

MINUTES OF THE PUBLIC MEETING of the Toronto Police Services Board held on **OCTOBER 18, 2001** at 1:30 PM in the Auditorium, 40 College Street, Toronto, Ontario.

PRESENT:

Norman Gardner, Chairman
Councillor Gloria Lindsay Luby, Vice Chair
Councillor Bas Balkissoon, Member
A. Milliken Heisey, Q.C., Member
Mayor Mel Lastman, Member
Benson Lau, M.D., Member
Allan Leach, Member

ALSO PRESENT:

Julian Fantino, Chief of Police
Albert Cohen, Legal Services, City of Toronto
Deirdre Williams, Board Administrator

#P277. The Minutes of the Meeting held on SEPTEMBER 25, 2001 were approved with the exception of Minute No. P245/01 regarding the review of the police reference check program and record retention schedule which was amended as follows:

The following italicized text be added as a preamble to Motion No. 1:

However, the Service will explore measures to establish processes that will identify parties involved in situations outlined in the circumstances listed above to ensure their information is not released through the PRCP and that the foregoing report from Chief Fantino be referred back to the Service and that it explore ways to resolve the concerns expressed by the deputants today and that a report be provided to the Board in six months.

Preamble reference quoted from the Chief's foregoing report, section entitled "Review of Records in Regards to Immediate Destruction, (b), (c), (d)."

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON OCTOBER 18, 2001**

#P278. SWEARING-IN NEW BOARD MEMBER: BENSON LAU, M.D.

Chairman Gardner administered the oath of office and oath of secrecy to Benson Lau, M.D., who was appointed to the Board by the Lieutenant Governor for a three year term effective September 26, 2001.

Chairman Gardner noted that the order-in-council announcing Dr. Lau's appointment was received by the Board at its October 9, 2001 meeting (Min. No. P269/01 refers).

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**#P279. ONTARIO COALITION AGAINST POVERTY (OCAP)
DEMONSTRATION**

Chief Fantino provided a video presentation of the OCAP demonstration that took place in Toronto's financial district on Tuesday, October 16, 2001. He also provided details of the damage caused by the OCAP demonstrators and the disruption the demonstration had upon the downtown core of Toronto. Chief Fantino discussed the level of assistance provided by other police and emergency response services, the number of charges laid, number of persons arrested, objects seized by police and injuries that occurred.

Chief Fantino commended all the officers and who were involved with the demonstration for their extreme level of professionalism, commitment and restraint, particularly in light of the potential risk of personal injury.

Chief Fantino requested that in light of the increasingly violent nature of recent demonstrations in Toronto and elsewhere in Canada, and in light of the potential injury to the public and police, the damage caused to public and private property, the economic loss caused by the disruption of business and the general inconvenience and anxiety which is experienced by law-abiding citizens, the Board send a recommendation to the Minister of Justice for Canada to amend the *Criminal Code* to make it an offence to participate in a demonstration while masked or disguised or to participate in a demonstration while in possession of a weapon or an object that could be used as a weapon.

The Board commended Chief Fantino and all the police officers and other members of emergency response services who were involved with the OCAP demonstration and approved the following Motion:

THAT the Board send a recommendation to the Minister of Justice for Canada to amend the *Criminal Code* to make it an offence to participate in a demonstration while masked or disguised or to participate in a demonstration while in possession of a weapon or an object that could be used as a weapon.

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#P280. OUTSTANDING REPORT - PUBLIC

The Board was in receipt of the following report OCTOBER 3, 2001 from Norman Gardner, Chairman:

Subject: OUTSTANDING REPORTS - PUBLIC

Recommendations:

It is recommended that:

- (1) the Board request the Chief of Police to provide the Board with the reasons for the delay in submitting each report requested from the Service and that he also provide new submission dates for each report.

Background:

At its meeting held on March 27, 2000 the Board agreed to review the list of outstanding reports on a monthly basis (Min. No. 113/00 refers). In accordance with that decision, I have attached the most recent list of outstanding public reports that were previously requested by the Board.

Chairman Gardner advised the Board that Chief Fantino has indicated the outstanding report will be provided for the November 15, 2001 meeting.

Report that was expected for the October 18, 2001 meeting

Board Reference No's.	Issue – Pending Reports	Report Status	Recommendation Action Required
#P251/01	<p>Woodbine Slots – Cost Recovery</p> <ul style="list-style-type: none"> • <u>Issue:</u> in consultation with Toronto Legal Services, determine whether the Sol. Gen., OCCPS, or the Adequacy Standards can provide authority to direct the City to provide funding for policing. 	<p>Report Due: Oct. 18/01 Extension Reqs'd: Extension Granted: Revised Due Date: Status:.....Outstanding</p>	Chief of Police

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**#P281. CORPORATE DONATION TO THE TORONTO POLICE SERVICE –
COMPUTER EQUIPMENT**

The Board was in receipt of the following report OCTOBER 1, 2001 from Julian Fantino, Chief of Police:

Subject: CORPORATE DONATION - COMPUTER EQUIPMENT

Recommendation:

It is recommended that: the Board accept the donation of three personal computers and three laptop computers valued at approximately \$25,000.00 from Compaq.

Background:

The Toronto Police Service, Sexual Assault Squad – Sexual Exploitation Section is mandated to investigate the sexual exploitation of children. This involves monitoring the Internet and following up on investigative leads dealing with child pornography on the Internet.

Today, the computer and the Internet make it all too easy for offenders to access and share child pornography. Offenders utilize scanners and digital cameras to make their own pictures and movies, and then post them to news groups and electronic bulletin boards on the Internet. These bulletin boards and newsgroups are often disguised and difficult to detect by the police and they can store very large amounts of data. Thus, the Internet allows anyone with a computer to have access to child pornography if they know where to look.

Computer technology is constantly changing. Offenders who utilize the Internet to possess, make and distribute child pornography are often found to be in possession of the latest computer equipment and software that is available. They can hide their true identifies in many ways. Therefore, having the proper computer equipment to thoroughly investigate these crimes and identify these offenders is essential. This donation will address, in part, some of the needs of the Toronto Police Service.

Compaq has offered to make a permanent donation of three personal computers and three laptop computers to be used in the fight against child pornography. Compaq has requested a corporate tax receipt.

Mr. Larry Stinson, the Director of Information Technology Services has been provided with specifications of the proposed computer donation. Mr. Stinson reports that this donation meets the Service's needs and supports the acceptance of this donation. A three-year full service warranty is provided with the computer equipment.

The donation conforms to Service Policy 18-08 – “Donations”. Further, this donation is in harmony with the 2001 Service Priority “Youth Violence and Victimization of Youth”.

Deputy Chief Michael Boyd, Policing Support Command will be in attendance to respond to any questions the Board may have.

The Board approved the foregoing.

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**#P282. BOARD MEMBER ACCESS TO THE TORONTO POLICE SERVICE
INTRANET**

The Board was in receipt of the following report AUGUST 16, 2001 from Julian Fantino, Chief of Police:

Subject: BOARD MEMBER ACCESS TO THE TPS INTRANET

Recommendation:

It is recommended that: all Board members be allowed access to the TPS Intranet from any Toronto Police facility.

Background:

At its meeting of July 20, 2001, the Board requested that the Chief report on the status of Board Priority 11c contained in the Final Report – Board's Response to OCCPS Fact Finding Report (Min no. P187/01 refers). Priority 11c requested that the Chief, in consultation with the Board office, identify how Board members can have personal access to the Service's Intranet.

The Service's Intranet resides on the TPS network along with most other police information systems and databases. Access to the TPS network is governed by strict security policies, particularly when network connections are made to non-TPS facilities. At this time, the most pragmatic way of providing this facility to Board Members is through a standard workstation connected to the TPS network which complies with all the physical security guidelines of the Service.

It is recommended that all Board members be allowed access to the TPS Intranet from any Toronto Police facility.

Mr. Frank Chen, the Chief Administrative Officer, will be in attendance at the September 25, 2001 Board meeting to respond to any questions in this respect.

Chief Fantino requested that the Board allow him to amend the recommendation in the foregoing report insofar as the access to the TPS Intranet by Board members be limited to the access available in the Board Office rather than any Toronto Police facility.

The Board approved the recommendation as amended which now reads as follows:

THAT all Board members be allowed access to the TPS Intranet through the Board Office.

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**#P283. PROJECT MANAGEMENT SERVICES – OCCURRENCE RE-
ENGINEERING PROJECT IMPLEMENTATION**

The Board was in receipt of the following report SEPTEMBER 06, 2001 from Julian Fantino, Chief of Police:

Subject: PROJECT MANAGEMENT SERVICES FOR THE OCCURRENCE RE-
ENGINEERING PROJECT IMPLEMENTATION

Recommendation:

It is recommended that: the Board approve the shift in project management services for the Occurrence Re-engineering project implementation from IBM Canada Ltd. to RCM Technologies.

Background:

At its June 21, 2001 meeting, the Police Services Board approved the acquisition of development and support services for the Occurrence Re-engineering project implementation (Board Minute # P164/01 refers). Both IBM Canada Ltd and RCM Technologies were among the companies selected to provide development and support services.

Specifically, IBM was to continue to provide a project manager, in addition to a number of developers. Subsequent to the Board meeting, the IBM project manager requested a leave of absence for family reasons. It was essential that the project continue to have a project manager. The RCM Technologies resource working as senior business analyst on the project was just wrapping up his work and had project management experience. The management team appointed him as interim project manager, so as to ensure continuity.

This person has taken on all project management tasks, and is bringing great value to the project. IBM has assigned the original project manager to another area. Although they have offered to find a replacement, the project cannot afford the loss in continuity that bringing on a new person would cause. As a result, ITS would like to retain the RCM Technologies project manager to manage the project through to its implementation.

The cost for this resource for that period of time is estimated at \$150,000, inclusive of taxes. It is worth noting that the cost for the IBM project manager over that same time period would have been approximately \$220,000. The commitment to IBM Canada Ltd will be decreased by that amount. The \$70,000 difference will be used as contingency for the project. Mr. Frank Chen, the Chief Administrative Officer will be in attendance at the Board meeting, to respond to any questions in this respect.

The Board approved the foregoing.

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#P284. CONFIRMATION OF SERGEANTS & DETECTIVES

The Board was in receipt of the following report SEPTEMBER 21, 2001 from Julian Fantino, Chief of Police:

Subject: CONFIRMATION OF SERGEANTS/DETECTIVES

Recommendation:

It is recommended that the Board confirm the members outlined below in the rank of Sergeant/Detective.

Background:

The following members have satisfactorily completed their probationary period in their rank in accordance with the Service Rules. They have been recommended by their Unit Commander for confirmation in rank, as of the date shown.

BAPTIST, Jane	(7166)	51 Division	2001.10.30
BELL, Alan	(502)	41 Division	2001.10.30
BLAKE, Clarence	(5912)	55 Division	2001.10.30
BRESSAN, Lorenzo	(4391)	51 Division	2001.10.30
GRAY, Robert	(2211)	33 Division	2001.10.30
HAMILTON-GREENER, Michael	(2400)	31 Division	2001.10.30
KINNEAR, Kathryn	(1114)	54 Division	2001.10.30
LAMOND, Ian	(1100)	12 Division	2001.10.30
LLOYD, Bradford	(5611)	32 Division	2001.10.30
MCARTHUR, Paul	(1431)	13 Division	2001.10.30
MCCUTCHEON, Douglas	(6402)	22 Division	2001.10.30
PROCTOR, Norman	(1427)	51 Division	2001.10.30
RAMESAR, Victor	(2569)	31 Division	2001.10.30
RIPCO, Mark	(1093)	32 Division	2001.10.30
ROBINSON, Morgan	(829)	Forensic Ident Srvcs	2001.10.30
STEWART, Terry	(2791)	Hold-up Squad	2001.10.30
SUTCLIFFE, Darrin	(2931)	14 Division	2001.10.30
WILLIAMS, Gherardt	(4634)	51 Division	2001.10.30
YOUNG, Ronald	(2212)	31 Division	2001.10.30

The employment equity analysis indicates that there are 2 minority males, 2 females and the rest are non-minority males.

The Service's files have been reviewed for the required period of service, that is, from October 2000, the month of their original promotion, to the date of this report, to ascertain whether the members concerned have any outstanding allegations of misconduct or *Police Services Act* charges. Background investigations have revealed that these officers have no record on file pertaining to these issues.

It is presumed that these officers shall continue to perform with good conduct between the date of this correspondence and the actual date of the Board meeting. Any deviation from this will be brought to the Board's attention forthwith.

I concur with these recommendations.

Mr. Frank Chen, Chief Administrative Officer, Corporate Support Command, will be in attendance to respond to any questions the Board may have in regard to this matter.

The Board approved the foregoing.

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#P285. RECLASSIFICATION OF POLICE CONSTABLES

The Board was in receipt of the following report SEPTEMBER 21, 2001 from Julian Fantino, Chief of Police:

Subject: RECLASSIFICATION OF POLICE CONSTABLES

Recommendation:

It is recommended that: the Board approve the reclassifications outlined below.

Background:

The following constables have served the required period in their current classification and are eligible for reclassification as indicated. They have been recommended by their Unit Commander as of the dates shown.

First Class Constable

WONG, Siu On	8082	12 Division	2001.10.21
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Second Class Constable

LENNOX, Dana	5318	31 Division	2001.10.03
MARTIN, Deanna	5282	Duty Opr Centre	2001.10.07
BACHLY, Christopher	99755	55 Division	2001.10.23
SHIELDS, Sarah	8094	14 Division	2001.10.08
ASHMAN, Craig	5314	Public Safety Unit	2001.10.27
ALLDREAD, Suzanne	5325	54 Division	2001.10.27
BAKER, David	5362	42 Division	2001.10.27
BEAVEN, Marcie	5313	53 Division	2001.10.27
BONAZZA, Vincenzo	5295	13 Division	2001.10.27
BROWN, Paul	5303	12 Division	2001.10.27
CLARK, David	5292	42 Division	2001.10.27
DHUKAI, Esmail	5304	54 Division	2001.10.27
FEGAN, Brenda	86142	14 Division	2001.10.27
FRYE, Jason	5308	31 Division	2001.10.27
HARRIS, Richard	5321	12 Division	2001.10.27
HEDGER, Michael	5350	22 Division	2001.10.27
HEMBRUFF, Eric	5351	14 Division	2001.10.27
HILTON, Tyrone	5344	42 Division	2001.10.27

HOPKINS, Rory	5306	54 Division	2001.10.27
JACKSON, Davis	5290	14 Division	2001.10.27
KEAT, Jason	5302	52 Division	2001.10.27
LEUNG, Edmund	5366	42 Division	2001.10.27
LIMA, Rodney	5319	12 Division	2001.10.27
LIOUMANIS, Metodios	5363	31 Division	2001.10.27
MALE, David	5309	12 Division	2001.10.27
MINASVAND, George	5329	33 Division	2001.10.27
MONTAZERNEZAM, Gissa	5316	41 Division	2001.10.27
NIMMO, Richard	5342	14 Division	2001.10.27
ORR, Miranda	5312	22 Division	2001.10.27
OUELLET, Andrew	5307	14 Division	2001.10.27
PAUL, Heather	5348	41 Division	2001.10.27
PERCIVAL, Kimberly	86455	11 Division	2001.10.27
ROGERS, Kelli	5323	13 Division	2001.10.27
ROZARIO, Conrad	5360	51 Division	2001.10.27
SHANKARAN, Jason	5331	14 Division	2001.10.27
STEINWALL, Andrew	5352	52 Division	2001.10.27
STOKAN, Diane	5298	12 Division	2001.10.27
SWART, Roger	5315	12 Division	2001.10.27
THOMAS, Leah	5328	52 Division	2001.10.27
THOMAS, Nigel	5327	51 Division	2001.10.27
VILLAFLO, Rogelio	5310	11 Division	2001.10.27
WADDELL, Mark	5364	41 Division	2001.10.27
YONG, Brian	5317	52 Division	2001.10.27
GIDARI, Joseph	99541	31 Division	2001.10.30

Third Class Constable

ALAVATHIL, Kim	7792	23 Division	2001.10.07
AWAD, Ashraf	7780	23 Division	2001.10.07
BALICE, Steven	7794	11 Division	2001.10.07
BEDARD, Nicole	99756	41 Division	2001.10.07
BELLAND, Neil	7751	32 Division	2001.10.07
BENNETT, Robert	7784	31 Division	2001.10.07
BERNARDO, Eduardo	7819	14 Division	2001.10.07
BESON, Mark	99653	13 Division	2001.10.07
BLAKE, Kirk	7798	55 Division	2001.10.07
BONIFACE, Barkley	7783	41 Division	2001.10.07
BROWN, Christopher	7770	55 Division	2001.10.07
CARACCILO, Roger	7748	42 Division	2001.10.07
CHAN, Everett	7767	42 Division	2001.10.07
CHAPMAN, Bradley	7773	42 Division	2001.10.07
CHIASSON, Dany	7830	31 Division	2001.10.07
COUTO, Diana	7747	13 Division	2001.10.07
CSIBI, Ladislav	7803	32 Division	2001.10.07

DABU, Jose	7776	13 Division	2001.10.07
DHALIWAL, Tejinder	7822	33 Division	2001.10.07
DICKSON, Brett	7779	11 Division	2001.10.07
EDGAR, Leslie	7820	42 Division	2001.10.07
FERGUSON, Jay	86954	51 Division	2001.10.07
FITKIN, Christopher	7804	13 Division	2001.10.07
FORDE, Roger	7818	52 Division	2001.10.07
FORREST, Grant	7835	55 Division	2001.10.07
GETZIE, Thomas	7814	33 Division	2001.10.07
GIBBONS, Stephen	99489	55 Division	2001.10.07
GRONDIN, Scott	7825	42 Division	2001.10.07
HAWKINS, Hilary	7791	33 Division	2001.10.07
HENRY, Michael	7757	53 Division	2001.10.07
HONG, Andrew	7815	42 Division	2001.10.07
ING, Dane	7774	51 Division	2001.10.07
ING, Way	7756	51 Division	2001.10.07
KIM, Do	7781	14 Division	2001.10.07
KOHOUT, Steven	99783	14 Division	2001.10.07
LAI, Victor	7768	42 Division	2001.10.07
LEE, Patrick	7836	31 Division	2001.10.07
LIPSEY, William	7816	23 Division	2001.10.07
MARUNIC, Krunoslav	7741	23 Division	2001.10.07
NEI, Nicholas	7807	55 Division	2001.10.07
O'CONNOR, Mike	7765	42 Division	2001.10.07
PERINI, Katherine	7787	41 Division	2001.10.07
PERRY, Trevor	7812	13 Division	2001.10.07
PETERSEN, Neil	7839	31 Division	2001.10.07
PETHICK, Thomas	7785	12 Division	2001.10.07
PETRIE, Kyle	7840	12 Division	2001.10.07
RAMSAY, Michael	7605	55 Division	2001.10.07
RAYNER, Timothy	7832	41 Division	2001.10.07
ROGUCKI, Roman	7809	32 Division	2001.10.07
ROSBROOK, Andrew	7829	54 Division	2001.10.07
ROWE, James	7793	14 Division	2001.10.07
RUTHERFORD, Anthony	99720	41 Division	2001.10.07
RYCKMAN, Kenneth	7775	42 Division	2001.10.07
SEGUIN, Christian	7833	54 Division	2001.10.07
SMITH, Jason	7786	54 Division	2001.10.07
SNEDDEN, Tracy	7764	51 Division	2001.10.07
SWORD, Nicholas	7795	53 Division	2001.10.07
SYRMBOS, Tom	7846	41 Division	2001.10.07
TAVARES, Jeffery	7744	31 Division	2001.10.07
WADDEN, Fred	7752	55 Division	2001.10.07
WAUCAUSH, Keith	7802	41 Division	2001.10.07
WEBB, Michelle	87189	55 Division	2001.10.07
WILSON, Julie	7754	41 Division	2001.10.07

YEO, Darren	7799	52 Division	2001.10.07
ZEKERES, Charles	99818	22 Division	2001.10.07
ZVER, Natasha	7834	22 Division	2001.10.07

As requested by the Board, the Service's files have been reviewed for the required period of service to ascertain whether the members recommended for reclassification have a history of misconduct, or any outstanding allegations of misconduct/*Police Services Act* charges. The review has revealed that these officers do not have a history of misconduct, nor any outstanding allegations of misconduct on file.

It is presumed that the officers recommended for reclassification shall continue to perform with good conduct between the date of this correspondence and the actual date of Board approval. Any deviation from this will be brought to the Board's attention forthwith.

The Chief Administrative Officer has confirmed that funds to support these recommendations are included in the Service's 2001 Operating Budget. The Service is obligated by its Rules to implement these reclassifications.

Mr. Frank Chen, Chief Administrative Officer, Corporate Support Command, will be in attendance to respond to any questions the Board may have in regard to this matter.

The Board approved the foregoing and the following Motion:

THAT, following a request by the Human Resources Unit, the date for PC Deanna Martin (5282) be amended so that her reclassification to 2nd Class Constable is effective July 7, 2001 and not October 7, 2001 as noted in the foregoing report.

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**#P286. REQUEST TO APPOINT SPECIAL CONSTABLES: METRO TORONTO
HOUSING AUTHORITY & UNIVERSITY OF TORONTO**

The Board was in receipt of the following report SEPTEMBER 12, 2001 from Julian Fantino, Chief of Police:

Subject: REQUEST TO APPOINT SPECIAL CONSTABLES FOR THE METRO
TORONTO HOUSING AUTHORITY AND THE UNIVERSITY OF
TORONTO.

Recommendation:

It is recommended that the Board approve the appointment of the following Special Constables:

Metro Toronto Housing Authority:

Ms. Pamela Kathleen Boyce
Mr. Jason Thomas Kirkwood

Mr. Timothy Charles Hart
Mr. Timothy Walter Zavitz

University of Toronto:

Mr. Michael Pagniello

Background:

At its meeting on January 29, 1998, the Board requested a report with the appropriate recommendation from the Chief of Police for the Board's consideration and approval to appoint persons as Special Constables, who are not employed by the Service (Board Minute 41/98 refers).

The appointment of employees of the Metro Toronto Housing Authority and the University of Toronto as Special Constables is subject to the limitations set out in the agreement between the Board and the Governing Council of the Metro Toronto Housing Authority and the University of Toronto (Board Minute 571/94 refers).

Background investigations by the Employment Unit have been successfully conducted on the aforementioned individuals. The Metro Toronto Housing Authority and the University of Toronto staff have conducted character and reference checks. It is hereby recommended that the status of Special Constable be approved for these individuals.

Mr. Frank Chen, Chief Administrative Officer, Corporate Support Command, will be in attendance to respond to any questions the Board may have in regard to this matter.

The Board approved the foregoing.

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#P287. POLICE MONITORED CAMERAS IN DUNDAS SQUARE

The Board was in receipt of the following report AUGUST 27, 2001 from Julian Fantino, Chief of Police:

Subject: POLICE MONITORED CAMERAS IN DUNDAS SQUARE

Recommendation:

It is recommended that: the Board receive the following report for information.

Background:

At its meeting on June 21, 2001, the Board requested a report reviewing the policing issues related to the use of police monitored video cameras in Dundas Square and whether this initiative would be an appropriate tool for the delivery of effective and adequate police services in the downtown core (Board Minute #P180/01 refers).

Closed Circuit Television or CCTV technology is an emerging issue under consideration by the policing community in Canada. There is considerable evidence that this technology is an effective support system for utilization by police services for the purposes of enhancing public safety.

This report is not an exhaustive study. Rather, it is intended to provide a background, a blueprint if you will, for the successful implementation of CCTV in Toronto. In this report, I will provide a brief history on the use of videotaping by police in general and the Toronto Police Service in particular. I will then examine and discuss individually the major issues confronting police agencies interested in employing CCTV.

Finally, I will discuss the process whereby the police and community stakeholders can determine the feasibility or viability of this initiative in terms of the effective and adequate delivery of police services to the citizens of Toronto.

The use of Closed Circuit Television (CCTV) in the public domain as a crime prevention/deterrent strategy has been extensively utilized in Europe, and notably, in the United Kingdom. The demonstrated success in Europe has aroused a great deal of interest among police agencies in North America. In the United States, CCTV is being utilized in several states including New York, Connecticut, Massachusetts, New Jersey, Washington, Florida, Alabama, and others.

In Canada, the cities of Hull and Sherbrooke, Quebec have been using video surveillance to deter crime for several years. Within Ontario, Sudbury has utilized CCTV since 1996 as a crime prevention strategy. Four cameras monitor the downtown area and the City has experienced a corresponding decrease in crime since its implementation. More recently, London, Ontario, has investigated the use of CCTV and is in the final stages of developing policies and procedures for the operation of 16 cameras. It is expected that the cameras will be operational by September 2001.

Despite the enthusiasm shared by many for this technology, there are jurisdictions that have explored the use of CCTV and have rejected it. For example, in Brockville, Ontario, City Council studied the concept and decided against its implementation due to pressure from the public in relation to the issue of privacy. In Midland, Ontario, it was also rejected when a cost/benefit analysis, as determined by City Council, did not justify the use of such technology.

The Toronto Police Service has extensive experience in the utilization of video camera and network technology in a number of applications supporting policing operations; for example, video recording has been used in police vehicles. It has also been utilized for providing down link video from aircraft. The recent Air Support (Helicopter) Pilot Project illustrated the value of a live closed circuit television down link with our Communications Centre in relation to pursuits, suspect apprehension, public and officer safety. As well, video recording is used on an ad-hoc basis to record the movement of pedestrian and vehicular traffic during major events (e.g. Caribana, New Year's Eve).

The Toronto Police Service's Video Services Unit (VSU) has established itself as a leader in many of these undertakings. Our VSU is not a proactive intelligence-gathering unit. It is a highly trained support unit that adheres to strict policies and procedures. The use of video by the VSU was undertaken to ensure the safety of both the members of the Service and the public they serve.

There is no better example of this than during the NATO bombings of Kosovo in 1999; several violent demonstrations erupted at the United States Embassy in which a number of criminals in the crowd hurled firebombs and other projectiles. Initially, the VSU was used in a mobile capacity in order to assist investigators in identifying those involved in criminal activity. On subsequent deployments, the VSU positioned their marked vehicle in front of the Embassy. From that time onward, there were no further incidents, as it was apparent to the thousands of protesters that the police were videotaping the area.

Further, the Toronto Police Service has had access to images for a number of years provided by the City of Toronto Transportation Services, CCTV network, monitoring arterial traffic locations. This has proven to be of great benefit in assisting Emergency Services' personnel in responding to calls for service.

During a typical day, residents in Toronto and the GTA may be monitored as many as seven to ten times per day by a variety of security camera systems. The vast majority of such systems are owned and operated by private security interests operating with limited regulatory control.

While such systems appear to have general community acceptance, when exploring the issue of police monitoring of individual activity in public domains, a number of concerns arise. The following briefly summarizes key relevant issues:

- Legal Concerns
- Service Policy
- Community Partnerships
- Accountability
- Liability
- Financial Implications

Legal:

In terms of the topics for discussion, the first, and arguably most important issue is in respect to legal matters, particularly in reference to the *Canadian Charter of Rights and Freedoms*, (specifically *Section 8*), and any other legislation pertaining to privacy matters.

While the Supreme Court of Canada has, in fact, held that video surveillance is a form of search, hence subject to *Charter* scrutiny, the general legal perspective is that video surveillance (without audio) that is undertaken by the police of a public location (that is not covert) is not a violation of a person's right to privacy since there cannot be an expectation of privacy in a public place.

In a similar vein, in response to complaints from the public, on their website, the Information and Privacy Commissioner of Ontario (IPC) "...cautions any institution using or considering the use of video surveillance, to ensure that adequate measures have been taken to comply with the privacy provisions of the Acts." Beyond what has already been stated, there is a whole range of literature on this subject, including case law, which must be reviewed and taken into consideration.

Service Policy:

Another key issue that should be considered pertains to the need to establish a clearly articulated rationale for the utilization of this type of technology. Such a statement should recognize the pivotal role of policing in *public safety, crime prevention, the maintenance of law and order, law enforcement, and providing assistance to victims*.

The justification for the use of CCTV technology must be consistent with the Service's organizational objectives, provide indicators to measure effectiveness, and recognize that the utilization of live monitored cameras can enhance community safety, security, and the quality of life. Service policy must reflect these considerations.

Community Partnerships:

For any CCTV program to be successful, it must be community driven. The community at large must be involved in the process from its inception and understand the rationale and motivation for CCTV in order to gain support for its implementation. Through a cooperative effort, a system could be developed that would be accepted by the community and would produce positive results.

By participating in the formulation of a CCTV program, the public will have a significant role in not only developing this initiative, but in establishing a protocol to ensure the integrity of this type of crime prevention strategy. As with the Service's many other successful partnerships, police and community interaction is vital. Without buy-in from our community partners, the Service will not have either the human or financial resources to employ CCTV.

The following are some of the recommended objectives for CCTV utilization:

1. Preventing and deterring crime
2. Reducing and removing the fear of crime
3. Enhancing public and officer safety
4. Identifying criminal activity
5. Identifying suspects
6. Gathering evidence
7. Documenting police actions to safeguard officer and citizen rights
8. Reducing cost and impact of crime to the community
9. Analyzing and reviewing police tactics

Accountability:

In terms of accountability, a formal protocol setting out rules and auditing procedures would need to be established to promote confidence and ensure the integrity of the system. For example, in London, Ontario, the Working Group established to examine the feasibility of CCTV in that jurisdiction has proposed a series of regulations developed as a result of consultation with community partners.

Attached to this report as Appendix A is the protocol under consideration in London, Ontario. Should the Toronto Police Service undertake to employ CCTV, a commitment to the same type of stringent protocol should be considered.

Liability:

There is a myriad of liability issues that would need to be examined prior to the implementation of CCTV monitoring. For instance, should the cameras simply monitor and not record activity, there is the potential that the police may not become aware of and subsequently respond to a criminal act simply because the event was not observed during the live monitoring. Alternately,

there may also be an erroneous assumption by the public that live monitoring will bring about a swift police response. In both examples, the police may very well be subject to liability. This area requires further study.

Financial Implications:

There are significant cost factors associated with the implementation of CCTV, which include equipment, as well as the human resource implications. For ease of explanation and comparison, the London Police Service will be used to illustrate the monetary implications or associated costs. London will utilize 16 cameras. Depending upon the number of cameras in any proposal for Toronto, one can extrapolate the cost implications. The budget considerations include these components: hardware, transmission lines, and monitoring.

Total hardware costs for London are \$298,260 plus applicable taxes. This includes the cameras, monitors, technical equipment, VHS recorders (not necessary for live monitoring only), cabinets, and installation. A cost factor that cannot be overlooked is the maintenance of the equipment. Regular cleaning, maintenance, and upgrading will be necessary to ensure optimum performance.

Transmission Lines are based on a fibre optic recommendation. The annual cost, which includes line rentals and connecting equipment, is \$69,600 for lease of equipment and \$64,800 for line use. In addition, the installation of fibre optic lines is \$12,750.

In terms of the human resources required for the monitoring component, the cost is dependent upon the option selected. For example, the utilization of police officers (the London program requires 12 persons) would cost \$772,500 annually. Should civilian staff be utilized, the annual cost is between \$376,320 – \$430,080. Again, other options are available and could include contracted employees. In any event, whatever staffing method is selected, individuals must be trained and qualified to a defined standard, which must be developed.

Environmental design issues that are site specific may have financial implications. For example, the new Dundas Square development may require alterations to existing street lighting to facilitate the optimum performance of CCTV cameras. Any site considered might have similar infrastructure issues that will need to be examined on an individual basis.

If video recording were undertaken, there would be costs associated to the continuity and storage of tapes. This area would have less of a cost impact since Video Services Unit already provides an outstanding service in this regard.

Perhaps from a cost standpoint, the incorporation of existing infrastructure may be of benefit. The Committee in London has made a recommendation that the City has adopted, which will have cameras monitored by City Staff. In Toronto, a similar program operated in conjunction with the Ministry of Transportation, monitored by existing staff and augmented by additional personnel, may assist in minimizing cost implications.

CCTV must not be seen as a cost saving initiative that will free up existing resources. There will be associated additional costs to establish and operate the program depending on the equipment and staffing options agreed to.

Conclusion:

I will form a Working Group to examine all aspects of CCTV. The Working Group would determine the best way to employ CCTV to ensure that the system operates at the highest standard in delivering effective police service to our communities, as well, the locations where CCTV could be best utilized. The Working Group would consist of members of existing Community Police Liaison Committees, business associations, community councils, judiciary, police, and other interested parties.

I further suggest that a pilot project be undertaken whereby the Working Group could evaluate the effectiveness of CCTV. The Working Group would select a suitable location and undertake a pilot program for a fixed duration. An ongoing evaluation during the pilot would consider all aspects of CCTV as outlined in this report.

The effectiveness of the CCTV program must be measurable in order to evaluate and make recommendations with respect to the expansion, reduction, continuance, or discontinuance of the program. An evaluation would compare crime and disorder trends in the selected area prior to, during, and after the commencement of the pilot project. The evaluation would undoubtedly reflect both quantitative analyses, as demonstrated in the crime/disorder data, as well as qualitative analysis, which could be obtained from surveys of the residents affected as their perceptions of safety are evaluated.

Videotaping of public areas by the police that is not covert and is within the parameters established by the Courts and the Freedom of Information and Protection of Privacy Act is a valuable added tool in crime prevention to enhance the quality of life for members of our communities.

In addition, further potential benefits of closed circuit television may be a reduction in crime, business revitalization, and an enhanced perception of increased safety by all members of the community, both business and area residents.

The live monitoring of public areas such as the new Dundas Square, the Entertainment District, and perhaps identified neighbourhoods-at-risk could assist police in providing a timely response to crime and disorder that might otherwise not be immediately observed or reported.

Deputy Chief Michael Boyd, Policing Support Command, will be in attendance to answer any questions that the Board members may have.

The Board was also in receipt of a letter OCTOBER 16, 2001 from James Robinson, Executive Director, Downtown Yonge Street B.I.A. A copy of Mr. Robinson's letter is appended to this Minute for information.

Deputy Chief Michael Boyd, Policing Support Command, was in attendance and responded to questions by the Board about this report.

The Board inquired whether other partners, such as City Council, BIA's, and business owners, around Dundas Square or in the Entertainment District would be willing to contribute toward cooperative financing to support CCTV.

The Board received Mr. Robinson's letter and the foregoing report from Chief Fantino. The Board also requested that Chief Fantino provide a further report to the Board which should include the following issues:

- **whether the TPS Working Group will consider the use of wireless cameras in an effort to reduce costs associated with CCTV**
- **an assessment of the City's legal ability to charge a levy to merchants under the Omnibus Act; and**
- **further information on civil liberties issues.**

Appendix 'A'
London, Ontario Protocol on Fixed Location CCTV

Video monitoring of public areas for safety and security purposes must be conducted in a manner consistent with law.

Video monitoring for safety and security purposes should be conducted in a professional, ethical and legal manner.

Monitoring personnel should be appropriately trained and continuously supervised in the responsible use of the cameras and recording equipment.

Information obtained through video monitoring should be used exclusively for security and law enforcement purposes and released according to the standards set by the Municipal Freedom of Information and Protection of Privacy Act. The recording medium should be handled in a manner that provides continuity and security of the recorded information. Recording tapes that do not contain evidence for prosecution of an offence will be purged and returned to circulation after being held for a prescribed time period.

Take appropriate steps to ensure that camera locations do not provide visual access to residential areas that are not available to the general public.

That monitored areas be appropriately signed advising the community of monitoring and recording.

CCTV staff must not monitor individuals based solely on characteristics of race, gender, ethnicity, sexual orientation, disability or other classifications protected by law.

Ongoing audits of the recorded information to ensure compliance of prescribed procedures.

Develop incident protocols to ensure consistent response to developing situations or incidents in progress.

Assemble a CCTV advisory committee consisting of community representatives, including the police, to develop program procedures and guidelines, ensure appropriate monitoring practices, enhance community awareness and input, and determine future expansion of the program.

Enhance community awareness of the effectiveness of the program by preparing a monthly press release of successful crime prevention or intervention incidents that were facilitated by CCTV use.

DOWNTOWN
YONGE STREET

TO: Mr. Norman Gardner, Chair
Toronto Police Services Board
416-808-8082

FROM: James Robinson, Executive Director
Downtown Yonge Street B.I.A.

WN WN
www.downtownyonge.ca

DATE: October 16, 2001

RE: **Item #9 – Police Monitored Cameras in Dundas Square**

PAGES: 2

Mr. Gardner,

Please find attached our letter dated June 28, 2001 to Chief Fantino in regard to the above item.

We would like to request that this letter be circulated as our written deputation at the Board meeting scheduled tomorrow.

With thanks,



DATE RECEIVED
OCT 16 2001
TORONTO
POLICE SERVICES BOARD

**DO
T.O.**

Yonge Street Business & Resident Association, Inc.
220 Yonge Street
Suite 111, Box 511
Toronto, Ontario
M5B 2R9
Tel: 416 598 8625
Fax: 416 598 8301

DOWNTOWN

YONGE STREET

June 28, 2001

Mr. Julian Fantino, Chief of Police
Toronto Police Service
40 College Street
Toronto, Ontario
M5B 2E9

Dear Chief Fantino:

WN

WN

Yonge Street

RE: Monitored Cameras at Dundas Square

The newly formed Downtown Yonge Street Business Improvement Area expresses strong support for the installation of cameras to monitor the soon to be built square at Yonge & Dundas Streets.

Area businesses and property owners believe that video surveillance may prove to be a good deterrent to illegal activity in the square, in addition to a regular foot patrol presence.

Initiatives such as this must be taken to ensure the reversal of the decline that has plagued the Downtown Yonge area for so long. With the tremendous new investment underway and planned in the area, we are in favour of video surveillance to increase the economic viability and safety of the community.

The support from surrounding property owners and the proximity to the Police Substation at the Eaton Centre, makes for an ideal arrangement for monitoring the square.

We lend our support to the Parking Authority's request to study the options for ensuring a safe public space. We would be pleased to discuss this issue further at your convenience.

Sincerely,
Downtown Yonge Street B.I.A.


Arron Barberian
Chair

**DO
T.O.**

c.c. Mayor Mel Lastman, City of Toronto
Councillor Kyle Rae, Downtown Ward, City of Toronto
Superintendent Aidan Maher, 52 Division, Toronto Police Service
Mr. Maurice Anderson, President, Toronto Parking Authority

Yonge Street Business & Resident Association, Inc.

220 Yonge Street
Suite 101, Box 511
Toronto, Ontario
M5B 4H2

Tel: 416 598 8625
Fax: 416 598 8301

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON OCTOBER 18, 2001**

**#P288. DEALING WITH PROBLEM PROPERTIES – ROLE OF THE TORONTO
POLICE SERVICE**

The Board was in receipt of the following report AUGUST 16, 2001 from Julian Fantino, Chief of Police:

Subject: DEALING WITH PROBLEM PROPERTIES - ROLE OF THE TORONTO
POLICE SERVICE

Recommendation:

It is recommended that: the Board receive this report for information.

Background:

Prior to the City of Toronto amalgamation, local municipal governments and agencies addressed the issue of problem properties. The City of Toronto amalgamation provided an opportunity to adopt a standardized approach to address this issue.

The Board is in receipt of a correspondence from Mr. Harold Bratten, Director, Municipal Licensing and Standards, dated March 13, 2001. Mr. Bratten's correspondence was appended to Board Minute #P157/01, June 21, 2001. The correspondence states:

“The purpose of this letter is to open discussion with regard to inviting the Toronto Police Services Board and the Toronto Police Service to partner with the City in a collaborative initiative to resolve persistent, historical or major new trouble-spots in the City of Toronto. These problem properties include drug houses, rogue business operations, decaying private buildings, after-hours operations, etc. and usually require the efforts of more than two enforcement or inspection functions to resolve.”

The Toronto Police Service discussed the proposal with City staff, resulting in Toronto Police Service personnel being identified to participate in the design and implementation of the Problem Property Program.

On June 5, 2001, a Problem Property Program orientation session was held at Metro Hall. The session described the strategy of the program as follows:

“The approach adopted by the municipality is to engage existing staff of a variety of Departments to develop and implement solutions that will be strategic and co-ordinated to achieve success. The staffing will be organised into Teams that match the four administrative Districts.”

The orientation session participants were divided into four geographic teams, representing the City's four administrative Districts; North, South, East and West. Representatives from each geographic area attended the session. Each geographic team contains "Team Members" (Municipal Licensing & Standards, Building Division, Right of Way/Transportation, Public Health, Fire Services and the Toronto Police Service) and "Contacts" (Legal Services, Shelter/Housing & Support, Solid Waste Management, Parks & Recreation, Economic Development, Ministry of Environment of Ontario and the Alcohol & Gaming Commission of Ontario).

During the session, City staff presented information regarding the purpose and role of the program. Additionally, the program strategies, objectives and procedures were discussed. Numerous alterations were made to the documents resulting from member input. The revised program strategies, objectives and procedures were later forwarded to all participants.

On June 21, 2001, Mr. Harold Bratten, accompanied by Councillor Brad Duguid, Chair, Task Force on Community Safety, City of Toronto, and Beverley Ward, Senior Consultant, Municipal Licensing and Standards, City of Toronto, attended at the Police Services Board meeting (Board Minute #P157/01 refers). They discussed:

"the Toronto Partnership : Dealing with Problem Properties, a city-wide initiative to establish multi-disciplinary teams dealing with problem properties and addresses in the City of Toronto"

Each of the four geographic teams met in late June, 2001, and discussed the revised strategies, objectives and procedures. Once consensus was reached, each group began the task of identifying a suitable "problem property". Properties that have evaded corrective actions, or require substantial City resources were identified. They include licensed establishments, automotive body shops and derelict premises.

The Toronto Police Service is a "Team Member" in the problem property program. The City and other "Team Members" view the Toronto Police Service participation as a critical component of the program. Additionally, the Problem Property Program does not preclude the

Toronto Police Service from continuing to act in a co-operative manner with City Departments to address imminent or local problem properties.

It is recommended that the Board receive this report for information. Deputy Chief Steve Reesor, Policing Operations Command, will be in attendance to answer any questions from Board members.

Staff Sergeant Glenn Phyper, Area Field, Policing Operation Command, was in attendance and responded to questions by the Board about this report and the progress that has been made working with the Problem Property Program.

The Board received the foregoing.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON OCTOBER 18, 2001**

**#P289. SEMI-ANNUAL REPORT: UPDATE ON THE IMPLEMENTATION OF
THE CITY AUDITOR'S RECOMMENDATIONS REGARDING SEXUAL
ASSAULT INVESTIGATIONS**

The Board was in receipt of the following report SEPTEMBER 12, 2001 from Julian Fantino, Chief of Police:

Subject: SEMI ANNUAL REPORT UPDATE ON THE IMPLEMENTATION OF THE
CITY AUDITOR'S RECOMMENDATIONS

Recommendation:

It is recommended that:

- (1) the Board receive this report for information, and
- (2) a copy be forwarded to the City of Toronto Audit Committee.

Background:

At its meeting on April 19, 2001, the Board received a comprehensive report responding to the 57 recommendations from the City Auditor's Report entitled "Review of the Investigation of Sexual Assaults – Toronto Police Service." (BM #P121/01 refers). The report outlined that the Toronto Police Service agreed fully or in part with 55 of the 57 recommendations. The Board was advised that the Toronto Police Service had implemented, in whole or in part, 52 of the 55 recommendations. Of the outstanding three recommendations; one refers to the City Auditor conducting a follow-up audit in 2002 (Recommendation #4) and the other two, Recommendations #28 and #29, were awaiting the requisite changes to the Service Human Resources Management System (HRMS) computer program prior to implementation.

I will take this opportunity to update the Board on the status of the outstanding recommendations. I will also update the Board on the status of several ongoing recommendations where further information is available.

Current Status of Outstanding Recommendations:

Recommendation #28:

*(28) The Sexual Assault Squad be required to maintain an accurate up-to-date listing of police officers who have received sexual assault training. This listing also contain information concerning the date of attendance. This information be used as a basis to:
Ensure compliance with police directives that only those police officers who have received sexual assault training be allowed to conduct sexual assault investigations,
Forecast training needs throughout the service; and Appropriately deploy police officers to those areas where the need is greatest.*

Update: 2001.09.12:

This recommendation has been implemented. The Training and Education Unit is now recording all course attendance on the HRMS system and this information is available to Unit Commanders to ensure they are equipped to make informed decisions when selecting personnel for training.

Recommendation #29:

(29) The Sexual Assault Squad be required to conduct a long-term analysis in regard to the projected requirements for police officers trained in the investigation of sexual assaults. This analysis take into account potential retirees over the next number of years as well as the anticipated demands for such trained officers. This analysis be used to determine the adequacy or otherwise of the current training schedule and, where appropriate, the training schedule be amended.

Update: 2001.09.12:

This recommendation is still outstanding and implementation is dependent on the development and successful implementation of the new HRMS system. The Service will follow-up on this recommendation when possible.

Current Status of Ongoing Recommendations:

Recommendation #11:

(11) The Sexual Assault Squad give consideration to the establishment of a Sexual Assault Hot Line. The establishment of such a hot line be set up after consultations with key stakeholders who work in the area of sexual assault. The availability of such a hot line be widely communicated to women in the community.

Update: 2001.09.12:

The existing Hotline number has been provided to members of the Gay, Lesbian, Bi-sexual and Transsexual community through various community initiatives. This phone line is answered by machine and provides the caller with some basic information along with the opportunity to leave a message. The Sexual Assault Squad Co-ordinator responds to each message. The expansion of the Hotline availability is still being considered in conjunction with other Service initiatives.

Recommendation #12:

(12) The Chief of Police direct all first-response officers immediately that policies and procedures be complied with. First officers responding to sexual assault incidents be specifically directed that they collect only basic information concerning the assault from the woman who has been sexually assaulted. The extent of what constitutes a "basic information" should be clearly articulated in the form of a detailed interview checklist. The Sexual Assault Squad is required to develop a detailed interview checklist in order to assist officers during the initial interview. Only officers with specific training in sexual assault investigations are allowed to conduct detailed interviews with women who have been sexually assaulted. The Sexual Assault Squad is charged with the responsibility of ensuring that directives are complied with.

Update: 2001.09.12:

The "checklist" portion of this recommendation continues to be reviewed by the Toronto Police Internal Reference Group.

Recommendation #25:

(25) The Sexual Assault Squad evaluate its management of information needs in consultation with the Information and Technology Divisions of both the Toronto Police Service and the City of Toronto. These needs be addressed through the budget process on a priority basis.

Update: 2001.09.12:

In October 2000, the provincial government committed significant funding to enable the PowerCase software to be rolled out to all Ontario police services over the next three years. A pilot project is presently evaluating the Implementation Impact on the Toronto Police Service.

Recommendation #27:

(27) The present accounting structure be revised in order to accurately account for all costs relating to training activities through the service. These costs to include expenditures incurred at the C.O. Bick College, expenditures incurred at the Sexual Assault Squad, including all costs relating to attendance at outside training courses, including conferences and any expenditures relating to decentralised training at the divisional level.

Update: 2001.09.12:

The Training and Education Unit has taken on the responsibility for all training throughout the Service. New training records systems have been implemented which enable the Service to accurately account for all training activities through out the Service. The new system will be lined up with the new financial (SAP) software to meet this recommendation. The SAP system is being implemented October 1, 2001. The full system will be operational by January 1, 2002.

Recommendation #49:

(49) The Chief of Police request that any re-engineering of ViCLAS by the RCMP be conducted in consultation with its major user, the Toronto Police Service. The re-engineering of ViCLAS should include the following:

the elimination, if possible, of redundant information required in the ViCLAS booklet;
the automation of the preparation of the ViCLAS booklet,
the electronic submission of ViCLAS reports to the various ViCLAS reporting centres;
and,
the reduction of the significant time from the crime occurrence to the potential identification of linkages

Update: 2001.09.12:

Commissioner Giuliano Zaccardelli of the Royal Canadian Mounted Police responded to Chief Fantino's correspondence. (Refer Appendix A)

Recommendation #50:

(50) The City of Toronto Police Service ensure, if possible, that any re-engineering of the ViCLAS system by the RCMP should take into account the potential to link with U.S. cities linkage systems, with a particular emphasis on the ViCAP system currently used by the FBI.

Update: 2001.09.12:

Commissioner Giuliano Zaccardelli of the Royal Canadian Mounted Police responded to Chief Fantino's correspondence. (Refer Appendix A.)

The Toronto Police Service welcomes the audit process as an opportunity to improve the response to sexual assault investigations. The Service is committed to providing the best service possible to the community.

Deputy Chief Michael Boyd, Policing Support Command, will be in attendance to answer any questions the Board may have.

Superintendent Roy Pilkington, formerly of the Sexual Assault Squad, was in attendance and responded to questions by the Board about recommendation no. 11 and the establishment of a sexual assault hotline.

continued

The Board expressed concerns about the use of the word “hotline” to describe a telephone line that routes callers directly to an answering machine rather than a telephone operator.

Supt. Pilkington advised that the hotline is an information line that provides the basis for third-party reporting of sexual assaults taking place in the gay and lesbian communities or involving workers of the sex trade industry. He indicated that only a few calls were left on the answering since it was established.

The Board received the foregoing report and approved the following Motions:

- 1. THAT the Service remove all references to the description “hotline” until such time as a decision is made regarding the future need for an information line;**
- 2. THAT the Chief provide a report on how the community is currently informed about the availability of a sexual assault information line; and**
- 3. THAT the Service contact stakeholders and review with them whether it is necessary to continue the information line for third-party reporting of sexual assaults and that the results be included in the report noted in Motion No. 2.**

Royal Canadian Mounted Police



APPENDIX A

Gendarmerie royale du Canada

G. Zaccardielli
Comissioner Le Commissaire

2001 MAY 22 1454

MAY 14 2001

Chief Julian Fantino
Chief of Police
Toronto Police Service
40 College Street
Toronto, Ontario
M5G 2J3

TORONTO POLICE SERVICE	
OFFICE OF THE CHIEF OF POLICE	
REGISTER #	1490/2001
PROCESSED BY #	<i>[Signature]</i>
DATE	01/05/23

Julie
Dear Chief Fantino:

Thank you for your letter of March 15, 2001, and the copy of Mr. Jeffrey Griffiths' report entitled "Review of the Investigation of Sexual Assaults - Toronto Police Service".

With respect to Recommendations 49 and 50 of Mr. Griffiths' report, I am pleased to provide you with the following comments concerning the Royal Canadian Mounted Police's (RCMP) significant progress in both of these areas.

Regarding Recommendation 49, in relation to redundant information in ViCLAS reports submitted to the various ViCLAS reporting centres, I wish to inform you that the entire ViCLAS system has been re-engineered, including the ViCLAS book. The number of questions in the book has been reduced from 263 to 168, mainly as a result of the elimination of redundancy in the system. This has increased the efficiency of the system, and reduced the workload for the investigator.

The RCMP is currently developing a ViCLAS Electronic Submission Project (VESP). The VESP will allow investigators to input their submissions directly from their laptop, or desktop computer, by sending it via modem to the provincial ViCLAS centre, without having to complete a book. This process will expedite submission time, and eliminate the need for the book data to be entered when it arrives at the ViCLAS centre. A working prototype is expected to be in place by early Fall 2001.

Regarding Recommendation 50, in relation to the potential linkage of ViCLAS to other case linkage systems, including ViCAP, as you are aware, ViCLAS was developed after an in-depth study of all existing case linkage systems. Essentially, ViCLAS was developed using what is believed to be the best elements from those systems. The easy exchange of information between ViCLAS centres and investigators has been a cornerstone of the system's development, and this has included the exchange of information with our American counterparts.

The RCMP has worked closely with the FBI since their ViCAP system has been re-engineered. Although from a technological perspective, it would be a relatively easy task to integrate our two systems, unfortunately, local and state access to information legislation prevents the electronic exchange of data between ViCAP and ViCLAS. However, a protocol for the manual sharing of information has been established, and is being used on an ongoing basis by both agencies.

The Toronto Police Service has made a significant contribution to the development of ViCLAS. I would like to thank you for your continued support, and we look forward to continuing to work with you to make improvements to the ViCLAS system.

Sincerely,


G. Zaccardelli

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON OCTOBER 18, 2001**

#P290. UPDATE: STAFF DEPLOYMENT AND SCHEDULING

The Board was in receipt of the following report SEPTEMBER 26, 2001 from Julian Fantino, Chief of Police:

Subject: UPDATE ON STAFF DEPLOYMENT AND SCHEDULING

Recommendation:

It is recommended that: the Board receive this update report on the acquisition/development of a software system for staff deployment and scheduling.

Background:

The Board at its meetings of October 26, 2000 and March 22, 2001 (Minute Nos. 460/00 and P98/01 respectively) was in receipt of reports concerning the decision to issue a Request for Proposals (RFP) for the acquisition and development of a software system for staff deployment and scheduling.

The RFP was issued in June 2001 and closed in July. Four vendors were initially short-listed and at this time two vendors are on the final short-list. The Service anticipates making a final decision in October, and presenting its recommendation at or before the November 2001 Board meeting.

Mr. Frank Chen, Chief Administrative Officer, will be in attendance to answer any questions the Board may have.

The Board was also in receipt of the following report OCTOBER 16, 2001 from Julian Fantino, Chief of Police:

Subject: TIME RESOURCE MANAGEMENT SYSTEM

Recommendation:

It is recommended that the Board:

- i) approve entering into a contract with Workbrain Inc. for the purchase of their Workforce Management System and related implementation services for a cost of \$2,476,480 excluding taxes, and

- ii) authorize the Chairman to sign the contract on behalf of the Board subject to the City Solicitor's approval as to form.

Background:

This report replaces the letter originally submitted to the Board (agenda #12 refers) for its meeting of October 18, 2001.

The systems that handle time and resource management for the Service are approximately twenty years old. The information they provide is limited, cannot be co-related, and do not meet the management information needs of Toronto Police Service. To this end, the Service fully justified the need to replace these systems and received City Council approval in the 2001-2005 Capital Program. The goal was to find a fully integrated solution that would track time and attendance for all TPS employees, including court attendance, paid duties and leave administration; support operational deployment and planning functionality, including shift planning and scheduling; and provide comprehensive management information.

A Request for Proposals (RFP #9144-01-7589) was issued through the City of Toronto Purchasing Department for a new system. The RFP indicated that the vendor responses had to address all sections requested, provide a fixed price to perform the core work, and identify hourly rates in the eventuality that additional work would be required. The criteria for selection, and the weights assigned to those criteria, were included in the document, as follows:

- The overall solution (40%)
- The proposed approach (20%)
- The costs for the product and the implementation (20%)
- The bidder's record of performance (20%)

From the five proposals submitted, one (In-Time Systems) was rejected immediately, as it did not comply with the submission requirements as stated in the RFP. The remaining bids were as follows:

AD-OPT	Deloitte Consulting	N2End Connectivity	Workbrain Inc.
\$8,264,000	\$4,438,337	\$1,997,500	\$2,476,480

The above amounts are exclusive of taxes, and inclusive of first year maintenance fees.

An evaluation committee comprised of staff from Human Resources, Finance and Administration, Information Technology Services, and No. 22 and 31 Divisions, was formed to review the above proposals. As part of the evaluation process each of the four vendors were asked to provide a three-hour presentation to the evaluation committee. These presentations confirmed that AD-OPT and N2End did not have solutions that could meet TPS requirements. Of the remaining two vendors, Workbrain Inc. provided a superior technical and functional solution at the lowest cost. The key features include:

- a single integrated solution for both time management and scheduling
- effective workforce deploymentspecial events planning and deployment

- executive analytics to facilitate better decision-making performance metric reporting activity-based costing and reporting open architecture to allow for easy integration with other related systems
- flexibility for business areas to change/update business rules without having to rely solely on Information Technology resources

Workbrain Inc. is a Canadian company with its head office and operations based in Toronto. They have branch offices in Atlanta, Chicago, and Los Angeles. As Workbrain Inc. is a fairly new company, significant efforts were made to ensure due diligence. These included credit check, client reference checks and a recent visit to one of their reference site in New York City. In addition, Workbrain Inc. was also required to configure their system to incorporate and prototype some of the Service's more complex business rules to allow the evaluation committee the opportunity to test and determine the flexibility and feasibility of utilising this system in our environment. All of these yielded positive results.

The fixed cost breakdown as proposed by Workbrain Inc. is as follows:

• Time Resource Management Solution and Implementation	\$2,076,480
• Workforce Optimization and Activity Based Costing - software and implementation	<u>400,000</u>
Total Cost, excluding taxes.	<u>\$2,476,480</u>

It is recommended that the Board approve:

- i) entering into a contract with Workbrain Inc. for the purchase of their Workforce Management System and related implementation services for a total cost of \$2,476,480 excluding taxes; and
- ii) authorize the Chairman to sign the contract on behalf of the Board subject to the City Solicitor's approval as to form.

The Chief Administrative Officer has certified that funding is available in the 2001 – 2005 Capital Budget.

Mr. Frank Chen, Chief Administrative Officer, Corporate Support Command, will be in attendance to respond to any questions the Board may have in regard to this matter.

The Board received the Chief's report dated September 28, 2001 and approved his report dated October 16, 2001.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON OCTOBER 18, 2001**

**#P291. UPDATE: STAFFING CHANGES WITHIN CORPORATE
INFORMATION SERVICES UNIT (CIS)**

The Board was in receipt of the following report OCTOBER 01, 2001 from Julian Fantino, Chief of Police:

Subject: STATUS OF STAFFING CHANGES WITHIN CORPORATE INFORMATION SERVICES UNIT (CIS)

Recommendation:

It is recommended that: the Board receive this information.

Background:

The Board, at its meeting of March 31, 1997, requested a status report in October of each year on the status of staffing changes within the new CIS Unit including a financial statement on the Occurrence Reengineering Project, also known as eCOPS, which clearly identified all savings to date including staffing (BM #107/97 refers).

On August 12, 1999, the Board received a report on annualized staff savings of \$250,000 which was included in the 2000 Operating Budget (BM #350/99 refers). These savings have continued into 2001 with minimal increases as CIS continues to backfill permanent positions with temporary staff. It was previously noted that there would be no further significant staff savings until certain aspects of the eCOPS project were completed that would no longer require duplicate entry, thus resulting in the reduction of data entry staff. The projected time period of this reduction is scheduled to commence during the 3rd quarter of 2002.

The current staffing level in CIS is as follows:

DATE	PERMANENT	TEMPORARY	TOTAL STRENGTH
Sept. 2001	148	52	200

Projected Service wide staffing decreases:

CIS	DIVISIONAL DATA ENTRY CLERKS	CRIMINAL INVESTIGATIVE CLERKS	TOTAL REDUCTION
97	22	20	139

CIS has carefully undertaken a reassessment over the past several months of the projected staffing decreases through a Change Management Committee. The primary purpose of this review is to confirm that the original projected surplus number of 97 within CIS which was determined in 1996 will continue to meet the daily service requirements of 2002 and onward. This assessment has warranted a full review of all eCOPS specifications and deliverables to be matched against those responsibilities and duties which are expected to remain within CIS post eCOPS. In addition to this review, a course of action identifying the overall clerical downsizing process which shall take place is being prepared with the assistance of Human Resources.

The Service-wide eCOPS implementation is currently scheduled to commence in October 2002 with a completion date of December 31, 2002. It is anticipated that all Divisional data entry clerks (20 positions) can be released incrementally during this time. All other clerical positions as previously identified shall become redundant in advance of the 1st quarter of 2003 as the application stabilizes and the various support staff are no longer required.

Mr. Frank Chen, Chief Administrative Officer, will be in attendance to answer any questions.

The Board received the foregoing.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON OCTOBER 18, 2001**

#P292. UPDATE: POLICE COOPERATIVE PURCHASING GROUP (PCPG)

The Board was in receipt of the following report SEPTEMBER 28, 2001 from Julian Fantino, Chief of Police:

Subject: POLICE COOPERATIVE PURCHASING GROUP (PCPG) STATUS REPORT

Recommendation:

It is recommended that: the Board receive this report.

Background:

The Police Co-operative Purchasing Group (PCPG) with its two sub-committees, Clothing & Equipment and Fleet, is continuing with its mandate of seeking opportunities to purchase common police products from suppliers who have demonstrated their ability to work with the Group in supplying the best quality product at the most competitive cost. The PCPG website (hosted under the OACP website) continues to be a good source of information on activities of the Group and its Sub-committees. The website includes updated specifications and purchase agreements available to all police agencies in Ontario, as well as guidelines, minutes of meetings, and a bulletin board for upcoming events or items for sale. This is particularly helpful to agencies outside the Greater Toronto Area that are unable to attend meetings on a regular basis.

The Committees continue to research and test new products available in the marketplace and update specifications to meet policing requirements and to ensure compliance to the Adequacy Standards Legislation. The most significant achievement this year was the testing and acceptance of new uniform footwear, realizing a saving of 25% per pair for one style and 15% per pair for a second style. Another significant achievement this year was the decrease in training ammunition, which realized a saving of 12% per 1,000 rounds.

The Fleet sub-committee is currently looking at the feasibility of standardizing specifications for non-patrol vehicles (investigative and administrative only) in model year 2002 to increase the volume and reduce vehicle costs. Further years could see the standardization of surveillance-type vehicles, if feasible.

Discussions are ongoing with the RCMP to look at the feasibility of a Canada-wide Co-operative Purchasing Group. This would be a significant achievement; however, it does have its challenges such as more varying standards, delivery points, etc.

Frank Chen, Chief Administrative Officer and Chair of the PCPG will be at the meeting to answer any questions.

The Board received the foregoing.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON OCTOBER 18, 2001**

**#P293. PROPOSED AMENDMENTS TO THE *MUNICIPAL ACT* - ADDRESSING
DRUG-RELATED PROBLEMS IN THE CITY OF TORONTO**

The Board was in receipt of the following report SEPTEMBER 19, 2001 from Julian Fantino, Chief of Police:

Subject: REQUEST FOR EXTENSION OF TIME TO SUBMIT REPORT -
AMENDMENTS TO THE MUNICIPAL ACT IN ADDRESSING DRUG
RELATED PROBLEMS IN THE CITY OF TORONTO

Recommendation:

It is recommended that: the Board approve an extension of four months to submit a report dealing with proposed amendments to the Municipal Act in addressing drug-related problems in the City of Toronto.

Background:

Since July 2001, the Board received a number of deputations' respecting the need for an increased street-level drug enforcement, specifically within No. 51 and 52 Divisions. The Board was also in receipt of a report dated June 26, 2001, from the Chief of Police, entitled "Response to Increased Levels of Street Level Drug Enforcement Required", which responded to several Motions approved by the Board at the April 19, 2001, Board Meeting. (Board Minutes P110/01, P157/01 and P197/01 refer).

However, since that time, the Board has also requested the Service's assistance in addressing the following Motion.

"That the Police Services Board and the City of Toronto request the province to provide enabling legislation to assist the municipality in addressing drug-related problems in relation to the amendments to the Municipal Act".

In order for the Service to correctly assess and respond to this issue, it will be necessary to conduct a broad based consultation process with many sources within the Service and many external agencies within the City, whose input will be necessary in order to fully address this issue.

Therefore, I recommend that the Board approve an extension of four months to complete the report for submission to the February 2002, Board meeting.

Staff Superintendent David Dicks of Professional Standards will be in attendance to answer any questions concerning this report.

The Board approved the foregoing.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON OCTOBER 18, 2001**

**#P294. RESPONSE FROM THE PREMIER: RELEASE OF HIGH-RISK
 OFFENDERS**

The Board was in receipt of the attached correspondence SEPTEMBER 11, 2001 from The Honourable Michael D. Harris, Premier of Ontario, with regard to the release of high-risk offenders.

The Board received the foregoing.

The Premier
of Ontario

Legislative Building
Queen's Park
Toronto, Ontario
M7A 1A1

Le Premier ministre
de l'Ontario

Hôtel du gouvernement
Queen's Park
Toronto (Ontario)
M7A 1A1



September 11, 2001

Mr. Norman Gardner
Chairman
Toronto Police Services Board
40 College Street
Toronto, Ontario
M5G 2J3

Dear Mr. Gardner:

Thank you for your letter regarding the recent release of high-profile, high-risk offenders into communities in Ontario. I welcome this opportunity to hear from you.

I have noted the recommendations of the Toronto Police Service which would assist the police with the management of high-risk offenders within the community. As this matter comes under the jurisdiction of my colleague, the Honourable David Turnbull, Solicitor General, I have taken the liberty of forwarding a copy of your letter to him. The minister, or a member of his staff, will respond to you on behalf of the government.

Again, thank you for writing.

Sincerely,

A handwritten signature in black ink that reads "Michael D. Harris".

Michael D. Harris, MPP

c: The Honourable David Turnbull



**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON OCTOBER 18, 2001**

**#P295. AVAILABILITY OF DETAILED OPERATING AND CAPITAL BUDGET
INFORMATION**

The Board was in receipt of the attached correspondence OCTOBER 12, 2001 from Tom Warner, Toronto Police Accountability Coalition, containing a request to make a deputation on the public's access to detailed information related to the Service's operating and capital budgets.

Mr. Warner was in attendance and made a deputation to the Board on this matter.

Chairman Gardner explained the opportunities for members of the public to attend meetings of the Toronto Police Services Board when operating and capital submissions are reviewed by the Board and that the Board will consider any comments or recommendations made by deputants prior to making decisions regarding those budget submissions.

Chairman Gardner further advised that members of the public can also attend public meetings and make deputations when Committees of City of Toronto Council consider these budgets.

Line-by-line details have not been available in the past. However, copies of the operating and capital submissions presented to the Board are included in the public meeting agendas and the meeting minutes are contained in the Board's Internet website. Copies are also available for review at the Metro Urban Affairs Library.

The Board received Mr. Warner's correspondence and his deputation.

Toronto Police Accountability Coalition
50 Baldwin Street
Toronto M5T 1L4
Telephone 416 977 7947
October 12, 2001.



Secretary,
Toronto Police Services Board
40 College Street,
Toronto.

We wish to make a presentation to the next Board meeting, on Thursday October 25.

The Board may be aware that detailed budgets of the police service are not available to members of the interested public. Those who ask Corporate Communications for full budget information are asked to write to the Chief, and while one of our members who wrote him several weeks ago has not yet had a reply, we understand the practise is to not provide this information.

We ask the board to make a decision that the detailed budget on both capital and operating budgets be publicly available. We can understand if a small administrative cost is levied, although we would strongly suggest that to best serve the public, the Board should agree these documents will available free of charge.

There is no reasonable way to analyze the priorities and efficiencies of any organization, public or private, without looking at the detailed budget of how money is spent. Further, a detailed budget opens up the structure of any organization so that one can see inter-relationships and how functions work or don't work together. Only by reviewing patterns of spending can one suggest innovative changes which save money, result in better working conditions for staff, and/or result in better, more responsive service to the public.

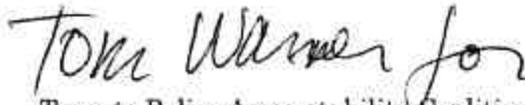
Thus it is critical that this budget information be widely available to interested individuals and groups both inside and outside the organization. We are a group of individuals with much interest in policing, and we know we are not alone. The more information about budgets that are available, the better advice the Board will get from us and from others, and the better able will the Board be to give direction on policing matters.

We believe there are very few areas of police expenditure that are so sensitive that their full details cannot be made public. If there are such areas, then such areas of expenditure can be shown in bulk amounts only. Across Canada, many police budgets are considered in considerable detail at each stage of the council budget process, and those police services do not appear to be hobbled by such an open process – on the contrary, the more open the budget process, the more likely taxpayers know they are receiving good value for their taxes.

We believe the Board should agree that full budget information be made available to members of the public. We ask that you make this decision for the 2001 budget cycle which is now underway, and that the detailed capital and operating budgets which in all likelihood have already been prepared be made public in the next week or two.

Our spokesperson on this issue is Tom Warner, who will address the Board. He can be reached through our phone number, 416 977 7947.

Thank you for your attention.



Toronto Police Accountability Coalition, and specifically,
Jennifer Chan, Tracy Ford, Michael Giglio, Naomi Johnson, Greg Pavelich, Kim Stanford, John Sewell, Ian Thomson, Tom Warner, Anna Willats.

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**#P296. CORRESPONDENCE: DEPUTATION REQUEST – WESTERN
HEMISPHERE FINANCE MINISTERS’ FORUM & BACKGROUND
CHECKS CONDUCTED BY TORONTO POLICE**

The Board was in receipt of the attached correspondence OCTOBER 12, 2001 from Paul D. Copeland, The Law Union of Ontario, containing a request to make a deputation to the Board regarding the Western Hemisphere Finance Ministers’ Forum and background checks conducted by the Toronto Police Service.

The Board received Mr. Copeland’s correspondence and approved his request to make a deputation at a future Board meeting.

THE
LAW UNION
OF ONTARIO

Please address reply to:

31 Prince Arthur Avenue
Toronto, M5R 1B2

416-964-8126 (phone)
416-960-5456 (fax)

October 12, 2001

Board Members
Toronto Police Services Board
40 College Street
Toronto, Ontario
M5G 2J3



Dear Board Members:

On October 11, 2001 I received from your Chair, Mr. Gardner, his letter dated October 4, 2001.

In my letter of September 4, 2001 I indicated that we wished to make a deputation relating to the division between policy decisions and operational decisions. I went on to say that we were not aware whether the Board had made any rulings on the policy/operational division, and that we would like to make submissions to you in regard to that.

It does not appear to me from Mr. Gardner's letter that the Board dealt with the division between policy decisions and operational decisions.

Would it be possible for us to make a deputation on that issue to the Board on Thursday, October 18?

On a separate note, we have some significant concerns regarding the comments Mr. Gardner appears to have made to the CBC News on Tuesday regarding the police compiling lists of several hundred names of people whose backgrounds they want to check. We would like to make a presentation to the Board on that issue as well.

Yours truly,

Paul D. Copeland

PDC:AMR

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TORONTO POLICE SERVICES BOARD HELD ON OCTOBER 18, 2001**

#P297. ADJOURNMENT

Norman Gardner
Chairman