



The following draft Minutes of the meeting of the Toronto Police Services Board held on June 09, 2011 are subject to adoption at its next regularly scheduled meeting.

The Minutes of the meeting held on May 11, 2011, and the special meeting held on May 30, 2011, previously circulated in draft form, were approved by the Toronto Police Services Board at its meeting held on June 09, 2011.

MINUTES OF THE PUBLIC MEETING of the Toronto Police Services Board held on **JUNE 09, 2011** at 1:30 PM in the Auditorium, 40 College Street, Toronto, Ontario.

PRESENT:

Dr. Alok Mukherjee, Chair
Mr. Michael Thompson, Councillor & Vice-Chair
Mr. Chin Lee, Councillor & Member
Dr. Dhun Noria, Member
Ms. Frances Nunziata, Councillor & Member

ABSENT:

Ms. Judi Cohen, Member

ALSO PRESENT:

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

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

#P143. INTRODUCTIONS

The following members of the Service were introduced to the Board and congratulated on their recent promotions:

Promoted to the rank of superintendent:

Elizabeth Byrnes

Promoted to the rank of detective sergeant:

Jeffrey Pearson

Promoted to the rank of sergeant:

Scott Craig
Wanda Decoste
Gregory Hagopian
Kristopher McCarthy
Trevor Rooney
Samantha Rozich
Brian Urkosky
Katherine Washington

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
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**#P144. REPORT: *ASSESSING THE EFFECTIVENESS OF THE TORONTO
POLICE SERVICES BOARD'S YOUTH INITIATIVES***

The Board was in receipt of the following report May 24, 2011 from Alok Mukherjee, Chair:

Subject: ASSESSING THE EFFECTIVENESS OF THE TORONTO POLICE SERVICES
BOARD'S YOUTH INITIATIVES

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

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

Background/Purpose:

At its meeting held on January 11, 2006 the Board approved the establishment of the Board Advisory Panel on Community Safety (Min. No. P24/06 refers). The role of the Board Advisory Panel on Community Safety (the Advisory Panel) was to advise the Board on issues that it should act on (for example, by creating policy) or advocate for (for example, about changes in provincial or federal legislation) in order to address gun violence and anti-social gang behaviour involving youth (Min. No. P363/06 refers). One of the areas in which the Advisory Panel expressed interest was the development of a research proposal to conduct research that examines the effectiveness of program delivery and successes.

As such, at its meeting held on June 18, 2009, the Board approved a research proposal developed by Dr. Carl James and Dr. Rinaldo Walcott, members of the Advisory Panel. The objective of the research proposal was to examine the extent to which young people's involvement in programs delivered by a variety of community groups and agencies and funded by the Board provide youth with new and positive insights into the role and workings of the Toronto Police Service, help to establish rapport among police, youth and community members, and thereby contribute to enabling and maintaining community safety (Board Min. No. P186/09 refers).

Discussion:

The research project which was completed by Dr. James, as Dr. Walcott left the project early on, is entitled *Assessing the Effectiveness of the Toronto Police Services Board's Youth Initiatives*, examines the following four programs/initiatives:

- The Youth in Policing Initiative (YIPI)
- Native Child and Family Services of Toronto's Youth Action
- Tropicana Community Services' Success through Aggression Replacement Training (START)
- Youth Association of Academics, Athletics and Character Education (YAAACE).

Although the Board has funded numerous programs/initiatives over the years, the scope of the research examined only the initiative noted above.

The research examined the effectiveness of Board supported initiatives, primarily examining the approaches and strategies that proved most effective in addressing the needs of marginalized youth. Dr. James explored perceptions that youth and police have of each other, and the extent to which the Board's involvement in these programs have helped to establish or enhance rapport among police, youth and communities. In addition, Dr. James assessed the extent to which current and past programs supported by the Board have been responsive to the needs of youths, as well as the effects these programs might have had on police-community relations.

A copy of the executive summary is appended to this report for information. The research report is available in its entirety from the Board office or can be accessed on the Board's website.

Dr. James will be in attendance at the Board meeting and will provide a presentation on his findings.

Conclusion:

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

Dr. Carl James and Mr. Selom Chapman-Nyaho, York Centre for Education and Community, York University, were in attendance and delivered a presentation to the Board. A paper copy of their presentation is on file in the Board office.

Following the presentation, Dr. James and Mr. Chapman-Nyaho responded to questions by the Board.

Chief Blair also responded to questions about the various youth programs that have been developed and emphasized the important contribution they have had on the relationship between police and youth in Toronto.

The Board received the foregoing report and the presentation by Dr. James and Mr. Chapman-Nyaho and approved the following Motions:

- 1. THAT the Board forward a copy of this report to the Toronto City Manager along with a request that the report be forwarded to the City's Standing Committees for information; and**

2. **THAT copies of the report be provided to the Toronto school boards for information.**

An Executive Summary of *Assessing the Effectiveness of the Toronto Police Services Board's Youth Initiatives* is appended to this Minute for information. A copy of the complete report is on file in the Board office.

EXECUTIVE SUMMARY

This project investigates four programs that received financial support from the Toronto Police Services Board (TPSB): the Youth in Policing Initiative (YIPI); Native Child and Family Services of Toronto's Youth Action; Tropicana Community Services' Success through Aggression Replacement Training (START); and the Youth Association of Academics, Athletics and Character Education (YAAACE). We sought to examine the effectiveness of these initiatives with the goal of understanding:

1. the responsiveness of the initiatives to the needs of youth and the extent to which the stated goals have been achieved;
2. the youths perceptions, experiences, and attitudes towards the police, noting in the case of YIPI, the initial and subsequent perceptions after taking part in this initiative;
3. the level of access and interactions marginalized youth have had with these initiatives, and to police through the initiatives;
4. the impact that these initiatives have had on individuals and communities, as well as on police-community relations within Toronto.

The TPSB's work with communities is, in part, a response to the findings and recommendations set out in a number of reports about youth in Toronto. Indeed, these reports serve as important references, not only for the ongoing activities of the TPSB, but for this report as well.

Recent reports reveal that the lack of social, educational, cultural and economic supports experienced by alienated Toronto youth, particularly those in "priority identified areas," contribute to their sense of hopelessness and despair. Hence the need for programs and initiatives that address their needs, interests and ambitions in order to restore their hope and opportunities (McMurtry & Curling, 2008; Falconer, Edwards & MacKinnon, 2008; City of Toronto and United Way, 2005; United Way, 2004).

Given these reports, it is appropriate and timely to ascertain the effectiveness of TPSB-supported initiatives, particularly examining the approaches and strategies, in programs such as YIPI and initiatives in three other agencies, that prove most effective in addressing the needs of marginalized youth. We explored the perceptions that youth and police have of each other, and the extent to which the TPSB's involvement in these programs have helped to establish or enhance rapport among police, youth, and communities. In this report, we assess the extent to which current and past programs supported by the TPSB have been responsive to the needs of youth, as well as the effects these programs might have had on police-community relations.

Part A of the report focuses on the Youth in Policing initiative (YIPI) and Part B on the experiences of youth in the three TPSB-funded initiatives. YIPI is unique in that it is the only program in our study that operates within and is administered by the Toronto Police Services.

Methodology

With YIPI, our research employed a mixed-methods approach which combined observations, interviews with police officers, YIPI staff, and civilian service members, focus groups with YIPI participants, YIPI participants' journal entries, and a survey which we administered at both the beginning and end of the summer program. Our research was conducted during the spring and summer of 2010. This enabled us to participate in all stages of the program. We were able to attend the information sessions, the interviews, orientation week, site-visits, and graduation. Thus, we were able to develop relationships with both participants and members of the Toronto Police Service to get a fulsome sense of how, and how well, the program worked.

We conducted interviews with YIPI staff members, police officers, and civilian members of the Toronto Police Service and two focus group interviews with YIPI participants. The interviews were guided by two main themes: 1) the placement tasks and experiences in the program and 2) the youth and police of each other and the changes that might have resulted because of their experiences in the YIPI program. In these conversations, participants also talked about their past experiences with police, and the reactions they received from people who knew about their summer employment with Toronto Police Service. Also, we administered a survey to the YIPI participants both at the beginning of the program and at its conclusion. The surveys allowed us ascertain YIPI participants' attitudes towards the police and to note any changes resulting from their participation in the program.

With the community-based programs, our research was combination of focus groups with participating youth, parents, and youth workers, and individual interviews with youth workers. As with YIPI, we spent time at the respective programs observing the youth in their activities. Program leaders told us about their programs' history, their experiences with youth, and about police involvement in the youth programs, noting the successes, challenges and areas for improvement. Focus groups interviews with program participants (youth and parents) yielded information about their experiences in the programs, their perceptions of police, and encounters, if any, they might have had with police in the programs or their community.

Part A: YIPI

The Youth in Policing Initiative (YIPI) started in 2006 through a partnership between the Toronto Police Service, the Toronto Police Services Board, and the Ministry of Children and Youth Services. Initially a three-year pilot program, its early success prompted the government of Ontario to permanently fund its continuation. YIPI aims to promote youth participation in and exposure to the Toronto Police Service. The guiding premise was that, by providing a meaningful employment opportunity for young people from priority areas, the initiative would enhance the relationship between police and youth, and by extension, police and the communities they serve. The program seeks to promote the Toronto Police Service, and more generally law enforcement, as a potential career choice for marginalized/racialized

young people. The program also operates under the assumption that the experiences the youth gain will result in them creating and maintaining relationships with members of the Toronto Police Service, and that they will, in turn, act as ambassadors for the service in their communities. Our research sought to examine the extent to which YIPI has been effective at accomplishing these goals and to ascertain the impact the program has had on the perceptions, experiences, and attitudes of participating youth.

YIPI participants come from diverse racial and ethnic backgrounds that characterize their neighbourhoods, and most chose to apply for the program either to gain meaningful work experience or because they had some degree of interest in policing. Having heard about the program from friends, family members, teachers, guidance counselors, and school resource officers, they believed it was a good opportunity to gain and develop the skills and connections that would help them plan their future careers. For the most part, these youth – from often stigmatized priority areas – were motivated to make the most of every opportunity they either sought or that was made available to them.

The results of our survey at the beginning of the program demonstrated that most YIPI participants had fairly positive views of policing and police officers. Even so, the initial survey and the focus group interviews indicated that many of the youth had very little direct encounters with police and were often intimidated and apprehensive around them. Participants also perceived other youth in their communities as having negative opinions of police and this, combined with some of their own misgivings, led a few of them to go as far as to misrepresent their peers about the nature of their summer employment. By the end of the summer, however, both their familiarity with police and policing, as well as their personal levels of comfort with individual police officers, contributed to a significant change in their perceptions, attitudes, and opinions about the police.

Further, by the end of the program, the youth in our focus groups spoke enthusiastically about the personal relationships they had established with members of the Toronto Police Service and how they have come to realize that police officers are in many ways “nice” people, similar to the other people they encountered in their lives. They repeatedly emphasized the significance of learning that police were like “regular people”. Additionally, YIPI greatly increased the participating youths knowledge of policing and the work in which both officers and civilian members of the Toronto Police Service engage. Despite still believing by the end of the summer that youth in their neighbourhoods had a negative view of policing, these youth revealed an ability and, in many cases, a willingness to act as ambassadors for the Toronto Police Service. They were able to provide friends and family members with information about both YIPI and about policing more broadly. The participating youth reflected positively on their 8-week YIPI experiences and considered even the more mundane aspects of their employment (e.g. filing, cleaning) to have given them both job-specific and life skills.

The officers and civilian members who were in charge of supervising YIPI participants at the various divisions and detachments in Toronto recognized the importance of the program and took very seriously the task of providing the participants with meaningful work experiences. Some officers also displayed a great deal of investment in the success of the program and a

strong desire for it to continue improving. These key informants had many opinions about the program and were very forthcoming both in their praise and criticisms. Many of the informants worried that it was difficult to find enough meaningful work for the participants, and the effort to do so created a lot of additional work for them. There were also varying concerns about the selection of youth in terms of job-readiness, and there were some ambiguous feelings about the requirement that the youth selected must reside or attend school in one of Toronto's priority identified areas. Some of the key informants believed that the program should be open to all youth, and others felt that the focus on priority areas risked stigmatizing certain youth and communities. This was consistent with respondents' assessments that, despite some minor disciplinary issues, the YIPI participants were "good kids".

It is difficult to ascertain the extent to which exposure to YIPI participants changed police attitudes about these youth and youth living in particular communities. The officers and civilian service members, however, spoke of the relationships they formed with many of the YIPI participants. Those who had been involved in the program for a number of years revealed that these relationships, formed over the summer, often become ones that are quite meaningful and lasting. Because they cared about both the youth and the program, most of these service members expressed a desire to have a greater amount of input into the operational aspects of the program. They also suggested that the efforts of those who put a significant amount of time and effort into ensuring a positive experience for the youth should receive appropriate recognition.

In sum, YIPI seems to have been successful in fulfilling its objectives. The youth who participate each summer have gained valuable work experience, improved attitudes towards police and policing, and feel positive and confident about their experiences – something they were able to take back to their communities. Youth were able to recognize, develop and pursue some of the career aspirations that attracted them to the program initially. Additionally, the program has facilitated positive and sustained personal relationships between the youth and members of the Toronto Police Service. For a program which was initially met with a great deal of skepticism and resistance from some Toronto Police Service members and some members of the public, this is a remarkable achievement.

Part B: The Community Organizations

Our research with Native Child and Family Services, Tropicana Community Services, and the Youth Association of Academics, Athletics and Character Education similarly set out to examine the degree to which all three of these community-based programs, that received some funding from the Toronto Police Service Board, were successful at providing educational, cultural, and recreational programs for young people. In the process, we also examined how they worked to address or reverse the poor relations between youth and police. Information gathered through individual and focus group interviews with youth workers, agency staff, parents, and the youth in the programs, provided information about the kinds of police involvement in these programs, and the experiences and views of respondents about the police and their involvement.

Our research revealed that many of the youth in these programs tended to be distrustful of the police and viewed them negatively. A number of the youth identified perceived differences among police officers based on gender and race. Women were seen as more friendly and racial minority officers as having to prove their impartiality to their fellow officers by being unfriendly towards youth. Many of the youth expressed concern that they were stereotyped and discriminated against by police because of where they lived or how they dressed. A few youth discussed the distress and frustration they feel when police 'assume the worst' of them and expect delinquent behaviour from them. In general, male youth reported having more personal negative experiences with the police, and female youth showed more hesitation in speaking disparagingly of the police. The youth also expressed concern over the media's mostly negative coverage of their communities, which they hypothesize played a significant role in influencing police attitudes towards them.

Youth workers and parents were very concerned about the poor perceptions that youth and police have of each other, and they were very keen to find ways to facilitate building better relations, mutual understanding, and respect among them. Many of the adult respondents saw misinformation and misperceptions on both sides as responsible for sustaining the problem of young people – especially young men of colour – being regularly stopped and questioned by police. They pointed to the influence of peer group, family, and community members on youth's poor perceptions of the police, but they noted that it is difficult to improve relations when the only interactions that youth have with police is when they see, or are involved in, law-enforcement encounters between community members and the police.

What was clear from the beginning of the research is that community workers, parents, and youth all care deeply about the issue of poor relations between youth and police. Many believed that social and recreational and other exemplary initiatives have the potential to build trust and mutual respect between youth and police insofar as they provide opportunities for cooperative encounters. Everyone we spoke with agreed that the programs that were the best at improving police-youth relations must be long-term, consistent and take place in a youth-friendly setting where police and youth learn to see each other as individuals, rather than as undifferentiated members of an oppositional group.

Rather than sharing in the youths' generally avoidant strategies for dealing with police, the youth workers and parents expressed the desire to have police officers become more involved in community programs with youth, and all said they would welcome police officers into their programs and community centres. Many spoke of successful efforts they had made in working with individual police officers, but in most cases they felt that the lack of long-term and consistent programs meant that what has materialized so far has had a limited impact on a small number of police officers and youth. Several of the program staff members said that when they received the program funding from the TPSB, they expected that this would create a relationship between their programs and the Toronto Police Service, or their community and a number of police officers. Nevertheless, despite the challenges and the fact that they have been unable to establish the kind of relationship they wished to have with the police, respondents remained optimistic about the potential for more programs to improve youth-police relations in their communities, and they were eager to work in partnership with law enforcement members to ensure that more positive relationships develop.

Recommendations

The following recommendations surfaced from our research findings with both YIPI and the other community organizations, and include suggestions made by youth, parents, members of the Toronto Police Service (Toronto Police Service), and community workers. Often, despite their varied and at times contrasting experiences, these key informants' reflected comparable ideas about how their programs could be supported, modified, and improved.

Youth in Policing Initiative recommendations:

The Youth in Policing Initiative demonstrates how young people's views of the police can change when programs facilitate sustained exchanges that work towards the development of personal relationships among police and youth, especially those from marginalized communities. These exchanges and relationships among youth and police need to be encouraged. Our research has shown that both YIPI staff and the supervisors of YIPI participants play a pivotal role in achieving this goal; hence, through their collective efforts, supportive mentorship, and suggestions about the program, YIPI can continue to be a rewarding experience for youth, members of the police service, and by extension, Toronto communities. In this regard, the following recommendations are offered for consideration:

- The leadership of TPS should continue to demonstrate and affirm its support of YIPI and its staff, in order to encourage and build widespread support among members of the police service.
- Building on the support among members of the Toronto Police Service, efforts should be made to increase the voluntary participation of officers as well as the satisfaction of those who take on the role of supervising YIPI participants.
- YIPI supervisors should be provided with more opportunities to give input into the operational aspects of the program, and be invited to participate in the development of the program.
- Members of the Toronto Police Service who display an extraordinary degree of commitment to the program and its youth should be formally recognized for their efforts, in order to encourage ongoing participation.

Community Organizations Recommendations:

The funding provided by Toronto Police Services Board to community organizations for programs is highly valued by the organizations. These organizations are ready and willing to build more formal relationships with Toronto police officers. Enhancing the relationship between youth, community and police is one of the many significant goals of TPSB funding. Parents and youth workers have expressed their wish to work more closely with members of the Toronto police, stating that this could perhaps be facilitated if only 1) they would know

who to contact, and 2) more opportunities for connections between police and youth were possible. Given these interests, the following recommendations are offered for consideration:

- The Toronto Police Service should establish more opportunities for cooperative encounters between police and youth. As much as possible, a dedicated liaison person should be made available to facilitate these connections.
- Efforts should be made to facilitate long-term and consistent relationships with officers who can work with youth in building police-youth-community communications.
- The TPSB should improve and facilitate communication between members of the Toronto Police Service and those community programs that receive funding from TPSB by encouraging organizations to report regularly on their activities.
- The intimidating factor of uniforms was noted in most of the interviews, indicating that this is a practice that is worth looking into, especially in terms of facilitating the interactions between police, youth and communities.

Moving Forward:

This research presents an overview of the Youth in Policing Initiative and of three community programs partially funded by the Toronto Police Services Board. YIPI serves as an important initiative that opens up other possibilities for understanding youth-police-school relations. For example, we heard from YIPI participants about the significant role that School Resource Officers (SROs) played in introducing the initiative to students. Unlike with YIPI, where we were able to observe the program in progress and thus note its effectiveness, we were unable to do the same with all of the community programs given that two had been completed years earlier. More and continuing research needs to be undertaken to assess the impact of programs that attempt to enhance the relationships between police and community, and particularly between police and youth.

- Future research on programs that receive funding from the TPSB should, as much as possible, commence with the program in order to fully appraise participants' perceptions, attitudes, and program effectiveness throughout.
- There needs to be research that assesses the long-term impact of YIPI on past participants, their peers, and their communities.
- Insofar as School Resource Officers (SROs) occupy a pivotal position – often as a youth's first sustained police contact – research should be undertaken to document their contributions to building youth-police-school relationships.
- In addition to hearing from youth about their encounters with police, more research is needed with police officers that provide officers' perspectives of their role and interactions with youth.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

#P145. HATE/BIAS CRIME STATISTICS

The Board was in receipt of correspondence (dated May 31, 2011; copy attached) from Megan Forward, Policy Research Lawyer, African Canadian Legal Clinic (“ACLC”), with respect to the Toronto Police Service’s 2010 Annual Hate/Bias Crime Statistical Report that was considered by the Board at its May 11, 2011 meeting (Min. No. P111/11 refers).

Ms. Forward was in attendance and delivered a deputation to the Board. A written copy of Ms. Forward’s deputation is on file in the Board office. Following her deputation, Ms. Forward responded to questions by the Board.

Chief Blair responded to some of the comments made by Ms. Forward by emphasizing that the 2010 Annual Hate/Bias Crime Statistical Report is a statistical report and that it does not describe the Service’s numerous community out-reach initiatives or the extent of the involvement of Service members who work with groups in the community which has resulted in a strong relationship between the police and the community.

The Board approved the following Motions:

- 1. THAT the Board receive Ms. Forward’s correspondence and her deputation;
and**
- 2. THAT the recommendations made by the ACLC with regard to the Anti-Black Hate Crimes Working Group and the multi-bias category in the hate crimes annual report be referred to Chief Blair for review and that he provide a report to the Board in three months on the results of the review.**



AFRICAN CANADIAN LEGAL CLINIC

Deirdre Williams, Board Administrator
Toronto Police Service Board
40 College Street
Toronto, Ontario
M5G 2J3

May 31, 2011

Dear Ms. Williams:

RE: 2010 Annual Hate/Bias Crime Statistical Report

I am writing this letter on behalf of the African Canadian Legal Clinic ("ACLC") to request an appearance at the upcoming Board meeting, scheduled to take place on Thursday, June 9, 2011 at 1:30 p.m.

At the last Board meeting (May 11, 2011), the final version of the 2010 Annual Hate/Bias Crime Statistical Report prepared by the Hate Crimes Unit of the Intelligence Division was circulated to the members of the Board. Now that the Board has had the chance to review the report, the ACLC would like the opportunity to provide context and perspective on the information contained therein.

The ACLC's deputations will focus on hate crimes as they are experienced by the Black community as compared with those committed against other targeted groups. Whereas hate crimes committed against members of the Black community are more likely to be violent in nature than those committed against other groups, this reality is not reflected in the Toronto Police Service's response to these incidents. In other words, the police response to anti-Black hate crimes has not been proportionate to the frequency and relative severity of these incidents. Through our deputations, the ACLC will emphasize the need for increased community outreach, training and public education in order to bring the Toronto Police Service's response in line with the realities of anti-Black hate.

The ACLC will elaborate on its position with respect to anti-Black hate crimes at the upcoming Board meeting. In the meantime, I hope that this summary is sufficient for your purposes.

If you require any further information on the above, please do not hesitate to contact me.

Sincerely,



Megan Forward

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

**#P146. REQUEST FOR A REVIEW OF A COMPLAINT ABOUT THE SERVICE
PROVIDED BY THE TORONTO POLICE SERVICE – TPS FILE NO.
2010-EXT-0930**

The Board was in receipt of the following report May 04, 2011 from William Blair, Chief of Police:

Subject: REQUEST FOR A REVIEW OF A COMPLAINT INVESTIGATION
PERTAINING TO THE SERVICE PROVIDED BY THE TORONTO POLICE
SERVICE

Recommendations:

It is recommended that:

- (1) the Board receive the complaint summarized in this report;
- (2) the Board determine whether to concur with the decision that no further action be taken with respect to the complaint; and
- (3) the complainant, the Independent Police Review Director and I are advised, in writing, of the disposition of the complaint, with reasons.

Financial Implications:

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

Background/Purpose:

The Toronto Police Services Board (Board) has received a request to review the disposition of a complaint about the service provided by the Toronto Police Service (TPS).

Legislative Requirements:

The *Police Services Act (PSA)* establishes that a complaint about the policies of or services provided by a municipal police force shall be referred by the Independent Police Review Director to the municipal chief of police and dealt with under section 63. The chief of police shall, within 60 days of the referral of the complaint to him or her, notify the complainant in writing of his or her disposition of the complaint, with reasons, and of the complainant's right to request that the board review the complaint if the complainant is not satisfied with the disposition under section 63 (2). A complainant may, within 30 days after receiving the notice, request that the board review the complaint by serving a written request to that effect on the board.

Review by Board

Upon receiving a written request for a review of a complaint previously dealt with by the chief of police, the board shall,

- (a) advise the chief of police of the request;
- (b) subject to subsection (7), review the complaint and take any action, or no action, in response to the complaint, as it considers appropriate; and
- (c) notify the complainant, the chief of police and the Independent Police Review Director in writing of its disposition of the complaint, with reasons.

Nature of Complaint and Discussion:

The complainant advised that on August 20, 2010 at approximately:

- 2140 hrs, her son attended a beach party with friends in the area of Woodbine/Ashbridge's Bay beach, in the City of Toronto.
- 2200 hrs, TPS officers attended the party location and dispersed the crowd.
- 2215 hrs, her son was struck and killed while crossing Lakeshore Boulevard, east of Coxwell Avenue, by a Toronto Transit Commission (TTC) passenger bus.

The complainant states inter alia, "*...I submit the police did not provide the duty of care required by them pursuant to their own standard operating procedures (to which I am not privy)...*"

The complainant filed a "letter of complaint" with the Office of the Independent Police Review Director (OIPRD).

The OIPRD reviewed the complaint and classified it as a service complaint. The OIPRD directed the TPS to conduct an investigation pursuant to the provisions of the *PSA*.

The TPS – Corporate Planning (CPN) section was assigned to conduct a service complaint investigation, consistent with the direction of the OIPRD.

The investigator completed a Report of Investigation (ROI) that included an examination of the policing services provided for the beach party and the traffic fatality investigation. A review of current legislation and TPS governance also formed part of the investigation.

The following TPS stakeholders were consulted during the investigation:

- Divisions: D51, D52, D54, and D55
- Toronto Anti-Violence Intervention Strategy (TAVIS)
- Mounted Unit

- Traffic Services (TSV)
- Special Events Planning
- Communications Services – Audio & Data Systems
- Crime Information Analysis

The following external stakeholders were also consulted:

- City of Toronto - Parks, Forestry, and Recreation – Permits section
- City of Toronto - Municipal Licensing and Standards

On Thursday, August 19, 2010, D55 – Community Response Unit (CRU) received information from a posting on the social media website “Facebook”, regarding the promotion of a large beach party being planned for the Woodbine Beach Park area.

The Facebook posting advertised that the beach party was to commence on Friday, August 20, 2010, at 1700hrs and conclude on Saturday, August 21, 2010, at 0300hrs. Responses to the posting indicated over 3800 potential attendees.

D55 had no record of any permits, nor were they approached or consulted by any organizers of this beach party.

D55 is responsible annually, for policing 9 major events and numerous minor events. This beach party was not one of the scheduled major or minor events; however to effectively police this event, several notifications were made.

By approximately 2000hrs, TPS officers were deployed throughout the area of Woodbine Beach Park and Ashbridge’s Bay Park and carried out their general policing duties by patrolling on foot, bicycles, horses, all terrain vehicles (ATVs), and in vehicles.

Officers’ general policing duties included:

- patrol;
- monitoring of crowds;
- answering calls for service; and
- enforcement of legislation.

At this time the TPS had a total of 36 uniform and 2 plain clothes police officers from the various units deployed for the beach party as follows:

<u>Unit</u>	<u>Details</u>
TAVIS	(15) Officers on foot patrol / vehicles
D55 – CRU	(7) Officers on bicycles
Mounted Unit	(5) Officers on horses
D55 – MCU	(2) Officers in plainclothes on foot patrol / vehicle
D54 – CRU	(2) Officers on ATVs
	(2) Officers on bicycles

D51 – CRU	(2)	Officers on bicycles
	(2)	Officers on foot patrol
D52 – CRU	(1)	Officer on bicycle

TAVIS had an additional 10 officers working in another area of the City, but were available to attend and assist with the event, if required.

At approximately 2200hrs, officers in the area began advising the crowd that “it was time to move on”, “go home”, the “event was over”.

At approximately 2215hrs, D55 - Primary Response Unit (PRU) officers and D55 – Traffic officers, along with fire and ambulance, responded to calls for service regarding a personal injury accident on Lakeshore Boulevard East and Woodbine Avenue. The accident involved a pedestrian struck by a TTC passenger bus. Officers arrived on scene and commenced an investigation.

Due to the serious nature of injuries, TSV was advised, attended the scene, and assumed control of the accident investigation. Additional officers from TSV – Collision Reconstruction Office (CRO) attended to assist.

The victim (the complainant’s son) was rushed to St. Michael’s Hospital where he succumbed to his injuries. The coroner was contacted, attended the hospital, and subsequently ordered an autopsy.

TSV officers continued their investigation while other officers assisted with witnesses and crowd management at the scene.

At approximately 2330hrs, an additional 10 TAVIS officers attended in D55 to assist with disorderly crowds that were still in the area.

On this date, as detailed in the ROI, the TPS responded to the beach party, fatal accident, and calls for service with a total of 68 police officers, from various units.

The investigator conducted external research on the internet search engine “Google”, including social network sites such as Facebook, You Tube, Kulone, and numerous news media sites. The information received was limited to news media reports concerning the fatal accident and tributes to complainant’s son. These findings did not lead to any new details concerning the “service provided” by the TPS.

Internal research included the TPS intranet search engine “Unified Search”. As a result, the investigator was unable to locate any documented contact between the complainant’s son and police officers on August 20, 2010 that had been entered into the TPS computer system, prior to the accident.

The investigator consulted with the Crime Information Analysis section and Communications Services – Audio & Data Systems section requesting the retrieval of information for the specified dates/times. Research was also conducted on internal TPS computer applications.

The collected information was analyzed and reviewed for relevance to the beach party and fatal accident events. The following statistical summary was derived from the information obtained:

<u>Totals</u>	<u>Details</u>
24	Calls for service (events) were created by Communications Services. <ul style="list-style-type: none">• 11 events were generated internally• 13 events were generated by the public
31	Field Information Reports (FIRs) were submitted.
88	Persons information documented on FIRs
4	Persons arrested.
3	TPS occurrence reports were submitted.

The investigator consulted with City of Toronto Parks, Forestry, and Recreation – Permits section and was advised there were no permits issued for any park in the vicinity of 55 Division on August 20, 2010.

The TPS is mandated by federal, provincial, and municipal legislation and must be in compliance with certain requirements.

The following legislation was selected for its applicability to the circumstances of the events surrounding this investigation and the concerns brought forth by the complainant in her letter of complaint.

The *Criminal Code* states a peace officer must have “reasonable grounds to suspect” that a person has alcohol or a drug in their body in order to make a demand for that person to submit for testing.

Criminal Code

States in part:

Testing for presence of alcohol or a drug

- 254 (2) If a peace officer has reasonable grounds to suspect that a person has alcohol or a drug in their body and that the person has, within the preceding three hours, operated a motor vehicle or vessel, operated or assisted in the operation of an aircraft or railway equipment or had the care or control of a motor vehicle, a vessel, an aircraft or railway equipment, whether it was in motion or not, the peace officer may, by demand, require the person to comply with paragraph (a), in the case of a drug, or with either or both of paragraphs (a) and (b), in the case of alcohol:

(a) to perform forthwith physical coordination tests prescribed by regulation to enable the peace officer to determine whether a demand may be made under subsection (3) or (3.1) and, if necessary, to accompany the peace officer for that purpose; and

(b) to provide forthwith a sample of breath that, in the peace officer's opinion, will enable a proper analysis to be made by means of an approved screening device and, if necessary, to accompany the peace officer for that purpose.

The *PSA* provides the duties for police officers and the authority to enforce municipal bylaws in the City.

Police Services Act

States in part:

Duties of police officer

42. (1) The duties of a police officer include,
- (a) preserving the peace;
 - (b) preventing crimes and other offences and providing assistance and encouragement to other persons in their prevention;
 - (c) assisting victims of crime;
 - (d) apprehending criminals and other offenders and others who may lawfully be taken into custody;
 - (e) laying charges and participating in prosecutions;
 - (f) executing warrants that are to be executed by police officers and performing related duties;
 - (g) performing the lawful duties that the chief of police assigns;
 - (h) in the case of a municipal police force and in the case of an agreement under section 10 (agreement for provision of police services by O.P.P.), enforcing municipal by-laws;
 - (i) completing the prescribed training. R.S.O. 1990, c. P.15, s. 42 (1); 1997, c. 8, s. 28.

As set out in the *Toronto Municipal Code*, a properly planned and organized beach party, with the potential gathering of more than 25 people, would require the application and granting of a permit.

Toronto Municipal Code
States in part:

Definitions

608-1 Park

Land and land covered by water and all portions of it owned by or made available by lease, agreement, or otherwise to the City, that is or may be established, dedicated, set apart or made available for use as public open space or golf course, and that has been or may be placed under the jurisdiction of the Commissioner, including any and all buildings, structures, facilities, erections, and improvements located in or on the land, save and except where the land is governed by other by-laws of the City.

608-11 Organized gatherings, special events, festivals, and picnics.

While in a park, no person shall:

- A. Unless authorized by permit, hold a picnic, organized gathering or special event for more than 25 persons:

608-53 Enforcement

- A. Any provincial offences officer or employee of the City designated by the Commissioner is authorized to inform a person of the provisions of this chapter and to request compliance with it.
- B. Any provincial offences officer or employee of the City whose duties include the enforcement of this chapter is authorized to order a person believed by the officer or employee to be contravening or who has contravened any provision of this chapter to:

(1) Stop the activity constituting or contributing to the contravention

(3) Leave the park.

- C. Any provincial offences officer may enforce the provisions of this chapter.

TPS governance has been established in accordance with the *PSA* and includes procedures and unit specific policies to which all TPS members must be aware of and comply.

Procedures are written direction from the Chief of Police setting out both the mandatory and discretionary actions/processes for members. The following TPS Procedures are applicable to this investigation:

TPS Procedure 07-01 Transportation Collisions

States in part:

Rationale: The *Highway Traffic Act (HTA)* defines circumstances where collisions are reportable and has developed provincial forms to be submitted. This Procedure establishes the criteria, responsibility and process for investigating collisions in accordance with the *HTA*, the *Adequacy and Effectiveness of Police Services Regulation* of the *Police Services Act* and the best practices for the Toronto Police Service (Service).

TPS Procedure 07-03 Life Threatening Injury, Fatal Collisions

States in part:

Rationale: This Procedure outlines the steps to be taken when investigating a collision involving a life threatening injury or fatality.

TPS Procedure 07-06 Ability Impaired/Over 80 Investigation

States in part:

Rationale: This Procedure outlines the steps to be taken when arresting a person for ability impaired/over 80 under the *Criminal Code*.

TPS Procedure 07-08 Approved Screening Device

States in part:

Rationale: If a peace officer has reasonable grounds to suspect that a person has alcohol in their body and that the person has, within the preceding three hours, operated a motor vehicle or vessel, or had the care or control of a motor vehicle, or vessel, whether it was in motion or not, the peace officer may, by demand, require the person to provide forthwith a sample of breath that, in the peace officer's opinion, will enable a proper analysis to be made by means of an approved screening device and, if necessary, to accompany the peace officer for that purpose.

This Procedure explains the process to follow when administering an approved screening device test.

TPS Procedure 11-08 Use of Mounted Section

States in part:

Rationale: The Mounted & Police Dog Services – Mounted Section (Mounted Section) provides support services to the field particularly in the areas of crowd management and community patrol. The Mounted Section has also been a proven asset in divisional focused problem-solving initiatives and high profile target policing.

TPS Procedure 20-15 Special Events

States in part:

Rationale: This Procedure contains a standardized process to follow when planning for special events to ensure consistency within the Toronto Police Service (Service).

Definitions

Major Event means a larger special event that requires police resources above what would be reasonably available within the unit and would require personnel to be brought in from several divisions and/or support units to adequately police the event.

Minor Event means a special event that does not require police resources above what would be reasonably available within the unit with minimal assistance from other divisions or units.

Special Event means an event that is planned, organized or produced by an individual, agency or group that requires police resources in addition to or redirected from normal police operations or through paid duties.

The investigator's completed ROI was submitted to the Professional Standards (PRS) section for review.

On March 07, 2011, PRS sent a letter and a copy of the ROI, to the complainant. The letter advised the complainant that PRS was in agreement with the investigator's findings, and upon review of the evidence presented, it was the position of the TPS that the policing services that were provided for these events were adequate and the applicable TPS policies that are governed by legislation, sufficiently supported the needs of the public and the requirements of the TPS. The letter further explained the process should the complainant want to request a review of the investigation by the Board.

On April 07, 2011 the complainant submitted a letter to the Board, requesting a review of the service complaint investigation.

The Chief's Decision and Reason

As detailed in the ROI, the TPS responded to the beach party, fatal accident, and calls for service with a total of 68 police officers, from various units.

TPS officers were deployed throughout the beach and park area and carried out their general policing duties by patrolling on foot, bicycles, horses, ATVs, and in vehicles. Duties included patrol; monitoring of crowds; answering calls for service; and the enforcement of legislation.

CPN conducted a service complaint investigation, focusing on the "service provided" by the TPS in response to the large beach party and traffic fatality that occurred on Friday, August 20, 2010. A review of current legislation and TPS governance also formed part of the investigation.

This investigation was in compliance with the direction of the OIPRD and pursuant to the provisions of the *PSA*. The conduct and/or actions of individual police officer(s) did not form part of the scope of this investigation, and was not specifically examined.

I am satisfied with the investigator's findings and the review by PRS. I concur that the policing services that were provided for these events were adequate and the applicable TPS policies that are governed by legislation sufficiently support the needs of the public and the requirements of the TPS.

Conclusion

This complaint was classified by the OIPRD as a service complaint involving the TPS. As such, the scope of the investigation was limited to the examination of service provided by the TPS and a review of associated policies.

At this time, I feel the service provided by the TPS for these events, and the applicable TPS policies sufficiently support the needs of the public and the requirements of the TPS.

Pursuant to the notification of the status and determination of the complaint from the TPS, the complainant requested that the Board review my decision. It is the Board's responsibility to review this investigation, response and conclusion to determine if it is satisfied that my decision to take no further action in relation to the service complaint is reasonable.

In reviewing a policy or service complaint, the Board may:

- Review the complaint and take action, or no action, in response to the complaint, as it considers appropriate; or
- Appoint a committee of at least three Board members who will review the complaint and provide recommendations to the Board; or
- Hold a public meeting with respect to the complaint.

To assist the Board in reviewing this matter, Board members will receive confidential information in a separate report.

Deputy Chief Peter Sloly, Executive Command, will be in attendance to answer any questions the Board may have.

Ms. Kathryn Wright was in attendance and advised that she was represented by legal counsel, Mr. Sean Dewart.

Mr. Dewart delivered a deputation to the Board with regard to the foregoing report from Chief Blair.

Following the deputation, Mr. Albert Cohen, City of Toronto – Legal Services Division, said that the *Police Services Act* provides the Director of the OIPRD with the statutory responsibility to classify a complaint as a policy or service complaint or a conduct complaint. Mr. Cohen advised that, in this particular case, the Director classified Ms. Wright's concerns as a policy or service complaint. The complaint was transmitted to the Service as a service complaint and the Chief had provided a response based on that classification. The Chief is bound by the statute to respond in the manner that he did. Mr. Cohen also advised that the Chief does not have the discretion in terms of reclassifying the complaint as a conduct complaint which would address some of the issues that Ms. Wright has raised. Mr. Cohen further advised that the Chief has done what he is mandated to do in relation to the review of this particular service complaint.

Chief Blair responded to questions by the Board and stated that answers for many of the questions that Ms. Wright had asked are not answered in the foregoing report as the questions referred to issues related to conduct. Given that the OIPRD had classified the complaint as a service complaint, the conduct or actions of individual police officers were not part of the scope of the investigation.

The Board considered whether or not it could request the OIPRD to conduct another review of the complaint to determine if any portion of it could be classified as a conduct complaint.

The Board received Mr. Dewart's deputation and approved the following Motions:

1. **THAT, with regard to recommendation no. 1, the Board receive the complaint summarized in the foregoing report;**
2. **THAT, with regard to recommendation no. 2, the Board concur with the decision with respect to the service complaint for the reasons that have been articulated;**
3. **THAT recommendation no. 3 be approved; and**

4. **THAT the Chair send a letter to the OIPRD on behalf of the Board requesting the Director to review the issues raised by Ms. Wright in relation to conduct issues, which were not addressed in this service report, and to exercise his discretion to address those conduct issues by classifying this matter as a conduct complaint.**

Additional information, including a report from the Chief and an email communication from the complainant, was also considered by the Board during its in-camera meeting in conjunction with the foregoing report (Min. No. C171/11 refers).

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

#P147. FEASIBILITY OF STAFFING REVIEW

The Board was in receipt of the following report May 18, 2011 from Alok Mukherjee, Chair:

Subject: FEASIBILITY OF STAFFING REVIEW

Recommendation:

It is recommended that the Board authorize the Chair, Vice Chair and one other member of the Board to meet with the Chief of Police and other members of the Service, as he deems appropriate, to examine the feasibility of Toronto City Council's request for "...a formal review of required civilian and police complement" and report back to the Board with the results of this examination.

Financial Implications:

There are no immediate financial implications resulting from the recommendation in this report. If a review is deemed feasible and conducted, financial implications may result from recommendations made as part of that review.

Background/Purpose:

At its meeting of February 23, 2011, Toronto City Council, in discussing the 2011 Operating Budget, adopted the following motion:

63. The Toronto Police Services Board be requested to examine the feasibility of a formal review of required civilian and police complement.

Discussion:

The Toronto Police Services Board is engaged in an ongoing process with the City with respect to a number of budget and staffing issues. This motion is associated with that process.

As the motion relates in large part to operational and deployment issues, the feasibility of conducting such a formal review should be examined in consultation with the Chief of Police and others as he deems appropriate. The results of this examination will then be reported to the Board.

Conclusion:

Therefore, it is recommended that the Board authorize the Chair, Vice Chair and one other member of the Board to meet with the Chief of Police and other members of the Service, as he deems appropriate, to examine the feasibility of Toronto City Council's request for "...a formal review of required civilian and police complement" and report back to the Board with the results of this examination.

The Board approved the foregoing report.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

**#P148. OCCUPATIONAL HEALTH AND SAFETY POLICY – 2011 ANNUAL
REVIEW**

The Board was in receipt of the following report May 17, 2011 from Alok Mukherjee, Chair:

Subject: OCCUPATIONAL HEALTH AND SAFETY POLICY – 2011 ANNUAL
REVIEW

Recommendation:

It is recommended that the Board approve the amended Occupational Health and Safety policy appended to this report.

Financial Implications:

There are no financial implications with regard to the recommendation contained in this report.

Background/Purpose:

The Toronto Police Services Board, as the employer, is ultimately responsible for worker health and safety. Through the implementation of initiatives intended to eliminate occupational illnesses and injuries, the Toronto Police Services Board is dedicated to the goal of enhancing employee wellness and maintaining workplaces that are safe and healthy for the members of the Toronto Police Service.

The Central Joint Health and Safety Committee (“the Committee”), was established jointly by the Board, as the “employer” of the members of the Toronto Police Service, and the Toronto Police Association, which represents the “workers.”

Since 2003, the Committee has met regularly to consider a number of Service-wide health and safety issues and to provide a forum for the review of issues addressed by the local committees operating throughout the Service. Members of the Committee have also referred specific health and safety issues to the Committee for consideration.

As a result of discussions at previous meetings, the Committee decided to conduct a review of the Board’s Occupational Health and Safety policy at its first meeting in each new year.

Discussion:

During an annual review conducted in March 2011, the Committee discussed various administrative changes to the policy.

As the policy was already in the course of being revised, I thought that this was the opportune time to conduct the annual review as required under s. 25(2)(j) of the *Occupational Health and Safety Act*.

You will note that one of the amendments removes the requirement for the Chief to review the policy as the review will now be conducted by the Chair.

Pursuant to the above, the Board’s policy has been reviewed, in consultation with Service staff, and the following changes are recommended:

Current	Proposed Amendment/Addition
Reporting Requirement: Chief to report to Board annually.	Reporting Requirement: Chair to review the policy annually and report to Board Chief to report to Board quarterly and as needed with respect to urgent matters
<i>Occupational Health and Safety Act</i> , R.S.O. 1990, c O.1, ss.25 (2)(j)(k), 32.	<i>Occupational Health and Safety Act</i> , R.S.O. 1990, c O.1, ss. 25 (2)(j)-(k), 32.0.1-32.0.7.
The Chief of Police will review annually the Occupational Health and Safety policy as required by the <i>Occupational Health and Safety Act</i> . Any recommended amendments are to be reported to the Board for approval as soon as it is practicable thereafter.	The Chair will review annually the Occupational Health and Safety policy as required by the <i>Occupational Health and Safety Act</i> . Any recommended amendments are to be reported to the Board for approval.
The Chief of Police will establish a complaints policy in relation to workplace harassment issues.	Deleted – This requirement is captured in point number 8 in the policy.
“...Workplace violence and harassment is serious conduct that may constitute a violation of Canada’s <i>Criminal Code</i> or the Ontario <i>Human Rights Code</i> ...”	“...Workplace violence and harassment is serious conduct that may constitute a violation of Canada’s <i>Criminal Code</i> , the Ontario <i>Human Rights Code</i> and/or the <i>Occupational Health and Safety Act</i> ...”
	New The Chief of Police will post at a conspicuous location in the workplace a copy of the Occupational Health and Safety policy.
	New The Chief of Police will provide quarterly Occupational Health and Safety reports to the Board (Minute No. C9/05 refers).
	New It is recognized that from time to time, occupational health and safety matters may arise that must be brought to the Board’s attention on an urgent basis. The Chief of

	Police will report such matters to the Board in a timely fashion (Minute No. C9/05 refers).
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Conclusion:

It is, therefore, recommended that the Board approve the amended Occupational Health and Safety policy appended to this report.

The Board approved the foregoing report.



TORONTO POLICE SERVICES BOARD

OCCUPATIONAL HEALTH AND SAFETY

DATE APPROVED	June 14, 2007	Minute No: P208/07
DATE(S) AMENDED	May 20, 2010 November 15, 2010	Minute No: P154/10 Minute No: P292/10
DATE REVIEWED	July 24, 2008 November 15, 2010	Minute No: P206/08 Minute No: P292/10
REPORTING REQUIREMENT	Chair to review the policy annually and report to Board. Chief to report to Board quarterly and as needed with respect to urgent matters.	
LEGISLATION	<i>Police Services Act</i> , R.S.O. 1990, c.P.15, as amended, s. 31(1)(c). <i>Occupational Health and Safety Act</i> , R.S.O. 1990, c O.1, ss. 25 (2)(j)-(k), 32.0.1-32.0.7.	
DERIVATION		

The Toronto Police Services Board, as the employer, is ultimately responsible for worker health and safety. Through the implementation of initiatives intended to eliminate occupational illnesses and injuries, the Toronto Police Services Board is dedicated to the goal of enhancing employee wellness and maintaining workplaces that are safe and healthy for the members of the Toronto Police Service.

The Board recognizes that the local Joint Health and Safety Committees and the Central Joint Health and Safety Committee play an integral role in helping the Board achieve this goal. Joint Health and Safety Committees throughout the Service will be the framework within which Management and the Toronto Police Association will work cooperatively to develop and implement the internal responsibility system that is the key to an effective health and safety program.

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

1. The Chief of Police will promote efforts that lead to a safe and healthy environment through the provision of initiatives, information, training and through ongoing program evaluation to assess the effectiveness of the Toronto Police Service's efforts to ensure compliance with occupational health and safety legislation;
2. The Chief of Police will ensure that members with supervisory responsibilities are held accountable for promoting and implementing available health and safety programs, for complying with the *Occupational Health and Safety Act* and for ensuring that workplaces under their supervision are maintained in a healthy and safe condition;

3. The Board acknowledges that every member must actively participate in helping the Board meet its commitment to health and safety by protecting his or her own health and safety by working in compliance with the *Occupational Health and Safety Act*, adopting the safe work practices and procedures established by the Service and reporting to their supervisor any unsafe or unhealthy workplace conditions or practices;
4. The Chair will review annually the Occupational Health and Safety policy as required by the *Occupational Health and Safety Act*. Any recommended amendments are to be reported to the Board for approval;
5. The Chief of Police will post at a conspicuous location in the workplace a copy of the Occupational Health and Safety policy;
6. The Chief of Police will provide quarterly Occupational Health and Safety reports to the Board (Minute No. C9/05 refers); and
7. It is recognized that from time to time, occupational health and safety matters may arise that must be brought to the Board's attention on an urgent basis. The Chief of Police will report such matters to the Board in a timely fashion (Minute No. C9/05 refers).

Workplace Violence and Harassment

The Toronto Police Services Board is committed to providing a safe and healthy work environment for its members and is committed to the prevention of workplace violence and harassment. The Board recognizes that unwanted behaviours in the workplace must be addressed early to minimize the potential for workplace harassment to lead to workplace violence. Workplace violence and harassment is serious conduct that may constitute a violation of Canada's *Criminal Code*, the *Ontario Human Rights Code* and/or the *Occupational Health and Safety Act*.

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

8. The Chief of Police will ensure that the relevant procedures and programs are developed as prescribed by law;
9. The Chief of Police will ensure that such procedures and programs include components that state that individual or institutional retaliation will not be tolerated; and
10. The Chief of Police will ensure that measures are in place to address the risk of domestic violence in the workplace.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

#P149. BOUNDARY CHANGES FOR 11, 12, 14, AND 31 DIVISIONS

The Board was in receipt of the following report May 20, 2011 from William Blair, Chief of Police:

Subject: BOUNDARY CHANGES FOR 11, 12, 14, AND 31 DIVISIONS

Recommendation:

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

Financial Implications:

The boundary changes require a redeployment of uniform staff between the four divisions being impacted. Two of the divisions (11 and 12 Divisions) will receive additional staff. The new 11 Division will be able to accommodate the additional staff without any cost impact. However, the current 12 Division facility will require some minor modifications in order to accommodate additional staff. These modifications include installing more clothing lockers, providing more storage space for officer equipment and relocating bicycle storage. The estimated cost impact at 12 Division for the required work is \$35,000. This cost will be absorbed within the Service's 2011 tenant renovation budget by re-prioritizing work and therefore there will not be an impact on the 2011 budget.

Background/Purpose:

At its meeting of June 15, 2006, the Board received correspondence from City Councillor Frances Nunziata submitted on behalf of two independent community and business leaders of the Weston neighbourhood expressing their concerns and requesting a review of the border between 12 Division and 31 Division (Min. No. P177/06 refers).

At the March 22, 2007 meeting, the Board was advised that comprehensive research was underway to measure the impact and feasibility of border realignments, neighbourhood deployments, staffing processes, and structural alignment (Min. No. P113/07 refers).

This review has now taken place in conjunction with the future transition of the existing 11 Division and 14 Division to their new site locations.

The construction of the new 11 Division at 2054 Davenport Road is nearing completion, with the division expected to open for operation on or around September 26, 2011. The new facility is being built within the current borders of 12 Division, and has a maximum designed capacity of 300 uniform personnel as no suitable location could be found within the current boundaries of 11 Division.

The construction of the new 14 Division at 11 St. Annes Road (across from its current location at 150 Harrison Street) is scheduled for completion in the spring of 2012. Like all new police divisions, this division is being built with a maximum designed occupancy of 300 uniform personnel.

No. 14 Division is currently staffed with 323 uniform personnel, who are housed between the present facility at 150 Harrison Street and at the historic 14 Division substation located on the Canadian National Exhibition grounds. It is necessary to use both facilities in order to accommodate the staff currently assigned to the Division.

The present 31 Division facility, located at 40 Norfinch Drive, has a current staffing level of 300 uniform personnel. This division was originally intended to have a maximum capacity of 260 uniform personnel. Currently, Highway 401 runs east and west through the 31 Division area. This creates a substantial physical barrier for operational police officers due to its location and the number of underpasses beneath it. The highway is an impediment for easy access between the north and south parts of 31 Division, which presently extends as far south as Lawrence Avenue West, and can therefore create problems with rapid response by police officers in emergencies. Both of these problems were addressed as part of the study on policing borders.

The construction of the new divisions and their designed occupancy levels created an opportunity for the Toronto Police Service to better balance staffing levels, workloads and demands for service in 11, 12, 14, and 31 Divisions. It also gives the Service the opportunity to maximize usage of the new and current facilities.

The purpose of this report is to provide the Board with an overview of the divisional boundary changes in 11, 12, 14, and 31 Divisions.

Discussion:

The current divisional boundaries of 11, 12, 14, and 31 Divisions have been in existence since the 1960s.

Historically there has been a large imbalance of demands for service between the target divisions. 14 Division is the busiest, which is reflected by its current staffing levels, followed by 31, 12, and 11 Divisions respectively.

In terms of calls for service, 14 Division averages approximately forty two minutes per hour of radio talk time, well above the acceptable standard of thirty minutes set by the Association of Public Safety Communications Officials (APCO) for a communications operator to be able to safely manage. 14 Division is also well above the averages of the other project divisions which are within the acceptable range set by APCO.

As part of the boundary review project, an extensive analysis was conducted looking at factors such as calls for service, crime and disorder, location, and time spent on calls for the years 2004 to 2009. A trend analysis was also completed to the year 2014.

In September 2010, based on the analyses conducted to that point, three different boundary options, along with potential staffing deployments, were presented to Command Officers. The Command Officers identified the option they considered most suitable and approval was given to proceed further with the project.

Further analysis would take into account 2010 data, as well as a review of the staffing models for the target divisions to ensure they would be adequately staffed to meet the needs of their communities.

As a result of the analyses conducted to date, the proposed new north-south boundary that separates 12 and 31 Divisions will move north, from Lawrence Avenue West to Highway 401. Highway 401 is a substantial structure running east west through the Division that creates a physical barrier that prevents easy access to the areas south of it due to the limited number of underpasses beneath. The adjustment of the boundary north to Highway 401 will also provide some much needed relief to 31 Division in terms of over-crowding in its current building. It will also address the concerns expressed by the community and business leaders in 2006.

The present western and eastern boundaries for both divisions are the Humber River to the west and the Canadian National Railway line to the east. These boundaries will remain unchanged, as there are no substantial reasons to alter these boundaries.

As was previously stated, the site of the new 11 Division (the former Carleton Village Public School at 2054 Davenport Road) is within the current boundaries of 12 Division. At present, the boundary separating 11 and 12 Division is the Canadian Pacific Railway line that runs in an east-west direction.

In order to properly situate the new 11 Division within its own borders, the boundary separating 11 and 12 Divisions will move north to St. Clair Avenue West. Sharing this main street will increase patrols on St. Clair Avenue, as it will now be split between two divisions that will be policing opposite sides of the street. St. Clair Avenue is also a major roadway that will be regularly used by both divisions to move from one side of each division to the other. In addition, 11 and 12 Divisions will continue to share the same radio band so incidents occurring north or south of this shared border will be known to officers from both divisions who can then respond as needed.

The current boundaries of 14 Division are Lake Ontario to the south and the Canadian Pacific Railway line to the north. To the east, the boundary is Spadina Avenue which runs south to Lake Ontario. To the west, it is the continuation of the Canadian National Railway line that also runs alongside 12 Division until it reaches Lansdowne Avenue. The border then runs south on Lansdowne to Queen Street West and then west on Queen to Jameson Avenue before turning south on Jameson Avenue to Lake Ontario.

An extensive analysis of areas on both sides of the present border between 11 and 14 Division was conducted to determine workloads and calls for service to help determine the most appropriate new borders.

As a result of that analysis, it was decided to preserve the existing 14 Division eastern boundary of Spadina Avenue and the northern border formed by the CPR tracks, but move the western boundary to run south from the CPR tracks along Dufferin Street through the newly constructed railway underpass to Queen Street West. The boundary will then run west along Queen Street to Roncesvalles Avenue (providing similar operational benefits to the St. Clair Avenue West boundary), and then south to Lake Ontario.

The new boundaries are intended to provide a better overall distribution of workload between 11 Division and 14 Division. A corresponding shift in staffing allocation will also occur, taking advantage of the new 11 Division and to prepare 14 Division for the move to its new location in 2012. In addition, since Dufferin Street and Queen Street are major roadways in Toronto, these shared borders will also benefit from being patrolled by two divisions.

At this time it is anticipated that the following staffing changes will occur in the target divisions:

No. 11 Division - increase of forty two Constables

No. 12 Division - increase of twenty six Constables

No. 14 Division - decrease of thirty Constables

No. 31 Division - decrease of thirty-eight Constables.

In order to accommodate the increased staffing at 12 Division some additional clothing lockers will need to be installed. The installation of the additional clothing lockers will require other equipment in the station to be relocated. In order to properly store this equipment, such as Public Order Unit kit bags and SOCO kits issued to officers, some additional storage space and shelving will be required. The new locations proposed for the shelving means relocating 12 Division's ten police bicycles from the sally port area to an outside storage shed. Increased storage for mitres and their battery chargers, necessitated by the increased staffing level, will require some minor renovations to the current radio storage area and the relocation of the shot gun cabinet in that area. The required work at 12 Division is estimated to cost \$35,000 and will be absorbed within the Service's 2011 operating budget.

In preparation for the boundary changes, each of the four divisions have been working closely with one another, their Community Police Liaison Committees, community groups, and other partners to ensure a seamless transition on September 26, 2011, to the new boundaries for each division. There have also been several community meetings in each of the target divisions, including a joint town hall between 11, 12 and 14 Division, to discuss the boundary changes and listen to community concerns. The pending changes have also been reported on by local media.

As part of the on-going relationship-building with the community, on June 1, 2011 a town hall meeting will be hosted by 12 Division at Weston Collegiate Institute to discuss the boundary changes. Weston C.I. and the surrounding community are currently located in the south end of 31 Division but will be transitioning to 12 Division when the boundaries change.

Upon completing 11 Division in late September 2011, the borders will be recalculated and reallocation of personnel will take place. It is not required to complete 14 Division to facilitate this change. Completing 14 Division in 2012/2013, will result in moving personnel from the substation at the Canadian National Exhibition grounds to the new facility along with the new staffing complement. No additional boundary realignment will take place other than what occurs in September 2011.

Conclusion:

As a result of the new boundaries, there will be a better overall and equal distribution of workload between the divisions.

Deputy Chief Kim Derry, Divisional Policing Command, will be in attendance to answer any questions the Board may have regarding this report.

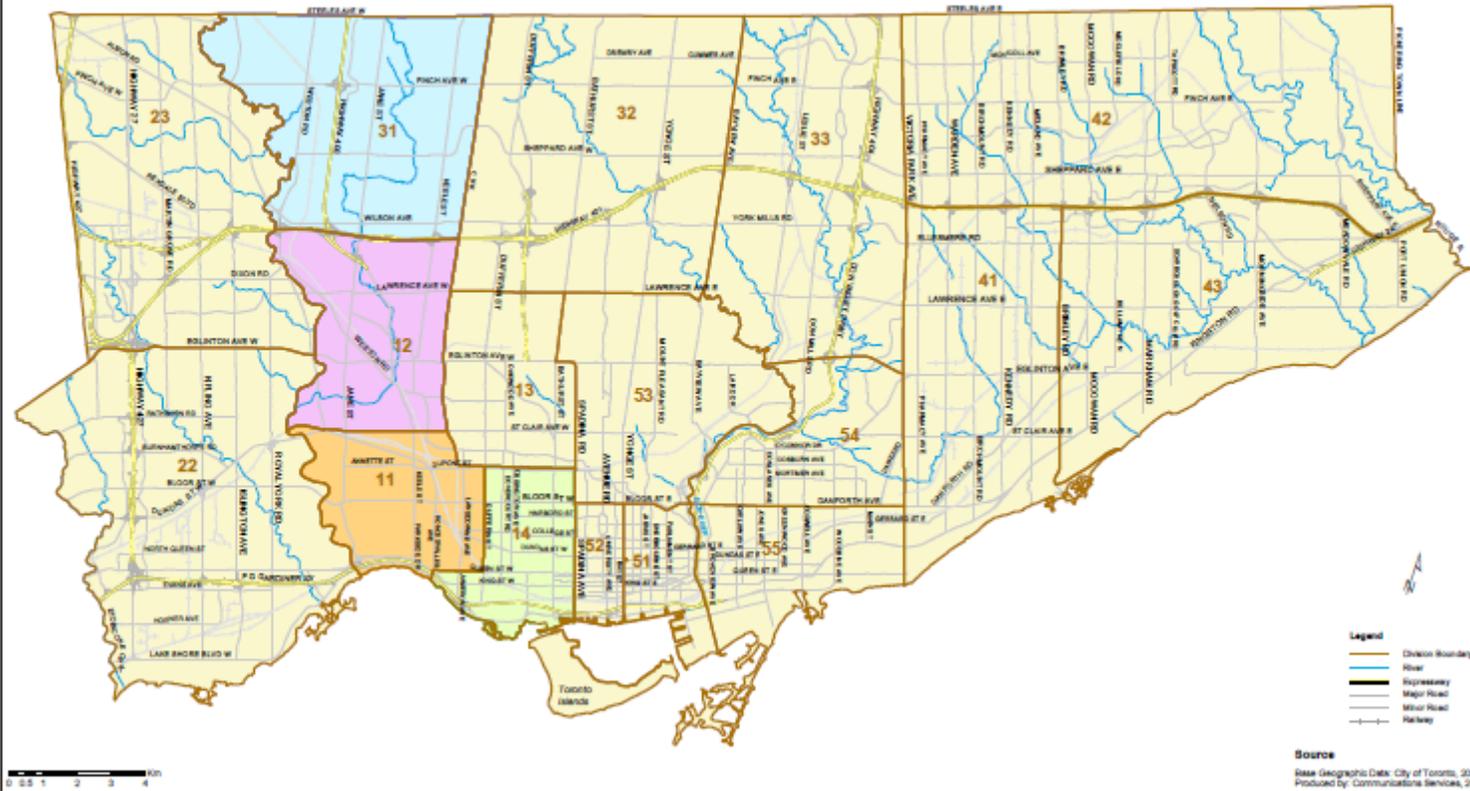
Councillor Frances Nunziata extended appreciation to Chief Blair and the members of the Service who had attended consultation meetings in the communities which will be affected by the boundary changes.

The Board received the foregoing report.



TORONTO POLICE SERVICE

Division Boundaries



**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

**#P150. RESULTS OF FOLLOW-UP OF PREVIOUS AUDIT
RECOMMENDATIONS**

The Board was in receipt of the following report April 15, 2011 from Jeffrey Griffiths, Auditor General, City of Toronto:

SUMMARY

This report provides the results of our annual follow-up process regarding the status of audit recommendations made by the Auditor General to the Toronto Police Services Board from January 1, 1999 to June 30, 2010.

The results of our review indicate that Toronto Police Service staff has implemented five of the ten outstanding audit recommendations made in the Auditor General's audit reports entitled "Review of Police Training, Opportunities for Improvement" and "Court Services Review" which are included in this follow-up process. Audit recommendations fully implemented are listed in Attachment 1. Audit recommendations not fully implemented, as well as management's comments and action plan, are included in Attachment 2. These outstanding recommendations will be reviewed in each future year until they have been fully implemented. Audit recommendations where circumstances may have changed such that we consider them no longer relevant are included in Attachment 3 and there will be no further follow-up.

FINANCIAL IMPACT

There is no financial impact resulting from receipt of this report.

ISSUE BACKGROUND

The Auditor General conducts an annual follow-up process to ensure management has taken appropriate action to implement recommendations contained in previously issued audit reports.

In accordance with the Auditor General's Work Plan, we have reviewed the status of outstanding audit recommendations made by the City's Auditor General and approved by the Toronto Police Services Board.

We conducted this follow-up audit in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

One review which has been excluded from this current follow-up process is the Auditor General's Review of the Investigation of Sexual Assaults and the reasons are provided below.

Review of the Investigation of Sexual Assaults – Toronto Police Service

In 1999, the Auditor General, formerly the City Auditor, issued a report entitled “Review of the Investigation of Sexual Assaults – Toronto Police Service”, which contained 57 recommendations. The Auditor General issued a follow-up report on the 57 recommendations to the Toronto Police Services Board in February 2005. This audit follow-up found the Toronto Police Service had not addressed all of the original audit recommendations and resulted in 25 recommendations. The Toronto Police Services Board requested the Auditor General to conduct a further follow-up audit on this matter.

In June 2010 the Police Services Board received the following two reports issued by the Auditor General entitled “The Review of the Investigation of Sexual Assaults – A Decade Later, Toronto Police Service” and “The Auditor General’s Second Follow-up Review on the Police Investigation of Sexual Assaults.” The first report provided an overview of the changes made by the Toronto Police Service over the last ten years on handling the investigation of sexual assaults.

The Auditor General’s Second Follow-up Review on the Police Investigation of sexual Assaults found that overall the Toronto Police Service has made significant strides to address issues raised in our 2004 follow-up report of the investigation of sexual assaults. In summary, 19 of the 25 recommendations made in 2004 were found to be fully implemented. At the time of our review work was in progress to address the remaining six recommendations. This review also resulted in three new recommendations requiring attention by the Police Service. All of these nine outstanding recommendations will be included in our 2012 follow-up process with the Toronto Police Service.

COMMENTS

The Auditor General’s follow-up review process requires that management provide a written response on the status of each recommendation contained in the audit reports previously issued and included in this follow up period. Where management indicated that a recommendation was not implemented, audit work was not performed. For those recommendations noted as implemented, audit staff conducted testing to verify management assertions.

Review of Police Training – Opportunities for Improvement - Toronto Police Service

The Auditor General issued a report entitled “Review of Police Training – Opportunities for Improvement” at the January 2007 meeting of the Toronto Police Services Board. At this meeting the Board adopted the 39 recommendations included in the report and approved a motion for the Auditor General to perform a follow up review. Our follow-up audit was received by the Toronto Police Services Board in June 2010. At that time we concluded that 31 of the 39 recommendations from the original review had been fully implemented and work was in progress to address the remaining eight recommendations. These eight outstanding recommendations have been included in this current follow-up process and the results are summarized in Table 1.

Table 1 represents the results of our current follow-up on outstanding audit recommendations for the Toronto Police Service.

**Table 1
RESULTS OF THE CURRENT REVIEW**

Report Title and Date	Total	Previously Reported		Results of Current Review		
		Fully Implemented	Not Applicable	Fully Implemented	Not Fully Implemented	Not Applicable
Review of Police Training – Opportunities for Improvement (October 26, 2006)	39	31	-	3	4	1
Court Services Review, (June 12, 2008)	5	3	-	2	-	-
Fleet Review, (September 26, 2008)	4	4	-			
Enterprise Case and Occurrence Processing System (eCOPS) Project Review (April 29, 2005)	32	31	1			
Revenue Controls Review (January 8, 2002)	5	5	-			
Vehicle Replacement Policy – Toronto Police (June 21, 2000)	3	-	3			
Review of Controls Relating to Overtime and Premium Pay (January 6, 2000)	16	15	1			
Review of Parking Enforcement Unit (January 4, 2000)	27	26	1			
Total	131	115	6	5	4	1

A listing of audit recommendations implemented by the Toronto Police Service is included in Attachment 1. The audit recommendations not fully implemented, together with management's comments and action plans, are listed in Attachment 2 and will be carried forward to the next follow-up review. Attachment 3 contains recommendations which we will not follow-up further as we consider them to be no longer relevant.

A consolidated report will be tabled at the July 5, 2011 meeting of the Audit Committee on the results of the current follow-up of audit recommendations relating to the City's Agencies, Boards and Commissions for reports issued by the Auditor General's Office from January 1, 1999 to June 30, 2009. The results of the current follow-up review for the Toronto Police Service will be included in that report.

CONTACT

Jeff Griffiths, Auditor General

Tel: (416) 392-8461, Fax: (416) 392-3754, E-Mail: Jeff.Griffiths@toronto.ca

The Board received the foregoing report.

Toronto Police Services Board

Audit Recommendations – Fully Implemented

Report Title: Review of Police Training, Opportunities for Improvement - Toronto Police Service
Report Date: October 26, 2006

Recommendations:

- (24) The Chief of Police review the benefits of the Toronto Police Service organizing annual international conferences for the benefits of a majority of participants who are external to the Toronto Police Service. Such an evaluation be documented and take into account the costs and the relative merits of training both internal and external participants. Further, the Chief of Police give consideration to determining whether or not it is the role of the Toronto Police Service to organize international conferences on an annual basis, particularly when the Toronto Police Service procedure states that “units may from time to time find it necessary to host or plan Toronto Police Service authorized seminars.”
- (25) The Chief of Police ensure that evaluations are completed for all future annual conferences and seminars organized by the Toronto Police Service. Evaluations be independently collated and summarized by the Training and Education Unit and results communicated to conference and seminar organizers. Such evaluations be one of the determinants for continuing future conferences and seminars.
- (34) The Chief of Police ensure that the procedure requiring an annual inspection of firing ranges is complied with.

Report Title: Review of Court Services, Toronto Police Service
Report Date: February 28, 2008

Recommendations:

- (2) The Chief of Police evaluate in detail, and in consultation with the Auditor General, the cost saving opportunities identified in this report in the following areas:
- prisoner transportation;
 - courtroom security during weekdays, weekends and statutory holiday and court officer working lunches.

In conducting this evaluation, the Chief of Police review the documentation prepared by the Auditor General supporting these cost reductions. Where appropriate, such cost saving measures be implemented as soon as possible.

- (5) The Chief of Police review the training schedule for court officer trainers in order to ensure that the training time is commensurate with training demands.

**TORONTO POLICE SERVICE
AUDIT RECOMMENDATIONS – NOT FULLY IMPLEMENTED**

Report Title: Review of Police Training, Opportunities for Improvement – Toronto Police Service

Report Date: October 26, 2006

Recommendation Not Fully Implemented	Management's Comments and Action Plan/Time Frame
<p>(3) The Chief of Police ensure that the total costs of all training are summarized, accounted and budgeted for and disclosed separately. The training costs should include all training provided by the Toronto Police Service including training provided by the specialized units, training provided by divisional training sergeants, and costs relating to the organization of various conferences and seminars. Such training costs should be benchmarked against other major police services within Canada, the US and the UK.</p>	<p>Total training costs are summarized and captured through line budget items at both the unit and corporate levels. Corporate training for the Service is managed by the Police College through a single account. The Toronto Police College (TPC) will establish a method of collecting all the Corporate training cost data across the Service, making it the central point of contact for this information. However, the management of these accounts will remain with the individual units. This method should be established by the end of Q3.</p>
<p>(14) The Chief of Police evaluate the Human Resource Information System in order to ensure that the capabilities of the system are being used appropriately and to their full potential. Once determined, such information be communicated to all appropriate staff and, in addition, training specific to the reporting capabilities of the system be provided to all appropriate staff.</p>	<p>The Specialized Policing Functions Project (SPFP) was approved by Command in 2010. During the September 23 Police Services Board meeting, the Police Services Board received the Triennial Report: Skills Development and Learning Plan, along with advisory information on the SPFP (Min. No. 254/2010 refers). Training on the SPFP is implemented. In addition, the Service's human resources information system (HRMS) is being upgraded this year. As part of this update, a review of Service business requirements will be undertaken in June 2011. It is expected that this review, along with new capabilities within the software, will necessitate training Service members on this new functionality.</p>

Recommendation Not Fully Implemented	Management's Comments and Action Plan/Time Frame
<p>(23) The Chief of Police ensure that all costs incurred in organizing annual international conferences are accurately and properly accounted for. Such costs to include all Toronto police officers salaries and any other administrative costs. The results of this analysis determine the viability of continuing to host international conferences. In any event, conference registration fees be determined after taking into account all organizational costs. Further, the Chief of Police review the procedure in connection with the carry forward of individual conference surpluses to future years.</p>	<p>Project codes are now used by units and members involved in planning and organizing annual international conferences. These costs are scrutinized through the Services Budget process on an ongoing and annual basis. These costs are also captured for analysis through the use of the Service's Seminar Kit, which is governed by Procedure 18-09 (Service Seminars). To further ensure that the Service is capturing all costs associated with conferences organization, Service Procedure 18-09 (Service Seminars) will be amended. This amendment will include a provision making it mandatory for all seminar/conference organizers to obtain a TRMS project code. This project code will assist in accurately recording the time spent by Service members in planning and organizing such events. It is expected that this amendment will be completed by the end of this year.</p>
<p>(39) The Chief of Police review the level of tuition fees charged to police officers from other police services or from other organizations attending courses organized by the Toronto Police Service with a view to charging amounts which are more in line with actual training costs. In addition, any tuition fees waived for police officers attending from other police services or organizations be appropriately authorized in writing.</p>	<p>The Toronto Police Service will not be charging tuition fees to police officers from other services/organizations. A report describing the rationale behind this decision will be forwarded to the Board by the end of this year.</p>

Toronto Police Services Board

Audit Recommendations – Not Applicable

Report Title: Review of Police Training, Opportunities for Improvement, Toronto
Police Service

Report Date: October 26, 2006

Recommendation:

- (28) The Chief of Police direct that the procedure in connection with the reporting requirement for Toronto police officers, in connection with conference, seminar or course attendance, be complied with.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

#P151. QUARTERLY REPORT: MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT COMPLIANCE: JANUARY TO MARCH 2011

The Board was in receipt of the following report May 09, 2011 from William Blair, Chief of Police:

Subject: QUARTERLY REPORT - MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT COMPLIANCE: JANUARY, FEBRUARY AND MARCH, 2011.

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

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

Background/Purpose:

At its meeting on September 23, 2004, the Board approved a motion that the Chief of Police provide the Board with quarterly reports identifying the Service's *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) compliance rates, and further, that the total number of overdue requests be divided into categories of 30, 60, or 90 days, or longer (Min. No. P284/04 refers).

Under the Act, compliance refers to the delivery of disclosure through the Freedom of Information process within 30 days of receipt of a request for information. The compliance rates for the period January 1, 2011 to March 31, 2011, divided into three categories as stipulated by the Board, are as follows:

Discussion:

Toronto Police Service
Compliance Rates
January 1, 2011 – March 31, 2011

30-Day	60-Day	90-Day or longer
83.15%	93.49%	96.64%
Requests to be completed during this time period: 1015	171	66
Requests completed: 844	Requests completed: 105	Requests completed: 32
Requests remaining: 171	Requests remaining: 66	Requests remaining: 34

A total of 1015 requests were required to be completed within 30 days. This is a significant increase from previous quarterly reports submitted. The running totals reflect, for the 30, 60, and 90 day (or longer) periods, the number of requests that were actually completed. The number of incomplete files is carried over as 'requests remaining.' All numbers shown are based on the number of files it was possible to be compliant with during this period.

A further breakdown of requests received January to March, 2011 is as follows:

Category	Total	Description
Individual/Public	790	- Personal
Business	294	- Witness contact information/Memobook notes/911 calls/reports - General reports - Law firms & insurance companies
Academic/Research	1	- Crime statistics on "lesser crimes" such as loitering in the 1950's, 1960's and 1970's.
Media	4	- Listings of all marijuana grow shut down by TPS in 2010 - Types of firearms stolen, lost or missing from TPS between 1985 to 2011-05-09 - Records in relation to the funeral of Sgt. Russell - Updated CIPS/FIR data from late 2009 to early 2010
Association/Group	28	- Mental Health and Children's Aid - Legal - Colleges of Professionals (Sec. 32 of MFIPPA) - WSIB
Government	7	- Industrial accidents, reports, notes, photographs

The above table reflects the numbers and types of requests received during the entire reporting period. The number of files required to be completed during the reporting period are not reflected.

A breakdown by month of the 30-day compliance rates for this quarterly period is as follows:

January	2011	77.71%
February	2011	86.03%
March	2011	84.31%

Conclusion:

Deputy Chief Peter Sloly, Executive Command, will be in attendance to answer any questions that the Board members may have in relation to this report.

The Board received the foregoing report.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

**#P152. ANNUAL REPORT: 2010 SERVICE PERFORMANCE YEAR END
REPORT**

The Board was in receipt of a report dated May 09, 2011 from William Blair, Chief of Police, with regard to the annual year end review of activities of the Service. A copy of the report is on file in the Board office.

The Board agreed to defer consideration of the foregoing report to its July 2011 meeting and requested that a presentation be provided at that time in conjunction with the report.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

**#P153. ANNUAL REPORTS: 2009 AND 2010 ANNUAL AND STATISTICAL
REPORTS OF THE TORONTO POLICE SERVICE**

The Board was in receipt of a report dated May 12, 2011 from William Blair, Chief of Police, with regard to the 2009 and 2010 annual and statistical reports. A copy of the report is on file in the Board office.

The Board agreed to defer consideration of the foregoing report to its July 2011 meeting and requested that a presentation be provided at that time in conjunction with the report.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

**#P154. NEW JOB DESCRIPTION – INVOICING CO-ORDINATOR, CONTRACT
BILLINGS**

The Board was in receipt of the following report April 27, 2011 from William Blair, Chief of Police:

Subject: NEW JOB DESCRIPTION - INVOICING CO-ORDINATOR, CONTRACT
BILLINGS, FINANCIAL MANAGEMENT

Recommendation:

It is recommended that the Board approve the attached new job description and classification for the position of Invoicing Co-ordinator, Contract Billings (A07090.3).

Financial Implications:

The establishment of this new position will be created through the deletion of one vacant Clerk, Accounts Receivable, Financial Management A05 (35 hour) position. The salary savings from the current vacant position will offset any 2011 cost impact. The total annualized cost for the recommended establishment change will be \$8,598. Funding for the annualized costs will be included in the 2012 and future budget requests.

Background/Purpose:

The purpose of this report is to recommend approval of a new position which will facilitate the proper analysis, co-ordination and administration of contract billings related to work provided by the Toronto Police Service.

Discussion:

The creation of the new position can be justified due to significant changes in the policing environment which have caused the Service to engage in more complex partnership arrangements. The Service has worked with partner agencies to alter funding sources for special projects. As a result, complex contracts have replaced former informal agreements. The position's function, therefore, has evolved from one of a simple straight forward billing processing to that of an analytical role. This new position will also be involved with contract compliance, funding limits and special costing provision work which did not exist until such arrangements became more formalized. In addition, the new operational requirements have created a need for more robust financial systems and better reporting of information which was not required in previous years.

To this end, Compensation and HRIS Administration has developed a new job description and has evaluated the position as an A07 (35 hour) job within the Unit "A" Collective Agreement with a salary range of \$54,751 to \$61,116 effective December 1, 2010.

Conclusion:

It is hereby recommended that the Board approve the new job description and classification for the position of Invoicing Co-ordinator, Contract Billings (A07090.3). Subject to Board approval, the Toronto Police Association will be notified accordingly, as required by the Collective Agreement and the position will be staffed in accordance with the established procedure.

Deputy Chief Mike Federico, Human Resources Command, will be in attendance to answer any questions that the Board may have regarding this report.

Mr. Tony Veneziano, Chief Administrator Officer, was in attendance and responded to questions about the proposed new job description.

The Board approved the foregoing report.



TORONTO POLICE SERVICE
JOB DESCRIPTION

Date Approved:

Board Minute No.:

Total Points: 392.5

Pay Class: A07

JOB TITLE:	Invoicing Co-ordinator, Contract Billings	JOB NO.:	A07090.3
BRANCH:	Administrative Command	SUPERSEDES:	New
UNIT:	Finance & Administration	HOURS OF WORK:	35 SHIFTS: 1
SECTION:	Financial Management	NO. OF INCUMBENTS IN JOB:	1
REPORTS TO:	Assistant Manager, Accounting	DATE PREPARED:	30 December 2010

SUMMARY OF FUNCTION: Analyzing, interpreting and finalizing invoicing documents related to contracts for services provided by the Toronto Police Service. Management of contracts includes secondments, part-time monitors, special projects, grants and return of prisoner recoveries.

DIRECTION EXERCISED: N/A

MACHINES & EQUIPMENT USED:

Micro-computers/standard TPS workstations, associated software/computer applications and any other office related equipment that may be required.

DUTIES AND RESPONSIBILITIES:

1. Analyzes and interprets legal contracts, memorandums of agreement and other forms of invoice requests to determine invoicing particulars such as rates, timelines, frequency, limitations and other pertinent information. Gathers relevant data from systems (HRMS, TRMS) and uses to prepare required invoices to customer or partner agencies. Performs required data entry into financial system (SAP), ensuring accounting transactions are performed in accordance with Public Sector Accounting Standards (PSAB GAAP).
2. Analyzes distribution of revenue once invoices have been created. Prepares adjusting entries to reallocate to the appropriate cost centre and general ledger account to ensure financial recording accuracy and compliance with established accounting standards, procedures and internal controls.
3. Analyzes and interpret financial information of legal documents for seconded personnel, calculate the cost to the agency, including salary, benefits, overtime and other costs. Prepares cost analyses for any discrepancies especially when funding is not full cost recovery. Set up contacts in SAP, ensuring full compliance with contract provisions and thresholds. Liaises closely with Staff Planning and Unit Commanders to maintain the contracts by updating extensions, changes in salary and personnel in Excel and SAP. Prepares quarterly invoices on a timely basis and prepares an adjusting journal entry to reallocate revenue to the appropriate GL account and cost centre.

dg:167757

The above statements reflect the principal functions and duties as required for proper evaluation of the job and shall not be construed as a detailed description of all the work requirements that may be inherent in the job or incidental to it.



TORONTO POLICE SERVICE
JOB DESCRIPTION

Date Approved:
Board Minute No.:
Total Points: 392.5
Pay Class: A07

JOB TITLE:	Invoicing Co-ordinator, Contract Billings	JOB NO.:	A07090.3
BRANCH:	Administrative Command	SUPERSEDES:	New
UNIT:	Finance & Administration	HOURS OF WORK:	35 SHIFTS: 1
SECTION:	Financial Management	NO. OF INCUMBENTS IN JOB:	1
REPORTS TO:	Assistant Manager, Accounting	DATE PREPARED:	30 December 2010

DUTIES AND RESPONSIBILITIES: (cont'd)

4. Analyzes financial funding stipulated in project plans for various programs. Prepares cost analyses on salaries and fringe benefits, including the telecommunication and technology items using various reports from TRMS, HRMS and SAP. Analyzes project for financial constraints, shared cost distribution to all project participants (various police agency partners like RCMP, OPP, CISO, etc.) to ensure monthly billings are in full compliance with the signed project plan and TPS full cost recovery policy. Liaises with TPS units and police partners on billing/payment issues. Coordinates the schedule for supporting documents to meet billing deadlines.
5. Ensures that any HST requirements and other legislative changes are correctly reflected in the billing system.
6. Receives NSF or other returned items from the bank, investigates reason and contacts the Unit where the cheque originated from. Creates an invoice or letter in SAP, prints and mails the notice to the customer and may contact them via phone or email requesting a replacement cheque be submitted immediately.
7. Collects outstanding Accounts Receivables, including the preparation of overdue notices and telephone contact with customers, recommend submissions to Service's collection agency or further action, including legal action against customers. Communicate information on delinquent customers to FMT management.
8. Actively participates in the preparation and review of accounting policies, procedures, methods and practices to ensure integrity of internal controls.
9. Liaises with Service personnel, Unit Commanders, other Police Services, outside agencies, City Finance and City Departments on accounting issues in a variety of situations.
10. Assists Supervisor and Managers in performing special projects, conducts financial research when required.
11. Maintains an excellent working knowledge and understanding of policies, procedures, By-laws, regulations and legislation relating to invoicing, receivables, collections and cash management.

dg:167757

The above statements reflect the principal functions and duties as required for proper evaluation of the job and shall not be construed as a detailed description of all the work requirements that may be inherent in the job or incidental to it.



TORONTO POLICE SERVICE
JOB DESCRIPTION

Date Approved:
Board Minute No.:
Total Points: 392.5
Pay Class: A07

JOB TITLE:	Invoicing Co-ordinator, Contract Billings	JOB NO.:	A07090.3
BRANCH:	Administrative Command	SUPERSEDES:	New
UNIT:	Finance & Administration	HOURS OF WORK:	35 SHIFTS: 1
SECTION:	Financial Management	NO. OF INCUMBENTS IN JOB:	1
REPORTS TO:	Assistant Manager, Accounting	DATE PREPARED:	30 December 2010

DUTIES AND RESPONSIBILITIES: (cont'd)

12. Performs the duties of the Cashier on a relief basis.
13. Ensures spreadsheets, documents, files and journals are updated and well organized.
14. Ensures issues are escalated to the Supervisor and Managers in a timely manner.
15. Responds to and resolves a variety of enquiries from customers, police officers and divisions relating to invoicing.
16. Actively participates in process reviews and changes.
17. Participates in the year end process, analyzing balances, preparing working papers and gathering support for auditors.
18. Performs any other related duties and tasks, as assigned.

Note: Prior to submission for job evaluation, all signatures required.

dg:167757

The above statements reflect the principal functions and duties as required for proper evaluation of the job and shall not be construed as a detailed description of all the work requirements that may be inherent in the job or incidental to it.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

**#P155. SPECIAL CONSTABLES: TORONTO COMMUNITY HOUSING
CORPORATION: RE-APPOINTMENT**

The Board was in receipt of the following report May 05, 2011 from William Blair, Chief of Police:

Subject: RE-APPOINTMENT OF SPECIAL CONSTABLE FOR THE TORONTO
COMMUNITY HOUSING CORPORATION

Recommendation:

It is recommended that the Board approve the re-appointment of the individual listed in this report as a special constable for the Toronto Community Housing Corporation (TCHC), subject to the approval of the Minister of Community Safety and Correctional Services.

Financial Implications:

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

Background/Purpose

Under Section 53 of the *Police Services Act* of Ontario (the Act), the Board is authorized to appoint and re-appoint special constables, subject to the approval of the Minister of Community Safety and Correctional Services (the Minister). Pursuant to this authority, the Board entered into an agreement with the Toronto Community Housing Corporation (TCHC) for the administration of special constables (Min. No. P414/99 refers).

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

The Service received a request from the TCHC, on March 8, 2011, to re-appoint the following individual as a special constable whose appointment will expire July 9, 2011.

Cleveland GOODEN

This is a re-appointment to the TCHC current complement of 81 Special Constables and will not result in any increase.

Discussion:

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

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

The TCHC has advised that the individual satisfies all the criteria as set out in the agreement between the Board and the TCHC for re-appointment as a special constable.

Conclusion:

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

Deputy Chief A. J. (Tony) Warr, Specialized Operations Command, will be in attendance to answer any questions that the Board may have.

The Board approved the foregoing report.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

#P156. APPOINTMENT: ACTING VICE-CHAIR

The Board was in receipt of the following report May 27, 2011 from Alok Mukherjee, Chair:

Subject: Appointment – Acting Vice-Chair During the Period Between June 17, 2011 and June 26, Inclusive

Recommendation:

It is recommended that the Board appoint one member to act as Acting Vice-Chair during the period between June 17, 2011 and June 26, 2011, inclusive, for the purposes of the execution of all documents that would normally be signed by the Vice-Chair on behalf of the Board and to perform any other duties as may be required during that time.

Financial Implications:

There are no financial implications relating to the approval of the recommendation contained in this report.

Background:

Vice Chair Michael Thompson will be absent during the period between June 17, 2011 and June 26 2011, inclusive. Therefore, it will be necessary to appoint one member to act as Acting Vice-Chair during this period for the purposes of the execution of all documents that would normally be signed by the Vice-Chair on behalf of the Board.

Conclusion:

It is, therefore, requested that the Board appoint one member to act as Acting Vice-Chair during the period between June 17, 2011 and June 26, 2011, inclusive, for the purposes of the execution of all documents that would normally be signed by the Vice-Chair on behalf of the Board and to perform any other duties as may be required during that time.

Chair Mukherjee advised the Board that he would be away from the office between July 23, 2011 and August 13, 2011, inclusive, and that Vice-Chair Michael Thompson would be Acting Chair during this time.

cont...d

The Board approved the following Motions:

- 1. THAT the Board receive the foregoing report and appoint Councillor Chin Lee to act as Acting Vice-Chair during the period between June 17, 2011 and June 26, inclusive; and**
- 2. THAT, given that Vice-Chair Thompson will be Acting Chair between July 23, 2011 and August 13, 2011, inclusive, the Board appoint Dr. Dhun Noria as Acting Vice-Chair during this time.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

#P157. REVISED FEES CHARGED FOR RECORDS

The Board was in receipt of the following report May 20, 2011 from William Blair, Chief of Police:

Subject: REVIEW OF FEES CHARGED FOR RECORDS RELEASE

Recommendations:

It is recommended that:

- (1) the Board approve an increase in the charge for vulnerable sector screenings for employment purposes from \$45.00 to \$50.00 per screening;
- (2) the Board approve a decrease in the charge for security clearances from \$25.00 to \$20.00 per clearance;
- (3) the Board approve an increase in the charge for the sale of collision/occurrence reports from \$37.38 to \$60.00 per report;
- (4) the Board approve an increase in the charge for the sale of witness statement reports from \$74.76 to \$120.00 per report;
- (5) the Board approve an increase in the charge for processing name changes / pardons from \$40.00 to \$45.00 per change / pardon; and
- (6) the Board approve an effective date of September 1, 2011 for all of the above fee changes.

Financial Implications:

Based on the revised fees as recommended in this report, the changes are expected to result in additional recoveries of approximately \$389,000 (on an annual basis).

The impact of the recommended fee revisions based on the September 1, 2011 effective date is expected to achieve \$130,000 in additional recoveries for 2011. This additional recovery will assist the Service in achieving its approved operating budget. There could, however, be volume decreases due to the fee increases. The impact of the recommended fee changes will be monitored and reported on in the 2011 variance reports.

Background/Purpose:

The Records Release Section of Records Management Services (RMS) processes requests from the public for police reference checks, clearance letters, motor vehicle accident reports, witness statements and occurrence reports. The Service determines how much it costs to provide these reports, and the Board establishes cost-recovery fees, in accordance with the City of Toronto Act.

The Service conducted a review of all fees charged by RMS to determine how much staff time is devoted to the development of record checks. Fees were last adjusted in 2000. In 2010, the Service reviewed current fees to confirm cost, and it became apparent that current fees no longer reflect the actual cost of providing the service when compared to our costs to perform these checks.

The purpose of this report is to update the Board on the costs associated with performing the record checks and to obtain a decision from the Board regarding what rates should be charged for recovery purposes.

Discussion:

During 2010, RMS conducted a review of the fees being charged for records release. The fees reviewed include.

- Vulnerable Sector Screening – Employment
- Vulnerable Sector Screening – Volunteer
- Security Clearance
- Collision Reports
- Witness Statements
- Name Change / Pardon

Actual costs are determined by analysing the staffing resources required to provide the service for each type of record release. In the absence of a 2011 contract settlement, 2010 year-end salary rates were applied. The cost of fringe benefits (25%) and a standard administrative and operational overhead rate (30%) were added to labour costs to take into account indirect costs related to providing services. The 30% overhead rate accounts for supervisory staff, support staff for computing systems, maintenance of facilities, costs of supplies, office equipment and other related equipment, and is consistent with the rate applied for other recoveries. Given the Board's direction to charge cost-recovery for fees, the recommended fees are based on the estimated actual cost of providing the service.

The review identified a difference between the cost required to provide the services and the amount being recovered by the TPS from the current fees. The chart below summarizes the current fees for various services, the recommended fee for these services and the fees charged by neighbouring police agencies. The fees being charged by other police agencies may be a consideration for the Board in approving the recommended fee changes in this report. Details for each type of record check are provided below the chart.

	Current	Recommended	Change	Peel	York	Durham
Vulnerable Sector Screening – Employment	\$45.00	\$50.00	\$5.00	\$45.00	\$40.00	\$28.57
Vulnerable Sector Screening – Volunteer	\$15.00	\$15.00	\$0	\$0	\$15.00	\$14.29
Security Clearance	\$25.00	\$20.00	(\$5.00)	\$45.00	\$40.00	\$28.57
Collision Reports	\$37.36	\$60.00	\$22.64	\$48.00 to \$50.00	\$40.00 to \$50.00	\$19.05 to \$38.10
Witness Statements	\$74.76	\$120.00	\$45.24	\$110.00	\$75.00	\$38.10
Name Change / Pardon	\$40.00	\$45.00	\$5.00	\$80.00	\$80.00	\$28.57

Vulnerable Sector Screening - Employment

These checks are performed for members of the public seeking employment when working with vulnerable people such as the elderly or children. This screening is more comprehensive and requires more staff time than security clearances. As a result of the review, the cost-recovery price be increased from \$45.00 to \$50.00 per screening. Budgeted recovery for 2011 is \$335,000 based on the current fee of \$45.00. The recommended fee increase assuming no impact on volume, would result in an additional estimated annualized recovery of \$37,000.

Vulnerable Sector Screening - Volunteers

These checks are performed for members of the public seeking to volunteer with organizations dealing with vulnerable people such as the elderly or children. This is the same screening that is provided for employment purposes (see above), and full cost recovery would require a fee of \$50.00 per screening. Historically, the TPS has maintained a lower fee for this service because the screening is for volunteers. This lower fee is in line with what the surrounding police agencies are charging. Budgeted recovery for 2011 is \$365,000 based on the current fee of \$15.00. The Service is recommending that this fee remain at the current level.

Clearance Letter

This check is more limited in scope than for other programs, resulting in a lower cost than other services provided by the TPS. Upon review of this process, it is recommended that there be a decrease in pricing from \$25.00 to \$20.00 per clearance. Budgeted recovery for 2011 is \$1,100,000. The recommended fee decrease, assuming no impact on volume, would result in an estimated annualized recovery reduction of \$220,000.

Collision / Occurrence Reports

These reports are provided mainly to insurance companies. As a result of the time study, it is recommended that the fee be increased from \$38.38 to \$60.00 per report. Budgeted recovery for 2011 is \$750,000 based on the current fee. The recommended fee increase, assuming no impact on volume, would result in an additional estimated annualized recovery of \$450,000.

Witness Statements

These statements are provided mainly to insurance companies. As a result of the review, it is recommended that the fee be increased from \$74.76 to \$120.00 per report. Budgeted recovery for 2011 is \$200,000 based on the current fee. The recommended fee increase assuming no impact on volume, would result in an additional estimated annualized recovery of \$110,000.

Name Change / Pardon

These reports are to facilitate name changes and pardons. As a result of the review, it is recommended that the fee be increased from \$40.00 to \$45.00 per request. Budgeted recovery for 2011 is \$100,000 based on the current fee. The recommended fee increase, assuming no impact on volume, would result in an additional estimated annualized recovery of \$12,000.

City of Toronto Requests

It has been the Service's practice to provide any of the above services to the City of Toronto at no cost. There are approximately 5,000 requests processed annually. If remuneration were received for these requests it would result in additional estimated cost recovery of \$250,000 annually. The Board may consider implementing these fees for City of Toronto current and potential employees.

Customer Communication

Should the Board agree to the proposed changes, a communication plan for customers would commence. This would consist of a media release (to include local community print media), appropriate changes to the applicable portion of the TPS website, signage reflecting the changes at the front counter of Headquarters, and a possible mass mailing to the over two thousand member agencies of the Police Reference Check Program.

Conclusion:

The Service processes various requests from the public and the City for copies of reports, reference checks, clearance letters, etc. In order to provide this service there are administrative costs incurred. The City of Toronto Act allows the Board to implement a fee to recover the administrative costs incurred in providing the above services. The fee instituted for a particular service must be based on cost recovery only and cannot generate a profit. Current fees for the services detailed in this report and provided by RMS, have been approved by the Board and used in developing the annual operating budget request for recoveries. The Service reviews the fees during the budget development process for any cost changes that would have a significant impact on the fee. Every few years a more detailed review is conducted to ensure that the fees reflect the cost of delivering the services. The Service is mindful that constant changes to the fees would not be received well by the public and would result in more administrative costs and therefore, minor impacts are normally not reflected.

A detailed review, to determine if the current fees reflect cost recovery for the services being provided was undertaken and completed in late 2010. The results of the review indicated that changes to the current fees were required in order to reflect cost recovery. Most of the fees reviewed require an increase and in one case a slight decrease is needed. The recommended fee changes are detailed in this report.

Approval of the recommended fee changes will ensure that the revised fees for the services provided will more closely reflect the actual cost of providing those services, while taking into consideration the populations being served. The recommended revised fees would result in an estimated annualized increase for recoveries of \$389,000, assuming no volume impact. The Service will monitor the impact on volume once the revised fees are implemented and report any impacts through the 2011 budget variance reports.

Deputy Chief Peter Sloly, Executive Support Command will be in attendance to answer any questions from the Board.

Mr. Angelo Cristofaro, Director of Finance and Administration, and Ms. Paula Wilson, Assistant Manager, Information Access, were in attendance and responded to questions about this report.

The Board discussed the current practice of not charging fees for checks that are performed by the Service on current and potential employees of the City of Toronto who require vulnerable sector screening.

The approved the foregoing report and the following Motion:

THAT the Board approve the implementation of a charge for the vulnerable sector screenings that are conducted on current and potential employees of the City of Toronto.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

**#P158. AWARD OF ARCHITECTURAL DESIGN AND CONSULTING
SERVICES FOR THE NEW PROPERTY AND EVIDENCE
MANAGEMENT UNIT**

The Board was in receipt of the following report May 10, 2011 from William Blair, Chief of Police:

Subject: AWARD OF ARCHITECTURAL DESIGN AND CONSULTING SERVICES
FOR THE NEW PROPERTY AND EVIDENCE MANAGEMENT UNIT

Recommendations:

It is recommended that:

- (1) the Board award the architectural design and consulting services for the new Property and Evidence Management unit facility to Onespace Unlimited Inc. for a total amount of \$863,629 (including taxes), which includes a fee of \$807,129, estimated disbursements of \$39,550, and a research allowance of \$16,950; and
- (2) the Board authorize the Chair to execute the agreement for architectural design services on behalf of the Board, subject to approval as to form by the City Solicitor.

Financial Implications:

The Service's 2011-2020 approved capital program includes a \$35.8M overall project budget for a new Property and Evidence Management Unit (PEMU) facility. The acquisition of a site and related planning costs for this project utilized \$21.9M of the project budget, leaving \$13.9M for the construction, fixtures and required equipment. Within the \$13.9M, an estimate of \$0.93M was included for architectural services and disbursements and the total award amount of \$0.86M is within this estimate.

Background/Purpose:

The Service faces ever-growing property and evidence storage requirements due to the following factors:

- the rate of evidence collection is greater than the rate of evidence disposition;
- the number of items collected per occurrence is increasing; and
- the length of time evidence needs to be retained is increasing due to various factors (for example, City of Toronto By-Law 689-2000 now requires all homicide evidence to be held indefinitely).

The Service has identified some short-term solutions that will reduce the amount of property currently in storage and extend the life of the current facility. The PEMU is responsible for safeguarding the integrity of police processes by ensuring the chain of custody is maintained and continuity is not compromised, from the moment of collection to the ultimate disposition. The effective and credible management and control of seized evidence has consistently remained one of the major risk factors for police services globally. Failure to have a replacement facility will jeopardize the ability of the Service to facilitate legislated requirements for tracking, locating, and disposing of property, and will have a significantly negative impact on criminal court proceedings coupled with the increased risk of civil litigation. This capital project, originally approved in the 2006-2010 Capital Program, provides a facility that is expected to meet the Service's requirements for 10 to 15 years, with the ability to expand if and when required.

In April 2010, City Real Estate acquired a 23.91 acre site at 330 Progress Avenue. This location would house the new PEMU and due to the size of the site, there are future potential opportunities for the Service to relocate other functions to 330 Progress Avenue. The Service issued a Request for Expression of Interest (REOI) followed by a Request for Proposal (RFP) for architectural design and consulting services for the new PEMU at 330 Progress Avenue. This report provides the results of the REOI and RFP processes.

Discussion:

The new PEMU facility will be located at 330 Progress Avenue. This site is a total of 23.91 acres with an existing facility of 237,000 sq. ft. and 8 acres of undeveloped land. The new PEMU facility will be designed taking into account operational and environmental requirements and will involve input from Service front-line members and Facilities Management staff.

The design of the PEMU facility requires specialized expertise for the storage of sensitive items and therefore an REOI was issued to solicit interest from firms with the required expertise and develop a pre-qualified list for the RFP process.

REOI Process

The REOI closed on November 10, 2010, and eight (8) submissions were received from the following firms.

- Aecom Canada Ltd.
- CS&P Architects
- Onespace Unlimited Inc.
- Shore Tilbe Perkins and Will
- Rounthwaite Dick and Hadley Architects Inc.
- Stantec Architecture
- Falcon Group International
- JDH Warehouse

The REOI submissions were evaluated based on the following criteria, in order to pre-qualify firms for the RFP process.

- Past Experience 40%
- Qualifications of Personnel 25%
- Sub-consultant Past Experience 15%
- Similar Past Projects 10%
- References 5%
- Coordination Strategy 5%

Based on the REOI evaluations, the following four (4) firms were pre-qualified for the RFP.

- Aecom Canada Ltd.
- CS&P Architects
- Onespace Unlimited Inc.
- Shore Tilbe Perkins and Will

RFP Process

On March 9, 2011, the Service's Purchasing Support Services unit issued a RFP, to the four pre-qualified firms, for the provision of architectural design and consulting services for the new PEMU facility.

A mandatory meeting of the pre-qualified firms was held on March 23, 2011, at 330 Progress Avenue and was attended by the pre-qualified firms.

The closing date for the RFP was April 5, 2011, and responses were received from three (3) of the four (4) pre-qualified firms that attended the mandatory meeting. Service staff evaluated the submissions utilizing the criteria identified in the RFP and summarized below.

- Fee for Service 25%
- Qualifications of Personnel 30%
- Past Projects 35%
- Quality of work plan and submission 10%

Onespace Unlimited Inc. achieved the highest overall score, and was also the lowest cost proposal, and is therefore recommended to provide the architectural services.

Conclusion:

The Service's approved capital program includes the project for the new PEMU facility. The Service is ready to proceed with the design of the new PEMU and requires architectural services. As a result, a procurement process (involving a REOI and RFP) was conducted to select an architectural firm. The result of the procurement process is a recommendation to select

Onespace Unlimited Inc. to provide the architectural services for a total amount of \$863,629 (including taxes). This figure is within the amount budgeted for these services.

Mr. Angelo Cristofaro, Acting Chief Administrative Officer, Administrative Command will be in attendance to answer any questions from the Board.

The Board approved the foregoing report.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

**#P159. MAYHEW AND ASSOCIATES – SECOND ONE YEAR EXTENSION
OPTION**

The Board was in receipt of the following report May 04, 2011 from William Blair, Chief of Police:

Subject: MAYHEW AND ASSOCIATES – SECOND ONE YEAR EXTENSION
OPTION

Recommendation:

It is recommended that the Board approve the second option year extension of the current contract with Mayhew and Associates for the supply and installation of furniture, commencing January 1, 2012 and ending December 31, 2012, and under the same terms and conditions.

Financial Implications:

There are no financial implications relating to the recommendation contained within this report. The Service's furniture requirements are comprised of lifecycle replacements and additional requests. The lifecycle replacements are funded from the Service's Vehicle and Equipment Reserve (Reserve), through contributions from the operating budget and there is no change to the current Reserve contribution as a result of the option year. The estimated annual lifecycle replacement requirement from the Reserve is \$750,000. Any additional furniture requirements are included in either capital or operating budget requests and obtained based on budget approval.

Background/Purpose:

This report provides information on the Service's recommendation to exercise the second option year extension, under the same terms and conditions, with Mayhew and Associates (Mayhew).

Discussion:

Mayhew is the current Board-approved vendor of record for the supply and installation of furniture (Min. No. P376/07 refers). The current agreement with Mayhew contains a three year term, which expired on December 31, 2010, and two one-year options at the discretion of the Board. The Board approved the first one year option from January 1, 2011 to December 31, 2011 (Min. No. P303/10 refers).

The Service has been satisfied with the performance of Mayhew with respect to the quality of the furniture, their service, the added value in design layouts and the manufacturer's commitment to environmental concerns in the production of furniture. Therefore, the Service is recommending approval of the second one year option for the 2012 year.

Conclusion:

The current agreement with Mayhew expired on December 31, 2010 and includes options to extend for two additional one-year periods. The Board approved the first one year option for the 2011. The Service has been satisfied with the performance of Mayhew over the term of the current contract and the pricing structure will remain unchanged in the option year. As a result, the Service is recommending that the Board approve the second option year extension with Mayhew. Following the second option year, the Service will conduct a Request for Proposal to establish a new Vendor of Record agreement.

Mr. Angelo Cristofaro, Acting Chief Administrative Officer, Administrative Command will be in attendance to answer any questions from the Board.

Mr. Tony Veneziano, Chief Administrative Officer, was in attendance and responded to questions about this report.

The Board approved the foregoing report.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

**#P160. CANADIAN ASSOCIATION OF POLICE BOARDS (CAPB) – 2011
ANNUAL CONFERENCE**

The Board was in receipt of the following report May 16, 2011 from Alok Mukherjee, Chair:

Subject: CANADIAN ASSOCIATION OF POLICE BOARDS (CAPB) - 2011 ANNUAL
CONFERENCE

Recommendation:

It is recommended that the Board approve the conference attendance and the estimated expenditures described in the following report, for up to two representatives of the Board, either Board Members or Board staff members, to attend CAPB's 2011 Annual Conference in Regina, Saskatchewan.

Financial Implications:

This report recommends that the Board approve an expenditure from the operating budget in an approximate amount of \$5,000.00 to cover conference registration, airfare, per diem and any other necessary expenditures. Funds for conference attendance are available within the Board's approved 2011 operating budget.

If the Board approves the recommendation contained in this report, funds in the amount of approximately \$5,000.00 will be expended from the Board's 2011 operating budget.

Background/Purpose:

The "Board Member Expense and Travel Reimbursement Policy" approved by the Board in 2006 establishes that the Board's approval must be sought for the attendance of Board Members at conferences.

Discussion:

Each year, CAPB hosts an annual conference which is one of only two annual opportunities for professional development for Board members. This conference provides an opportunity for networking with fellow police board members from across Canada. The theme of this year's conference is "The Future of Policing" and will be held in Regina, Saskatchewan, from August 18 - 20, 2011. The conference sessions will cover a broad range of topics and will provide Board Members with an opportunity to participate in discussion groups, share experiences and debate issues. The conference program is attached for information.

The approximate cost breakdown per person for this conference is as follows:

Registration	\$575.00
Airfare	\$650.00*
Accommodation	\$560.00*
Per Diem	\$300.00 (based on four days @ \$75.00 per day)
Subtotal	\$2,100.00 (rounded to the nearest \$100)
Total	\$4,200.00 (for two members)

The additional \$800.00 is to allow room for changes to airfare, accommodation, applicable tax and for other additional expenses such as travel to and from the airport.

*Subject to change

Conclusion:

It is, therefore, recommended that the Board approve the conference attendance and the estimated expenditures described in this report, for up to two representatives of the Board, either Board Members or Board staff members, to attend CAPB's 2011 Annual Conference in Regina, Saskatchewan.

The Board approved the foregoing report.



CONFERENCE PROGRAM

PRESENTING SPONSORS:

**REGINA BOARD OF POLICE COMMISSIONERS
CITY OF REGINA
REGINA POLICE SERVICE**



Canadian Association of Police Boards
157 Gilmour Street, Ottawa, Ontario K2P 0N8
Phone: 613.235.CAPB (2272) Fax: 613.235.2275
email: jlanzon@capb.ca www.capb.ca

WEDNESDAY, AUGUST 17, 2011 – CAPB 22nd ANNUAL CONFERENCE

1000hrs	Buses depart from Hotel Saskatchewan (and other hotels) to Murray Golf Course
1200hrs – 0500hrs	GOLF TOURNAMENT – MURRAY GOLF COURSE
1200hrs – 0500hrs	OPTIONS FOR NON-GOLFERS – TO BE CONFIRMED
0500hrs	Buses depart from Hotel Saskatchewan (and other hotels) to RCMP Depot Drill Hall For BBQ
0600hrs – 0630hrs 0630hrs – 0830hrs	Cocktails BBQ Dinner & Fundraising Raffle
0830hrs	Buses depart from RCMP Depot Drill Hall to Hotels
0830hrs	Hospitality Suite – Hotel Saskatchewan, Oak Room

THURSDAY, AUGUST 18, 2011– CAPB 22nd ANNUAL CONFERENCE - DAY 1

0700hrs – 0830hrs 0800hrs – 0830hrs	Breakfast – Hotel Saskatchewan, Regency Ballroom Breakfast Presenter (sponsor/optional)
0830hrs – 0900hrs	Conference Opening Ceremonies
0900hrs – 1030hrs	OPENING KEYNOTE SPEAKER: DR. LINDA DUXBURY WORK LIFE BALANCE IN A POLICE CULTURE Dr. Duxbury is a co-author of a massive federal study, to examine the conflicting demands of Canadians work and family lives. There is a very large cohort of police services participating in the most recent survey. Results from the study will be compared to non-police employers, both in the public and private sector. This session will highlight how some initiatives, such as comprehensive workplace wellness programs, deliver impressive cost savings and positively influence productivity.
1030hrs – 1100hrs	NETWORKING BREAK
1100hrs – 1200hrs	OPEN MIKE DISCUSSION with Dr. Linda Duxbury
1200hrs – 1300hrs	LUNCH –
1300hrs – 1345hrs	REVIEW, RETHINK & REFRESH: MEASURING POLICE SERVICE PERFORMANCE Presenters: Yvonne Brouwers, Illumina Research, Jennifer Freund, Calgary Police Commission, others TBC The Calgary Police Commission (CPC) knew it had to keep pace with the changing face of Calgary and increasingly challenging service issues that affect how the community is policed. In 2008, the CPC working with Illumina Research Partners sought to "Review, Rethink and Refresh" Citizen Satisfaction and Employee Engagement research to create a holistic, more in-depth and actionable research program that would contribute to improved citizen satisfaction and employee engagement. This session will outline the research and actioning process that was implemented along with the challenges and opportunities encountered so that other Commissions/Boards can achieve their goals.

- 1345hrs – 1430hrs **Q & A ON POLICE SERVICE PERFORMANCE MEASUREMENT**
- 1500hrs – 1630hrs **ROUNDTABLE DISCUSSIONS FOR LARGE, MEDIUM & SMALL SERVICES (Police Complaints Models and other Burning Issues)**
 Large Services, Victoria Room, Facilitator: Tullio Caputo
 Medium Services, Saskatchewan Suite, Facilitator: Andrew Graham
 Small Services, Blue Lounge, Facilitator: Derek Johnston
 (Final topics will be chosen prior to session)
- 1800hrs – 2200hrs **DINNER & ENTERTAINMENT AT THE CASINO REGINA**
- 2100hrs – 2300hrs **HOSPITALITY SUITE – Hotel Saskatchewan**

**FRIDAY, AUGUST 19, 2011– CAPB 22nd ANNUAL CONFERENCE - DAY 2
 (half-day)**

- 0700hrs – 0830hrs **Breakfast – Hotel Saskatchewan**
- 0830hrs – 0930hrs **PANEL DISCUSSION/UPDATE FROM PUBLIC SAFETY CANADA**
 The Minister of Public Safety/senior bureaucrats in the Department have been invited to address the delegates on the 2010 resolutions and to provide updates on areas affecting policing and community safety.
- 0930hrs – 1200hrs **ANNUAL GENERAL MEETING**
 The Annual General Meeting is a critical component of the Conference that all delegates should attend. This is member's opportunity to influence the agenda for the coming year in terms of the issues the Board of Directors will be pursuing with government officials. Tasks to be addressed include consideration of revisions to the CAPB by-laws, resolutions, the election of the Board of Directors for the 2011/2012 term, and receipt of the 2010 Financial Statement and Auditor's Report.

**AFTERNOON AND EVENING FREE
 (There will be a variety of organized tours and a dine
 around schedule to sign up for)**

SATURDAY, AUGUST 20, 2011– CAPB 22nd ANNUAL CONFERENCE - DAY 3

- 0700hrs – 0830hrs **2012 KICK OFF BREAKFAST HOSTED BY VICTORIA POLICE BOARD**
- 0830hrs - 0915hrs **Plenary: The Future of Policing ?**
Tullio Caputo
 A specialist in criminology and criminal justice policy, Dr. Caputo specializes in criminology and criminal justice police with a focus on marginalized and homeless youth, youth violence, youth gangs, and multi agency, interdisciplinary community based initiatives. His experience also includes work with the Canadian Police College in developing a future of strong leadership for police services. With the changing face of policing, police leadership will need to think innovatively to find new ways to deliver effective policing services to their communities. This session

will explore the role of boards should take to ensure they are prepared for the road ahead.

0915hrs – 1000hrs

GROUP DISCUSSION / Q & A: The Future of Policing?

1000hrs – 1045 hrs

Coalition on Sustainable Policing – What Lies Ahead?

Federation of Canadian Municipalities, Canadian Police Association and Canadian Association of Police Boards

1045hrs – 1100hrs

Coffee Break

1100hrs- 1230 hrs

CONCURRENT WORKSHOPS

Workshop 1: Mental Health for Police: What Employers Can Do

Bill Wilkerson & RCMP Superintendent Rich Boughen (TBC)

Bill Wilkerson is credited with putting workplace mental health onto the agenda of employers across Canada. Mr. Wilkerson, who founded the Global Business and Economic Roundtable on Addiction and Mental Health, is helping the RCMP address mental health issues. Wilkerson and a committee of RCMP employees developed the Principles of Well-being, a document agreed to by the Senior Executive Committee of the RCMP as a guide to creating healthy workplaces across the RCMP. The Principles acknowledge the crucial role that work environment plays in mental health and outlines the RCMP's commitment to its employees, along with the expectation that RCMP managers will work to promote these conditions.

Workshop 2: Organizing the Blues – Police Labour Relations Management

Chief, Association & Board panel (TBC)

Who is responsible for reducing crime and working to make our cities safer? Police services are continuously faced with adapting to change and the cooperation between police management and police unions should be part of a strong foundation. However, that isn't necessarily always the case. Building on best practices in Canadian police services, this workshop will unravel the mysteries surrounding the two sides of policing, and offer some solutions to surviving in a complex and complicated world of policing. Topics touched on will include the role of the board and management in collective bargaining, grievance handling, arbitration and discipline.

Workshop 3: Communicating in a Crisis

Derek Johnston, Face Value Communications

This workshop will address the challenges of communicating effectively, explored how to work with the media to get the right message across, identified pitfalls to watch out for and explain how Board members should address reporters and the public. Policing in the news is often controversial and focuses on sensational issues such as crime, traffic accidents and emergencies. Although Board members may not be called upon to speak on the day-to-day policing concerns, there are some issues that catch the attention of the public and are the responsibility of the Board. These include the effective functioning of the police service, the annual budget and the hiring of a police chief. The media is often seen as a double-edged sword. Dealing with the media is a game of chance to many public and professional figures and very few get the balance right and when faced with a crisis. They either say too little in an attempt to make the media go away or too much and then find their words misappropriated. Maintaining consistent key messages is imperative, since any incomplete or incorrect information can create unjustified concern and jeopardize the Board's credibility.

Workshop 4: Regina's Drug Strategy Focus on Youth

Presenter: (TBC)

In 2003 the City of Regina developed a municipal drug strategy, entitled the Regina and Area Drug Strategy. This strategy was developed using a community mobilization and community development approach and involved a wide-ranging consultation process including over 400 participants and sectors as diverse as business and industry, enforcement, and the general public. A report was produced which featured 22 recommendations falling under four categories: Prevention, Healing Continuum, Capacity Building, and Community Justice. In 2004, strategic priorities were developed and workgroups created action plans to implement the priorities. The Regina and Area Drug Strategy has received national and provincial attention and has become a model for other cities developing drug strategies, strategically placed where required. **Youth Strategy** An important aspect of early crime prevention efforts in Regina was a youth strategy which was developed in 1998 to prevent and reduce youth risk-taking behaviour, including early involvement in offending, bullying, substance abuse, and other unhealthy lifestyle choices. The strategy focused primarily on providing recreational and social programs to at-risk youth between 11 and 14 years of age who were identified by local advisory committees as youth who would potentially benefit from involvement in pro-social leisure activities. The youth strategy was implemented as a demonstration project in 2000 in three neighbourhoods and involved over 100 youth and 32 youth-serving organizations. An evaluation concluded that the youth strategy was able to attract and sustain the participation of a core group of youth over a 12-month period, many of whom had not participated in recreational or social programs in the past (City of Regina, 2001). The program showed promise in terms of reducing involvement in criminal activities: police statistics indicate that youth who participated had less involvement with the police than youth who registered but did not participate. The evaluation concludes that the youth strategy has the potential to influence youth risk-taking behaviours.

1230hrs – 1330hrs

LUNCH: Regency Ballroom

1330hrs – 1500hrs

REPEAT OF CONCURRENT WORKSHOPS

Workshop 1: Mental Health for Police: What Employers Can Do *Bill Wilkerson & RCMP Superintendent Rich Boughen (TBC)*

Bill Wilkerson is credited with putting workplace mental health onto the agenda of employers across Canada. Mr. Wilkerson, who founded the Global Business and Economic Roundtable on Addiction and Mental Health, is helping the RCMP address mental health issues. Wilkerson and a committee of RCMP employees developed the Principles of Well-being, a document agreed to by the Senior Executive Committee of the RCMP as a guide to creating healthy workplaces across the RCMP. The Principles acknowledge the crucial role that work environment plays in mental health and outlines the RCMP's commitment to its employees, along with the expectation that RCMP managers will work to promote these conditions.

Workshop 2: Organizing the Blues – Police Labour Relations Management

Chief, Association & Board panel (TBC)

Who is responsible for reducing crime and working to make our cities safer? Police services are continuously faced with adapting to change and the cooperation between police management and police unions should be part of a strong foundation. However, that isn't necessarily always the case. Building on best practices in Canadian police services, this workshop will unravel the mysteries surrounding the two sides of policing, and offer some solutions to surviving in a complex and complicated world of policing. Topics touched on will include the role of the board and management in collective bargaining, grievance handling, arbitration and discipline.

Workshop 3: Communicating in a Crisis

Derek Johnston, Face Value Communications

This workshop will address the challenges of communicating effectively, explored how to work with the media to get the right message across, identified pitfalls to watch out for and explain how Board members should address reporters and the public. Policing in the news is often controversial and focuses on sensational issues such as crime, traffic accidents and emergencies. Although Board members may not be called upon to speak on the day-to-day policing concerns, there are some issues that catch the attention of the public and are the responsibility of the Board. These include the effective functioning of the police service, the annual budget and the hiring of a police chief. The media is often seen as a double-edged sword. Dealing with the media is a game of chance to many public and professional figures and very few get the balance right and when faced with a crisis. They either say too little in an attempt to make the media go away or too much and then find their words misappropriated. Maintaining consistent key messages is imperative, since any incomplete or incorrect information can create unjustified concern and jeopardize the Board's credibility.

Workshop 4: Regina's Drug Strategy Focus on Youth

Presenter: (TBC)

In 2003 the City of Regina developed a municipal drug strategy, entitled the Regina and Area Drug Strategy. This strategy was developed using a community mobilization and community development approach and involved a wide-ranging consultation process including over 400 participants and sectors as diverse as business and industry, enforcement, and the general public. A report was produced which featured 22 recommendations falling under four categories: Prevention, Healing Continuum, Capacity Building, and Community Justice. In 2004, strategic priorities were developed and workgroups created action plans to implement the priorities. The Regina and Area Drug Strategy has received national and provincial attention and has become a model for other cities developing drug strategies. strategically placed where required. **Youth Strategy** An important aspect of early crime prevention efforts in Regina was a youth strategy which was developed in 1998 to prevent and reduce youth risk-taking behaviour, including early involvement in offending, bullying, substance abuse, and other unhealthy lifestyle choices. The strategy focused primarily on providing recreational and social programs to at-risk youth between 11 and 14 years of age who were identified by local advisory committees as youth who would potentially benefit from involvement in pro-social leisure activities. The youth strategy was implemented as a demonstration project in 2000 in three neighbourhoods and involved over 100 youth and 32 youth-serving organizations. An evaluation concluded that the youth strategy was able to attract and sustain the participation of a core group of youth over a 12-month period, many of whom had not participated in recreational or social programs in the past (City of Regina, 2001). The program showed promise in terms of reducing involvement in criminal activities; police statistics indicate that youth who participated had less involvement with the police than youth who registered but did not participate. The evaluation concludes that the youth strategy has the potential to influence youth risk-taking behaviours.

1500hrs – 1515 hrs

PRESIDENT of CAPB & MAYOR OF REGINA CLOSING REMARKS

1800hrs -

DINNER & EVENT AT THE RCMP HERITAGE CENTRE

2100hrs – 2300hrs

Hospitality Suite – Hotel Saskatchewan

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

**#P161. QUARTERLY REPORT: TORONTO POLICE SERVICES BOARD
SPECIAL FUND UNAUDITED STATEMENT: JANUARY TO MARCH
2011**

The Board was in receipt of the following report May 06, 2011 from Alok Mukherjee, Chair:

Subject: QUARTERLY REPORT: TORONTO POLICE SERVICES BOARD SPECIAL
FUND UNAUDITED STATEMENT: JANUARY 1 TO MARCH 31, 2011

Recommendation:

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

Financial Implications:

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

Background/Purpose:

As required by the Toronto Police Services Board (TPSB) Special Fund policy (Board Minute #P292/10) expenditures for the Special Fund shall be reported to the Board on a quarterly basis. This report is provided in accordance with such directive. The TPSB remains committed to promoting transparency and accountability in the area of finance.

Discussion:

Enclosed is the un-audited statement of receipts and disbursements with respect to the Toronto Police Services Board's Special Fund for the period January 1 to March 31, 2011.

As at March 31, 2011, the balance in the Special Fund was \$417,235. During the first quarter, the Special Fund recorded receipts of \$137,705 and disbursements of \$184,675. There has been a net decrease of \$46,969 against the December 31, 2010 fund balance of \$464,204.

Auction proceeds have been estimated for the months of January to March 2011 as the actual deposits have not yet been made. The contract with Rite Auctions for the on-line auctioneering services was renewed until July 31, 2012.

The Property and Evidence Management Unit deposited \$108,406 of unclaimed cash to the Special Fund account. Found cash is transferred to the Special Fund account if it is not claimed by the owner within three months.

Funds expended this quarter include Board approved sponsorship and contributions to the following:

- International Francophone Day Celebration
- Asian Heritage Month Celebration
- Shared Funding for athletic competitions with the Toronto Police Amateur Athletic Association

For this quarter, the Board received the return of unspent sponsorship funds from Black History Month and Human Rights Project in the amount of \$250 and \$561 respectively.

2011 projections are based on 2010 actual balances, 2011 Board approved annual community events and other estimates.

Conclusion:

As required by Toronto Police Services Board Special Fund policy, it is recommended that the Board receive the attached report.

The Board received the foregoing report.

THE TORONTO POLICE SERVICES BOARD SPECIAL FUND 2011 FIRST QUARTER RESULTS WITH INITIAL PROJECTIONS								
PARTICULARS	2011						2010	COMMENTS RELATING TO THIS QUARTER
	INITIAL PROJ.	JAN 01 TO MAR 31/11	APR 01 TO JUN 30/11	JUL 01 TO SEPT 30/11	OCT 01 TO DEC 31/11	JAN 01 TO DEC 31/11 TOTALS	JAN 01 TO DEC 31/10 ACTUAL	
BALANCE FORWARD	464,204	464,204	417,235	417,235	417,235	464,204	1,022,401	2011 projections are based on 2010 actual results with exceptions.
<u>REVENUE</u>								
PROCEEDS FROM AUCTIONS LESS OVERHEAD COST	200,000 (74,000)	44,587 (16,497)				44,587 (16,497)	226,135 (83,670)	Auction proceeds for the first quarter are based on estimates. Overhead is at 37% of the proceeds.
UNCLAIMED MONEY LESS RETURN OF UNCLAIMED MONEY	148,100 (7,000)	108,406 (1,062)				108,406 (1,062)	162,181 (7,050)	
INTEREST LESS BANK SERVICE CHARGES	2,000 (1,000)	731 (82)				731 (82)	2,046 (632)	Interest income is based on the average monthly bank balance.
OTHERS	1,600	1,623				1,623	699	Empty beer bottles
TOTAL REVENUE	269,700	137,705	0	0	0	137,705	299,709	
BALANCE FORWARD BEFORE EXPENSES	733,904	601,909	417,235	417,235	417,235	601,909	1,322,110	
<u>DISBURSEMENTS</u>								
<u>POLICE COMMUNITY INITIATIVES</u>								
<u>SERVICE</u>								
CPLC & COMM. OUTREACH ASSIST	15,000	0				0	29,000	Police Community initiative payments are made at various times during the year based on Police Services Board approval.
UNITED WAY	0	0				0	10,000	
OTHER	0	0				0	9,900	
<u>COMMUNITY</u>								
VICTIM SERVICES PROGRAM	0	0				0	12,000	Major contributions were made to Asian Heritage Month International Francophone Day Celebration
VARIOUS ORGANIZATIONS	43,200	10,000				10,000	506,210	
FUNDS RETURNED - SPONSORSHIPS	0	(810)				(810)	(9,500)	Black History and Human Rights Project
TPAAA ASSISTANCE	12,800	5,800				5,800	25,112	The Board made a major contribution to the Police basketball and rugby tournaments.
<u>RECOGNITION OF SERVICE MEMBERS</u>								
AWARDS	60,000	0				0	49,154	Award and recognition ceremonies for Police Officers Civilians, Crossing Guards, and Auxiliary Members.
CATERING	20,840	0				0	10,775	
<u>RECOGNITION OF COMMUNITY MEMBERS</u>								
AWARDS	1,500	0				0	1,018	Award and recognition ceremonies for Community Members/Citizens.
CATERING	2,000	0				0	2,254	
<u>RECOGNITION OF BOARD MEMBERS</u>								
AWARDS	700	440				440	117	
CATERING	1,000	0				0	2,016	
<u>CONFERENCES</u>								
COMM. POLICE LIAISON COMMITTEES	0	0				0	10,400	
ONT. ASSO. OF POLICE SERVICES BOARD	5,500	5,500				5,500	5,500	
CDN ASSO. OF POLICE SERVICES BRDS	0	0				0	10,000	
<u>DONATIONS - IN MEMORIAM</u>								
TPSB/TPA RETIREMENT DINNER	18,000	7,634				7,634	8,328	As approved on BM 414/95
DINNER TICKETS	200	0				0	2,425	As approved on BM 414/95
PROFESSIONAL FEES	326,000	95,032				95,032	87,157	Heenan Blaikie LLP - Civilian Review - G20 Summit
INTERNAL CONTROL REVIEW FEE	5,640	0				0	5,640	Pricewaterhouse Coopers
OTHER EXPENSES	60,700	60,678				60,678	0	Sgt. Ryan Russell's funeral reception - shared costs
TOTAL DISBURSEMENTS	573,580	184,675	0	0	0	184,675	857,906	
SPECIAL FUND BALANCE	160,324	417,235	417,235	417,235	417,235	417,235	464,204	

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

**#P162. DEPUTATION BY THE TORONTO POLICE ACCOUNTABILITY
COALITION**

The Board was in receipt of the attached correspondence dated June 01, 2011 from John Sewell, Toronto Police Accountability Coalition, with regard to the proposed settlement of the collective agreement with the Toronto Police Association and the impact it would have on the 2012 operating budget.

Mr. Sewell was in attendance and delivered a deputation to the Board with regard to his correspondence.

The Board received Mr. Sewell's deputation and approved the following Motion:

THAT the Board refer Mr. Sewell's communication to the Board's Budget Sub-Committee for information during its deliberations with regard to the Toronto Police Service's 2012 operating budget request.

Toronto Police Accountability Coalition
c/o Suite 206, 401 Richmond Street West, Toronto ON M5V 3A8.
416 977 5097. info@tpac.ca , www.tpac.ca

DATE RECEIVED

JUN 01 2011

TORONTO
POLICE SERVICES BOARD

June 1, 2011.

To: Toronto Police Services Board

We wish to be listed on the agenda for June 9 to present a deputation concerning the matters in this letter.

This letter concerns the 2012 budget and the proposed settlement of the collective agreement with the Toronto Police Association. We were not notified of the May 30 special meeting and thus were not able to present our ideas to the Board at that time.

Apart from disputing the proposed wage settlement with the Toronto Police Association – it provides wage increases of about 11 per cent over four years and estimated increased costs for 2012 of about \$23 million - there are two other significant issues that could be addressed to save the public a great deal of money. In both cases the changes will save money without reducing service to the public. Both require the Board make changes to the collective agreement which has not yet been ratified.

One issue is the shift schedule. In what must be the strangest example of working arrangements in the public service, Toronto police are scheduled to work 28 hours during every 24-hour period. The collective agreement currently sets out that police officers work three shifts a day: a 10-hour day shift, a 10-hour evening shift and an 8-hour night shift. This arrangement provides that police work seven day shifts, then have six days off; six evening shifts then five days off; seven night shifts then three days off.

The shifts involve a considerable amount of overlap. Other police forces in Canada do not work shifts which overlap - many have two 12-hour shifts in a 24-hour period - and no good argument has been made about why such overlaps are necessary in Toronto. Furthermore, the overlaps do not occur at times when calls for police assistance are at their highest.

It would be much more sensible for officers to work three eight hour shifts each day.

Getting Toronto police to work just 24 hours every day and cutting out the four hours of unnecessary overlap, would require about 15 per cent less staff resources. That would save about \$100 million a year.

The second issue is the two-officer police car. The current collective agreement in Toronto requires that, after dark, police must work two officers to a car. This decision resulted from an arbitration award more than 30 years ago, but it doesn't represent a wise expenditure of money. There is no evidence that one-officer cars are more dangerous than

deliver a deputation with regard to this matter.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

**#P163. PROVISION OF ADMINISTRATION AND UNDERWRITING SERVICES
FOR EMPLOYEE BENEFITS PLANS**

The Board was in receipt of the following report May 31, 2011 from William Blair, Chief of Police:

Subject: PROVISION OF ADMINISTRATION AND UNDERWRITING SERVICES
FOR EMPLOYEE BENEFITS PLANS

Recommendations:

It is recommended that:

- (1) the Board award the contract for the Toronto Police Service Employee Benefits Plans to the Manufacturers Life Insurance Company (Manulife) for a five year period, effective January 1, 2012 to December 31, 2016, and;
- (2) the Board authorize the Chair to execute all required agreements and related documents on behalf of the Board, subject to approval by the City Solicitor as to form.

Financial Implications:

The Toronto Police Service (Service) Benefits Plan contract encompasses administration services only (ASO) fees for health and dental benefit claims, and insurance coverage for other health benefits. Projected benefit and fee expenditures related to the proposed contract have been determined by City staff, based on total impacts for the City, Toronto Transit Commission (TTC) and Service, and compared to a projected 2010 base. These projections assume benefits will be increasing according to industry trends. Table 1 summarizes projected costs for the Services ASO fees and insured premium rates, based on industry trends, as well as the anticipated impact on the 2012 operating budget.

Table 1. Total Manulife Savings (January 1, 2012 – December 31, 2016) - \$Ms

	(1) Projected Costs, based on Current Rates	(1) Projected Costs, based on New Rates	(1) Projected Five-Year Savings	(1) Average Projected Annual Savings	(2) Estimated Net Impact on 2012 Operating Budget
ASO Admin Fees	\$10.1	\$4.6	(\$5.5)	(\$1.1)	(\$0.8)
Insured Premium Rates	\$43.9*	\$35.6*	(\$8.3)	(\$1.7)	(\$0.8)
Total	\$54.0	\$40.2	(\$13.8)	(\$2.8)	(\$1.6)

**assumes no increase in rates for the last two years of the contract; subject to the Service's actual experience over the next 3 years*

(1) Projected costs are as determined by City staff based on total impacts for City, TTC and Service

(2) Estimated budget impact, taking into account Service-specific experience and anticipated cost increases

Appendix A outlines the various rates and fees associated with the recommended agreement with Manulife, as determined by City staff, based on total impacts for the City, TTC and the Service.

Background/Purpose:

The Board at its meeting on August 26, 2010 approved a contract extension with Manulife for the employee benefit plans for the period from January 1, 2011 to December 31, 2011 (Min. No. P222/10 refers). The approval of this extension was to ensure sufficient time to formulate a comprehensive Request for Proposal (RFP) which would allow the Board to participate with the City of Toronto (City) and the Toronto Transit Commission (TTC) in a joint RFP process.

The process was based on the premise that although one umbrella contract with the City would apply for the setting of the group rate(s), the administration of the benefits and interaction with the carrier during the life of the contract would be managed by each entity separately in accordance with its own administrative structure and practices. The purpose of this venture was to determine if the parties might benefit from lower overall costs due to lower administration rates charged by a single benefits carrier, as a result of the purchasing power of such a large group.

The purpose of this report is to provide an overview of the joint RFP process and estimated savings for the Board, and to request authority to enter into agreements with the recommended successful provider, Manulife.

Council granted authority for the City to enter into similar agreements with Manulife at its meeting on May 17, 2011. TTC is expected to receive Commission approval at its meeting on June 8, 2011.

Discussion:

The Board provides benefits coverage to more than 12,000 employees and retirees as well as to their spouses and eligible dependents. Through its benefits carrier, it provides extended health care, dental care and a Health Care Spending Account on an ASO basis. This means that the Board is responsible for paying to the carrier the amounts of the benefit claims themselves plus an administration fee to the carrier for adjudicating and paying the claims. In addition, life

insurance, AD&D, long term disability and some retiree benefits are provided on an insured basis. In 2010, the Board spent approximately \$43 million to provide these benefits. This amount includes administrative services only (ASO) fees, in the amount of approximately \$1.3 million, and insurance premiums of approximately \$5.8 million.

For the first time, the Board partnered with the City and TTC in the issuance of a joint RFP for the provision of benefits plan administration and underwriting services. Compensation and HRIS Administration staff established a working team with the respective parties to begin the process of issuing a joint RFP. Given the size and financial impact of the joint RFP, the team determined that it would be prudent to retain a fairness consultant to oversee the process, including the development of the RFP documentation and provision of oversight and guidance. PPI Consulting Limited (PPI) was engaged by the City to provide this service. The City of Toronto's Purchasing and Materials Management (PMMD) team managed the RFP procurement process.

Three submissions (The Manufacturers Life Insurance Company, The Great West Life Assurance Company and Green Shield Canada) were received by PMMD. In compliance with the RFP terms of reference, the submissions were to include a detailed technical proposal and a separate sealed envelope with a cost proposal. The first stage of the evaluation process was a pass/fail review of submissions with regard to the mandatory technical submission requirements.

A review by PMMD determined that the technical proposal from Green Shield Canada was not in compliance with the mandatory requirements and was disqualified from further consideration. The selection process stipulated that the technical proposal had to meet a minimum threshold of 75% in order for the cost of services envelopes to be opened and evaluated. The RFP further stated that upon opening the cost of services envelopes, the lowest cost proposal would be recommended for award.

The technical evaluation criteria were made up of the following categories:

- Experience and Qualifications
- Proposed Staff and Transition Plan
- Claims Management Processes
- Disability Management Processes
- Systems and Reporting
- Financial and Underwriting

An evaluation and selection committee was established with ten members (four from the City, and three from each of the TPS and the TTC.) The technical proposals from Manulife and Great West Life were reviewed independently and then jointly evaluated through consensus by all members of the selection committee in accordance with the evaluation criteria as specified in the RFP.

It was determined that both technical proposals met the minimum technical threshold. The cost of services envelopes were then opened and it was determined by the evaluation and selection committee that the cost proposal from Great West Life Assurance included an unjustified assumption concerning mandatory electronic claims submission that was not acceptable to the

Participants. Additionally, the assumption prevented the cost proposals from being compared equally.

After consultation with representatives from the City's Legal Services department, PMMD and the Fairness Consultant, it was determined that Great West Life's cost proposal could not be considered for award. After reviewing the cost of services proposals, it was determined that the cost proposal submitted by Manulife was the lowest cost proposal as the rates quoted by Great West Life Assurance Company for the all three participant's plans were higher.

As all the Service's benefits are currently provided by Manulife, with the exception of AD&D coverage provided by RBC Financial, we need only focus on transitioning AD&D benefits. Compensation and HRIS Administration staff will work in partnership with key Manulife representatives to establish the plan design to ensure the efficient management of ongoing service processes.

Conclusion:

The result of the RFP has demonstrated that the parties (Board, City and TTC) can benefit from reduced costs of benefits administration through the purchasing power of a joint process. It is estimated that those savings will be significant for all of the parties. For the Board alone it is anticipated there will be approximately \$13.8 million in savings over a five year period based on projected costing.

Accordingly, it is recommended that the Board enter into an agreement with Manulife for a five year period, from January 1, 2012 to December 31, 2016. The contract will cover the benefits provided for in all of the Collective Agreements, including health, dental, semi-private hospital, long term disability, Health Care Spending Account, group life and AD & D for both active members and retirees, as applicable.

Should the Board approve these recommendations, the Toronto Police Association and the Senior Officers Organization will be notified in accordance with their respective Collective Agreements.

Deputy Chief Mike Federico, Human Resources Command, will be in attendance to answer any questions the Board members may have regarding this report.

The Board approved the foregoing report.

Appendix – Manulife Rates and Fees

Administrative Fees as a % of Paid Claims

Benefit Type	Current Fees	New Fees
ASO Health	4.1%	1.85%
ASO Dental	3.85%	1.85%
Insured Health (Non-Medi-Pak)	4.25% - 5.2%	1.85%
Insured Dental (Non-Medi-Pak)	4% - 4.95%	1.85%
Health Care Spending Account	4.1%	1.85%
Life Insurance	2.15% - 3.1%	1.3%

Monthly Premiums for Insured Plans

Benefit Type	Current Monthly Premium	New Monthly Premium
Basic Life Per \$1,000	\$0.142	\$0.107
Supplemental Life Per \$1,000	\$0.243	\$0.182
AD&D Per \$1,000	\$0.032	\$0.029
Supplemental AD&D Per \$1,000	\$0.032	\$0.029
LTD Taxable Per \$100	\$1.555	\$1.40
LTD Non-taxable Per \$100	\$1.320	\$1.188
Non-Medi-Pak Health Plan:		
Single Rate	\$103.37	\$82.18
Family Rate	\$202.38	\$160.89
Non-Medi-Pak Dental Plan:		
Single Rate	\$23.23	\$22.68
Family Rate	\$46.45	\$45.36
Non-Medi-Pak Semi-Private:		
Single Rate	\$42.19	\$33.54
Family Rate	\$82.33	\$65.45
ASO Health Pool Charges:		
Single Rate	\$1.04	\$1.06
Family Rate	\$3.65	\$3.71
Non-Medi-Pak Pool Charges:		
Single Rate	\$3.58	\$3.50
Family Rate	\$7.06	\$6.89

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

**#P164. INDEPENDENT CIVILIAN REVIEW INTO MATTERS RELATING TO
THE G20 SUMMIT – ACCOUNT FOR PROFESSIONAL SERVICES**

The Board was in receipt of the following report June 07, 2011 from Alok Mukherjee, Chair:

Subject: INDEPENDENT CIVILIAN REVIEW INTO MATTERS RELATING TO THE
G20 SUMMIT (ICR) - ACCOUNT FOR PROFESSIONAL SERVICES

Recommendation:

It is recommended that the Board approve payment of an account dated May 31, 2011, in the amount of \$28,365.43 and that such payment be drawn from the Special Fund.

Financial Implications:

This is the eighth account to be submitted by Justice Morden. The total amount invoiced to date is \$353,014.85. The balance of the Special Fund as at March 31, 2011 is approximately \$417,235.

Background/Purpose:

At its meeting on September 23, 2010, the Board approved the appointment of Justice John W. Morden to conduct the Independent Civilian Review (ICR) into matters relating to the G20 Summit. The Board also approved the use of the Special Fund as the source of funding for the ICR (Board Minute P271/10 refers).

Discussion:

Justice Morden has submitted an account for services rendered up to and including May 13, 2011 in the amount of \$28,365.43 (copy attached). A detailed statement is included on the in-camera agenda for information. It should be noted that a reduction of \$3,294.72 for fees and disbursements have been applied to this account.

Conclusion:

It is, therefore, recommended that the Board authorize payment in the amount of \$28,365.43 for professional services rendered by Justice John W. Morden.

cont...d

In response to an inquiry by the Board, Chief Blair said that his report on the review of the G20 Summit had not been completed and that it would be provided to the Board as soon as it is available.

The Board approved the foregoing report noting that details of the statement of account were considered during the in-camera meeting (Min. No. C190/11 refers). The Board also approved the following Motion:

THAT the Board request Chief Blair to submit to the Board a copy of the report on the G20 Summit review no later than September 2011.

Heenan Blaikie LLP

Bay Adelaide Centre
333 Bay Street, Suite 2900
P.O. Box 2900
Toronto, Ontario M5H 2T4
T. 416 360.6336
F. 416 360.8425

LAWYERS

N° 23009279

Page 1

May 31, 2011

PRIVATE & CONFIDENTIAL

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

Attention : Joanne Campbell

Reference: File: 058057-0001 Confidential

FOR PROFESSIONAL SERVICES RENDERED for the period ending May 13, 2011

FEES	\$ 23,862.40
DISBURSEMENTS (TAXABLE)	\$ 1,239.75
SUB-TOTAL	<u>\$ 25,102.15</u>
HST (13%)	\$ 3,263.28
AMOUNT DUE	<u>\$ 28,365.43</u>

HEENAN BLAIKIE LLP


Litigation Toronto



TERM: Payment due upon receipt in accordance with section 33 of the *Solicitors Act*. Interest will be charged at the rate of 3.3% per annum on unpaid fees, charge or disbursements calculated from a date that is one month after this statement is delivered.

We have made every effort to include fees and disbursements incurred on your behalf for the current billing period. In the event additional fees or disbursements are subsequently incurred and/or recorded, a subsequent account will be forwarded.

Reference / File: 058057-0001

GST / HST N° 864865936

Initials: Tilt

PAYABLE UPON RECEIPT

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

#P165. RE-APPOINTMENT TO THE BOARD - MS. JUDI COHEN

The Board was in receipt of the attached correspondence dated June 07, 2011 from Jim Bradley, Minister of Community Safety and Correctional Services, advising that Ms. Judi Cohen had been re-appointed to the Board for a period of six months, effective June 22, 2011.

The Board received the Minister's correspondence.

Ministry of Community Safety
and Correctional Services

Office of the Minister

25 Grosvenor Street
18th Floor
Toronto ON M7A 1Y6
Tel: 416-325-0408
Fax: 416-325-6067

Ministère de la Sécurité communautaire
et des Services correctionnels

Bureau du ministre

25, rue Grosvenor
18^e étage
Toronto ON M7A 1Y6
Tél. : 416-325-0408
Télec. : 416-325-6067



JUN - 7 2011

Ms. Judi Cohen

Toronto ON

Dear Ms. Cohen:

As you are aware, you were reappointed to the **Toronto Police Services Board** until June 21, 2011, at which time your appointment will expire.

Pursuant to subsection 27(10) of the *Police Services Act*, I hereby reappoint you to the Toronto Police Services Board, effective June 22, 2011, for a period of six months.

I would like to take this opportunity to thank you for your continued and valuable service to the Toronto Police Services Board.

Yours sincerely,

A handwritten signature in black ink that reads "Jim Bradley".

Jim Bradley
Minister

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 09, 2011**

**#P166. COLLECTIVE BARGAINING SETTLEMENT WITH THE TORONTO
POLICE ASSOCIATION: 2011 - 2014**

The Board was in receipt of the following report June 09, 2011 from Alok Mukherjee, Chair:

Subject: REPORT OF COLLECTIVE BARGAINING SETTLEMENT WITH TORONTO
POLICE ASSOCIATION, DATED MAY 1, 2011.

Recommendation:

It is recommended that the Board receive this Report.

Financial Implications:

The approval of this settlement by the Toronto Police Services Board and the Toronto Police Association will result in an annual impact of \$23.2M in 2012.

Background/Purpose:

The Board Bargaining Team met with the Toronto Police Association (Association) on fifteen (15) dates, concluding May 1, 2011. With the assistance of Mediator Kevin Burkett, the parties reached a tentative collective agreement by late afternoon on May 1, 2011.

The Association membership ratified this Memorandum on May 25, 2011. The Board, which typically ratifies after the Association, ratified it at its meeting on June 9, 2011.

The ratified settlement resolves six (6) collective agreements between the Board and the Association – one uniform and five civilian agreements - except to the extent that several issues have been referred by agreement to joint committees to discuss with a view toward future resolution.

All new agreements will cover a term of four (4) years, from January 1, 2011 to December 31, 2014.

Discussion

The highlights of the settlement include:

- 4 year term January 1, 2011 to December 31, 2014;
- Establishment of several committees and dispute resolution processes with respect to such matters as paid duties, shift schedules in Communications, workload concerns in

Parking Enforcement, application of Legal Indemnification processes, and outstanding issues about the Supplemental Top-Up of Benefits to surviving spouses of members killed in the line of duty;

- Improvements in Legal Indemnification;
- Changes with respect to plainclothes pay and for sick pay gratuity;
- Minor benefits improvements, staggered throughout the term of the Agreement;
- Staggered salary increases similar to those negotiated for Peel Regional Police Service, with some additional improvements in areas of rank differential, civilian service pay, and job evaluation.

The Board is very pleased at this settlement. A negotiated settlement is always the preferred outcome between an employer and its unions. It ensures labour peace, and usually signifies a good working relationship between the parties. These elements are not achieved lightly, or easily. In fact, for the first time since 2003 the two bargaining teams shook hands over the signing of the Memorandum. It continues to recognize the work and value of our officers, in maintaining them as amongst the highest paid officers in Ontario (at this point, second only to the Ontario Provincial Police, who also concluded negotiations for a four (4) year term 2011 to 2014).

The Board thanks the members of its bargaining team for achieving this significant resolution: Chair Alok Mukherjee; Vice-Chair Michael Thompson; Deputy Chief Kim Derry; Aileen Ashman, Director Human Resources Management; Jeanette May, Manager of Labour Relations; Andrew Cernowski, Financial Planner; and, legal counsels Glenn Christie and Jonathan Maier.

Conclusion:

The conclusion of amicable negotiations resulting in a 4 year collective agreement with Association concessions is a significant achievement for the Board and for the Association, particularly given acrimonious relations in the two previous rounds, in 2005 and 2008.

Ms. Aileen Ashman, Director, Human Resources Management, will be in attendance to answer any questions that the Board members may have regarding this report.

Chair Mukherjee reviewed the highlights of the settlement with the Board.

The Board received the foregoing report noting that the ratification had taken place during its in-camera meeting (Min. No. C188/11 refers).

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**#P167. TORONTO TRANSIT COMMISSION – SPECIAL CONSTABLES
PROGRAM**

During consideration of a report earlier in the meeting regarding the re-appointment of a special constable employed by the Toronto Community Housing Corporation, the Board inquired about the status of the Chief's report on the request by the Toronto Transit Commission to establish a new agreement with the Board pertaining to special constables.

Chief Blair said that he would submit the report to the Board for its August 2011 meeting.

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#P168. IN-CAMERA MEETING – JUNE 09, 2011

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

The following members attended the in-camera meeting:

Dr. Alok Mukherjee, Chair
Mr. Michael Thompson, Councillor & Vice-Chair
Mr. Chin Lee, Councillor & Member
Dr. Dhun Noria, Member
Ms. Frances Nunziata, Councillor & Member

Absent: Ms. Judi Cohen

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#P169. ADJOURNMENT

Alok Mukherjee
Chair