

**MINUTES OF THE PUBLIC MEETING** of the  
Toronto Police Services Board held on **MARCH  
27, 2002** 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  
**Benson Lau, M.D.**, Member

**ALSO PRESENT:**

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

**#P69.** The Minutes of the Meeting held on FEBRUARY 28, 2002 and the Minutes of the Telephone Poll conducted on MARCH 11, 2002 were approved.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P70.           MOMENT OF SILENCE**

A moment of silence was held in memory of RCMP Constable Christine Elizabeth Diotte, of the Banff Detachment, who died while on duty on Tuesday, March 12, 2002.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P71. TORONTO POLICE SERVICE YOUTH STRATEGY**

The Board was in receipt of the following report JANUARY 3, 2002 from Julian Fantino, Chief of Police:

Subject: TORONTO POLICE SERVICE YOUTH STRATEGY

Recommendation:

It is recommended that:

- (1) the Board receive the attached report, and
- (2) the Board receive a presentation outlining the Service's comprehensive strategy for addressing youth crime.

Background :

The Toronto Police Service has adopted *Youth Violence and the Victimization of Youth* as one of its key Service priorities. Bullying, school-related violence, the proliferation of drug dealing aimed at our youth, and the emergence of street gang violence, continue to be major concerns in our city.

In November 1999, the multi-agency *Task Force on Youth Violence Crime* was established to find solutions to youth violence. One of their recommendations was that a "Youth Crime Coordinator" be appointed to improve the police response to youth violence and the victimization of youth.

In September 2000, Detective Sergeant Dave Saunders (#509) became the Service's Youth Crime Coordinator. Detective Sergeant Saunders reviewed the existing youth initiatives with the Service and the best practices of external stakeholders. Building upon the work of the *Task Force*, a conceptual model for the police approach to youth crime and twenty-one recommendations were developed. Taken together, this package of recommendations affords the Toronto Police Service the best opportunity to accomplish the objectives laid out in the Service priority.

Through a strategic combination of partnerships and education, prevention, and enforcement initiatives, the Service plans to make substantial progress in addressing youth crime in the year 2002.

The Toronto Police Service Youth Strategy:

The eight main components of the strategy are:

1. **Elementary School Safety Education** - students will receive in-class instruction from police officers in the following core curriculum:
  - Traffic Safety - Grade 1
  - Street Proofing - Grade 3
  - Bullying - Grade 5
  - Youth and the Law - Grade 6
  - Youth Violence - Grade 7
2. **Youth at Risk Outreach** - both service-wide and local outreach initiatives will continue to be developed.
3. **High School Safety and Violence Reduction Initiative** - students will continue to work with police officers to create a safer school environment.
4. **Under 12 Protocol and Centralized Referral** - children committing criminal offences are referred by police officers to appropriate children's mental health programs.
5. **Ages 12 to 17 Referral Program** - the Service is developing a referral program, as an alternative to attending court, for youths who have committed minor offences.
6. **Youth Crime Management** - both divisional and service-wide initiatives are undertaken to resolve youth crime and disorder problems.
7. **The Serious Teen Offender Program (STOP)** - chronic young offenders who are deemed most at risk to commit further offences are entered into the youth crime reduction program.
8. **Youth Street Gangs** - additional human resources and technology will be sought to improve the Service's ability to disband street gangs through enforcement, intelligence improvements, gang member exiting programs, and a gang intervention outreach team.

A report entitled "*Toronto Police Service Corporate Youth Initiatives for the year 2001/2002*" and the conceptual model are attached for your review.

It is therefore recommended that the Board receive the attached report and a presentation by Detective Sergeant Dave Saunders (#509), Youth Crime Coordinator, outlining the Service's comprehensive strategy for addressing youth crime.

Deputy Chief Steven Reesor, Policing Operations Command will be in attendance to answer any questions if required.

**Detective Sergeant Dave Saunders, Youth Crime Coordinator, was in attendance and discussed the Service's comprehensive strategy to deal address youth crime with the Board.**

**The Board received the foregoing and approved the following Motion:**

- 1. THAT a copy of the foregoing report be forwarded to Toronto City Council through the Community Services Committee requesting their review and encouraging Council and Community and Neighbourhood Services funded agencies to partner with the Toronto Police Service and school boards on collaborative efforts dealing with youth-related issues to avoid overlap and duplication.**

## EXECUTIVE SUMMARY

### **The Toronto Police Service Corporate Youth Initiatives for the Years 2001/2002**

In response to serious concerns about youth crime, *Youth Violence and the Victimization of Youth* continues to be a priority of the Toronto Police Service.

Over this past year an examination of internal and external best practices pertaining to youth programs and initiatives was conducted. The report, *Toronto Police Service Corporate Youth Initiatives for the Years 2001/2002*, has been produced to present a vision of how the Service intends to address youth crime.

A package of twenty-one initiatives outlined in the report represent **the Toronto Police Service Youth Strategy**. Taken together, the initiatives afford the Toronto Police Service the best opportunity to accomplish the objectives as laid out in the Service priority.

The strategy is comprised of eight categories of police actions, i.e.:

- Elementary school safety education;
- Youth at risk outreach;
- High school safety and violence reduction;
- Under 12 Protocol and Centralized Referral;
- Ages 12 to 17 Referral Program;
- Youth crime management;
- The Serious Teen Offender Program (STOP);
- Youth street gangs.

Throughout the report, the three considerations that predominate are:

- Is this an initiative that most impacts youth crime in Toronto?
- Does this initiative optimize front line police resources?
- Can we do even more to impact youth crime by relying on strategic partnerships?

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P72. PROGRESS REPORT: RECOMMENDATIONS OF THE  
TORONTO POLICE SERVICES YOUTH ADVISORY GROUP  
AND YOUTH & POLICE ACTION COMMITTEE**

The Board was in receipt of the following report OCTOBER 18, 2001 from Julian Fantino, Chief of Police:

Subject: PROGRESS REPORT: RECOMMENDATIONS OF TORONTO  
POLICE SERVICES YOUTH ADVISORY GROUP AND YOUTH AND  
POLICE ACTION COMMITTEE

Recommendation:

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

Background:

At its meeting on May 20, 1999, the Board received a report from the Toronto Police Services Board Youth Advisory Group, chaired by Councillor Sherene Shaw. The report contained fifteen recommendations by the committee and the Service was asked to respond (Board Minute 249/99 refers). At the November 22, 1999 meeting, the Board received a report from the Chief asking for a four-month extension for submission of the response (Board Minute 481/99 refers).

In August 1999, Councillor Olivia Chow and Board member Sandy Adelson formed a group called the Youth and Police Action Committee. At the Board's March 2000 meeting, this group tabled a report containing seventeen recommendations (Board Minute 122/2000 refers). Appended to this Board Minute was a secondary recommendation that the Service provide a response to both the Youth Advisory Group Report and the Youth and Police Action Committee Report.

On August 31, 2000, the Board received a report from the Chief responding to all thirty-two recommendations (Board Minute 392/00 refers). The implementation of the many recommendations continues to be an ongoing process.

At its meeting on August 30, 2001, the Board requested the Chief to provide an update on the Toronto Police Services Youth Advisory Group and The Youth and Police Action Committee, as follows:

- 1) The Chief update the Board on the progress of the Service in implementing the recommendations of both the Toronto Police Service Youth Advisory Group and the Youth and Police Action Committee; and,**

**2) The Board forward the Chief's update to the City of Toronto Youth Cabinet and all City Councillors for their information.**

This progress report includes each recommendation, the original responses, as received by the Board on August 31, 2000 (Board Minute 392/00 refers), and provides the Board with a current update on each recommendation.

**Recommendations of the Toronto Police Services Board – Youth Advisory Group**

**IMPROVE FORMAL AND INFORMAL COMMUNICATION AND INTERACTION BETWEEN POLICE AND YOUTH**

**1. Improve informal interaction between police and individuals/groups of young people in public places. The development of a policy with a specific set of guidelines for officers to follow when approaching and interacting with youth.**

**Original Response:**

The Service agrees that improvements can be made in the interaction between youth and police. Many positive initiatives to improve this relationship have been undertaken by the Service over the past several years including conferences, seminars, sensitivity training and reinforcement of standards of professional conduct. The interaction that occurs between police and youth varies according to the circumstances that give rise to the interaction. To set out guidelines for police that would cover all or even most issues that might arise is an extremely difficult, if not impossible task. Relationships are improved by mutual understanding and co-operation between the parties involved. Both sides of a relationship must take some responsibility for improving conditions between them.

**Update:**

The Service continues to offer training to our members to improve interpersonal skills and communication techniques. The standards put in place to govern the conduct and professionalism of our members are there to ensure that all members of the public are treated in a fair and equitable manner. Failure to follow these standards could result in disciplinary action being taken against the member.

The development of interpersonal skills and effective communication techniques is not a matter that should be governed by policy. These skills are best learned through practical training and daily interaction with the public.

**Implementation Status:** Complete

**2. Improve informal communications between police and youth. Each Division be encouraged to increase foot and bicycle patrol officers and community policing initiatives to ensure increased positive interaction with youth.**

**Original Response:**

The use of foot and bicycle patrols is an effective and positive community policing activity. This type of patrol activity is also very labour intensive and consumes human resources. The use of foot and bicycle officers is a deployment issue that is decided, generally, at the discretion of the local Unit Commander based on, among other things, availability of resources and the needs of the community. Balancing and prioritizing the requirements in each of our 17 Divisions is the Unit Commander's main function. At this point, personnel resources at the Divisional level are stretched very thinly.

Each of the 17 Divisions has developed a variety of initiatives over the years. The development of these initiatives is a work in progress; initiatives that work are kept, ones that don't work are dropped and new ones are developed to take their places. The Environmental Scan, a yearly report produced by Corporate Planning, captures many of these initiatives, numbering in the hundreds.

The Divisions are encouraged, through existing practices, to maximize the contact with the community. This contact is at the heart of community policing.

**Update:**

The recommendations from the Chief's Organization Review Task Force requires the Service to establish a model known as the 'PR Staffing Model'. Under this model a target of 60 percent of the front line officers' time is allocated to reactive activities and 40 percent of their time is dedicated to proactive activities. Officers at the Divisional level are now mandated to engage in proactive activities during their tours of duty, allowing for increased interaction with the community. This model shall be reviewed on a semi-annual basis in each Division to ensure continued validity.

**Implementation Status:** Complete

**3. Allocate more time for officers to 'drop in' to community locations where youth congregate for informal positive interaction.**

**Original Response:**

As previously mentioned, the critical issue of human resources to staff activities such as drop ins is at a crossroads within the Service. The ability of officers to 'drop in' to community locations where youth congregate is driven primarily by calls for service. Policing, to a large degree, is not a scheduled event. The Service is not in a position to

guarantee that certain officers would always be available at specified times for these types of programs.

**Update:**

The Chief's Organizational Review Task Force 'PR Staffing Model' allows for front line officers to allocate time to visit community centres to interact in a positive way with youth and the community. These proactive activities are an important part of the community policing model and extend to all segments of the community, not just youth. Calls for service remain the number one priority of our Service and the availability of officers to participate in this type of activity continues to be dictated by the requirements of frontline policing.

**Implementation Status:** Ongoing

- 4. Increase the amount of time allocated for new recruits to spend in local and youth communities where they can maximize informal interaction in order to become better acquainted with the dynamics and diversity of our city and to develop a mutual respect.**

**Original Response:**

New recruits spend almost nine months receiving training in a classroom setting coupled with training in the field before being assigned to a Unit. Once they are sent to a Division, the training does not stop. Recruits continue to learn from the experienced officers they are assigned to in the field. There is ample opportunity for new officers to familiarize themselves with the dynamics of our city. Increasingly, our recruits are becoming more reflective of the diversity of Toronto. A majority of our new officers come from southern Ontario. Through personal experiences in their own communities, they have much more comprehensive knowledge of issues around diversity than was previously the case. To extend the current training period would not serve a useful purpose.

**Update:**

No significant changes have been made to the recruit training curriculum. The programs featured at the Ontario Police College and the C.O. Bick College cover a wide range of topics applicable to the cultural diversity of our City and Province. Personal experiences and the opportunity to learn from veteran officers is an important element in the development of a new recruit to an experienced, confident police officer. Extending the training period would not necessarily enhance the knowledge or interpersonal skills of individual officers. For the most part these are acquired skills developed throughout an officer's career.

**Implementation Status:** Complete

**5. Increase and expand the variety and number of youth programs offered by the Police Service to the diverse youth communities of our city, for example, discussion groups, sports, basketball, cricket, soccer, music, drama, dance, etc.**

**Original Response:**

Members of the Service are already involved in some of these types of activities. Many officers donate personal time to take part in community activities in Toronto. That we are able to do this at all is a reassuring sign because it says that we care about our communities. At the same time, it must be recognized that many of our officers do not live in Toronto and have commitments in their private lives that must be respected. I also note that many officers commit significant amounts of time to being good role models in their home communities through involvement with coaching minor sports, Scouting/Guiding, Service Clubs and other similar endeavours. I stress that the voluntary donation of an officer's time is a personal decision based on the officers personal situation.

There is little doubt that the provision of alternatives to criminal activity results in lower crime rates. The Youth Violence Task Force found that youth criminal activity escalated during those unstructured, after-school hours where no alternative activities are available. It is clear that the Police Service cannot do everything and that other agencies and community members must assist and acknowledge their role in making Toronto a safe community.

Running the types of programs envisioned by this recommendation is not part of our core business. There are many agencies in the community that are equipped to design and run 'drop in' programs. The Service is happy to support programs such as these on the understanding that responding to calls for service and dealing with our core functions come first. The Service's role is to support these programs, not necessarily run them.

**Update:**

The Service continues to encourage our members to become involved in youth programs, both in Toronto and in the communities where they reside. Some of these programs are endorsed Service wide, while others are supported at the Divisional level. Currently, a comprehensive proposal on Youth Crime Corporate Initiatives is before the Command. Recommendations in this proposal have identified various outreach programs that are fully developed, partially developed or require further development before implementation can take place. The implementation of the recommendations stemming from this report will be determined once the review process is completed.

**Implementation Status:** Ongoing

- 6. Development of an 'Annual Youth Conference' to be hosted by the Toronto Police Services Board and the Police Service. Topics to be discussed will include youth opinions about policing in the City of Toronto, and how police policies and procedures should be structured towards youth. The conference will also include discussion groups that focus on role-reversal exercises and friendly competition, etc.**

**Original Response:**

The Service agrees that a conference involving youth is a positive concept. The Community Policing Support Unit is currently working on such a conference to be held in the spring of 2001. The format is not exactly as described in the recommendation but will build on previous success the Service has had in running this type of conference. **Target for completion – April 30, 2001.**

**Update:**

The concept of hosting a youth conference remains a very important initiative for the Community Policing Support Unit. The original response indicated that the Community Policing Support Unit was working towards hosting a conference in the spring of 2001. The unexpected resignation and retirement of several members of the Community Policing Support Unit, as well as the need to allocate resources to other priorities, adversely affected our ability to schedule a conference. The feasibility of hosting a conference will be considered for the Community Policing Support Unit's 'Goals and Objectives' for 2002.

**Implementation Status:** Ongoing

- 7. Increase the number of police sessions held at local schools and community centres, discussing information on policing issues, such as safety, youth programs, etc. Alternately, increase the number of days per year local police stations 'open its doors' to youth. This is recommended to facilitate increased community outreach specifically to the youth community.**

**Original Response:**

Members of the Service already spend a significant amount of time in the schools in our community teaching safety and other subjects. The Service also allows tours of our facilities when requested by groups. There are limitations on how many people can attend at a time and some areas of stations are not accessible by members of the public at certain times (i.e. - the cells when there are prisoners in them). We are also limited by availability of personnel to conduct the tours. This activity is lower in priority than, for example, responding to calls for service, or completing investigations. Individuals or groups that are interested in availing themselves of the opportunity of taking a tour are always welcome, within reasonable parameters.

**Update:**

During July and August of 2001, the Community Policing Support Unit – Youth Services Section conducted an extensive study with respect to youth outreach programs and elementary school education. This report, currently under review by the Command, contains a number of recommendations related to standardizing the program curriculum delivered to schools by police officers as well as identifying youth outreach programs that should be approved for implementation service-wide. A standardized curriculum would result in all schools receiving approximately the same number of visits per year and ensure consistent programming across the city to all grade levels. At the present time this situation does not exist.

Tours of the local police divisions are normally conducted by the Community Relations or Crime Prevention Officers. These tours are available during the day or evening depending upon the availability of the officer conducting the tour. As previously mentioned, access to certain areas of the police facilities may be restricted depending on the activities in the station at the time of the tour. Many individual police facilities conduct open houses at different times of the year to coincide with joint police/community activities. In addition, all stations conduct an open house during National Police Week, held annually in May.

**Implementation Status:** Complete

**GREATER ACCESS BY YOUTH TO POLICING INFORMATION AND POLICIES**

- 8. Greater access by youth to policing information and policies, by the development of new ‘youth-focused’ communication materials so that young people will be able to readily access information regarding policing policies and processes.**

**Original Response:**

The internet has become the media of choice for corporations to disseminate information. The Service and the Police Services Board currently have internet websites that contain a large volume of information. The Service has spent considerable effort in designing the site to make information readily available. This site is constantly being redesigned and updated to reflect current information. The Board’s policies are contained in the minutes of Board meetings and these are available on the Board’s website. The Service also provides information in the form of pamphlets on a wide variety of topics.

The Service has not experienced a high demand for this type of information by youth, but it is available.

**Update:**

The Service and the Police Services Board continue to update the respective websites to offer a wide variety of information on policing issues and changes within the Service. In addition, most local Divisions maintain a website for the benefit of the local community. The Community Policing Support Unit maintains publications on behalf of the Service and is constantly updating and introducing new printed materials to keep pace with the changing needs of the community.

**Implementation Status:** Complete

- 9. A specific brochure be developed that is youth-focused which explains youth rights and how to file a complaint. The brochure to be made easily available at all local police stations, and other city locations such as schools, libraries and community centres, and to be targeted to those in the age group of 12 to 25 years.**

**Original Response:**

This recommendation has been undertaken by the Youth Cabinet and is in place.

**Update:**

The Toronto Youth Cabinet in cooperation with the Justice for Children and Youth agency, has developed a 'Youth Rights' card detailing the rights and responsibilities of a young person when questioned by the police. These cards are distributed to youth agencies, shelters, secondary schools and probation offices throughout Toronto. The Community Policing Support Unit – Youth Services Section has ordered a quantity of these cards for distribution to the Divisions.

In addition, the Youth Cabinet maintains a website ([www.torontoyouth.com](http://www.torontoyouth.com)), which contains information on a variety of topics relating to contact with the police and other legal rights and responsibilities. The website encourages youth to exhibit a positive attitude and promotes cooperation.

**Implementation Status:** Complete

- 10. Develop a 'police-youth hotline' as an alternative avenue for young people to utilize when they have concerns and require more information regarding policing policies and procedures.**

**Original Response:**

There are a number of hotlines that are specifically set up for youth by organizations that deal with specific issues (i.e. suicide, etc.). The Service supports these hotlines as they serve a valuable purpose. The Service has used hotlines as well, usually in investigative matters. Hotlines, in any organization, are usually reserved for high priority issues. The provision of routine information is not a high priority.

**Update:**

There are no plans, at this time, to establish a youth hotline specific to police policies and procedures. Information on these subjects is readily available by contacting the appropriate branch of our Service.

**Implementation Status:** Complete

**11. A regular mechanism be established for youth to dialogue with Board members and to access information through a joint Toronto Police Services Board and Police Service Youth Advisory Committee. The Committee will report to the Toronto Police Services Board, so young people can participate as vital stakeholders in the decision-making process of the developing and the formulation of police policy.**

**Original Response:**

The Service is currently reviewing the entire consultative process, including the involvement of youth. A report is due at the beginning of June and will be reviewed over the summer. It is anticipated that as a result of the review, the youth voice will be present in all areas of consultation. Having said this, the recommendation, as it is written, could be implemented by the Police Services Board on its own. Although the Service does not agree that this Committee should be established as described, if the intention of the recommendation is to make this Committee a sub-committee of the Board, the Service has no say in the matter.

The majority of issues that are of interest to youth, do not necessarily relate to policy. The issues that are raised time after time are operational in nature.

**Update:**

As result of the Chief's 90-Day Review, a report is currently before the Command dealing with the Service's consultative process. A further update will be provided at a future Board meeting, pending a decision by the Command.

**Implementation Status:** Ongoing

**12. Establish a ‘Police Youth Ombudsman’s Office’ where the youth of the City of Toronto can obtain information from an impartial source regarding policing issues, and provide their valuable feedback and opinions about policing in our city. This office, to report directly to the Toronto Police Services Board.**

**Original Response:**

The usual role of an ombudsman is to act as a mediator between parties that cannot agree on an issue. In some cases, ombudsmen investigate allegations of unfair treatment where no resolution was arrived at. The description of the purpose detailed in the recommendation appears to be more of an information dissemination function. The Service would object to the establishment of another oversight process whose sole purpose would be to provide impartial information on policing issues. I question the necessity of the Service establishing such a position within our existing structure. Members of the Service freely involve themselves in discussions on issues around policing continually.

A review of the consultative process is underway and will soon be completed. It is anticipated that as a result of the review, the youth of Toronto will have a voice at every level of our process. The process will elicit youth involvement in a number of ways.

Finally, the Police Service cannot create an office that reports to the Board. It would be the Board's responsibility to create such a body.

**Update:**

The position of the Service remains the same as outlined in the original response.

**Implementation Status:** Complete

**EXPAND POLICE AWARENESS OF YOUTH ATTITUDES AND SENSITIVITY**

**13. Expand police awareness of youth attitudes and sensitivity. Develop and implement improved training sessions for officers and new recruits with regard to youth attitudes, community values, and positive communication skills when dealing with young people, and with members of the diverse ethno-racial and multi-lingual communities that Toronto is comprised of.**

**Original Response:**

Service members receive a wide array of training in communications, diversity and cultural sensitivity throughout their careers and especially during recruit training. Our members deal with youth daily. The issues raised in this recommendation apply not only

to youth but to all components of the community. Our officers need to apply these skills in every contact they have with members of the public. Awareness of attitudes and sensitivity is a two-way street.

**Update:**

The Training and Education Unit continues to offer mandatory diversity training to all members of our Service, uniform and civilian. The course provided to uniform members is four days in duration, while the civilian equivalent is three days in duration. The content of both courses contains a youth component consisting of information on stereotyping youth, youth gang involvement, as well as cultural and diversity issues. The course content is regularly reviewed to ensure that it is consistent with the policies and procedures of our Service as well as the needs and concerns of the community.

**Implementation Status:** Complete

**14. A new policy be developed to increase youth employment within the Toronto Police Service by increasing the opportunities available for youth through volunteer and paid work programs in police stations and facilities.**

**Original Response:**

The Community Policing Support Unit is working on a pilot project to employ two youths in each of the 17 Divisions to remove graffiti over the summer this year. Funding for this project is coming from a government grant. Depending on the success of this program and the continuing ability of the Service to obtain funding for it, it may be continued or expanded.

The Service has adult and youth volunteer programs in place. Due to the nature of the police workplace, the types of activities youth are able to undertake are somewhat limited. However, youth are used in a voluntary capacity to staff displays at malls and to disseminate information or pamphlets.

The Service also supports co-operative learning at the secondary school and university level through our co-op programs. Students are placed in a variety of functions across the Service for semester-long periods.

As mentioned earlier, due to the nature of policework and the confidentiality required, it is difficult to allow unrestricted access to all our police facilities to volunteers whether they are youth or adult. The Service imposes reasonable security restrictions on people who have access to confidential information. In certain circumstances, the Service is obligated by third parties to require fingerprinting and oaths of secrecy (as in the case of C.P.I.C.).

**Update:**

The Service launched a Graffiti Eradication Program in October of 2000. Youth volunteers and police officers from various Divisions have formed partnerships to assist in the removal of graffiti. This program continues to expand with an expectation that additional partnerships between youth and police will be created as the program gathers momentum.

The Service continues to support youth employment opportunities through the summer lifeguard program, as well as the student co-operative work program. There are no plans to establish any further paid employment opportunities for youth within the Service. However, any youth employment proposals that are put forward and are financially supported by outside sources, would be considered for implementation.

All opportunities to employ youth in volunteer activities alongside members of our Service should be encouraged.

**Implementation Status:** Ongoing

**15. Develop a new ‘police mentoring initiative’ for our city’s youth to provide increased opportunity focusing on life skills (i.e. communication, interpersonal skills, civic involvement, personal development.)**

**Original Response:**

See response to Recommendation No. 12 of the Youth and Police Action Committee below.

**Update:**

See response to Recommendation No. 12 of the Youth and Police Action Committee below.

**Implementation Status:** Complete

## **Recommendations of the Youth and Police Action Committee**

### **Toronto Police Service – Expansion:**

- 1. The current Toronto Police Service ‘Policing and Diversity’ course, and specifically its youth component should:**

**Continue to be implemented in conjunction with the Toronto District School Board;**

#### **Original Response:**

This is a component of the training that was initiated when the Training and Education Unit began the Policing and Diversity Program. The Training and Education Unit continues to train with this module and has no plans to discontinue.

#### **Update:**

The Policing and Diversity Program continues to be mandatory training for all members of the Service. The course content includes a youth component consisting of information on stereotyping youth, youth gang involvement, and cultural and diversity issues. The course is reviewed on a regular basis to ensure content is consistent with policies and procedures of our Service and the needs and concerns of the community.

**Implementation Status:** Ongoing

**Include the involvement of youth in both the preparation and delivery of the course**

#### **Original Response:**

This module has students from across the city attend and participate, with members of the Service in an information gathering exercise. The purpose of student participation is to allow students to have input into the exercise and ask their own questions. In essence, the students set-up their own agendas. This course deals with many different communities other than students and it would be inappropriate for them to influence the course direction for messages that these other communities want to convey.

#### **Update:**

The Training and Education Unit has successfully incorporated a youth component in the diversity training by utilizing students from the Toronto District School Board. Unfortunately, this segment of the course has been discontinued due to the recent retirement of the school board representative. The Community Policing Support Unit –

Youth Services Section will work with the Training and Education Unit to revive this component of the diversity training.

**Implementation Status:** Ongoing

**Address issues related to racism;**

**Original Response:**

The course has an existing component that deals with racism. The Service's Human Rights Co-ordinator provides direction on racism and other Ontario Human Rights Code issues. In addition to this component, youth participating in the course can address racism or any other issues affecting them during their allotted time.

**Update:**

The Policing and Diversity Program continues to be mandatory training for all members of the Service. A youth component featuring information on stereotyping youth, youth gang involvement as well as culture and diversity issues is an important element of this training. The course material is reviewed on a regular basis to ensure content is consistent with policies and procedures of our Service and the needs and concerns of the community.

**Implementation Status:** Ongoing

**Expand to meet the growing needs of both the Toronto Police Service, its officers, as well as the youth of Toronto. This expansion would entail more staffing and additional resources culminating in an increased number of sessions delivered each year; and**

**Original Response:**

Training and Education staffing for diversity training has increased this year from two to three persons. The college will operate twenty-six diversity classes for civilian and uniform members. This represents an increase over previous years.

**Update:**

The Training and Education Unit continues to conduct diversity classes. Effective in the fall of 2001, diversity training became a component of the new Advance Patrol Training Module. This training is mandatory for all front line officers and contains a youth component. The diversity training offered to civilian members is slightly different than that provided uniform members.

**Implementation Status:** Complete

**The youth component of the “diversity training” course should involve City of Toronto Parks and Recreation (community centres), youth detention facilities, as well as youth courts.**

**Original Response:**

Training and Education staff in co-operation with the Toronto District School Board designs the youth component of the diversity training. Currently, youth from the school board attend each session to participate. Other groups can be included in this process. Training and Education staff will arrange a meeting with the interested parties to discuss implementation.

**Update:**

The Training and Education Unit implemented a youth component, involving students from the Toronto District School Board as part of the diversity training. The involvement of youth in this course was discontinued when the diversity training became part of the Advance Patrol Training Module. Although youth are no longer physically involved in the program, a youth component remains part of the Advanced Patrol Training Module. The subject material includes, youth stereotyping, youth gang involvement and cultural and diversity issues. The Community Policing Support Unit – Youth Services Section will contact the college to discuss the feasibility of reintroducing actual youth participation to the diversity training program.

The Community Policing Support Unit – Youth Services Section will report to the Board on the progress of implementing this recommendation at a future Board meeting.

**Implementation Status:** Ongoing

- 2. The ‘SWAT’ (Students With A Target) Program, currently run by the 33 Division Community Response Unit, should be expanded service-wide with the appropriate resources allocated, so that it runs out of every division in the Toronto Police Service.**

**Original Response:**

The Service is committed to endorsing one program that has the same objective as S.W.A.T. for the secondary school level. Police have been involved in the development of several of these programs and the Service is a strong supporter of them. Although originally developed by police, when implemented properly, SWAT is a program run by youth in the schools with the participation of the police. It is not a police program. The impetus to initiate programs such as these comes from the schools. There are similar programs running in various schools across Toronto (Student Crime Stoppers, School Watch, Student Liaison Assisting Police (S.L.A.P.), etc.). Programs of this type are run

in middle schools and high schools (Grades 7 through O.A.C.). The decision to run a program of this nature rests with the school involved, not the police. Members of the Service encourage schools to take part in one of the several programs available and indeed most have and we recognize the necessity of endorsing one program across the city.

The Community Policing Support Unit in co-operation with Service members already involved in this type of program and the various boards of education, will examine best practices in relation to crime reduction programs in schools. Programs such as SWAT, SLAP, Student Crimestoppers will be examined. A suggested format for instituting such a program in schools will be developed with sufficient flexibility to allow for individual circumstances.

**Update:**

There are many programs similar to SWAT in use in schools throughout Toronto. In most cases these programs have been developed to meet the individual needs of the school and its students. Before any program can be approved for implementation service-wide, consideration must be given to ensure that the program is right for each individual school. To arbitrarily decide that one program is more effective than another is not the role or function of our Service. Care should be taken to ensure that our partnerships with the school boards are maintained and that these key stakeholders are part of any decision making process, especially when the decisions directly effect the day to day operation of their facilities. The Service's Youth Crime Co-ordinator and the Community Policing Support Unit-Youth Services Section are working together to develop a High School Safety and Violence Reduction initiative. A proposal to this effect is presently before the Command.

**Implementation Status:** Ongoing

- 3. The 'Safety Centre' model run by 55 Division of the Toronto Police Service should be expanded throughout the city. A committee including the Chief of Police (or designate), officers (including those from 55 Division), and young people, should provide a report indicating how to make these centres most successful and useful for young people.**

**Original Response:**

The centre is an excellent example of an effective partnership between the police and a community driven organization. The safety centre is run by a Board of Directors and is independent of the Service. The centre is funded by grants and costs over three hundred thousand dollars per year to operate. For the Service to contemplate taking on this program across the city would likely prove to be cost prohibitive.

In addition, the services that are offered by the centre go beyond the mandate of the Service and are based on the community needs. Members of the Service take part in some of the activities at the centre and provide support for it in a variety of ways. One of those ways is to provide endorsement of the program in its funding applications.

**Update:**

The safety centre referred to in the original response is no longer in operation. Initiatives of this type require a tremendous financial obligation as well as an enormous volunteer commitment from the community. A major challenge in this type of outreach program is maintaining interest long enough for the program to become self-sufficient. The Service will continue to offer our support to these types of endeavors, but the commitment of human resources must be evaluated on an individual request basis.

**Implementation Status:** Complete

- 4. Following a recent study completed by the Toronto Police Service, the role and responsibilities of School Liaison Officers should be delineated and consistently applied. A comprehensive Service-wide strategy should be developed to guarantee that the mandate is being properly fulfilled.**

**Original Response:**

The Task Force on Youth Violent Crime has recommended that schools have sufficient School Liaison Officers and that the delivery and content of youth education programs be standardized across the city to provide a consistent approach (Recommendation 4 & 5 of above noted report). **Target for completion – December 31, 2000.**

**Update:**

The original response indicated that the Task Force on Youth Violent Crime has recommended that schools have sufficient School Liaison Officers and that the delivery and content of youth education programs be standardized across the city to provide a consistent approach. The Community Police Support Unit - Youth Services Section has conducted an extensive study on elementary school education. This report recommends a standardized core curriculum consisting of five subject areas to be delivered to the grade level appropriate for the material. The report goes on to recommend that certain Divisions with large school populations be allocated additional School Liaison Officers in order to ensure consistent service delivery. A proposal to this effect is currently before the Command and recommendations flowing from the proposal will be forthcoming when the review process is finalized.

**Implementation Status:** Ongoing

## **Toronto Police Service – Creation;**

**5. The Toronto Police Service, in partnership with the Toronto District School Board and City of Toronto Parks and Recreation, should create ‘youth liaison committees’ to operate within the boundaries of each division. These committees would serve to provide youth with a forum to address and highlight concerns/issues within the community, thereby maintaining a constant flow of information between youth and police in Toronto. Members of these committees should be carefully selected from each ‘section’ of the Toronto community. This will include representatives from City of Toronto Parks and Recreation, the Toronto District School Board, and other individuals selected by the Toronto Youth Committee.**

**(b) Each division within the Toronto Police Service should be responsible for organizing, at minimum, an annual community event that involves young people. This regular event should actively involve both police and youth in its design, and allow for divisions to promote programs being run for the benefit of young people.**

**(c) Each division within the Toronto Police Service should undertake to host, at minimum, annual focus groups between officers and young people within the boundaries of that division. These focus groups would serve to identify key issues and problems faced by young people in the community, as well as to provide officers with a forum in which to convey some of the division’s concerns. Clearly, this would further equip officers to better serve and protect the public.**

### **Original Response:**

The Service is currently reviewing the entire consultative process and a report is due soon. It is anticipated that the review will address the issue of minimum levels of activities for all levels of the process including yearly ‘town hall’ style public meetings, yearly ‘value added’ projects and yearly youth activities. It is also anticipated that the role of youth in our consultative process will be greatly expanded and refined. I see the components of our consultative process including the youth of our city playing an important role in energizing the community through activities designed to improve the quality of life in communities around the city.

The report is due in early June and will be reviewed over the summer. Implementation of recommendations flowing from the report will be forthcoming when the review process is finalized.

### **Update:**

A report on the entire consultative process stemming from the Chief's 90-Day Review is currently before the Command. Implementation of recommendations flowing from this report will be forthcoming when finalized.

**Implementation Status:** Ongoing

- 6. A pilot 'letter writing' campaign should be implemented whereby officers in the Toronto Police Service would 'adopt' an elementary school class composed of students aged 7-11 years. This program would allow for frequent correspondence between officers and young students in Toronto. The Toronto Board of Education may assist in the coordination of this initiative, as it will serve to build long-lasting relationships between young people and the police.**

### **Original Response:**

The Service is concerned about the logistics of implementing this recommendation. There are nearly seven hundred elementary schools in Toronto and an average of thirty classes per school. That equates to twenty-one thousand classrooms that would be written to. There are about five thousand police officers employed by the Service. Each of them would have to write to about four classrooms to cover all of them. From the Service's perspective, this type of campaign should only be undertaken on a voluntary basis by those who express an interest. The Service does not have sufficient personnel to support this initiative.

### **Update:**

The Service currently participates in a program called 'Merry-Go-Round'. Youth who are selected to participate in this program are given a computer and internet access free of charge. The youth then engages in an exchange of e-mail correspondence with an officer from our Service who has volunteered to participate in the program.

**Implementation Status:** Complete

- 7. The Toronto Police Service should undertake to provide co-operative learning opportunities for young people identified by street youth services across Toronto. As well, the Toronto Police Service should ensure that regular co-operative learning opportunities are actively endorsed and available to young people.**

### **Original Response:**

The Service agrees that co-operative learning experiences are valuable in promoting policing as a career and is already actively involved in the provision of opportunities for co-operative learning experiences. School boards provide students from their co-op programs and they work in a wide array of functions within our organization. The Service also provides similar opportunities for university level co-op students.

The Service would participate in co-operative learning experiences for youth at risk as an employer similar to those programs run for students in schools. The Service imposes reasonable security restrictions on people who have access to confidential information. In certain circumstances, the Service is obligated by third parties to require fingerprinting and oaths of secrecy (as in the case of C.P.I.C.).

The Service will explore, through its Volunteer Program and in consultation with the Youth and Police Action Committee, opportunities to engage street youth in co-operative learning activities. **Target for completion – January 1, 2001.**

### **Update:**

The co-operative education program operated by the Service is an excellent example of a partnership between our Service and an outside agency. The success of this program should act as a catalyst to promote further examination of employment and volunteer opportunities for youth within our Service. Further consultation with organizations that provide outreach services to youth will be necessary before any further action can be taken.

**Implementation Status:** Ongoing

**8. The Toronto Police Service should undertake to establish a Toronto Police Services Board centralized sub-committee that would deal with overseeing all matters related to youth and police relations in the City of Toronto. This sub-committee may be comprised of the Chief of Police (or designate), officers from the Toronto Police Service, young people from across the city, representatives from City of Toronto Parks and Recreation, and representatives from the Toronto Board of Education. The sub-committee could:**

- **Identify important issues impacting youth and police relations in Toronto;**
- **Establish policies and mechanisms to ensure that specific projects are allocated to the appropriate divisions within the Toronto Police Service;**

- **Oversee and develop a long-term strategy that will serve to improve youth and police relations in Toronto;**
- **Encourage the participation of a wide variety of young people in any and all projects/initiatives serving to improve the relationship between youth and police; and**
- **Serve as a ‘reporting mechanism’ to the Toronto Police Services Board and other involved parties.**

**Original Response:**

The Service is currently reviewing the entire consultative process including involvement of youth. A report is due at the beginning of June and will be reviewed over the summer. It is anticipated that as a result of the review, the youth voice will be present in all areas of consultation. Having said this, the recommendation, as it is written, could be implemented by the Police Services Board on its own. Although the Service does not agree that this committee should be established as described, if the intention of the recommendation is to make this committee a sub-committee of the Board, the Service has no say in the matter.

**Update:**

A report on the entire consultative process stemming from the Chief’s 90-Day Review is currently before Command. Implementation of recommendations flowing from this report will be forthcoming when finalized.

**Implementation Status:** Ongoing

- 9. A mechanism should be implemented into the promotional process, whereby ongoing recognition of officers positively contributing to the lives of Toronto youth is provided.**

**Original Response:**

The Service is currently reviewing the promotional processes as part of the 90-Day Management Review and will include this recommendation for consideration. A report on the Management Review, which will include comment on the results of the promotional process, is scheduled for consideration by the Board at its meeting on July 27, 2000.

**Update:**

As a result of the Chief's 90-Day Review, the Toronto Police Service Uniform Promotion Application Form (TPS 818), now includes a section that allows candidates to list significant contributions to the Toronto Police Service or the community.

**Implementation Status:** Complete

**10. A review of School Liaison Officers in the Toronto Police Service should be held on a regular basis. This review would ensure that the mandate, allocation of resources, and structure of the program is modified in connection with the needs of youth in schools.**

**Original Response:**

The Task Force on Youth Violent Crime has recommended that schools have sufficient School Liaison Officers and that the delivery and content of youth education programs be standardized across the city to provide a consistent approach (Recommendation 4 & 5 of above noted report). **Target for completion – December 31, 2000.**

**Update:**

During the summer of 2001, the Community Policing Support Unit - Youth Services Section, conducted an extensive study examining the role of the Community School Liaison Officer in elementary school education. The study calls for a standardized curriculum consistent with the findings of the Task Force on Youth Violent Crime. Information from the study was used to formulate recommendations for inclusion in the Youth Crime Corporate Initiatives Report currently before the Command. Implementation of recommendations flowing from this report will be forthcoming when the review process is finalized.

**Implementation Status:** Ongoing

**11. The Chief of Police (or designate) of the Toronto Police Service must incorporate new criteria into the annual performance review. These criteria would take into account the adherence to policies and service directives regarding youth programs provided by the Toronto Police Services Board.**

**Original Response:**

The Service is currently reviewing the annual performance review as part of the 90-Day Management Review and will include this recommendation for consideration. A report on the Management Review, which will include comment on the results of the annual

performance review, is scheduled for consideration by the Board at its meeting on July 27, 2000.

**Update:**

Currently, there are no policies or directives in place within the Service that address how youth programs should be developed, implemented and maintained. To make this criteria part of an officer's annual performance review would target a particular group for special consideration and impair the officer's ability to provide fair and equitable service to all members of our community. This would be contrary to the core values established by our Service.

At present there is no specific job description for front line officers. Members are governed by their Oath of Office and policies and procedures established by our Service to ensure professional conduct and compliance.

**Implementation Status:** Complete

**City of Toronto (Toronto Youth Committee, Toronto Parks and Recreation)**

**12. Officers in the Toronto Police Service should be paired with Toronto youth in a mentoring program, similar in principle and design to that run by Toronto Department of Public Health. This program would serve to engage both the officers and youth in activities to promote positive and valuable relationships.**

**Original Response:**

The Service currently operates a mentoring program for officers preparing to join the Service. The purpose is to provide them with access to officers who can provide the information and experience needed to be successful in the employment process. This program has worked well for many applicants and increases their prospects of joining the Service.

Expansion of this type of mentoring to non-employment activities presents some real challenges. Mentors, by their very nature, must want to do the job. This would require officers to volunteer their time. Many of our officers already donate thousands of hours to volunteerism in their home communities and are excellent role models.

In addition, mentoring is a labour intensive activity – time is required to develop a relationship with the mentoring partner and to take part in the various functions that form the mentoring program. The question is – What policing activity does the Service stop performing so that officers can have the time to do mentoring or drop in to community centres on a scheduled basis? Programs that require significant time of police personnel have to be weighed against the responsibility of performing our core function with dwindling human resources.

The Service promotes positive values in youth through programs we already run such as the Values, Influence and Peer (V.I.P.) program for Grade 6 children.

**Update:**

Members of our Service are involved in many programs where a mentoring component exists. In partnership with Toronto Parks and Recreation and other community partners, many youth outreach programs have been developed. Police officers work together with large groups or individual youth as part of these mentoring programs. Some examples of these mentoring programs include; Innerscity Outtripping, First Nations, police/youth basketball programs, Rookieball and the Junior Blues hockey program.

Participation by our members in these types of programs is supported corporately by our Service. Our members donate many hours every year to local youth initiatives in the Divisions where they work and the communities where they live. Our Service is committed to partnering with outside agencies that provide services to youth. It is generally accepted that programs that are community driven and police supported have the greatest opportunity for success. Programs that rely heavily upon the regular participation of police are difficult to maintain due to the uncertain nature of the job we perform.

**Implementation Status:** Complete

**13. The Toronto Police Service should undertake to organize division-wide, long-term ‘drop-in’ programs for youth. City of Toronto Parks and Recreation should design programs for youth to be run and monitored by officers in the Toronto Police Service. Together with members of the Toronto Police Service and young people, existing facilities (i.e. community centres, schools) could be set-up for ‘drop-in’ type use. This would include officers within the Toronto Police Service serving as tutors, sports coaches, and mentors. In the process of learning and interacting, increased use of community facilities will contribute to a more solid relationship between youth and police.**

**Original Response:**

Members of the Service are already involved in some of these types of activities. As mentioned previously, many officers donate personal time to take part in community activities in Toronto. That we are able to do this at all is a reassuring sign because it says that we care about our communities. At the same time, it must be recognized that many of our officers do not live in Toronto and have commitments in their private lives that must be respected. Many officers commit significant amounts of time to being good role models in their home communities through involvement with coaching minor sports, Scouting/Guiding, Service Clubs and other similar endeavours. I stress that the voluntary

donation of an officers time is a personal decision based on the officer's personal situation.

There is little doubt that the provision of alternatives to criminal activity results in lower crime rates. The Youth Violence Task Force found that youth criminal activity escalated during those unstructured, after-school hours where no alternative activities are available. It is clear that the police service cannot do everything, that other agencies and community members must assist and acknowledge their role in making Toronto a safe community.

Running the types of programs envisioned by this recommendation is not part of our core business. There are many agencies in the community that are equipped to design and run 'drop in' programs. The Service is happy to support programs such as these on the understanding that responding to calls for service and dealing with our core functions come first. The Service's role is to support these programs, not necessarily run them.

#### **Update:**

Partnerships with outside agencies are an important component of community policing. Activities that are organized and coordinated by outside agencies and supported by the police, provide the ideal opportunity for positive police interaction with youth. Experience has shown that programs that are police driven and community supported have a greater possibility of failure due to the unpredictable nature of our duties and uncertain availability of officers.

The Community Policing Support Unit – Youth Services Section conducted a comprehensive study during the summer months cataloging youth outreach programs. Some of the programs are active throughout the Service, while others are in the development stages or operating in selected Divisions only. There is a comprehensive report before the Command which addresses, among other things, youth outreach programs. Implementation of recommendations flowing from the report will be forthcoming when the review is finalized.

**Implementation Status:** Ongoing

**14. Unit Commanders in each division should, in coordination with the City of Toronto Youth Committee, invite community groups to participate and facilitate some of the ongoing training sessions. This would ensure that officers are continuously exposed to new information and youth-related subject matter.**

#### **Original Response:**

In the past, the Service has conducted a Live Link broadcast, available in each of the police stations, called 'Straight Talk 97'. This broadcast was developed and produced by the Community Policing Support Unit – Youth Services Section and the Video Services Unit. The topic was *Gangs and Street Violence*. Youth from across the city came to their

local police divisions to view and participate in this program. The show featured a call-in format and showcased the Service's ability to involve groups, other than police officers, in meaningful exchanges of ideas through advanced technology.

The Service conducts regular decentralized training in all of our facilities via the Live Link Network. This process has been ongoing for several years and is the preferred method of delivering operational training to the front line officers. The entire Service can be reached by this method over a period of five weeks. The issues addressed are operational as opposed to policy issues.

The concept of decentralized training works well because a common message is provided to all members of the Service consistently. If each Unit Commander were to develop and implement training sessions locally, there would be no consistency across the Service and the message would vary from one Division to another.

Community groups are already involved with our Training and Education Unit in the development of some of the training courses, specifically the Policing and Diversity course.

As has been mentioned previously, the Service is reviewing the entire consultative process. A report is due soon and it is anticipated that youth will play an active role in providing advice to the Service. The Community Policing Support, in co-operation with the staff at the Training and Education Unit and the Video Services Unit, will explore, with appropriate youth involvement, the development of one or more decentralized training sessions dealing with youth issues. **Target for completion – January 1, 2001.**

Community Policing Support, in co-operation with the Video Services Unit, will also explore the possibility of other joint ventures involving youth.

**Target for completion – September 30, 2000.**

### **Update:**

In December of 2000, the Video Services Unit produced a program involving frontline officers and youth from the Toronto Catholic District School Board. A Live Link broadcast originating from 40 College Street and featuring officers 'in studio' was broadcast to selected elementary schools within the Catholic School Board. The students had the opportunity to phone in questions to the officers on a variety of topics related to policing issues.

In January 2001, the Service's Video Unit produced a Live Link training and Crimestoppers re-enactment video using students. There are however several legal issues surrounding the participation of youth in this type of endeavour. Liability waivers and parental consent forms for those under eighteen years of age are but two of the obstacles encountered. At this time it is unreasonable to undertake this type of initiative on an regular basis, however this remains an effective communication option for the Service.

**Implementation Status:** Ongoing

**15. The Toronto Police Service, in co-operation with the City of Toronto, should undertake to produce a training program that may be delivered by officers to young people. This program should provide youth with insight and education on policing issues, specifically those regarding the rights of a young person. After initial training is provided, young people can then be selected to deliver this program to other youth. This program can be produced and delivered in partnership with the Toronto Board of Education, City of Toronto Parks and Recreation, and various youth serving agencies/organizations.**

**Original Response:**

It is recognized that each division in the city has its own youth concerns that are unique to the environment. The Policing and Diversity course deals with all these issues in a holistic manner. Once the officers receive this training they can draw upon these skills and apply them towards the specific challenges or concerns in their divisions.

Further, this program would require dedicated officers to implement and deliver. This would have a substantial impact by diverting officers away from front line policing. At the present time this is not practical and has not been budgeted for in the current year. If this program is adopted and funded in future years, it would fall under the umbrella of the Community Policing Support Unit, who are the experts at community policing.

Members of the Service have been active in such programs as Students Maximizing Interpersonal Leadership Experience (S.M.I.L.E.) and Leave Out Violence Everywhere (L.O.V.E.). Both of these programs address the concerns raised in the recommendation and involve the participation of the school boards.

The Service operates a Civilian Police College and many youth attend these sessions. The eleven week course (one night per week) has been very well accepted since its inception several years ago.

The Community Policing Support Unit will develop a Youth Civilian Police College designed along the same lines as the adult version but modified specifically for youth.

**Target for completion – January 1, 2001.**

**Update:**

The Community Policing Support –Youth Services Section conducted an extensive study during the summer months of 2001. A report currently before the Command identifies Youth and the Law as one of the subject areas that should be included in the standardized core curriculum taught to elementary school students by School Liaison Officers.

Implementation of the recommendations stemming from this report will be forthcoming when the review process is finalized.

The recommendation further called for the creation of a Youth Civilian Police College. The Community Policing Support Unit – Volunteer Resources Section continues to operate a Civilian Police College which is offered twice each year. At the present time there are no plans to establish a stand alone Youth Civilian Police College. However, in February of 2002, the youth component of the Civilian Police College will be introduced. This segment will feature sessions on Service priorities, culture, diversity and human relations specific to youth issues.

**Implementation Status:** Complete

### **Toronto District School Board**

**16. In partnership with the Toronto District School Board, the Toronto Police Service should undertake to organize and host regular and frequent ‘field trips’ to all divisions in Toronto. Each school would have the opportunity to visit their local division, be given a tour of the facility, meet officers, and learn about the Toronto Police Service.**

#### **Original Response:**

Members of the public are already welcome at our police facilities. The Service allows tours of our facilities when requested by groups. Due to space considerations and the impact large groups have on the ongoing business of a police facility, there are limitations on how many people can attend at a time. Some areas of stations are not accessible by members of the public at certain times (i.e. - the cells when there are prisoners in them). We are also limited by availability of personnel to conduct the tours. This activity is lower in priority than, for example, responding to calls for service, or completing investigations. Individuals or groups that are interested in availing themselves of the opportunity of taking a tour are always welcome, within reasonable parameters.

#### **Update:**

In addition to the original response, School Liaison Officers conduct regular student visits to local police facilities. Students and staff are encouraged to visit the Toronto Police Museum on organized school trips throughout the school year. The Service continues to encourage scheduled tours of our facilities.

**Implementation Status:** Complete

## **Non-Governmental Organizations**

**17. Produce a television series targeting children (aged 8-12 years) that highlights a 'day in the life' of a Toronto Police officer. The series should be constructed in partnership with a television station targeting the aforementioned age demographic (YTV).**

### **Original Response:**

Several years ago, the Service assisted Y.T.V. in producing a multi-part program on the role of the police officer. The program was aimed at 4 to 6 year olds and was aired on the network's Treehouse show.

The Community Policing Support Unit will discuss the type of show envisioned by this recommendation with our Video Services Unit. **Target for completion: June 30, 2001.**

### **Update:**

In November of 2000, Traffic Services in conjunction with the Video Services Unit and Rogers Communications produced a Live-Link broadcast on Traffic Safety. The 'live' broadcast featured a group of students in the studio and was broadcast to a number of schools throughout the city. The Community Policing Support Unit will work with the Video Services Unit and the participating schools to evaluate the effectiveness of this type of programming, compared to the actual officer in the classroom. The results of this research will impact substantially on any future initiatives of this type.

**Implementation Status:** Ongoing

It is recommended that the Board receive this progress report on the status of implementing recommendations from the Toronto Police Services Youth Advisory Group and the Youth and Police Action Committee for information.

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

**The Board was also in receipt of the following report FEBRUARY 4, 2002 from Julian Fantino, Chief of Police, with respect to meetings with Councillors Olivia Chow and Sherene Shaw:**

Subject: RECOMMENDATIONS OF TORONTO POLICE SERVICES BOARD  
YOUTH ADVISORY GROUP AND YOUTH AND POLICE ACTION  
COMMITTEE

Recommendation:

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

Background:

At its meeting on December 13, 2001, the Board received a report entitled, "Progress Report: Recommendations of Toronto Police Services Youth Advisory Group and Youth and Police Action Committee" (Board Minute #P346/01, refers). At that time, the Board made the following recommendation:

**The Board requested that copies of the foregoing report be forwarded to Councillors Olivia Chow, City of Toronto Children's and Youth Advocate & Co-Chair, Youth and Police Action Committee, and Sherene Shaw, former Chair, Toronto Police Services Board Youth Advisory Group, for review and that they be invited to provide their comments at a future Board meeting.**

**Chief Fantino advised that he would like an opportunity to present information on the Service's current corporate and school programs involving youth.**

**The Board agreed to defer the foregoing report and that it, and the Chief's report on corporate and school programs, be considered at a future meeting, and that Councillors Chow and Shaw be invited to provide their comments on the foregoing report at the same time.**

Copies of Board Minute P346/01, were delivered by Community Policing Support staff to the offices of Councillor's Olivia Chow and Sherene Shaw on January 17, 2002. Meetings have been scheduled between Community Policing Support staff and the Councillors to discuss the deferred report and the Service's proposed Corporate Youth Initiatives. These meetings have been respectively scheduled for February 8, and February 12, 2002.

The results from these two meetings will be forwarded to the Board in a Supplementary Report prior to its meeting on February 28, 2002. In addition, the Councillors may also provide written submissions to the Board.

A report and presentation by Detective Sergeant David Saunders, the Service's Youth Crime Coordinator, has been scheduled for the Board meeting on February 28, 2002. In addition, a report has been submitted for the same meeting in reply to a request from the City of Toronto Policy and Finance Committee for a report to the Budget Advisory Committee commenting on issues related to the Inter-departmental Round Table on Youth Violence and funding options for supporting Community Safety Initiatives. These reports pertain to youth programs and corporate youth initiatives.

Therefore, it is recommended that the Board receive this report for information.

Deputy Chief Michael Boyd, Policing Support Command, will be in attendance to respond to the questions of Board members.

**The Board was also in receipt of the following additional report FEBRUARY 15, 2002 from Julian Fantino, Chief of Police, regarding the meetings with Councillors Chow and Shaw:**

Subject: SUPPLEMENTARY REPORT: RECOMMENDATIONS OF TORONTO POLICE SERVICES BOARD YOUTH ADVISORY GROUP AND YOUTH AND POLICE ACTION COMMITTEE

Recommendation:

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

Background:

This Supplementary Report provides additional information to the report that has already been submitted to the Board for the February 28, 2002, Board meeting entitled "Recommendations of Toronto Police Services Board Youth Advisory Group and Youth and Police Action Committee."

On February 8, 2002, members of Community Policing Support, Youth Services Section, met with, and discussed the said report with Councillor Olivia Chow. Councillor Chow indicated that she will provide a written submission to the Board and, as well, will be attending the February 28, 2002, Board meeting.

On February 12, 2002, members of Community Policing Support, Youth Services Section, met with, and discussed the said report with Councillor Sherene Shaw. Councillor Shaw indicated that she has concerns about several areas contained in the report and that she will provide a written submission to the Board.

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

Deputy Chief Michael Boyd, Policing Support Command, will be in attendance to respond to the questions of Board members.

**The Board was also in receipt of the following:**

- **written submission, dated February 25, 2002, from Councillor Sherene Shaw, City of Toronto; and**
- **written submission, dated February 18, 2002, from Councillors Olivia Chow and Sherene Shaw, City of Toronto; Ryan Teschner, Toronto Youth Cabinet & Youth and Police Action Committee; and Sandy Adelson, former Member, Toronto Police Services Board, and Co-Chair, Youth and Police Action Committee.**

**Copies of the foregoing written submissions are appended to this Minute for information.**

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

- **Ryan Teschner, Member, Toronto Youth Cabinet, and Member, Youth and Police Action Committee**
- **Sandy Adelson, Co-Chair, Youth and Police Action Committee, and former Member, Toronto Police Services Board**
- **Councillor Sherene Shaw, Chair, Youth Advisory Group, and former Member, Toronto Police Services Board.**

**The Board received the deputations and approved the following Motions:**

1. **THAT the foregoing reports from Chief Fantino and the written submissions be received and referred to the Chairman with the intent of establishing an Advisory Group to the Chairman and that Councillors Sherene Shaw and Olivia Chow, Former Member Sandy Adelson, Ryan Teschner and any other interested persons be invited to participate in this Advisory Group;**
2. **THAT the Chief of Police, or a representative on his behalf, also participate in the Advisory Group; and**

**3. THAT the Advisory Group review these reports and report on the recommendations and implementation process; the report, to be provided by the Chairman in six months, should also include the following:**

- **identify how the recommendations can be kept alive**
- **develop on-going community outreach to ensure that the community is updated on the recommendations which have been approved and the status of the implementation of each of the recommendations**
- **whether the Community Police Liaison Committees (CPLC's) can be expanded to include a youth component to deal with youth issues at the local level.**



*Sherene*  
**SHAW**  
 TORONTO CITY COUNCILLOR  
 Scarborough Agincourt • Ward 39



Toronto City Hall  
 100 Queen Street West, Suite A1  
 Toronto, Ontario M5H 2N2  
 Telephone: (416) 392-1374  
 Fax: (416) 392-7431  
 Email: councillor\_sshaw@city.toronto.on.ca  
 Scarborough Community Office  
 Telephone: (416) 396-7617

February 25, 2002

Chairman Norman Gardner  
 Chief Julian Fantino  
 Toronto Police Services Board  
 40 College Street  
 Toronto, Ontario  
 M5G 2J3

Dear Chairman Gardner & Chief Fantino:

Further to items 8, 9 & 10 of the Toronto Police Services Board meeting to be held on February 28, 2002, I am advising that unfortunately I will not be able to attend the meeting as I am in St. John, New Brunswick attending the Federation of Canadian Municipalities Board of Directors meeting.

I have had the opportunity to recently meet with Sgt. Bill Russell with regard to this issue and have also discussed my concerns with Supt. Keith Forde.

My general concerns are that the recommendations of the Youth Advisory Group approved by the Board in May 1999, have not been satisfactory implemented to date. In my opinion, there needs to be more specific timelines targeted for the implementation of these recommendations; specifically, those regarding community outreach and communications, diversity training and expanded community programs. I have concerns that many of these recommendations have not been completed as indicated in your progress report, and those listed as "on-going" should have a specific action plan and time targets.

I have outlined my concerns to Sgt. Russell during my 3.5 hour meeting and would like to meet with you to discuss my concerns further.

Yours sincerely,

Sherene Shaw  
 Councillor - Ward 39  
 Scarborough-Agincourt  
 SS:joe

**MEMO**

**TO:** Chairman Gardner and members of the Toronto Police Services Board

**FROM:** Olivia Chow, Toronto City Councillor  
Sherene Shaw, Toronto City Councillor  
Ryan Teschner, Toronto Youth Cabinet & Youth and Police Action Committee  
Sandy Adelson, formerly Toronto Police Services Board

**DATE:** February 18, 2002

**Re:** **The Youth and Police Action Committee Recommendations (Specifically #8)**  
(Presented at Toronto Police Services Board meeting, March 2000)

We would like to reinforce the need to implement recommendation # 8 of the Youth and Police Action Committee Recommendations, which was submitted to and endorsed by the Toronto Police Services Board at your March 2000 meeting.

This specific recommendation continues to be central to the building and improving of good police-youth relations.

We urge that you approve this recommendation at your March 27, 2002 meeting.

**Recommendation:**

**8. The Toronto Police Service should undertake to establish a Toronto Police Services Board centralized sub-committee that would deal with overseeing all matters related to youth and police relations in the City of Toronto. This sub-committee may be comprised of the Chief of Police (or designate), officers from the Toronto Police Service, young people from across the city, representatives from City of Toronto Parks and Recreation, and representatives from the Toronto Board of Education. The sub-committee could:**

- Identify important issues impacting youth and police relations in Toronto;
- Establish policies and mechanisms to ensure that specific projects are allocated to the appropriate divisions within the Toronto Police Service;
- Oversee and develop a long-term strategy that will serve to improve youth and police relations in Toronto;
- Encourage the participation of a wide variety of young people in any and all projects/initiatives to improve the relationship between youth and police; and
- Serve as a 'reporting mechanism' to the Toronto Police Services Board and other involved parties.



---

**Background:**

At a March 2000 meeting of this Board, a recommendation outlining the creation of a sub-committee of the Board was unanimously passed in principle (please refer to Board Minute 122/2000 and Board Minute 392/00). At the foundation of this recommendation lay a need to improve youth and police relations in the City of Toronto, and was based on efforts and consultations sponsored by the Youth and Police Action Committee, in coordination with a former member of this Board and the Toronto Youth Cabinet.

The intention of developing the aforementioned sub-committee predicated itself on an approach that would ensure members of this Board, officers in the TPS, professional service providers, as well as Toronto youth would have the ability to cohesively respond to matters that impact youth and police dynamics in this city.

When this recommendation was passed in principle, it was anticipated that the necessary consultations would take place so that implementation could begin. A forthcoming study undertaken by the Centre of Criminology has found that significant amounts of youth victimization are not reported to police. In the Toronto Youth Profile of 2000, "police treatment of youth" ranked as one of the concerns of the Toronto youth population. What these findings speak to is a need to respond in a manner that meets the needs of the Toronto Police Service, its Board, as well as the 300,000 young people living in Toronto. The establishment of this sub-committee would allow for the identification of important issues impacting youth and police relations, while creating a mechanism through which strategic plans could be created to respond to ongoing needs in this area. The sub-committee would also serve as a 'reporting mechanism' for the Board, thereby allowing the Service to remain consistent in its response to youth as a service priority.

We urge this Board take immediate action in the establishment of a youth-police relations subcommittee of the Police Services Board. Two years have elapsed since this recommendation was first presented and passed. Toronto's youth and police officers deserve more rapid action to ensure that the unique elements of their relationship are brought to the forefront and made a prominent concern. This Board is now, as it was two years before, in a position to make a difference that will positively impact this city for generations to come. We ask that you seize the momentum that is still available and act immediately.

We would be honoured to work with the Board in the implementation of this recommendation.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P73. CREATION OF BARRIER FREE ACCESS AND AWARENESS FUND**

The Board was in receipt of the following report MARCH 6, 2002 from Julian Fantino, Chief of Police:

Subject: CREATION OF BARRIER FREE ACCESS AND AWARENESS FUND

Recommendation:

It is recommended that:

- (1) the Board approve the "Barrier Free Access and Awareness Fund" proposal, in that the City of Toronto designate a portion of the anticipated \$300 minimum fine for parking in designated parking spaces to this fund, with the fund being utilized by the City to improve access and services for persons with disabilities, and that
- (2) the Board forward a copy of this proposal to the City of Toronto Administration Committee for their consideration.

Background:

The Toronto Police Service recognizes that Toronto is a diverse community and that many of our residents and visitors face constant challenges in their daily lives due to various disabilities. Barriers exist in our community, which prevent persons with a disability from fully participating. It is the purpose of this proposal to create a fund from revenues derived from disabled parking fines, to help make Toronto a more accessible city.

In preparation of this submission, the late, Sergeant Brian Keown of the Parking Enforcement Disabled Liaison Section consulted with members of the Disabled Liaison Steering Committee, the Disabled Advisory Committee to Toronto Council, as well as, Policy Advisors with the Ministry of Transportation and the Ministry of Citizenship.

There have been several factors that have influenced the development of the "Barrier Free Access and Awareness Fund" proposal.

A report on the status of barrier free access to Toronto Police Service facilities was tabled at the December 1999, Police Services Board meeting (Board Minute 536/99 refers). It was recognized that many Police facilities were in need of improvements in order to meet barrier free access standards. The Toronto Police Service occupies City of Toronto owned facilities; therefore the matter was referred back to the City of Toronto.

The City of Toronto is currently (November 2001) undertaking a barrier free accessibility audit of City owned / occupied facilities. The City of Toronto will be developing a financial plan for accessibility work for inclusion in future Capital Budgets.

Bill 125 *Ontarians with Disabilities Act* was passed in December 2001. Included in the legislation is an amendment to the Municipal Act, which will require municipalities with disabled parking by-laws governing designated disabled parking spaces, to set fines for contravention of the by-law at not less than \$300. This will directly affect Toronto when Bill 125 is proclaimed (expected early in 2002).

Recommendation:

It is recommended that the Board approve the “Barrier Free Access and Awareness Fund” proposal (Appendix A) and forward the proposal to the City of Toronto Administration Committee for their consideration.

The proposal is intended to create a fund which will assist Toronto in becoming more accessible. It is proposed that the City of Toronto designate a portion of the anticipated \$300 minimum fine for parking in designated disabled parking spaces to a “Barrier Free Access and Awareness Fund”. This fund could then be utilized by the City to improve access and services for persons with disabilities.

Based on enforcement figures from 1997 – 2000 inclusive, an average of 5,000 tags were issued per year for violations of designated disabled parking offences. If we apply these enforcement figures to a proposed minimum fine of \$300 per offence, this translates into approximately \$1,500,000 per year revenue for the City of Toronto. It has not been determined what the eventual set fine will be for designated disabled parking offences but the concept of a “Barrier Free Access and Awareness Fund” generated from a portion of the fine revenue has merit.

The Sergeant in charge of the Parking Enforcement Disabled Liaison Section will represent the Toronto Police Service at future discussions on the matter.

Conclusion:

From a community policing perspective, the “Barrier Free Access and Awareness Fund” has a great deal of merit. Not only will illegal parking in designated disabled spaces be targeted, but a portion of revenues generated from this enforcement will assist the City of Toronto in becoming more accessible.

Deputy Chief M. Boyd, Policing Support Command, will be present at the Board meeting to respond to any questions, if required.

**The Board approved the foregoing.**

## Appendix A

### Toronto Police Service

#### Parking Enforcement Disabled Liaison Section

#### Proposal for Barrier Free Access & Awareness Fund

##### Objective:

To create a funding source, which will financially assist the City of Toronto to retrofit and/or newly create, barrier free access to City owned or operated facilities, in order to accommodate persons with a disability. This fund will also financially assist the City with initiatives aimed at raising levels of awareness with respect to barrier free access.

##### Issue in brief:

A report on the status of barrier free access to Toronto Police Service facilities was tabled at the December 1999, Police Services Board meeting (Toronto Police Services Board Minute 536/99 refers). It was recognized that many Police facilities were in need of improvements in order to meet barrier free access standards. The Toronto Police Service occupies City of Toronto owned facilities; therefore the matter was referred back to the City of Toronto.

The City of Toronto is currently (November 2001) undertaking a barrier free accessibility audit of all City owned facilities. The City of Toronto will be developing a financial plan for accessibility work for inclusion in future Capital Budgets.

Bill 125, The *Ontarians with Disabilities Act*, was passed in December 2001 and is expected to be proclaimed in the early part of 2002. Included in the legislation is an amendment to the Municipal Act, which will require municipalities with disabled parking by-laws governing designated disabled parking spaces, to set fines for contravention of the by-law at not less than \$300.

##### Proposed Solution:

To assist Toronto in becoming more accessible, it is proposed that the City of Toronto designate a portion of the anticipated \$300 minimum fine for parking in designated disabled parking spaces to a "Barrier Free Access and Awareness Fund". This fund could then be utilized by the City to improve access and services for persons with disabilities. A committee comprised of City staff and community volunteers would administer the fund.

Based on enforcement figures from 1997 – 2000 inclusive, an average of 5,000 tags were issued per year, for violations of designated disabled parking offences. Based on the proposed minimum fine of \$300 per offence this translates into approximately \$1,500,000 per year revenue for the City of which a portion would be dedicated to the “Barrier Free Access and Awareness Fund”.

### Rationale

Providing barrier free access to City owned facilities is a requirement within the Provincial Human Rights Code. Also, the recently passed, *Ontarians with Disabilities Act*, makes it a duty for municipalities to prepare an accessibility plan that addresses: “the identification, removal and prevention of barriers to persons with disabilities in the municipality’s by-laws and in its policies, programs, practices and services” (*Ontarians with Disabilities Act*, sec 11).

It has been commonly accepted that the cheapest solution to Barrier Free / Universal Design is at the design phase in new construction. The challenge of retrofitting established facilities to barrier free standards can be very costly. It is the purpose of this proposal to create a fund to help offset these expenses.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P74. CIVILIAN LONG SERVICE RECOGNITION – PURCHASE OF  
COMMEMORATIVE PINS**

The Board was in receipt of the following report FEBRUARY 20, 2002 from Norman Gardner, Chairman:

Subject: CIVILIAN LONG SERVICE RECOGNITION – PURCHASE OF  
COMMEMORATIVE PINS

Recommendation:

It is recommended that the Board:

- (1) approve the purchase of 116 commemorative pins from Bond-Boyd & Company Limited at an approximate total cost of \$6,844.00 (excluding taxes) and that the expenditure be paid from the Special Fund; and
- (2) reiterate its previous decision that the Service shall be responsible for costs associated with the Civilian Long Service Awards reception.

Background:

It has been customary for the Board to recognize long service employment by civilian members of the Toronto Police Service by presenting them with a lapel pin containing two sapphires, two rubies and two diamonds upon the completion of 20, 30 and 40 years service respectfully. In the past, the commemorative pins have been presented to civilian members at a special ceremony which is followed by a reception for the recipients and their guests to attend.

During the period January 1, 2001 to December 31, 2001, the number of civilian members achieving 20 years service increased to 102, and the number of civilian members achieving 30 years service increased to 14. There are no members with 40 years service at this time.

Purchasing Support Services purchased 116 commemorative pins on behalf of the Board from Bond-Boyd & Company Limited at a cost of \$59.00 each, excluding taxes. Funds are available within the Board's Special Fund to cover this expenditure and I recommending that costs associated with the awards reception continue to be paid by the Service (Min. No. 63/95 refers).

Presentations of the long-service pins will be held on Tuesday, October 1<sup>st</sup> and Wednesday, October 2<sup>nd</sup>, 2002 in conjunction with the Police Exemplary Service Medal, the Canadian Peacekeeping Service Medal and the Ontario Auxiliary Police Medal.

I believe that the Board should continue to honour our civilian members in this way and therefore recommend that the Board:

- (1) approve the purchase of 116 commemorative pins from Bond-Boyd & Company Limited at an approximate total cost of \$6,844.00 (excluding taxes) and that the expenditure be paid from the Special Fund; and
- (2) reiterate its previous decision that the Service shall be responsible for costs associated with the Civilian Long Service Awards reception.

**The Board approved the foregoing report subject to the deposit to the Special Fund of an estimated \$80,000.00 in unclaimed cash via the Property Bureau.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P75. SCHOOL CROSSING GUARD LONG SERVICE AWARDS**

The Board was in receipt of the following report MARCH 8, 2002 from Gloria Lindsay Luby, Vice Chair:

Subject: SCHOOL CROSSING GUARD LONG SERVICE AWARDS

Recommendation:

It is recommended that: the Board approve an expenditure not to exceed \$3,000.00 from the Special Fund to cover the costs of hosting the School Crossing Guard Long Service Awards Ceremony.

Background:

On Wednesday May 1, 2002, the Board will be holding the School Crossing Guard Long Service Awards Ceremony honouring School Crossing Guards for their service. The ceremony will commence at 7:00 p.m. followed by a reception in the 4<sup>th</sup> floor cafeteria at Police Headquarters.

I recommend that the Board approve an expenditure not to exceed \$3,000.00 from the Special Fund, to cover all costs associated with the reception.

**The Board approved the foregoing report subject to the deposit to the Special Fund of an estimated \$80,000.00 in unclaimed cash via the Property Bureau.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P76. COMMUNITY DONATION: NEW COMPUTER EQUIPMENT  
FOR CRIME PREVENTION & COMMUNITY SAFETY  
INITIATIVES IN No. 51 DIVISION**

The Board was in receipt of the following report FEBRUARY 25, 2002 from Julian Fantino, Chief of Police:

Subject: COMMUNITY DONATION: NEW COMPUTER EQUIPMENT

Recommendation:

It is recommended that: the Board accept the donation of two new computers, a scanner, and a printer, valued at \$5,622.35 (including taxes) from the South Rosedale Ratepayers Association, to be used for Crime Prevention and Community Safety initiatives in 51 Division.

Background:

No. 51 Division has been involved in community based policing initiatives for several years. The Community Response Unit has endeavoured to promote positive interaction and communications with the residents, business and community organizations on the various crime activities and ways of preventing them. As a result of these efforts, the community has identified several areas where communications could be improved.

The Autodialler, or Town Crier program has been inoperative in 51 Division for over a year, due in large part to problems with the outdated and malfunctioning computer. This computer is a stand-alone computer, not connected to the Service's Intranet.

The South Rosedale Ratepayers Association has identified the Autodialler program as one of the crime prevention initiatives that they strongly support, and as such, they have offered to purchase a computer for the Crime Prevention Office for the purpose of resurrecting the Autodialler program in the division. This program could be used to alert all of the different areas within the division of crime trends, safety messages, and other important information from the police.

In addition, the South Rosedale Ratepayers Association has offered to provide a second stand-alone computer, scanner and printer to the Crime Prevention Office in 51 Division. This equipment will enable the Crime Prevention Officer to receive and transmit electronically, crime prevention material to the various business groups and organizations. Crime Prevention pamphlets and other information brochures could be transferred digitally in reply to requests from the public. The entire community in 51

Division would benefit from the programs that would be run through these two computers.

These two computers will be operated out of the Community Response office and Crime Prevention office, and will be independent from the Service's Intranet.

Unfortunately, the Service's Intranet is unable fulfill these capabilities at this time.

Mr. Tony Ventura, Project Leader, of Service Requests at Information Technology Services has been provided with the specifications of the proposed computer equipment. Mr. Ventura reports that the equipment meets the Service's needs and standards and supports the acceptance of this donation.

The donation is consistent with Service Policy 18-08 – Donations, and is in keeping with the 2002 – 2004 Service Priorities: 'Community safety and satisfaction'.

The South Rosedale Ratepayers Association has requested a tax receipt.

Deputy Chief Steven Reesor of Policing Operations Command will be in attendance to answer any questions if required.

**The Board approved the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P77. RECLASSIFICATION OF POLICE CONSTABLES**

The Board was in receipt of a report FEBRUARY 22, 2002 from Julian Fantino, Chief of Police, with regard to the reclassification of police constables. A copy of the report is on file in the Board office.

**The Board approved the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P78. ONTARIO ASSOCIATION OF POLICE SERVICES BOARDS 2003  
ANNUAL CONFERENCE**

The Board was in receipt of the following report MARCH 6, 2002 from Gloria Lindsay Luby, Vice Chair:

Subject: ONTARIO ASSOCIATION OF POLICE SERVICES BOARDS 2003  
ANNUAL CONFERENCE

Recommendation:

It is recommended that the Board advise the Ontario Association of Police Services Boards (OAPSB) Board of Directors that it is interested in hosting the 2003 OAPSB Annual Conference.

Background:

Chairman Norm Gardner has been approached by the President of the Ontario Association of Police Services Boards who has requested that the Toronto Police Services Board consider hosting the OAPSB's 2003 Annual Conference.

Discussion:

The 3-day conference is held in late April or early May of each year and attracts up to 200 delegates from across Ontario. Although the conference has been held in Toronto in past years, it was only in 2002 that the OAPSB adopted the concept of identifying a "host" board. The Sudbury Police Services Board is hosting the 2002 conference.

The OAPSB has identified the following responsibilities of a host board:

- Seek funds to offset the cost of conference meals and speakers (typically approximately \$25,000.00). These funds can be obtained by identifying corporate sponsors, making a contribution from the Board's Special Fund or by canvassing other Boards for financial contributions.
- Recruit volunteers to assist at the conference.
- Assist OAPSB staff in identifying venues and arranging for 3 evening entertainment events – including the President's Banquet.

- Arranging for the local police service to assist in the conference's opening ceremonies.

I would recommend that the Board advise the OAPSB Board of Directors that it is interested in hosting the 2003 Annual Conference.

**The Board approved the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P79.           REQUEST FOR LETTER OF SUPPORT - TCHC APPLICATION  
FOR A PERMANENT SPECIAL CONSTABLE PROGRAM**

The Board was in receipt of the attached correspondence MARCH 4, 2002 from Rainer Soegtrop, Vice President, Shared Services Division, Toronto Community Housing Corporation ("TCHC") containing a request for a letter supporting the TCHC's application for a permanent special constable program.

The foregoing correspondence was withdrawn at the request of Mr. Soegtrop. The Board was advised that further correspondence may be submitted for consideration at a future meeting.

Toronto Community  
Housing Corporation  
277 Victoria Street  
Toronto, Ontario  
M5B 1W2  
Tel: 416-392-6000  
Fax: 416-392-0560



March 4, 2002

Mr. Norm Gardner, Chairman  
Toronto Police Services Board  
40 College Street,  
Toronto, ON M5G 2J3



Dear Mr. Gardner:

Re: Toronto Police Services Board letter of support for TCHC Application to the Solicitor General for approval of the Special Constable Program as a permanent component of TCHC's security delivery system

Toronto Community Housing Corporation (TCHC) (the former MTHA) with the approval of the Solicitor General and the support of the Toronto Police Services set up an eighteen month Special Constable pilot project program. This program was established in December 2000 and will end in May 2002.

An external consultant has completed an evaluation of this pilot project. The methodology used included key person interviews, resident surveys, workshops and statistical data assessment. The evaluation focussed on the following objectives:

- strengthen relationships between security officers and residents
- strengthen relationships between security officers and police
- enhance enforcement
- reduce the level of crime/anti-social behaviour
- improve residents' feelings of safety and security
- improve officer safety, and
- ensure security officers spend more time on site.

The findings of the evaluation were very positive and the consultant recommended that the Special Constable program be continued at TCHC as one of a number of alternative security strategies.

The TCHC Board of Directors met on February 26, 2002 and approved our request to the Solicitor General for Special Constables on a permanent basis. As a result, TCHC is seeking the support of the Toronto Police Services Board for our application to the Solicitor General.



The Special Constable pilot project program expires at the end May 2002. We have asked Carroll Robinson, Manager, Selection Systems & Appointments Unit, Policing Services Division for assistance in expediting the approval process with the Solicitor General. Mr. Robinson has informed us that he is required to submit a report to the Solicitor General by on the results of the pilot project by the end of March 2002.

We realize that the decision of the Toronto Police Services Board will be contingent on the results of a contract compliance audit which was conducted on March 1, 2002 to ensure that we have complied with all aspects of the contract between our two agencies. It would be greatly appreciated if the audit and our request for support could be the subject of an agenda item for your March 28, 2002 Board meeting. Hopefully, this will enable you to send a letter to the Solicitor General by the end of March 2002 to be included with the report that Mr. Robinson is currently preparing.

If you have any questions or need any additional information, please do not hesitate to contact me or Rick Girard, Manager, Security.

Sincerely,



Rainer Soegtrop  
Vice President  
Shared Services Division



**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P80. IMPACT OF CITY OF TORONTO'S POLICY ON  
PROFESSIONAL AND CONSULTING SERVICES ON THE  
TORONTO POLICE SERVICE**

The Board was in receipt of the following report MARCH 6, 2002 from Julian Fantino, Chief of Police:

Subject: IMPACT OF CITY OF TORONTO'S POLICY ON PROFESSIONAL  
AND CONSULTING SERVICES ON TORONTO POLICE SERVICE

Recommendation:

It is recommended that:

1. the Board receive this report; and
2. the Board forward this report to the City Chief Financial Officer & Treasurer and City Policy & Finance Committee.

Background:

On December 4, 5, and 6, 2001, the City of Toronto Council adopted Clause 10 in Report No. 10 of The Audit Committee entitled "Policy for the Selection and Hiring of Professional and Consulting Services: Use of Consultants and Expenditure Reduction Strategies: Hiring of Professional and Consulting Services Review" (file reference 01-AU#10(10)). Within this report were recommendations requesting all Agencies, Boards and Commissions to review current policies and procedures to ensure they match the newly adopted City of Toronto policy.

Review of the current Board By-law 100

As requested by the City of Toronto Council, we have reviewed our current Board By-law No. 100 (that by-law which confers "certain authorities and responsibilities with respect to the commitment of funds by and the payment of accounts of the [Metropolitan] Toronto Police Services Board and other related matters," as amended). Within this by-law, Section 17, Consultant's Agreements, states:

- (1) The Chief or the Chief Administrative Officer (CAO) may authorise the entering of an agreement with a consultant for the provision of professional services at a cost not exceeding \$500,000 (in accordance with the approved Delegation of Signing Authority and Limits).

- (2) The process for the selection of a consultant shall be in accordance with any policies of the Board as approved from time to time. Former officials shall not be engaged as consultants less than one year after their retirement or resignation without prior approval by the Board.
- (3) The agreement shall be in writing, describe the services to be performed, prescribe the basis and times of payment, establish a maximum fee and be in a form approved by the Solicitor.

Based on current contractual signatory levels, all contracts must be either approved by the Chief or CAO, or the Board.

### Review of current Toronto Police Service Policies, Procedures and Guidelines

#### *Toronto Police Service Policy & Procedure Manual*

In the Toronto Police Service Policy & Procedure Manual, Service Procedure 14-13 (Contract Persons and Consultants) outlines the process, definitions, roles and responsibilities to be considered when engaging consultants and contract persons. This procedure provides details on conditions the Service will permit for the use of consultants or contract persons. The procedure further outlines the necessary documentation and required approval(s), and provides guidance on the correct form of commitment depending on the estimated cost.

#### *Purchasing and Service Expenditure Procedures*

Purchasing Support Services provides additional procedural details within the Purchasing and Service Expenditure Procedures. This document provides a detailed explanation for the purchasing and expenditure process together with instructional information on the form to be used, such as how to complete the form, the proper use of the form and the required level(s) of approval.

Section 7 (Guidelines for Purchasing Contractual/Maintenance Services) within the Purchasing and Service Expenditure Procedures document provides the guidelines for contractual/maintenance services (see Attachment A). This section outlines the criteria for retaining the services of a consultant, the process to follow to select a consultant, and the rules for retaining the services of a former Service member. It also details the required documentation and required level(s) of approval. This section also outlines the process for seeking the approval of a maintenance service contract.

In certain cases, units may need to expedite the commitment process and wish to access an established pre-qualified list of vendors. As this is a specialised process, it has been detailed in Section 8 (d) (Pre-Qualified Vendors) explaining the extensive approval process prior to awarding the commitment to the vendor (see Attachment A).

## Reporting Requirements

The City of Toronto Council recommendations include the requirement to provide additional reporting on a quarterly and semi-annual basis. On a quarterly basis, a report is required to identify sole sourced contracts, by type of project category, providing a justification for each. The six project categories as defined by the City are:

- Technical / Professional
- System Development
- Research and Development
- Management
- Legal
- Creative Communications

The justification would include details of the information collected prior to the engagement of the consultant. Using the policy guidelines, the report will explain why sole source was a solution, provide an outline in general terms, and the costs and benefits of using a consultant, including reasons why internal staff could not be used.

On a semi-annual basis, the Service is required to submit a report to the Chief Financial Officer (CFO) and Treasurer, sorted into project categories, of all consulting expenditures. This report will be merged by the CFO to create a corporate-wide report.

City Council has requested that all future reporting of consultant expenditures be based on actual expenditures incurred. The value of the contract awarded should only be included when requested specifically by City Council.

## Toronto Police Service current Policies Compared to new City of Toronto Policy

We have reviewed the extensive new policy passed by City Council against the current Toronto Police Service By-law, policies, procedures and guidelines. Our position is that the current TPS By-law, policies, procedures and guidelines are equivalent to the definitions, rules and process for the hiring and use of consultants outlined in the new City policy. TPS uses these rules and processes for all consultants and external expertise hired regardless of the type of services provided to the organization.

TPS continues to require strict adherence to Board approved by-law, and policies. Our attention to detail maintains control over the procurement process and addresses the City's concern to obtain consulting services in a fair and impartial manner.

## Summary:

The Toronto Police Service has an established and extensive procurement process, which requires involvement and support from senior members of the Service. As requested by City of Toronto Council, we have reviewed our current policies, procedures and guidelines and compared the new City of Toronto policy regarding the Hiring and

Selection of Consultants. Our analysis concludes that our practices provide the same level of detail as presented by the new City policy.

As requested by City Council, we will adhere to the request for additional reporting. We have submitted some reporting information as requested by the City CFO. We will work with the City CFO to ensure our reporting is provided on time and in the new format.

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

**The Board approved the foregoing and the following Motions:**

- 1. THAT the Board receive the report and forward it to the City of Toronto Chief Administrative Officer and to the Audit Committee; and**
- 2. THAT future semi-annual reports prepared by the Service on all consulting expenditures be provided to the Board for review and that they include a recommendation that the Board forward copies to the Chief Financial Officer and Treasurer.**

## **PURCHASING AND SERVICE EXPENDITURE PROCEDURES**

### **7. GUIDELINES FOR CONTRACTUAL/MAINTENANCE SERVICES**

#### **A) CONTRACTS**

##### **Responsibility:**

It is the responsibility of the person authorizing the engaging of a consultant or contract person to ensure that all Purchasing and Service Expenditure Procedures and By-law 100 as amended, are adhered to. All contracts must be either approved by the Chief/CAO- Policing or the Board as per the expenditure levels. If there is a signed contract, a Purchase Order is not required.

##### **Criteria:**

The services of a contract person or consultant will be retained where:

- i)** The necessary skill set to accomplish a specific task is not available within the Service;
- ii)** The establishment of a permanent position with the required skill set is neither necessary, or efficient; and
- iii)** The development of the necessary skill set in existing staff is not reasonable or cannot be accomplished within time constraints.

##### **Selection Process:**

- a)** The Unit Commander of the requesting unit forwards an TPS649 indicating a "Request for Proposal (RFP)", "Request for Information (RFI)", or "Request for Quotation (RFQ)" to Purchasing Support Services, with a copy to the Director, Human Resources, advising of the requirement to enter into a contract with a consultant or contract individual. Also include an outline of the services to be performed, the maximum fee, the payment schedule and any other special provisions such as tentative duration of project, account to be encumbered, and projected commencement date and a listing of potential vendors, if available.
- b)** There may be instances where a specific project requires unique skills or expertise, and adequate justification can be made to support retaining the service of a particular vendor. In those circumstances, the following process is to be followed:
  - i)** Requesting Unit writes to Purchasing Support Services justifying the recommendation to retain a "Vendor of Choice"
  - ii)** If justification is acceptable, a tendering process will not be required and the process can proceed

- c) Purchasing Support Services will arrange for the calling of the RFP, RFI or RFQ, and from the responses, prepare a list of all respondents received and their status.
- d) Purchasing Support Services will then forward all responses to the selection panel comprised of a member of Purchasing Support Services to act as an advisor; the Unit Commander/Project Manager/Program Manager of the requesting Unit; a member of Human Resources or Designate (in cases where the contracts are for a longer term or larger dollar amounts); and other key stakeholders ie. other participants in the project or those directly affected by the project.
- e) The selection panel will determine from the bids supplied which one will be recommended to receive the contract and must reach consensus on this decision. The selection criteria to be used is listed below, with no relative importance implied by the order of presentation:
- Cost
  - Meets project specifications and target dates
  - Past association with the Service
  - Depth of experience/personal skills
  - Knowledge of advanced technologies
- f) The requesting Unit's Project Manager will document, on a summary sheet, the rationale behind the acceptance and denial of all the bids provided by Purchasing Support Services. This summary sheet will be forwarded to Purchasing Support Services to be kept in the contract file.
- g) Purchasing Support Services will verify through Budget and Control that funds are available and prepare applicable approval forms (e.g. Board letter) in conjunction with a representative of the appropriate unit(s).
- h) Once approval is received by Purchasing Support Services, documentation will be forwarded to Toronto Legal for review of the form and content and then returned to Purchasing Support Services.
- i) Purchasing Support Services will arrange for signatures as required under By-law 100 (i.e. Up to \$500, 000 - Chief/CAO-Policing; Over \$500,000 - Chair, Police Services Board).
- j) Purchasing Support Services will forward copies of the contract/agreement to Financial Management, Unit Commander/Project Manager/Program Manager, and will retain the original in the contract file.
- k) Purchasing Support Services will advise all respondents of the award result.

### **Employment of Retirees as Consultants/Contract Persons**

A former member who has retired from the Service will not be eligible for employment on a permanent basis. Subject to the approval of the Police Services Board, a retiree may be re-hired to work for a limited predetermined period of time and collect retirement income provided that:

- i) The individual possesses the expertise required for a vacant position and no other serving member has the qualifications/skills sets necessary to perform the job
- ii) The remuneration to be paid to the retiree is not greater than the individual's pension entitlement, and
- iii) There has been a one year waiting period immediately following his/her retirement date

**NOTE:** A report providing full justification will be required in instances where the individual's services are deemed necessary, and the one year waiting period has not expired.

### **B) MAINTENANCE SERVICES CONTRACTS**

For maintenance of a generic nature, there is a need for competitive bids. For maintenance that can **ONLY** be provided by the manufacturer of the system, there is no requirement to seek Board approval for over \$500,000 provided:

- i) The original purchase approved by the Board included the requirement to have the manufacturer provide the maintenance as long as the application is used by the Service
- ii) If available, an estimated future cost, or escalating factor from the original maintenance cost, is identified in the original approval.

## 8. EXEMPTIONS TO GENERAL REQUIREMENTS

### c) Pre-Qualified Vendors

To expedite the tendering process, a pre-qualified list of vendors can be obtained through the tendering process:

- i) Requesting Unit forwards requirements to Purchasing Support Services
- ii) Purchasing Support Services reviews and forwards request to City of Toronto
- iii) City of Toronto calls for proposals
- iv) Purchasing Support Services reviews and forwards all responses to the requesting Unit to assemble a selection panel for evaluation and recommendations
- v) Purchasing Support Services, with the assistance of the requesting Unit, prepares a Board report for review and approval by the Director, Finance & Administration, the CAO-Policing, and the Chief of Police
- vi) Upon Board approval, Purchasing Support Services prepares an Umbrella Agreement with pre-qualified vendors with the assistance of City Legal, and forwards to the CAO-Policing and the Chair, Police Services Board, for signature
- vii) For a specific project, without the involvement of the City of Toronto, three quotes must be obtained from the pre-qualified vendors
- viii) Depending on the expenditure level, the applicable approval process follows.

**NOTE: An umbrella agreement is a legal arrangement that a vendor may enter into with the service. It contains special terms and conditions which vary from vendor to vendor for such things as licences, propriety rights, etc. Umbrella agreements are not binding to any financial commitment by the service until a contract or purchase order is approved.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P81. TORONTO POLICE SERVICES BOARD'S SPECIAL FUND  
STATEMENT: JANUARY – DECEMBER 2001**

The Board was in receipt of the following report FEBRUARY 25, 2002 from Julian Fantino, Chief of Police:

Subject: TORONTO POLICE SERVICES BOARD'S SPECIAL FUND  
STATEMENT FOR THE PERIOD 2001 JANUARY 01 TO 2001  
DECEMBER 31

Recommendation:

It is recommended that: the Board receive the report on the Toronto Police Services Board's Special Fund statement for their information.

Background :

Enclosed is the statement of receipts and disbursements with respect to the Toronto Police Services Board's Special Fund for the period 2001 January 01 to 2001 December 31.

As at 2001 December 31, the balance in the Special Fund was \$109,487. During the year, the Special Fund recorded receipts of \$206,762 and disbursements of \$187,926 for a net gain of \$18,836 over the fund balance at the start of the year. The initial projection (based on estimates at that time) indicated that a net loss of \$24,587 could be expected for the year. Through various initiatives the Board was able to avoid the projected net loss and actually end up with a net gain to the Special Fund (a net favourable impact in 2001 of \$43,423).

The reasons for the 2001 favourable impact are a result of \$189,774 less in actual projected disbursements offset by \$146,351 less revenue than anticipated. The reduced disbursements were merely in the areas of sponsorships and community events. The revenue shortfall was due to less proceeds from auctions and unclaimed money.

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

**The Board received the foregoing.**

**THE TORONTO POLICE SERVICES BOARD SPECIAL FUND  
2001 YEAREND RESULTS WITH ADJUSTED PROJECTIONS**

PARTICULARS	2001						2000	COMMENTS	
	JAN 01	QUARTERLY	QUARTERLY RESULTS				JAN 01 TO		
	INITIAL	ADJUSTED	JAN 01 TO	APR 01 TO	JUL 01 TO	OCT 01 TO	DEC 31/01		
	PROJ.	PROJ.	MAR 31/01	JUN 30/01	SEPT 30/01	DEC 31/01	TOTALS		ACTUAL
<b>BALANCE FORWARD</b>	90,651	90,651	90,651	106,119	116,969	77,171	90,651	452,383	The numbers shown in the Quarterly Adjusted Projection column are altered every quarter depending on the actual revenue and expense that are realized within the quarter. At year end, the adjusted projection is equal to the actual results for the year.
<b>PROCEEDS FROM AUCTIONS</b>	316,900	207,949	29,487	71,893	63,845	42,724	207,949	191,699	
LESS OVERHEAD COST	(72,887)	(47,828)	(6,782)	(16,535)	(14,685)	(9,826)	(47,828)	(44,079)	
LESS RETURNED AUCTION PURCHASE	(900)	0	0	0	0	0	0	0	
<b>UNCLAIMED MONEY</b>	97,800	33,286	7,229	6,382	7,771	11,904	33,286	29,355	
LESS RETURN OF UNCLAIMED MONEY	(2,000)	(44)	(44)	0	0	0	(44)	(3,476)	
<b>EVIDENCE AND HELD MONEY</b>	0	7,850	4,727	0	0	3,123	7,850	7,587	
<b>INTEREST</b>	13,500	3,843	1,203	1,240	822	578	3,843	11,699	
LESS ACTIVITY FEE	(200)	(32)	(4)	(3)	(1)	(24)	(32)	(98)	
LESS CHEQUE ORDER	(100)	0	0	0	0	0	0	0	
<b>SEIZED LIQUOR CONTAINERS</b>	800	1,737	111	0	746	880	1,737	1,802	
<b>OTHER</b>	200	0	0	0	0	0	0	0	
<b>TOTAL REVENUE</b>	353,113	206,762	35,929	62,977	58,500	49,358	206,762	194,489	
<b>BALANCE FORWARD BEFORE EXPENSES</b>	443,764	297,413	126,579	169,096	175,469	126,529	297,413	646,872	

THE TORONTO POLICE SERVICES BOARD SPECIAL FUND									
2001 YEAREND RESULTS WITH ADJUSTED PROJECTIONS									
PARTICULARS	2001						2000		
	JAN 01	QUARTERLY	QUARTERLY RESULTS				JAN 01 TO		
	INITIAL	ADJUSTED	JAN 01 TO	APR 01 TO	JUL 01 TO	OCT 01 TO	DEC 31/01		
	PROJ.	PROJ.	MAR 31/01	JUN 30/01	SEPT 30/01	DEC 31/01	TOTALS	ACTUAL	COMMENTS
<b>DISBURSEMENTS</b>									
<b>SPONSORSHIP</b>									
<b>SERVICE</b>									
VARIOUS SPORTS	13,400	7,057	7,057	0	0	0	7,057	25,700	
CPLC & COMMUNITY OUTREACH ASSISTANCE	24,800	25,000	0	25,000	0	0	25,000	15,521	
UNITED WAY	6,500	0	0	0	0	0	0	7,500	
RACE RELATIONS	20,000	0	0	0	0	0	0	0	
CHIEF CEREMONIAL UNIT	5,400	0	0	0	0	0	0	7,400	
2001 IACP CONFERENCE	50,000	0	0	0	0	0	0	50,000	
COPS FOR CANCER	3,000	0	0	0	0	0	0	4,034	
OTHER	27,900	0	0	0	0	0	0	71,977	
<b>COMMUNITY</b>									
CARIBANA	9,400	0	0	0	0	0	0	8,000	
YOUTH ADVISORY GROUP	3,300	0	0	0	0	0	0	0	
JUNIOR BLUES HOCKEY	25,000	3,599	373	3,074	0	153	3,599	29,136	
YOUTH BASKETBALL LEAGUE	13,000	3,000	3,000	0	0	0	3,000	8,000	
BLACK HISTORY MONTH	0	4,000	4,000	0	0	0	4,000	2,350	
VARIOUS ORGANIZATIONS	24,800	0	0	0	0	0	0	37,050	
<b>RECOGNITION OF SERVICE MEMBERS</b>									
AWARDS	100,000	98,338	3,140	10,892	73,585	10,721	98,338	78,020	In order to honor long time employees, the Board is committed
CATERING	22,000	29,631	2,000	1,698	24,662	1,271	29,631	31,226	to several award functions during the year.
<b>RECOGNITION OF CIVILIANS</b>									
AWARDS	5,000	6,587	0	1,076	0	5,511	6,587	3,967	

THE TORONTO POLICE SERVICES BOARD SPECIAL FUND									
2001 YEAREND RESULTS WITH ADJUSTED PROJECTIONS									
PARTICULARS	2001							2000	COMMENTS
	JAN 01	QUARTERLY	QUARTERLY RESULTS				JAN 01 TO		
	INITIAL	ADJUSTED	JAN 01 TO	APR 01 TO	JUL 01 TO	OCT 01 TO	DEC 31/01		
PROJ.	PROJ.	MAR 31/01	JUN 30/01	SEPT 30/01	DEC 31/01	TOTALS	ACTUAL		
CATERING	1,000	2,407	160	2,247	0	0	2,407	2,492	
<b>RECOGNITION OF BOARD MEMBERS</b>									
AWARDS	3,000	112	0	112	0	0	112	212	
CATERING	0	0	0	0	0	0	0	2,746	
<b>CONFERENCES</b>									
<b>BOARD</b>									
COMMUNITY POLICE LIAISONS COMMITTEE	8,000	6,500	0	6,500	0	0	6,500	0	
OTHER	0	0	0	0	0	0	0	5,484	
<b>SERVICE</b>									
ONTARIO WOMEN IN LAW ENFORCEMENT- 38TH ANNUAL									
IAWP CONFERENCE	0	0	0	0	0	0	0	75,000	
<b>PROFESSIONAL SERVICES</b>									
TRUE BLUE	0	0	0	0	0	0	0	72,966	
<b>DONATIONS</b>									
IN MEMORIAM	400	50	0	0	50	0	50	200	
OTHER	4,000	0	0	0	0	0	0	2,000	
<b>CATERING</b>	0	0	0	0	0	0	0	8,698	
<b>DINNER TICKETS (RETIREMENTS/OTHERS)</b>	11,600	3,120	880	2,240	0	0	3,120	11,805	

THE TORONTO POLICE SERVICES BOARD SPECIAL FUND									
2001 YEAREND RESULTS WITH ADJUSTED PROJECTIONS									
PARTICULARS	2001							2000	COMMENTS
	JAN 01	QUARTERLY	QUARTERLY RESULTS				JAN 01 TO		
	INITIAL	ADJUSTED	JAN 01 TO	APR 01 TO	JUL 01 TO	OCT 01 TO	DEC 31/01		
	PROJ.	PROJ.	MAR 31/01	JUN 30/01	SEPT 30/01	DEC 31/01	TOTALS	ACTUAL	
OTHER	2,800	21	21	0	0	0	21	3,007	
GST REBATE	(6,600)	(1,496)	(170)	(711)	0	(615)	(1,496)	(8,269)	
<b>TOTAL DISBURSEMENTS</b>	<b>377,700</b>	<b>187,926</b>	<b>20,460</b>	<b>52,127</b>	<b>98,298</b>	<b>17,041</b>	<b>187,926</b>	<b>556,221</b>	
<b>SPECIAL FUND BALANCE</b>	<b>66,064</b>	<b>109,487</b>	<b>106,119</b>	<b>116,969</b>	<b>77,171</b>	<b>109,488</b>	<b>109,487</b>	<b>90,651</b>	Small differences in ending balances are the result of rounding.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P82. REVIEW OF 2001 TRAINING PROGRAMS**

The Board was in receipt of the following report FEBRUARY 28, 2002 from Julian Fantino, Chief of Police:

Subject: TRAINING PROGRAMS - 2001

Recommendation:

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

Background:

At the meetings of August 24, 1995 and January 20, 1999, the Board requested that the Chief of Police provide annual reports that assess the effectiveness of training programs (Board minutes 333/95 and 66/99 refer). At the meeting of March 22, 2001 the Board received the report concerning training delivered during the year 2000. The Board requested that the Service conduct a review of the Advanced Patrol Training course and provide the results of the review in the next annual report on training programs (Board minute P97/01 refers). This report addresses training delivered by the Toronto Police Service during the year 2001 including the review of the Advanced Patrol Training course.

Response:

The Toronto Police Service continues to meet the training needs of its police officers and civilian members by providing high-quality and appropriate learning opportunities both internally and externally.

***Quality of Training***

The Police Services Act Regulation 3/99 (Adequacy and Effectiveness of Policing) requires that training courses in ten highly critical areas be accredited by the Ministry of the Solicitor General. The Toronto Police Service was the first police service in Ontario to have received Ministry accreditation for each of the nine training programs delivered. The tenth, Forensic Identification, is only available at the Canadian and Ontario Police Colleges.

Section 33 of Regulation 3/99 also requires every police service to have a skills development and learning plan that addresses:

- the plan's objectives;
- the implementation of a program to coach or mentor new officers;
- the development and maintenance of the knowledge, skills and abilities of members of the police force, including:
  - the police force's criminal investigators;
  - members of the police force who provide investigative support functions, (scenes of crime analysis, forensic identification, canine tracking, technical collision investigation and reconstruction, breath analysis, physical surveillance, electronic interception, video and photographic surveillance, polygraph and behavioural science);
  - members of a public order unit; and
  - members of the police force who provide any emergency response service referred to in sections 21 and 22 (tactical unit, hostage rescue team, major incident commanders, crisis negotiators, police explosive forced entry technicians, explosive disposal technicians and preliminary perimeter control and containment).

The Toronto Police Service Skills Development And Learning Plan describes the skills or training standards for various positions within the Toronto Police Service to ensure members receive the skills development and learning opportunities they need. Every training course is described in an approved course training standard.

### ***Quantity of Training***

Training requirements for the Toronto Police Service have never been higher due to unprecedented workforce renewal and increased government regulation of policing. Training opportunities are allocated based on field needs as determined by a systematic Service wide training needs assessment in accordance with the following priorities (high to low):

1. training required by law or Toronto Police Service standard;
2. training required to enhance public or police safety;
3. training required to allow members to perform current duties more effectively;
4. training that is desirable to develop members for future probable work assignments;
5. personal development of member.

### ***Summary of Toronto Police Service Training***

#### ***a. Training and Education Unit***

The instructional staff are organized into six teaching teams based on the type of training offered. They are well qualified in their subject areas and as trainers. In addition to training delivery, the unit is responsible for supporting and administering training delivered by all other Toronto Police Service units.

The amount of training available to front-line police officers was significantly increased during 2001 by the introduction of a new program called the Advanced Patrol Training (APT) Course. This was a mandatory course for all 3000 front-line uniform constables, sergeants and staff sergeants. The APT program is built around a high quality curriculum provided by the Ontario Police College supplemented by local elective subjects. The curriculum is twelve days in length delivered in four day blocks to every participant each year. After three years, the cycle starts again. The curriculum for the following year is adjusted every fall. The Toronto Police Service curriculum combines annual use of force requalification with crisis intervention, general refresher material and policing and diversity.

Separate Policing and Diversity courses have been maintained for civilian members and police officers working in other than front line positions. During the year 2001, 168 civilian members completed 8 courses, and 185 police officers completed 11 courses. This is a multi-year training initiative which is mandatory for all members of the Service. By the end of 2001, 1723 members had completed these separate training courses. Over eighty-two percent of Toronto Police Service senior officers have completed this training and the remainder will be scheduled during 2002. There are 11 uniform and 10 civilian courses scheduled for 2002, and it is expected that every member will have completed this training by the end of 2003.

There were also significant increases in investigative training due to the Adequacy Regulation, detailed as follows:

<b>Sub-unit</b>	<b>Number of courses</b>	<b>Number trained</b>
Investigative Training Section	49	1101
Management Training Section	56	1088
Traffic & Provincial Statutes	332	1234
Officer Safety Section	424	7023
Outreach Training	40	524
Recruit Training Section	22	1172
Tactical (Firearms) Training Section	49	493
<b>TOTAL</b>	<b>972</b>	<b>12637</b>

In addition, considerable training is delivered to the field on an on-going basis with the support of the Training and Education Unit through Roll Call and Live-Link.

b. Training Delivered by Other Units of the Toronto Police Service

The following units deliver significant amounts of training to police officers and civilian members of the Service. This training is specific to members of that unit, or falls within the particular expertise of members of that unit. Each unit has a training co-ordinator and instructors who have considerable operational and training expertise. There are 30 trainers working within these units.

<b>Unit</b>	<b>Number of courses</b>	<b>Number trained</b>
Communications Centre	58	414
Mounted and Police Dog Services	16	76
Information Systems Training Centre	Numerous (1 day or less)	3497
Marine Unit Training	41	403
Emergency Task Force Training	267	3297
Court Services Training	52	699
Forensic Identification Training	31	504
Public Safety Unit Training	64	2664
Parking Enforcement Unit Training	15	2424
<b>TOTAL</b> (excluding Information Systems training)	<b>544</b>	<b>13978</b>

c. Outside Police Training

During the year 2001, a total of 178 members attended 1,581 days of training courses at the Ontario Police College, Canadian Police College and Criminal Intelligence Service of Ontario. The Training and Education Unit has established mutually beneficial partnerships with each of these institutions to increase the quantity while reducing the cost of this training. This training is subject to ongoing thorough evaluation and is of high quality.

d. Tuition Reimbursements

The Toronto Police Service reimburses members for fifty percent of the cost of tuition for designated university or college courses and approved seminars. During the year 2001, 318 course tuition fees were reimbursed for a total expenditure of \$85,137,04

***Effectiveness of Training***

As reported in a previous board report the Toronto Police Service evaluates training delivery in four dimensions namely:

- **Reaction:** Did participants find the program positive and worthwhile?
- **Learning:** Did participants meet the learning objectives set out in the course training standard?
- **Transfer of Learning:** To what extent was the learning useful to the participants back on the job?
- **Impact of Learning:** Assuming that the training program was intended to solve an organizational problem, this question asks, "To what extent was the problem solved by the training?"

The four categories of evaluation are carried out at different times during and after the program:

- **Reaction:** occurs during and after the program.
- **Learning:** occurs prior to, during, and at the end of a training program.
- **Transfer:** occurs back in the 'real-world' within six to eight weeks.
- **Impact:** cannot be measured for at least six months and may not occur for considerable time after the delivery of a program.

Every course is evaluated on the two lower dimensions namely *reaction* and *learning*. The results of these evaluations are reported at the end of each course to allow management to assess the value and relevance of all training initiatives. Course attendance is also carefully tracked to ensure that those members designated for training complete it in a timely fashion. Each year, one program is selected for a more thorough evaluation. In 2001 the Training and Education Unit evaluated the Advanced Patrol Training Program.

The Advanced Patrol Training Course was delivered to 2,773 uniform officers from Police Constable to Staff Sergeant during 2001. Two days of First Aid/CPR training was added to the end of the four-day program. The course was evaluated with respect to *reaction* and *learning* at the end of each session. Both were very positive.

In partnership with the Ontario Police College a comprehensive post course participant survey was developed and sent out to 450 course participants. A total of 233 surveys were returned. This post course survey was intended to measure *transfer of learning* or to what extent the learning was useful to the participants back on the job.

Here is a summary of the responses:

- A majority of officers felt the course was accurate and reflective of current practices.
- The range of topics covered in the program was appropriate to the officers needs as a Primary Response Officer.
- The officers felt that they were able to transfer the principles and techniques learned to new and/or similar situations that they may encounter.
- A majority of officers felt that the High Risk Vehicle Stops and Domestic Violence training were very appropriate and relevant training.
- The use of simulation training was favoured over classroom instruction.
- A majority of officers felt that the facilities for training were satisfactory, except that the parking facilities were extremely lacking.

In addition, several focus groups were held with divisional officers to discuss the quality and relevance of the APT program. Their comments were similar to those found in the survey and generally very positive. Most senior members found the training to be of greater value than did recruits with less than three years service. This was not surprising, as there is some overlap between refresher and recruit training. Opportunities to practice and apply skills were seen as more useful than more academic and theoretical

information. The focus groups also identified a need for better integration between the APT course and other frontline refresher training initiatives such as Livelink and Roll Call training. The Training and Education Unit will address this integration of training during the year 2002.

Ongoing training evaluation reflects well on the quality and focus of Toronto Police Service training. Any problems identified are quickly corrected. We are committed to meeting the learning requirements of police officers and civilian members, by providing timely, high quality and effective training.

Conclusion:

The Toronto Police Service devotes considerable resources to meeting the learning requirements of police officers and civilian members. Training is carried out in a systematic and thorough manner to ensure it meets all legislative requirements and the needs of service members. Ongoing evaluation and continuous improvement of curricula and training delivery ensure quality and relevance. This training increases our members' competence and confidence to make them more effective and responsive to community needs. The over-all goal is to make the City of Toronto a safe place to live and work.

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

Mr. Frank Chen, Chief Administrative Officer – Policing, Corporate Support Command, will be in attendance to answer any questions from Board members.

**Charles Lawrence, Manager, Training and Development, was in attendance and responded to questions by the Board about this report.**

**The Board received the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P83. RACE RELATIONS PLAN - UPDATE**

The Board was in receipt of the following report FEBRUARY 19, 2002 from Julian Fantino, Chief of Police:

Subject: RACE RELATIONS PLAN - FINAL REPORT

Recommendation:

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

Background:

At its meeting on March 26, 1999, the Board approved a three year Race Relations Plan (Board Minute 160/99 refers). Commencing in 2000, the Service was directed to report annually on the status of the plan. The Service provided reports to the Board at its meeting on May 1, 2000, (Board Minute 192/00 refers) and at its meeting on March 22, 2001 (Board Minute 97/01, refers).

This is the third and final report on the status of the Race Relations Plan.

Priorities:

The Service has identified two key priorities in respect to race relations. They are as follows:

Develop a thorough understanding of the nature of the minority constituents of our community, and Communicate effectively with all facets of the community.

To support these priorities, the five Units most able to influence race relations issues in the Service (Corporate Communications, Human Resources, Community Policing Support, Training and Education, and Professional Standards) devised the following objectives and strategies:

**CORPORATE COMMUNICATIONS**

Objective: Enhance external communications to diverse communities.

Strategy: Review and improve on the ethnic media relations.

Measure: Customer satisfaction surveys, use of product.

Time Frame: Two years

Rationale: Effective and timely communications is critical in keeping the various communities that compose our city informed of issues affecting them. At the same time, it is vital that the Service receives feedback from communities to identify issues, enhance crime prevention and assist in problem resolution.

Status: Ongoing

Response: Ethnic Media Outreach Luncheon

Corporate Communications hosted the “Ethnic Media Outreach Luncheon” in the Headquarters Auditorium in June 2001. More than 50 media representatives were in attendance from various agencies. Some of the communities represented were Greek, Chinese, Russian, Korean, East Indian and West Indian. Also in attendance were members from the Gay/Lesbian community.

The forum was informal with a panel of members from Corporate Communications and other Service Units. The theme was “Building bridges through communication”. The agenda was straightforward with three main objectives:

- (1) To introduce members of the Corporate Communications team and other Service Units;
- (2) To provide a detailed overview of services available to ethnic media representatives; and
- (3) To respond to questions from the audience.

Chief Fantino addressed the group and spoke about the important role the media plays in helping to educate the public. Media representatives were informed about new access options such as the Service’s web site, on-line News Releases/Media Advisories and information requests via e-mail.

Media representatives appreciated the presence of the Chief at the event. Many concerns were raised about a variety of issues, but in general media representatives seemed to be satisfied with their access to information. Chief Fantino has personally committed to meet informally with members of the Ethnic Media on a bi-annual basis.

During the forum, much time was spent discussing the re-instatement of a media accreditation program, which was discontinued in September 1999. The Unit Commander of Corporate Communications agreed to review the accreditation program in consultation with the President of the Ethnic Media Council. To date a total of ten (10) requests have been processed with the accreditation program. It was also agreed that Corporate Communications would continue to conduct information sessions with the

Ethnic Media, in conjunction with Chief Fantino's Ethnic Media Outreach Luncheon, for the purpose of educating them about Service practices and policies.

In addition, the Community Relations Section of Community Policing Support is actively involved with the major ethnic media outlets on an ongoing basis. This Ethnic Media Outreach Strategy consists of community liaison officers assigned to the various diverse communities working in partnership with media outlets. Relevant police information is provided to these communities through media outlets such as television, radio and newspapers. Many officers regularly appear on television and radio programs and have regular public information pieces placed in ethnic newspapers. Information relative to issues such as domestic violence, youth violence, guns, traffic safety and organised crime have been provided through these venues.

Some of the television outreach is conducted in partnership with CFMT, TLN, and TFO (French). Radio outreach involves CHIN, Canadian Chinese Broadcasting, and CHYY (Black Youth radio) at York University. The print media outlets include: Corriere Canadese (Italian), Tandem (English, sister paper of Corriere Canadese), Patrides (Greek), L'Express (French), Russian Express Weekly, Gazeta (Polish), Philipino News, Korean Central, The Voice (Indian), Ukrainian Language Newspaper, and Uthayan Newspaper (Tamil).

The combination of all these strategies over a period of several months, reaches well over a million people within our diverse communities providing maximum exposure of police related information. These partnerships will continue to grow and members of Community Policing Support will continue to enhance these partnerships for the betterment of the Service and the community it serves.

## **HUMAN RESOURCES**

Objective: To make the Toronto Police Service representative of our community by hiring a greater number of qualified visible minorities and women.

Strategy: The following are the strategies and activities pursued by the Employment Unit to meet this objective.

Measure: Statistics on recruitment activities, hiring and promotional results.

Time Frame: On-going

Recruitment and Selection

The following highlights the activities of the Employment Unit's recruiting section for the year 2001:

- Set up displays, made presentations and distributed recruitment pamphlets at 31 educational facilities, including universities, colleges and high schools.
- Set up displays, made presentations and distributed recruitment pamphlets at 66 job fairs.
- Set up displays, made presentations and distributed recruitment pamphlets at 87 different festivals including church venues.
- Maintained and updated the Service Internet web page with pertinent hiring information.
- Held 28 mentoring and information sessions at Police Headquarters that allowed potential applicants an opportunity to seek guidance and develop a relationship with a member of the recruitment team.
- Conducted 49 Physical Readiness Evaluation for Police (PREP) practice sessions at the Toronto Police Applicant Testing Centre.
- Produced and aired a thirty second recruitment television commercial which was aired on CFMT.
- Partnered with the Bank of Montreal to display the thirty second commercial for six months (starting December 2001) on their giant video screen (BMO-TRON) located at King and Bay streets (the cost of project was donated by the Bank of Montreal).
- Placed an "On Screen Slide Ad" for six weeks in Famous Players Theatres in the greater Toronto area which was shown at the start of every movie.
- Billboard advertising at four prominent Toronto locations including Scarborough, North York, Midtown and Downtown.
- Advertised in sixty cars on the Toronto Transit Commission Scarborough Light Rapid Transit and Malvern bus lines.
- Continued outreach programs with racial minority churches and mosques.
- Placed recruitment advertisements in 8 community newspapers and magazines.
- Participated in 7 television and radio interviews.

#### Hiring Statistics for 2001

332 recruits were hired in 2001 with the following equity groups represented:

Female	63	(19% of total hired)
Racial Minority	51	(15% of total hired)
Aboriginal	7	(2% of total hired)

#### Uniform Promotional Process

In 2001, Human Resources had promotional processes for the ranks of sergeant/detective, staff sergeant/detective sergeant and inspector. The resulting sergeant/detective eligibility pool consisted of 124 officers, including 7 racial minorities (6%) and 15 females (12%). The resulting staff sergeant/detective sergeant eligibility pool consisted of 52 officers,

including 6 females (12%). The resulting inspector eligibility pool consisted of 19 officers, including 1 racial minority (5%) and 3 females (16%).

#### Current Uniform Senior Officer Statistics

Currently there are 5 racial minorities (5%) and 6 females (6%) in the Senior Officer ranks of the Toronto Police Service.

### **COMMUNITY POLICING SUPPORT**

Objective #1: Outreach to youth at risk in diverse communities.

Strategy: Conduct a youth conference on police/race issues.

Measure: Pilot projects from the conference, evaluation report.

The Toronto Police Service has identified youth violence and victimisation of youth as a Service priority. In so doing, the Toronto Police Service has developed a level of commitment to working towards addressing the safety and security needs of those most vulnerable to victimisation, including children and youth.

On Saturday, January 26, 2002, Community Policing Support (CPS) and the Toronto Youth Cabinet, hosted a youth-police conference. This conference was entitled "Aiding Tolerance and Non-Violence" and was held at Toronto City Hall. The objective of the conference was to encourage dialogue and problem-solve around the theme of being respected and being heard. The conference attracted over 120 participants, including youth from a variety of social, economic, racial and cultural backgrounds, front-line police officers, and community observers. The conference provided a forum for youth and police to engage in positive and constructive dialogue. Strategies were developed to address youth violence and racial intolerance.

Members of the Community Relations Section of Community Policing Support canvassed their respective communities for youth participants to ensure that conference attendees would be reflective of the community at large. The seventy-three youth in attendance included those from the Filipino, Italian, French, Black, Sikh, Iranian, Muslim, Chinese, and Aboriginal communities. Gay, lesbian and bisexual youth also attended the conference.

Fourteen police officers assigned to youth-related functions in divisions, such as Youth Bureau, Community Response, and Street Crime, interacted with youth throughout the day. Educators, politicians, members of United Mothers Opposing Violence Everywhere (UMOVE), Chairman Norman Gardner, Deputy Chief Michael Boyd and Councillors Chris Korwin-Kuczynski and Suzan Hall also took part in the dialogue and problem solving process.

The conference commenced with traditional Aboriginal prayers and smudging and then broke into a series of workshops that included: Safe Schools – Violence in Schools, Youth and Authority, Youth Victimization, Hate Crime Post September 11, Racial Intolerance and Gender Issues.

This conference was unique, in that youth were empowered to make suggestions, provide ideas and become active partners on how best to identify and resolve issues that affect them on a daily basis. This was described as being a positive change from the usual process of simply receiving information or direction from those in authority. The ideas put forth at the conference will be articulated in a future report to assist all stakeholders.

Objective #2: To ensure that Community Police Liaison Committees are representative of the communities they serve.

Strategy: Review the current process for choosing Community Police Liaison Committee members and recommend changes where necessary

Measure: A formalised process in place

Time Frame: One year

Rationale: The Service has in place an extensive structure for consulting with the community on various policing issues. The local level of this process is the Community Police Liaison Committee. Each division has at least one of these Committees. Community Police Liaison Committee membership should be reflective of the community they represent and efforts should always be made to reach out to diverse communities within the geographical area of the respective police division.

Status: Ongoing

Response: Part of the Chief's 90-Day Review process included examination of the community consultation process. The Service's Review Team that was assembled to examine this area took this and many other issues into consideration. Over 20 recommendations on the entire issue of community-police consultation were examined. As a result, Community Policing Support submitted a document entitled "Volunteer and Community Consultation Manual" for consideration and approval. Elements within this manual address areas such as committee membership, general structure and activity standards which speak to enhanced effectiveness and strategic outcomes which ensure optimum results from community-police partnerships.

## **TRAINING AND EDUCATION**

The Training and Education Unit continues to deliver diversity training through a variety of training modules. Both the Civilian Diversity Course and the Advance Patrol Officer (APT) Course combine various aspects of diversity training. The Training and Education Unit will provide a more comprehensive report to the Board in the Annual Report on Training, to be presented at the March Board meeting.

## **PROFESSIONAL STANDARDS**

Objective: Heighten awareness of all unit commanders about race relation's issues.

Strategy: Self-Audit process. Include race relations, access and equity questions in each Unit-level annual audit.

Measure: Measure compliance and monitor results.

Time Frame: One year.

Rationale: Unit Commanders are responsible for the effective delivery of policing services in their area. The inclusion of race relations issues in annual self-audits is an important part of involving the entire Service in delivering appropriate services to the entire community.

Status: Not to be implemented.

Response: Implementation of the Adequacy Standards and major changes to the Policing Standards Review Unit (now the Quality Assurance Unit) has fundamentally changed the Service's approach to Unit self-audit. Quality Assurance is mandated to ensure compliance with Provincial Adequacy Standards. As previously reported, there are no Adequacy Standards that directly speak to race relations issues. Inclusion of race relations issues in a compliance audit is problematic because it requires a quantifiable standard to be set. This then becomes an exercise in collection of empirical data based on race which has been prohibited by the Board (Board Minute 132/89, refers).

### Conclusion:

The Service continues to serve the diverse communities that make up the City of Toronto. Service members will continue to seize upon any opportunities, in conjunction with all our community partners, to make Toronto the best and safest place to be. The Service's Mission Statement and Core Values reflect this commitment.

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

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

**The Board inquired about the methods used by the Service to measure the effectiveness of diversity training provided to Service members and whether any independent surveys had been conducted to determine how the public feels about the performance of front-line Service members.**

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

- 1. THAT the Service continue to submit annual reports on the results of initiatives developed by the Service to address race relations issues;**
- 2. THAT the Service develop, and forward to the Board, a plan to contract an outside company to conduct independent surveys every three or five years on the public's opinion on the following issues:**
  - the performance of front-line Service members**
  - whether the level of training provided to front-line Service members is adequate**
  - whether the service-delivery by Service members is considered satisfactory by the citizens of Toronto**
  - resources and programs offered by the Service**
  - the needs and expectations of the public**
- 3. THAT the results of the public surveys be forwarded to the Board for information.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P84. EMPLOYEE SUGGESTION PROGRAM – PILOT PROJECT  
EVALUATION REPORT**

The Board was in receipt of the following report FEBRUARY 25, 2002 from Julian Fantino, Chief of Police:

Subject: EMPLOYEE SUGGESTION PROGRAM - PILOT PROJECT  
EVALUATION REPORT

Recommendation:

It is recommended that: the Board receive this report.

Background :

At the Board meeting of September 25, 2001, the Board received and approved the final evaluation report regarding the Employee Suggestion Program Pilot Project (Board Minute P250/01 refers). One of the recommendations contained in that report read:

*...the Service determine the feasibility of including a cash award in the Services existing Awards Program without incurring additional costs to administer the award.*

The Board approved that report and requested that should the Service decide to implement the above recommendation, that Board approval be obtained prior to implementation.

After consultation with key stakeholders regarding the feasibility of this recommendation, it was determined that a cash award could not be incorporated into the current Awards Program without incurring additional costs.

In addition to this cost factor, another potential drawback identified was the concern that implementing a cash award into the current Awards Program may conflict with the principles upon which the current program is based.

Recognition within the current Awards Program is obtained through the recommendation of others in acknowledgement of extraordinary and distinguished acts or deeds in serving the community. Whereas, the primary objective of the Employee Suggestion Program was to encourage members to identify measures that would reduce costs. Submissions are self-initiated and have the added incentive of a potential cash reward if the proposal was implemented.

These two programs are based upon distinctively different philosophies. An attempt to merge these two philosophies together within the current Awards Program would undermine the altruistic principles of the Toronto Police Service Awards Program.

Therefore, there will be no changes to the current Awards Program.

Mr. Frank Chen, Chief Administrative Officer, Corporate Support Command, will be in attendance to answer questions from Board members.

**The Board received the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P85.           RESPONSE TO CONCERNS ABOUT THE IMPACT OF  
TERRORIST ACTIVITIES ON THE TORONTO POLICE  
SERVICE**

The Board was in receipt of the attached correspondence MARCH 4, 2002 from The Honourable David Turnbull, Solicitor General, with regard to the impact of any terrorist activities upon the Toronto Police Service.

**The Board received the foregoing.**

**Ministry of the  
Solicitor General**

Office of the  
Minister

25 Grosvenor St.  
11th Floor  
Toronto, Ontario M7A 1Y6  
Tel: 416 326-5075  
Fax: 416 326-5085

**Ministère du  
Soliciteur général**

Bureau du  
ministre

25, rue Grosvenor  
11<sup>e</sup> étage  
Toronto (Ontario) M7A 1Y6  
Tél: 416 326-5075  
Télé: 416 326-5085



Ontario

CM02-00322

**MAR 0 4 2002**

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

Dear Mr. Gardner:

Thank you for your letter and attached information regarding the impact of terrorist events on the Toronto Police Service. I welcome the opportunity to respond.

The Government of Ontario agrees that the law enforcement fight against terrorism must be integrated and united. This is why we created an Anti-Terrorism Police Unit comprised of both provincial and municipal officers. It is important to note that the province will appropriately resource the unit's municipal officers.

I have noted your Board's concern about the vulnerability of the City of Toronto. You will be pleased to learn that the newly created Ontario Provincial Police (OPP) Provincial Emergency Response Unit will be based in the GTA. This unit will be specially trained in, among other important skills, site protection and emergency response.

In addition, your Board has expressed concern about funding for municipal police agencies. As you know, municipal policing has always been the responsibility of the municipality. However, this government has been very supportive of municipal policing through such programs as the Community Policing Partnerships (CPP) Program, which, through a partnership with the City of Toronto, has put 251 new front-line officers on Toronto streets. When fully implemented, this program will result in 1,000 new front-line officers in communities throughout Ontario.



.../2

---

Mr. Norman Gardner  
Page two

I would like to take this opportunity to thank the Toronto Police Services Board and the Toronto Police Service for the co-operation and assistance they have provided to the Government of Ontario and the OPP on a wide range of issues. The recently announced Repeat Offender Parole Enforcement Unit and the new Anti-Terrorism Police Unit provide excellent examples of how, by working together, we can make the City of Toronto a safer place in which to live. I look forward to continuing this good work with our public safety partners in the future.

I trust that this information is of assistance to you. Thank you again for writing.

Sincerely,

A handwritten signature in black ink, appearing to read "David Turnbull", with a horizontal line underneath the name.

David Turnbull  
Solicitor General

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC  
MEETING OF THE TORONTO POLICE SERVICES BOARD HELD ON  
MARCH 27, 2002**

**#P86.           2002 MEMBERSHIP RENEWAL**

The Board was in receipt of the attached correspondence FEBRUARY 11, 2002 from Tom Laughren, President, Ontario Association of Police Services Boards, with regard to the Board's 2002 membership renewal.

**The Board received the foregoing.**



## Ontario Association of **POLICE SERVICES BOARDS**

February 11, 2002

Mr. Norman Gardner, Chair  
Toronto Police Services Board  
40 College Street  
Toronto, ON M5G 2J3



Dear Mr. Gardner

I am writing to acknowledge receipt of your membership renewal for the Ontario Association of Police Services Boards for the year 2002, and to thank you for your ongoing support of the OAPSB.

Effective civilian governance of a police service is a hallmark of a democratic society. To undertake and discharge this task in the most professional manner possible is a key objective of the OAPSB. Your annual membership fee will allow the OAPSB to address this goal by maintaining its education and training programs for new and experienced members. It will also allow us to advocate at the provincial level on issues that affect our members, and through them, all Ontarians.

This coming year promises to be one of many challenges and opportunities. Our staff will contact you in the very near future on some of the key issues facing our membership. I also know that this year's conference, scheduled for May 2-4, 2002, in Sudbury, Ontario, will likely be one of the most important in our Association's history. More details will be forthcoming soon. In the meantime, make plans to attend to ensure your voice is heard, and that, collectively, we make the best decisions possible.

Once again, thank you for renewing your membership in the OAPSB. I look forward to communicating with you in the days ahead, and I anticipate seeing you at our annual meeting and conference.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tom Laughren'.

Tom Laughren  
President

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P87. REQUEST FOR EXTENSION OF TIME TO SUBMIT REPORT:  
REVIEW OF THE POLICE REFERENCE CHECK PROGRAM  
AND RECORD RETENTION SCHEDULE**

The Board was in receipt of the following report MARCH 7, 2002 from Julian Fantino, Chief of Police:

Subject: REVIEW OF THE POLICE REFERENCE CHECK PROGRAM AND  
RECORD RETENTION SCHEDULE - REQUEST FOR EXTENSION

Recommendation:

It is recommended that: the Board grant a one month extension, and agree to receive this report at the Board meeting scheduled for April 25, 2002.

Background :

At its meeting of September 25, 2001, the Board approved a motion that the Service explore ways to resolve concerns expressed by deputants in regards to retention release and legal issues (BM #P245/01 refers).

This has resulted in extensive research by several units within the Toronto Police Service. These results have only just been received, and a comprehensive report is currently being prepared.

It is recommended that the Board grant a one month extension, and agree to receive this report at the Board meeting scheduled for April 25, 2002.

**The Board approved the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P88.           OUTSTANDING REPORTS - PUBLIC**

The Board was in receipt of the following report dated MARCH 13, 2002 from Gloria Lindsay Luby, Acting Chair:

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.

**The Board approved the foregoing.**

**Reports that were expected for the March 27, 2002 meeting:**

<b>Board Reference</b>	<b>Issue - Pending Reports</b>	<b>Report Status</b>	<b>Recommendation Action Required</b>
Memo – July 30/01 & P293/01 P32/02	<p><b><i>Proposed Amendments to Municipal Act</i></b></p> <ul style="list-style-type: none"> <li><b>Issues:</b> review issues concerning drug-related problems and identify where the Board can propose amendments to the <i>Municipal Act</i></li> </ul>	<p>Report Due: Feb. 28/02            Extension Reqs'd:            Extension Granted:            Revised Due Date:  <b>Status:.....Outstanding</b></p>	Chief of Police
#P357/01	<p><b><i>Woodbine Slots – Cost Recovery</i></b></p> <ul style="list-style-type: none"> <li><b>Issue:</b> provide comments on alternatives if the TPS is not successful in obtaining cost-recovery for police services at Woodbine Racetrack</li> </ul>	<p>Report Due: Mar. 27/02            Extension Reqs'd:            Extension Granted:            Revised Due Date:  <b>Status:.....Outstanding</b></p>	Jerome Wiley, Criminal & Corporate Counsel
Memo dated July 18/01	<p><b><i>Waste Diversions Targets</i></b></p> <ul style="list-style-type: none"> <li><b>Issue:</b> all agencies, boards and commissions are required to submit a plan to achieve, as a minimum, Council's waste diversion targets</li> </ul>	<p>Report Due: Oct. 18/01            Extension Reqs'd:            Extension Granted:            Revised Due Date:  <b>Status:.....Outstanding</b></p>	Chief of Police

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P89. POLICE MONITORED VIDEO CAMERAS**

The Board was in receipt of the following report MARCH 5, 2002 from Julian Fantino, Chief of Police:

Subject: POLICE MONITORED VIDEO CAMERAS IN DUNDAS SQUARE

Recommendation:

It is recommended:

1. THAT the Board recommend to the Policy and Finance Committee that the City of Toronto assume the responsibility for co-ordinating CCTV implementation through the establishment of a CCTV Steering Committee which will set the terms of reference to guide the development of CCTV applications in the City of Toronto,
2. THAT the Steering Committee include representatives of the City, Toronto Legal Services, the Toronto Police Service, Business Improvement Areas (BIA's) and the community,
3. THAT Councillor Sandra Bussin's request to participate in the CCTV working Group be forwarded to the City of Toronto's CCTV Steering Committee for consideration, and
4. THAT the Board advise the Policy and Finance Committee that the Toronto Police Service does not wish to monitor CCTV cameras.

Background:

At its meeting on January 24, 2002, the Board received the second report on 'Police Monitored Video Cameras in Dundas Square' (Board Minute P10/02 refers). As a result the Board requested that a report be prepared that included the following:

- that Chief Fantino provide a report for the March 27, 2002 meeting which should include copies of the guidelines, procedures and evaluation criteria developed by other police services which have established police monitored video cameras and include at least one police service in a jurisdiction outside Ontario.

The Toronto Police CCTV Working Group has contacted six jurisdictions outside Toronto, which have CCTV programs in place. The jurisdictions are London, Ontario; Sudbury, Ontario; Hamilton, Ontario; Sherbrooke, Quebec; Virginia Beach, Virginia; and Newham, England.

In depth information has been compiled on each jurisdiction. The following information has been briefly summarized for the purpose of this report:

#### London, Ontario

- 16 cameras
- program is City operated
- Terms of Reference and Code of Practice available on request
- Evaluation criteria available on request

#### Sudbury, Ontario

- 5 cameras
- program is City and community driven, police administered
- Terms of Reference and Policies and Procedures available on request
- No set evaluation criteria \*\*(Sudbury's program was subject to an independent audit conducted by KPMG in May 2000 – available on request)

#### Hamilton, Ontario

- CCTV project currently on hold (project as originally envisioned was police driven, after review by the Ontario Information and Privacy Commissioner the Police Service is re-examining the project with the intent to include more community input)

#### Sherbrooke, Quebec

- 9 cameras
- program is police operated
- procedures available on request (will be translated)
- no set evaluation criteria

#### Virginia Beach, Virginia

- 10 cameras
- program is police operated
- have not yet received any information on guidelines and procedures
- no set evaluation criteria

## Newham, England

- 400 plus cameras
- program is Borough (local government) operated
- Terms of Reference and Procedure Manuel available on request
- no set evaluation criteria

In speaking with representatives from all the cities the same prevailing reason was stated for the establishment of their programs, to enhance and promote public safety and security in the areas in which they are installed.

### Transfer of Responsibility for Co-ordinating CCTV Implementation:

*It must be clearly stated that the current conceptual plans for New Dundas Square do not call for or include 'police monitored video cameras'. On the contrary, the current development plans for the site include three above ground security cameras, an on-site monitoring facility and private security personnel on site twenty-four hours a day, seven days a week. The development plans have these three cameras detailed to site security only; the cameras would be trained onto the 'one acre of granite' that is New Dundas Square.*

Analysis indicates that the Toronto Police Service does not have the current human resources available to staff a 'police monitored video camera' initiative. Staffing such a program would mean an increase of at least nine police constables (definite personnel numbers depends on the size of the program) which translates into a minimum, approximate cost of \$660,000 (per year). Therefore, monitoring by police is not a cost-effective option in the current budget environment.

The Toronto Police CCTV Working Group recommends that the City assume the responsibility for co-ordinating CCTV implementation through the establishment of a CCTV Steering Committee, which will set the terms of reference to guide the development of CCTV applications in the City of Toronto. It is recommended that representation on this committee include all stakeholders, the City, Toronto Legal Services, the BIA's, the Toronto Police Service, and the community.

A program involving monitoring activity in the public domain must be driven by the City/BIA/community rather than the police to avoid 'Big Brother' sentiments. The perception of misuse or abuse of this medium, by the police, must be considered. To alleviate any fears of inappropriate use of cameras or the recorded images, while maintaining a viable crime prevention program, the program must belong to the City/BIA/community rather than the police.

CCTV programs in other jurisdictions have demonstrated that the community feels safer in areas that are monitored by CCTV cameras. This is accompanied by corresponding increases in pedestrian traffic; therefore, providing an opportunity for economic rejuvenation. The community cost/benefit of this type of program must be considered, as there is a significant cost associated with the implementation of a CCTV program.

In its simplest form a CCTV program is a crime prevention and community safety tactic. As with other successful crime prevention programs, such as Neighbourhood Watch and Vertical Watch (apartment building version of Neighbourhood Watch), community mobilization and ownership are important components. The role of the police in these programs is as a resource, advisor, and supporter, to provide expertise and experience to the participants in an effort to assist the program without directing. The results of these kinds of partnerships are reduction in crimes and increased safety, both actual and perceived.

Subject to the Board's direction, and without limiting the Steering Committee's terms of reference, it is recommended that they include among their considerations the following:

- The Toronto Police CCTV Working Group believes that there are three important goals of a CCTV (closed circuit television) program; first, to provide and maintain a safe environment in the New Dundas Square area, second, to act as one component of downtown revitalisation and third, to improve the ability of the Toronto Police Service and the community to respond to crime and anti-social behaviour occurring in the New Dundas Square area.
  
- The Toronto Police Service Working Group has sent a letter to the City asking them to consider enlarging the scope of the current site security plan for New Dundas Square to include closed circuit television (CCTV) monitoring of the public domain. It is proposed that existing and/or additional cameras be strategically positioned to monitor, not only the Square itself, but the surrounding public sidewalks and streets. (This letter to be reviewed by the newly established Steering Committee.)

#### Conclusion:

There is great interest from the Downtown Yonge Street Business Improvement Area (Downtown Yonge Street BIA) to enlarge the scope of the City's project. It is the recommendation of the Toronto Police CCTV Working Group that the City of Toronto assume the responsibility of co-ordinating CCTV implementation through the establishment of a CCTV Steering Committee.

The establishment of a 'joint' Steering Committee, to set terms of reference to guide the development of CCTV applications in the City of Toronto, would certainly benefit all the stakeholders involved.

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

**Mr. James Robinson, Executive Director, Downtown Yonge Street B.I.A., was in attendance and made a deputation to the Board.**

**The Board received Mr. Robinson's deputation and approved the foregoing report.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P90. POLICE SERVICES BOARD'S WEBSITE**

The Board was in receipt of the following report MARCH 13, 2002 from A. Milliken Heisey Q.C., Board Member:

Subject: POLICE SERVICES BOARD'S WEB SITE

Recommendation:

It is recommended that the Board expand its Internet site to include the posting of public agendas, including all reports.

Background:

I am advised that, in the past two years, the Board has developed and implemented an Internet Strategy and has made great strides in re-developing its web site, for example:

- increased web traffic from 1000 'hits' per month to 1000 'hits' per day
- established complete editing, development and implementation control over the site - documents can be added or modified within minutes
- developed and implemented web traffic analysis with breakdowns by page visited, country of origin, number of visits, peak times for visits, etc
- added a comprehensive search engine that allows users to search any document from our site
- added components to determine the phrases, words, concepts people are searching for including a 'top 50 queries' report
- added over 3000 pages worth of board minutes with space allocated for approximately 10,000 more pages
- added the entire contents of board minutes including attachments, scanned images etc and archived them back to 1997
- initiated a project with City of Toronto Archives to determine the best strategy to load and convert paper-based records on to the Internet

The Board has also created an internal Intranet site with similar functionality.

In addition to the above-noted advances, during the month of March, the Board has been 'piloting' the posting of the full public agenda on the Internet. Prior to this month, it was only the index to the agenda and the minutes that were posted on the Internet.

In order to increase public accessibility, I recommend that the Board make this a permanent element of its web site and that, subject to the success of the pilot project and beginning with the April meeting, the Board officially post the entire public agenda on the Internet, in advance of the meeting.

**The Board approved the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P91. UPGRADE OF THE PEOPLESOFT HUMAN RESOURCES  
MANAGEMENT SYSTEM (HRMS) TO VERSION 8.0**

The Board was in receipt of the following report MARCH 18 2002 from Julian Fantino, Chief of Police:

Subject: UPGRADE OF THE PEOPLESOFT HUMAN RESOURCES  
MANAGEMENT SYSTEM (HRMS) TO VERSION 8.0

Recommendation:

It is recommended that:

- (1) The Toronto Police Service be authorized to engage PeopleSoft Canada Co. on a sole source basis for professional services required to upgrade the HRMS system to Version 8.0, at a maximum cost of \$500,000, excluding taxes, and;
- (2) Chairman Norman Gardner be authorized to execute the Statements of Service required for this work, subject to their approval as to form by the City Solicitor.

Background:

Improving its ability to store and retrieve human resources information, track deployment, and monitor the time and attendance of members has been a goal of the Service for several years. In this regard, the Board in October 2001 (Min. No. P290), approved a recommendation of the Service to acquire the services of Workbrain Inc. to implement a new Time Resource Management System. Implementation of this system was planned to coincide with an upgrade of our HRMS system to Version 8.0 (V8.0), as the current version, V7.02, will no longer be supported by PeopleSoft after June 30<sup>th</sup>. These two systems will be tightly integrated, as data feeds will occur back and forth between them.

A Project Office and work teams have been established to conduct the implementation of these solutions. The teams include both TPS personnel and professional expertise from Workbrain and PeopleSoft for areas requiring specific product knowledge and methodologies. The project has proceeded on schedule, and has achieved the following initial goals:

- existing business processes and rules for tracking time and attendance in the Service have been documented

- comparative analyses have been made of TRMS capability vis-à-vis the requirements of the Service to identify the benefits and changes to business practices that will result from TRMS implementation
- strategies have been developed to address change management issues, business process re-engineering requirements, and communication and training needs
- the requirements for the HRMS upgrade have been identified, and an implementation schedule developed

The HRMS is regarded as a mission-critical system for the Service. It is the repository for essential personnel data about Service members including their current job status and job history; training qualifications; discipline and meritorious service; employment equity; leave, sick bank, and other entitlements; and information required to administer the payroll. The HRMS system is not only used on a daily basis to update members' records, it is also the source system for other Service applications, unit staffing information, and reports for statistical and costing analyses.

The move to PeopleSoft V8.0 will result in very significant changes to the operational capabilities and appearance of this system. Recognizing this, the Service engaged PeopleSoft to undertake a "fit/gap analysis" to assess the original organizational design and security access protocols included in the system; identify customizations added over the years and whether these might be eliminated; compare our current infrastructure (i.e. computer terminals, servers, etc.) against the requirements to support V8.0; and to advise on the upgrade process. The findings of this study made it clear that the basic functionality of V8.0 must be implemented to ensure the proper implementation of TRMS. The HRMS will, in effect, "drive" many of the components of TRMS, and installing V8.0 will enable the Service to incorporate into the system an updated organizational design, levels of security access, and other features that are required for the optimal functionality of TRMS. The new system is also expected to improve operational efficiency because its web-like appearance will be significantly more user-friendly, and will make it possible to delete many of the customizations that were added to the system in the past. The study also determined that additional functionality is available in V8.0 that would provide opportunities for further reducing manual processes and improved organizational reporting. This functionality does not need to be implemented prior to the TRMS system, but would offer significant advantages to the TPS in the future.

Based on the above findings, a two-phased approach has been developed for implementing HRMS V8.0:

## **Phase 1**

Implementation of upgrades to V7.02 to accommodate income tax changes which are due to become effective July 1, 2002, and implementation of basic V8.0 functionality to support the TRMS initiative. The target completion date for installation of the V8.0 functionality will be September 30, 2002.

## **Phase 2**

Proposed implementation of additional V8.0 functionality to achieve further operational efficiencies. The potential benefits, costs, and impacts of proceeding with this phase will be the subject of further study and a report to the Board in the early fall.

In view of the foregoing, it is recommended that PeopleSoft Canada Co. be retained on a sole source basis for Phase 1. Their personnel who facilitated the abovenoted reviews demonstrated a very high level of expertise, and their expert knowledge of the software and TPS business processes will minimize risk and ensure continued progress toward the upgrade without disruption. This will be especially important in light of the implementation timelines for TRMS and the pending tax changes. In addition, very few professional firms in the market have performed a V8.0 upgrade at this time, and hence a tendering requirement would increase risk without offering any offsetting benefit.

The services of the PeopleSoft experts currently employed on this project were secured through an umbrella Consulting Services Agreement and separate, subsidiary Statements of Service for each consultant, which were prepared with the assistance of the City Solicitor. The Statements of Service outline the work and rates that will apply, and it is proposed that Statements be prepared for implementing Phase 1 at the same rates, for a maximum total cost of \$500,000 excluding taxes. These Statements will be prepared with the assistance of City Legal, and it is recommended that the Chairman be authorized to execute them on behalf of the Board, subject to their approval as to form by the City Solicitor. The Chief Administrative Officer has certified that funds are available in the Capital Budget and 2002 Operating Budget to fund Phase 1 in the total amount of \$500,000, excluding taxes.

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

**The Board approved the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P92. FUNERAL RECEPTION EXPENSES:  
POLICE CONSTABLE LAURA ELLIS**

The Board was in receipt of the following report MARCH 12, 2002 from Gloria Lindsay Luby, Vice Chair:

Subject: FUNERAL RECEPTION EXPENSES - CONSTABLE LAURA ELLIS

Recommendation:

It is recommended that the Board approve payment from the Special Fund of \$13,831.63 which represents 50% of the costs of the refreshments for the funeral reception for Constable Laura Ellis.

Background:

Since 1994, it has been the Board's practice to share, with the Toronto Police Association, the cost of hosting receptions following the funerals of officers who die in the line of duty.

The total cost of the refreshments for the funeral reception held on Friday February 22, 2002 was \$27,663.25. The Board's 50% share is \$13,831.63.

**The Board approved the foregoing subject to the deposit to the Special Fund of an estimated \$80,000.00 in unclaimed cash via the Property Bureau.**

WILLIAM DAVIDS FOODS LTD.,  
P.O. Box 58006,  
500 Rossland Road West,  
Oshawa, Ontario,  
L1J 8L6

phone : (905) 404-8817 or 1-877-404-8240

fax : (905) 571-4903

SOLD TO: Toronto Police Association  
c/o Andrew Clarke

DATE: February 25,2002

INVOICE:  
#TP-022202a

LUNCHEON INVOICE

DESCRIPTION:	AMOUNT:
re: Funeral Reception at METC for 4,000 Guests	22,360.00
Assorted Sandwiches on White,Brown,Rye and Kaisers	
Variety of Pickles	
Assorted Trayed Pastries	
Cold Beverages including Bottled Water	
Coffee and Tea	
Complete Paper and Plastic Service	
Sub Total	22,360.00
GST	1,565.20
PST	1,788.80
Total Amount Owing	25,714.00

*we thank you for allowing us to be of service*

WILLIAM DAVIDS FOODS LTD.,  
P.O. Box 58006,  
500 Rossland Road West,  
Oshawa, Ontario,  
L1J 8L6

phone : (905) 404-8817 or 1-877-404-8240

fax : (905) 571-4903

SOLD TO: Toronto Police Association  
c/o Andrew Clarke

DATE: February 25, 2002

INVOICE:  
#TP-022202b

RENTAL INVOICE

DESCRIPTION:	AMOUNT:
re: Funeral Reception at METC for 4,000 Guests Rental of tables, chairs and linen	1,695.00
Sub Total	1,695.00
GST	118.65
PST	135.60
Total Amount Owing	1,949.25

*we thank you for allowing us to be of service*

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P93. 2001 EXPENDITURES OF THE COMMUNITY POLICE LIAISON  
AND CONSULTATIVE COMMITTEES AND 2002 REQUEST FOR  
FUNDING**

The Board was in receipt of the following report FEBRUARY 25, 2002 from Julian Fantino, Chief of Police:

Subject: REPORT ON THE EXPENDITURES OF COMMUNITY POLICE  
LIAISON COMMITTEES (CPLC'S) AND CONSULTATIVE  
COMMITTEES, FUNDING REQUEST FOR 2002, AND REQUEST  
FOR FUNDING OF THE ANNUAL CPLC CONFERENCE

Recommendation:

It is recommended that:

(1) the Board continue to provide an annual grant of \$1,000.00 to each of the divisional Community Police Liaison Committees (CPLC's), the Traffic Service's CPLC, the Chief's Consultative Committees, and the Chief's Advisory Council; and

(2) the Board sponsor a sixth annual conference for members of the Community Police Liaison Committees on Saturday May 4, 2002, at a cost not to exceed \$6,000.00, and that funding be provided from the Special Fund.

Background :

The Board directed in 1998 (Board Minute 65/98, refers):

**That the Chief of Police provide an annual report to the Board on the activities which were funded by the police divisions using Board grants.**

In addition, Board Chairman, Mr. Norman Gardner, submitted a report to the Board at its meeting on February 28, 2001 (Board Minute P51/01, refers). The Board approved the following recommendations from that report:

- 1. the Board sponsor a fifth annual conference for members of Community Police Liaison Committees on April 28, 2001, at a cost not to exceed \$6, 500.00. That funding be provided from the Special Fund.**

2. **Board members be invited to attend the CPLC conference on April 28, 2001 and be invited to participate in the Board/Community Workshop.**
3. **The Board continue to provide an annual grant of \$1,000.00 to each of the seventeen Divisional Community Police Liaison Committees, the Traffic Service's CPLC, the five Chief's Consultative Committees, the Chief's Advisory Council and the Chief's Youth Advisory Council. That funding be provided from the Special Fund.**
4. **That the Chief be requested to bring forward all future funding requests for the CPLC annual conference.**

In addition to reporting on the 2001 expenditures of CPLC's and Consultative Committees, this report will also comply with the Board's direction that the Chief request funding for the sixth annual CPLC conference.

### **Community Police Liaison Committees**

For the past five years, the Board, through its Special Fund, has provided funding to each Division and to Traffic Services for the operations of the CPLC's. The Board has also provided funding to Community Policing Support for each of the five Consultative Committees (Aboriginal, Black, Chinese, South & West Asian, and French), and the Chief's two Advisory Councils. Each of these units was allotted \$1,000.00 for a total funding figure of \$25,000.00 for 2001.

The following table compares the income and expenses for the Community Police Liaison Committee account over the past year. All unused funds have been returned to the Board Special Fund as per request.

<b>Year</b>	<b>Income</b>	<b>Expense</b>	<b>Balance</b>	<b>% of Funds Spent</b>
2001	\$ 18,000	\$ 13,038.30	\$ 4,961.70	72.4

The intent of the funding was to allow for expenses related to the operation of the committees, such as refreshments for meetings, rental of facilities, and supplies. The committees could also use the money to fund or partially fund community-based projects such as workshops, seminars and training opportunities.

### **Report on the Use of CPLC Funding in 2001**

The CPLC's continually provide support to the Service and the community they serve. The committees are proactive in community relations and are there to assist and problem solve in the local communities. The following are examples of funded activities in 2001:

#### **Courses/Seminars for Police and CPLC members**

Police officers and CPLC members attended a variety of courses and seminars both within the Service and externally.

### **Refreshments for CPLC Meetings**

The majority of CPLC's expended a significant portion of their grants for meeting related refreshments and other related supplies.

### **Community Barbeques**

Several CPLC's across the city assisted in the hosting of their Divisional Community Barbeques.

The barbeques were a great success in building positive relationships with the community and the police.

### **Town Hall Meetings**

Several CPLC's across the city organized Town Hall meetings to address local community issues and express appreciation to those community members who take an interest in their community.

### **Christmas Toy Drive**

Many CPLC's sponsored and participated in the Christmas Toy Drives.

### **Graffiti Eradication Projects**

CPLC's became involved in graffiti eradication initiatives by providing refreshments and contributing to the purchase of supplies.

### **Printing of Community Safety Material**

The 42 Division CPLC was instrumental in the re-creation of a Domestic Violence Pamphlet in the Tamil language. The 52 Division CPLC printed and distributed to the community 8,000 copies of the Emergency Help-Line Calendar Cards in 2001. The 32 Division CPLC reprinted a race relations booklet called "SO?" into a colouring book for children.

### **Forum, (33 Division)**

The 33 Division CPLC held a forum at a local high school to address the impact of the Sheppard subway on the local community.

### **Rail Lands Clean-up, (12 Division)**

The 12 Division CPLC participated in the fourth annual Rail Lands Clean-Up. They were successful at cleaning the rail lands in the vicinity of Weston Road & Rogers Road and painting over graffiti.

### **Domestic Violence Information Session, (13 Division)**

The 13 Division CPLC hosted a Domestic Violence Information Session. The event was held in the auditorium at Vaughan Road Academy and consisted of a panel of experts who gave a brief overview of their dealings with domestic violence.

### **Annual Bursary Awards, (31 Division)**

The 31 Division CPLC held their first annual Bursary Awards. Funds were raised through partnerships with local community groups, private firms and individuals. Bursary cheques were awarded to hardworking students in various high schools. The bursary cheques were awarded to offset educational endeavours.

### **Aggressive Driving Campaign, (32 Division)**

The 32 Division CPLC traffic sub committee developed an education project in conjunction with the Ontario Aggressive Driving Campaign. The committee set up an impressive static display at the local mall of a demolished car and handed out education pamphlets.

### **Poster Competition, (32 Division)**

Funds were used to provide prizes to poster competition contestants. Posters were designed with anti-racism messages in conjunction with the International Day to Eliminate Racial discrimination.

### **Consultative Committees**

In 2001 the Board provided funds to five Consultative Committees, (Aboriginal, Black, Chinese, South & West Asian and French), and two Chief's Advisory Councils comprised of an adult advisory group and a youth advisory group. Each was allotted \$1,000.00 for the year.

The following table compares the income and expenses for the Consultative Committees and the two Chief's Advisory Councils over the past year. All unused funds have been returned to the Board.

<b>Year</b>	<b>Income</b>	<b>Expense</b>	<b>Balance</b>	<b>% of Funds Spent</b>
2001	\$ 7, 000	\$ 5,177.11	\$ 1,822.89	74

Consultative Committee funds were spent primarily on the administration of meetings, as well as the purchasing of community outreach materials such as brochures.

### **Annual CPLC Conference:**

Since January 1997, the Board has been sponsoring an information sharing and networking workshop for members of the CPLC's. Over one hundred community and police representatives attend the conference annually. Evaluations of the previous conferences have been very positive.

It is recommended that the Board sponsor the sixth annual CPLC conference on Saturday May 4, 2002, at a cost not to exceed \$6,000.00.

## CPLC Conference Budget for 2002

<b>Item</b>	<b>Expense</b>
Room Rental	Nil
Catering for 160 people (Continental Breakfast, Lunch & Breaks)	\$4, 255.00
Office Supplies, Printing	\$1,000.00
Honorarium Certificates (Each community speaker receives a \$50.00 certificate from Chapters Bookstore)	\$400.00
<b>Total:</b>	<b>\$5,655.00</b>

### Conclusion:

The funding represents a valuable resource for the operation of the Community Police Liaison Committees, Consultative Committees, Chief Advisory Councils and the Service. These monies provide assistance in the maintenance of the committees and are a resource for community projects. The funds are used for small projects or in conjunction with other sources of fund raising for larger events. The CPLC's have strongly advocated that funding for their activities should not be curtailed. The CPLC's are dedicated to the local communities and are working toward a safer Toronto through education and community partnerships.

As the result of the Service's 90 Day Review, it has been recommended that the Service maintain funding for seventeen CPLC's which includes Traffic Services, six Consultative Committees (Black, Chinese, French, South & West Asian, Aboriginal, and Gay Lesbian Transsexual Transgender) and one Chief's Advisory Council (incorporating both adult and youth components). With the amalgamation of 21 Division and 22 Division, there is one less CPLC requiring funding for 2002. Overall funding of \$24,000.00 is requested.

It is therefore recommended that the Board continue to provide an annual grant of \$1,000.00 to each of the divisional Community Police Liaison Committees (CPLC's), the Traffic Service's CPLC, the Chief's Consultative Committees, and the Chief's Advisory Council. It is further recommended that the Board sponsor the sixth annual conference for members of the Community Police Liaison Committees on Saturday May 4, 2002, at a cost not to exceed \$6,000.00, and that the funding be provided from the Special Fund.

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

**The Board approved the foregoing subject to the deposit to the Special Fund of an estimated \$80,000.00 in unclaimed cash via the Property Bureau.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P94. RELOCATION OF THE TORONTO POLICE CONTRACT  
POUND #1 DISTRICT, OPERATED BY JP TOWING SERVICE &  
STORAGE LTD.**

The Board was in receipt of the following report MARCH 22, 2002 from Julian Fantino, Chief of Police:

Subject: RELOCATION OF THE TORONTO POLICE CONTRACT POUND #1  
DISTRICT, OPERATED BY JP TOWING SERVICE & STORAGE  
LTD.

Recommendation:

It is recommended that:

1. the Board approve the relocation of the 1 District Police Contract Pound, effective April 4, 2002 to the location described in this report; and
2. Authorize the Board Chairman to execute an agreement with JP Towing Service & Storage Ltd. to amend the current towing contract to reflect the change in pound location, in a form approved by the City solicitor.

Background:

Appended to this letter is a proposal by JP Towing to relocate their Police pound.

JP Towing Service & Storage Ltd. holds the current Towing & Pounds Service contract for 1 District and lease the property that is being used for the storage of vehicles that are towed under the contract. JP Towing has leased another pound site and have proposed to move their Police pound to this location. The proposed pound site is located at 11 Glen Scarlett Rd., which is near the main intersections of Keele St. and St. Clair Ave. W.

JP Towing notified the Board, of the request to change pound location, by letter on January 2, 2002, and subsequently notified the Unit Commander of Traffic Services, Superintendent Gary Grant, by letter on January 21, 2002, as required by the contract.

The contract states that:

CHANGE OF POUND LOCATION

42. The Operator shall provide ninety (90) days advance notice in writing to the Unit Commander of its intention to change the location of the Operator's Pound, which change in location shall only be permitted upon approval of the Board.

From an operational perspective, one clear week from the date of approval would be sufficient time to issue a Routine Order to notify all members of the Service of the change of pound location.

The proposed pound site was inspected by staff and conforms to all requirements as put forth in the original quotation request. The lease for the proposed pound site was reviewed by staff in the City Legal division and has been found to conform to all requirements of the quotation request.

**The Board approved the foregoing.**

**LEDREW  
LAISHLEY  
REED LLP**

LAWYERS

sledrew@lr-law.com  
(416) 981-9460  
73418

**BY FAX AND HAND**

January 2, 2002

Executive Director and/or Unit Commander  
Toronto Police Services Board  
40 College Street  
Toronto, Ontario  
M5G 2J3



Dear Madam/Sir:

**Re: JP Towing and Storage Ltd.**

I am writing on behalf of JP Towing and Storage Ltd., which is the Operator for the Police Services Board for towing and storage operations for Towing District Number 1. In accordance with section 42 of that Agreement, the Operator is hereby providing notice of its intention to change the location of the Operator's pound from 132R East Liberty Street, to 20 Strachan Avenue or 11 Glen Scarlett Road.

This notice is in formal compliance with the agreement, and another notice will follow within the very near future setting out which specific site to which the pound operation will be moving. Suffice it to say, whichever site is chosen within the next week or so, it will be improved to be in absolute compliance with all of the requirements of the Police Services Board under the contract, and available for inspection by those persons directed to do so by the Board.

Yours very truly,

Stephen LeDrew

SL/ss

cc: J.P. Cruz, J.P. Towing and Storage Ltd.

\\LLR1\FILENO\73418\Police Services Board.doc

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P95. MICROSOFT SELECT 5.1 LICENSING AGREEMENT WITH  
MICROSERVE/COMPUSMART**

The Board was in receipt of the following report MARCH 12, 2002 from Julian Fantino, Chief of Police:

Subject: MICROSOFT SELECT 5.1 LICENSING AGREEMENT WITH  
MICROSERVE/COMPUSMART

Recommendation:

It is recommended that: the Board approve the selection of Microserve/CompuSmart as the vendor for Microsoft licensing, and the corresponding expenditure of \$1,880,452 including taxes.

Background :

At the September 25, 2001 meeting of the Police Services Board, a report was submitted and approved for the enrolment of the Toronto Police Service (TPS) in a two-year Select 5.1 licensing agreement under the Management Board Secretariat's (MBS) Master Agreement with Microsoft for the period September 30, 2001 to September 29, 2003 with Software Spectrum, the City of Toronto's vendor of record (Board Minute #P256 refers).

At the time of the recommendation and PSB approval, the MBS were in the process of negotiating a Master Select 5.1 licensing agreement to meet an October 1, 2001 deadline set by Microsoft to form an agreement, and to qualify for upgrade licences. Subsequent to that report MBS extended their negotiations with Microsoft. Microsoft also extended their deadlines and cut-off dates for purchasing licenses to guarantee upgrades of software. The MBS finalised a contract with Microsoft in mid-December 2001. The term of the Master Agreement that was formed was extended from two to three years, for the period September 28, 2001 to September 27, 2004.

Under the umbrella of the MBS Master Select 5.1 Agreement, agencies such as the TPS are permitted to enrol with one (or more) resellers of Microsoft licenses. Previously the TPS had recommended enrolment with the City of Toronto's vendor of record (Software Spectrum), but due to the extension of the term of the Master Agreement from two to three years, and the development of a more competitive marketplace, the TPS issued a Request for Quotation to generate current competitive bids.

The Toronto Police Service and the City of Toronto issued a Request for Quotation (RFQ) January 25, 2002, #3405-02-3090. The City provided the RFP results to the TPS in early March 2002. Six proposals were received and the lowest bid, MicroServe/CompuSmart, was selected. The prices remain in effect until April 1, 2002. The Service anticipates at least a 5% increase in prices (approximately \$94,000) after this date.

The cost of the proposal is \$1,880,452 for a three-year period, September 28, 2001 to September 27, 2004 (the contractual dates within the MSB's Master Agreement). This proposal is significantly better than the previous offering - a two-year contract at cost of \$1,855,850. That is, the Service will incur approximately \$295,000 of less costs per year, for 3 years, with this current option.

The Chief Administrative Officer has certified that such funds are available in the Service's 2002 Operating Budget.

Mr. Frank Chen, Chief Administrative Officer, will be in attendance at the Board meeting on March 27, 2002 to respond to any questions in this regard.

**Mr. Larry Stinson, Director, and Staff Inspector Mike Farrar, Information Technology Services, were in attendance and discussed this report with the Board.**

**The Board approved the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P96. 25-YEAR SERVICE RECOGNITION**

The Board was in receipt of the following report MARCH 26, 2002 from Norman Gardner, Chairman:

Subject: **25-YEAR SERVICE RECOGNITION**

Recommendation:

It is recommended that the Board:

- (1) approve an expenditure from the Special Fund, not to exceed \$30,000.00 to host a luncheon in honour of Service and Auxiliary members who achieved 25 years of service as of December 31, 2001; and
- (2) approve the purchase of 386 watches from The Time Shop at an approximate total cost of \$53,461.00 (excluding taxes) and that the expenditure be made from the Special Fund.

Background:

It has been customary for the Board to host an annual event honouring members of the Toronto Police Service and members of the Auxiliary Police who have completed 25 years of service. During the period January 1, 2001 to December 31, 2001, the number of members achieving 25 years of service is 386.

I therefore recommend that in keeping with our custom, a luncheon be held on Thursday, July 18, 2002 to honour those members and that each member be presented with a commemorative watch. The total cost of the event is not expected to exceed \$89,049.96.

Purchasing Support Services recently issued a request for a quotation on behalf of the Police Services Board, for the supply and delivery of the commemorative watches. Six quotations have now been received, as outlined on the attached summary and reviewed by the appropriate personnel.

Two bids did not meet the specifications. Of the remaining bids, I recommend that the quotation be awarded to The Time Shop, based on the fact they meet all specifications and will supply the watch with the most pleasing design. Each watch will cost \$138.50 (excluding taxes) and funds are available within the Board's Special Fund.

**The Board approved the foregoing subject to the deposit to the Special Fund of an estimated \$80,000.00 in unclaimed cash via the Property Bureau.**

PRESENTATION WATCH QUOTE FOR 2002  
(25 YEAR RECIPIENTS)

<b>COMPANY NAME</b>	<b>PRICE QUOTED</b>
REMRANT	DID NOT MEET SPECS
CORONA JEWELLERS	\$134.00
THE TIME SHOP	\$138.50
CANADIAN SPIRIT	DID NOT MEET SPECS
BILL MAHOOD ENTERPRISES	\$143.50
BIRKS JEWELLERS	\$165.00

## PROJECTED EXPENDITURES

### 25 YEAR WATCH LUNCHEON

Thursday, July 18<sup>th</sup>, 2002

#### Watches:

386 (^) x \$138.50	\$53,461.00	
G.S.T. 7%	\$ 3,742.27	
P.S.T. 8%	<u>\$ 4,276.88</u>	\$61,480.15

#### Miscellaneous:

Table decorations		\$ 200.00
-------------------	--	-----------

**Guests:** (based on maximum attendance)

<b>Recipients (^) 386 + 1 guest = 772</b>
---

**Luncheon:** (based on maximum attendance)

Lunch (^\$22.95 plate)	\$17,717.40	(\$22.95 x 772)	
P.S.T. Food	\$ 1,417.39	(\$17,717.40 x 8%)	
G.S.T. Food	\$ 1,240.22	(\$17,717.40 x 7%)	
Gratuity	\$ 2,657.61	(\$17,717.40 x 15%)	
G.S.T.	\$ 186.03	(\$ 2,657.61 x 7%)	
Wine (^ \$24.00/bottle)	\$ 3,120.00	(130 x \$24.00/bottle)	
P.S.T. Liquor	\$ 312.00	(3,120.00x 10%)	
G.S.T. Liquor	\$ 218.40	(3,120.00x 7%)	
Gratuity	\$ 468.00	(3,120.00x15%)	
G.S.T.	\$ 32.76	(\$ 468.00 x 7%)	
			\$27,369.81

**TOTAL** **\$89,049.96** (approx.)

---

---

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P97. TORONTO POLICE SERVICE 2002 OPERATING BUDGET, 2002  
PARKING ENFORCEMENT OPERATING BUDGET AND 2002-  
2006 CAPITAL BUDGET – APPROVED BY CITY COUNCIL**

The Board was in receipt of the following report MARCH 22, 2002 from Julian Fantino, Chief of Police:

Subject: APPROVAL OF THE TORONTO POLICE SERVICE 2002  
OPERATING BUDGET, 2002 PARKING ENFORCEMENT  
OPERATING BUDGET AND 2002-2006 CAPITAL BUDGET

Recommendation:

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

Background:

The following provides a summary of the budget deliberations, by City Council, on the 2002 Service and Parking Enforcement Operating budgets and 2002 – 2006 Capital budget.

The previous update (Board Minute #P30/02 and P63/02 refers), provided details regarding the results from the various meetings with Budget Advisory Committee (BAC) and Policy and Finance Committee (P&F). These results were presented to City Council for review and consideration during the meeting held from March 4 through March 8, 2002.

**2002 Operating Budget Update**

The final budget, as recommended by both BAC and P&F at the net amount of \$587.2 million (M) (excluding World Youth Days), was forwarded to City Council. The breakdown of the Council approved Service net budget is as follows:

Base budget as requested by TPS:	\$586.73M
Adjustment for 2001 IT annualization	(\$0.3M)
Anti-Gang Unit	\$0.73M
<b>Final BAC and P&amp;F Recommended Budget</b>	<b>\$587.2M</b>
World Youth Days (WYD)	\$2.8M
<b>Total Council Approved Budget (including WYD)</b>	<b>\$589.9M</b>

## 2002-2006 Capital Budget Update

BAC and P&F approved the Service's Capital budget and forwarded it to City Council for final deliberations. City Council during its meeting held from March 4 through March 8, 2002 approved the Service's 2002 Capital Budget of 22.4M for 2002 (including cash flow carry-over) and \$162.8M for the five year program. This approval enables the Service to start three new capital projects: Firearms Defensive Tactics/Applicant Testing Facility, Police Integration Systems and Livescan Fingerprinting System.

BAC and P&F also approved the Capital project for the construction of a new 43 Division. However, initial funding of \$3.09M for this project is to come from the City Reserve and there would be no impact of land costs to the Service. City Council supported the recommendation for the new 43 Division. The Service has indicated that funding required to complete the new 43 Division should not impact on future capital projects.

## Parking Enforcement Unit

The Parking Enforcement Unit's final BAC and P&F approved budget was presented to City Council during its meeting held from March 4 through March 8, 2002. The 2002 budget was approved at a net funding of \$26.5M (including the hiring of forty-eight additional Parking Enforcement Officers).

## Summary:

The TPS budget includes essential funding for maintaining services at 2001 levels plus service enhancements reflective of the changing community and world issues. Although the Service can operate with the level of funding provided by City Council, it is imperative that we continue to press outstanding issues such as Intelligence Gathering, to ensure that proper police services can be provided to the citizens of Toronto.

Mr. Frank Chen, Chief Administrative Officer, Corporate Support Command and I 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 MARCH 27, 2002**

**#P98.           CORRESPONDENCE**

The Board was in receipt of a summary of the public correspondence received in the Board office between February 12, 2002 and March 8, 2002. A copy of the summary is on file in the Board office.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD ON MARCH 27, 2002**

**#P99.           ADJOURNMENT**

---

Norman Gardner  
Chairman