tennis facility in the valley area of the campus. This facility will host the Toronto 2015 Parapan tennis events during the month of August.

The University of Toronto Scarborough Campus Community Police provides effective support to our Community, ensuring that prescribed Service standards are met while ensuring the administration, promotion and support of professionalism are upheld. These standards include the practices, conduct, appearance, ethics and integrity of its members, with a goal to strengthen public confidence and co-operation within the community.

The Campus Community Police is comprised of an approved strength of 15 Special Constables. During 2014, two additional Special Constables were seconded from the St. George Campus for a one year period to meet operational needs, including maternity leave. Due to 2 separations from the Service, both seconded officers have officially transferred to UTSC and form part of our full time complement.

As part of the Campus Community Police Service, we also employ six Building Patrol Officers (licenced security guards) who complement the Special Constables in providing safety and security to our community.

Strategic and Intelligence led approaches are a predominant aspect of community policing within our academic setting and comprise of initiatives such as providing educational material on campus safety during orientation to all first year students, training seminars, theft prevention programs, strategic patrol initiatives, and taking part in various committees. Enforcement, although always available to the officers, is a tool that is utilized to enhance public safety within our community.

The criminal statistics for UTSC included in this report continue to demonstrate that we are a very safe community. Crimes against persons are minimal and are generally very minor in nature.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

**#P94. ANNUAL REPORT: 2014 SPECIAL CONSTABLES – TORONTO
COMMUNITY HOUSING CORPORATION**

The Board was in receipt of the following report March 13, 2015 from William Blair, Chief of Police:

Subject: 2014 ANNUAL REPORT: TORONTO COMMUNITY HOUSING
CORPORATION – SPECIAL CONSTABLES

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

There are no financial implications relating to the recommendation contained within this report.

Background/Purpose:

Section 53 of the agreement between the Toronto Police Services Board and Toronto Community Housing Corporation (TCHC) regarding special constables states that:

“The TCHC shall provide to the Board an annual report with statistical information including but not limited to information regarding enforcement activities, training, supervision, complaints and other issues of concern to the parties and such further categories of information as may be requested by the Board from time to time”.

Discussion:

As directed by the Board, appended to this report is the 2014 Annual Report from the TCHC regarding special constables. The report is consistent with the reporting guidelines established by the Board.

Conclusion:

The Toronto Police Service has established a strong working relationship with the Toronto Community Housing Corporation. The mandate of the TCHC Community Safety Unit is to partner with communities to promote a safe environment for residents and to preserve the assets, buildings and properties that are managed and owned by Toronto Community Housing. As outlined in the Special Constable Annual Report for 2014, a number of community outreach initiatives have been undertaken throughout the year. These initiatives are consistent with the community policing model employed by the Toronto Police Service and should complement our efforts to better serve the residents of Toronto.

Deputy Chief Mark Saunders, Specialized Operations Command, will be in attendance to answer any questions that the Board may have regarding this report.

The Board received the foregoing report.

Moved by: S. Carroll

A copy of the Executive Summary to the Annual Report is appended to this Minute for information. A copy of the complete report is on file in the Board office.

EXECUTIVE SUMMARY

2014 SPECIAL CONSTABLE ANNUAL REPORT Toronto Community Housing Corporation

Toronto Community Housing's Special Constable Program has been established since March 2000; and as of December 31, 2014, there were 73 sworn members within the Community Safety Unit (CSU). The objectives of the program are to:

- strengthen relationships between the CSU and the Toronto Police Service
- enhance law enforcement activities as required
- reduce the level of crime/antisocial behavior in TCH communities
- improve residents' feelings of safety and security
- improve officer safety
- ensure officers are able to spend more time in TCH communities

Having Special Constables allows Toronto Community Housing to move well-qualified officers into situations that are particularly difficult. A specific focus for Special Constables are trespass to property violations, liquor licence violations and the utilization of Peace Officer powers under the following statutes:

- Criminal Code;
- Controlled Drugs and Substances Act;
- Trespass to Property Act;
- Liquor License Act;
- Mental Health Act.

The Special Constable agreement between Toronto Community Housing and the Toronto Police Service has created a strong partnership reaching back over many years. This relationship has supported communication and co-operation between our organizations to the benefit of all. As a result of the enhanced training, legal status, and access to information available to Special Constables, they have been able to support and assist Toronto Police and TCH residents in hundreds of investigations.

In 2014, the Special Constable Program for Toronto Community Housing was extremely successful with Special Constables completing 443 Criminal Investigations for Toronto Police Service, of which 73.0 % were related to property offences such as Mischief and Theft.

Last year, TCH Special Constables conducted investigations for theft, mischief, threats, assaults, and other less violent matters. In instances involving major crimes, they have been the first officers on scene, assisting with primary assessments, notifications, perimeter protection, crowd management, witness canvassing, evidence security, and prisoner transports.

TCH Special Constables and Toronto Police Officers have attended many calls together. The combination of a Special Constable's community knowledge and the Toronto Police Service Officer's authority have proven to be mutually supportive, allowing incidents and problems to be resolved quickly and safely.

Our communities benefit when Toronto Community Housing Special Constables are able to:

1. Process minor offences and release prisoners at the scene without tying up TPS' resources and holding a citizen in custody for longer than required.
2. Act directly – to apprehend offenders and wanted persons and transport them to the local Division for booking. In so doing, they interrupt illegal and antisocial behavior and help keep the peace in our neighborhoods.
3. Support the Toronto Police Service not only with factual information, but also with detailed intelligence about criminal activity.

In 2014, TCH's Use of Force reporting consisted of two incidents of OC foam deployment, resulting in all suspects being treated for eye contamination. Five Special Constables received minor injuries resulting in medical attention; however, no time was lost from work. Other use of force applications reported for this period involved twelve occurrences of soft, empty hand techniques used during the application of handcuffs. Please note, there were no incidents of baton deployment.

There were six Special Constable Complaints in 2014, all of which were forwarded immediately to Toronto Police Service – Professional Standards for review. Five of the six complaints were deemed internal matters and were returned to the attention of the Director of the Community Safety Unit to investigate. TCH's investigational results for the five incidents were returned to TPS within the specified timeframe. The other remaining complaint is being reviewed by Professional Standards and has yet to be categorized as serious or less serious misconduct.

We continue to value our working partnership with the Toronto Police Service and our joint Special Constable agreement. In 2014, TCH's Special Constable Program continued to promote safe, secure, and healthy communities.

Background

Toronto Community Housing is legally organized as a corporation, owned completely by the City of Toronto and operated at arms-length from the City. It is governed by a Board of Directors made up of the Mayor (or designate), 4 City Councilors, and 9 other citizens, including 2 tenants (elected by fellow tenants) living in Toronto Community Housing.

Toronto Community Housing provides homes for approximately 164,000 people. Our portfolio is made up of high-rise and low-rise apartment buildings, townhouses, rooming houses, and a variety of detached and semi-detached homes. Our tenants reflect the face of Toronto; we operate about 58,500 housing units, making us the second largest housing providers in North America.

The Community Safety Unit employs approximately 139 professionals who perform a variety of functions. These include; Special Constables, Community Patrol Officers, Dispatchers, Community Safety Advisors, managers and other support staff. As all of our communities are diverse and unique, each position has been designed with different authorities and resources to help address those needs.

The Community Safety Unit's mandate and vision express our role in helping to accomplish the goals of Toronto Community Housing. The mandate of the Community Safety Unit is to partner with communities, promote a safe environment for residents, and preserve the assets of Toronto Community Housing.

In March 2000, Toronto Community Housing entered into an agreement with the Toronto Police Service Board for Special Constable Status. There are currently 73 Community Safety Unit staff appointed and sworn as Special Constables with the approval of the Minister of Public Safety and Security. This report provides an overview of our Special Constable program in 2014.

Supervision

As of December 31, 2014 the Community Safety Unit has 6 Field Supervisors with Special Constable Sergeant status who oversee operations 24 hours a day, 365 days a year. They supervise 73 Special Constables, 12 Provincial Offences Officers (Community Patrol Officers), and 10 Dispatchers. They are all supported by a Director, District Managers, Manager planning and Business Support, Specialist in Compliance, Training and Investigations, Dispatch Supervisor, Parking Coordinator, a Court Administrator and Programs & Legislation Coordinator.

Officers are assigned in Toronto Community Housing communities throughout the city. Methods of operation include foot, bicycle and vehicular deployments. Duties include patrolling for visibility and deterrence, responding to radio calls, conducting investigations and enforcement, answering service requests, parking control, special attention checks, and providing back-up to other officers. Special Constables also participate in many community events, activities and meetings throughout the City of Toronto.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

**#P95. TORONTO POLICE SERVICES BOARD – 2014 OPERATING BUDGET
VARIANCE REPORT – YEAR ENDING DECEMBER 2014**

The Board was in receipt of the following report April 01, 2015 from Alok Mukherjee, Chair:

Subject: OPERATING BUDGET VARIANCE REPORT FOR THE TORONTO POLICE
SERVICES BOARD – YEAR ENDING DECEMBER 31, 2014

Recommendation:

It is recommended that:

- (1) the Board receive this report; and
- (2) the Board forward a copy of this report to the City of Toronto's (City) Deputy City Manager and Chief Financial Officer for information and for inclusion in the year-end reporting to the City's Budget Committee.

Financial Implications:

There are no financial implications relating to the recommendations contained within this report.

Background/Purpose:

The Board, at its November 7, 2013 meeting, approved the Toronto Police Services Board's 2013 operating budget at a net amount of \$2,358,200 (Min. No. P254/13 refers). Subsequently, Toronto City Council, at its January 30, 2014 meeting, approved the Board's 2014 operating budget at the same amount.

The purpose of this report is to provide information on the Board's 2014 year-end variance.

Discussion:

The final year-end surplus is \$52,700. The following chart summarizes the variance by category of expenditure, with details discussed below.

Expenditure Category	2014 Budget (\$000s)	Year-End Actual Expend (\$Ms)	Fav / (Unfav) (\$000s)
Salaries & Benefits (incl. prem.pay)	\$1,022.1	\$896.4	\$125.7
Non-Salary Expenditures	\$1,336.1	\$1,409.1	(\$73.0)
Total	\$2,358.2	\$2,305.5	\$52.7

Salaries & Benefits (including Premium Pay)

Salaries were underspent by \$125,700. This favourable variance is a result of the elimination of the Chauffeur position at the start of the year and net savings from members on maternity leave.

Non-salary Budget

The majority of the costs in this category are for arbitrations/grievances and City charge backs for legal services.

The Toronto Police Services Board cannot predict or control the number of grievances filed or referred to arbitration as filings are at the discretion of bargaining units. In order to deal with this uncertainty, the 2014 budget included a \$610,600 contribution to a reserve for costs associated with independent legal advice. Fluctuations in legal spending are dealt with by increasing or decreasing the budgeted reserve contribution in future years' operating budgets. Draws from the reserve are made to match expenditures incurred, unless surplus funds are available from within the existing overall budget total.

During 2014, net legal costs exceeded the budget by \$276,600. This overage was partially funded by way of a \$152,700 reduced contribution to the legal reserve. The remaining amount was absorbed within the overall Board budget and is contained within the \$73,000 unfavourable non-salary variance shown in the table above.

Other favourable variances were due to the deferral of audit work to be performed by the City's Internal Audit division and the cancellation of consulting expenditures to help fund the organizational review discussed below.

In-Year Adjustments:

The Board required additional funding for a Board-led organizational review of the Toronto Police Service, the main scope of which was undertake a review the results of the Chief's internal organizational review. At its meeting of April 10, 2014 (Min. No. P88/14 refers), the Board approved a recommendation to contribute \$300,000 of the Toronto Police Service's 2013 operating budget surplus to the City's Tax Stabilization Reserve as a funding source for this expenditure. The contribution request was subsequently approved by City Council as a technical adjustment from the City's Innovation Reserve. The Board will only draw on the reserve to the extent needed to fund the expenditure associated with the review. The cost is currently projected to be \$249,000, and \$190,000 of which was drawn in 2014.

In addition, the Board authorized commencing the process to search for a new chief of police which included the issuing of a request for proposal for a community consultation facilitator and the issuing of a request for proposal for an executive search consultant. At my request, the City of Toronto set aside \$150,000 in its 2014 non-program accounts for this purpose, and those funds were available to the Board through its operating budget. During 2014, total costs amounted to \$100,000 and were charged back to the City's non-program accounts.

Conclusion:

The 2014 year-end favourable variance for the Board is \$52,700, resulting from salary savings offset by an over expenditure in legal costs.

The Board approved the foregoing report.

Moved by: A. Pringle

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

**#P96. TORONTO POLICE SERVICE – 2014 OPERATING BUDGET
VARIANCE REPORT – YEAR ENDING DECEMBER 2014**

The Board was in receipt of the following report March 20, 2015 from William Blair, Chief of Police:

Subject: FINAL OPERATING BUDGET VARIANCE REPORT FOR THE TORONTO
POLICE SERVICE – YEAR ENDING DECEMBER 31, 2014

Recommendations:

It is recommended that:

- (1) the Board approve a \$1.0 Million (M) contribution to the Toronto Police Service's Sick Pay Gratuity Reserve from the 2014 fiscal year;
- (2) the Board approve a \$1.0M contribution to the Toronto Police Service's Post-Retirement Health Care Reserve from the 2014 fiscal year; and
- (3) the Board forward a copy of this report to the City of Toronto's (City) Deputy City Manager and Chief Financial Officer for information and inclusion in the year-end reporting to the City Budget Committee.

Financial Implications:

The Service's 2014 year-end surplus is \$4.6M, after year end analysis was completed and all accounting entries were finalized. At its meeting on February 19, 2015, the Board approved a reduction of \$5.0M to the Service's 2015 operating budget request (Min. No. P24/15 refers). Part of that budget adjustment, required a \$2.0M reduction to the 2015 operating budget, related to contributions made to the Service's Sick Pay Gratuity and Post-retirement Health Care Spending Reserve contributions. As a result, the Service is recommending that the Board approve an additional \$2.0M in reserve contributions from the 2014 fiscal year. The Service has discussed this additional contribution with the City Deputy City Manager/Chief Financial Officer who concurs with this approach. Should the two additional reserve contribution recommendations be approved, the Service's final year-end operating surplus is \$2.6M. This amount will be returned to the City.

Background/Purpose:

The Toronto Police Services Board (Board), at its November 7, 2013 meeting, approved the Service's 2014 operating budget at a net amount of \$957.7M (Min. No. P255/13 refers). Subsequently, Toronto City Council, at its January 30, 2014 meeting, approved the Toronto Police Service's (Service) 2014 operating budget at the same amount.

The purpose of this report is to provide information on the Service's 2014 final year-end operating budget variance, and to obtain Board approval for additional reserve contributions in 2014.

Discussion:

The following chart summarizes the variance by expenditure and revenue category. The Reserves category includes the additional \$2M in contributions recommended in this report. Details of each major expenditure category and revenue are discussed in the sections that follow.

Category	2014 Budget (\$Ms)	Year-End Actual Expend (\$Ms)	Fav / (Unfav) (\$Ms)
Salaries	\$726.6	\$725.8	\$0.8
Premium Pay	\$47.0	\$48.8	(\$1.8)
Benefits	\$175.8	\$174.7	\$1.1
Materials and Equipment	\$28.3	\$25.3	\$3.0
Services	\$57.9	\$54.6	\$3.3
Reserves	\$38.2	\$41.7	(\$3.5)
Revenue	(\$116.1)	(\$115.8)	(\$0.3)
Total Net	\$957.7	\$955.1	\$2.6

Salaries:

The final favourable variance for this category is \$0.8M.

Expenditure Category	2014 Budget (\$Ms)	Year-End Actual Expend (\$Ms)	Fav / (Unfav) (\$Ms)
Uniform Salaries	\$558.1	\$556.9	\$1.2
Civilian Salaries	\$168.5	\$168.9	(\$0.4)
Total Salaries	\$726.6	\$725.8	\$0.8

The surplus in uniform salaries is the result of higher than anticipated separations. There were 202 uniform officer separations for the year, compared to the 165 separations included in the 2014 budget, resulting in \$1.2M favourable variance.

The \$0.4M unfavourable variance in civilian salaries is the result of the Service's gapping estimate. As a result of the 2013 civilian hiring freeze, there were a significant number of civilian position vacancies in the Service at the beginning of 2014. At the time of budget preparation, the freeze had not been lifted. Therefore, the gapping of the civilian salaries budget was increased. Hiring in 2014 for civilian positions critical to Service operations resumed at a faster pace than originally budgeted for when the Board lifted the freeze at the end of 2013.

Throughout 2014, the workload in all areas of the Service with significant vacancies was accommodated, where absolutely necessary, with temporary personnel and increased premium pay spending. As can be noted in the premium pay section below, the projected premium pay variance was not completely offset by a corresponding savings in civilian salaries.

Premium Pay:

Premium pay was over spent by \$1.8M.

Expenditure Category	2014 Budget (\$Ms)	Year-End Actual Expend (\$Ms)	Fav / (Unfav) (\$Ms)
Court	\$12.3	\$11.0	\$1.3
Overtime	\$5.2	\$6.9	(\$1.7)
Callback	\$10.1	\$12.6	(\$2.5)
Lieutime Cash Payment	\$19.4	\$18.3	\$1.1
Total Premium Pay	\$47.0	\$48.8	(\$1.8)

In the provision of policing services and associated activities (e.g. attendance at court), and as a result of collective agreement requirements when members work beyond their normal hours of work, overtime is an operational necessity. The budget for all categories of premium pay is established based on previous years' experience and anticipated public safety priorities for the year. All premium pay is approved by supervisory personnel.

For both uniform and civilian members of the Service, additional premium pay was incurred in 2014, as units addressed critical workload issues, as a result of public safety requirements or due to a significant number of civilian staff vacancies across the Service. Accordingly, overtime and call-backs were authorized, where required, to ensure deadlines were met, services properly maintained, risks were mitigated and additional hard dollar costs were avoided.

Benefits:

A favourable variance of \$1.1M was achieved in the benefits category.

Expenditure Category	2014 Budget (\$Ms)	Year-End Actual Expend (\$Ms)	Fav / (Unfav) (\$Ms)
Medical / Dental	\$39.2	\$38.7	\$0.5
OMERS / CPP / EI / EHT	\$124.1	\$124.2	(\$0.1)
Other (e.g., WSIB, life ins.)	\$12.5	\$11.8	\$0.7
Total Benefits	\$175.8	\$174.7	\$1.1

The budget for Medical/Dental expenditures is based on the costs of drugs and services, the dental fee schedule, utilization rates and administrative fees. The 2014 cost estimates for drugs and dental services were based on the average increase experienced over the last four years. In 2013, the Service observed a marked decline in the annual rate of increase for these benefits. This was reflected in the 2014 budget request. However, medical/dental costs continued to come in lower than expected throughout the 2014 year. As a result, this category was underspent by \$0.5M. Various “other” benefits were underspent by \$0.7M, mainly as a result of lower WSIB costs due to a decrease in WSIB claims in 2014.

Materials and Equipment:

Expenditures in this category reflect a \$3.0M favourable variance.

Expenditure Category	2014 Budget (\$Ms)	Year-End Actual Expend (\$Ms)	Fav / (Unfav) (\$Ms)
Vehicles (gas, parts)	\$13.1	\$11.5	\$1.6
Uniforms	\$4.4	\$4.1	\$0.3
Other Materials	\$4.8	\$4.0	\$0.8
Other Equipment	<u>\$6.0</u>	<u>\$5.7</u>	<u>\$0.3</u>
Total Materials & Equipment*	<u>\$28.3</u>	<u>\$25.3</u>	<u>\$3.0</u>

The Service obtains gasoline through a consolidated procurement with the City. The budget for gasoline is the largest component in this category, and is based on anticipated volume, and the cost per litre as provided by City Finance. The favorable variance was a result of significantly lower than budgeted gas prices and a moderate decrease in consumption. Savings in the other materials and equipment categories were made up of numerous savings achieved as a result of the Service’s initiative to reduce spending where operationally feasible.

Services:

Expenditures in this category were \$3.3M under spent.

Expenditure Category	2014 Budget (\$Ms)	Year-End Actual Expend (\$Ms)	Fav / (Unfav) (\$Ms)
Uniform Cleaning Contract	\$1.3	\$1.1	\$0.2
Courses / Conferences	\$1.6	\$1.3	\$0.3
Clothing Reimbursement	\$1.6	\$1.5	\$0.1
Computer / Systems Maintenance	\$11.4	\$10.9	\$0.5
Phones / cell phones / 911	\$5.7	\$5.1	\$0.6
Caretaking / maintenance utilities	\$19.2	\$19.2	\$0.0
Other Services	<u>\$17.1</u>	<u>\$15.5</u>	<u>\$1.6</u>
Total Services	<u>\$57.9</u>	<u>\$54.6</u>	<u>\$3.3</u>

The favourable variances experienced in a number of expenditure categories above are the result of continuing efforts within the Service to incur costs only when operationally required and/or where value is added to Service operations. Furthermore, the workload created by staffing shortages and the hiring freeze also prevented units from making planned expenditures in certain areas, such as for courses and conferences.

Savings in Computer/Systems Maintenance and Phones categories were as a result of favourable contracts following a competitive procurement process and/or negotiations with vendors. Savings in the “other services” categories were a result of the Service’s initiative to reduce spending where operationally feasible.

The City provides caretaking and maintenance services for the Service, and administers the Service’s utility costs. During the 2014 operating budget process, City and Service staff reviewed the costs for all facilities in detail. Taking into consideration appropriate service levels for caretaking and maintenance, as well as historical spending for utilities, the 2014 budget request was reduced by \$1.3M. The final variance in this category was zero.

Reserves:

Expenditures in this category were \$3.5M above budget. This variance assumes Board approval of the recommendation to contribute an additional \$2M to two Service reserves, the Sick Pay Gratuity Reserve and the Post-Retirement Health Care Spending Reserve.

Reserves Category	2014 Budget (\$Ms)	Year-End Actual Expend (\$Ms)	Fav / (Unfav) (\$Ms)
Sick Pay Gratuity	\$6.5	\$7.8	(\$1.3)
Insurance	\$8.7	\$8.7	\$0.0
Vehicle & Equipment	\$17.9	\$17.9	\$0.0
Central Sick	\$3.3	\$3.3	\$0.0
Post Retirement Health	\$1.1	\$2.1	(\$1.0)
Legal	\$0.7	\$1.9	(\$1.2)
Total Reserves	<u>\$38.2</u>	<u>\$41.7</u>	<u>(\$3.5)</u>

As part of the annual budget approval process, the Board and Council approve the inclusion of contributions to and expenditures from reserves in the net operating budget request. The various reserves are established to provide funding for anticipated expenditures to be incurred by the Service. The adequacy of reserves is reviewed annually, based on the Service’s estimated spending and replacement strategies. Contributions are made and expensed to the operating budget accordingly. The Service works closely with City Finance staff and the Deputy City Manager/Chief Financial Officer to ensure that assumptions are reasonable and in line with those of the City, where practicable.

In 2014, the Service made all required contributions to its reserves. However, \$1.5M of the over expenditure noted above was the result of not fully drawing from the reserve funding sources (Sick Pay Gratuity \$0.3M, Legal \$1.2M). The \$1.5M over expenditure was instead funded from savings in other areas of the budget that were underspent. This approach was discussed with the Deputy City Manager/Chief Financial Officer, who agreed that the methodology was prudent, given the need to balance funding requirements for the current year with the future health of the reserves.

Furthermore, at its meeting on February 13, 2015, the City's Budget Committee requested a \$5M reduction to the Service's Board-approved 2015 operating budget request. The reduction requested by the Budget Committee is to assist the City in meeting an overall \$86M budget shortfall in 2015. In response to the City's request, the Service proposed several reductions, which the Board approved at its February meeting (Min. No. P24/15 refers). The reductions included a decrease of \$1M to each of the the Sick Pay Gratuity Reserve and Post Retirement Health Care Spending Reserve contributions. However, the report also indicated that the Service had preliminary discussions with the Deputy City Manager/Chief Financial Officer about making up for this reduction by contributing to these reserves from the 2014 surplus. As a result, the above figures reflect the increased contributions that the Board is being requested to approve in this report.

Revenue:

Revenues were \$0.3M unfavourable.

Revenue Category	2014 Budget (\$Ms)	Year-End Actual Expend (\$Ms)	Fav / (Unfav) (\$Ms)
Recoveries from City	(\$22.7)	(\$21.6)	(\$1.1)
CPP and Safer Comm'y grants	(\$17.3)	(\$16.0)	(\$1.3)
Other Gov't grants	(\$26.5)	(\$26.8)	\$0.3
Fees (e.g., paid duty, alarms, ref.)	(\$11.4)	(\$12.4)	\$1.0
Secondments	(\$4.0)	(\$3.0)	(\$1.0)
Other Revenues (e.g., pris return)	(\$34.2)	(\$36.0)	\$1.8
Total Revenues	(\$116.1)	(\$115.8)	(\$0.3)

The reduction in recoveries from the City is a result of reduced Provincial Offenses Act court attendance. The unfavourable variance in CPP and Safer Community Grants is due to the Service being lower than its targeted uniform strength as per the grant agreements.

The Service experienced an unfavourable variance of \$1.0M in the secondments category. There was a significant reduction on United Nations overseas secondments and as a result, revenues were much lower than budgeted.

Since 2003, the provincial government has been reimbursing the Service for the additional cost of transporting prisoners from the Maplehurst Detention Centre and Vanier Centre for Women from Milton to Toronto. When the 2014 budget was prepared, it was anticipated that the Ministry would be relocating these prisoners from Milton to the new Toronto South Detention Centre starting in April 2014, and the 2014 revenue budget was reduced accordingly. However, the Toronto South Jail is not fully open and the Service is still transporting prisoners from Milton to Toronto, contributing to the favourable variance of \$1.8M in “other revenues.”

Conclusion:

The 2014 year-end surplus was \$4.6M, prior to the Service’s request to contribute \$1.0M to each of the Sick Pay Gratuity and Post-Retirement Health Care Spending Reserves. This recommendation is being made to the Board to address a \$2.0M contribution reduction in the 2015 budget, that the Board approved in order to meet the City Budget Committee’s request for operating budget reduction of \$5.0M. Should the Board approve the additional contributions from the 2014 fiscal year, the final year-end surplus is \$2.6M, which will be returned to the City. Any identified sustainable savings identified in 2014 have been reflected in the 2015 operating budget.

Mr. Tony Veneziano, Chief Administrative Officer, Corporate Services Command will be in attendance to answer any questions from the Board.

The Board approved the foregoing report.

Moved by: A. Pringle

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

**#P97. TORONTO POLICE SERVICE – PARKING ENFORCEMENT UNIT:
2014 OPERATING BUDGET VARIANCE REPORT – YEAR ENDING
DECEMBER 2014**

The Board was in receipt of the following report March 20, 2015 from William Blair, Chief of Police:

Subject: OPERATING BUDGET VARIANCE REPORT FOR THE TORONTO POLICE
SERVICE PARKING ENFORCEMENT UNIT – YEAR ENDING DECEMBER
31, 2014

Recommendations:

It is recommended that:

- (1) the Board receive this report; and
- (2) the Board forward a copy of this report to the City of Toronto's (City) Deputy City Manager and Chief Financial Officer for information and for inclusion in the year-end reporting to the City's Budget Committee.

Financial Implications:

The final year end variance for the Toronto Police Service's Parking Enforcement Unit (PEU) is a surplus of \$2.61 Million (M).

Background/Purpose:

The Toronto Police Service Parking Enforcement Unit (PEU) operating budget is not part of the Toronto Police Service's (Service) operating budget. While the PEU is managed by the Service, the PEU's budget is maintained separately in the City's non-program budgets. In addition, revenues from the collection of parking tags issued accrue to the City, not the Service.

The Board, at its November 7, 2013 meeting, approved the PEU 2014 operating budget at a net amount of \$44.6M (Min. No. P256/13 refers). Subsequently, Toronto City Council, at its January 30, 2014 meeting, approved the PEU's 2014 operating budget at the same amount.

The purpose of this report is to provide information on the PEU 2014 final year-end variance.

Discussion:

The final year-end favourable variance is \$2.61M. The following chart summarizes the variance by category of expenditure. Details are discussed below.

Category	2014 Budget (\$Ms)	2014 Actual Expenditure (\$Ms)	Favourable/ (Unfavourable) Variance (\$Ms)
Salaries	\$28.77	\$28.00	\$0.77
Premium Pay	\$2.71	\$2.13	\$0.58
Benefits	<u>\$7.05</u>	<u>\$6.95</u>	<u>\$0.10</u>
Total Salaries & Benefits	\$38.53	\$37.08	\$1.45
Materials	\$1.62	\$1.37	\$0.25
Equipment	\$0.05	\$0.01	\$0.04
Services	\$5.78	\$4.93	\$0.85
Revenue	<u>(\$1.35)</u>	<u>(\$1.37)</u>	<u>\$0.02</u>
Total Non-Salary	<u>\$6.10</u>	<u>\$4.94</u>	<u>\$1.16</u>
Total Net	<u>\$44.63</u>	<u>\$42.02</u>	<u>\$2.61</u>

Salaries & Benefits (including Premium Pay):

The final favourable variance for salaries and benefits (including premium pay) is \$1.45M.

The PEU schedules one recruit class per year and hires the appropriate number of officers to ensure that, on average, it is at its full complement of officers during the year. The size of the recruit class is based on projected separations in 2014. In 2014, attrition numbers were greater than the budgeted amount. However, due to the large number of vacancies being managed by the Employment Unit in the Service, the PEU was not able to schedule its 2014 class earlier in the year than planned to ensure the average complement of officers engaged in enforcement duties was maintained, resulting in a much higher favourable variance.

Nearly all premium pay at the PEU is related to enforcement activities, attendance at court and backfilling of members attending court. With respect to enforcement activities, premium pay is utilized to staff special events or directed enforcement events. The opportunity to redeploy on-duty staff for special events is minimal, as this will result in decreased enforcement in the areas from which they are being deployed. Directed enforcement activities are instituted to address specific problems. All premium pay expenditures are approved by supervisory staff and carefully controlled. In 2014, there was a significant reduction in off-duty court attendance. This reduction contributed to bringing the final premium pay surplus to \$0.58M.

Non-salary Expenditures:

The Parking Enforcement East (PKE) and Parking Headquarters Management (PHQ) operation has relocated from a leased facility to the Service's Progress Avenue site. The former PKE and PHQ lease had a five-year term that expired June 30, 2014. At the time of budget preparation, the exact move date was not confirmed and therefore, the 2014 lease budget was not reduced.

The renovation of space for Parking Enforcement at the Progress Avenue site was substantially completed on May 15, 2014, and fit up of the space was completed mid-July. PKE and PHQ worked with members of the Service's Facilities Management and Information Technology Services Unit, and moved into the new facility at the end of July. As a result, the PEU had a favourable variance of \$0.51M in its facility lease budget. This is a sustainable on-going budget reduction, that was reflected in the 2015 PEU operating budget request.

In addition, the Service obtains gasoline through a consolidated procurement with the City. The budget for gasoline is the largest component in this category, and is based on anticipated volume and the cost per litre as provided by City Finance. The favorable variance is a result of significantly lower than budgeted gas prices and a moderate decrease in volume. As a result, a \$0.10M favourable variance was achieved in gasoline. The majority of the other savings are associated with lower costs for contracted maintenance, batteries and repairs for handheld parking devices.

Conclusion:

The Parking Enforcement Unit approved 2014 net operating budget was \$44.63M. The final year-end expenditure was \$42.02M (94.2% of the approved budget), resulting in a favourable year-end operating surplus of \$2.61M.

Mr. Tony Veneziano, Chief Administrative Officer, Corporate Services Command will be in attendance to answer any questions from the Board.

The Board approved the foregoing report.

Moved by: A. Pringle

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

**#P98. TORONTO POLICE SERVICE – 2014 CAPITAL BUDGET VARIANCE
REPORT – YEAR ENDING DECEMBER 2014**

The Board was in receipt of the following report March 23, 2015 from William Blair, Chief of Police:

Subject: 2014 CAPITAL BUDGET VARIANCE REPORT FOR THE TORONTO
POLICE SERVICE – PERIOD ENDING DECEMBER 31, 2014

Recommendations:

It is recommended that:

- (1) the Board receive this report; and
- (2) the Board forward a copy to the City's Deputy City Manager and Chief Financial Officer for information with respect to capital projects that can be closed, and for inclusion in the City's overall variance report to the City's Budget Committee.

Financial Implications:

The Council-approved net capital budget for 2014 was \$14.3 million (M), and including the 2013 carry forward, results in net available funding of \$21.3M in 2014.

From a net debt perspective, the Toronto Police Service (Service) incurred total expenditures of \$7.3M, compared to \$21.3M in available funding (a spending rate of 34%) which resulted in an under-expenditure of \$14M, of which \$10.3M will be carried forward to 2015. The remaining \$3.7M surplus, which is the result of projects being completed under budget, will be returned to the City. Table 1 provides details of the funds that have been returned to the City at the end of 2014.

Background/Purpose:

At its meeting of November 7, 2013, the Toronto Police Services Board (Board) approved the Service's 2014-2023 Capital Program (Min. No. P257/13 refers). Toronto City Council, at its meeting of January 30, 2014, approved the Service's 2014-2023 Board-approved Capital program. Attachment A provides a summary of the Board and Council approved program.

This capital variance report provides the status of projects as at December 31, 2014.

Discussion:

Summary of Capital Projects:

Attachment B provides a status summary of the on-going projects from 2013 as well as projects that started in 2014. Any significant issues or concerns have been highlighted below in the “Key Highlights/Issues” section of this report.

Key Highlights/Issues:

As part of its project management framework, the Service uses a colour code (i.e. green, yellow or red) to reflect the health status of capital projects. The overall health of each capital project is based on budget, schedule and scope considerations. The colour codes are defined as follows:

- Green – on target to meet project goals (scope/functionality), and on budget and schedule;
- Yellow – at risk of not meeting certain goals, some scope, budget and/or schedule issues, and corrective action required; and
- Red – high risk of not meeting goals, significant scope, budget and/or schedule issues, and corrective action required.

The following provides summary information on key projects within the 2014-2023 Capital Program. This information includes status updates as at the time of writing this report.

- Property and Evidence Management Facility (\$39.3M)

Overall Project Health Status	
Current	Previous Variance Report
GREEN	GREEN

This project provides funding for a new property and evidence management (P&EM) facility which is expected to meet the Service’s property and evidence storage requirements for the next 25+ years. The main P&EM facility is complete and P&EM members have been operating out of the new facility since September 2013. The renovation and move of the Auto Squad to this location, heating and air conditioning enhancements, additional racking and other work within the scope of the project were finalized in the 4th quarter of 2014.

This project is complete and is \$1M under budget. This amount has been returned to the City. As required by the Service’s project management framework, a close-out report for this project will be provided to the Board in the 3rd quarter of 2015.

- Parking Enforcement East (\$9M)

Overall Project Health Status	
Current	Previous Variance Report
GREEN	GREEN

This project provides funding to relocate the Parking Enforcement East (PKE) and Parking Headquarter Management (PHQ) operation from its current leased facility to the Service’s Progress Avenue site. Construction and fit-up are complete and PKE and PHQ relocated to their new facility at the end of July 2014.

Although the construction work is complete, the Service is continuing to work through some deficiencies. Requirements for additional exterior security cameras, changes to gates and the building automation system, and any additional fit-up work will be reviewed and performed in 2015. From the available funding of \$1.9M at the end of the year, \$700,000 will be carried forward to 2015 to fund the additional work, and \$1.2M will be returned back to the City due to lower-than-anticipated construction costs.

- IRIS – Integrated Records and Information System (\$23.4M)

Overall Project Health Status	
Current	Previous Variance Report
GREEN	GREEN

This project provides funding for the implementation of Versadex, a commercial off-the-shelf integrated records and information system, which is the core operations system for the Service. eJust is an electronic disclosure system that is part of the IRIS project, and will help reduce time spent on manual/paper preparation of court disclosure documents.

The Versadex and eJust systems went live on November 5, 2013, and the Service is continuing with post-implementation stabilization/production support efforts, including retraining members and refining business processes with stakeholders, where necessary.

Work performed in 2014 focused on:

- adjusting and refining business processes and corresponding support documentation;
- forming and transitioning the project to a permanent business support management team;
- preparing work plans for deferred scope items such as court-side prisoner management and property management;
- ensuring reliable business analytics and reports; and
- the development of crime analysis and mapping tools.

Work related to developing reliable business analytics and reports, and the development of crime analysis and mapping tools will continue into 2015. The Board, at its meeting of November 13, 2014, approved a one year extension of contractor services in order to facilitate reporting infrastructure work (Min. No. P254/14 refers). As a result, \$1.8M will be carried forward to 2015 to fund the associated expenditures for this work. The remaining balance of \$1.5M has been returned to the City as surplus funds, in addition to the \$1.1M that was returned back in 2012.

- Peer to Peer Site (Disaster Recovery Site) (\$18.8M)

Overall Project Health Status	
Current	Previous Variance Report
YELLOW	YELLOW

This project provides funding for a new Peer to Peer facility. The Service’s current peer to peer data centre is co-located with the City’s main data centre in a City-owned and managed facility. The current location has significant space and power requirement issues which put this mission-critical operation at risk. The Service is subject to limitations in the existing facility which impair current operations and future growth requirements. In addition, the current line-of-site distance from the primary site is 7 km, which is significantly less than the industry minimum standard of 25 kilometers for disaster recovery sites.

At the Board’s request, the Service hired a consultant to complete independent research on what other organizations are doing to manage their disaster recovery and continuity of operations. Subsequently, a briefing note was prepared and submitted to the Board as part of the Service’s 2015-2024 capital budget process, which was approved by the Board. From the available funding of \$250,000, \$240,000 will be carried forward to 2015. The City has commissioned a real estate firm to search properties in the Region of Peel and City of Vaughan, based on set criteria developed by the Information Technology consultant. A Request for Proposal (RFP) will be developed in early 2015 to hire an Architect and a Data Centre specialist to assist with evaluation of the available sites and prepare requirements for the consultant team.

- Human Resources Management System Upgrade (\$1.1M)

Overall Project Health Status	
Current	Previous Variance Report
YELLOW	YELLOW

Human resources information and payroll administration for the Service is managed using the Oracle (PeopleSoft) Human Resource Management System (HRMS).

This project provides funding for an upgrade to HRMS beginning in 2014. This upgrade is necessary to reduce the risk associated outdated software and to avoid the risk of losing vendor support. Updated software is particularly important with a payroll system which needs to be able to implement annual (or more frequent) tax and human resources regulation updates, as well as collective agreement changes that occur from time to time.

The original business case and project scope were reviewed after the Service consolidated the Payroll and Benefits Administration units. This has resulted in a change in scope for the project in order to take advantage of some of the new functionality that was not included in the original business case such as full position management, organization charts and benefits administration. This project has therefore been delayed to enable a review and confirmation of the functionality. As the direction to move forward has been more clearly established, consultant selection is almost complete, allowing work to begin by the second quarter of 2015.

- State of Good Repair (\$4.6M in 2014 – ongoing)

Overall Project Health Status	
Current	Previous Variance Report
YELLOW	YELLOW

This project, managed by the Service’s Facilities Management (FCM) unit, provides funds to maintain the interior of police buildings in a safe and reliable state of good repair. Due to a significant staff shortage in the FCM unit, and the need to provide considerable support to the IRIS project in 2013, much of the work scheduled for 2013 was deferred. Staffing shortages continued to be an issue in 2014, resulting in further deferral of planned work. The 2014 project plan, which included some 2013 projects, was adjusted to reflect the unit’s capacity during the year and into 2015. Consequently, from the available funding of \$7.1M, \$4.2M will be carried forward to 2015.

In 2015, the unit has almost been restored to full capacity, allowing for project plan adjustments based on current priorities and previously deferred projects.

- 52 Division Renovations (\$8.3M)

Overall Project Health Status	
Current	Previous Variance Report
YELLOW	YELLOW

This project provides funds for the renovation of the 52 Division facility. Due to a staffing shortage in FCM Unit, the project start date has been delayed. The project will commence with the consultant selection in the 1st quarter of 2015. The 2014 budget of \$3M will be carried forward to 2015.

- Vehicle and Equipment Lifecycle Replacements

Projects listed in this category are funded from the Vehicle and Equipment Reserve (Reserve), which is in turn funded through annual contributions from the Service and Parking Enforcement operating budgets. The Reserve has no impact on the Capital Program and does not require debt funding. Items funded through this Reserve include the regular replacement of vehicles, furniture and information technology equipment.

For 2014, there is an under-spending of \$11.2M, \$3.1M of which is a result of savings in various projects that will be returned back to the Reserve. These savings were achieved as a result of process improvements and or lower than expected replacement costs. This amount has been taken into account in developing the 2015 contribution amount to the Reserve.

The remaining \$8.1M will be carried forward to 2015 as these funds are still required to complete lifecycle projects. The carry-forward is primarily due to delays in the delivery of equipment to 2015 (e.g. vehicle replacement and Automated Vehicle Location System (AVLS)), power supply issues at the Service's secondary data centre (IT Business resumption), changes in technology (e.g. In-Car-Camera - ICC), Digital Video Asset Management System (DVAMS II)) and delays in the City's Radio Infrastructure project (Voice Logging).

LEED Certification:

Although the new 11 and 14 division facilities have been completed since 2011 and 2012 respectively, LEED accreditation remained outstanding. In December of 2014, the Service received notice from the Canadian Green Building Council that the evaluation process was completed and that both projects have received LEED Silver accreditation.

Projects completed in 2014:

Projects are declared complete when all deliverables have been met. Projects are declared closed when all outstanding payments have been made, any deficiencies have been addressed, and a close-out report has been submitted to the Board (generally, one year after project completion). At that time, the Service blocks any further spending for these projects on its financial system, and advises the City that the project is complete and should be closed.

The following projects were closed in 2014. The City's Deputy City Manager/Chief Financial Officer is being advised through a copy of this report so that the City can also close these projects in its files:

- New 14 Division (July 17, 2014 meeting - Min. No. P157/14) – \$1.3M returned to the City as surplus; and
- Windows 7 Upgrade Project (July 17, 2014 meeting - Min. No. P158/14) – \$0.82M returned to the City as surplus.

The Property and Evidence Management Facility was completed in 2014. It is anticipated that this project will formally close in 2015.

Funding Returned to the City in 2014:

The following projects were under-spent at the end of 2014, and surplus funds totalling \$3.7M, have been returned to the City.

Table 1 – Returned funding to the City at the end of 2014.

Project	Surplus funding returned to the City at the end of 2014
Property and Evidence Management Facility	\$1,033,500
Integrated Records and Information System (IRIS)	\$1,512,144
Parking East Facility	\$1,182,135
Total Returned funding	\$3,727,779

Conclusion:

As of December 31, 2014, from a net debt perspective, the Service incurred total expenditures of \$7.3M, compared to \$21.3M in available funding. This resulted in an under-expenditure of \$14M, \$10.3M of which will be carried forward to 2015. The remaining balance of \$3.7M has been returned to the City.

Mr. Tony Veneziano, Chief Administrative Officer, Corporate Services Command will be in attendance to answer any questions from the Board.

The Board approved the foregoing report.

Moved by: A. Pringle

REVISED 2014-2023 CAPITAL PROGRAM REQUEST (\$000s) - NOVEMBER 7, 2013

Attachment A

Project Name	Plan to end of 2013	2014	2015	2016	2017	2018	Total 2014-2018 Request	2019	2020	2021	2022	2023	Total 2019-2023 Forecast	Total 2014-2023 Program	Total Project Cost
Projects In Progress															
State-of-Good-Repair - Police	0	4,594	4,469	4,601	4,600	4,200	22,464	4,200	4,200	4,200	4,200	4,200	21,000	43,464	43,464
Parking East	4,358	4,642	0	0	0	0	4,642	0	0	0	0	0	0	4,642	9,000
IRIS - Integrated Records and Information System	18,493	4,866	0	0	0	0	4,866	0	0	0	0	0	0	4,866	23,359
Total, Projects In Progress	22,851	14,102	4,469	4,601	4,600	4,200	31,972	4,200	4,200	4,200	4,200	4,200	21,000	52,972	75,823
Upcoming projects															
54 Division (includes land)	0	0	6,966	7,884	17,825	3,622	36,296	0	0	0	0	0	0	36,296	36,296
HRMS Upgrade	0	360	761	0	0	0	1,121	0	378	799	0	0	1,177	2,298	2,298
TRMS Upgrade	0	0	600	3,522	0	0	4,122	0	0	0	630	3,698	4,328	8,450	8,450
Peer to Peer Site	0	250	2,295	8,650	6,455	1,100	18,750	0	0	0	0	0	0	18,750	18,750
52 Division - Renovation	0	2,948	5,352	0	0	0	8,300	0	0	0	0	0	0	8,300	8,300
41 Division (includes land)	0	0	0	372	9,282	19,050	28,705	10,224	0	0	0	0	10,224	38,929	38,929
Expansion of Fibre Optics Network	0	0	0	0	0	0	0	881	4,785	6,385	0	0	12,051	12,051	12,051
Radio Replacement	0	0	0	13,913	2,713	3,542	20,168	2,478	4,093	5,304	4,480	0	16,354	36,523	36,523
TPS Archiving	0	0	0	0	750	0	750	0	0	0	0	0	0	750	750
32 Division - Renovation	0	0	0	0	4,990	1,997	6,987	0	0	0	0	0	0	6,987	6,987
13 Division (includes land)	0	0	0	0	0	372	372	8,645	19,753	10,159	0	0	38,556	38,928	38,928
AFIS (next replacement)	0	0	0	0	0	3,053	3,053	0	0	0	0	0	0	3,053	3,053
Business Intelligence Technology	0	0	336	500	2,741	4,623	8,200	0	0	0	0	0	0	8,200	8,200
Electronic Document Management	0	0	50	450	0	0	500	0	0	0	0	0	0	500	500
Next Generation 911	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
55 Division - Renovation	0	0	0	0	0	0	0	0	0	0	0	3,000	3,000	3,000	8,300
22 Division - Renovation	0	0	0	0	0	0	0	0	0	0	0	3,000	3,000	3,000	8,300
Relocation of PSU	0	0	0	0	0	0	0	0	0	0	500	7,400	7,900	7,900	13,048
Relocation of FIS	0	0	0	0	0	0	0	0	0	0	0	1,000	1,000	1,000	60,525
Total, Upcoming Capital Projects:	0	3,558	16,360	35,292	44,755	37,359	137,324	22,227	29,009	22,647	5,610	18,098	97,591	234,915	310,188
Total Debt Funded Capital Projects:	22,851	17,660	20,829	39,893	49,355	41,559	169,296	26,427	33,209	26,847	9,810	22,298	118,591	287,887	386,010
Total Reserve Projects:	161,400	21,357	17,845	18,594	24,899	30,013	112,708	22,499	19,496	21,293	22,850	32,388	118,526	231,234	392,633
Total Gross Projects	184,251	39,017	38,674	58,487	74,254	71,571	282,003	48,926	52,705	48,140	32,660	54,686	237,117	519,121	778,644
Funding Sources:															
Vehicle and Equipment Reserve	(161,400)	(21,357)	(17,845)	(18,594)	(24,899)	(30,013)	(112,708)	(22,499)	(19,496)	(21,293)	(22,850)	(32,388)	(118,526)	(231,234)	(392,633)
Recoverable Debt	(2,800)	(1,598)	0	0	0	0	(1,598)	0	0	0	0	0	0	(1,598)	(4,398)
Funding from Development Charges	(13,751)	(1,725)	0	(3,572)	(14,125)	(5,020)	(24,442)	0	(10,126)	(5,255)	(500)	(5,938)	(21,819)	(46,261)	(60,012)
Total Funding Sources:	(177,951)	(24,680)	(17,845)	(22,166)	(39,024)	(35,033)	(138,748)	(22,499)	(29,622)	(26,548)	(23,350)	(38,326)	(140,345)	(279,093)	(457,043)
Total Net Debt-Funding Request:	6,300	14,337	20,829	36,321	35,230	36,539	143,256	26,427	23,083	21,592	9,310	16,360	96,772	240,028	321,600
5-year Average:							28,651						19,354	24,003	
City Target:		23,922	30,105	36,321	31,143	33,487	154,978	26,691	23,083	18,036	19,606	19,606	107,022	262,000	
City Target - 5-year Average:							30,996						21,404	26,200	
Variance to Target:		9,585	9,276	0	(4,087)	(3,052)	11,722	264	(0)	(3,556)	10,296	3,246	10,250	21,972	
Cumulative Variance to Target			18,861	18,861	14,774	11,722		11,986	11,986	8,430	18,726	21,972			
Variance to Target - 5-year Average:							2,344						2,050	2,197	

Note: Development Charges cashflow has been optimized for 2014-2023 program

2014 Capital Budget Variance Report as at December 31, 2014 (\$000s)

Project Name	Carry Forward from 2013	2014 Budget	Available to Spend in 2014	2014 Actual	Year-End Variance - (Over)/ Under	2015 Carry Forward	Total Project Budget	Total Project Cost (Projects)	Project Variance - (Over)/ Under	Comments	Overall Project Health
Debt-Funded Projects											
<u>Facility Projects:</u>											
Property and Evidence Management Facility	2,253.5	0.0	2,253.5	1,220.0	1,033.5	-	39,286.8	38,253.3	1,033.5	Please refer to the body of the report.	Green
Parking East Facility	1,645.8	4,642.0	6,287.8	4,405.7	1,882.1	700.0	9,000.0	7,818.0	1,182.0	Please refer to the body of the report.	Green
<u>Information Technology Projects:</u>											
Integrated Records and Information System (IRIS)	674.7	4,866.0	5,540.7	2,228.5	3,312.1	1,800.0	23,359.0	21,847.0	1,512.0	Please refer to the body of the report.	Green
Peer to Peer Site	0.0	250.0	250.0	9.7	240.3	240.3	18,750.0	18,750.0	-	Please refer to the body of the report.	Yellow
HRMS Upgrade	0.0	360.0	360.0	0.0	360.0	360.0	1,121.0	1,121.0	-	Please refer to the body of the report.	Yellow
<u>Replacements / Maintenance / Equipment Projects:</u>											
State-of-Good-Repair - Police	2,535.0	4,544.0	7,079.0	2,840.6	4,238.4	4,238.4	n/a	n/a	n/a	Please refer to the body of the report.	Yellow
52 Division Renovations	0.0	2,948.0	2,948.0	0.0	2,948.0	2,948.0	8,300.0	8,300.0	-	Please refer to the body of the report.	Yellow
Total Debt-Funded Projects	7,109.0	17,610.0	24,719.0	10,704.5	14,014.5	10,286.7					
<u>Lifecycle Projects (Vehicle & Equipment Reserve)</u>											
Vehicle Replacement	1,251.8	4,422.0	5,673.8	5,147.8	526.1	526.1	n/a	n/a	n/a	Please refer to the body of the report.	Green
IT-Related Replacements	8,483.6	13,609.0	22,092.6	13,053.0	9,039.5	5,947.2	n/a	n/a	n/a	Please refer to the body of the report.	Green
Other Equipment	778.5	3,326.0	4,104.5	2,438.6	1,666.0	1,665.9	n/a	n/a	n/a	Please refer to the body of the report.	Green
Total Lifecycle Projects	10,513.9	21,357.0	31,870.9	20,639.4	11,231.6	8,139.1					
Total Gross Expenditures:	17,622.9	38,967.0	56,589.9	31,343.8	25,246.1	18,425.8	Percent spent:		55.4%		
<u>Less other-than-debt funding:</u>											
Funding from Developmental Charges	0.0	-1,725.0	-1,725.0	-1,725.0	-	-	n/a	n/a	n/a		
Recoverable Debt - Parking East	-87.8	-1,598.0	-1,685.8	-1,685.8	-	-	-4,398.0	-4,398.0	-		
Vehicle & Equipment Reserve	-10,513.9	-21,357.0	-31,870.9	-20,639.4	11,231.6	8,139.1	n/a	n/a	n/a		
Total Other-than-debt Funding:	-10,601.7	-24,680.0	-35,281.7	-24,050.2	-11,231.6	-8,139.1					
Total Net Expenditures:	7,021.2	14,287.0	21,308.2	7,293.7	14,014.5	10,286.7			34.2%		

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

#P99. SUPPLY AND DELIVERY OF LEXMARK TONER CARTRIDGES

The Board was in receipt of the following report March 27, 2015 from William Blair, Chief of Police:

Subject: SUPPLY AND DELIVERY OF LEXMARK TONER CARTRIDGES

Recommendation:

It is recommended that the Board approve ASCA Office Solutions Inc. for the supply and delivery of various Lexmark toner cartridges for a two-year period commencing upon the date of the award, with the option to renew for an additional two (2) one year periods, subject to satisfactory performance and at the discretion of the Chief of Police.

Financial Implications:

The annual expenditure for Lexmark toner cartridges is approximately \$500,000. Funding for the cartridges is included in the Service's annual operating budget. The approximate total value of the award is \$2.3 Million, including taxes.

The Service is still in the early stage of transitioning from single-function to multi-function devices. Estimated purchases are therefore preliminary and funding requirements may have to be adjusted as part of the operating budget process as more accurate usage is known.

Background/Purpose:

A request for quotation (RFQ) was issued to establish a vendor for the Service-wide supply and delivery of toner cartridges for various printers and facsimile machines, on an as needed basis.

The purpose of this report is to obtain Board approval to award to the successful bidder.

Discussion:

During 2014, the Service underwent a print image transformation project which reduced and consolidated print image devices such as standard printers, photocopiers, fax machines and scanners. During the assessment and execution of the project, single use photocopiers were removed and replaced, where needed, with multi-functional devices. One device will provide greater functionality to end users and support the eDisclosure process at the Service.

Following this transformation project, the Service extended the previous contract with Corporate Express Canada Inc. on an interim basis, in an effort to obtain the most current information regarding operational and technical requirements moving forward.

The Service approached the City of Toronto to determine if it had issued any similar competitive processes that would suit Service requirements. The City uses a different print management methodology than the Service. Currently, the City uses two primary methods to manage their toner needs. A portion of their fleet is under a vendor managed print service where the device provisioning, consumables such as toner are included with device maintenance. The rest of their printer fleet uses traditional IT managed print devices where toners are purchased through a contract on an as needed basis. The City-purchased toner contract is based on remanufactured cartridges. The Service tested remanufactured toners and found them to be unsatisfactory due to having a lower yield per cartridge, quality issues relating to excess toner appearing on printouts, and toner leakage not being covered by the Lexmark warranty which results in costs being incurred to repair and clean the printers. Lexmark OEM toner warranty will cover costs due to leakage. As a result, the Service has decided that only OEM toners be used.

The Service also approached the Ministry of Government Services (Ministry) to determine if it had issued any similar competitive processes that would suit Service requirements. The Ministry advised that the Lexmark toner cartridges were not included in the Ministry's call document.

As a result, on January 19, 2015, the Purchasing Services issued RFQ 1148127-15 for the supply and delivery of toner cartridges for various printers and facsimile machines. This RFQ was issued in three (3) parts as follows:

Part A: Lexmark Printer Cartridges;
Part B: Brother Fax Machine Cartridges; and
Part C: Konica Fax Machine Cartridges.

The RFQ closed on February 9, 2015, and seven (7) responses were received. These responses were reviewed by members of Information Technology Services (ITS) and it was determined that:

Part A: Lexmark Printer Cartridges be awarded to ASCA Office Solutions Inc. as the lowest bid meeting all specifications; and Part B: Brother Fax Machine Cartridges be awarded to Corporate Express Canada Inc. as lowest bid meeting all specifications. It should be noted that since the overall value of the award to Corporate Express is less than \$500,000, Board approval is not required. Part C was cancelled during the process via an addendum, due to lack of requirements.

Conclusion:

As a result of the RFQ for the Service-wide supply and delivery of toner cartridges for various printers and facsimile machines, it is recommended that ASCA Office Solutions Inc. be awarded a contract for a two-year period commencing upon award, with an option to renew for an additional two (2) one-year periods, at the Service's discretion, and subject to satisfactory performance.

Mr. Tony Veneziano, Chief Administrative Officer, Corporate Services Command will be in attendance to answer any questions from the Board.

The Board approved the foregoing report.

Moved by: A. Pringle

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

#P100. APPROVAL OF CONFERENCE EXPENSES

The Board was in receipt of the following report April 01, 2015 from Alok Mukherjee, Chair:

Subject: APPROVAL OF EXPENSES: CANADIAN ASSOCIATION OF POLICE GOVERNANCE (CAPG) ANNUAL PARLIAMENTARY LOBBY DAYS AND THE ANNUAL JOINT MEETING OF THE CANADIAN ASSOCIATION OF CHIEFS OF POLICE (CACP) THE CANADIAN POLICE ASSOCIATION (CPA) AND THE CAPG

Recommendation:

It is recommended that the Board approve an expenditure not to exceed \$1,800.00 to cover the costs of my attendance at the Annual Parliamentary Lobby Days and the Annual Joint Meeting of the CACP/CPA/CAPG to be held in Ottawa on April 27th to May 1st.

Financial Implications:

Funds are available in the business travel account in the Board's 2015 operating budget.

Background/Purpose:

Representing 75 municipal police boards and commission across Canada, the CAPG is the national association for police boards and commissions from those provinces across Canada. Formed in 1989, CAPG members provide governance and oversight of more that 75% of municipal police in Canada. One of its goals is to become the credible and leading national voice advocating for civilian governance in Canada.

Thus, each year CAPG organizes lobby days to raise matters of concern with Ministers, MPs and Senators and a joint meeting with the Canadian Association of Chiefs of Police (CACP) and the Canadian Police Association (CPA). This year, these events will be held from April 27th to May 1st.

Discussion:

I hold the position of Past-President on the CAPG Executive Committee. The Toronto Police Services Board is expected to cover the cost of members of CAPG Executive Committee when they attend spring meeting of the Board in Ottawa and the annual conference.

I will be attending both the Lobby Days and the joint CAPG meeting with CACP and CPA. These will be held in Ottawa on April 27th to May 1st. I have appended the preliminary draft for these two meetings.

Therefore, my participation will result in the following expense:

Travel expense (estimate)	\$ 300.00
Hotel accommodation (estimate)	800.00
Per diem (5 days @ \$75.00)	375.00
Taxi fares	<u>300.00</u>
	\$1,775.00

Conclusion:

It is recommended that the Board approve an expenditure not to exceed \$1,800.00 to cover the costs of my attendance at the Annual Parliamentary Lobby Days and the Annual Joint Meeting of the CACP/CPA/CAPG to be held in Ottawa on April 27th to May 1st.

The Board approved the foregoing report.

Moved by: A. Pringle

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BACKGROUND

In Canada, there are variations when it comes to the provision of civilian governance of municipal police services and in eight of the ten provinces a police board or commission acts as the civilian body. The Canadian Association of Police Governance (CAPG) is the national association for police boards and commissions from those provinces across Canada. Formed in 1989, our members provide governance and oversight of more than 75% of municipal police in Canada. In their role as civilian oversight bodies, police boards appoint and manage the performance of chiefs and deputy chiefs, set policing objectives, establish policies, and generally represent the public interest.

The effective governance and oversight of policing in Canada is an important means to ensure that Canada's police services are fully accountable, transparent and enjoy public confidence as they tackle important issues of public safety, social stability and international terror. It is one of the foundations of our democracy. Civilian governance of police services seeks to ensure that, on one hand, the police will remain sufficiently independent in their responsibility for operational matters within their jurisdiction, while, on the other hand, being accountable to those communities they are operating within. A police commission or board is a link between the community and the police. Local police boards must be connected to the community to ensure effective democracy.

Members of police boards and commissions are expected to practice one of the highest orders of self-discipline. Society expects them to make critical decisions surrounding the conduct of professional police services; they do not expect them to participate directly in any of the resulting actions. The Canadian Association of Police Governance is proud to stand behind our members and the critical role they play in our communities.

Today there are four issues around policing and police governance that we would like to discuss and we've included information on each in this package. The issues are First Nations Policing, Mental Health, Impacts to Threats to Public Safety and Aligning Existing Models of Policing to Current Policing Needs.

FIRST NATIONS POLICING

Issues

- Unlike all other policing institutions in Canada, First Nations police services

are not all governed by legislation. They are funded as programs through agreements with the federal and provincial governments and can be cancelled at any time.

- The Auditor General reported that policing services on First Nations reserves fail to meet the standards applying to police services in non-aboriginal communities.
- Governance of First Nations police has been identified as a critical issue by members of First Nations, the Auditor General's Report and in Public Safety Canada's review of First Nations Policing in Canada.
- There are high rates of Criminal Code offences, arrest and incarceration in First Nations Communities. Without adequate funding, resources and training, many First Nations Police governance authorities are ill equipped to do their jobs.
- Members of First Nations police services on reserve face unique challenges as the traumatic situations they witness in discharging their duties can sometimes involve their own family members and friends; this can have a deleterious effect on their mental health.
- Aboriginal women in Canada are at a higher risk of being a victim of violence than non-aboriginals. First Nations communities across the country have suffered a tremendous loss of women and girls with close to 1200 murdered and missing since 1980.

CAPG Recommends that the Federal Government:

1. Draft legislation to recognize and fund First Nations Policing as an essential service and not a program.
2. Satisfy all the recommendations made by the Auditor General to ensure that First Nations policing services meet the same standards applied to police services in non-aboriginal communities.
3. Focus resources on strengthening community governance of police service providers including funding for training of oversight and governance bodies so they are culturally appropriate, responsive and accountable to the communities they serve.
4. Ensure there is a fair level of sustainable funding to ensure an effective and efficient level of policing service delivery and that their wages, pensions and benefits are comparable to all police services in Canada.
5. Ensure that there are culturally appropriate resources and training available for the mental well being of First Nations police officers and peacekeepers.
6. Acknowledge that the growing number of missing & murdered aboriginal women is not simply a policing or investigative issue but that it warrants
 - a) further discussion on a national level to look into root causes, systemic issues, education, and prevention measures; and
 - b) collaboration with Provincial governments and police stakeholders to develop a plan of action.

MENTAL HEALTH

Issue

- Police are not appropriately trained in mental health issues nor in how to effectively respond to them and yet they are most often the first and only responders to a person experiencing a mental health crisis. The Honourable Frank Iacobucci noted in his review of the use of lethal force by the Toronto Police Service, "Police are part of the

mental health system - they are the front line mental health workers for many of the most dangerous encounters."

Background

- Several encounters between police and persons with mental health issues have involved weapons and ended tragically with the death of such persons at the hands of the police due to concerns about public or personal safety. Between 2002-2012 five people considered "emotionally disturbed" were fatally shot by the TPS.
- The goal of police response to persons experiencing mental health crisis should be to save lives to the maximum extent possible and use of de-escalation techniques by first responders is widely considered to be a key requirement for achieving this goal. There is currently no obligation or common practice in place for police agencies to train front-line police officers in the use of de-escalation techniques, or on police governance boards to ensure that proper de-escalation training is in place.
- The Mental Health Commission of Canada (MHCC) has developed a framework for a national Mental Health Strategy in response to the mental health crisis facing Canadians. MHCC coordinated the research and report for the TEMPO framework (Training and Education about Mental illness for Police Organizations) for training law enforcement personnel in Canada. There needs to be more done to ensure that all police agencies in Canada benefit from a multi-faceted training curricula that provides the right people in a police department with the most relevant training, dependent on their likely interaction with persons living with mental illness.

CAPG Recommends that the Federal Government:

1. Need for a national, integrated discussion (FPT Ministers of Health & Justice) around a strategy for police response to mental health related calls. Ask that Public Safety to gather best practices in handling mental health related calls, assess and share what works in other jurisdictions
2. National – TEMPO framework for improved training for frontline officers – development of curricula that can be delivered to all police agencies in the country is essential to the success of the model. Implementing a national model and leveraging the MHCC to develop the curriculum, in partnership with police representatives, is key to a consistent approach to training
3. De-escalation training
 - to take immediate action to ensure common standards across the country related to the use of de-escalation techniques in police response to persons experiencing mental health crisis,
 - to require that all Canadian police agencies provide mandatory de-escalation training to their members,
 - to ensure that police agencies place maximum emphasis on effective verbal de-escalation techniques in all aspects of police training and
 - to develop a common practice OF REPORTING TO THE GOVERNING BODY OF THE POLICE AGENCY use-of-force incidents resulting in bodily harm to persons experiencing mental health crisis.

4. Government should consider a national strategy or policy statement on 're-institutionalization'.

Impacts of Threats to Public Safety

ISSUES:

- In recent years there have been a number of high profile events that have involved coordination between Municipal Police Services, the RCMP, CSIS, and other Security Agencies. These include:
 - the shootings at the War Memorial and Parliament Hill in Ottawa
 - the Justin Bourque RCMP killings in Moncton,
 - the G20 Operations in Toronto, and
 - the Stanley Cup Riots in Vancouver
 - the upcoming Pan-Am games in Toronto
- These events can occur as emergent crises such as the shootings in Ottawa and Moncton, or as planned, designated National events such as the G20 summit or the 2010 Olympics in Ottawa.
- As concern heightens about "lone-wolf" acts of terrorism, as the complexity of international events develops, and as social media becomes a bigger player in these events, the need for effective coordination and clear roles of authority and responsibility is ever important. The public expects that all security forces will be at the ready and perform at their optimum ability when these events occur.
- In reviewing the events above and other incidents involving a threat to security, the CAPG has identified three areas of concern:

1. Responsibility for Costs

(Codiac Region grappling with a \$4million bill after Justin Bourque manhunt)
<http://www.cbc.ca/m/touch/canada/newbrunswick/story/1.2933443>

2. Coordination and Communication during events

(Concerns emerging regarding communication and authority during Ottawa shootings, Morden Report from G20 Inquiry)

3. Respecting Municipal oversight responsibilities

(Morden Report on the G20)

CAPG Recommends that the Federal Government:

Initiates a meaningful dialogue to evaluate recent events that have required coordination among local, regional and national police services to:

- Ensure that the costs of responding to events are shared fairly,
- That protocols for communication and cooperation among services are improved to ensure that gaps and confusion is avoided
- That local jurisdiction for oversight of local police services is respected.

ALIGNING EXISTING MODELS OF POLICING TO CURRENT POLICING NEEDS

Issue

The combined cost of police services in Canada exceeded \$13.5 billion in 2012, and it continues to climb. Canadians assume this cost, which is collected primarily through municipal, provincial, and federal taxes but also through fines and user fees for services such as alarm permits and criminal background checks. With police expenditures averaging \$371 per capita and rising, they are matched by demands that Canadians receive effective and efficient police services for their money. What has increased the most, however, is the urgency of addressing this trend. Existing models of policing must be aligned to adequately and sustainably meet Canada's current policing needs.

The most common model of policing in Canada today is essentially reactive – officers spend most of their time responding to calls for service or investigating crimes, with a proportionally smaller amount of time and resources devoted to proactive crime prevention. While rates of reported crime are declining across Canada, the demand for police services has done the reverse. Dispatched calls for service in Winnipeg have increased by over 24% since 2007, even though reported crime has decreased by 39% over that period.

This trend applies across Canada, as police are called on to play a greater role in responding to incidents that are not necessarily criminal in nature and often result from vulnerable persons struggling to find the assistance and support they need from other public services. For example, the Winnipeg Police Service receives over 6,500 missing persons reports each year. In 2014, 79% of those were youth who run away repeatedly, often from the care of Child and Family Services. The Vancouver Police Department estimates that at least 21% (possibly as high as 30%) of the incidents its officers respond to involve people with mental illness. A lack of capacity in the mental health system has increased police workloads across Canada, with the situation in Vancouver reaching crisis proportions.

There are other factors driving police workloads. Legislative and judicial decisions create more work for officers as they obtain warrants, prepare reports, and submit evidence. Serious crimes are becoming more complex as they cross-jurisdictional boundaries or involve new technologies or threats to national security.

Existing models of policing are, at present, poorly equipped to address these changes. For years, police services in Canada have responded to increasing workloads by adding resources, especially officers. These investments have coincided with increases to officer compensation that have significantly outpaced inflation. The combined result has been growth in police budgets to an extent that cannot be sustained. Canadians still need professional, reliable police services that improve public safety. To continue to deliver these services to high standards without exceeding governments and Canadians' ability to pay, police services need to redefine their role and their models of service delivery.

Police services must no longer be seen as singlehandedly responsible for public safety. They are, in fact, part of a network that includes the justice system, health system, child welfare agencies, community organizations, and private security. Improved cooperation among these actors can reduce downloading, so fewer police resources are committed to vulnerable individuals who may actually need income support, education, or treatment for mental illness or addictions more than a police intervention.

At the same time, greater efficiencies within police services can increase capacity and/or reduce costs. With officer salaries outpacing inflation, it is essential that sworn officers maximize their time spent on duties suited to their special training and authority. This might be through automating tasks that were previously performed by officers, such as administering criminal background checks and alarm permit renewals. It may also involve using trained and qualified civilians to perform tasks that allow officers to effectively carry out frontline duties, whether by providing administrative support or crime analysis to inform intelligence-led policing initiatives. Finally, some police services are successfully using trained civilians to perform a limited range of frontline tasks where they do not require the authority to carry a firearm or make an arrest. For example, the Winnipeg Police Service employs approximately 60 auxiliary cadets with special constable status who reduce the workload of sworn officers by attending to select calls for service and by guarding crime scenes and mental health patients. Since implementing the cadet program, the WPS has decreased response times to provide traffic direction at intersections with non-functioning traffic lights by 60% and for calls to attend to non-violent intoxicated persons by 61%. Salary costs for first-year cadets are 37% lower than the starting salary for a sworn officer, and the hourly deployment cost for each cadet is 56% lower than for a patrol or beat officer.

Police services across Canada are facing increasing workloads and operating budgets. This trend is not sustainable, and any delay in action has implications for the future costs and quality of policing in Canada. CAPG, as the voice of civilian oversight of police in Canada, must play a key role in any future dialogue on aligning existing policing models to current policing needs.

CAPG Recommends that the Federal Government:

1

DRAFT

TEAM	LOCATION BUILDING	DATE & TIME	MP/SENATOR	CONTACT INFO
		TUESDAY, APRIL 28		
Team 1		9:00		
Team 2	Room 620 Valour Building 151 Sparks Street	9:00	David Wilks Conservative (Police Caucus)	620 Valour Building Krissy David.Wilks@parl.gc.ca Telephone: 613-995-7246
Team 3	Room 708, Victoria Building	10:00	Senator Larry Campbell Liberal BC	Leslie Davidson Room 708, Victoria Building Ottawa, ON K1A 0A4 Tel.: (613) 995-4050 Leslie.Davidson@sen.parl.gc.ca
Team 4	Room 225 Confederation Building	10:00	Sean Casey Liberal PEI	Kate Van Gerven Member's Assistant Office of Sean Casey – MP Charlottetown P: 613-996-4714 Room 225 Confederation Building Sean.Casey@parl.gc.ca
Team 1	Room 351 East Block	10:30	Senator Bob Runciman Conservative Ontario	Barry Raison, Policy Advisor, Office of Senator Bob Runciman, 351 East Block, Ottawa, ON, K1A 0A4 613-943-4020 (office) Barry.Raison@sen.parl.gc.ca
Team 2	Room 305 East Block	10:30	Senator Jean-Guy Dagenais Conservative Quebec (Police Caucus)	Mireille Farrell Executive Assistant Hon. Jean-Guy Dagenais Room 305 East Block Tel. 613 996-7644 Mireille.Farrell@sen.parl.gc.ca
Team 3	Room 213 Justice Building	11:30	Randall Garrison BC Rosane Dore Lefebvre	Randall.garrison.A1@parl.gc.ca Sarah Room 213 Justice Building

TEAM	LOCATION BUILDING	DATE & TIME	MP/SENATOR	CONTACT INFO
			Quebec NDP	613-996-2625
Team 4	Room 304 Justice	11:30	Jim Eglinski Conservative Alberta	Jim.eglinski@parl.gc.ca Room 304 Justice Building 613 992 1653 Jeanette
Team 1	Room 804 Justice Building	12:30	Hon. Carolyn Bennett Liberal Ontario	Alex carolyn.bennett@parl.gc.ca
Team 2		12:00		
Team 3		1:00		
Team 4		1:00		
	Centre Block	2:00 – 3:00	Question Period	
Team 1	Room 902 Justice Building	3:15	Daryl Kramp Chair SECU Conservative Ontario (Police Caucus)	Mary Ann Room 902 Justice Building 613 99 – get krampd@parl.gc.ca
Team 2		3:15		
Team 3		3:15/3:30		
Team 4	Room 602 Justice Building	4:30	Dave MacKenzie Conservative Ontario (Police Caucus)	Clarissa Langdon □ Executive Assistant □ Office of Dave MacKenzie MP - Oxford Deputy Government Whip □ Office - 613-995-4432 □ Fax - 613-995-4433 www.davemackenzie.ca

TEAM	LOCATION BUILDING	DATE & TIME	MP/SENATOR	CONTACT INFO
Team 1		4:45		dave.mackenzie@parl.gc.ca
	(Caucus meets in Morning)	WEDNESDAY, APRIL 29		
Team 1		9:00		
Team 2	Room 375-S, Centre Block	9:00 – 9:30	Senator Cowan Leader of the Opposition in the Senate Liberal Nova Scotia	Ms. Shawn Hutchinson EA to Hon. James S. Cowan, Q.C. Leader of the Opposition in the Senate Ottawa, ON K1A 0A4 Tel: 613-995-4268 Shawn.Hutchinson@sen.parl.gc.ca
Team 3	Room 201 Justice Building	10:30	Maria Mourani Independent Quebec	Jonathan Boursier Attaché politique de Maria Mourani Députée d'Ahuntsic 514-383-3709 maria.mourani.c1@parl.gc.ca
Team 4	Rm. 620 Victoria Building	10:30	Senator Lillian Dyck Liberal Saskatchewan	Beverly Muma Assistant to the Hon. Lillian Dyck Rm. 620, Victoria Bldg 613-995-4318 (o) Beverly1.Muma@sen.parl.gc.ca
Team 1				
Team 2				
Team 3				

TEAM	LOCATION BUILDING	DATE & TIME	MP/SENATOR	CONTACT INFO
Team 4				
Team 1	Room 381-S, Centre Block Liberal	12:00	Senator Joan Fraser Liberal Quebec	Annie-France Vezina Special Assistant Office of the Deputy Leader of the Opposition in the Senate Room 381-S, Centre Block Ottawa, Ontario, K1A 0A4 Tel: 613-943-9556 annie-france.vezina@sen.parl.gc.ca
Team 2	Room 152 Confederation Building	1:00	Francoise Boivin NDP Quebec SECU Committee	Roxane francoise.boivin@parl.gc.ca
Team 3		1:00		
Team 4	Room 115 East Block	1:00	Mike Wallace Conservative Ontario	Mike.wallace@parl.gc.ca Tom 613-995-0881
	Centre Block	2:00 – 3:00	Question Period	
Team 1		3:15/3:30		
Team 2		3:15/3:30		
Team 3		3:15/3:30		
Team 4		3:15/3:30		

TEAM	LOCATION BUILDING	DATE & TIME	MP/SENATOR	CONTACT INFO
		THURSDAY, APRIL 30		
Team 1	Room 900 Victoria Building	9:00	Senator Mobina Jaffer Liberal BC	Room 900 Victoria Building Seema Rampersad Seema.Rampersad@sen.parl.gc.ca 613-992-0189
Team 2	Room 801 Justice	9:30	Frances Scarapallegia Liberal Ontario	Eleanor Room 801 Justice Building 613-995-8281
Team 3		9:00/9:30		
Team 4		9:00/9:30		
Team 1	Room 121 East Block	11:30	Hon. John Duncan Conservative Party Whip BC	Lisa Kaiser Executive Assistant Hon. John Duncan, PC, MP Vancouver Island North 121 East Block Tel: 613-992-2503 Fax: 613-996-3306 john.duncan@parl.gc.ca
Team 2		11:30		
Team 3	Room 1050 151 Sparks Street	11:30	Wayne Marston Ontario NDP	Joanne Stanojevich Member's Assistant Wayne Marston, M.P. Hamilton East - Stoney Creek NDP Critic Consular Affairs NDP Critic for Human Rights and Deputy Critic for Labour (tel) 613-992-6535 wayne.marston@parl.gc.ca

TEAM	LOCATION BUILDING	DATE & TIME	MP/SENATOR	CONTACT INFO
Team 4		11:30		
	Centre Block	2:00 – 3:00	Question Period	
Team 1		3:15		
Team 2		3:15		
Team 3		3:15		
Team 4	Room 316 East Block	3:00 pm	Senator Dennis Dawson Liberal Quebec	Arlene Taillefer Executive Assistant Office of Senator Dennis Dawson Tél. : 613 995-3978 Cell : 613 513-6354 Arlene.Taillefer@sen.parl.gc.ca

Goal is to have at least 40 meetings set up

Currently we have meetings with 22 (21 meetings as two are combined in one) confirmed:

8 PC
9 LIB
1 IND
4 NDP

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

**#P101. SPECIAL CONSTABLES – TORONTO TRANSIT COMMISSION -
APPOINTMENTS**

The Board was in receipt of the following report February 25, 2015 from William Blair, Chief of Police:

Subject: APPOINTMENT OF SPECIAL CONSTABLES FOR THE TORONTO
TRANSIT COMMISSION

Recommendation:

It is recommended that the Board approve the appointments of the individuals listed in this report as special constables for the Toronto Transit Commission, subject to the approval of the Minister of Community Safety and Correctional Services.

Financial Implications:

There are no financial implications relating to the recommendation contained within this report.

Background/Purpose

Under Section 53 of the *Police Services Act of Ontario* (the PSA), the Board is authorized to appoint and re-appoint special constables, subject to the approval of the Minister of Community Safety and Correctional Services (the Minister). Pursuant to this authority, the Board entered into an agreement with the Toronto Transit Commission (TTC) for the administration of special constables (Min. No. P154/14 refers).

At its meeting on January 29, 1998, the Board approved a recommendation that requests for appointment and re-appointment of special constables, who are not members of the Toronto Police Service, be forwarded to the Board with the Chief's recommendation, for the Board's consideration (Min. No. P41/98 refers).

The Service received a request from the TTC to appoint the following individuals as special constables:

**Nicholas Mestyan
Francis Kestner
Michael Killingsworth**

Discussion:

The TTC special constables are appointed to enforce the *Criminal Code of Canada, Controlled Drugs and Substances Act, Trespass to Property Act, Liquor Licence Act* and *Mental Health Act* on TTC property within the City of Toronto.

The agreement between the Board and the TTC requires that background investigations be conducted on all individuals recommended for appointment and re-appointment as special constables. The Service's Employment Unit completed background investigations on these individuals and there is nothing on file to preclude them from being appointed as special constables for a five year term.

The TTC has advised that the above individuals satisfy all of the appointment criteria as set out in the agreement between the Board and the TTC for special constable appointment. The TTC's current approved complement is 26.

Conclusion:

The Toronto Police Service and the TTC work together in partnership to identify individuals for the position of special constable who will contribute positively to the safety and well-being of persons engaged in activities on TTC property. The individuals currently before the Board for consideration have satisfied the criteria contained in the agreement between the Board and the Toronto Transit Commission.

Deputy Chief of Police, Mark Saunders, Specialized Operations Command, will be in attendance to answer any questions that the Board may have.

The Board approved the foregoing report.

Moved by: A. Pringle

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

**#P102. SEMI-ANNUAL REPORT: LABOUR RELATIONS COUNSEL AND
LEGAL INDEMNIFICATION: JULY TO DECEMBER 2014**

The Board was in receipt of the following report March 27, 2015 from William Blair, Chief of Police:

Subject: LABOUR RELATIONS COUNSEL AND LEGAL INDEMNIFICATION:
SEMI-ANNUAL REPORT JULY 1 – DECEMBER 31, 2014 AND
CUMULATIVE LEGAL COSTS FROM JANUARY 1 - DECEMBER 31, 2014

Recommendations:

It is recommended that:

- (1) The Board receive the following report for information; and,
- (2) Commencing in 2016, the Chief of Police report annually on the payment of all accounts for labour relations counsel, legal indemnification claims and accounts relating to inquests, instead of the current semi-annual reporting requirement.

Financial Implications:

There are no financial implications relating to the recommendations contained within this report. Labour relations counsel, legal indemnification, arbitration and inquest costs are funded from the Service's Legal Reserve.

Background/Purpose:

At its meeting on January 25, 2001, the Board approved a Policy governing payment of legal accounts which provides for a semi-annual report relating to payment of all accounts for labour relations counsel, legal indemnification claims and accounts relating to inquests which were approved by the Director, Human Resources Management, and the Manager of Labour Relations (Min. No. P5/01 refers).

This report provides a semi-annual update for the period of July 1 to December 31, 2014, and cumulative legal costs from January 1 to December 31, 2014.

Discussion:

Semi-Annual Summary: July 1 – December 31, 2014

During the period of July 1 to December 31, 2014, 87 accounts from Hicks, Morley, Hamilton, Stewart and Storie LLP (Hicks Morley) for labour relations counsel totalling \$170,405.21 were received and approved for payment by the Manager of Labour Relations. In addition, Labour Relations approved two accounts from the City of Toronto's Human Resources Division for bargaining services totalling \$53,129.73.

During the same period, 58 accounts from external counsel relating to legal indemnification were paid totalling \$1,005,684.41. One legal indemnification account submitted for payment was denied in the amount of \$424,000, and, no accounts were paid in relation to an inquest or a civil action suit.

Cumulative Summary for 2014

For the period January 1 to December 31, 2014, legal costs incurred by Labour Relations and legal indemnification totalled \$1,857,398.18 as follows:

Number	Type of Account Paid	2014 Costs Incurred
150	Payments to Hicks Morley: 137 payments for labour relations counsel \$388,060.25 13 payments for bargaining (TPA & SOO) \$48,016.64	\$436,076.89
2	Payments to the City of Toronto (Human Resources): 2 payments for bargaining (TPA) \$53,129.73	\$53,129.73
15	Arbitration Costs related to Grievances: 15 payments for grievance activity \$46,632.10	\$46,632.10
117	Legal Indemnifications	\$1,321,559.46
0	Inquests	\$0
0	Civil Actions	\$0
	Total Costs for 2014	\$ 1,857,398.18

Proposed Change to Reporting Frequency

Since 2001, the Service has been reporting to the Board semi-annually on all accounts for labour relations counsel, legal indemnification claims and accounts relating to inquests. As this is an information report, and to make it consistent with other information reporting to the Board, it is recommended that this report be changed to an annual report. If approved by the Board, the first such annual report would cover the period of January 1, 2015, to December 31, 2015.

Conclusion:

In summary, this report provides the Board with a semi-annual update for the period July 1 to December 31, 2014 of all labour relations counsel, legal indemnification claims, and claims relating to inquests as well as the total cumulative legal costs from January 1 to December 31, 2014.

Mr. Tony Veneziano, Chief Administrative Officer, Corporate Services Command, will be in attendance to answer any questions that the Board may have regarding this report.

The Board approved the following Motion:

THAT the Board approve the foregoing report and amend the Legal Indemnification Claims policy by indicating that future reports will be submitted annually as opposed to semi-annually.

Moved by: D. Noria

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

**#P103. ANNUAL REPORT: 2014 TERMINATION OF APPOINTMENTS –
AUXILIARY MEMBERS**

The Board was in receipt of the following report March 09, 2015 from William Blair, Chief of Police:

Subject: AUXILIARY MEMBERS - TERMINATION OF APPOINTMENTS:
JANUARY 1, 2014 TO DECEMBER 31, 2014

Recommendations:

It is recommended that:

- (1) the Board terminate the appointments of 79 Auxiliary members who are identified in Appendix 'A' as they are no longer available to perform their duties due to resignation, retirement, or death; and
- (2) the Board notify the Minister of Community Safety and Correctional Services about the termination of appointments of these 79 Auxiliary members.

Financial Implications:

There are no financial implications relating to the recommendations contained within this report.

Background/Purpose:

Auxiliary members are governed by the Police Services Act (PSA); Revised Statutes of Ontario, 1990; Policing Standards Guidelines; Board Policy TPSB A1-004; Toronto Police Service Governance; Standards of Conduct; and Service Procedure 14-20 entitled, "Auxiliary Members."

Under section 52(1) of the PSA, the Board is authorized to appoint and suspend, or terminate the appointment of Auxiliary members, subject to the approval of the Minister of Community Safety and Correctional Services (Minister) and with respect to the suspension or termination of the appointment of an Auxiliary member, section 52(2) of the PSA states:

"If the board suspends or terminates the appointment of an Auxiliary member of the police force, it shall promptly give the Solicitor General written notice of the suspension or termination."

Discussion:

The terminations of appointments of the 79 Auxiliary members consist of 75 Police Constables and 4 Sergeants.

Conclusion:

In accordance with section 52(2) of the PSA, please find the names of the 79 Auxiliary members set out in Appendix 'A', whose appointments were terminated during the period between January 1, 2014 and December 31, 2014, as they are no longer available to perform their duties due to resignation, retirement or death.

Deputy Chief Peter Sloly, Community Safety Command, will be in attendance to answer to any questions that the Board may have regarding this report.

The Board approved the foregoing report.

Moved by: A. Pringle

APPENDIX “A”

**AUXILIARY TERMINATIONS OF APPOINTMENTS
FOR THE PERIOD JANUARY 1, 2014 - DECEMBER 31, 2014**

<u>NO</u>	<u>SURNAME</u>	<u>G1</u>	<u>RANK</u>	<u>BADGE</u>	<u>UNIT</u>	<u>DATE</u>	<u>REASON</u>
1	ABBAS	Muhammad	PC	51584	23 Div	2014.12.04	Resignation
2	AGAMATA	Julius	PC	51699	12 Div	2014.11.18	Resignation
3	ASHLAGH	Pouyan Lotfipour	PC	51575	33 Div	2014.06.12	Resignation
4	ATHWAL	Ravinder Singh	PC	51685	22 Div	2014.03.31	Resignation
5	AVRAMIS	Peter	PC	51674	54 Div	2014.09.19	Resignation
6	BALL	Patricia	PC	51775	DPSU	2014.06.10	Resignation
7	BARDY	Kelsey	PC	51702	31 Div	2014.06.30	Resignation
8	BILLEN	Yasmine	PC	51593	23 Div	2014.06.21	Resignation
9	BIRKETT	Terrence	SGT	50099	33 Div	2013.11.11*	Retirement
10	BOGACKI	Dominic	PC	51743	41 Div	2014.06.03	Resignation
11	BOUVIER	Emily	PC	51686	51 Div	2013.08.01**	Resignation
12	BRAHAM	Duebert	PC	50128	DPSU	2014.07.22	Retirement
13	BRAR	Gurpreet	PC	51540	23 Div	2014.04.01	Resignation
14	BROCK	James	SGT	50189	DPSU	2014.08.31	Retirement
15	BRYKCYNSKI	Paul	PC	51474	14 Div	2014.06.02	Resignation
16	CLARKE	Michael	PC	51438	42 Div	2014.08.31	Resignation
17	CORNETT	Mark	PC	51502	51 Div	2013.07.18**	Resignation
18	CORREA	Nilton	PC	51606	11 Div	2014.11.14	Resignation
19	DARWISH	Nariman	PC	51700	52 Div	2014.11.14	Resignation
20	De GREGORIO	Tony	PC	51500	31 Div	2014.03.10	Resignation
21	DeBRINCAT	Mikael	PC	51607	55 Div	2014.09.16	Resignation
22	EVANS	Joel	PC	51649	51 Div	2014.01.14	Resignation
23	EVELY	Scott	PC	51576	11 Div	2014.04.02	Resignation
24	GALLANT	Jeff	PC	51758	DPSU	2014.12.15	Resignation
25	GAN	Zhongjie	PC	51452	52 Div	2014.04.10	Resignation
26	GOODYER	Ashley	PC	51564	Marine	2014.05.15	Resignation
27	GRECZI	Lawrence	PC	51544	31 Div	2014.03.28	Resignation
28	GRISONICH	Piera	PC	51776	DPSU	2014.10.31	Resignation
29	GROSMAN	Marc	PC	51434	13 Div	2014.06.27	Resignation
30	HAMPTON	Anthony	PC	51578	51 Div	2014.03.30	Resignation

31	HARDING	Sarah	PC	51585	13 Div	2014.03.07	Resignation
32	HEDZYK	Kyrylo	PC	51410	12 Div	2014.01.14	Resignation
33	HILTON-DEVITT	Robert	PC	51757	DPSU	2014.11.27	Resignation
34	HUSSEIN	Yassin	PC	51565	42 Div	2014.05.10	Resignation
35	IVAN	Sanah	PC	51744	51 Div	2014.07.21	Resignation
36	KRUSZYNSKI	Filip	PC	51610	33 Div	2014.09.13	Resignation
37	LAGAT	Rommelito	PC	50845	41 Div	2014.01.09	Resignation
38	LONG	Ylona	PC	51534	14 Div	2014.07.21	Resignation
39	LOPES	Paul Brian Nunes	PC	51189	12 Div	2014.11.29	Resignation
40	LORIMER	Todd	PC	51406	22 Div	2014.06.01	Resignation
41	LOVATSI	John	PC	51050	43 Div	2014.06.20	Resignation
42	MACDONALD	Neil Ramsay	PC	51570	Marine	2014.05.05	Resignation
43	MADJIDOV	Rashid	PC	51588	32 Div	2014.07.08	Resignation
44	MIN	Steve	PC	51665	32 Div	2014.07.09	Resignation
45	MINA	Chris	PC	51318	51 Div	2014.06.24	Resignation
46	MITCHELL	Nicholas	PC	51591	43 Div	2014.03.26	Resignation
47	MOGHADDAM	Pedram	PC	51656	32 Div	2014.09.02	Resignation
48	MORPHET	Michael	PC	51694	52 Div	2014.08.06	Resignation
49	MUSCAT-DRAGO	Daniel	PC	51618	43 Div	2014.03.19	Resignation
50	NOURACHI	Fred	PC	51634	55 Div	2014.05.08	Resignation
51	NUGENT	David	SGT	51350	31 Div	2014.06.30	Resignation
52	ORTIZ	Horacio	PC	51666	51 Div	2014.08.01	Resignation
53	OSTASZEWSKI	Andrew	PC	51653	33 Div	2014.05.24	Resignation
54	PATHAK	Rampal	PC	51299	13 Div	2014.05.10	Resignation
55	PHAGOO	Alvin	PC	51444	12 Div	2014.07.09	Resignation
56	PICKETT	Marcus	PC	51506	51 Div	2014.06.06	Resignation
57	POLINARIO	Lemuel	PC	51586	12 Div	2014.06.18	Resignation
58	POLTAVETS	Alexandre	PC	51589	32 Div	2014.04.15	Resignation
59	POROBANTU	Catalin	PC	51643	32 Div	2014.04.15	Resignation
60	PORTER	Bryan	PC	51673	51 Div	2014.08.01	Resignation
61	RELOZA	Ralph	PC	51457	13 Div	2014.03.15	Resignation
62	RILLERA	Marjohn	PC	51276	11 Div	2014.05.24	Resignation
63	SAFAI	Sasha	PC	51698	53 Div	2014.04.17	Resignation
64	SAINI	Jarnail	PC	50727	31 Div	2014.12.04	Resignation

65	SANCI	Cinzia	PC	51415	31 Div	2014.03.24	Resignation
66	SCHILLER	Rhonda	SGT	50847	33 Div	2014.08.13	Resignation
67	SHABBIR	Hammad	PC	51664	31 Div	2014.12.02	Resignation
68	SHAHMALEKI	Shaho	PC	51529	32 Div	2014.07.24	Resignation
69	SKYBIN	Roman	PC	51657	23 Div	2014.01.27	Resignation
70	SMITH	Peter	PC	51388	23 Div	2014.05.09	Resignation
71	SOW	Alpha	PC	51687	51 Div	2014.02.01	Resignation
72	STANTS	Glenn	PC	51289	41 Div	2014.10.01	Resignation
73	STEWART	Jason	PC	51563	32 Div	2014.05.16	Resignation
74	SUNWOO	Joon	PC	51814	DPSU	2014.11.17	Resignation
75	SURATH	Gavin	PC	51360	42 Div	2014.06.29	Resignation
76	TAUA	Lafaele	PC	51135	Marine	2014.05.10	Resignation
77	TOKAR	Irina	PC	51817	DPSU	2014.10.29	Resignation
78	WANG	Janet	PC	51562	31 Div	2014.09.01	Resignation
79	WONG	Alex	PC	51558	51 Div	2014.01.22	Resignation

* The Termination/Retirement form (TPS771) for Auxiliary Sergeant Terrence BIRKETT (50099) was not received by the Divisional Policing Support Unit until May 2014.

**The Termination/Retirement form (TPS771) for Auxiliary Police Constable Emily BOUVIER (51686) and Auxiliary Police Constable Mark CORNETT (51502) were not received by the Divisional Policing Support Unit until June 2014.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

**#P104. SPECIAL FUND REQUEST: BOARD GOVERNANCE RETREAT AND
RETENTION OF KPMG**

The Board was in receipt of the following report April 01, 2015 from Alok Mukherjee, Chair:

Subject: SPECIAL FUND REQUEST: BOARD GOVERNANCE RETREAT AND THE
RETENTION OF KPMG

Recommendations:

It is recommended:

1. THAT the Board approve a 1.5 day Board governance retreat to be held in May 2015;
2. THAT, as an exception to the Board Special Fund Policy, the Board approve an expenditure of \$30,000 (exclusive of tax) from the Special Fund to cover the cost of a 1.5 day Board governance retreat; and
3. THAT the Board authorize the retention of KPMG on a sole source basis to facilitate the governance retreat.

Financial Implications:

If the Board approves the recommendations contained in this report, the Special Fund will be reduced in the amount of \$30,000. As at December 31, 2014, the balance in the Special Fund was \$2,194,710.

Background/Purpose:

The Board retained KPMG in 2014 to conduct a review of the Chief's Internal Organizational Review (CIOR). One of KPMG's recommendations included in the review is that the Board enhance its governance structure and operations to strengthen the Board's accountability and oversight functions, and that the Board harmonize the Board governance model and relationship with the Chief of Police.

The purpose of this recommendation is to improve Board's leadership through a renewed vision and strategic plan that provide a clear roadmap for transformation toward a more community-centric, proactive, modernized model of policing for the Toronto Police Service (TPS).

Discussion:

The first step for the Board is to review its own structure, functions and then begin to develop its own strategic vision. To accomplish this, the Board will need to facilitate a 1.5 day governance session to be held in May 2015. As well, given that KPMG has already conducted an organization review of the TPS and examined the recommendations of the CIOR, there is merit in KPMG to be retained to implement one of its key recommendations pertaining to the role of the Board.

The Board was unaware of KPMG's recommendation when the 2015 budget was prepared. However, it is my view that strengthening the Board's governance role is in the public interest and therefore an appropriate expenditure from the Special Fund. Therefore, I am recommending the Board approve the funds being requested as an exception to the Special Fund Policy.

At its meeting held on January 21, 2015, the Board established a Board Governance Sub-Committee (BGSC) that is comprised of members Vice Chair Andy Pringle, Board Member Dhun Noria, Ms. Joanne Campbell, Executive Director (advisory) and Mr. Karl Druckman (advisory), Min. No. P2/15 refers. The governance retreat will be coordinated by BGSC members Andy Pringle and Dhun Noria.

The cost of the retreat is as follows:

Facility cost	\$5,000
KPMG (not to exceed)	\$25,000
TOTAL COST	\$30,000 (exclusive of tax)

Conclusion:

Therefore, it is recommended:

1. THAT the Board approve a 1.5 day Board governance retreat to be held in May 2015;
2. THAT, as an exception to the Board Special Fund Policy, the Board approve an expenditure of \$30,000 (exclusive of tax) from the Special Fund to cover the cost of a 1.5 day Board governance retreat; and
3. THAT the Board authorize the retention of KPMG on a sole source basis to facilitate the governance retreat at a cost not to exceed \$25,000 (exclusive of tax).

The Board approved the foregoing report.

Moved by: S. Carroll

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TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

#P105. SPECIAL FUND REQUEST: THE BLACK EXPERIENCE PROJECT

The Board was in receipt of a report dated March 18, 2015 from Alok Mukherjee, Chair, recommending an expenditure from the Special Fund to support the Black Experience Project. A copy of the report is on file in the Board office.

The Board approved the following Motion:

THAT the Board defer consideration of the foregoing report to its May 14, 2015 meeting.

Moved by: M. Moliner

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

#P106. LETTER OF APPRECIATION – THE GATEHOUSE

The Board was in receipt of correspondence dated February 14, 2015 from Bruce McKay, Board Chair, The Gatehouse, expressing appreciation for the Board's recent financial contribution to the Gatehouse. A copy of Mr. McKay's correspondence is appended to this Minute for information.

The Board received the foregoing correspondence.

Moved by: C. Lee



Child Abuse Investigation and Support Site
3101 Lakeshore Boulevard West
Toronto, ON M8V 3W8
P: 416.255.5900
F: 416.255.7221
www.thegatehouse.org

February 14, 2015

Dear Toronto Police Services Board,

We are writing to express our deepest thanks for your recent donation to The Gatehouse. Generous gifts from donors like you provide the financial and moral support needed to continue our mission.

With this contribution, you've demonstrated your deep commitment to our work of helping survivors of Childhood Sexual Abuse. Your support has repeatedly played a key role in our success in transforming lives.

There is no way to fully express our gratitude for your loyalty and commitment to this cause. We at The Gatehouse are grateful for the dedication and generosity of the Toronto Police Services Board.

We look forward to a continuing partnership with you.

With sincere thanks,


Bruce McKay
The Gatehouse Board Chair
The Gatehouse
3101 Lake Shore Blvd W
Toronto, ON M8V 3W8
416-255-5900
<http://www.thegatehouse.org>

Twitter: https://twitter.com/#!/Gatehouse_The

Facebook: <https://www.facebook.com/TheGatehouseChildAbuseInvestigationSupportSite>

YouTube: <https://www.youtube.com/user/GatehouseThe?feature=>

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

#P107. LETTER OF APPRECIATION - CIVICACTION

The Board was in receipt of correspondence dated February 24, 2015 from Sevaun Palvetzian, Chief Executive Director, and Rod Phillips, Chair, CivicAction, expressing appreciation for the Board's recent financial contribution to CivicAction. A copy of Ms. Palvetzian's correspondence is appended to this Minute for information.

The Board received the foregoing correspondence.

Moved by: C. Lee



March 25, 2015

Chair Alok Mukherjee
Toronto Police Services Board
40 College Street
Toronto, ON
M5G 2J3

Dear Dr. Mukherjee,

Re: Toronto Police Services Board's Sponsorship of CivicAction's 2015 Summit

On behalf of the CivicAction Board and Steering Committee, many thanks to you and your colleagues for supporting CivicAction's 2015 Summit with a contribution of \$50,000. We have received your contribution.

We are thrilled to count the Toronto Police Services Board among our key partners as we move into the next phase of action, working together on some of the big urban challenges – like childhood health and improving Toronto's infrastructure– in which we share a common interest. Your financial contributions are vital in enabling CivicAction's work and in helping us shape and grow a new generation of rising city-builders.

Thank you again for contributing to a brighter, more prosperous future for the Greater Toronto and Hamilton Area, and we look forward to having the Toronto Police Services Board join us at our 2015 Summit—Better City Bootcamp next month.

Best regards,

A blue ink signature of Sevaun Palvetzian.

Sevaun Palvetzian
Chief Executive Officer

A blue ink signature of Rod Phillips.

Rod Phillips
Chair

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

**#P108. TORONTO POLICE SERVICES BOARD - COMMUNITY
ENGAGEMENTS POLICY**

The Board noted that the mediated Community Engagements Policy that was originally placed on the April 2, 2015 meeting agenda was deferred to the April 16, 2015 meeting in order to be considered in conjunction with a report on the details of data collection and a report on the criteria that the Board would apply to a future review of the policy (Min. No. P82/15 refers).

The Board was in receipt of the following:

- April 14, 2015 from William Blair, Chief of Police
Re: Community Engagement Report (CER): Data Collection, Retention and Disclosure of Personal Information
- April 14, 2015 from Alok Mukherjee, Chair
Re: Review of Community Engagements Policy
- draft TPS Procedure 04-14 Community Engagements – dated April 16, 2015

Copies of the foregoing documents are appended to this Minute for information.

The Board recommended that the mediated Community Engagements Policy be amended in order to ensure that it is consistent with the draft TPS Procedure 04-14. Copies of a proposed (2015) Community Engagements Policy dated April 16, 2015 were circulated for consideration. A copy of the proposed revised policy dated April 16, 2015 is on file in the Board office.

Chief Blair discussed the content of the draft Procedure 04-14 and Chair Mukherjee discussed the proposed revised policy.

The following persons were in attendance and delivered deputations to the Board:

Peter Rosenthal *- deputation was delivered by Dyanoosh Youssefi

Vilko Zbogar, Law Union of Ontario * - deputation was delivered by Tanya Thompson

Dyanoosh Youssefi, Barrister & Solicitor *

Howard Morton, Q.C. *

Bev Salmon

Meghan Sage-Wolfe and Sapphire Newman-Fogel, City View Alternative Senior School

Audrey Campbell, Co-Chair, PACER

John Sewell, Toronto Police Accountability Coalition *

Miguel Avila-Velarde

Andrew Langille

Desmond Cole

D!ONNE Renée

Stephen McCammon, Legal Counsel, Information and Privacy Commissioner of Ontario

Anthony Morgan, African Canadian Legal Clinic

Knia Singh – deputation was delivered by Anthony Morgan

*written submission also provided; copy on file in the Board office.

The Board was in receipt of the following:

- written submission from Kingsley Gilliam
- written submission from Joy Bullen
- petition from Lindsay Bess
- correspondence signed by 15 councillors from the City of Toronto
- copy of correspondence dated April 14, 2015 from Ruth Goba, Interim Chief Commissioner, Ontario Human Rights Commission, to Chief William Blair

Copies of the foregoing documents are on file in the Board office.

Following a discussion, the Board approved the following Motions:

- 1. THAT the Board receive the Chief's report;**
- 2. THAT the Board approve the Chair's report with an amendment indicating that after the completion of the comprehensive review of the implementation of the policy which will take place in six months, the policy will continue to be reviewed every six months;**
- 3. THAT the Board receive the draft TPS Procedure 04-14 Community Engagements dated April 16, 2015;**

- 4. THAT the Board approve the proposed 2015 Community Engagements Policy dated April 16, 2015; and**
- 5. THAT the Board receive the deputations, written submissions, petition and correspondence.**

Moved by: A. Pringle

Note: with respect to Motion No. 4, a copy of the final fully-formatted Board policy on Community Engagements that was approved by the Board is appended to this Minute for information.

Report dated April 14, 2015 from William Blair, Chief of Police:

Subject: Community Engagement Report (CER): Data Collection, Retention and Disclosure of Personal Information

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

There are no financial implications related to the recommendations contained in this report.

Background:

On Thursday, April 2, 2015, at a special public meeting regarding its Community Engagements Policy (Policy) the Board deferred *“its consideration of the foregoing report to the Board’s public meeting scheduled for April 16, 2015, subject to: (1) a public report from the Chief of Police which describes the details of the data collection, retention and disclosure of personal information that will occur in accordance with section 6 of the Community Engagements policy”*.

These items mirror the community concerns identified on page 66 of the Service’s Police and Community Engagement Review (PACER) report which states:

“The apprehension of community members pertains to the three main areas of information content, usage and retention which can essentially be distilled down to three anecdotal questions.

- *What are you writing down?*
- *How do you use it?*
- *How long do you keep it?”*

This proposed process was developed as a result of historic and ongoing consultations with representatives of the Office of the Information and Privacy Commissioner of Ontario (IPC), Ontario Human Rights Commission (OHRC) and the diverse communities of the City of Toronto. The proposed process complies with the best practices recommended by the IPC and OHRC as well as the legislative requirements of the *Charter*, the federal *Privacy Act*, the *Police Services Act* (PSA), the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA), and the *Ontario Human Rights Code* (Code).

Purpose:

The purpose of this report is to inform the Board of the Service’s proposed business process with respect to:

- the details of the data collection

- retention, and
- disclosure of personal information, as related to Community Engagement Reports (CER).

Discussion:

Data Collection:

The Service acknowledges it has a requirement to record personal information to ensure the effective delivery of police services. The Service is also compelled to record highly personal information in relation to some specific areas of policing, such as search of persons or reporting of statistics related to the grounds prohibited under the Ontario Human Rights Code, in order to satisfy Board policies such as the *Search of Persons Policy* and the *Collection, Use and Reporting of Demographic Statistics Policy*.

In the case of a Community Engagement Report (CER) the Service will ensure, through governance, training and supervision, only material personal information is recorded. The personal identifiers which may be recorded in a Community Engagement report will be limited to a person's:

name, age and/or date of birth, self-identified gender, address, occupation, language, dependency, ethnicity, height, weight, complexion, build, hair colour, hair style, facial hair, facial hair colour, eye colour, lens type, body markings and/or tattoos, and gang affiliation if any, vehicles, places, businesses and associated persons.

It is important to note, since a community engagement is voluntary and the person has the right not to engage and/or disengage at any time, the only fields which will be mandatory for officers to record will be those which assist with statistical analysis for the purposes of identifying systemic policing issues as required by Board policies.

Personal identifiers recorded in other reports and occurrences which will **not** be permitted in a CER include, but are not limited to:

social insurance number, city of birth, place of birth, country of birth, port of entry, date of entry, employer, marital status, citizenship, passport number, country of issue.

Retention:

The Service's CER records will be available for investigative purposes for a period of one year from date of entry. The disposition of the record will then be determined as follows:

- a) If the record has not been used for any investigation it will:
 - a. be sequestered from the investigative database for a period of one year; and
 - b. after one year and one day from the date of sequestering and upon ensuring the record has not been accessed for one year, in accordance with the requirements of MFIPPA, the record will be purged from the Service's database.
- b) If the record has been used for any investigation it will remain in the investigative database for a period of two years, or any other time period designated by the courts, after the conclusion of any related judicial proceedings, and will then:

- a. be sequestered from the investigative database for a period of one year; and
- b. after one year and one day from the date of sequestering and upon ensuring the record has not been accessed for one year, in accordance with the requirements of MFIPPA, the record will be purged from the Service's database.

The Service's existing Legacy Data (208s, FIRs, CIRs, CSNs, etc.) will be sequestered from the investigative database for a period of one year and each record will then:

- a. after one year and one day from the date of sequestering and upon ensuring
 - i. the record has not been accessed for one year, in accordance with the requirements of MFIPPA, and
 - ii. the record is not required for any ongoing historic investigations or judicial proceedings,
- b. be purged from the Service's database.

For any requirements to retain data for the purposes of the TPS beyond the retention period, the data will be anonymized.

Disclosure of Personal Information:

The Service continues to respect and uphold the privacy rights of all individuals and will not disclose any of the information collected in a CER except as required, permitted and/or compelled in accordance with law. It is important to note the Service has not, does not, and will not disclose CER and/or Legacy Data when conducting Vulnerable Sector Screening Program – Police Reference Checks.

Conclusion:

The Service will incorporate the above business process into its governance, records management systems and unit specific directives as required.

I will be in attendance to answer any questions the Board may have regarding this report.

Report dated April 14, 2015 from Alok Mukherjee, Chair:

Subject: Review of Community Engagement Policy

Recommendation:

It is recommended that the Board approve this report.

Financial Implications:

The financial implications related to this recommendation are not known at this time.

Background:

On Thursday, April 2, 2015, at a special public meeting regarding its Community Engagements Policy (Policy), the Board deferred *“its consideration of the foregoing report to the Board’s public meeting scheduled for April 16, 2015, subject to: (3) a public report from the Community Engagements Sub-Committee (Mr. Andy Pringle, Ms Marie Moliner and Chair Alok Mukherjee) which outlines the criteria that the Board will apply to a future review of the policy”*.

Purpose:

The purpose of this report is to propose to the Board a set of criteria as requested to conduct a comprehensive review of the implementation of the Board policy within six months of implementation.

Discussion:

At the special meeting of April 2, the Board emphasized that the proposed Community Engagements Policy was to be deemed a good first step in an evolutionary process of incremental change. The Board committed itself to a comprehensive review of the implementation of this policy within six months with a view to developing an informed basis to determine the effectiveness of its policy and identifying any further changes, enhancements and/or additions that may be necessary.

It is proposed that the Board engage an independent external reviewer to conduct a comprehensive review of the implementation of the Board’s Community Engagements Policy and the related Service Procedure. This review will analyse six months of data up to October 2015. The results of this review will be provided to the Board in November 2015 for consideration.

Purpose:

The purpose of the review will be to:

- (1) Gather objective quantitative and qualitative information on the experience with as well as impact of the Policy and the Procedure on community engagements; and,
- (2) Identify any further enhancements, changes and/or additions to the Policy and the Procedure.

Criteria:

The review will be based on the following criteria:

- (1) Comparative breakdown of engagements by neighbourhoods;
- (2) Demographic analysis of engagements based on the criteria used by the Service to retain data from Community Engagement Reports (CERs) in its database;
- (3) Reasons for non-arrest, non-detention community engagements in selected neighbourhoods of the city;
- (4) Degree of compliance with the Joint Statement of Principles in the exercise of officer discretion;
- (5) Frequency of questions regarding right to not respond or remain, and the nature or type of response;
- (6) Extent of interactions where officers identified psychological detention and disengaged;
- (7) Frequency of interactions where officers provided their business card;
- (8) Nature of supervision of community engagements;
- (9) Basis for decision to retain community engagement reports in the Service's database;
- (10) Impact of training on the carrying out and supervision of community engagements; and,
- (11) Level of community satisfaction with community engagements under the new Policy and Procedure

Conclusion:

It is recommended that the Board approve this report.

Draft - 2015.04.16

GENERAL INVESTIGATIONS

04 – 14 Community Engagements

New Amended Reviewed – No Amendments

Issued: R.O. 2015.xx.xx-xxxx

Replaces: R.O. 2014.05.09-0599

Rationale

Public trust in the police is essential to effective policing.

This Procedure governs interactions between Toronto Police Service (Service) members and members of the community that will enhance public trust and cooperation with the police. The collection, retention, use and disclosure of information gathered in ways consistent with this Procedure, and for a valid public safety purpose, can be a legitimate and effective policing tool.

This Procedure is in compliance with the Toronto Police Services Board (Board) policy entitled Community Engagements, and is not intended to prohibit or guide informal greetings or conversations.

Governing Authorities

Federal Canadian Charter of Rights and Freedoms
Canada Evidence Act
Criminal Code
Youth Criminal Justice Act

Provincial Human Rights Code
Municipal Freedom of Information and Protection of Privacy Act
Police Services Act
Police Services Act, O.Reg. 3/99, Adequacy & Effectiveness of Police Services

Municipal City of Toronto Municipal Code, Chapter 219, Records Retention Schedule

Associated Service Governance

Number	Name
TPSB Policy	Collection, Use and Reporting of Demographic Statistics
TPSB Policy	Community Engagements
TPSB Policy	Human Rights Policy
TPSB Policy	Race and Ethnocultural Equity Policy
	<u>Standards of Conduct – Part I – Guide to Ethical Decision Making (SELF Test)</u>
<u>1.9</u>	Standards of Conduct – Fairness, Discrimination and Harassment
<u>1.10</u>	Standards of Conduct – Racially Biased Policing
<u>01-01</u>	Arrest
<u>04-09</u>	Interpreters
<u>04-18</u>	Crime and Disorder Management
<u>13-01</u>	Awards
<u>13-03</u>	Uniform Internal Complaint Intake/Management

<u>13-11</u>	Unsatisfactory Work Performance
<u>13-14</u>	Human Rights
<u>13-17</u>	Memorandum Books and Reports
<u>14-02</u>	Evaluations, Reclassifications and Appraisals – Uniform
<u>15-17</u>	In-Car Camera System

Forms

Number	Name	Authorization Level
	eReports	GO Review

Definitions

- Arrest
- Community Engagement
- Community Engagement Report (CER)
- Service Business Card

Procedure

Community Engagements are non-detention, non-arrest interactions between Service members and members of the community that involve the eliciting and/or recording of personal information.

NOTE: *Community Engagement does not include the investigation of persons of interest for specific federal, provincial, or municipal offences, or for calls for service.*

A Community Engagement Report (CER) is an investigative record of information that may be generated as a result of some Community Engagements.

Service members must get to know the neighbourhoods they serve and they must be able to enter into conversations with residents of these neighbourhoods in order to provide effective service. They must also be able to gather and retain material information of individuals where it can be articulated there is a specific Public Safety Purpose.

In doing so, this must be carried out in a manner that fully respects and fulfills obligations under the Canadian *Charter of Rights and Freedoms (Charter)* and the *Ontario Human Rights Code (Code)*. Practices consistent with this understanding are essential to promote the legitimacy of policing as well as public trust and confidence.

Joint Statement of Principles

The following statement describes principles shared equally by the Board and the Service. The statement recognizes that a police officer in the performance of his or her duties must exercise discretion in a way that reflects the values of fairness, respect, individual dignity and equality.

In exercising the discretion to engage with a member of the community not under arrest or detention for the purpose of initiating, continuing or recording a Community Engagement, the Service member will take into account the following guidelines:

- Service members will not consider race, place of origin, age, colour, ethnic origin, gender identity or gender expression in deciding whether to initiate a community engagement unless one or more of these factors form part of a specific suspect, victim or witness description.

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- It is the Service member's responsibility to investigate offences, to prevent offences and to engage in a visible way with the community.
- It is the Service member's responsibility to ensure members of the community are not at risk.
- Supervisors will not measure member performance by quantity of Community Engagements. In other words, there is no quota for Community Engagement.
- In exercising his or her discretion, the Service member shall consider the possibility of psychological detention.
- In exercising his or her discretion, the Service member shall consider the potential value of initiating or recording a contact versus the potential value of the individual's right to be left alone.
- Information from a Community Engagement will lead to the collection of material personal information only.

The Service is highly dependent on the cooperation and assistance of members of the community.

Community Engagements serve as opportunities to foster this cooperation, build mutual trust, and enhance public safety. Police officers must be able to interact with members of the community in a manner that encourages this collaboration, not discourages it.

These interactions must be conducted in the spirit of trust building with the community and shall be directed toward effective policing.

The effectiveness of a Community Engagement relies heavily on the actions and conduct of the police officer(s) throughout the duration of an interaction. An officer's department may ultimately influence the final outcome and future encounters between the police and that community member.

All Community Engagement scenarios cannot be anticipated and there are circumstances (i.e. covert operations, police investigative tactics, etc.) that may not always apply, however, the following are some key elements for consideration for most interactions:

Professionalism

- Remain professional, courteous, and respectful throughout an interaction, regardless of the nature and/or circumstances involved.

Communication

- Openly communicate the reasons for initiating an interaction.
- Discuss police activity in the area and current crime management initiatives.
- Discuss police duties and responsibilities in accordance with legislation.
- Educate on crime trends and or other issues affecting the community.

Respect Rights

- Advise a person of their Rights to Counsel, when an interaction transitions to an investigative detention or arrest and comply with Procedure 01-01.

Accessibility

- If officer contact information is requested, offer to provide a Service Business Card

Some significant issues that must be considered when balancing the duties of a police officer with upholding the rights of an individual for the duration of a Community Engagement are:

Voluntary Participation – Disengagement

A person's participation in a Community Engagement is voluntary and they have the right to discontinue the engagement.

Police officers must be mindful that, detention may crystalize during a conversation with an individual where a reasonable person in that individual's circumstances would conclude that he or she has been deprived of their liberty. In these instances, disengagement is always an option. If a person chooses to discontinue a Community Engagement, and the officer does not have reasonable grounds for investigative detention or arrest, the officer shall respect and uphold the person's right to disengage and to leave.

Psychological Detention

Psychological detention is established either where the individual has a legal obligation to comply with the restrictive request or demand, or a reasonable person would conclude by reason of the state conduct that they had no choice but to comply. (R. v. Grant 2009 SCC).

The Supreme Court of Canada has specifically articulated the following factors for an officer to consider in assessing psychological detention:

Circumstances Giving Rise to the Police Encounter

- Providing general assistance
- Maintaining general order
- Making general inquiries regarding a particular occurrence
- Singling out the individual for focussed investigation

Nature of Police Conduct

- Language/tone used
- Physical contact
- Location of interaction
- Presence of others
- Duration of interaction

Characteristics or Circumstances of the Individual where Relevant

- Age of the person
- Physical stature
- Minority status
- Level of sophistication

Where psychological detention has or may have occurred and the officer does not have the grounds to detain or arrest the individual, the officer shall immediately disengage and release the individual. Where psychological detention has occurred and the officer has the grounds to detain or arrest the individual, the officer shall immediately advise the individual of their Rights to Counsel.

Transition to Investigative Detention or Arrest

Community Engagements are often dynamic and fluid interactions which may in some instances, based upon the totality of the circumstances, transition to investigative detentions. Although there is no general power of detention for investigative purposes, police officers may detain an individual if there are reasonable grounds to suspect in all the circumstances that the individual is

connected to a particular crime and that the detention is reasonably necessary on an objective view of the circumstances (R. v. Mann 2004 SCC).

If an engagement transitions to where a person is not free to leave, officers shall inform the person of their Rights to Counsel, and comply with Procedure 01-01.

Documenting/Recording Community Engagements

Service members may only initiate and record Community Engagements that serve a valid Public Safety Purpose.

Officers are reminded that Procedure 13-17 governs the use of memorandum books and that all pertinent facts of arrests, investigations, and significant events be recorded therein. Intelligence information relating to crimes, active criminals, and public disorder issues shall be documented in the appropriate eReports in accordance with Procedure 04-18.

There are occasions when Community Engagements may produce information that serves a specific Public Safety Purpose and requires information be further documented on a CER.

In these instances, officers must clearly articulate the specific Public Safety Purpose and investigative value of the information in their memorandum book and CER.

Public Safety Purpose

For the purposes of Community Engagement, Public Safety Purpose means:

- preserving the peace,
- preventing crimes or other offences, and/or
- the performance of common law duties, including the duty to protect life and property

in accordance with the *PSA*, for the welfare and protection of the community, whether one or more persons or the public at large.

During all Community Engagements, and in the, submission, use, disclosure or retention of CERs, officers shall comply with Procedure 13-14 and respect and uphold

- the *Charter* generally and, in particular, the s. 9 protection against arbitrary detention and the s. 15 right to equal treatment under the law;
- the *Code* generally and, in particular, the s. 1 freedom from discrimination;
- the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)* generally and, in particular, with Part II, the Protection of Individual Privacy

Police Officer

1. During all Community Engagements shall

- **if asked, communicate the reason for initiating the interaction**
- **if asked, provide the person an explanation of their rights and obligations, considering the circumstances and acknowledge, respect, and uphold the rights of an individual not to participate in an interaction, when there are no grounds for arrest or investigative detention**

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- not allow personal bias to impact the exercise of discretion
 - conduct themselves in a lawful, ethical, bias-free, and professional manner
 - comply with Standards of Conduct 1.9 and 1.10
 - consider the Standards of Conduct – Part I – Guide to Ethical Decision Making (SELF Test)
 - comply with Procedure 13–14
 - record pertinent details in their memorandum book in compliance with Procedure 13–17
 - comply with Procedure 15–17, if applicable
 - document intelligence information relating to crimes, active criminals, and public disorder in the appropriate eReports in accordance with Procedure 04–18
- **only record information that serves a Public Safety Purpose**
 - **offer to provide a Service Business Card with the officer's contact information**
2. Upon determining **that a CER is to be submitted** shall
- articulate the specific Public Safety Purpose in their memorandum books **and in the CER**
 - not record sensitive information such as protected investigative techniques or CPIC information on a CER
- NOTE: CERs are subject to disclosure under subpoena or the MFIPPA.*
- **offer to provide, or provide if requested, a Service Business Card with the officer's contact information**
3. When the person is unable to communicate shall
- shall consider possible reason(s), including but not limited to; disability, medical condition, language barrier
 - upon determining the person needs an interpreter, including the requirement for a qualified sign language interpreter, comply with Procedure 04–09
4. When a Community Engagement transitions into an investigative detention or arrest shall
- not submit a CER
 - comply with Procedure 01–01
5. Upon receipt of a CER returned by the Supervisory Officer – GO Review for correction shall
- complete the required follow-up and resubmit the CER, or other appropriate report as required, forthwith

Supervisory Officer

6. When assigned to duties which involve Community Engagements shall
 - not measure members performance by quantity of Community Engagements
 - ensure officers under their supervision understand the Public Safety Purpose of Community Engagements when information is being submitted on a CER
 - monitor and evaluate Community Engagement of officers under their supervision to ensure compliance with this Procedure
 - ensure officers' Community Engagements include the use of intelligence led policing strategies in compliance with Procedure 04-18
7. Upon becoming aware of a CER that contravenes item 1 shall
 - provide guidance or instruction targeted at correcting the deficiency
 - if applicable, ensure the officer receives the required training
 - if applicable, initiate the applicable complaint/ discipline process in compliance with 13-03 and/or 13-11
 - ensure access to the CER is restricted by the Supervisory Officer - Go Review

Supervisory Officer – GO Review

8. Upon receipt of a CER shall review to ensure the completeness, accuracy and appropriate language of the submission.
9. If the CER is incomplete, needs amendment, or contains information which needs to be recorded in another type of eReport, shall
 - document the areas of the CER requiring amendment
 - **ensure access to the CER is restricted**
 - return the CER to the submitting officer for amendment and notify their supervisory officer
10. If the CER contravenes item 1 shall notify the officer's supervisory officer.

Officer in Charge

11. The officer in charge shall
 - when reviewing memorandum book entries ensure compliance with this Procedure and other Service Governance
 - ensure supervisory officers are monitoring Community Engagements

Unit Commander

12. The unit commander shall ensure

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- unit level performance management processes focus on the value and quality of Community Engagements in a manner that maximizes effective policing and enhances community trust.
- that all members under their command are familiar with the neighbourhood and the community to which they are assigned and receive any support, training and resources necessary to familiarize themselves with a new assignment.

Unit Commander – Records Management Services

13. The Unit Commander – Records Management Services shall establish processes to
- ensure that personal information collected during Community Engagements that is not in compliance with Board Policy is not retained, used or disclosed for any investigative purpose and is retained in a manner consistent with *MFIPPA*.



TORONTO POLICE SERVICES BOARD

COMMUNITY ENGAGEMENTS

DATE APPROVED	April 24, 2014	Minute No: P102/14
DATE(S) AMENDED	April 16, 2015	Minute No: P108/15
DATE REVIEWED		
REPORTING REQUIREMENT	Refer to section 13 of this Policy.	
LEGISLATION	<i>Police Services Act, R.S.O. 1990, c.P.15, as amended, s. 31(1)(c).</i> <i>Canadian Charter of Rights and Freedoms</i> <i>Ontario Human Rights Code</i> <i>Municipal Freedom of Information and Protection of Privacy Act</i>	
ASSOCIATED POLICIES	Race and Ethnocultural Equity Human Rights Collection, Use and Reporting of Demographic Statistics	
DERIVATION		

Joint Statement of Principles between the Toronto Police Services Board and the Toronto Police Service Concerning Community Engagements

The following statement describes principles shared equally by the Toronto Police Services Board and the Toronto Police Service. The statement recognizes that a police officer in the performance of his or her duties must exercise discretion in a way that reflects the values of fairness, respect, individual dignity and equality.

In exercising the discretion to engage with a member of the community not under arrest or detention for the purpose of initiating, continuing or recording a Community Engagement, the Service member will take into account the following guidelines:

- Service members will not consider race, place of origin, age, colour, ethnic origin, gender identity or gender expression in deciding whether to initiate a community engagement unless one or more of these factors form part of a specific suspect, victim or witness description.
- It is the Service member's responsibility to investigate offences, to prevent offences and to engage in a visible way with the community.
- It is the Service member's responsibility to ensure members of the community are not at risk.
- Supervisors will not measure member performance by quantity of Community Engagements. In other words, there is no quota for Community Engagement.

- In exercising his or her discretion, the Service member shall consider the possibility of psychological detention.
- In exercising his or her discretion, the Service member shall consider the potential value of initiating or recording a contact versus the potential value of the individual's right to be left alone.
- Information from a Community Engagement will lead to the collection of material personal information only.

The TPS shall initiate and maintain a training program on Community Engagement for Service members. One of the purposes of the training program shall be to advance these values, principles and guidelines.

Context

Independent civilian oversight has always been necessary to maintain public trust in the police. The reform of police-community interactions needs to be public, transparent and subject to Board governance and oversight.

The Board does not condone and explicitly condemns any police practice that may have a discriminatory impact on any member or section of the community, including, specifically, racial profiling. This is not only a matter of Board policy but also of law. Policing must be carried out in a manner that fully respects and implements obligations under the *Canadian Charter of Rights and Freedoms* ("the *Charter*") and the *Ontario Human Rights Code* ("the *Code*"). Practices consistent with this understanding are essential to promote the legitimacy of policing as well as public trust and confidence.

This Policy, therefore, seeks to ensure that there is a proactive rights-based approach to the way in which members of the Toronto Police Service interact with members of the public. Such interaction is fundamental to community-based policing. Service members must get to know the neighbourhoods they serve and they must be able to enter into conversations with residents of these neighbourhoods in order to provide effective service. They must be able also to gather and retain legitimate information. However, they must do so, and be trained and supervised to do so, within a clear framework and in strict accordance with procedures that support this Policy. As a rights-based policy, it also places an obligation to respect community members' rights under the *Charter* and the *Code*. As well, retention and use of information must be consistent with rights under privacy laws.

The Board acknowledges that members of the Service are legally entitled to have conversations with members of the public. The Board recognizes that the way in which some conversations have been conducted and recorded has adversely affected individuals and communities and has had a demonstrated negative impact on public trust.

Public trust in the police is essential to effective policing. Creating a policy that governs interactions between Service and community members will enhance public trust and cooperation with the police. The collection, retention, use and disclosure of information gathered in ways

consistent with this Policy, and for a valid public safety purpose, can be a legitimate and effective policing tool.

Community Engagements

In this Policy, “Community Engagements” are non-detention, non-arrest interactions between Service and community members that involve the eliciting and/or recording of personal information. This policy is not intended to prohibit or guide informal greetings or conversations. “Community Engagement Reports” (“CERs”) are investigative records of information that will be generated by some Community Engagements.

The objectives of this Policy are to:

- Improve police-community interactions and eliminate the collection, retention, use and disclosure of irrelevant personal information;
- Identify the circumstances in which it is appropriate to initiate a Community Engagement or create a CER;
- Eliminate discrimination from Community Engagements;
- Collect, retain, use and disclose information only to:
 - Ensure accountability in the initiation of Community Engagement and the creation of CERs, and
 - Fulfill policing duties under s. 42 of the *Police Services Act*;
- Improve community confidence in the Service’s ability to provide non-biased policing;
- Enhance awareness of human rights and civil liberties under the *Charter*, the *Code* and Board policies;
- Ensure the provision of effective training on how to conduct Community Engagements in a way that promotes community trust; and
- Ensure effective oversight of Community Engagements by the Board through periodic, independent evaluation and public reporting of Engagement-related data.

It is, therefore, the policy of the Toronto Police Services Board that:

1. The Chief of Police will establish procedures regarding Community Engagements that:
 - a. Acknowledge, respect, and uphold the rights of an individual not to participate in an interaction, when there are no grounds for arrest or investigative detention;
 - b. Advise a person of their Rights to Counsel, when an interaction transitions to an investigative detention or arrest;
 - c. Minimize the potential negative effects of Community Engagements on the community;
 - d. Reflect the goal of police legitimacy by ensuring Community Engagements are conducted in the spirit of trust building with the community and are directed toward effective policing;

- e. Ensure compliance with the *Charter* generally and, in particular, the s. 9 protection against arbitrary detention and the s. 15 right to equal treatment under the law;
 - f. Ensure compliance with the *Code* generally and, in particular, the s. 1 freedom from discrimination based on race, place of origin, age, colour, ethnic origin, gender identity or gender expression;
 - g. Ensure compliance with the *Municipal Freedom of Information and Protection of Privacy Act* (“MFIPPA”) generally and, in particular, with Part II of MFIPPA; and
 - h. Equip service members with business cards which will be offered to members of the community with whom the Service members are in contact.
2. Service members may only initiate and record Community Engagements that serve a valid public safety purpose.
 3. The Chief will include in procedures guidelines for exercising discretion consistent with this Policy.
 4. The Policy seeks to encourage Community Engagements in which the community member freely participates.

Recording Community Engagements: Data Collection and Retention

5. The Service may record and retain information arising from Community Engagements in compliance with this Policy.
6. The Chief will establish procedures regarding the retention, use and disclosure of personal information arising from Community Engagements to ensure that:
 - a. They only lead to the retention, use or disclosure of material personal information;
 - b. Categories of information in CERs are developed in consultation with the Ontario Human Rights Commissioner and the Office of the Information and Privacy Commissioner;
 - c. Personal information collected during Community Engagements that is not in compliance with this Policy is not retained, used or disclosed for any investigative purpose and is retained in a manner consistent with *MFIPPA*; and
 - d. The retention of information from Community Engagements currently in the investigative database shall be consistent with this Policy. The Chief and the Board will work collaboratively on a retention protocol consistent with this Policy.

7. The Chief, in consultation with the Board, will commit to collecting data about Community Engagements that can be used to evaluate the effectiveness of police services in Toronto. The community's level of satisfaction with police services will be one measure of effectiveness. Public safety is another measure of effectiveness.
8. The Board and the Service will only use the data collected under this part of the Policy to improve the effectiveness of police services in Toronto.

Training

9. The Chief will ensure that Service members at all levels receive the training necessary to conduct Community Engagements in accordance with the law and Board policy. This training will include instruction about conducting Community Engagements in a manner that maximizes effective policing and enhances community trust.
10. The Chief will ensure that all Service members are familiar with the neighbourhood and the community to which they are assigned and receive any support, training and resources necessary to familiarize themselves with a new assignment.
11. The Chief will provide to the Board copies of all training modules on Community Engagements for review upon request from the Board.

Supervision

12. The Chief will establish procedures regarding Community Engagements to ensure that:
 - a. Service members receive effective supervision related to Community Engagements; and
 - b. Supervisors are trained to ensure compliance with this Policy.

Reporting

13. For the purposes of transparency, accountability and assisting the Board in assessing compliance with this Policy, the Chief will submit a public report to the Board in September, 2015 and March, 2016 and in March of each year thereafter containing full data and statistics related to Community Engagements and training.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

**#P109. NOTIFICATION – BOARD RATIFICATION OF COLLECTIVE
BARGAINING SETTLEMENT WITH TORONTO POLICE
ASSOCIATION**

The Board was in receipt of the following report April 16, 2015 from Alok Mukherjee, Chair:

Subject: NOTIFICATION RE BOARD RATIFICATION OF COLLECTIVE
BARGAINING SETTLEMENT WITH TORONTO POLICE ASSOCIATION,
DATED MARCH 19, 2015 AND MARCH 30, 2015

Recommendation:

It is recommended that the Board receive this Report.

Financial Implications:

There are significant financial implications relating to this report. Over the four-year term, the cost of resolving all monetary items, including salary and benefit improvements, is approximately \$65,463,047 for budget costs or \$55,435,060 for cash costs. The cost savings achieved by revising certain provisions of the collective agreements will provide the Board with \$10,179,322 in cash savings over the four-year term and \$193,600,000 of long term liability savings.

Background/Purpose:

The Board Bargaining Team met with the Toronto Police Association (Association) on four dates, concluding March 19, 2015. The parties reached a tentative agreement by early morning on March 19, 2015.

The Association membership ratified the Memoranda on April 14, 2015. The Board, which typically ratifies after the Association, ratified the Memoranda at its confidential meeting earlier today.

The ratified settlement resolves six collective agreements between the Board and the Association – one uniform and five civilian agreements, except to the extent that several issues have been referred by agreement to joint committees for discussion with a view toward future resolution.

All new agreements will cover a term of four years, from January 1, 2015 to December 31, 2018.

Discussion

The highlights of the settlement include:

- 4-year term from January 1, 2015 to December 31, 2018;
- Wage increase of 8.35% over the four-year term of the agreement
- Association concessions with respect to sick pay gratuity for new members, vacation on retirement for new members, physiotherapy benefits, the time between Police Constable class salary increases, and legal fee hourly rate caps for legal indemnity claims;
- Minor benefit improvement for psychological/family counseling, effective January 1, 2016
- Establishment of several committees and dispute resolution processes with respect to such matters as two officer patrol cars and compressed workweek and shift schedules; and,
- Four further negotiation dates to discuss outstanding non-monetary issues.

The Board is very pleased with this settlement. A negotiated settlement is always an achievement between an employer and its unions. It ensures labour peace, and usually signifies a good working relationship between the parties. These elements are not achieved lightly, or easily. It continues to recognize the work and value of our officers, in maintaining them as amongst the highest paid officers in Ontario.

The Board thanks the members of its bargaining team for achieving this significant resolution: Vice-Chair Andrew Pringle, Councillor Shelley Carroll, Deputy Chief Mike Federico, Operational Support Command, Jeanette May, Director, Human Resources, Drew Johnston, Manager of Labour Relations, Bob Reynolds, Chief Spokesperson, City of Toronto, as well as other supporting City employees, and Glenn Christie of Hicks Morley.

Conclusion:

The conclusion of amicable negotiations resulting in a 4-year collective agreement with Association concessions is a significant achievement for the Board and for the Association. This agreement represents a significant departure from traditional police sector bargaining as both parties have voluntarily agreed to a settlement that pays attention to the public expectation of moderate contracts in the policing sector.

Jeanette May, Director, Human Resources, and Bob Reynolds, Chief Spokesperson, will be in attendance to answer any questions that the Board members may have regarding this report.

The Board received the foregoing report and extended its appreciation to Vice Chair Pringle, Councillor Carroll and the Service and City members who worked very hard to achieve this settlement.

Moved by: C. Lee

Additional information regarding the negotiated settlement was also considered during the *in camera* meeting (Min. No. C101/15 refers).

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

#P110. *IN CAMERA MEETING* – APRIL 16, 2015

In addition to the public meeting conducted by the Board today, an *in camera* meeting was held to consider a number of matters which were exempt from the public agenda in accordance with the criteria for considering confidential matters set out in s.35(4) of the *Police Services Act*.

The following members attended the *in camera* meeting:

Dr. Alok Mukherjee, Chair
Mr. Andrew Pringle, Vice-Chair
Dr. Dhun Noria, Member
Ms. Marie Moliner, Member
Ms. Shelley Carroll, Councillor & Member
Mr. Chin Lee, Councillor & Member
Mr. John Tory, Mayor & Member

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TORONTO POLICE SERVICES BOARD HELD ON APRIL 16, 2015**

#P111. ADJOURNMENT

Alok Mukherjee
Chair