



**The following *draft* Minutes of the meeting of the Toronto Police Services Board held on May 19, 2016 are subject to adoption at its next regularly scheduled meeting.**

**The Minutes of the meeting held on April 20, 2016 previously circulated in draft form, were approved by the Toronto Police Services Board at its meeting held on May 19, 2016.**

**MINUTES OF THE PUBLIC MEETING** of the Toronto Police Services Board held on **MAY 19, 2016** at 1:00 PM in the Auditorium, 40 College Street, Toronto, Ontario.

**PRESENT:**

**Mr. Andrew Pringle**, Chair  
**Mr. Chin Lee**, Councillor & Vice-Chair  
**Ms. Marie Moliner**, Member  
**Mr. John Tory**, Mayor & Member  
**Mr. Ken Jeffers**, Member

**ABSENT:**

**Dr. Dhun Noria**, Member  
**Ms. Shelley Carroll**, Councillor & Member

**ALSO PRESENT:**

**Mr. Mark Saunders**, Chief of Police  
**Mr. Karl Druckman**, City of Toronto - Legal Services Division  
**Ms. Deirdre Williams**, Board Administrator

Declarations of Interest under the *Municipal Conflict of Interest Act* – Mr. Jeffers advised that he had previously been involved with organizing the Cricket Across the Pond initiative and would not participate in the consideration of the report: *Special Fund Request: Cricket Across the Pond* (Min. No. P127/16 refers).

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P100. USE OF C8 CARBINE RIFLES**

The Board was in receipt of the following report March 10, 2016 from Mark Saunders, Chief of Police:

Subject: USE OF C8 CARBINE ASSAULT RIFLES

Recommendation:

It is recommended that the Board receive the following report and the presentation.

Financial Implications:

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

Background/Purpose:

At its meeting on February 24, 2016, the Board requested that the Chief provide a report and presentation for the Board's March 2016 meeting which identify the benefits of the C8 carbine assault rifles as compared to the shotguns as well as details of the training for the use of the C8 assault rifles; the quantity that will be purchased and how they will be assigned throughout the Toronto Police Service (Min. No. P18 refers).

The purpose of this report is to provide a PowerPoint presentation by Staff Sergeant David Gillis (650) of the Toronto Police College at the public Board meeting.

Conclusion:

It is recommended that the Board receive this report on an initiative that will help to ensure that sworn police officers of the Service continue to be equipped with the most appropriate force options, and that they are utilizing the most efficient force options available.

Acting Deputy Chief Peter Lennox, Operational Support Command, will be in attendance to respond to any questions from the board.

**The Board was in receipt of the following report May 16, 2016 from Mark Saunders, Chief of Police:**

Subject: C8 Rifle: Supplementary Information

### Recommendation:

It is recommended that:

The Board receive this supplementary report on the deployment of the C8 Rifle, Shotgun and Less-Lethal Shotgun.

### Financial Implications:

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

### Background/Purpose:

At its meeting on March 13, 2016, the Board asked the Chief of Police for clarification on the use and deployment of the C8 carbine rifle and the less-lethal shotgun that deploys what is known as a “sock round”.

This report will be supplemented at the Board meeting by a repeat of the presentation that was made at the March Board meeting by Staff Sergeant David Gillis of the Toronto Police College. The presentation will expand on the use and deployment of the C8 Rifle, Shotgun and Less-Lethal Shotgun.

### C8 Carbine Rifle

The C8 Carbine Rifle is a semi-automatic rifle that is accurate, rugged and reliable and is designed for ease of use and maintenance. It is equipped with enhanced safety features, with a non-magnified optic and a flashlight, and is appropriate for operational distances where pistols would be inappropriate or ineffective.

Three rifles each will be deployed to all 17 divisions and to the Rapid Response Team (RRT) of the Divisional Policing Support Unit (DPSU). The rifle will replace the lethal shotguns in all Divisions, which are being removed for conversion into less-lethal shotguns that are designed to deploy “sock” rounds. The rifles will be deployed to Primary Response scout cars in a manner similar to the earlier deployment of shotguns.

### Shotgun

The shotgun has been deployed to divisions for the past 25 years. With the introduction of the C8 Rifle and Less-Lethal Shotgun, it is being removed from operational service within Community Safety Command, including divisional Major Crime Units.

The Emergency Task Force (ETF) and selected units within Detective Services will continue to be equipped with non-modified shotguns.

## Less-Lethal Shotgun

The less-lethal shotgun is an intermediate extended-range impact weapon which may provide the opportunity for police officers to resolve potentially violent situations at a greater distance with less potential for causing serious bodily harm or death than other use of force options.

The less-lethal shotgun deploys a “sock round”, which consists of a Kevlar sack containing small pellets. It is easily distinguishable from an unmodified shotgun by the bright orange stock, on which appear the words “Less Lethal”.

The less-lethal shotgun replaces all unmodified shotguns in Community Safety Command. Each division will be equipped with five less-lethal shotguns that will be routinely deployed to Primary Response officers.

### Conclusion:

It is recommended that the Board receive this information in response to their questions at the March, 2016 meeting.

Acting Deputy Chief Richard Stubbings, Corporate Services Command, will be in attendance to respond to any questions from the Board.

**S/Sgt. David Gillis, Toronto Police College, was in attendance and delivered a presentation on the C8 Carbine Assault rifles. A copy of the presentation slides is on file in the Board office.**

**Mr. Kris Langenfeld was in attendance and delivered a deputation to the Board. A copy of Mr. Langenfeld’s deputation is on file in the Board office.**

**The Board approved the following Motion:**

**THAT the Board receive the reports from Chief Saunders and Mr. Langenfeld’s deputation.**

**Moved by: C. Lee**  
**Seconded by: K. Jeffers**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P101. REQUEST FOR REVIEW OF A COMPLAINT INVESTIGATION  
PERTAINING TO SERVICE PROVIDED BY THE TORONTO POLICE  
SERVICE – CASE NO. PRS-055157**

The Board was in receipt of the following:

- copy of Minute No. P245/14 from the meeting held on November 13, 2014; and
- report dated March 10, 2016 from Chief Mark Saunders regarding the outcome of the Notice of Inquiry pertaining to the request for a review of case no. PRS-055157.

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

The Board received deputations from:

- Odette Doumbé, Program Manager, Oasis Centre des Femmes \*
- The Complainant – delivered by Nawel Bentobbal \*
- Kris Langenfeld \*

\*written copy of deputation provided; copy on file in the Board office.

The Board approved the following Motions:

1. THAT the Board receive the deputations;
2. THAT the Board receive the copy of Min. No. P245/14 and the Chief's report dated March 10, 2016;
3. THAT the Board concur with the Chief's decision (contained in his report dated October 01, 2014) that no further action be taken with respect to the complaint, for the reasons set out in the Chief's report and in light of the decision of the Information and Privacy Commissioner in Order MO-3203; the Board is satisfied that the services that were provided to the complainant by the TPS in providing the records were appropriate;
4. THAT the Board advise the complainant, the Independent Police Review Director, and the Chief, in writing, of the disposition of the complaint, with reasons; and

5. THAT the Chief examine and report to the Board on the matter of the correspondence retention policy as it relates to cases involving domestic violence with a view to possibly extending that retention period beyond the current one year period and that such report include an estimate of the cost of any such recommended extension.

Moved by: J. Tory  
Seconded by: C. Lee

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**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON NOVEMBER 13, 2014**

**#P245      REQUEST FOR A REVIEW OF A COMPLAINT INVESTIGATION  
PERTAINING TO SERVICE PROVIDED BY THE TORONTO POLICE  
SERVICE – CASE NO. PRS-055157**

The Board was also in receipt of the following report October 01, 2014 from William Blair, Chief of Police:

Subject:      REQUEST FOR A REVIEW OF A COMPLAINT INVESTIGATION  
PERTAINING TO SERVICE PROVIDED BY THE TORONTO POLICE  
SERVICE - PROFESSIONAL STANDARDS CASE NUMBER PRS-055157

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

Legislative Requirements:

Section 63 of the *Police Service Act (PSA)* directs the Chief of Police to review every complaint about the policies of or services provided by a municipal police force that is referred to him or her by the Independent Police Review Director.

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. 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:

Section 63 of the *Police Services Act* directs that 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:

In June 2013 the complainant submitted an access request under the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)* for documents pertaining to the Service's investigation of an incident involving the complainant and her ex-husband that had occurred at the Glendon campus of York University on February 19, 2008.

The Service responded to this request but advised the complainant that *'access to some investigative notes cannot be granted as they were destroyed in a water leak that occurred at the Division. In addition, some emails were not retained when Toronto Police Service changed email services'*.

The complainant corresponded with the Office of the Information and Privacy Commissioner and on February 28, 2014, filed a complaint with the Office of the Independent Police Review Director (OIPRD) stating in part that:

*'in order to ensure that the Toronto Police Services successfully carry out their duties, it is essential that citizens have access through Access to Information to Police records. The Toronto Police Service have an obligation to maintain and protect their records.*

*In this case, the records asked for contain vital information about complicity between the Toronto Police and York University to ensure that an incident I was the victim of could not be thoroughly investigated.*

*I am making this complaint in the hope that more records can be found'*.

The OIPRD classified this complaint as a service complaint and on April 29, 2014, assigned the matter to the Service for investigation.

The complaint arises from an incident which occurred on February 19, 2008, at the Glendon campus of York University. The complainant was in the process of transferring from the Glendon campus to the Keele Street campus and part of that process consisted of the university porter delivering boxes so that she may pack up her office. When the complainant arrived to pack her office, no boxes were present. She and her new husband approached the porter who advised that had he received no such request and that if she required boxes there would be some available in a bin in the recycling room.

The complainant propped the lid open on this bin by leaning it back against the wall. Her husband then retrieved several boxes and they took them to her office. They returned approximately 20 minutes later to retrieve additional boxes and just prior to her husband leaning in, the lid crashed down.

The complainant contacted the university security and the Service (occurrence number 2828836 refers) reporting that she believed her ex-husband could have been involved in making sure no boxes were delivered to her office and that either he or the university porter moved the recycle bin between the two visits to ensure that the lid would fall.

The occurrence was assigned to 53 Division for investigation and concluded as unfounded. The complainant contacted the Service requesting that the matter be re-investigated to determine if criminal charges were appropriate. In October 2008, an investigator from 53 Division reviewed the matter and reached the same conclusion of being unfounded and that no further action was required.

On June 20, 2013, the complainant submitted her MFIPPA request for the documents related to this matter. The Service was only able to produce some of these documents as a portion of the file had been destroyed as a result of a water leak at 53 Division.

The complainant contacted the Information and Privacy Commissioner of Ontario and the matter has proceeded to a Notice of Inquiry which at the time of the complaint investigation was still ongoing.

The complaint investigator viewed the original binder in which this matter was stored. The contents were consistent with water damage and the entire binder and its contents were turned over to the Access and Privacy section of the Service who in turn provided additional material to the complainant.

In regards to the e-mails in this matter, in February 2012, the Service changed their mail application from Lotus Notes to Microsoft Outlook. All e-mails from this investigation were between 2008 and 2010 and any e-mail prior to the switch to the Microsoft application would not be retained by the Service unless a member specifically requested that they be archived. It was not a mandatory requirement to archive previous e-mails.

The complainant was informed of these results and on September 24, 2014, the Toronto Police Services Board received a request for a review of this matter.

## The Chief's Decision

The complainant filed a complaint about the Toronto Police's obligation to maintain and protect records with the hope that more records could be located regarding the incident at York University on February 19, 2008.

The Service initially investigated the complainant's allegations and reached the conclusion that there was no basis for criminal charges. At the complainant's request, it was re-assigned to another investigator for review who also reached the same conclusion.

The investigative file for this 2008 incident was retained by the Service and is currently with the Access and Privacy section of the Service who have reviewed the file and have provided the complainant with 188 of the 192 pages that were not destroyed. The investigator's notes were destroyed by the water leak and could not be released. That water leak was documented and Building Deficiency Reports submitted.

The e-mails in this matter are no longer available as the Service switched e-mail applications and the prior e-mails were not archived. Also, the City's Record Retention Schedule requires correspondence be retained for the current year plus one year. All e-mails in this matter were between 2008 and 2010 and were not required to be available in 2013 when the complainant submitted her MFIPPA request.

In this case I am satisfied with the investigator's findings and the review by Professional Standards. Investigators from 53 Division reviewed this matter on two occasions and other than what was destroyed by the leak, the complainant has been provided with whatever documents are permitted by law. I concur that the policing services provided for this matter were appropriate.

## Conclusion

This complaint was classified by the OIPRD as a service complaint involving the Toronto Police Service. As such, the scope of the investigation was limited to an examination of the service provided to the complainant during the investigation of this incident.

Pursuant to the notice provided, the complainant requested that the Board review my decision. It is the Board's responsibility to review this investigation to determine if they are satisfied that my decision to take no further action was 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 not fewer than three Board members, two of whom constitute a quorum for the purpose of this section, to review the complaint and make recommendations to the Board after the review and the Board shall consider the recommendations and shall take any action, or no action, in response to the complaint as the Board considers appropriate; 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 Mike Federico, Operational Support Command, will be in attendance to answer any questions the Board may have regarding this report.

**The Board was also in receipt of a written submission from Kris Langenfeld with regard to the foregoing report. A copy of Mr. Langenfeld's submission is on file in the Board office.**

**The Board approved the following Motions:**

- 1. That the Board receive Mr. Langenfeld's written submission;**
- 2. That the Board approve recommendations nos 1 and 3 in the foregoing report;**
- 3. That the Board request the Chief to report to the Board on the outcome of the notice of inquiry currently before the Ontario Information and Privacy Commissioner dealing with the records discussed in this report; and**
- 4. That after considering the Chief's report the Board determine whether any further action is required.**

**Moved by: D. Noria**

**Report dated March 10, 2016 from Mark Saunders, Chief of Police:**

**SUBJECT: REPORT ON THE OUTCOME OF THE NOTICE OF INQUIRY  
PERTAINING TO THE REQUEST FOR A REVIEW OF CASE NO. PRS-  
055157**

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 November 13, 2014 meeting, the Toronto Police Services Board received a request to review a complaint investigation pertaining to service provided by the Toronto Police Service – Case # PRS-055157. (Min. No. 245/2014 refers).

The Board approved the following Motions:

3. “That the Board request the Chief to report to the Board on the outcome of the notice of inquiry currently before the Ontario Information and Privacy Commissioner dealing with the records discussed in this report; and
4. That after considering the Chief’s report the Board determine whether any further action is required.”

Discussion:

The IPC issued a Notice of Inquiry on May 27, 2014, summarizing the facts and issues in the appeal and requesting representations from the Toronto Police Service (Service).

On July 9, 2014 a response to that Notice of Inquiry was submitted to the IPC, addressing the issues of redaction due to personal information, law enforcement information and reasonableness of search for responsive records.

Upon receiving representations from the appellant, on September 12, 2014, the IPC issued a Reply Notice of Inquiry to the Service. The IPC asked if the Service wished to reply to the issues raised by the appellant. This offer was declined by advising that the issues raised had been investigated and closed by the OIRPD.

On May 27, 2015, IPC Adjudicator Steven Faughnan issued the Service a Notice of Order MO-3203, Appeal Number MA13-490, our file 13-2918, containing 3 orders that included:

1. I uphold the reasonableness of the police's search for responsive records.
2. I order the police to disclose to the appellant the withheld information on page 38 by sending it to her on or before July 2, 2015.
3. In order to verify compliance with paragraph 2 of this order, I reserve the right to require the police to provide me with a copy of page 38 as disclosed to the appellant.

Order 1 required no action by the Service.

In Order 2, the Adjudicator did not uphold the law enforcement exemption 8(1)(i) which had been applied to page 38 and ordered the Service to release it in full to the appellant before July 2, 2015. The record was released on June 4, 2015 to the appellant.

Order 3 requires no action immediate by the Service until such time as the Adjudicator requests a copy of page 38 which, to date, has not been requested. The Service is in a position to provide such a copy if ever requested.

#### Conclusion:

The Access and Privacy Section of Records Management Services have dealt with two of the three orders contained in Notice of Order MO-3203 and are in a position to provide such a copy to the Adjudicator if ever requested.

Acting Deputy Chief of Police, Richard Stubbings, Operational Support Command, will be in attendance to answer any questions that the Board may have with respect to this report.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF  
THE TORONTO POLICE SERVICES BOARD HELD MAY 19, 2016**

**#P102. TORONTO POLICE SERVICE – RESULTS OF 2016 FOLLOW-UP  
OF PREVIOUS AUDIT RECOMMENDATIONS**

The Board was in receipt of the following report May 02, 2016 from Beverly Romeo-Beehler, Auditor General:

**SUMMARY**

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This report provides the results of our 2016 audit recommendation follow-up process. The purpose of the follow-up process is to determine the implementation status of audit recommendations made by the Auditor General to the Toronto Police Services Board.

Since 1999, the Auditor General has provided 14 audit reports to the Toronto Police Services Board. Based on the results of previous audit follow-up processes, recommendations from the following 12 audit reports have all been addressed:

- Parking Enforcement Review, 2011
- Second Follow-up Review on Police Investigation of Sexual Assaults, 2010
- Court Services Review, 2008
- Fleet Review, 2008
- Review of Police Training, Opportunities for Improvement, 2006
- Enterprise Case and Occurrence Processing System (eCOPS) Project Review, 2005
- Follow-up Review on the October 1999 Report Entitled: Review of the Investigation of Sexual Assaults, 2004
- Revenue Controls Review, 2002
- Vehicle Replacement Policy, 2000
- Review of Controls Relating to Overtime and Premium Pay, 2000
- Review of Parking Enforcement Unit, 2000
- Review of the Investigation of Sexual Assaults, Toronto Police Service, 1999

The 2016 follow-up process included the following two audit reports to the Board:

- Review of Integrated Records and Information System, 2011  
<http://www.toronto.ca/legdocs/mmis/2011/au/bgrd/backgroundfile-41473.pdf>
- Police Paid Duty – Balancing Cost Effectiveness and Public Safety, 2010  
<http://www.toronto.ca/legdocs/mmis/2011/au/bgrd/backgroundfile-37754.pdf>

A total of four audit recommendations from the above two reports were included in the 2016 follow-up process. Of the four recommendations, one was verified as fully implemented, and the remaining three recommendations are partially implemented.

The three outstanding recommendations in Attachment 2 will be reviewed in each future year until they are determined to be fully implemented.

### **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 determine whether management has taken appropriate actions to implement recommendations contained in previously issued audit reports. The follow-up process is part of the Auditor General's Annual Work Plan.

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.

### **COMMENTS**

The Auditor General's follow-up review process requires that management provide a written response on the implementation status of each recommendation contained in audit reports. Where management indicated that a recommendation was not fully implemented, audit work was not performed. For those recommendations noted by management as implemented, audit staff conducted additional analysis and testing, and reviewed relevant information to verify management assertions.

Our verification is based on audit work conducted during the follow-up period usually between March and April of each year. For recommendations verified as fully implemented by audit staff, no further work will be conducted on those recommendations in subsequent audit follow-up cycles. Ongoing implementation and maintenance of the audit recommendations, such as policy and procedure enhancements or improved controls, will rely on management's continuous efforts beyond the audit follow-up process. The Auditor General may decide to initiate a new review on areas previously audited.

Table 1 outlines audit reports issued to the Toronto Police Services Board since 1999 that no longer have outstanding audit recommendations.

**Table 1: Previous Audit Reports With No Outstanding Recommendations**

Report Title and Date	Total	Previously Reported	
		Fully Implemented	Not Applicable
Parking Enforcement Review (October 3, 2011)	8	8	-
Review of the Investigation of Sexual Assaults (1999) and two subsequent follow-up reviews in 2004 and 2010*	60	60	-
Court Services Review (June 12, 2008)	5	5	-
Fleet Review (September 26, 2008)	4	4	-
Review of Police Training, Opportunities for Improvement (October 26, 2006)	39	38	1
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 (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
<b>Total</b>	<b>199</b>	<b>192</b>	<b>7</b>

\* 57 recommendations from the initial 1999 review and 3 new recommendations from 2010 follow-up review

Table 2 outlines the results of our current follow-up review of the two audit reports provided to the Toronto Police Services Board.

**Table 2: Results of the Current Follow-up Review**

Report Title and Date	Total	Results of Current Review	
		Fully Implemented	Not Fully Implemented
Review of Integrated Records and Information System (August 26, 2011)	3	1	2
Police Paid Duty – Balancing Cost Effectiveness and Public Safety (December 1, 2010)	1	-	1
<b>Total</b>	<b>4</b>	<b>1</b>	<b>3</b>

Attachment 1 shows the fully implemented recommendations. The partially implemented audit recommendations along with management’s comments are listed in Attachment 2.

The 2016 follow-up review results of the above two audit reports are summarized as follows:

Review of Integrated Records and Information System

In response to the April 7, 2011 Toronto Police Services Board request, the Auditor General conducted a review of certain actions taken regarding the development and implementation of the Police Integrated Records and Information System (IRIS). The report was adopted by the Board at its September 14, 2011 meeting.

The audit report contained seven recommendations for action required throughout the development and conclusion of the project particularly relating to the realization of benefits and the need to quantify, track and report expected benefits. Four of the seven recommendations were verified as fully implemented during previous follow-up processes. Of the remaining three recommendations, Recommendation 3 requires that management ensures a Privacy Impact Assessment is incorporated into all future information technology projects at the initial stages of project development. This recommendation was determined to be fully implemented during the current follow-up process. The remaining two audit recommendations *were* reported by management as partially implemented and will be reassessed in next year's follow-up process.

## Police Paid Duty – Balancing Cost Effectiveness and Public Safety

In response to the request of the Toronto Police Services Board, the Auditor General conducted a review of the police paid duty system and issued a report entitled “Police Paid Duty - Balancing Cost Effectiveness and Public Safety.” The report was adopted as amended by the Board at its April 7, 2011 meeting.

The audit report contained 10 recommendations to improve the effectiveness and efficiency of the system, and officer compliance with police paid duty policies. During our previous follow-up processes, seven of the 10 recommendations were verified as fully implemented and two recommendations were determined as no longer applicable. For the remaining one outstanding recommendation, which pertains to the need to track and recover paid duty equipment and rental costs, management reported in 2016 that *"tracking paid duty equipment use in order to ensure direct and indirect costs are fully recovered is an onerous administrative task that would not produce any significant value to the organization."*

Although management reported this recommendation has been fully implemented, our assessment found that the equipment rental fees have not been adjusted since 2011. We consider this recommendation not fully implemented and will re-assess the status next year.

### Next Steps

The results of this follow-up on outstanding audit recommendations will be included in a consolidated report to the City Audit Committee at its June 2016 meeting. The consolidated report presented to the City Audit Committee will include a summary of our review of outstanding recommendations for all City Agencies and Corporations.

### **CONTACT**

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### **ATTACHMENTS**

Attachment 1: Toronto Police Service, Audit Recommendations – Fully Implemented

Attachment 2: Toronto Police Service, Audit Recommendations – Not Fully Implemented

**The Board received the foregoing report.**

**Moved by: J. Tory**

**Seconded by: C. Lee**

**Toronto Police Service  
Audit Recommendations – Fully Implemented**

**Report Title:** Toronto Police Service – Review of Integrated Records and Information System (IRIS)

**Report Date:** August 26, 2011

**Recommendation:**

- (3) The Chief of Police ensure that Privacy Impact Assessments are incorporated into all future information technology projects at the initial stages of project development. A Privacy Impact Assessment be completed at the earliest possible time in regard to the Integrated Records and Information System project.

**Toronto Police Service  
Audit Recommendations – Not Fully Implemented**

**Report Title:** Toronto Police Service – Review of Integrated Records and Information System (IRIS)

**Report Date:** August 26, 2011

<b>Recommendation Not Fully Implemented</b>	<b>Management’s Comments and Action Plan/Time Frame</b>
(5) Upon project completion, the Chief of Police report to the Toronto Police Services Board on the actual benefits achieved and where applicable, a description of anticipated benefits not realized.	The Board Report is currently in progress.
(7) Upon project completion, the Chief of Police report to the Toronto Police Services Board the objectives achieved and where applicable, a description of anticipated objectives not realized.	The Board Report is currently in progress.

**Report Title:** Police Paid Duty – Balancing Cost Effectiveness and Public Safety

**Report Date:** December 1, 2010

<b>Recommendation Not Fully Implemented</b>	<b>Management’s Comments and Action Plan/Time Frame</b>
(5) The Chief of Police take steps to track paid duty equipment rental costs including direct and indirect costs, and ensure costs can be fully recovered from equipment rental revenue.	Tracking paid duty equipment use in order to ensure direct and indirect costs are fully recovered is an onerous administrative task that would not produce any significant value to the organization. The fees charged by the Service are in line with other Services and we feel they adequately cover the full cost of providing the service. We do not wish to burden members using the vehicles or involved in any process associated with the vehicles with a cumbersome tracking exercise.

<b>Recommendation Not Fully Implemented</b>	<b>Management's Comments and Action Plan/Time Frame</b>
	<p>A small amount of equipment is used to provide this service, at a low cost, and there would be very limited value to undertake a comprehensive review of these costs at this time. We do, however, review our fees and rates on a periodic basis to ensure that we are achieving full cost recovery. A review of paid duty equipment rates will be incorporated into any plans to review rates. Such reviews require a significant time commitment and the availability of staff to carry out the review is currently limited due to staff vacancies and workloads.</p> <p>As a result, we feel that this recommendation has been adequately addressed in our processes and should be closed.</p>

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P103. QUARTERLY REPORT: OCCUPATIONAL HEALTH & SAFETY  
UPDATE: JANUARY TO MARCH 2016**

The Board was in receipt of the following report April 29, 2016 from Mark Saunders, Chief of Police:

Subject: QUARTERLY REPORT: OCCUPATIONAL HEALTH AND SAFETY  
UPDATE: JANUARY 1, 2016 TO MARCH 31, 2016

Recommendations:

It is recommended that the Board receive this report.

Financial Implications:

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

Background/Purpose:

At its meeting on January 24, 2005, the Board received an update on occupational health and safety matters relating to the Service (Min. No. C9/05 refers). Following consideration of the report, the Board requested the Chief of Police to provide quarterly updates on matters relating to occupational health and safety. The Board, at its meeting on August 21, 2008, further requested public quarterly reports for occupational health and safety matters (Min. No. C224/08 refers).

The purpose of this report is to update the Board on matters relating to occupational health and safety issues for the first quarter of 2016.

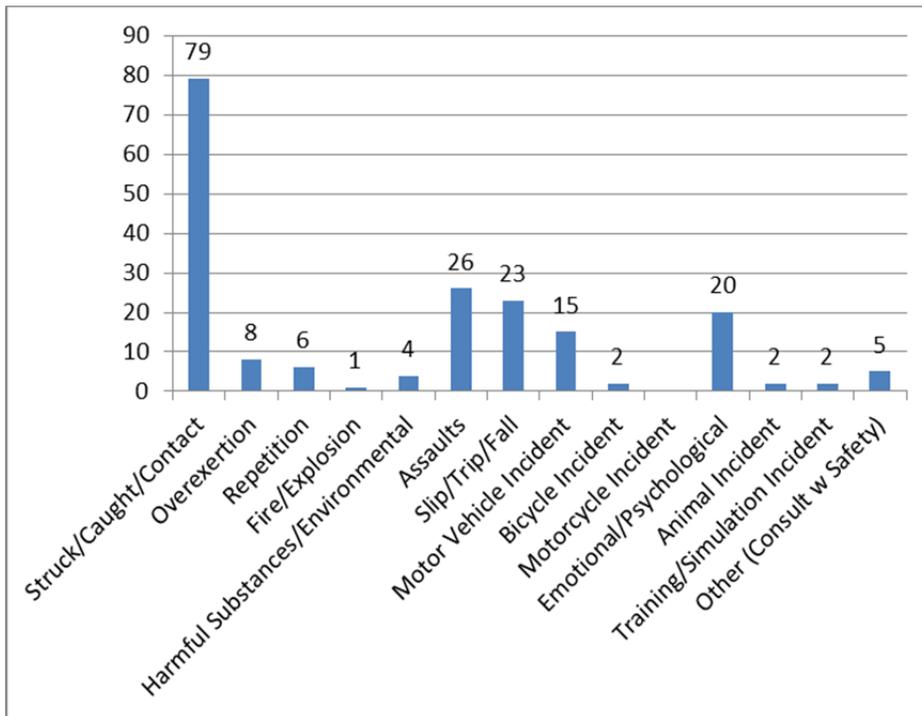
Discussion:

*Accident and Injury Statistics:*

From January 1, 2016 to March 31, 2016, there were 188 reported workplace accidents/incidents involving Service members resulting in lost time from work or health care which was provided by a medical professional. These incidents were reported as claims to the Workplace Safety and Insurance Board (WSIB). During this same period, 31 recurrences of previously approved WSIB claims were reported. Recurrences can include, but are not limited to, on-going treatment, re-injury, and medical follow-ups ranging from specialist appointments to surgery.

A workplace incident may have several attributes and can be reported in more than one category. For example, an officer can be assaulted and sustain a laceration injury at the same time. Each attribute would be reported. For this reporting period, the workplace or work-related accidents/incidents were categorized according to the following classifications:

- Struck/Caught/Contact
- Overexertion
- Repetition
- Fire/Explosion
- Harmful Substances /Environmental
- Assaults
- Slip/Trip/Fall
- Motor Vehicle Incident
- Bicycle Incident
- Motorcycle Incident
- Emotional/Psychological
- Animal Incident
- Training/Simulation Incident
- Other



As the chart above shows, the top five categories of work related accident/incidents are Struck/Caught/Contact (79); Assaults (26); Slip/Trip/Fall (23); Emotional/Psychological (20) and Motor Vehicle related (15). As a Schedule 2 Employer, the Toronto Police Service (Service) paid \$67,256 in health care costs for civilian members and \$202,780 in health care costs for uniform members for the first quarter of 2016.

*Critical Injuries:*

The employer has the duty to report, but not adjudicate, the seriousness of injuries, and pursuant to *Section 51* of the *Occupational Health and Safety Act (OHSA)* and *Regulation 834*, must provide notice to the Ministry of Labour (MOL) of all critical injuries which occur in the workplace.

For the first quarterly report for 2016, there were no Critical Injury Incidents reported to the MOL.

*Communicable Diseases:*

As part of the Communicable Disease Exposure Surveillance Program, members of the Occupational Health and Safety Unit (OHS) reviewed reported exposures during the months indicated. The majority of these reports did not result in claim submissions to WSIB. However, there is an obligation to ensure the surveillance program maintains its administrative requirements and that there is a communication dispatched to members of the Service from a qualified designated officer from the Medical Advisory Services team. The number of reported exposures decreased by 43 compared to the same period in 2015.

**MEMBER EXPOSURE TO COMMUNICABLE DISEASES**

<b>Reported Exposures</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>Q1 2016</b>	<b>Q1 2015</b>	<b>+/-</b>
1. Bodily Fluids	3	0	3	6	4	+2
2. Blood and Saliva	18	10	11	39	65	-26
3. Hepatitis A, B, & C	3	1	0	4	14	-10
4. HIV	0	2	3	5	2	+3
5. Influenza	0	0	2	2	0	+2
6. Measles, Mumps, Rubella	0	0	0	0	1	-1
7. Meningitis	0	0	0	0	0	0
8. Staphylococcus	0	0	0	0	0	0
9. Tuberculosis (TB)	1	4	7	12	8	+4
10. Varicella (Chickenpox)	0	0	0	0	0	0
11. MRSA*	12	2	0	14	5	+9
12. Lice and Scabies	0	0	1	1	12	-11
13. Other**	1	2	0	3	18	-15
<b>Total</b>	<b>38</b>	<b>21</b>	<b>27</b>	<b>86</b>	<b>129</b>	<b>-43</b>

\* Methicillin Resistant Staphylococcus Aureus.

\*\* The “Other” category can include, but is not limited to, exposures to infectious diseases not specified above and respiratory conditions/irritations.

As a result of a determination made at the Central Joint Health and Safety Committee meeting on March 29, 2010, OHS monitors incidents where members report exposure to bed bugs. There were 10 reported exposures to bed bugs in the first quarter.

*Medical Advisory Services:*

The disability statistics provided below are summarizing all non-occupational cases. By definition, “short-term” refers to members who are off work for greater than fourteen days, but less than six months. “Long-term” refers to members who have been off work for six months or greater.

Disability distribution of Service members is summarized in the following chart.

**MEMBER DISABILITIES: NON-OCCUPATIONAL**

<b>Disability</b>	<b>January</b>	<b>February</b>	<b>March</b>
Short-Term	61	57	57
Long-Term - LTD	4	4	4
Long-Term - CSLB	64	66	65
<b>Total Disability per Month 2016 - Q1</b>	<b>129</b>	<b>127</b>	<b>126</b>
<b>Total Disability per Month 2015 - Q1</b>	<b>146</b>	<b>133</b>	<b>134</b>
Percent Change from Previous Year	<b>-12%</b>	<b>-5%</b>	<b>-6%</b>

As the chart shows, members’ non-occupational disabilities have decreased by 6% as at the end of March 2016 compared to the same time last year.

*Workplace Violence and Harassment:*

*Bill 168, the Occupational Health and Safety Amendment Act (Violence and Harassment in the Workplace) 2009*, came into force on June 15, 2010. As a result of this amendment, the *OHS* now includes definitions of workplace violence and workplace harassment and Part III.0.1 refers specifically to Violence and Harassment.

In the first quarter of 2016, there were two new documented complaints which were categorized by Professional Standards as having the potential to meet the criteria of workplace harassment as defined in the *OHS*. Both complaints are currently under investigation.

*Other Occupational Health and Safety Matters:*

The Ontario Ministry of Labour certifies Joint Health & Safety Committee members upon completion of Parts 1 and 2 of the certification training required under the Occupational Health & Safety Act. A Basic Certification & Sector Specific Certification course was held at the

Toronto Police College from February 8-12, 2016, and six management representatives and seventeen worker representatives attended.

Currently, the Service has 473 certified health and safety members comprised of 300 worker representatives and 173 management representatives. For administrative purposes, uniform management representatives consist of the rank of Staff/Detective Sergeant and above.

Conclusion:

This report provides an update to the Board on matters relating to occupational health and safety issues for the first quarter in 2016. These matters are also reported quarterly at the Central Joint Health and Safety Committee, which is co-chaired by the Chair of the Board.

The next quarterly report for the period of April 1, 2016 to June 30, 2016, will be submitted to the Board for its meeting in August, 2016.

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

**The Board received the foregoing report.**

**Moved by:           K. Jeffers**  
**Seconded by:       M. Moliner**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P104. SEMI-ANNUAL REPORT – PUBLICATION OF EXPENSES: JULY TO  
DECEMBER 2015**

The Board was in receipt of the following report April 29, 2016 from Mark Saunders, Chief of Police:

Subject: SEMI-ANNUAL REPORT: PUBLICATION OF EXPENSES – JULY TO  
DECEMBER 2015

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

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

Background/Purpose:

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

The purpose of this report is to advise the Board of the expenses incurred by Board and Service members during the period July 1 to December 31, 2015.

Discussion:

Attached to this report as Appendix A are the expenses, for the second half of 2015, for the applicable Service and Board Members. The publication of this information will be available on the Board's and Service's internet sites.

Conclusion:

This report contains details for the three categories of expenses incurred by Board and Service members, for the period July 1, 2015 to December 31, 2015.

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

**The Board received the foregoing report.**

**Moved by: M. Moliner**  
**Seconded by: C. Lee**

## Appendix A

### Toronto Police Service and Toronto Police Services Board

#### Expense Publication Summary

Period: July to December 2015

Member	Expenses Reported
Califaretti, Sandra	\$2,462.30
Campbell, Joanne	\$544.42
Carroll, Shelley	\$0.00
Di Tommaso, Mario	\$60.00
Farahbakhsh (May), Jeanette	\$4,327.15
Federico, Michael	\$4,683.52
Giannotta, Celestino	\$3,045.58
Kijewski, Kristine	\$400.00
Jeffers, Ken	\$0.00
Lee, Chin	\$0.00
Moliner, Marie	\$0.00
Noria, Dhun	\$0.00
Pringle, Andrew	\$0.00
Pugash, Mark	\$0.00
Ramer, James	\$7,233.88
Russell, Thomas	\$3,080.01
Saunders, Mark	\$9,912.86
Sloly, Peter	\$6,898.44
Stubbings, Richard	\$7,139.79
Tory, John	\$0.00
Veneziano, Tony	\$2,038.15
Total Expenditures Reported	<b>\$51,826.10</b>



**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

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

**Business Travel**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
October 7	25 Year Watch Presentation for Finance & Business Management members in Toronto, Ontario	\$5.33
November 3	Specialized Operations Command Presentation in Toronto, Ontario	\$18.29
November 4	Long Service Presentation for Finance & Business Management members in Toronto, Ontario	\$10.99
November 6	Ontario Association of Chiefs of Police (OACP) Finance, Budget & Asset Management Committee Meeting in Toronto, Ontario	\$14.24
		<b>\$48.85</b>

**Conferences & Training**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
May 31 - June 3	Government Finance Officers Association (GFOA) Annual Conference in Philadelphia, Pennsylvania. Registration discount.	-\$123.25
December 7 - 9	Public Sector Transformation 2015 Conference in Ottawa, Ontario	\$2,341.13
		<b>\$2,217.88</b>

**Hospitality & Protocol**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
November 6	OACP Finance, Budget & Asset Management Committee Meeting hosted by the Toronto Police Service in Toronto, Ontario	\$195.57
		<b>\$195.57</b>

<b>Member Total</b>	<b>\$2,462.30</b>
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**Toronto Police Service**  
**Senior Staff Expenses**  
**For the period of July to December, 2015**

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

**Business Travel**

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

**Conferences & Training**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
October 1 - 2	Ontario Association of Police Service Boards (OAPSB) Governance & Labour Seminar in Toronto, Ontario	\$544.42
		\$544.42

**Hospitality & Protocol**

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

<b>Member Total</b>	<b>\$544.42</b>
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**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

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

**Business Travel**

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

**Conferences & Training**

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

**Hospitality & Protocol**

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

<b>Member Total</b>	<b>\$0.00</b>
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**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

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

**Business Travel**

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

**Conferences & Training**

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

**Hospitality & Protocol**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
October 22	Retirement Dinner for Division members in Toronto, Ontario	\$60.00
		\$60.00
<b>Member Total</b>		<b>\$60.00</b>



**Toronto Police Service**  
**Senior Staff Expenses**  
**For the period of July to December, 2015**

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

**Business Travel**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 15	Toronto Police Association Meeting in Toronto, Ontario	\$5.40
August 12	Metro Hall Meeting in Toronto, Ontario	\$15.30
October 1	Ontario Association of Police Services Boards (OAPSB) Governance & Labour Seminar in Toronto, Ontario	\$12.61
August 14 - 17	Canadian Association of Chiefs of Police (CACP) Annual Conference in Quebec City, Quebec	\$1,556.36
November 3 - 6	CACP Human Resources & Learning Committee Meeting in Halifax, Nova Scotia	\$1,416.68
		<b>\$3,006.35</b>

**Conferences & Training**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
October 1	OAPSB Governance & Labour Seminar in Toronto, Ontario	\$544.42
October 29 - 30	Ontario Association Chiefs of Police (OACP) Symposium in Mississauga, Ontario	\$152.64
		<b>\$697.06</b>

**Hospitality & Protocol**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
November 21	Human Resources Team Development Meeting in Toronto, Ontario	\$623.74
		<b>\$623.74</b>

<b>Member Total</b>	<b>\$4,327.15</b>
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**Toronto Police Service**  
**Senior Staff Expenses**  
**For the period of July to December, 2015**

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

**Business Travel**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 16	National Joint Committee Chairs Meeting in Ottawa, Ontario. Airfare & Ground Transportation reimbursed by Public Safety Canada.	\$67.54
August 15	Canadian Association of Chiefs of Police (CACP) Meeting in Quebec City, Quebec	\$582.14
August 26	Mobile Crisis Intervention Teams (MCIT) Meeting in Toronto, Ontario	\$4.06
September 14	Canadian Broadcasting Corporation (CBC) Metro Morning Interview in Toronto, Ontario	\$3.60
September 15	Hub/Countering Violent Terrorism Partnership Meeting in Toronto, Ontario	\$12.38
October 4 - 6	Investiture Ceremony of the Order of Merit of the Police Forces in Quebec City, Quebec	\$2,079.61
October 20 - November 3	Criminal Hearing in Toronto, Ontario	\$103.28
November 6	Business Meeting in Toronto, Ontario	\$18.01
November 9	Criminology Awards Function in Toronto, Ontario	\$7.20
November 9	Business Meeting in Toronto, Ontario	\$7.46
November 13	Toronto Police Operations Centre Briefing in Toronto, Ontario	\$4.97
November 30	Ministry of Community Safety & Correctional Services Meeting in Toronto, Ontario	\$13.50
December 11	Future of Policing Advisory Committee (FPAC) Meeting in Toronto, Ontario	\$13.50
December 16 - 18	National Joint Committee (NJC) Meeting in Ottawa, Ontario. Airfare, Accommodation and Meals reimbursed by National Joint Committee.	\$223.05
		<b>\$3,140.30</b>

**Conferences & Training**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
October 29	Ontario Association of Chiefs of Police Diversity & Inclusion Training Symposium in Mississauga, Ontario	\$152.64
		<b>\$152.64</b>



**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

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

**Hospitality & Protocol**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
August 11	Operational Support Command Meeting at Toronto Police Service (TPS) Headquarters	\$66.04
August 18	Business Lunch Meeting in Toronto, Ontario	\$29.76
October 28	Coffee with Cops at TPS Headquarters	\$445.36
November 5	Chiefs Gala in Toronto, Ontario	\$400.00
December 4	Community Safety Command Year End Meeting at TPS Headquarters	\$449.42
		\$1,390.58

<b>Member Total</b>	<b>\$4,683.52</b>
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**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

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

**Business Travel**

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

**Conferences & Training**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
October 3 - 9	Gartner Symposium ITxpo 2015 in Orlando, Florida	\$2,645.58
		\$2,645.58

**Hospitality & Protocol**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
November 5	Chiefs Gala in Toronto, Ontario	\$400.00
		\$400.00

<b>Member Total</b>	<b>\$3,045.58</b>
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**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

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

**Business Travel**

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

**Conferences & Training**

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

**Hospitality & Protocol**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
November 5	Chiefs Gala in Toronto, Ontario	\$400.00
		\$400.00
<b>Member Total</b>		<b>\$400.00</b>



**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

**Unit:** Toronto Police Services Board  
**Member:** Jeffers, Ken  
**Job Title/Rank:** Toronto Police Services Board Member

**Business Travel**

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

**Conferences & Training**

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

**Hospitality & Protocol**

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

<b>Member Total</b>	<b>\$0.00</b>
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**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

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

**Business Travel**

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

**Conferences & Training**

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

**Hospitality & Protocol**

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

<b>Member Total</b>	<b>\$0.00</b>
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**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

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

**Business Travel**

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

**Conferences & Training**

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

**Hospitality & Protocol**

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

<b>Member Total</b>	<b>\$0.00</b>
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**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

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

**Business Travel**

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

**Conferences & Training**

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

**Hospitality & Protocol**

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

<b>Member Total</b>	<b>\$0.00</b>
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**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

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

**Business Travel**

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

**Conferences & Training**

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

**Hospitality & Protocol**

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

<b>Member Total</b>	<b>\$0.00</b>
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**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

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

**Business Travel**

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

**Conferences & Training**

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

**Hospitality & Protocol**

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

<b>Member Total</b>	<b>\$0.00</b>
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**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

**Unit:** Specialized Operations Command  
**Member:** Ramer, James  
**Job Title/Rank:** Deputy Chief of Police

**Business Travel**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
August 13 - 15	Canadian Association of Chiefs of Police (CACP) Law Amendments Committee Meeting in Montreal, Quebec	\$963.91
September 11	Canadian National Day of Service event in Toronto, Ontario	\$18.01
September 16 - 17	Ontario Provincial Police (OPP) Commission Officers' Annual Mess Dinner in Borden, Ontario	\$131.27
December 10 - 11	National Coordinating Committee Meeting in Ottawa, Ontario	\$961.43
		<b>\$2,074.62</b>

**Conferences & Training**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 27 - 30	Radicalization & Violent Extremism Conference in Washington, DC. All costs reimbursed by Public Safety Canada.	\$0.00
August 16 - 19	CACP Annual Conference in Quebec City, Quebec	\$1,924.08
November 16 - 18	CACP Counter-Terrorism & National Security Forum in Ottawa, Ontario	\$707.46
		<b>\$2,631.54</b>

**Hospitality & Protocol**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 20	Business Dinner in Toronto, Ontario	\$211.32
September 15	Black Community Police Consultative Committee (BCPCC) Meeting in Toronto, Ontario	\$33.54
October 5	BCPCC Meeting in Toronto, Ontario	\$27.11
November 25	Quebec and Ontario Chiefs of Police and Partners Meeting in Toronto, Ontario	\$1,097.62
November 26	Various Meetings at Toronto Police Service (TPS) Headquarters	\$859.11
December 7	BCPCC Meeting in Toronto, Ontario	\$106.25
December 9	BCPCC Meeting in Toronto, Ontario	\$57.19
December 9	Retirement Dinner in Toronto, Ontario	\$70.00
December 16	Business Dinner in Toronto, Ontario	\$65.58
		<b>\$2,527.72</b>

<b>Member Total</b>	<b>\$7,233.88</b>
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**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

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

**Business Travel**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 6	PanAm Observer Program Meeting in Toronto, Ontario	\$10.81
August 17 - 18	Amherstburg Police Service Meeting in Windsor, Ontario	\$282.23
October 1	Canadian Aboriginal and Minority Supplier Council (CAMSC) Awards in Toronto, Ontario	\$9.90
October 6	Provincial Offenses Meeting in Toronto, Ontario	\$7.43
October 13	New York Police Department Meeting in New York City, New York	\$2,469.64
		<b>\$2,780.01</b>

**Conferences & Training**

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

**Hospitality & Protocol**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
November 6	Chiefs Gala in Toronto, Ontario	\$200.00
November 26	Salvation Army Hope in The City event in Scarborough, Ontario	\$100.00
		<b>\$300.00</b>

<b>Member Total</b>	<b>\$3,080.01</b>
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**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

**Unit:** Chiefs Office  
**Member:** Saunders, Mark  
**Job Title/Rank:** Chief of Police

**Business Travel**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
September 14 - 16	Ontario Association of Chiefs of Police (OACP) Board of Directors Meeting in Ottawa, Ontario. Hotel accommodations paid by OACP.	\$703.46
September 27	Canadian Peace Officers' Memorial Association 2015 Memorial Service in Ottawa, Ontario	\$515.15
September 28 - October 2	Safe Cities International Conference Guest Speaker in London, United Kingdom. Airfare & hotel accommodations reimbursed by organizers. Conference Cancelled.	\$297.19
October 5	Investiture Ceremony of the Order of Merit of the Police Forces in Quebec City, Quebec	\$573.95
December 8 - 9	OACP Directors Meeting in Waterloo, Ontario. Hotel accommodation paid by OACP.	\$135.08
		<b>\$2,224.83</b>

**Conferences & Training**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
August 13 - 19	Criminal Intelligence Services Canada (CISC), National Executive Committee (NEC) Meeting & Canadian Association of Chiefs of Police (CACP) Annual Conference in Quebec City, Quebec. One nights hotel accommodation reimbursed by CISC.	\$3,115.79
October 21 - 27	Major Cities Chiefs Police Association (MCCA) Fall Meeting & International Association of Chiefs of Police (IACP) 2015 Conference. Transportation to and from airport provided by MCCA Chicago Police Department.	\$4,120.38
		<b>\$7,236.17</b>

**Hospitality & Protocol**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 7	Business Meeting in Toronto, Ontario	\$33.15
September 17	Golf with the Chief event in Toronto, Ontario	\$314.51
December 2	Business Lunch Meeting in Toronto, Ontario	\$34.20
December 9	Retirement Dinner in Toronto, Ontario	\$70.00
		<b>\$451.86</b>

<b>Member Total</b>	<b>\$9,912.86</b>
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**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

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

**Business Travel**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 3	Promotion, Prevention & Early Intervention Working Group Meeting in Toronto, Ontario	\$8.10
July 4	Intercultural Ramadan Dinner Guest Speaker in Toronto, Ontario	\$7.20
July 9	Young Men Christian Association (YMCA) Board Meeting in Toronto, Ontario	\$13.51
July 17	LinkedIn Economic Graph Team & Participation Partners Meeting in Toronto, Ontario	\$10.81
August 2 - 3	Major Cities Chiefs Association (MCCA) Gun Violent Summit in Washington, DC	\$1,704.42
August 8 - 9	National Peacekeeping Day in Ottawa, Ontario	\$685.29
August 11	Business Meeting in Toronto, Ontario	\$3.62
August 12	Business Meeting in Toronto, Ontario	\$2.70
September 8	Civic Action Board of Directors Meeting in Toronto, Ontario	\$8.10
September 14	YMCA Board Meeting in Toronto, Ontario	\$12.61
September 23	Escalator Youth Champions Council Meeting in Toronto, Ontario	\$27.02
September 25 - 26	Canadian Red Cross Board of Directors Meeting in Ottawa, Ontario. Travel & Accommodation paid by Canadian Red Cross.	\$262.87
September 28	Mental Health & Addictions Leadership Advisory Council Meeting in Toronto, Ontario	\$8.10
October 1	Mental Health & Addictions Leadership Advisory Council Meeting in Toronto, Ontario	\$21.61
October 6	Ryerson Business Meeting in Toronto, Ontario	\$14.42
October 7	York University Presentation in Toronto, Ontario	\$4.27
November 5 - 6	YMCA Board Meeting in Toronto, Ontario. Meals and Accommodation covered by YMCA.	\$135.08
November 6	Civic Action Board of Directors Meeting in Toronto, Ontario	\$5.41
November 13	University of Toronto (UofT) Meeting in Toronto, Ontario	\$10.81
November 16	UofT Meeting in Toronto, Ontario	\$10.81
November 16	Business Meeting in Toronto, Ontario	\$13.50
November 17	Business Meeting in Toronto, Ontario	\$2.25
November 27 - 28	Red Cross Meeting in Toronto, Ontario. Travel and Accommodation paid by Canadian Red Cross.	\$189.11
November 30	YMCA Board Meeting in Toronto, Ontario	\$6.42
December 7	Civic Action Roundtable Meeting in Toronto, Ontario	\$18.01
December 7	Civic Action Event in Toronto, Ontario	\$13.50
December 8	Business Meeting in Toronto, Ontario	\$6.09
December 11	Business Meeting in Toronto, Ontario	\$13.51
		<b>\$3,219.15</b>



**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

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

**Conferences & Training**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 27 - 31	Radicalization & Violent Extremism Conference in Washington, DC. Travel & Hotel paid by US Department of Justice.	\$71.12
August 14 - 19	Canadian Association of Chiefs of Police (CACP) Annual Conference in Quebec City, Quebec	\$3,318.24
		<b>\$3,389.36</b>

**Hospitality & Protocol**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 24	Community Safety Command Meeting at Toronto Police Service (TPS) Headquarters	\$58.96
August 24	Business Meeting at TPS Headquarters	\$38.36
August 27	Business Meeting at TPS Headquarters	\$15.72
October 1	Diversity Management Meeting at TPS Headquarters	\$77.06
October 3	United Kingdom Consulate Dinner Meeting in Toronto, Ontario	\$99.83
		<b>\$289.93</b>
<b>Member Total</b>		<b>\$6,898.44</b>



**Toronto Police Service**  
**Senior Staff Expenses**  
**For the period of July to December, 2015**

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

**Business Travel**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 28 - 30	Parole Board Hearing Meeting in Harrison Mills, British Columbia	\$1,442.04
August 6	United Way Meeting in Toronto, Ontario	\$4.96
August 26	Ismaili Community Meeting in Toronto, Ontario	\$6.30
September 14 - 16	Ontario Association of Chiefs of Police (OACP) Meeting in Ottawa, Ontario	\$215.74
December 11	OACP Meeting in Toronto, Ontario	\$20.71
		<b>\$1,689.75</b>

**Conferences & Training**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
November 6 - 15	Pearls in Policing Seminar in Rotterdam, Netherlands	\$3,802.72
		<b>\$3,802.72</b>

**Hospitality & Protocol**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
August 6	United Way Meeting in Toronto, Ontario	\$75.70
October 29 -30	Canadian Association of Chiefs of Police (CACP) Meeting in Toronto,	\$842.48
November 5	Chiefs Gala in Toronto, Ontario	\$400.00
December 10	OACP Meeting in Toronto, Ontario	\$119.31
December 11	OACP Meeting in Toronto, Ontario	\$209.83
		<b>\$1,647.32</b>

<b>Member Total</b>	<b>\$7,139.79</b>
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**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

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

**Business Travel**

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

**Conferences & Training**

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

**Hospitality & Protocol**

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

<b>Member Total</b>	<b>\$0.00</b>
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**Toronto Police Service  
Senior Staff Expenses  
For the period of July to December, 2015**

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

**Business Travel**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
October 22 - 24	Major Cities Chiefs Police Association (MCCA) Meeting in Chicago, Illinois	\$2,017.44
November 30	Business Meeting in Toronto, Ontario	\$20.71
		<b>\$2,038.15</b>

**Conferences & Training**

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

**Hospitality & Protocol**

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

<b>Member Total</b>	<b>\$2,038.15</b>
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**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P105. 2015 ANNUAL REPORT – SPECIAL CONSTABLES: TORONTO  
COMMUNITY HOUSING CORPORATION**

The Board was in receipt of the following report April 01, 2016 from Mark Saunders, Chief of Police:

Subject: 2015 ANNUAL REPORT: TORONTO COMMUNITY HOUSING  
CORPORATION – SPECIAL CONSTABLES

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

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

Background/Purpose:

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

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

Discussion:

As directed by the Board, appended to this report is the 2015 Annual Report from the TCHC regarding special constables. The report is consistent with the reporting guidelines established by the Board.

Conclusion:

The Toronto Police Service has established a strong working relationship with the Toronto Community Housing Corporation. The mandate of the TCHC Community Safety Unit is to partner with communities to promote a safe environment for residents and to preserve the assets, buildings and properties that are managed and owned by Toronto Community Housing. As outlined in the Special Constable Annual Report for 2015, a number of community outreach initiatives have been undertaken throughout the year. These initiatives are consistent with the

community policing model employed by the Toronto Police Service and should complement our efforts to better serve the residents of Toronto.

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

**The Board received the foregoing report.**

**Moved by: J. Tory**

**Seconded by: C. Lee**

**A copy of the Executive Summary for the 2015 TCHC Special Constables Annual Report is attached. A copy of the complete report is on file in the Board office.**

## **EXECUTIVE SUMMARY**

### **2015 SPECIAL CONSTABLE ANNUAL REPORT Toronto Community Housing Corporation**

Toronto Community Housing's Special Constable Program has been established since March 2000;

and as of December 31, 2015, there were 82 sworn members within the Community Safety Unit (CSU). The objectives of the program are to:

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

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

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

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

In 2014, the Special Constable Program for Toronto Community Housing was extremely successful with Special Constables completing 550 Criminal Investigations for Toronto Police Service, of which 72.4 % were related to property offences such as Mischief and Theft.

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

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

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

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

In 2015, TCHC submitted five Use of Force Reports to TPS. Within these reports, there was one incident of OC foam deployment , three occurrences of soft, empty hand techniques, two incidents of hard empty hand techniques and two instances where a baton was deployed.

There were two Special Constable Complaints in 2015, all of which were forwarded immediately to Toronto Police Service – Professional Standards for review. Both complaints were deemed internal matters and were returned to the attention of the Director of the Community Safety Unit to investigate. TCHC's investigational results for these incidents were returned to TPS within the specified timeframe.

We continue to value our working partnership with the Toronto Police Service and our joint Special Constable agreement. In 2015, TCH's Special Constable Program continued to promote safe, secure, and healthy communities.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P106. 2015 ANNUAL REPORT – SPECIAL CONSTABLES:  
TORONTO TRANSIT COMMISSION**

The Board was in receipt of the following report April 01, 2016 from Mark Saunders, Chief of Police:

Subject: 2015 ANNUAL REPORT: TORONTO TRANSIT COMMISSION – SPECIAL  
CONSTABLES

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

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

Background/Purpose:

Section 8.9 of the agreement between the Toronto Police Services Board and Toronto Transit Commission (TTC) regarding special constables states that:

*“The TTC shall provide to the Board an annual report with statistical information including information regarding enforcement activities, training, use of force, supervision, complaints and other issues of concern to the Parties and such further categories of information as may be requested by the Board or the Chief, from time to time”.*

Discussion:

As directed by the Board, appended to this report is the 2015 Annual Report from the TTC regarding special constables. The report is consistent with the reporting guidelines established by the Board.

Conclusion:

The Toronto Police Service has established a strong working relationship with the Toronto Transit Commission. The mandate of the TTC Transit Enforcement Unit is to protect the integrity of the transit system, perform security functions with respect to TTC properties and assets and to ensure that the transit system remains a safe and reliable form of transportation.

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

**The Board received the foregoing report.**

**Moved by: M. Moliner**

**Seconded by: C. Lee**

**A copy of the Executive Summary for the 2015 TTC Special Constables Annual Report is attached. A copy of the complete report is on file in the Board office.**

## **EXECUTIVE SUMMARY**

### **2015 TRANSIT ENFORCEMENT SPECIAL CONSTABLE ANNUAL REPORT Toronto Transit Commission**

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Within the transit policing and security framework, the Toronto Transit Commission (TTC) is working closely with the Toronto Police Service to maintain a meaningful and mutually beneficial relationship.

Transit Enforcement Officers focused much of their activities on the TTC's corporate interests and business needs including: customer service, fare enforcement, bylaw enforcement, asset protection and addressing customer and employee safety and security needs.

With the execution of a new Special Constable Agreement between the TTC and the Toronto Police Services Board on May 15, 2014, Transit Enforcement Officers exercise the powers and authorities granted by the Board in a responsible, efficient manner to ensure they provide a duty of care and maintain community expectations of safety and security on the transit system. Transit Enforcement Officers provide a consistent standard of service accountable to both the TTC and the Toronto Police Services Board.

The activities of Transit Enforcement Officers remain consistent with the Ministry of Community Safety and Correctional Services guidelines and enable the TTC to more effectively serve the special interests of the organization, and also the public interest in preservation of order, protecting property, and providing limited law enforcement.

The 2015 TTC Transit Enforcement Unit Annual Report provides the Toronto Transit Commission and the Toronto Police Services Board with information on the TTC's Special Constable Program and more specifically: the structure of the department, effective supervision, current staffing, ongoing training, uniform standards and distinction, the use of the authorities granted by the Toronto Police Services Board, governance, occurrence reporting as well as a summary of public complaints. The report concludes with some highlights of the reporting year.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P107. 2015 ANNUAL REPORT – SPECIAL CONSTABLES: UNIVERSITY OF  
TORONTO**

The Board was in receipt of the following report April 01, 2016 from Mark Saunders, Chief of Police:

Subject: 2015 ANNUAL REPORT: UNIVERSITY OF TORONTO POLICE - SPECIAL  
CONSTABLES

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

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

Background/Purpose:

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

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

Discussion:

As directed by the Board, appended to this report is the 2015 Annual Report from the Scarborough and St. George Campuses of the U of T Police regarding special constables. The reports are consistent with the reporting guidelines established by the Board.

Conclusion:

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

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

**The Board received the foregoing report.**

**Moved by: C. Lee**  
**Seconded by: K. Jeffers**

**Copies of the Executive Summaries for the 2015 U of T - St. George and Scarborough Special Constables Annual Reports are attached. Copies of the complete reports are on file in the Board office.**

## **Executive Summary**

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

## **Highlights of Reporting Year**

### ***Break and Enter***

Offenders continue to target University of Toronto buildings in search of electronic items such as laptops, flat screen monitors, televisions and projectors. Members of the service liaise with members of the Toronto Police major crime unit to investigate these occurrences, leading to a significant decrease from 60 in 2009 to 27 in 2010, which carried into 2011 with a reduction to 9 break and enter occurrences. This remained constant in 2012 but has increased again to 18 in 2013 and down to 12 in 2014. Again in 2015, 12 break and enter occurrences were reported. Continued rollout of security and access control systems throughout the campus augmented by security patrols in major buildings is increasing prevention on campus.

### ***Theft***

Thefts under \$5000 increased significantly from 338 in 2008 to 489 in 2009 but decreased to 330 in 2010, 268 in 2011 and then increased again to 320 in 2012, 275 occurrences reported in 2013 and an increase to 305 in 2014. In 2015, there were 302 reported thefts not including bicycles. Thefts occurred at various campus buildings, while libraries actually saw a dramatic drop in thefts. Electronic equipment, wallets and cash were among the targeted items again in 2015.

The University of Toronto is a target rich environment with an increased number of students carrying laptops and electronic devices such as iPhones and iPods on campus, more specifically to libraries. A new trend has been seen in the libraries and other gathering places where expensive winter coats have been targeted.

Throughout 2015, a targeted prevention program was still in effect in the libraries and is credited with the reduced number of thefts.

### ***Theft of Bicycles***

The rise in theft of bicycles has continued from 58 in 2009, 72 in 2010 and 107 in 2012 but decreased again to 86 in 2013 after some arrests in late 2012. A targeted prevention campaign was conducted in 2014 and a slight decrease is noted with 81 thefts reported. In 2015, bicycle theft dropped again as 75 bicycles were reported stolen.

Overall, crime reports have decreased from 886 in 2009 to 693 in 2010 and to 649 in 2012 and to 564 in 2013 but have risen to 613 in 2014. In 2015, Campus Police received 624 criminal reports.

## **Executive Summary**

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

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

## **Mission Statement**

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

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

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

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

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

- Act as the first responders to all emergencies on campus;
- Conduct initial investigations for all criminal and provincial offences that occur on campus, or off campus but reported to campus police;
- Identify all offences that fall within the mandate of the Toronto Police Service and liaise with Toronto Police Service 43 Division to assist in investigations as required;
- Assess risk levels presented by the visit of various V.I.P.'s, presentations, events and/or protests and when necessary, develop and execute security protocols;
- Provide a uniform presence on campus including mobile patrol, bicycle patrol and foot patrol officers.

- Engage in various Community Policing initiatives focused on developing partnerships and trust with our staff, students and faculty with goal of increasing overall safety.

In the fall of 2014, the Aquatics Centre and Field House Complex opened and in the spring of 2015, the new Tennis Centre opened to both the University community as well as the general public. These two new venues hosted a number of events during the months of July and August for the Toronto 2015 Pan Am and Para Pan American Games. During the Games, the University enjoyed an increased daily population of up to 20,000 per day. Although the Campus Community Police were not directly responsible for the safety and security of the venue, participants or spectators, they partnered with the Security Section for the venues and played a key role in the access and egress of the venues.

In March 2015, University employees from CUPE bargaining unit 3902 (teaching assistants) engaged in a labour disruption at all three University campuses (UTSC, UTM & St. George). During the three week disruption, picket lines were established at all three campus locations with a focus of communicating the Union's message and delay vehicle access and egress. During this time, officers were assigned additional patrol and surveillance responsibilities to ensure proper protocols were followed and the safety of the Union and community members was maintained.

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

The Campus Community Police is comprised of an authorized strength of 15 Special Constables. During 2015, due to separations and various leaves, the staffing levels fell below the authorized and recommended strength. As a result of the separations, recruiting processes were conducted and two new Special Constables were hired and deployed in November 2015 and three additional officers have been identified with an anticipated employment date of summer 2016 provided they successfully satisfy the background screening process.

The Campus Community Police Service also employs six Building Patrol Officers (licenced security guards) who complement the Special Constables in providing safety and security to our community.

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

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

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P108. 2015 ANNUAL REPORT – CORPORATE RISK MANAGEMENT**

The Board was in receipt of the following report March 30, 2016 from Mark Saunders, Chief of Police:

Subject: ANNUAL REPORT: CORPORATE RISK MANAGEMENT - 2015

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

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

Background/Purpose:

The Corporate Risk Management Annual Report fulfils Toronto Police Service's compliance with reporting requirements regarding public complaints, civil litigation, charges under the *Police Services Act*, use of force, Special Investigations Unit (SIU), and suspect apprehension pursuits. It also reports on the achievements of members of the Service as recognized through Service awards. Attached is the Corporate Risk Management Annual Report for 2015.

Corporate Risk Management is responsible for promoting a competent and well disciplined professional police service. It does so by investigating allegations of misconduct pertaining to members of the Service, collecting and analyzing data related to various aspects of a member's duties and recognizing member's achievements with formal awards. To fulfil these functions, in 2015 Corporate Risk Management was comprised of four pillars: Professional Standards, Professional Standards Support, Legal Services, and the Toronto Police College. Each pillar was comprised of a diverse group of sub-units responsible for a variety of functions. The attached annual report includes a short description of each unit and the initiatives undertaken by each of those units over the reporting period.

Discussion:

The Corporate Risk Management Annual Report will show a decrease in public complaints received. Other trends the report details are: a decrease in the notification of civil actions against the Toronto Police Services Board, the Toronto Police Service and its members, an increase in the number of Human Rights applications, a decrease in the number of officers facing *Police Services Act* charges, an increase in the number of Use of Force incidents and Use of Force

reports, an increase in the number of incidents in which the Special Investigations Unit invoked its mandate, and an increase in the number of Suspect Apprehension Pursuits.

Conclusion:

In summary, this report provides the Board with an overview of the statistics gathered between January 1 and December 31, 2015.

A/Deputy Chief Richard Stubbings, Operational Support Command, will be in attendance to answer any questions that the Board may have regarding this report.

**The Board received the foregoing report.**

**Moved by:               K. Jeffers**

**Seconded by:         C. Lee**

**A copy of the Executive Summary to the 2015 Annual Report is attached to this Minute for information. [Click here to access the full report](#)**

# Corporate Risk Management

Corporate Risk Management (CRM) provides effective support to the Toronto Police Service (TPS), ensuring that prescribed TPS standards concerning the administration, promotion, and support of professionalism are advanced with the goal to strengthen public trust. CRM also provides a liaison function to other TPS units and committees such as the Disciplinary Hearings Office, the Business Intelligence & Analytics, the Use of Force Review Committee, the Service Vehicle Collision and Pursuit Reduction Committee, as well as to external agencies such as the Office of the Independent Police Review Director (OIPRD) and the Special Investigations Unit (SIU).

Reporting to the Deputy Chief of Operational Support Command, under the direction of a Staff Superintendent, CRM is comprised of Professional Standards (PRS), Professional Standards Support (PSS), Legal Services (LSV), and the Toronto Police College (TPC).

## EXECUTIVE SUMMARY

The CRM Annual Report provides statistical comparisons and trend analysis on the following topics: early intervention, awards, civil litigation, external applications to the Human Rights Tribunal of Ontario, public complaints, PSA charges, use of force reporting, SIU investigations, and suspect apprehension pursuits.

The data contained in this report is taken from the Professional Standards Information System (PSIS). PSIS was implemented in 2003 to collect salient data to proactively identify and analyze trends surrounding the practices, conduct, ethics, and integrity of TPS members. PSIS utilizes database software designed specifically for the law enforcement industry and contains data pertaining to complaints, civil litigation, human rights applications, use of force reports, suspect apprehension pursuits, Service vehicle collisions, SIU investigations, and additional investigative files. Analysis and Assessment (A&A), within PSS, is responsible for maintaining the data integrity of PSIS and producing statistical and trend analysis reports for TPS units and management. The information is then used for a variety of purposes, including the development of targeted training programs, to ensure compliance with TPS procedures, and to provide information on the performance of members and the TPS as a whole.

### Early Intervention

In 2015, there were 382 alerts triggered in relation to members and 86 Early Intervention (EI) reports generated, compared to 296 alerts triggered and 89 EI reports generated in 2014.

### Awards

In 2015, the Awards section organized six (6) award ceremonies in which 830 awards were presented to members of the TPS, the community, and other police services. In addition, TPS members received 113 awards from external agencies.

### Civil Litigation

In 2015, there were 131 civil actions and potential claims

against the Toronto Police Services Board (TPSB) and TPS members. This was an 8.4% decrease from 2014.

### Human Rights

In 2015, there were 35 Human Rights applications in relation to 33 incidents filed against the TPSB, the Chief of Police, the TPS, or TPS members by members of the public. This is a slight increase from the 32 applications filed in 2014. In 2015, the grounds of race and colour remained the most common categories of alleged discrimination, with 17 applicants alleging discrimination based on race and 16 applicants alleging discrimination based on colour.

### Public Complaints

In 2015, a total of 586 public complaints were received concerning the conduct of uniform members, the policies of, or services provided by, the TPS, a decrease of 1.81% from 2014. A total of 59 complaint files were referred by the OIPRD to the Customer Service Resolution (CSR) program and, of those referrals, 37 were resolved. There were a total of four (4) complaints referred to mediation, of which three (3) were successfully resolved. There were also 21 successful local resolutions in 2015.

In 2015, complainants requested a complaint file be reviewed by the OIPRD in relation to 19 cases, a decrease compared to 31 requests in 2014. The OIPRD have overturned two (2) decisions in the last five years, with the most recent occurring in 2014.

### Police Services Act Charges

In 2015, there was a decrease in the number of new *Police Services Act* (PSA) charges from 69 charges in 2014 to 65 charges; there was also a decrease in the number of officers charged from 36 in 2014 to 33 officers in 2015.

### Use of Force

Officers are required to submit the Ontario Ministry of Community Safety and Correctional Services' Use of Force Form 1 Report (UFR) when they use force in the performance of their duties. In 2015, there was an increase in the number

of incidents during which officers reported force was used from 1041 incidents in 2014 to 1095 incidents. There was also an increase in the number of reports in which a conducted energy weapon (CEW) was used from 239 reports in 2014 to 331 in 2015.

### **Special Investigative Unit Investigations**

In 2015, there was an increase in the total number of incidents where the SIU invoked their mandate, 80 compared to 65 in 2014.

### **Suspect Apprehension Pursuits**

There was an increase in the number of pursuits initiated in 2015, from 121 in 2014 to 132 pursuits in 2015. The Police Vehicle Operations (PVO) section continues to educate TPS members about the risks involved in pursuing vehicles and to offer alternative strategies to engaging in pursuits. Officers and pursuit supervisors continue to call off the majority of pursuits (59.8%) in the interest of public safety.

## **2015 – The Year in Review**

The initiatives undertaken by the Units within CRM cited below support CRM's overall commitment to promoting professional and ethical conduct and reducing risk and liability to the TPS. In 2015, CRM continued to proactively identify strategic issues, goals, and actions to build upon the initiatives undertaken in 2014.

### **Professional Standards**

PRS investigates all forms of complaints (criminal and conduct) alleged against TPS members and is made up of the following sections: Complaints Administration, Conduct Investigations, Criminal Investigations, and the Investigative Support Unit. In 2015, the Complaints Administration section maintained ongoing mentoring, support, and guidance to Unit Complaint Coordinators across the TPS. This section also provided information and training sessions to front-line supervisors on local resolution options. In 2015, members of Professional Standards continued to deliver ongoing training about the public complaint process, the Code of Conduct and related *PSA* matters, and human rights requirements to TPS members attending the following courses at the Toronto Police College: Provincial Statutes, Front-line Supervisor, Advanced Leadership, *PSA*, Organizational Development, Major Case Management, Ethics and Professionalism in Policing, Recruit training, Auxiliary Officer training, and MCIT training.

Further, in 2015, PRS attended training on the OIPRD's CSR and Mediation programs. The CSR program, established in 2012, provides public complainants and respondent officers alike with the opportunity to resolve complaints prior to them being formally screened by the OIPRD. This training is in keeping with TPS's ongoing commitment to reducing the number of complaints and improving customer service. Moving forward, PRS will continue to promote and foster the OIPRD's CSR program and will continue to provide training and guidance to TPS members.

### **Professional Standards Support**

The mandate of PSS is to act as an effective support unit and to contribute to the achievement of the TPS's overall priorities. PSS consists of the following sections: A&A, Awards, Governance, Information Security, Prosecution Services, and the SIU Liaison.

A&A provides trend analysis and statistical information relating to the evaluation of work performance, compliance with TPS procedures, pursuit training and use of force training, and administers the TPS's Early Intervention program. In 2015, A&A delivered presentations at TPC on the Front Line Supervisor course and the Advanced Leadership course on the topic of Early Intervention. Furthermore, in 2015, A&A hosted an Early Intervention seminar which was attended by a number of police services throughout the province. A&A continued to be a member of the Service Vehicle Collision and Pursuit Reduction Committee as well as the Use of Force Review Committee. Moving forward, A&A plans to continue promoting awareness of the TPS's Early Intervention program through continued presentation at TPC, and by meeting with TPS management to discuss ideas or suggestions that will enhance the value of the program for TPS members.

The Awards section is responsible for administering the TPS's awards program. In 2015, the Awards section organized six (6) award ceremonies honouring both members of the TPS and the community. In 2015, the Awards section became more efficient by moving towards a paperless recommendation process. In 2016, the Awards section will publish an updated awards manual on the CRM intranet website that will be accessible to all members of the TPS.

Governance is responsible for the development and management of the Standards of Conduct, TPS Governance Definitions, Procedures, TPS forms, and Routine Orders. In 2015, Governance commenced 510 new projects, concluded a total of 377 previously ongoing projects, and published a total of 303 procedure documents. In addition, Governance assisted with a number of TPS initiatives including the TPS's response to jury recommendations from two coroner's inquests, the TPS body worn camera pilot project, and the Use of Force Review conducted by the Honorable Justice Iacobucci. Moving forward in 2016, Governance will be involved in drafting procedures in relation to psychological wellness and assisting with the TPS Command Electronic Dashboard project.

Information Security ensures the integrity of TPS information assets. In 2015, Information Security completed six (6) Privacy Impact Assessments, and delivered 11 education and awareness sessions to TPS members. The unit completed 316 requests for data searches related to criminal and conduct allegations, operational investigations, and court subpoena/disclosure requests. Members participated in 43 technology-related initiatives. The unit also completed over 2700 security screening and internal background files.

Prosecution Services is responsible for prosecuting Code of

Conduct offences. In 2015, Prosecution Services continued to liaise with PRS and other CRM units regarding trends in conduct issues. Prosecution Services also maintained discussions with PRS regarding standardizing internal reports of investigation with the goal of making them more streamlined and comprehensive.

The SIU Liaison officers work with the SIU to facilitate SIU mandated investigations. In 2015, the SIU Liaison section responded to 80 SIU incidents where the SIU mandate had been invoked. In order to ensure continued professionalism amongst members who become involved in SIU related incidents, the SIU Liaison section conducted 46 presentations on the following courses: Front Line Supervisor, Advanced Leadership, Coach Officer, and recruit classes. They also spoke to Divisional members, the Emergency Task Force, and the Mobile Crisis Intervention Teams. These presentations emphasized members' roles and responsibilities when involved in incidents where the SIU mandate has been, or may be, invoked and, included topics such as proper articulation, scene management, and the use of force.

### **Legal Services**

Legal Services includes the following sections: the Counsel Advisory Group, Court Processing, Civil Litigation, Human Rights, and Legal Research. In 2015, LSV continued to provide legal support to the TPS by identifying and managing legal risk, providing legal advice, managing all civil actions and claims brought against the TPSB, the Chief of Police, and other TPS members. LSV also continued to manage all civil actions and external human rights applications, and represented the Chief of Police in matters before administrative tribunals, appeal bodies, Superior Court, the Court of Justice, and at Coroner's inquests.

### **Toronto Police College**

TPC provides training to both TPS members and members from other agencies and is made up of the following sections: Armament, Community Policing, In-Service Training, Investigative Training, Learning Development and Standards, and Police Vehicle Operations (PVO). In 2015, the TPC continued to provide a number of specialized courses and was involved in various TPS initiatives. Members from the TPC continued to represent the TPS on the Police and Community Engagement Review (PACER) and have developed training that ensured the recommendations were effective and fully realized. By year-end the TPC had trained the majority of officer in Fair and Impartial Policing. This course is designed to give all officers a greater perspective on fair and impartial policing services to the community.

In 2015, the TPC refined and enhanced training specific to officer and community safety which included the delivery of judgement simulators for use in the In-Service Training program. The TPC developed and refined training specific to Elder Abuse Investigations, Investigative Interviewing, and Neighborhood Officers, which were all co-facilitated with academics and subject matter experts. The TPC also continued to utilize the Canadian Police Knowledge Network

(CPKN) offering members a variety of on-line courses and training.

The TPC and the Ontario Police College (OPC) have a longstanding working partnership to promote training excellence in policing. TPC instructors are qualified by OPC to teach courses that are regulated by provincial standards or that require certification. Three TPS sergeants are seconded to the OPC to support recruit training, and also perform liaison duties between the two colleges. The directors of both colleges work closely together, and are both members of the Education, Training and Professional Development Committee of the Ontario Association of Chiefs of Police and its subcommittees. Further, the TPC augments the recruit training provided by the OPC with both a six-week program before TPS recruits attend OPC and a nine-week program upon their return. In 2015, 125 new TPS recruits were trained as police officers.

Moving forward in 2016, TPC has added a third day to the In-Service Training program which further incorporates the training recommendations made by the PACER project. The training includes classroom instruction and scenario based judgement training focusing on the topics of human rights, articulable cause, recognizing and preventing bias, and emphasizes tactical communication, de-escalation, mediation, resolution, and strategic disengagement techniques.

In 2015, the PVO section of TPC produced a training video entitled "Drive to Arrive" which was made available to all TPS members. The video examined two contributing factors to officer injuries and collisions: speed and seatbelt use. Moving forward in 2016, PVO is supplementing the "Drive to Arrive" video with an awareness campaign entitled "365 Drive to Arrive". This campaign includes educational material designed to promote the message of safe driving and includes 52 unique screen savers which are being displayed on TPS computers. These screen savers will change weekly, and display driving facts and safety tips. Further, in 2016, PVO has begun a post-training reinforcement program. Every member who attends a PVO course receives a follow-up message which provides access to a number of driving resources including reference manuals, videos, and easy to follow driving tips in an engaging format which encourages positive driving behavior.

### **Technology in Corporate Risk Management**

CRM uses new and evolving technology extensively as a risk management tool. Technology such as the In-Car Camera System (ICCS) is used for a variety of purposes, including reviewing suspect apprehension pursuits and Service vehicle collisions, and monitoring interactions between officers and members of the public. The Automated Vehicle Locator (AVL) equipment installed in Service vehicles is used to provide data relating to seatbelt use, vehicle speed, vehicle location, and other information related to the use of a Service vehicle. The information provided by these two systems is used in investigations, and for development of training and educational initiatives. CRM is also providing

support for the ongoing Body Worn Camera pilot project by providing statistical data and assisting in the drafting of Service procedure.

### **Judicial Comments**

In 2013, as a result of a TPSB minute (Min. No. P74/13), CRM began tracking and reporting comments from the judiciary regarding officer conduct and testimony. In 2015, six (6) complaints were investigated in relation to judicial comments compared to four (4) in 2014. Of the six (6) complaints misconduct was substantiated in two (2) matters, three (3) matters were found to be unsubstantiated, and one (1) matter is currently under investigation. Of the two (2) substantiated matters, one (1) is currently before the Tribunal and one (1) matter resulted in criminal charges against four (4) officers. Comparatively, in 2014, misconduct was substantiated in two (2) matters.

In 2015, members of CRM continued to educate TPS members on the following topics: note taking, articulation, evidence collection, and professional court testimony. These topics were incorporated into the following courses: Evidence Skills - Notes and Testimony, In-Service Training Program, Advanced Leadership, Coach Officer, and recruit training. Over the coming year CRM will continue to educate members on these important topics in order to ensure our members' continued professionalism.

### **Public Contact**

Community-based policing is a priority for the TPS. The residential population of Toronto is estimated at 2.88 million, however, the daytime population increases to approximately 3.5 million. Service members have extensive contact with members of the community in order to ensure public safety. In 2015, there were just under 1.8 million calls for service, approximately 348,600 provincial offence tickets issued, just under 11,000 *Mental Health Act* apprehensions, and just under 28,000 arrests. In total, TPS officers had approximately under 2.2 million documented contacts with members of the public last year (this figure includes repeat contacts).

It is important to consider the amount of interaction TPS members have with members of the public when evaluating the statistics presented in this report. For example, the total number of public complaints filed represents only a small fraction (less than 0.1%) of documented contacts. Further, when considering the total number of use of force incidents relative to arrests made, force was required in 3.9% of arrests. When comparing the number of SIU investigations to the documented contacts, there was one incident investigated for every 27,315 contacts with members of the public.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P109. 2015 ANNUAL REPORT – ENHANCED EMERGENCY MANAGEMENT**

The Board was in receipt of the following report April 15, 2016 from Mark Saunders, Chief of Police:

Subject: 2015 ANNUAL REPORT - ENHANCED EMERGENCY MANAGEMENT

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 of May 18, 2006, the Board agreed to receive Enhanced Emergency Management Initiative reports on an annual basis (Min. No. P163/06 refers). This report will provide an overview on the progress of the Toronto Police Service and in particular Emergency Management and Public Order (EM&PO) and its components for the period March 1, 2015 to February 29, 2016.

Discussion:

The primary emergency management function of EM&PO is to deliver effective and appropriate incident management capabilities for the Toronto Police Service (TPS). These capabilities include the planning, mitigation, response, and recovery phases of emergency incidents.

The Enhanced Emergency Management Initiative (EEMI) commenced shortly after September 11, 2001, and includes partnerships with the City of Toronto Office of Emergency Management (OEM); Toronto Fire Services (TFS); Toronto Paramedic Services (PS); and a group of external agencies and community stakeholders at the municipal, provincial and federal levels.

The primary focus of this initiative is to concentrate on the following components:

- All-hazards emergency management training, planning, exercising, response and recovery;
- Chemical, biological, radiological, nuclear and explosives (CBRNE) joint team;
- Heavy Urban Search and Rescue (HUSAR) joint team;
- Public health emergencies; and,
- Critical infrastructure protection (CIP).

The following is an overview of some of the major developments in the Enhanced Emergency Management Program in 2015.

### **Emergency Management Planning, Training, Exercising and Response**

The TPS Emergency Preparedness Committee was established in 2008 and has since expanded its membership to be representative of all command pillars. The committee focuses a large part of its efforts on strategic oversight, reviewing, analyzing and supporting the implementation of after-action report recommendations.

The EM&PO Emergency Management section provides 24/7 support to frontline personnel, responding to emergency incidents and working in co-operation with other emergency services to facilitate a unified response. The EM&PO Emergency Management and Special Events Planning sections support incident response and major event planning by working closely with individual police divisions and units.

While not an emergency, the 2015 Pan Am Games saw EM&PO incident management capabilities fully mobilized from June until August. The games provided an excellent opportunity to review, refine, and enhance operations, procedures, and training.

Pan Am 2015 also identified a counter-IED venue search requirement that resulted in the development and implementation of a legacy specialist search capability within the Public Order Unit. Based upon Police Search Team (PST) training provided to unit members by the U.K. National Police Search Centre, EM&PO members incorporated the PST training within established search management practice.

Recent world events have placed increased emphasis on the protection of our communities from acts of terrorism. The prevailing international security context has thus informed a great deal of research, discussion and planning effort within the TPS as it relates to this concern. In 2015, EM&PO, Intelligence Services, and numerous external security partners increased co-operation and information-sharing in an effort to reduce the risk and impact of acts of terrorism.

The following list represents some of the activities undertaken since the last reporting period:

- Five Incident Management Teams (IMT) are available for deployment for either planned events or spontaneous incidents. Teams are comprised of a designated Incident Commander and dedicated general and support staff, all of whom are trained in accordance with Incident Management System principles to assume command and control functions. Since the last reporting period, IMT's have planned and managed many significant events (see MICC Activations below);
- Development of a command and control structure for Pan Am/Parapan Am Games, which was subsequently utilized for the Toronto Blue Jays post-season event deployments and the 2016 NBA All-Star Events;

- In response to Pan Am/Parapan Am requirements, EM&PO introduced several legacy enhancements into the existing event support tool, the Crisis Management Information System (CMIS);
- EM&PO developed and facilitated IMT training throughout the year. This included the following Pan Am/Parapan Am Games-specific training:
  - Command staff workshops;
  - Web-based command post operations training;
  - Command staff CMIS workshops;
  - Operational readiness exercise;
- Development of a Service-wide all-hazards major incident mobilization plan;
- Assisted with the development of the TPS Extreme Event Plan;
- Establishment of working groups at the Service and provincial (OACP) levels, to research the role of unmanned aircraft systems (UAS) in the field of emergency management;
- Continued review of TPS business continuity management (BCM) practices;
- Further development of the ‘Threats to Police Facilities Personnel Response Guideline’, to incorporate the current TPS facility evacuation strategy;
- Co-ordination, development, reviews and revision of all TPS component plans for the Toronto Nuclear Emergency Response Plan (TNERP). Ongoing development of interagency partnerships to ensure improved interoperability between all TNERP stakeholders;
- The implementation of a corporate operational planning process began in April 2013. It was completed in January 2014, however ongoing refinements based upon best practices continues. The standardization of this process features enhanced comprehensiveness, the output of which is based upon the widely-used ‘SMEAC’ Five Point Operation Order. It includes an After-Action Report (AAR) process as well as provisions for greater staffing efficiencies and risk assessment tools. The development of enhancements to the process were commenced in Q4, with completion anticipated in Q3 2016;
- The 8th annual Toronto Emergency Management Symposium was held at the Toronto Police College in November 2015. Over 350 Service members and external emergency management partners attended the event. Planning for the 9th annual Symposium is underway;
- Ongoing monitoring of Toronto-York Region Spadina Subway extension/Enbridge Pipelines de-confliction;
- Ongoing participation in consultations with Crosslinx Transit Solutions, for the Eglinton LRT;

- Major Incident Command Centre (MICC) Activations:
  - Pan Am/Parapan Am Games;
  - Climate Summit of the Americas;
  - International Economic Forum of the Americas;
  - Canada Day festivities;
  - Pride festivities;
  - Scotiabank Caribbean Carnival;
  - Toronto Blue Jays post-season events;
  - Nuit Blanche;
  - Santa Claus Parade;
  - Forcillo trial;
  - New Year's Eve;
  - NBA All Star events.

### ***Operational Continuity***

To ensure that the TPS can continue to deliver core policing services in emergencies, EM&PO maintains responsibility for overseeing the maintenance of Operational Continuity Plans (OCP) for each TPS unit. It is the responsibility of each unit commander to develop the unit specific portion of the OCP and to review and revise it annually. The OCP provides a framework to assist with facility evacuations, maintain operational continuity and facilitate an orderly return to a state of normalcy.

EM&PO maintains the central inventory of all OCP's. To further enhance TPS operational continuity preparedness, random weekly unit checks are conducted by EM&PO personnel. This exercise identifies operational and facility deficiencies while also emphasizing the operational importance of the OCP.

During 2015, 160 OCP phone consultations were conducted with various units across the Service.

### ***Operational Responses***

Throughout 2015, EM&PO was involved in numerous operational responses ranging from hazardous material situations, gas leaks, fires, protests, missing person searches, etc. The Emergency Management (EM) section of EM&PO attended scenes in order to provide on-site incident management support and guidance to frontline supervisors, ensuring the implementation of IMS principles as required.

In addition, EM on-call members conducted approximately 100 telephone consultations with respect to ongoing emergency events, again providing support and guidance to frontline personnel.

## **Emergency Management Training**

The EM&PO Emergency Management Training Section consists of one sergeant and one Constable who are responsible for delivery of all emergency management training to internal members and external partners, including GTA City Managers and Emergency Management Co-ordinators. The EM Training Section also facilitates Federal and Provincial level training for the Service's Senior Officers and Incident Commanders.

In 2015, the EM Training Section continued to work with the Office of the Fire Marshal and Emergency Management (OFMEM), to develop and implement a standardized incident management system (IMS) throughout the province. The EM Training Section was instrumental in the development of the IMS 300 course and has assumed a leadership role in delivering the program to both the public and private sectors. The EM Training Section has also been engaged in the development of the provincial IMS 400 program.

2015 key deliverables included:

- Nine (9) IMS 200 courses delivered to Service members as well as external partners with a total of 348 participants;
- Seven (7) IMS 300 courses delivered to Service members and external partners with a total of 102 participants;
- One (1) IMS 300 course was delivered to members of the City of Peterborough Emergency Management with 13 participants.
- One (1) IMS 300 course was delivered to members of the City of London Emergency Management with 13 participants.
- Total number of participants to receive IMS training was 476.

The focus of the EM training section for 2015 was to support the training requirements for the PanAm Games.

## **Chemical, Biological, Radiological, Nuclear and Explosives (CBRNE)**

The three emergency services components (TPS, TFS and TP) of the Joint CBRNE Team operate from the EM&PO base at 4610 Finch Avenue East. This arrangement allows for greater communication and a consistent level of inter-operability amongst the three agencies. The Toronto Joint Team is one of three Level 3 CBRNE response teams in Ontario, and is capable of mounting a robust, integrated CBRNE response within the City of Toronto. In 2015, section members continued to provide on-call response and advisory services in support of Primary Response Unit (PRU) officers in CBRNE related calls for service.

In June, 2014, pursuant to the CIOR, the EM&PO CBRNE Team assumed operational response to explosives calls between the peak demand hours of 6 AM and 12 AM. Outside of these hours, the ETF will provide initial response, with the CBRNE Team available on an on-call basis. A further expansion of tasks was also commenced as the CBRNE Team also assumed responsibility for operational response at clandestine drug labs (Clan Lab), working with the

Clan Lab team from the Toronto Drug Squad as required by mitigating potential explosive threats and rendering the scene safe for further investigation.

The Team now consists of 13 members: 3 Sergeants and 9 Police Constables, all of whom are fully trained Police Explosive Technicians and Advanced CBRNE technicians. The Team is divided into 3 components, with 1 Sergeant and 4 Police Constables per operational team, and 1 Sergeant and Police Constable in a training and support role.

The TPS CBRNE composite team components also include specialists from Forensic Identification Services, the Emergency Task Force, and the Marine Unit. In addition, a trained cadre of generalist officers drawn from Community Safety Command and the Transit Patrol Unit supports these specialists.

Throughout 2015, members of the CBRNE section developed and delivered multiple training presentations to TPS members and external emergency response partners. These included:

- Hazardous Material Operations Course with TFS;
- CBRNE Awareness– POU Commanders Course;
- CBRNE awareness for Public Order Units;
- CBRNE Generalist Responder Courses;
- Toronto Billy Bishop Airport- Joint CBRNE Response.

CBRNE response protocol briefing sessions were presented to a number of audiences throughout the year, including:

- Frontline officers;
- CBRNE Awareness for Frontline Supervisors;
- POU Basic training course participants;
- Recruit training course for TPS Communications Services;
- Public and private partner members of the Toronto Operational Response Information System (TORIS) initiative.

In 2015, the CBRNE Team continued to refine its mandate, refining work relationships with the ETF and the Toronto Drug Squad.

### **Heavy Urban Search and Rescue (HUSAR) – Joint Team**

The Heavy Urban Search and Rescue Team – Canada Task Force 3 (CANTF3) is a Toronto Fire Services led initiative that is comprised of representatives from all emergency services. It is one of only four ‘Heavy’ capability teams in Canada. The HUSAR team is trained to respond to, search for, and rescue victims from collapsed structures.

Team members assisted in the design and control of two provincial exercises. These exercises were held February 2015 and March 2016. Members also participated in a one-day local exercise. Three members from EM&PO completed instructor training and assisted the team with HUSAR Basic and mandatory core training throughout 2015.

### **Critical Infrastructure Protection (CIP)**

EM&PO and Intelligence Services work in conjunction to identify, document and analyse critical infrastructure sites across the city. Once identified, the appropriate action can be taken to ensure that risks to these sites are minimized through education, information sharing, resiliency measures and, if appropriate, target-hardening activities. The goal is to help ensure that critical services are maintained or restored as quickly as possible in the event of an emergency or disaster. In response to major international events, EM&PO CIP increased monitoring of critical infrastructure (CI) and potential terrorist targets (PTT) throughout 2015.

In furtherance of leveraging police-private partnerships, EM&PO assumed from the Divisional Policing Support Unit, carriage of the Toronto Association of Police and Private Security (TAPPS) program in 2015. TAPPS is a police and private security partnership that shares real time information using web-based technology and provides a professional forum to foster cooperation between members to address crime, industry training needs, and emergency preparedness.

In conjunction with this imperative, EM&PO and Communications Services have continued enhancements to the Toronto Operational Response Information System (TORIS). TORIS is a web-based application that stores detailed site information for the purpose of enabling time-critical decision making by frontline officers and dispatch personnel during the response to emergencies or large-scale events. TORIS also promotes interoperability, joint training, and information exchange between the TPS and its public and private sector partners.

Through these partnerships, as well as those developed with Intelligence and the RCMP Ontario Integrated National Security Enforcement Team ('O' INSET), the CIP section has become the conduit for the dissemination of appropriate, timely CI-related intelligence material both internally, and to our external partners.

### **Emergency Management Symposium**

The 8th annual Toronto Emergency Management Symposium was held at the Toronto Police College in November 2015. Over 350 Service members and external emergency management partners attended the event. Planning for the 9th annual Symposium has commenced.

### **External Partnerships**

The TPS maintains executive standing on external emergency preparedness entities at the local, provincial and national levels. These entities include:

- The Joint Operations Steering Committee (JOSC), which is comprised of Deputy Chief level representation from the TPS, TFS, Paramedics, and the Director of the

Toronto Office of Emergency Management. This group meets to facilitate and harmonize emergency operations which include: CBRNE, HUSAR, Pandemic Planning, Provincial Nuclear Emergency Response Plan, and the Provincial Liquid Emergency Response Plan, and, all joint emergency management services operational teams;

- The Provincial Incident Management System (IMS) Committee-Police Sector Working Group;
- The City of Toronto Emergency Management Program Committee (TEMPC) which consists of executive level members of all city boards, agencies and commissions to enhance city-wide emergency preparedness, while also being able to provide strategic level emergency management response;
- The Ontario Association of Chiefs of Police Emergency Preparedness Committee which supports an integrated Ontario police service approach to preparing for large scale events;
- The Canadian Association of Chiefs of Police Emergency Management Committee, which promotes an integrated national framework for emergency management;
- The Canadian Association of Chiefs of Police Counter Terrorism Committee, whose mandate is to harmonize the work of Canadian law enforcement agencies in identifying, preventing, deterring, and responding to terrorism and other national security threats;
- The Ontario Public Order Advisory Committee (OPOAC), which is a provincial committee comprised of representatives from the 11 Public Order Units across the province. The OPOAC serves in an advisory role regarding public order and search management practices, training, and equipment; and,
- The Toronto Association of Police and Private Security (TAPPS). The extensive network of private security entities within Toronto will be leveraged to facilitate information exchange and messaging during emergency incidents.

### Conclusion:

The Toronto Police Service recognizes the value of effective emergency management practices and partnerships in order to ensure the resiliency of the Service, which in turn safeguards the capability to protect our communities. The TPS continues to strive to develop new and innovative methods that engage and mobilize the resources necessary to appropriately plan, mitigate, respond and recover from emergency incidents.

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

**The Board received the foregoing report.**

**Moved by: J. Tory**  
**Seconded by: M. Moliner**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P110. ANNUAL REPORT – GRANT APPLICATIONS AND CONTRACTS:  
APRIL 2015 TO MARCH 2016**

The Board was in receipt of the following report April 29, 2016 from Mark Saunders, Chief of Police:

Subject: ANNUAL REPORT: APRIL 1, 2015 TO MARCH 31, 2016 - GRANT APPLICATIONS AND CONTRACTS

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

Grant funding fully or partially subsidizes the program for which the grant is intended. Grants with confirmed annual funding at the time of budget development are included in the Service's operating and capital budgets. Grants that are awarded in-year, result in a budget adjustment to both expenditure and revenue accounts, with a net zero impact on budgets. Any program costs not covered by grants are accounted for in the Toronto Police Service's (Service) capital and operating budgets.

Background/Purpose:

At its meeting of February 28, 2002, the Board granted standing authority to the Chair of the Toronto Police Services Board (Board) to sign all grant and funding applications and contracts on behalf of the Board (Min. No. P66/02 refers).

At its meeting of November 24, 2011, the Board approved that the Chief report annually on grant applications and contracts (Min. No. P295/11 refers). This annual report covers the period of April 1, 2015 to March 31, 2016.

Discussion:

During the current reporting period, April 1, 2015 to March 31, 2016, the Chair signed one (1) grant application (all other applications did not require signature), four (4) grant contracts and one (1) contract amendment. Appendix A provides the details of grant applications submitted by the Service. Appendix B provides the details of new grants awarded and/or contracts and contract amendments signed by the Chair.

*Active Grants:*

As of March 31, 2016, the Service had a total of thirteen (13) active grants, as outlined below:

- Community Policing Partnership Program (up to \$7.5M annually for two years ending March 31, 2016)
- Safer Communities – 1,000 Officers Partnership Program (up to \$8.8M annually for two years ending March 31, 2016)
- Youth In Policing Initiative and Youth In Policing - After School Program (\$920,400 for year ending March 31, 2016, awarded annually)
- Provincial Strategy to Protect Children from Sexual Abuse and Exploitation on the Internet (\$637,282 annually for two years ending March 31, 2017)
- Reduce Impaired Driving Everywhere (RIDE) (for two years with \$186,254 for year ending March 31, 2016 and \$186,186 for year ending March 31, 2017)
- Civil Remedies Grant – Computer Cyber Crime (C3) Team – Subject Matter Expert Training (\$66,476 – one-time funding)
- Civil Remedies Grant – Human Trafficking Search & Location Tool (\$5,650 – one-time funding)
- Civil Remedies Grant – Organized Enforcement Unit – Major Project Section Training (\$5,310 – one-time funding)
- Civil Remedies Grant – Asset Forfeiture Unit – Subject Matter Expert Training (\$14,800 – one-time funding)
- Civil Remedies Grant – Training for Gun and Gang Task Force (\$11,074 – one-time funding)
- Proceeds of Crime Front-line Policing Grant – Street Outreach Pilot Program (\$99,000 – one-time funding)
- Provincial Electronic Surveillance Equipment Deployment Program (PESEDP) (\$100,000 – one-time funding)
- Computer-based Informant Management System (CIMS) (\$700,000 – one-time funding)

Conclusion:

This report provides the Board with information on the activity that occurred with respect to grants during the period of April 1, 2015 to March 31, 2016, as well as the active grants in place as at the same date.

**The Board received the foregoing report.**

**Moved by: M. Moliner**  
**Seconded by: C. Lee**

## Appendix A

### Grant Applications

April 1, 2015 to March 31, 2016

Name and Description of Grant	Amount of Funding Requested	Grant Term	Comments
<p><b>Reduce Impaired Driving Everywhere (R.I.D.E.) Grant</b></p> <ul style="list-style-type: none"> <li>A program to reduce impaired driving.</li> </ul>	<p>\$392,450</p>	<p>April 1, 2015 to March 31, 2017</p>	<p>The Chair signed the Application and was submitted to Ministry of Community Safety and Correctional Services in May, 2015. Funding approved - see Appendix B.</p>
<p><b>Youth In Policing Initiative and Youth In Policing - After School Program</b></p> <ul style="list-style-type: none"> <li>A program to provide summer and after school employment opportunities for youth who are reflective of the cultural diversity of the community.</li> </ul>	<p>\$939,600</p>	<p>April 1, 2016 to March 31, 2017</p>	<p>Application submitted to Ministry of Children and Youth Services in March, 2016. Awaiting approval.</p>
<p><b>Proceeds of Crime Front-line Policing Grant “Building a Safer Ontario through Stronger Communities and Well-Being Planning” – Street Outreach Pilot Program</b></p> <ul style="list-style-type: none"> <li>A project to work in collaboration with community partners to provide immediate triage and referral assistance to members of the community experiencing substance addiction, poverty, homelessness and/or mental health issues.</li> </ul>	<p>\$100,000</p>	<p>April 1, 2015 to March 31, 2016</p>	<p>Application submitted to Ministry of Community Safety and Correctional Services in April, 2015. Funding approved – see Appendix B.</p>

## Appendix A

### Grant Applications

April 1, 2015 to March 31, 2016

Name and Description of Grant	Amount of Funding Requested	Grant Term	Comments
<p><b>Proceeds of Crime Front-line Policing Grant “Building a Safer Ontario through Stronger Communities and Well-Being Planning” – Community Engagement and Trust Strategy (CETS)</b></p> <ul style="list-style-type: none"> <li>A project to work in collaboration with the Toronto Community Housing Corporation, Crimestoppers and the City of Toronto to proactively engage residents in community building and planning activities with the goal to increase trust amongst the community.</li> </ul>	\$100,000	n/a	Application submitted to Ministry of Community Safety and Correctional Services in April, 2015. Application was not successful.
<p><b>Civil Remedies Grant Program - Computer Cyber Crime (C3) Team – Subject Matter Expert Training</b></p> <ul style="list-style-type: none"> <li>A program to assist victims and prevent unlawful activity that results in victimization, through the provision of funding for advanced training in cybercrime.</li> </ul>	\$72,866	November 23, 2015 to March 31, 2016	Application submitted to Ministry of the Attorney General in May, 2015. Funding approved – See Appendix B.
<p><b>Civil Remedies Grant Program - Human Trafficking Search &amp; Location Tool</b></p> <ul style="list-style-type: none"> <li>A program to assist victims and prevent unlawful activity that results in victimization, through</li> </ul>	\$6,000	November 23, 2015 to March 31, 2016	Application submitted to Ministry of the Attorney General in May, 2015. Funding approved – See Appendix B.

## Appendix A

### Grant Applications

April 1, 2015 to March 31, 2016

Name and Description of Grant	Amount of Funding Requested	Grant Term	Comments
<p>the provision of funding to purchase a Memex search tool that can reduce the time in search for human trafficking/child exploitation victims on the internet.</p>			
<p><b>Civil Remedies Grant Program - Organized Enforcement Unit – Major Project Section Training</b></p> <ul style="list-style-type: none"> <li>• A program to assist victims and prevent unlawful activity that results in victimization, through the provision of funding for training to develop innovative investigative techniques, provide awareness of gang trends and further expertise and understanding of gang culture.</li> </ul>	<p>\$9,400</p>	<p>November 23, 2015 to March 31, 2016</p>	<p>Application submitted to Ministry of the Attorney General in May, 2015. Funding approved – See Appendix B.</p>
<p><b>Civil Remedies Grant Program – Asset Forfeiture Unit – Subject Matter Expert Training</b></p> <ul style="list-style-type: none"> <li>• A program to assist victims and prevent unlawful activity that results in victimization, through the provision of funding for training that will enhance the ability to combat organized crime through successful asset forfeiture investigations and prosecution.</li> </ul>	<p>\$14,800</p>	<p>November 23, 2015 to March 31, 2016</p>	<p>Application submitted to Ministry of the Attorney General in May, 2015. Funding approved – See Appendix B.</p>

## Appendix A

### Grant Applications

April 1, 2015 to March 31, 2016

Name and Description of Grant	Amount of Funding Requested	Grant Term	Comments
<p><b>Civil Remedies Grant Program - Training for Gun and Gang Task Force</b></p> <ul style="list-style-type: none"> <li>A program to assist victims and prevent unlawful activity that results in victimization, through the provision of funding for training that focuses on sharpening skills in regard to gang-related investigations as it relates to graffiti recognition, homicide, intelligence gathering, narcotics trade and robbery.</li> </ul>	<p>\$11,100</p>	<p>November 23, 2015 to March 31, 2016</p>	<p>Application submitted to Ministry of the Attorney General in May, 2015. Funding approved – See Appendix B.</p>
<p><b>Civil Remedies Grant Program - Training for Biker Enforcement Unit</b></p> <ul style="list-style-type: none"> <li>A program to assist victims and prevent unlawful activity that results in victimization, through the provision of funding for training to maintain expert qualification and establish expert status for police officers.</li> </ul>	<p>\$5,700</p>	<p>n/a</p>	<p>Application submitted to Ministry of the Attorney General in May, 2015. Funding approved; however, the grant funds were not accepted as the training date was passed when approval notification was received and replacement training was not available.</p>
<p><b>Civil Remedies Grant Program - Forensic Accounting Service</b></p> <ul style="list-style-type: none"> <li>A program to assist victims and prevent unlawful activity that results in victimization, through the provision of funding for forensic accounting services intended to increase successful</li> </ul>	<p>\$40,000</p>	<p>n/a</p>	<p>Application submitted to Ministry of the Attorney General in May, 2015. Application was not successful.</p>

## Appendix A

### Grant Applications April 1, 2015 to March 31, 2016

Name and Description of Grant	Amount of Funding Requested	Grant Term	Comments
asset forfeiture investigations, seizures and prosecutions.			
<p><b>Civil Remedies Grant Program - Organized Crime Firearm Enforcement Training Opportunities</b></p> <ul style="list-style-type: none"> <li>A program to assist victims and prevent unlawful activity that results in victimization, through the provision of funding for training to enhance knowledge in firearm smuggling, firearm-related investigations and to be in a better position to provide expert opinions during prosecutions.</li> </ul>	\$7,300	n/a	Application submitted to Ministry of the Attorney General in May, 2015. Application was not successful.
<p><b>Civil Remedies Grant Program - Cadaver Detection Training</b></p> <ul style="list-style-type: none"> <li>A program to assist victims and prevent unlawful activity that results in victimization, through the provision of funding for up-to-date and specialized cadaver detection training for canines and handlers.</li> </ul>	\$8,000	n/a	Application submitted to Ministry of the Attorney General in May, 2015. Application was not successful.
<p><b>Civil Remedies Grant Program – Explosive Detection Training</b></p> <ul style="list-style-type: none"> <li>A program to assist victims and prevent unlawful activity that results in victimization, through</li> </ul>	\$7,500	n/a	Application submitted to Ministry of the Attorney General in May, 2015. Application was not successful.

## Appendix A

### Grant Applications

April 1, 2015 to March 31, 2016

Name and Description of Grant	Amount of Funding Requested	Grant Term	Comments
the provision of funding for up-to-date and specialized explosive detection training for canines and handlers.			
<b>Civil Remedies Grant Program – Specialized Training for Firearm Analysis Investigative Unit Experts</b> <ul style="list-style-type: none"><li>• A program to assist victims and prevent unlawful activity that results in victimization, through the provision of funding for training to enable experts of the Firearm Investigative Analysis Unit to maintain a basic level of expertise and to bolster the knowledge base of firearms and credibility in court.</li></ul>	\$15,600	n/a	Application submitted to Ministry of the Attorney General in May, 2015. Application was not successful.
<b>Canada-Ontario Agreement Funding on French-Language Services</b> <ul style="list-style-type: none"><li>• A project to strengthen the partnerships with social agencies who work with Francophone families affected by domestic violence and to hold a multi-media campaign to raise awareness of domestic violence in the Francophone community.</li></ul>	\$18,500	n/a	Application submitted to Ministry of Community and Social Services in January, 2016. Awaiting approval.

## Appendix B

### New Grants Awarded (Contracts May or May not Be Signed) April 1, 2015 to March 31, 2016

Name and Description of Grant	Amount of Funding Approved	Grant Term	Comments
<p><b>Youth In Policing Initiative and the Youth In Policing Initiative After School Program Amendment to Service Contract</b></p> <ul style="list-style-type: none"> <li>A program to provide summer and after school employment opportunities for youth who are reflective of the cultural diversity of the community. Contract amended to provide funding for the program that covered fiscal year ending March 31, 2016.</li> </ul>	<p>\$920,400</p>	<p>April 1, 2015 to March 31, 2016</p>	<p>Chair's signature is not required on the amendment to service contract.</p>
<p><b>Reduce Impaired Driving Everywhere (R.I.D.E.) Grant</b></p> <ul style="list-style-type: none"> <li>A program to reduce impaired driving</li> </ul>	<p>\$372,440 for two years</p>	<p>April 1, 2015 to March 31, 2017</p>	<p>The Chair signed the contract in July, 2015.</p>
<p><b>Provincial Strategy to Protect Children from Sexual Abuse and Exploitation on the Internet</b></p> <ul style="list-style-type: none"> <li>Funding to coordinate the increased identification of victims, to provide support services to victims of child internet sexual abuse and exploitation and to assist in preventing the cycle of recurring victimization.</li> </ul>	<p>\$637,282</p>	<p>April 1, 2015 to March 31, 2017</p>	<p>The Chair signed the contract in September, 2015.</p>

## Appendix B

### New Grants Awarded (Contracts May or May not Be Signed) April 1, 2015 to March 31, 2016

Name and Description of Grant	Amount of Funding Approved	Grant Term	Comments
<p><b>Proceeds of Crime Front-line Policing Grant “Building a Safer Ontario through Stronger Communities and Well-Being Planning” – Street Outreach Pilot Program</b></p> <ul style="list-style-type: none"><li>• A project to work in collaboration with community partners to provide immediate triage and referral assistance to members of the community experiencing substance addiction, poverty, homelessness and/or mental health issues.</li></ul>	\$99,000	April 1, 2015 to March 31, 2016	The Chair signed the contract in November, 2015.
<p><b>Provincial Electronic Surveillance Equipment Deployment Program (PESEDP)</b></p> <ul style="list-style-type: none"><li>• Funding to offset costs associated with the participation in the PESEDP, including the purchase of equipment to be used in the investigation of organized and serious crime.</li></ul>	\$100,000	February 17, 2016 to June 30, 2016	The Chair signed the contract in February, 2016.

## Appendix B

### New Grants Awarded (Contracts May or May not Be Signed) April 1, 2015 to March 31, 2016

Name and Description of Grant	Amount of Funding Approved	Grant Term	Comments
<p><b>Civil Remedies Grant Program - Computer Cyber Crime (C3) Team – Subject Matter Expert Training</b></p> <ul style="list-style-type: none"><li>• A program to assist victims and prevent unlawful activity that results in victimization, through the provision of funding for advanced training in cybercrime.</li></ul>	\$66,476	November 23, 2015 to March 31, 2016	Contract is under review and is not yet signed.

## Appendix B

### New Grants Awarded (Contracts May or May not Be Signed) April 1, 2015 to March 31, 2016

Name and Description of Grant	Amount of Funding Approved	Grant Term	Comments
<b>Civil Remedies Grant Program - Human Trafficking Search &amp; Location Tool</b> <ul style="list-style-type: none"><li>A program to assist victims and prevent unlawful activity that results in victimization, through the provision of funding to purchase a Memex search tool that can reduce the time in search for human trafficking/child exploitation victims in the internet.</li></ul>	\$5,650	November 23, 2015 to March 31, 2016	Contract is under review and is not yet signed.
<b>Civil Remedies Grant Program - Organized Enforcement Unit – Major Project Section Training</b> <ul style="list-style-type: none"><li>A program to assist victims and prevent unlawful activity that results in victimization, through the provision of funding for training to develop innovative investigative techniques, provide awareness of gang trends and further expertise and understanding of gang culture.</li></ul>	\$5,310	November 23, 2015 to March 31, 2016	Contract is under review and is not yet signed.

## Appendix B

### New Grants Awarded (Contracts May or May not Be Signed) April 1, 2015 to March 31, 2016

Name and Description of Grant	Amount of Funding Approved	Grant Term	Comments
<b>Civil Remedies Grant Program - Asset Forfeiture Unit – Subject Matter Expert Training</b> <ul style="list-style-type: none"><li>A program to assist victims and prevent unlawful activity that results in victimization, through the provision of funding for training that will enhance the ability to combat organized crime through successful asset forfeiture investigations and prosecution.</li></ul>	\$14,800	November 23, 2015 to March 31, 2016	Contract is under review and is not yet signed.
<b>Civil Remedies Grant Program - Training for Gun and Gang Task Force</b> <ul style="list-style-type: none"><li>A program to assist victims and prevent unlawful activity that results in victimization, through the provision of funding for training that focuses on sharpening skills in regard to gang-related investigations as it relates to Graffiti recognition, homicide, intelligence gathering, narcotics trade and robbery.</li></ul>	\$11,074	November 23, 2015 to March 31, 2016	Contract is under review and is not yet signed.

## Appendix B

### New Grants Awarded (Contracts May or May not Be Signed) April 1, 2015 to March 31, 2016

Name and Description of Grant	Amount of Funding Approved	Grant Term	Comments
<p><b>Toronto Anti-Violence Intervention Strategy Amendment to Contract</b></p> <ul style="list-style-type: none"><li>Funding for a Service-wide intelligence initiative to reduce violence, increase community safety and improve the quality of life for members of the community. Contract amended to provide funding for the program that covered period from July 1, 2015 to December 31, 2015.</li></ul>	\$2,633,656	July 1, 2015 to December 31, 2015	The Chair signed the contract amendment in February, 2016.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P111. INQUEST INTO THE DEATH OF IAN GLENDON PRYCE – VERDICT  
AND RECOMMENDATIONS OF THE JURY**

The Board was in receipt of a report dated May 04, 2016 from Glenn K.L. Chu, Solicitor, City of Toronto – Legal Services Division, with respect to the verdict and recommendations from the jury at the inquest into the death of Ian Glendon Pryce. A copy of Mr. Chu's report is appended to this Minute for information.

Mr. Peter Rosenthal was in attendance and delivered a deputation to the Board with respect to this report.

**The Board approved the following Motions:**

- 1. THAT the Board approve Mr. Chu's report; and**
- 2. THAT, when preparing his report in response to the jury recommendations directed to the TPS, the Chief take into consideration the comments made by Mr. Rosenthal during his deputation.**

**Moved by: J. Tory**  
**Seconded by: C. Lee**



Anna Kinastowski, B.A., LL.B.\*  
City Solicitor  
Legal Services  
Metro Hall, 26th Floor, Stn. 1260  
55 John Street  
Toronto, ON M5V 3C6  
Tel. 416-392-8047  
Fax 416-397-1765

*\* Certified by the Law Society as a Specialist in  
Municipal Law: Local Government / Land  
Use Planning & Development*

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Reply To: Glenn K.L. Chu  
Tel: 416-397-5407  
Fax: 416-397-5624  
E-Mail: gchu2@toronto.ca

File No: GKLC.8700-A60-8968.16

May 4, 2016

**To:** Chair and Members  
Toronto Police Services Board

**From:** Glenn K.L. Chu, Solicitor  
City Legal Division

**Reference:** Inquest into the Death of Ian Glendon Pryce  
Verdict and Recommendations of the Jury

**Recommendation:**

We recommend that the Board receive the recommendations of the jury and request a report from the Chief of Police in relation to the feasibility, usefulness and implementation of those directed at the Toronto Police Service.

**Background/Purpose:**

This report summarizes the outcome of the inquest into the death of Ian Glendon Pryce, who was shot by members of Toronto's Emergency Task Force ("ETF"). The facts giving rise to the inquest are summarized in our initial report dated February 5, 2016 and considered by the Board at its meeting on February 24, 2016 (Minute No. C42 refers).

The inquest was held from April 4 - 21, 2016. The inquest was presided over by Dr. John Carlisle, Coroner. The Chief of Police, the Board, two involved Toronto police officers (each with separate counsel), several witness officers (with one counsel), the mother and the sister of Mr. Pryce (each with separate representatives) were all granted standing.

The jury heard from twenty-three witnesses, including the two officers who discharged their firearm, eight other police officers (both Primary Response Unit and ETF officers) who were present at the scene at various times, seven civilian witnesses, including Mr. Pryce's sister, and a Toronto Paramedic Services tactical paramedic. The jury also heard from one expert forensic witness, a use of force trainer from the Ontario Police College, an ETF trainer, the manager of communications services for the Toronto Police Service, and a representative from the Chief Firearms Office.

In addition, regular reports were provided to the Chair of the Board during the course of the Inquest regarding the evidence presented relating to the circumstances of the death, police practices, and training, among other things. Instructions were also sought regarding proposed recommendations.

**Executive Summary:**

The jury delivered a verdict of death from a gunshot wound to the back by means of homicide, which is not a finding of legal culpability and was expected. Although two bullets struck Mr. Pryce, the forensic pathologist determined that it was the gunshot to the back that was fatal.

The jury made twelve recommendations. Ten of the recommendations were drawn, either directly from or with amendments to, a list of recommendations put to the jury by the parties. The jury also made two recommendations on its own.

**The Verdict:**

A copy of the jury's verdict, delivered on April 21, 2016, is attached for your review. We have summarized it below.

**A. The Five Statutory Questions**

The Jury answered the five statutory questions as follows:

<b>Name of Deceased:</b>	Ian Glendon Pryce
<b>Date and Time of Death:</b>	November 13, 2013 at 1:57 p.m.
<b>Place of Death:</b>	437 Sherbourne St., Toronto
<b>Cause of Death:</b>	Gunshot wound to the Back
<b>By What Means:</b>	Homicide (this is not a finding of legal culpability but rather a characterization of the death as being caused by another person that was not an accident)

**B. The Jury Recommendations**

In addition to determining the five statutory questions, the jury was authorized to make recommendations directed at preventing death in similar circumstances or respecting any other matter arising out of the inquest.

The various parties proposed different recommendations for the jury's consideration. The most comprehensive list of recommendations was presented by the Board (eight recommendations), with varying support from the other parties. Furthermore, both Mr. Pryce's mother and his sister had their own list of recommendations, some of which were supported by the other parties, including the Board. The Chief of Police also made one recommendation that was supported by the Board.

The jury ultimately made twelve recommendations. Ten were drawn from the proposed recommendations and two were its own recommendations. The recommendations are:

**To the Toronto Police Service:**

1. We recommend an amendment to the TPS 10-05 Incidents Requiring the Emergency Task Force, under Supervisory Officer #9 fourth bullet and Emergency Task Force #12 seventh bullet to read as follows: Assess and consider the safety of civilians and officers throughout the incident; including identifying the location of civilians on or near the scene of a high risk incident, and securing their safety as soon as possible.
2. The training of police officers should include the following: In situations in which a person contained by police officers is refusing to surrender but provides the name of a third party, the officers should immediately initiate an investigation, to determine if the third party can provide information and/or assistance that might help to resolve the situation.
3. The training of police officers with respect to negotiations should include the following: In situations in which police officers recognize that there is a realistic possibility that they might employ lethal force against a person undergoing a mental health crisis who is contained by the officers, the officers should immediately seek assistance of a mental health professional.
4. Provide formal training in basic negotiations for all new and current police officers.
5. Upon joining the ETF individuals that demonstrate further interest and/or aptitude in negotiations should be provided with continuous advanced negotiator training such that each ETF team could have access to such a trained negotiator.
6. Amend the Communications High Risk Incident Procedure to require a dispatcher to verbally notify officers on scene of important information and verify acknowledgement.
7. Call taker training should be enhanced to ensure that no suggestion be made to a caller that risks personal safety and to review the flow of information from call taker to dispatcher.

**To Toronto Police Service and Ministry of Community Safety and Correctional Services:**

8. A study should be undertaken to determine if improvements can reasonably be made in the technology available to enable negotiations to be heard by all officers involved in the incident and be recorded for use in future negotiation training. The study should include consideration of portable devices to allow remote communications at greater distances.
9. To study emerging less-lethal technology and consider making these tools available to the Emergency Task Force.

**To Minister of Justice Canada:**

10. It is not currently an offence to possess a replica firearm, even though possession of one in certain circumstances may lead members of the public or law enforcement officials to react as if the replica firearm were capable of firing a projectile that is capable of causing serious bodily injury or death. Consideration should be given to regulating the acquisition/possession of replica firearms to reduce the risk of harm to the person possessing the replica firearm, members of the public and law enforcement officials.

**To the Minister of Justice (Canada) and the Minister of Community Safety and Correctional Services (Ontario):**

11. There are firearms which are currently unregulated because they fire a projectile at a velocity of less than 500 feet per second. Possession or use of such firearms in certain circumstances may lead members of the public and law enforcement officials to react as if the firearm is one that is regulated. Consideration should be given to regulating the import/manufacturing/sale/possession and/or use of firearms that discharge a projectile at a velocity of less than 500 feet per second, to reduce the risk of harm to the person who has the firearm, members of the public and law enforcement officials.

**To the appropriate Ministers with the Governments of Canada and Ontario:**

12. Require manufacturers to include a warning label on packaging of replica firearms and firearms which are currently unregulated to inform consumers that these products will be treated as real firearms by law enforcement.

Recommendations 1 – 3 and 5 – 7 incorporated, specified, or amended recommendations proposed by the Board, the Chief of Police and Mr. Pryce's mother. Recommendations 8 - 11 were proposed to the jury by the Board and accepted as proposed. The jury did not adopt any of the recommendations proposed by Mr. Pryce's sister.

The jury's recommendations address issues of concern that arose during the course of the inquest, such as evidence that:

- (a) there is a gap in Canadian legislation in that a pellet gun, such as the one that Mr. Pryce was carrying, falls within the definition of a "firearm" under the *Criminal Code*, but is not the type of firearm for which any kind of licensing or regulation is required;
- (b) there was no way for police to tell that the item that Mr. Pryce was carrying was not a regulated firearm;
- (c) there was confusion as to whether there were any residents in 437 Sherbourne St., the address where the incident took place, and, if so, whether any of the residents should or could be evacuated, even though one of the residents had made several 911 calls to police;
- (d) the ETF negotiator who ultimately negotiated with Mr. Pryce had not yet taken the Negotiations course offered by the Canadian Police College on the date in question;
- (e) Mr. Pryce had provided the name of a third party during the course of the negotiations, but it was unclear whether any efforts were made to determine who this third party was or what her connection to Mr. Pryce was; and
- (f) although ETF have access to a psychiatrist, if needed, the negotiations had not yet reached a stage where ETF felt that the assistance of a mental health professional was needed.

Prior to the end of the inquest, the Chief of Police had already taken steps to amend Toronto Police Service Procedure 10-05 (Incidents Requiring the Emergency Task Force) to address some of the concerns identified during the inquest with respect to the evacuation of 437 Sherbourne St. However, it appears as if the jury wanted further amendments (hence, recommendations 1, 6, and 7).

With respect to recommendations 2 and 3, the recommendations proposed by the Board and adopted by the Chief of Police and the police officers with standing suggested a more flexible approach to investigating third parties and reaching out to mental health professionals to allow officers the ability to assess the situation instead of mandating a specific action at a specific time. The jury appears to have wanted stronger language and it has recommended that such actions be taken immediately under certain circumstances. It is not clear whether such recommendations are feasible from an operational perspective.

Recommendations 4 and 12 originate with the jury. We believe that recommendation 4 arises from the evidence the jury heard about the initial negotiations with Mr. Pryce, which were conducted by two 51 Division officers prior to the arrival of the ETF. Recommendation 12 flows from the evidence that was led that police cannot determine whether an item such as the one that Mr. Pryce was carrying is a regulated firearm or not without actually handling it, and therefore must assume that it is.

**Conclusion:**

We recommend that the Board receive the recommendations of the jury and request a report from the Chief of Police in relation to the feasibility, usefulness and implementation of those directed at the Toronto Police Service.



Glenn K.L. Chu  
Solicitor, City Legal Division



Office of the  
Chief Coroner  
Bureau du  
coroner en chef

**Verdict of Coroner's Jury**  
**Verdict du jury du coroner**

The Coroners Act – Province of Ontario  
Loi sur les coroners – Province de l'Ontario

We the undersigned / Nous soussignés,

\_\_\_\_\_ of / de \_\_\_\_\_  
 \_\_\_\_\_ of / de \_\_\_\_\_

the jury serving on the inquest into the death(s) of / membres dûment assermentés du jury à l'enquête sur le décès de :

Surname / Nom de famille Pryce	Given Names / Prénoms Ian Glendon
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aged 31 held at Toronto, Ontario  
à l'âge de tenue à

from the April 4th to the April 21st 20 16  
Du au

By Dr. / John Carlisle Coroner for Ontario  
Par coroner pour l'Ontario

having been duly sworn/affirmed, have inquired into and determined the following:  
avons fait enquête dans l'affaire et avons conclu ce qui suit :

Name of Deceased / Nom du défunt  
Ian Glendon Pryce

Date and Time of Death / Date et heure du décès  
November 13, 2013 at 1:57 p.m.

Place of Death / Lieu du décès  
437 Sherbourne Street, Toronto

Cause of Death / Cause du décès  
Gunshot Wound to the Back

By what means / Circonstances du décès  
Homicide

Original signed by jurors / Original signé par les jurés

The verdict was received on the 21st day of April 20 16  
Ce verdict a été reçu le (Day / Jour) (Month / Mois)

Coroner's Name (Please print) / Nom du coroner (en lettres moulées) Dr. John Carlisle	Date Signed (yyyy/mm/dd) / Date de la signature (aaaa/mm/dd) 2016/04/21
--	--

  
Coroner's Signature / Signature du coroner

We, the jury, wish to make the following recommendations: (see page 2)  
Nous, membres du jury, formulons les recommandations suivantes : (voir page 2)



Office of the  
Chief Coroner  
Bureau du  
coroner en chef

## Verdict of Coroner's Jury Verdict du jury du coroner

The Coroners Act – Province of Ontario  
Loi sur les coroners – Province de l'Ontario

Inquest into the death of:  
Enquête sur le décès de :

*Ian Glendon PRYCE*

### JURY RECOMMENDATIONS RECOMMANDATIONS DU JURY

#### To the Toronto Police Service:

1. We recommend an amendment to the TPS 10-05 Incidents Requiring the Emergency Task Force, under Supervisory Officer #9 fourth bullet and Emergency Task Force #12 seventh bullet to read as follows: Assess and consider the safety of civilians and officers throughout the incident; including identifying the location of civilians on or near the scene of a high risk incident, and securing their safety as soon as possible.
2. The training of police officers should include the following: In situations in which a person contained by police officers is refusing to surrender but provides the name of a third party, the officers should immediately initiate an investigation, to determine if the third party can provide information and/or assistance that might help to resolve the situation.
3. The training of police officers with respect to negotiations should include the following: In situations in which police officers recognize that there is a realistic possibility that they might employ lethal force against a person undergoing a mental health crisis who is contained by the officers, the officers should immediately seek assistance of a mental health professional.
4. Provide formal training in basic negotiations for all new and current police officers.
5. Upon joining the ETF individuals that demonstrate further interest and/or aptitude in negotiations should be provided with continuous advanced negotiator training such that each ETF team could have access to such a trained negotiator.
6. Amend the Communications High Risk Incident Procedure to require a dispatcher to verbally notify officers on scene of important information and verify acknowledgement.
7. Call taker training should be enhanced to ensure that no suggestion be made to a caller that risks personal safety and to review the flow of information from call taker to dispatcher.

#### To Toronto Police Service and Ministry of Community Safety and Correctional Services:

8. A study should be undertaken to determine if improvements can reasonably be made in the technology available to enable negotiations to be heard by all officers involved in the incident and be recorded for use in future negotiation training. The study should include consideration of portable devices to allow remote communications at greater distances.
9. To study emerging less-lethal technology and consider making these tools available to the Emergency Task Force.

#### To Minister of Justice Canada:

10. It is not currently an offence to possess a replica firearm, even though possession of one in certain circumstances may lead members of the public or law enforcement officials to react as if the replica firearm were capable of firing a projectile that is capable of causing serious bodily injury or death. Consideration should be given to regulating the acquisition/possession of replica firearms to reduce the risk of harm to the person possessing the replica firearm, members of the public and law enforcement officials.

**To the Minister of Justice (Canada) and the Minister of Community Safety and Correctional Services (Ontario):**

11. There are firearms which are currently unregulated because they fire a projectile at a velocity of less than 500 feet per second. Possession or use of such firearms in certain circumstances may lead members of the public and law enforcement officials to react as if the firearm is one that is regulated. Consideration should be given to regulating the import/manufacturing/sale/possession and/or use of firearms that discharge a projectile at a velocity of less than 500 feet per second, to reduce the risk of harm to the person who has the firearm, members of the public and law enforcement officials.

**To the appropriate Ministers with the Governments of Canada and Ontario:**

12. Require manufacturers to include a warning label on packaging of replica firearms and firearms which are currently unregulated to inform consumers that these products will be treated as real firearms by law enforcement.

Personal information contained on this form is collected under the authority of the *Coroners Act*, R.S.O. 1990, C. C.37, as amended. Questions about this collection should be directed to the Chief Coroner, 25 Morton Shulman Ave., Toronto ON M3M 0B1, Tel.: 416 314-4000 or Toll Free: 1 877 991-9959.  
Les renseignements personnels contenus dans cette formule sont recueillis en vertu de la *Loi sur les coroners*, L.R.O. 1990, chap. C.37, telle que modifiée. Si vous avez des questions sur la collecte de ces renseignements, veuillez les adresser au coroner en chef, 25, avenue Morton Shulman, Toronto ON M3M 0B1, tél. : 416 314-4000 ou, sans frais : 1 877 991-9959.



**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P112. SPECIAL CONSTABLES: UNIVERSITY OF TORONTO, ST. GEORGE  
CAMPUS – REQUEST TO INCREASE APPROVED STRENGTH**

The Board was in receipt of the following report April 11, 2016 from Mark Saunders, Chief of Police:

Subject: SPECIAL CONSTABLES: INCREASE OF APPROVED STRENGTH 34 TO  
50 SPECIAL CONSTABLES:  
UNIVERSITY OF TORONTO, ST. GEORGE CAMPUS

Recommendation:

It is recommended that the Board approve the request from the University of Toronto, St. George Campus to increase their approved authorized strength of special constables from 34 to 50.

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 Board is authorized to appoint and re-appoint special constables, subject to the approval of the Minister of Community Safety and Correctional Services. Pursuant to this authority, the Board now has agreements with the University of Toronto (U of T), Toronto Community Housing Corporation (TCHC) and Toronto Transit Commission (TTC) governing the administration of special constables (Min. Nos. P571/94, P41/98 and P154/14 refer).

The University of Toronto, St. George Campus, Community Policing, Services is requesting that the Board increase their approved strength from 34 to 50 special constables.

Their current strength consists of 34 special constables, shared amongst constables, corporals, staff sergeants and the Associate Director. The St. George Campus is experiencing exponential growth in student and staff population as well as facility development. The student population has grown 32% since 2002 and with the significant period of development that is planned over the next 15 years it is expected to continue to grow at a rapid rate.

Discussion:

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 their

respective properties within the City of Toronto. Special constables are charged with the responsibility of securing University facilities while ensuring the safety of the University faculty, and students.

St. George Campus hosts a weekday population estimated between 80,000 – 100,000 people, including a student population of 60,000, 13,000 faculty and staff and thousands of researchers and fellows from all over the world.

Increased expectations of safety have been noted as a result of changes to the Occupational Health and Safety Act, Bill 168 relating to workplace violence and the Premier’s proposed action to address sexual violence on campus, Bill 132 - Sexual Violence and Harassment Action Plan Act (Supporting Survivors and Challenging Sexual Violence and Harassment). When combined with recent increases in social media and on-line threats there has been and will continue to be an increased demand on the campus police service.

With the expected increase in student/staff population, future development to be used by both the University and the community, increased expectations of safety, the University will need to hire more special constables to meet the growing demands placed upon them.

<b>Agency</b>	<b>Approved Strength</b>	<b>Current Complement</b>
U of T, St. George Campus	34	31

Conclusion:

The Toronto Police Service continues to work together in partnership with the agencies to identify individuals who may be appointed as special constables who will contribute positively to the safety and well-being of persons engaged in activities on TTC, TCHC and U of T properties within the City of Toronto.

The Toronto Police Special Constable Liaison Office is in support of the request from the University of Toronto, St. George Campus to increase their approved authorized strength of special constables from 34 to 50. We are confident that the University of Toronto can manage this increase and it would be beneficial to both the University Community and the Toronto Police Service.

Deputy Chief of Police, James Ramer, Specialized Operations Command, and a representative from the University of Toronto will be in attendance to answer any questions that the Board may have with respect to this report.

**The Board approved the foregoing report.**

**Moved by: C. Lee**  
**Seconded by: K. Jeffers**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P113. SPECIAL CONSTABLES: APPOINTMENT - UNIVERSITY OF  
TORONTO, ST. GEORGE CAMPUS**

The Board was in receipt of the following report May 02, 2016 from Mark Saunders, Chief of Police:

Subject: SPECIAL CONSTABLES: APPOINTMENT:  
UNIVERSITY OF TORONTO, ST. GEORGE CAMPUS

Recommendation:

It is recommended that the Board approve the appointment of the individual listed in this report as a special constable for the University of Toronto, St. George Campus, 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 Board is authorized to appoint and re-appoint special constables, subject to the approval of the Minister of Community Safety and Correctional Services. Pursuant to this authority, the Board now has agreements with the University of Toronto (U of T), Toronto Community Housing Corporation (TCHC) and Toronto Transit Commission (TTC) governing the administration of special constables (Min. Nos. P571/94, P41/98 and P154/14 refer).

The Service received a request from the U of T, St. George Campus, to appoint the following individual as a special constable:

<b>Agency</b>	<b>Name</b>
U of T, St. George Campus	Stephen Tollar

Discussion:

The 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 their respective properties within the City of Toronto.

The agreements between the Board and each agency require that background investigations be conducted on all of the individuals who are being recommended for appointment or re-appointment as special constables. The Service's Employment Unit has completed a background investigation on this individual and there is nothing on file to preclude him from being appointed as special constable for a five year term.

The U of T has advised the Service that the above individual satisfies all of the appointment criteria as set out in their agreement with the Board. The agency's approved strength and current complement are as indicated below:

<b>Agency</b>	<b>Approved Strength</b>	<b>Current Complement</b>
U of T, St. George Campus	34	30

Conclusion:

The Toronto Police Service continues to work together in partnership with the agencies to identify individuals who may be appointed as special constables who will contribute positively to the safety and well-being of persons engaged in activities on TTC, TCHC and U of T properties within the City of Toronto.

Deputy Chief of Police, James Ramer, Specialized Operations Command, will be in attendance to answer any questions that the Board may have with respect to this report.

**The Board approved the foregoing report.**

**Moved by: M. Moliner**  
**Seconded by: J. Tory**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P114. SPECIAL CONSTABLES: RE-APPOINTMENTS – UNIVERSITY OF  
TORONTO, ST. GEORGE CAMPUS AND TORONTO COMMUNITY  
HOUSING CORPORATION**

The Board was in receipt of the following report March 30, 2016 from Mark Saunders, Chief of Police:

Subject: SPECIAL CONSTABLES: RE-APPOINTMENTS  
TORONTO COMMUNITY HOUSING CORPORATION AND; UNIVERSITY  
OF TORONTO, ST. GEORGE CAMPUS.

Recommendation:

It is recommended that the Board approve the re-appointments of the individuals listed in this report as special constables for the Toronto Community Housing Corporation and the University of Toronto, St. George Campus, 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 Board is authorized to appoint and re-appoint special constables, subject to the approval of the Minister of Community Safety and Correctional Services. Pursuant to this authority, the Board now has agreements with the University of Toronto (U of T), Toronto Community Housing Corporation (TCHC) and Toronto Transit Commission (TTC) governing the administration of special constables (Min. Nos. P571/94, P41/98 and P154/14 refer).

The Service has received requests from the U of T, St. George Campus and the TCHC to re-appoint the following individuals as special constables:

<b>Agency</b>	<b>Name</b>
U of T, St. George Campus	Stephen Hertel
TCHC	Melanie Felicia Rivenbark

Discussion:

The 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 their respective properties within the City of Toronto.

The agreements between the Board and each agency require that background investigations be conducted on all of the individuals who are being recommended for appointment or re-appointment as special constables. The Service's Employment Unit completed background investigations on these individuals and there is nothing on file to preclude them from being appointed or re-appointed as special constables for a five year term.

The TCHC and the U of T have advised the Service that the above individuals satisfy all of the appointment criteria as set out in their agreements with the Board. The agencies' approved strengths and current complements are as indicated below:

<b>Agency</b>	<b>Approved Strength</b>	<b>Current Complement</b>
U of T, St. George Campus	34	31
TCHC	83	82

Conclusion:

The Toronto Police Service continues to work together in partnership with the agencies to identify individuals who may be appointed as special constables who will contribute positively to the safety and well-being of persons engaged in activities on TCHC and U of T properties within the City of Toronto.

Deputy Chief of Police, James Ramer, Specialized Operations Command, will be in attendance to answer any questions that the Board may have with respect to this report.

**The Board approved the foregoing report.**

**Moved by: C. Lee**  
**Seconded by: M. Moliner**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P115. NOMINATION OF TORONTO POLICE SERVICES BOARD  
REPRESENTATIVE TO THE FUTURE OF POLICING ADVISORY  
COMMITTEE**

The Board was in receipt of the following report April 26, 2016 from Andy Pringle, Chair:

Subject: NOMINATION OF TORONTO POLICE SERVICES BOARD  
REPRESENTATIVE TO THE FUTURE OF POLICING ADVISORY  
COMMITTEE (FPAC)

Recommendations:

It is recommended:

1. THAT the Board nominate one of its members to represent the Toronto Police Services Board on the Future of Policing Advisory Committee (FPAC); and,
2. THAT the Board advise FPAC of its nominee.

Financial Implications:

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

Background/Purpose:

The Future of Policing Advisory Committee (FPAC) was established in 2013 and is led by the Ministry of Community Safety and Correctional Services (MCSCS). FPAC works in collaboration with Ontario's policing and municipal partners to plan for effective, efficient and sustainable delivery of policing services to enhance community safety in Ontario.

FPAC is one of the main ministry stakeholder bodies and is a dedicated venue for participants to hear what the Ministry is proposing, to provide feedback and to address concerns.

The Board's participation on FPAC is valuable and necessary as it provides an opportunity for police leaders and other partners to discuss the current challenges facing police services in Ontario.

In terms of time commitment and workload, the relevant information is as follows:

- FPAC meetings occur on a quarterly basis, or more frequently as set by the Chair in circumstances where there are numerous items for discussion and are normally four hours in length.

- Materials for FPAC meetings are provided to members 1 -2 weeks prior to the meeting date and members are expected to read the materials in advance of the meeting and be prepared for the discussion.

Discussion:

While I am currently the Board's representative on FPAC, due to time commitments, I am requesting that another member of the Board fulfil this responsibility and represent the Board on FPAC at this time.

Conclusion:

It is, therefore, recommended that the Board nominate one of its members to represent the Toronto Police Services Board on FPAC and advise FPAC of its nominee.

**Vice-Chair Chin Lee nominated Ken Jeffers. Mr. Jeffers agreed to the nomination.**

**Based on the nomination of Mr. Jeffers as the Board's representative on FPAC, the Board approved the foregoing report.**

**Moved by: C. Lee**  
**Seconded by: J. Tory**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P116. CITY OF TORONTO COUNCIL RECOMMENDATION – AUDIT  
REQUESTS AND ROLE OF AUDITOR GENERAL**

The Board was in receipt of the following report May 06, 2016 from Andy Pringle, Chair:

Subject: CITY OF TORONTO COUNCIL RECOMMENDATION – AUDIT REQUESTS  
AND ROLE OF AUDITOR GENERAL

Recommendation:

It is recommended that the Board refer the recommendation from the City Council meeting held on March 31 and April 1, 2016, referenced in this report, to the Transformational Task Force for consideration in the preparation of the Task Force’s final report to the Toronto Police Services Board.

Financial Implications:

There are no financial implications arising from the recommendation in this report.

Background/Purpose:

City Council, at its meeting on March 31 and April 1, 2016 adopted the following:

“City Council direct that a copy of items AU5.7 and AU5.8 be forwarded to the Chair, Toronto Police Services Board, with a request that he direct the Transformation (sic) Task Force to review these Items, and include any necessary recommendations in its Final Report which would support improved accountability and transparency, as previously addressed in Item AU2.8 (headed “Amendments to the 2015 Audit Workplan”, adopted as amended, by City Council on June 10, 11 and 12, 2015).

Discussion:

The City of Toronto considered the following items together:

- AU5.7, “Response to the Toronto Police Services Board’s Audit Requests”; and
- AU5.8, “Response from the Toronto Police Services Board: Role of the Auditor General – City Council Motion and Auditor General’s Presentation”

Both items are available at:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2016.AU5.7>

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2016.AU5.8>

Council recommended that these items be forwarded to the Toronto Police Services Board's Transformational Task Force.

Conclusion:

I recommend that the Board concur with the Council recommendation and forward the foregoing report to the Transformation Task Force for its consideration in the preparation of its final report which is expected to be completed by the end of 2016.

**The Board approved the foregoing report.**

**Moved by: C. Lee**  
**Seconded by: J. Tory**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P117. SUPPLY AND DELIVERY OF GENERIC AUTOMOTIVE PARTS AND  
SUPPLIES – AVENUE MOTOR WORKS INC.**

The Board was in receipt of the following report April 29, 2016 from Mark Saunders, Chief of Police:

Subject: THE SUPPLY AND DELIVERY OF AUTOMOTIVE PARTS AND SUPPLIES

Recommendation:

It is recommended that the Board approve Avenue Motor Works Inc. for the supply of generic automotive repair parts and supplies for a two-year period commencing July 1, 2016 and ending June 30, 2018, with a one-year option extension (to June 30, 2019), at the discretion of the Chief.

Financial Implications:

The annual cost for generic automotive repair parts and supplies is approximately \$375,000, plus taxes. The total value of the contract, including the option year, is \$1,271,250, including taxes. Funds for this purpose are provided for in the Service's annual operating budget.

Background/Purpose:

The purpose of this report is to establish a generic automotive repair parts and supplies contract, to enable the repair and maintenance of the Service's vehicle fleet.

Discussion:

A Request for Quotation (RFQ) #1170436-16 was issued on March 15, 2016, by Purchasing Support Services for the supply and delivery of automotive repair parts and supplies. The Service advertised the RFQ using MERX, an electronic tendering service designed to facilitate the procurement of goods and services worldwide. Of the five vendors that requested a copy of the document from MERX, three submissions were received.

An evaluation of the three bids was performed by the appropriate Service personnel.

Conclusion:

As a result of that evaluation, it is recommended that the Board approve the lowest bidder, Avenue Motor Works Inc., to provide the Service with generic automotive repair parts and supplies for a two-year term commencing July 1, 2016 and ending June 30, 2018, with the option to extend for an additional one-year term, at the Chief's discretion.

Acting Deputy Chief Richard Stubbings, Operational Support Command, and Tony Veneziano, Chief Administrative Officer, Corporate Service Command, will be in attendance to answer any questions the Board may have concerning this report.

**The Board approved the foregoing report.**

**Moved by: K. Jeffers**

**Seconded by: C. Lee**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P118. SUPPLY AND DELIVERY OF GENUINE GM/AC DELCO  
AUTOMOTIVE PARTS AND SUPPLIES – AVENUE MOTOR WORKS  
INC.**

The Board was in receipt of the following report May 03, 2016 from Mark Saunders, Chief of Police:

Subject: THE SUPPLY AND DELIVERY OF GENUINE GM/AC DELCO  
AUTOMOTIVE PARTS AND SUPPLIES – AVENUE MOTOR WORKS INC.

Recommendation:

It is recommended that the Board approve Avenue Motor Works Inc. for the supply of genuine GM/AC Delco OEM automotive repair parts and supplies for a two-year period commencing June 1, 2016 and ending May 31, 2018, with the option to extend for three additional one-year terms, at the discretion of the Chief.

Financial Implications:

The lowest quote to supply the Service with genuine GM/AC Delco OEM automotive repair parts and supplies will cost approximately \$210,000 per year, plus taxes. The total value of the contract, if the three option years are exercised is approximately \$1,186,500, inclusive of taxes. Funds for this purpose are provided for in the Service's annual operating budget.

Background/Purpose:

This purpose of this report to establish a vendor contract for the provision of GM/AC Delco automotive repair parts and supplies required to maintain the Service's fleet of vehicles.

Discussion:

A Request for Quotation (RFQ) #1170438-16 was issued on March 1, 2016, by Purchasing Services for the supply and delivery of GM/AC Delco automotive repair parts and supplies. The Service advertised the RFQ using MERX, an electronic tendering service designed to facilitate the procurement of goods and services worldwide. Of the four vendors that requested a copy of the document from MERX, three submissions were received.

The three bids met the mandatory requirements and were evaluated by the appropriate Service personnel.

Conclusion:

As a result of the evaluation, it is recommended that the Board approve the lowest bidder, Avenue Motor Works Inc., for the supply of genuine GM/AC Delco OEM automotive repair parts and supplies for a two-year term commencing June 1, 2016 and ending May 31, 2018. The contract award contains an option to extend for three additional one-year terms, at the Chief's discretion.

Acting Deputy Chief Richard Stubbings, Operational Support Command, and Tony Veneziano, Chief Administrative Officer, Corporate Services Command, will be in attendance to answer any questions the Board may have concerning this report.

**The Board approved the foregoing report.**

**Moved by: C. Lee**  
**Seconded by: K. Jeffers**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P119. POLICE VEHICLE WASHING SERVICES CONTRACT**

The Board was in receipt of the following report April 29, 2016 from Mark Saunders, Chief of Police:

Subject: POLICE VEHICLE WASHING SERVICES CONTRACT

Recommendations:

It is recommended that:

- (1) The Board award the vehicle washing services contracts for marked and plain vehicles effective July 1, 2016 to December 31, 2018, to the following vendors, with an option to renew for an additional three one-year terms, at the Chief's discretion:
  - (i) Division 12 – 1398862 Ontario Inc. (Jane Car Wash)
  - (ii) Division 22 – Kipling Kar Wash
  - (iii) Division 23 – 1181525 Ontario Inc. (Esso)
  - (iv) Division 31 – 2450699 Ontario Inc. (New Rose Car Wash)
  - (v) Division 32 – Avenue Car Wash
  - (vi) Division 33 – Don Mills Car Wash
  - (vii) Division 41 – New Colonial Car Wash
  - (viii) Division 42 – 1872493 Ontario Inc. (Royal Progress Car Wash)
  - (ix) Division 43 – 1872493 Ontario Inc. (Royal Progress Car Wash)
  - (x) Division 51 – Big Wax Inc.
  - (xi) Division 52 – Big Wax Inc.
  - (xii) Division 53 – Bayview Car Wash
  - (xiii) Division 54 – Parkview Hills Car Spa
  - (xiv) Division 55 – Eastern Leslie Wash & Detail Centre; and
  
- (2) The Board award the vehicle washing services contracts for larger vehicles effective July 1, 2016 to December 31, 2018, to the following vendors, with an option to renew for an additional three one-year terms, at the discretion of the Chief:

Division 33 & Division 52	Parkview Hills Car Spa
Division 12	1398862 Ontario Ltd. (Jane Car Wash)
  
- (3) The Board authorize the Chief to make such arrangements as he considers necessary to ensure ongoing vehicle washing services in the affected division if any contract(s) is terminated or canceled during the term of this contract; and

- (4) The Board authorize the Chief to extend the current contracts and/or make alternative arrangements for Divisions 11, 13 and 14 to ensure ongoing vehicle washing services are available for these divisions.

Financial Implications:

Twelve contracts will be awarded to twelve separate vendors with a total estimated value of \$1.5 Million for the initial term to December 31, 2018. This amount includes marked and plain as well as large vehicles. The total estimated value for the contract if the three option years are exercised is \$3.4 M. Funds for this service are provided for in the Service's annual operating budget.

Background/Purpose:

The purpose of this report is to establish contracts for interior and exterior vehicle cleaning services.

Discussion:

The Toronto Police Service (Service) requires prompt and efficient interior and exterior vehicle cleaning services on an as required basis. Vehicle cleanliness is a requirement to allow for public identification of vehicles, vehicle maintenance, overall appearance, and to provide a clean mobile working space for front-line officers. The Service operates over 1,500 vehicles, many of which are utilized 24 hours a day, 7 days a week. The contracts will allow for unlimited interior/exterior car washes for marked front-line vehicles and interior/exterior car washes for plain vehicles, which are limited to three washes per month.

A Request for Quotation (RFQ) # 1161012-16 was issued on January 21, 2016, by Purchasing Services for the supply of vehicle washing services and posted to MERX, an electronic tendering service.

The RFQ document was setup with a Part A and Part B. The intention of the RFQ was to award Part A for marked and plain vehicles, one contract per Division, and required contracts for the larger vehicles (Part B) which also need to be cleaned on a regular basis.

The RFQ closed on March 22, 2016. As outlined in the RFQ, vendors were required to submit bids based on geographical boundaries which would facilitate the timely washing and cleaning of all vehicles within those boundaries ensuring officer downtime is minimized. Vendors were permitted to submit a response with respect to any or all geographical districts.

Thirteen car wash vendors requested a copy of the documentation and forty-four submissions were received for seventeen divisions. In respect to Divisions 11, 13 and 14, no bids were received from vendors within the geographical areas of the Division, nor were there any bids from vendors within a reasonable proximity to those Divisions. These areas will be dealt with through a separate process as determined by Purchasing Services, in consultation with the affected divisions.

All of the submissions received were reviewed by an evaluation committee comprised of Purchasing Services, Fleet & Materials Management and operational units. The recommended vendors are the lowest compliant bidders meeting all specifications.

Conclusion:

Following the completion of a competitive process for Service vehicle cleaning, the Service is requesting the award to the vendors listed in the recommendations of this report.

Acting Deputy Richard Stubbings, Operational Support Command and Mr. Tony Veneziano, Chief Administrative Officer, Corporate Services Command, will be in attendance to answer any questions the Board may have regarding this report.

**The Board approved the foregoing report.**

**Moved by:               K. Jeffers**  
**Seconded by:         C. Lee**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P120.           REQUEST FOR QUOTATION - ON-LINE AUCTIONEERING SERVICES**

The Board was in receipt of the following report April 29, 2016 from Mark Saunders, Chief of Police:

Subject:           REQUEST FOR QUOTATION - ON-LINE AUCTIONEERING SERVICES

Recommendation:

It is recommended that the Board not exercise its option to extend the current on-line auctioneering services contract with Platinum Liquidations Inc.

Financial Implications:

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

Background/Purpose:

In accordance with section 132(2) of the *Police Services Act* (the *Act*), the Chief of Police may cause unclaimed property to be sold at a public auction. The auction revenue (less commission) is remitted to the Board's Special Fund, and the Board may use the proceeds for any purpose that it considers to be in the public interest.

The on-line auction process utilized by the Toronto Police Service (Service) occurs 24 hours a day – 7 days a week as opposed to public forum auctions which were traditionally conducted once every five weeks. This expedited processing procedure reduces inventory levels and the stockpiling effect, which occurs when items are held internally until one week before a scheduled public auction. A continuous turnover of inventory results in the reduction of Service storage and management requirements, and in the double handling of property.

At its meeting of May 22, 2013, the Board awarded the contract for on-line auctioneering services to Platinum Liquidations Inc. (Platinum) for a period of three years effective August 1, 2013 until July 31, 2016, with the option to extend for an additional two (2) twelve-month periods at the Board's discretion. (Min. No. P146/13 refers).

The purpose of this report is to recommend that the Board not exercise the extension option with Platinum, so that a competitive procurement process for the auctioneering services can be conducted.

Discussion:

The following is a comparison of the revenue generated at the auctions held over the previous eight (8) years:

HISTORICAL REVENUE

Year	Number of Items/Lots	Commission Rate Applied	Gross Revenue	Net Revenue (Remitted to Board's Special Fund)	Average Net Price Point per Item/Lot
2008	5212	40%	\$ 279,014.67	\$ 161,509.10	\$ 30.99
2009	4034	40%	\$ 216,529.63	\$ 132,631.79	\$ 32.88
2010	3801	37%	\$ 221,452.28	\$ 139,514.98	\$ 36.71
2011	3837	37%	\$ 296,944.34	\$ 187,074.96	\$ 48.75
2012	4461	37%	\$ 299,759.70	\$ 188,849.07	\$ 42.33
2013 Jan. to July	3934	37%	\$ 239,177.02	\$ 150,681.51	\$ 38.30
2013 Sep. to Dec.	973	27%	\$ 48,253.73	\$ 34,188.31	\$ 35.14
2014	3496	27%	\$ 122,832.01	\$ 89,400.92	\$ 25.57
2015 Jan. to Nov.	5230	27%	\$ 118,942.75	\$ 86,814.34	\$ 16.60
<b>Total</b>	<b>34,978</b>		<b>\$ 1,842,906.13</b>	<b>\$ 1,170,664.98</b>	

The fluctuations in the average price point per item/lot are attributable in part to the quality and type of product that has been provided by the Service to the auction company. The quantity, quality, and type of product designated for auction purposes remains dynamic in nature and cannot be fully quantified or guaranteed. Product availability is dependent upon the type of items seized by members of the Service or surrendered by community members, judicial direction at the conclusion of court proceedings, quality, and suitability for sale.

The net revenue remitted to the Board's Special Fund from auction proceeds during the period of August 1, 2013 to November 30, 2015 was \$210,403. As the above chart shows, there has been a notable decrease in the average price point per item, since awarding the contract for these services to Platinum, commencing August 1, 2013. The average monthly net revenue remitted to the Board's Special fund has also decreased significantly, since Platinum was awarded the contract.

The Service's contract manager for the on-line auctioneering services has addressed the issue of decreased revenue with representatives from Platinum on several occasions. As a result of these discussions, Platinum implemented several measures in an attempt to increase sales. These measures included:

- the establishment of an eCommerce Product Manager's position;
- re-posting of items not paid for by bidders;
- implementing a zero tolerance policy for any bidder that has not remitted payment within seven days of the bid closing; and
- disabling bidders from the site who have been delinquent with payments.

However, these efforts have not resulted in improved sales and the revenue that is being generated continues to remain at disappointing levels. Although there is no guarantee that increased revenue will be achieved through a new competitive procurement process, there are numerous vendors who provide this type of service and it is therefore prudent to return to the competitive market at this juncture.

#### Conclusion:

The continuation of on-line auctioneering services will ensure a seamless and fluid continuation of effective inventory management, reduce existing storage constraints, and ensure compliance with the *Act* of Ontario.

Although utilized extensively in the United States for many years, it is noteworthy that since the launch of the Service's on-line auction in 2003, this approach has been adopted by among others, the City of Toronto, the Ministry of the Attorney General, Halton Regional Police Service, Hamilton Police Service, and the Toronto Transit Commission.

As a result of this trend, the number of vendors who provide this type of service has increased. Consequently, it is recommended that the Board not exercise the contract extension option the current provider, Platinum, and instead go through a new procurement process for these services.

Acting Deputy Chief Richard Stubbings, Operational Support Command, and Mr. Tony Veneziano, Chief Administrative Officer, Corporate Services Command, will be in attendance to answer any questions that the Board may have regarding this report.

**The Board approved the foregoing report.**

**Moved by: C. Lee**  
**Seconded by: M. Moliner**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P121. TORONTO POLICE SERVICES BOARD - 2016 OPERATING BUDGET  
VARIANCE REPORT FOR THE PERIOD ENDING MARCH 31, 2016**

The Board was in receipt of the following report May 05, 2016 from Andy Pringle, Chair:

Subject: OPERATING BUDGET VARIANCE REPORT FOR THE TORONTO POLICE  
SERVICES BOARD – PERIOD ENDING MARCH 31, 2016

Recommendation:

It is recommended that:

- (1) the Board request the City's Budget Committee to approve a budget transfer of \$39,000 to the Board's 2016 Council approved operating budget from the City's non-program operating budget, with no incremental cost to the City, to fund the cost of the 2016 impact of the 2015-2018 salary award for Excluded members;
- (2) the Board approve assigning the additional pending budget reduction of \$36,500 to the interdepartmental chargeback for city legal services and to the interdepartmental chargeback for audit services;
- (3) the Board approve a revised 2016 Toronto Police Services Board net operating budget of \$2,301,900; and,
- (4) the Board forward a copy of this report to the City of Toronto's (City) Deputy City Manager and Chief Financial Officer for information and for inclusion in the variance reporting to the City's Budget Committee.

Financial Implications:

At this time, the Board is anticipated to show a zero variance on its 2016 operating budget.

Background/Purpose:

The Board, at its October 19, 2015 meeting, approved the Toronto Police Services Board's 2015 operating budget at a net amount of \$2,299,400 (Min. No. P2722/15 refers). Subsequently, Toronto City Council, at its February 17, 2016 meeting, approved the Board's 2016 operating budget at the same amount. When Council approved the 2016 Operating Budget, an unallocated reduction of \$1.263 million was approved to be distributed among all agencies (other than Police Service and TTC, which were given specific amounts). It was also understood that all programs would receive a reduction, and that Council directed that it would be focused on discretionary

expenditures. To ensure the allocation to all programs, whether or not the program met the directives concerning the reduction targets of the 2016 budget process was also taken into consideration in the development of allocations. However, there is no specific direction as to how these reductions should be applied by agencies, other than it is to be considered an ongoing base budget reduction.

A report will be submitted to Budget Committee on this matter for its May 13th agenda, accompanying the 1st Quarter variance reports. For the Police Services Board, a reduction of \$36,500 has been assigned. This reduction would bring the approved Board budget down to \$2,262,900.

At its meeting on April 20, 2016, the Board approved the ratification of a four year collective agreement (2015-2018) with the Toronto Police Senior Officers' Organization. As per historical practice, the Board extended the award to its Excluded staff. The impact of this agreement on the 2016 operating budget is \$39,000. City Finance staff have confirmed that the funding to cover this award has been provided for in the City's non-program expenditure budget, and this transfer would be at no incremental cost to the City. This adjustment will result in a revised 2016 net operating budget of \$2,301,900.

The purpose of this report is to provide information on the Board's 2016 projected year-end variance.

Discussion:

The following chart summarizes the variance by category of expenditure.

<b>Expenditure Category</b>	<b>2016 Budget (\$000s)</b>	<b>Actual to Mar 31/16 (\$000s)</b>	<b>Year-End Actual Expend (\$Ms)</b>	<b>Fav / (Unfav) (\$000s)</b>
Salaries & Benefits (incl. prem.pay)	\$1,002.2	\$207.8	\$1,002.2	\$0.0
Non-Salary Expenditures	\$1,299.7	\$729.3	\$1,299.7	\$0.0
<b>Total</b>	<b>\$2,301.9</b>	<b>\$937.1</b>	<b>\$2,301.9</b>	<b>\$0.0</b>

*It is important to note that expenditures do not all follow a linear pattern and therefore year-to-date expenditures cannot be simply extrapolated to year-end. Rather, the projection of expenditures to year-end is done through an analysis of all accounts, taking into consideration factors such as expenditures to date, future commitments expected and spending patterns.*

As at March 31, 2016, no variance is anticipated. Details are discussed below.

*Salaries & Benefits*

Year-to-date expenditures are consistent with the budget and therefore no year-end variance is projected at this time.

### *Non-salary Budget*

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

The Toronto Police Services Board cannot predict or control the number of grievances filed or referred to arbitration as filings are at the discretion of bargaining units. In order to deal with this uncertainty, the 2016 budget includes a \$610,600 contribution to a Reserve for costs of independent legal advice. Fluctuations in legal spending will be dealt with by increasing or decreasing the budgeted reserve contribution in future years' operating budgets.

### *Additional Pending Council Reduction*

The Board has very limited options in terms of achieving further reductions. The salary and benefit accounts are required to provide administrative support to ensure the Board's provision of civilian oversight to the community. As such, work performed by the staff is fundamentally linked to the Board's ability to provide adequate and effective police services to the community. In terms of non-salary accounts, when the amounts allocated for City Legal chargeback, the City Audit Services chargeback, external consulting and project costs and for external labour relations legal counsel are factored out of the budget, the actual administrative costs in the 2016 budget amount to only \$75,000.

As such, I am recommending that the pending \$36,500 Council reduction be applied to the interdepartmental chargeback for city legal services and to the interdepartmental chargeback for audit services. Spending in these, and other accounts, will be monitored closely throughout the year and any variances will be reported to the Board in future variance reports.

### *Initiatives focussed on efficiency and effectiveness*

#### *Enhanced financial review and monitoring*

In September 2015, the Board allocated funds to provide the Board with consulting expertise in budget review and financial accountability. On an "as needed" basis throughout 2016, the Board will have an enhanced ability to scrutinize budgets, review variance reporting, assess the utilization of the Board's Special Fund and monitor implementation of certain Board policies.

#### *Automating the Board agenda and minutes process*

The operating budget includes funds to initiate a competitive process to acquire software and hardware necessary to implement a fully electronic, "paperless" agenda and minute preparation and distribution process. This advancement will reduce paper, toner and courier costs but, more significantly, will create efficiencies for administrative staff, Board Members and senior members of the Toronto Police Service. It is also expected to improve the transparency of the Board's deliberations through more timely production of agendas and minutes. A Request for Proposals was issued on February 9, 2016 and a 5-year contract has been awarded to Diligent.

*Data Collection and Analysis – Community Contacts*

In the 2015 operating budget, the Board had approved the inclusion of \$250,000 to secure an external consultant or evaluator to determine what type of data should be collected, the retention period and the scope of the data required as a result of the Boards approval of the Community Contacts Policy (Board Minute P102/14 refers). During 2015, the Board amended its Community Contacts policy and later in the year, the province has now announced a Regulation made under the *Police Services Act* with respect to such contacts. Given these developments, the Board did not expend funds related to data collection in 2015. The 2016 operating budget includes a reduced amount of funding which will be used in support of the Board’s policy response to the Regulation.

*Communications*

Funds were also allocated in the 2016 budget for engaging in the purchase of communications advice for the Board on an as needed basis.

No variance is currently projected in the above initiatives.

Conclusion:

The 2016 year-to-date expenditure pattern is consistent with the approved 2016 estimate. As a result, projections to year end indicate no variance to the approved 2016 budget.

**The Board approved the foregoing report.**

**Moved by: C. Lee**  
**Seconded by: M. Moliner**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P122. TORONTO POLICE SERVICE - 2016 OPERATING BUDGET  
ADJUSTMENTS AND OPERATING BUDGET VARIANCE REPORT  
FOR THE PERIOD ENDING MARCH 31, 2016**

The Board was in receipt of the following report April 29, 2016 from Mark Saunders, Chief of Police:

Subject: 2016 OPERATING BUDGET ADJUSTMENTS AND OPERATING BUDGET  
VARIANCE REPORT FOR THE TORONTO POLICE SERVICE – PERIOD  
ENDING MARCH 31, 2016

Recommendations:

It is recommended that:

- (1) the Board request the City of Toronto's (City) Budget Committee to approve a budget transfer of \$1,279,400 to the Service's 2016 Council approved operating budget from the City's non-program operating budget, to fund the cost of the 2016 impact of the 2015-2018 negotiated collective agreement for Toronto Police Service's Senior Officers Organization (SOO) members;
- (2) the Board approve a revised 2016 Toronto Police Service net operating budget of \$1,004.7M;
- (3) the Board approve a revised quarterly reporting schedule for the operating budget variance for months ending March, June, September and December to be reported to the Board in May, August, November and April, respectively; and
- (4) the Board forward a copy of this report to the City's Deputy City Manager and Chief Financial Officer for information and for inclusion in the variance reporting to the City's Budget Committee.

Financial Implications:

At its February 24, 2016 meeting, the Toronto Police Services Board (Board) approved the Toronto Police Service's (Service) revised budget request of \$1,003.7 Million (M) (Min. No. P29/16 refers). Toronto City Council, at its February 17, 2016 meeting, approved a \$0.2M reduction to the Service's 2016 operating budget, bringing the total to \$1,003.5M. At the time the Service's budget was approved, the impact from the collective agreement negotiations between the Toronto Police Service Senior Officers Organization (SOO) and the Board was not known, and was therefore not included in the budget request.

*Impact of Ratified Collective Agreement between the Board and the SOO:*

At its meeting on April 20, 2016, the Board approved the ratification of a four year collective agreement (2015-2018) with the SOO. As a result of this agreement, the Service's 2016 approved operating budget requires an increase of \$1.3M.

City Finance staff have confirmed that funding has been provided for in the City's non-program budget to cover the cost of the negotiated contract settlement for SOO members. The \$1.3M estimated cost impact in 2016 for the 2015 and 2016 portion of the collective agreement, is offset by a budget transfer from the City's non-program budget. As a result, there is no net impact on the Service's 2016 overall variance. The City's overall net operating budget is also not impacted.

As a result of the foregoing adjustments, the Service's net operating budget will be increased to \$1,004.7M.

Background/Purpose:

The purpose of this report is to request an increase to the Service's 2016 operating budget to reflect the impact of a new collective agreement between the Board and the SOO and to provide the Board with the Service's projected year end variance as at March 31, 2016.

Discussion:

As at March 31, 2016, a \$1.6M favourable variance is anticipated. Given the significant size of Service's operating budget, many components require several months of lead time and planning before expenditures can be made responsibly. Although the Service budget was approved recently, the Service is still evaluating the plans originally approved as part of the 2016 operating budget to ensure that spending can be made in the most effective and economical way possible.

The following chart summarizes the variance by expenditure and revenue category. Details of each major expenditure category and revenue are discussed in the sections that follow.

Category	2016 Budget (\$Ms)	Actual to Mar 31/16 (\$Ms)	Projected Year- End Actual (\$Ms)	Fav / (Unfav) (\$Ms)
Salaries	\$764.6	\$165.1	\$759.6	\$5.0
Premium Pay	\$41.9	\$8.4	\$44.7	(\$2.8)
Benefits	\$206.6	\$48.1	\$206.6	\$0.0
Materials and Equipment	\$20.6	\$13.5	\$20.4	\$0.2
Services	\$99.0	\$21.2	\$98.5	\$0.5
<b>Total Gross</b>	<b>\$1,132.7</b>	<b>\$256.3</b>	<b>\$1,129.8</b>	<b>\$2.9</b>
Revenue	(\$128.0)	(\$9.9)	(\$126.7)	(\$1.3)
<b>Total Net</b>	<b>\$1,004.7</b>	<b>\$246.4</b>	<b>\$1,003.1</b>	<b>\$1.6</b>

*It is important to note that expenditures do not all follow a linear pattern and therefore year-to-date expenditures cannot be simply extrapolated to year-end. Rather, the projection of expenditures to year-end is done through an analysis of all accounts, taking into consideration factors such as expenditures to date, future commitments expected and spending patterns. In addition, the Service receives significant amounts of in year grant funding and the revenue and expense budgets are adjusted when receipt of funds is confirmed.*

#### *Salaries:*

A favourable variance of \$5.0M is projected in the salary category.

Expenditure Category	2016 Budget (\$Ms)	Actual to Mar 31/16 (\$Ms)	Projected Year- End Actual (\$Ms)	Fav / (Unfav) (\$Ms)
Uniform Salaries	\$576.8	\$125.9	\$575.5	\$1.3
Civilian Salaries	\$187.8	\$39.2	\$184.1	\$3.7
<b>Total Salaries</b>	<b>\$764.6</b>	<b>\$165.1</b>	<b>\$759.6</b>	<b>\$5.0</b>

The 2016 approved budget included funding for 146 hires. The Service is proceeding with hiring 15 cadets for the April 2016 class, as a commitment had already been made to the successful individuals. However, as the Service is now undergoing a transformational review, planned and budgeted uniform hiring for the rest of 2016 has been cancelled. Projected savings from the reduced hiring are \$2.3M.

Although separations for the first quarter of 2016 are lower than originally anticipated, at this time, the Service is still projecting 150 separations for the year, which is what was included in the 2016 budget. Actual separations are monitored monthly and will continue to be reported in future variance reports. In addition to the slowdown in separations, there are fewer staff on unpaid leaves than originally budgeted. As a result, the favourable variance from the reduced hiring has been partially offset by \$1.0M in these cost pressures.

In anticipation of the transformational review, the Service has significantly reduced civilian hiring as well. Savings from the reduced hiring and not filling current vacancies are currently projected at \$3.7M. However, due to workload pressures and the critical nature of work performed in units with significant vacancies, the Service has had to continue to utilize premium pay to backfill many of these vacancies.

It is very important to note that not filling some civilian position vacancies is not realistic, practical nor responsible and has and will expose the Service to significant risk, in terms of errors, and non-compliance with procedures and legislation. It also puts significant pressure and stress on the remaining staff who must continue to perform all required work that is not necessarily part of the transformation exercise. It is the Service's view that while a temporary hold on civilian vacancies is appropriate and necessary in order to achieve the transformational changes anticipated, investment in skilled civilians must continue as transformed functions, business processes, and strategies are rolled out.

*Premium Pay:*

An unfavourable variance \$2.8M is projected in the premium pay category.

<b>Expenditure Category</b>	<b>2016 Budget (\$Ms)</b>	<b>Actual to Mar 31/16 (\$Ms)</b>	<b>Projected Year- End Actual (\$Ms)</b>	<b>Fav / (Unfav) (\$Ms)</b>
Court	\$11.0	\$2.1	\$11.0	\$0.0
Overtime	\$6.5	\$1.6	\$7.3	(\$0.8)
Callback	\$5.4	\$1.1	\$6.3	(\$0.9)
Lieutime Cash Payment	\$19.0	\$3.6	\$20.1	(\$1.1)
<b>Total Premium Pay</b>	<b>\$41.9</b>	<b>\$8.4</b>	<b>\$44.7</b>	<b>(\$2.8)</b>

Additional premium pay is incurred as units address critical workload issues resulting from a significant number of civilian staff vacancies across the Service. Civilian overtime and call-backs are authorized where required to ensure deadlines are met, to maintain service levels and workload that must be addressed, to ensure risk is mitigated and additional hard dollar costs are avoided. At this time, the projected unfavourable premium pay variance for civilian premium pay of \$2M has been more than offset by a corresponding savings in civilian salaries.

The Service continues to strictly monitor and control premium pay. Uniform overtime is authorized by supervisory personnel based on activities for protection of life (i.e., where persons are at risk), protection of property, processing of arrested persons, priority calls for service (i.e., where it would be inappropriate to wait for the relieving shift), and case preparation (where overtime is required to ensure court documentation is completed within required time limits). The Service incurred \$0.8M in overtime and call back costs as a result of enhanced policing required for the NBA All-Star game and this cost pressure is reflected in the above projection. The Service will endeavour to reduce its premium pay spending to make up for this expenditure; however, it must be noted that premium pay is subject to the exigencies of policing and uncontrollable events can have an impact on expenditures.

*Benefits:*

A net zero variance is projected in this category.

<b>Expenditure Category</b>	<b>2016 Budget (\$Ms)</b>	<b>Actual to Mar 31/16 (\$Ms)</b>	<b>Projected Year- End Actual (\$Ms)</b>	<b>Fav / (Unfav) (\$Ms)</b>
Medical / Dental	\$42.6	\$7.1	\$42.6	\$0.0
OMERS / CPP / EI / EHT	\$131.8	\$35.1	\$130.8	\$1.0
Sick Pay / CSB / LTD	\$18.6	\$3.7	\$19.6	(\$1.0)
Other (e.g., WSIB, life ins.)	\$13.6	\$2.2	\$13.6	\$0.0
<b>Total Benefits</b>	<b>\$206.6</b>	<b>\$48.1</b>	<b>\$206.6</b>	<b>\$0.0</b>

Medical/Dental costs are currently shown to be on budget at year-end. However, it is important to note that medical and dental benefit claims vary significantly. Service staff monitors spending closely and any variances will be reported to the Board in the next variance report. Favourable variances in the OMERS/ CPP/EI/EHT category are a result of reduced staffing levels.

The Service funds the Central Sick Bank through a reserve maintained at the City. During the budget process, the Service has been attempting to bring the budgeted reserve contribution to sustainable levels. However, due to budget pressures, the contribution to this reserve is still insufficient and as a result, a \$1.0M shortfall is projected by year end as the reserve cannot adequately fund the projected expense.

*Materials and Equipment:*

A \$0.2M favourable variance is projected in this category.

<b>Expenditure Category</b>	<b>2016 Budget (\$Ms)</b>	<b>Actual to Mar 31/16 (\$Ms)</b>	<b>Projected Year- End Actual (\$Ms)</b>	<b>Fav / (Unfav) (\$Ms)</b>
Vehicles (gas, parts)	\$10.6	\$7.1	\$10.6	\$0.0
Uniforms	\$3.6	\$2.9	\$3.4	\$0.2
Other Materials	\$4.3	\$2.4	\$4.3	\$0.0
Other Equipment	\$2.1	\$1.1	\$2.1	\$0.0
<b>Total Materials &amp; Equipment</b>	<b>\$20.6</b>	<b>\$13.5</b>	<b>\$20.4</b>	<b>\$0.2</b>

The favourable variance in uniforms is a result of savings in outfitting costs due to reduced uniform hiring.

Starting in 2016 the Service entered into hedging contracts for gasoline, therefore price fluctuations have a smaller impact on the budget. At this time, no variance from budget is projected.

*Services:*

A \$0.5M favourable variance is projected in this category.

<b>Expenditure Category</b>	<b>2016 Budget (\$Ms)</b>	<b>Actual to Mar 31/16 (\$Ms)</b>	<b>Projected Year- End Actual (\$Ms)</b>	<b>Fav / (Unfav) (\$Ms)</b>
Legal Indemnification	\$2.6	\$0.6	\$2.6	\$0.0
Uniform Cleaning Contract	\$1.2	\$1.2	\$1.2	\$0.0
Courses / Conferences	\$1.7	\$0.4	\$1.7	\$0.0
Clothing Reimbursement	\$1.5	\$0.0	\$1.5	\$0.0
Computer / Systems Maintenance	\$16.5	\$11.9	\$16.5	\$0.0
Phones / cell phones / 911	\$4.9	\$1.0	\$4.9	\$0.0
Reserve contribution	\$35.6	\$0.0	\$35.6	\$0.0
Caretaking / maintenance utilities	\$19.5	\$0.0	\$19.5	\$0.0
Other Services	\$15.5	\$6.1	\$15.0	\$0.5
<b>Total Services</b>	<b>\$99.0</b>	<b>\$21.2</b>	<b>\$98.5</b>	<b>\$0.5</b>

The favourable variance in other services is a result of savings in hiring costs (e.g. psychological screening, medical assessments) due to reduced uniform hiring.

*Revenue:*

An unfavourable variance of \$1.3M is projected in this category.

<b>Revenue Category</b>	<b>2016 Budget (\$Ms)</b>	<b>Actual to Mar 31/16 (\$Ms)</b>	<b>Projected Year- End Actual (\$Ms)</b>	<b>Fav / (Unfav) (\$Ms)</b>
Recoveries from City	(\$9.9)	(\$0.6)	(\$9.9)	\$0.0
CPP and Safer Comm'y grants	(\$12.7)	\$0.0	(\$11.4)	(\$1.3)
Other Gov't grants	(\$33.5)	\$0.0	(\$33.5)	\$0.0
Fees (e.g., paid duty, alarms, ref.)	(\$12.5)	(\$2.3)	(\$12.5)	\$0.0
Secondments	(\$2.6)	(\$0.9)	(\$2.6)	\$0.0
Draws from Reserves	(\$23.7)	\$0.0	(\$23.7)	\$0.0
Other Revenues (e.g., pris return)	(\$8.4)	(\$2.0)	(\$8.4)	\$0.0
Paid Duty - Officer Portion	(\$24.7)	(\$4.1)	(\$24.7)	\$0.0
<b>Total Revenues</b>	<b>(\$128.0)</b>	<b>(\$9.9)</b>	<b>(\$126.7)</b>	<b>(\$1.3)</b>

The Community Policing Partnership (CPP) and Safer Community grants are tied to staffing levels. As a result of a decision to not hire based on originally budgeted class sizes in order to maintain staffing levels close to the grant threshold, the Service is projecting an unfavourable variance of \$1.3M from the Safer Community Grants. At this point in time, recoveries for fees are trending slightly favourable. However, the projection remains unchanged as the Service has very limited control over the activity volume and the first quarter experience may not be indicative of future revenue patterns.

*Transformational Task Force:*

In December 2015, the Board considered the KPMG review *Opportunities for the Future for the Board's Consideration* (Min. No. P300/15 refers), and approved a motion to create a Task Force, jointly chaired by the Board Chair and the Chief of Police, to look at how best to modernize and deliver policing service in the City of Toronto. To this end, a panel of community members and police experts will guide the transformation of policing in Toronto, with a focus on modernizing operations and containing costs. As part of its mandate, the Task Force will study the recommendations made in various reports over the last five years. The task force will look for sustainable savings in both operating and capital budgets, and introduce an enhanced intelligence-led model for police service delivery that places communities at its core, focuses on core public safety services, and optimizes the use of resources and technology.

The task force will examine all elements of police operations in Toronto and propose bold, responsible measures that will give officers the right tools to do their jobs, while increasing efficiency and building public trust. The Transformational Task Force will provide an interim report to the Board by June 2016, and a final report with a full implementation plan by the end of 2016.

With the exception of hiring deferrals noted above, this variance report does not include any anticipated savings that would result from Task Force recommendations, as they are not known at this time.

*Variance Reporting Schedule*

At present, the Service provides five variance reports to the Board (beginning with a March variance each year) as per the following schedule:

<b>Variance Month Ending</b>	<b>Board Meeting</b>
March 31 <sup>st</sup>	May
May 31 <sup>st</sup>	July
July 31 <sup>st</sup>	September
September 30 <sup>th</sup>	November
Year-end	April

However, the City requires reports on a quarterly basis. The Service is therefore recommending aligning to the same quarterly schedule as the City (and the same schedule as the Capital Variance reporting to the Board). The proposed variance report schedule would also apply to the Toronto Police Parking Enforcement Unit and the Toronto Police Services Board.

The recommended schedule for the operating variance report is as follows:

<b>Variance Month Ending</b>	<b>Board Meeting</b>
March 31 <sup>st</sup>	May
June 30 <sup>th</sup>	August
September 30 <sup>th</sup>	November
Year-end	April

It should be noted that due to the time required to analyze variance data, and internal and Board reporting deadlines, variance reports cannot be tabled to the Board until two months after month-end closing.

Conclusion:

As at March 31, 2016, the Service is projecting a favourable variance of \$1.6M. This projection is based on an analysis of expenditures incurred during the first quarter of 2016, as well as anticipated reduced hiring for the rest of 2016. Expenditures and revenues will continue to be closely monitored throughout the year.

Mr. Tony Veneziano, Chief Administrative Officer, Corporate Services 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.**

**Moved by: J. Tory**  
**Seconded by: K. Jeffers**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P123. TORONTO POLICE SERVICE – PARKING ENFORCEMENT UNIT:  
2016 OPERATING BUDGET VARIANCE REPORT FOR THE PERIOD  
ENDING MARCH 31, 2016**

The Board was in receipt of the following report April 29, 2016 from Mark Saunders, Chief of Police:

Subject: OPERATING BUDGET VARIANCE REPORT FOR THE TORONTO POLICE SERVICE PARKING ENFORCEMENT UNIT – PERIOD ENDING MARCH 31, 2016

Recommendations:

It is recommended that the Board forward a copy of this report to the City of Toronto's (City) Deputy City Manager and Chief Financial Officer for information and for inclusion in the variance reporting to the City's Budget Committee.

Financial Implications:

At its October 19, 2015 meeting, the Toronto Police Services Board (Board) approved the Parking Enforcement Unit's 2016 operating budget at a net amount of \$45.9 Million (M) (Min. No. P274/15 refers). Subsequently, Toronto City Council, at its February 17, 2016 meeting, approved the PEU's 2016 operating budget at the same amount.

Background/Purpose:

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

The purpose of this report is to provide information on the PEU's 2016 projected year-end variance as at March 31, 2016.

Discussion:

As at March 31, 2016, a favourable variance of \$0.53M is projected to year end.

The following chart summarizes the variance by category of expenditure, followed by information on the variance for both salary and non-salary related expenses.

Category	2016 Budget (\$Ms)	Actual to Mar 31/16 (\$Ms)	Year-End Actual Expend (\$Ms)	Fav/(Unfav) (\$Ms)
Salaries	\$30.11	\$6.62	\$29.67	\$0.44
Premium Pay	\$2.83	\$0.47	\$2.83	\$0.00
Benefits	\$7.53	\$1.14	\$7.44	\$0.09
Total Salaries & Benefits	\$40.47	\$8.23	\$39.94	\$0.53
Materials	\$1.48	\$0.33	\$1.48	\$0.00
Equipment	\$0.03	\$0.01	\$0.03	\$0.00
Services	\$5.46	\$0.98	\$5.46	\$0.00
Revenue (e.g. towing recoveries)	<u>(\$1.52)</u>	<u>(\$0.12)</u>	<u>(\$1.52)</u>	<u>\$0.00</u>
Total Non-Salary	\$5.45	\$1.20	\$5.45	\$0.00
<b>Total Net</b>	<b><u>\$45.92</u></b>	<b><u>\$9.43</u></b>	<b><u>\$45.39</u></b>	<b><u>\$0.53</u></b>

*It is important to note that expenditures do not all follow a linear pattern and therefore year-to-date expenditures cannot be simply extrapolated to year-end. Rather, the projection of expenditures to year-end is done through an analysis of all accounts, taking into consideration factors such as expenditures to date, future commitments expected and spending patterns.*

*Salaries & Benefits (including Premium Pay):*

A favourable projection of \$0.53M is projected in salaries and benefits. PEU generally schedules one recruit class per year and hires the appropriate number of officers to ensure that, on average, it is at its full complement of officers during the year. The size of the recruit class is based on projected separations in 2016. Current trends indicate that 2016 attrition will be higher than the budgeted amount and, as a result, a favourable variance in parking enforcement officer salaries is projected at this time. The favourable variance in benefits is a result of reduced staffing levels.

Nearly all premium pay at the PEU is related to enforcement activities, attendance at court and the backfilling of members attending court. With respect to enforcement activities, premium pay is utilized to staff special events or directed enforcement activities. The opportunity to redeploy on-duty staff for special events is minimal, as this will result in decreased enforcement in the areas from which they are being deployed. Directed enforcement activities are instituted to address specific problems. All premium pay expenditures are approved by supervisory staff and carefully controlled. No premium pay variance is projected at this time.

*Non-salary Expenditures:*

No variance is anticipated in the non-salary accounts at this time.

Conclusion:

As at March 31, 2016, the PEU operating budget is projected to be \$0.53M under spent at year end.

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

**The Board approved the foregoing report.**

**Moved by: M. Moliner**  
**Seconded by: J. Tory**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P124. TORONTO POLICE SERVICE – 2016 CAPITAL BUDGET VARIANCE  
REPORT FOR THE PERIOD ENDING MARCH 31, 2016**

The Board was in receipt of the following report May 03, 2016 from Mark Saunders, Chief of Police:

Subject: 2016 CAPITAL BUDGET VARIANCE REPORT FOR THE TORONTO  
POLICE SERVICE – PERIOD ENDING MARCH 31, 2016

Recommendations:

It is recommended that:

- (1) the Board approve a transfer of \$526,000 from the State-of-Good-Repair project to the 52 Division Renovation project; and
- (2) the Board forward a copy of this report to the City's Deputy City Manager and Chief Financial Officer for information and for inclusion in the City's overall variance report to the City's Budget Committee.

Financial Implications:

The Council-approved net capital budget for 2016 is \$21.6 million (M). The net available funding in 2016 is \$36.7M, which includes \$15.1M in carry forward funding.

As at March 31, 2016, the Toronto Police Service (Service) is projecting total net expenditures of \$17.9M compared to \$36.7M in available funding (a spending rate of 48.6%). The projected under-expenditure for 2016 is \$18.9M, \$12.7M of which will be carried forward to 2017.

The estimated remaining \$6.2M projected surplus will be returned back to the City at the end of the year. The surplus is attributed to the projected under expenditure for the Facilities Realignment (\$6M) and Time and Resource Management System (TRMS) (\$200,000) projects, which will be returned back to the City due to the one year carry forward rule. The Workstations, Laptop and Printer lifecycle project will have a \$500,000 surplus which will be returned back to the Vehicle and Equipment Reserve.

Background/Purpose:

At its meeting of October 19, 2015, the Toronto Police Services Board (Board) approved the Service's 2016-2025 net Capital Program at \$242.5M (Min. No. P275/15 refers). Toronto City Council, at its meeting of February 17, 2016, approved the Service's 2016-2025 Capital program

at a net amount of \$21.6M for 2016 and a net total of \$243M for 2016-2025 which is \$526,000 above the Board-approved. City Facilities Management is contributing \$526,000 towards the 52 Division project to cover the cost of City-identified state of good repair (SOGR) items that the Service will perform as part of the project. Attachment A provides a summary of the revised, Council-approved program. The revised program, reflecting the Council-approved figures was provided to the Board at its April meeting.

This capital variance report provides the status of projects as at March 31, 2016.

Discussion:

*Summary of Capital Projects:*

Attachment B provides a status summary of the on-going projects from 2015 as well as projects that started in 2016. Any significant issues or concerns have been highlighted below in the “Key Highlights/Issues” section of this report.

*Key Highlights/Issues:*

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

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

The following provides summary information on key projects within the 2016-2025 Capital Program. Summary information includes status updates as at the time of writing this report.

- Facilities Realignment (formerly 54 Division Facility) (\$38.6M)

<b>Overall Project Health Status</b>	
<b>Current</b>	<b>Previous Variance Report</b>
RED	RED

This project originally provided funding for the construction of a new 54 Division facility, which was intended to replace a light industrial structure retrofitted and occupied by the Service since 1973.

The project cash flow assumed land acquisition in 2015 and the start of construction in 2016. However, the Board put the start date of this project on hold until the Board had an opportunity to receive and consider the results of a review conducted by KPMG.

It should be noted that, for 2016, requirements for all Service facilities will be considered through the work of the Transformational Task Force, whose mandate is to recommend a modernized policing model for the City of Toronto. It is anticipated that \$1M will be spent on task force recommendations and associated requirements.

As a result, due to the City’s one year carry forward rule, \$6M will be returned back to the City at the end of the year. Once the impact on the current Service’s facility is known, fund will be built into the capital program request, as required.

- Peer to Peer Site (Disaster Recovery Site) (2016 project cost - \$19.9M)

<b>Overall Project Health Status</b>	
<b>Current</b>	<b>Previous Variance Report</b>
YELLOW	YELLOW

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

The Board approved this project as part of the Services 2015-2024 capital program, which was subsequently approved by City Council. Based on the Board’s approval, the Service moved forward with the project and engaged an architectural design and consulting services firm for the project. The contract award to the successful firm was approved by the Board at its July 2015 meeting (Min. No. P191/15 refers).

Following the approval of funding for this project by the Board and City Council, the City commissioned a real estate firm to search for properties in the catchment area defined by a set criteria developed by the prime consultant. Available properties were reviewed and short listed. A recommended site was brought forward to the project Steering Committee and communicated to the Board on March 17, 2016. The recommended site contained all requirements based on the set criteria, with the exception of network fiber available from the Service’s provider. It was determined by the Service’s Telecommunication Unit that the cost of implementing required network fiber can be absorbed within the project without impact to the current budget and/or schedule. As a result, City Real Estate has been requested to proceed with the land acquisition.

At this time, assuming acquisition of land proceeds in the 2<sup>nd</sup> quarter of 2016, it is estimated that \$1M will be carried forward to 2017.

- Human Resources Management System Upgrade (2016 project cost - \$1.9M)

<b>Overall Project Health Status</b>	
<b>Current</b>	<b>Previous Variance Report</b>
YELLOW	YELLOW

Funding for the Human Resource Management System (HRMS) project was initially approved as a technical upgrade of the Oracle PeopleSoft human resource and payroll system, with limited enhanced functionality. Work began on this project in September, 2015. Business process reviews were conducted, which involved documenting the "as is" state for business processes related to human resources management and system administration, identifying pain points and opportunities for increased efficiencies, and performing a fit-gap analysis between the existing Version 9.1 of the system to the new Version 9.2. As a result of this work, the project scope changed from a two year upgrade to a multi-year transformation project, which will optimize business process, positions within the organization and system effectiveness.

The technical upgrade scheduled for 2016 will continue and is necessary in order to bring the associated software up to date so it can continue to receive vendor support in the form of system updates based on both federal and provincial government legislated changes and technical fixes intended to address vendor-software related issues. The technical upgrade will be completed by the end of 2016.

In addition, although initial functionality improvements will be implemented in the longer term plan, enhanced or changed functionality associated with recruiting, labour relations tracking, a diversity index and improved reporting will be implemented with the technical upgrade.

The longer term vision provides significant opportunities for efficiencies, process and administration ownership changes, and functional improvements which will be implemented over the next three years. In order to achieve the vision, core HRMS will be optimized, administration centralized and customizations eliminated to reduce maintenance and upgrade efforts and costs.

At this time, it is anticipated that the \$1.7M of available funding in 2016 will be utilized. However, the blueprint was just completed and the project plan will be finalized in early April, 2016. At that time, project staffing and other required resources will be known with more certainty, allowing a better estimate of spending for the year.

Essentially this project has evolved from a system upgrade project to a business transformation project, which significantly changes and improves how we provide and manage human resource services in the Service. It should be noted that in order to execute the blueprint, additional funds will be required and will be requested in the 2017-2026 capital program.

- Time Management Resource System (\$4.1M)

<b>Overall Project Health Status</b>	
<b>Current</b>	<b>Previous Variance Report</b>
YELLOW	YELLOW

Project funding was initially approved to upgrade the current commercial off-the-shelf time keeping system, known as the Time Management Resource System (TRMS). This system was implemented and went live in August 2003. The system is used Service-wide to collect and process time and attendance-specific data, administer accrual banks, and assist in the deployment of members. Since its implementation, the Service has upgraded TRMS to enhance the existing functionality and de-customized the application to reduce maintenance and upgrade costs.

The original scope of this project provided funding to upgrade the version used in 2014, which was expected to only be supported until the end of 2017. The cost estimate for the original project is based on the costs incurred during the last upgrade. However, in 2014, the Service performed an in-house technical upgrade to alleviate a database problem and now has support beyond 2017, although not operating on the latest version. In addition, despite the fact that the funds allocated to this project are based on the continuing need to upgrade to maintain vendor support, the Service’s needs with respect to time-keeping, deployment, scheduling, exception reporting and approval are becoming more sophisticated and complex. Therefore, the Service needs to ensure that any funds invested to upgrade the current system or implement a new time and attendance system, are well spent and value-added.

As a result, the Service is reviewing the original business case, system functionality and operational requirements, with the goal of exploring all options available. This would include other timekeeping systems available on the market, further upgrading the current product and implementing timekeeping functionality available through Oracle, which would allow integration with the human resource management system.

At this time, the Service is beginning a due diligence evaluation of four options available. These options are:

- upgrading the existing system to a higher version;
- replacing the current system with a newly acquired system after a market review;
- possible participation in the enterprise time and attendance system solution the City is currently exploring; and

- implementing timekeeping functionality available through Oracle, which is the Service's human resource management system.

The options review will allow a decision that best meets the needs of the organization, limits or reduces future maintenance and upkeep costs and ensures vendor support is readily available. The Board will be kept apprised during future budget development and approval cycles.

At this time, it is anticipated that, of the \$600,000 available funding, \$400,000 will be utilized and \$200,000 will be returned back to the City due to one year carry forward rule.

- Enterprise Business Intelligence (\$10.2M)

<b>Overall Project Health Status</b>	
<b>Current</b>	<b>Previous Variance Report</b>
GREEN	GREEN

Enterprise Business Intelligence (EBI) technologies represent a set of methodologies, processes, architectures, and technologies that transform raw data into meaningful and useful information used to enable more effective strategic, tactical, and operational insights and decision-making. Police Services such as Edmonton, Vancouver, New York and Chicago have EBI solutions.

The Service currently runs dozens of application systems with each database individually structured, and therefore requiring heavy data manipulation and manual data processes. This information environment is inadequate to cost-effectively support the Service's goals of public safety, community policing and fiscal responsibility. The Service requires an integrated analytical and business intelligence platform to support efficient police officer deployment and performance management, program and policy evaluation, crime analysis and prevention, and justification of expenditures.

This project will transform the Service's raw data from all its key databases into useful and reliable information stored in a corporate data warehouse, and will build an integrated business intelligence and analytical platform. It will be made widely available across the Service allowing all members to make better information based decisions. Essentially, it is a critical strategic component to intelligence led public safety and support activities, which will enable more cost-effective and value added policing and public safety activities.

In 2015, the project team, which developed the EBI framework and reference architecture, developed data modeling and build requirements for the business and technology. However, due to the rigorous process associated with hiring consultants with the right knowledge, experience and required skill sets, project start times for the project team were delayed. The process involved in selecting the right technology and product was comprehensive and therefore funds allocated for hardware and software have not been spent. A Request for Proposal (RFP) for the EBI solution has been issued and a recommendation for contract

award was made and approved at the April 20, 2016 Board meeting, after a Proof of Concept (POC) was completed.

As a result, from the available funding of \$6.2M, \$2.1M will be carried forward to 2017.

- State of Good Repair (\$3.6M available funds in 2016, after transfer – ongoing)

<b>Overall Project Health Status</b>	
<b>Current</b>	<b>Previous Variance Report</b>
GREEN	GREEN

By definition, SOGR funds are used to maintain the safety, condition and customer requirements of existing bricks and mortar buildings. However, the Service has developed a work-plan for use of these funds to optimize service delivery and enhance efficiencies for both buildings and technology improvements. Various project requests will be approved through Facilities Management or the Information Technology Steering Committee (ITSC).

In 2016, the Service’s backlog list of building projects has been prioritized, a work-plan established and resources allocated to address capacity considerations and available funding.

In 2016, a \$526,000 transfer from the City of Toronto, City Facilities Management SOGR budget was made to the Service SOGR project budget for two projects at 255 Dundas (52 Division Renovation Project). It is requested that this amount be transferred to the 52 Division Renovation project to ensure that the project reflects all related costs. These funds are assigned for rehabilitation of the building façade and elevator modernization. The work will be completed by the Service’s Facilities Management Unit as part of a major update project currently ongoing.

- 52 Division Renovation (\$8.9M revised budget, after City contribution - \$8.3M original budget)

<b>Overall Project Health Status</b>	
<b>Current</b>	<b>Previous Variance Report</b>
YELLOW	YELLOW

This project provides funding for the 52 Division facility renovation to correct building deficiencies and create better usable space.

The project start was delayed due to the lack of resources in the Service’s Facilities Management unit. Despite this, the unit has kept the project on budget, mitigating any potential losses. Through collaboration with the City of Toronto, City Facilities Management has contributed \$568,000 (\$42,000 in 2015 and \$526,000 in 2016) towards the project to cover the cost of City identified state of good repair (SOGR) items such as elevator modernization and building envelope repairs. The \$526,000 was originally included in the

SOGR 2016 project budget in the 2016-2025 Capital program, therefore, a reallocation of this amount to the 52 Division Renovation project is requested. The available funding for the project reflects this reallocation.

The City has also committed to providing an additional \$400,000 in 2016 to enable the replacement of the chiller, boilers and upgrade to the existing cooling tower. The project budget impact of this transfer will be communicated in future variance reports. The transfer of funds and co-ordination of work creates cost efficiencies and minimizes disruption to divisional staff and the community.

From the available funding of \$5.3M in 2016, it is anticipated that \$526,000 will be carried forward to 2017.

- Radio Replacement Project (\$14.1M available funds in 2016 – ongoing)

<b>Overall Project Health Status</b>	
<b>Current</b>	<b>Previous Variance Report</b>
YELLOW	N/A

The Service’s current communication radios were replaced over the period of 2006 to 2012. Although the lifecycle for these radios is ideally seven years, the Service has decided to replace these radios every ten years to reduce capital costs. While the extension of this lifecycle to ten years has resulted in some incremental operating costs, there is still an overall cost benefit to the Service. At this point, this project does not include any anticipated changes from the Task Force, as they are not known at this time. It is anticipated that a review will be conducted in 2016 to determine the number of radios required within the Service, in light of current operations and Task Force recommendations. In addition, further studies associated with the use of radios will occur as a result of recent organizational changes and opportunities within the Service. These studies will review the technical viability and potential efficiencies of adopting alternative devices in police vehicles. These additional studies will delay the release of the procurement document for the radio replacement until their completion. As a result, the contract award is not anticipated until the end of 2016.

Given the size of this project, the services of a project manager will be acquired through a Request for Services procurement process.

It is therefore anticipated that \$14M of the \$14.14M will be carried forward to 2017.

- Vehicle and Equipment Lifecycle Replacements

Projects listed in this category are funded from the Vehicle and Equipment Reserve (Reserve), which is in turn funded through annual contributions from the Service and Parking Enforcement operating budgets. The Reserve has no impact on the Capital Program and at

this time, does not require debt funding. Items funded through this Reserve include the regular replacement of vehicles and information technology equipment.

The projected under-expenditure for 2016 is \$3.5M, \$2.6M of which will be carried forward to 2017. From the Workstation, Laptop and Printer lifecycle project, \$500,000 was not required due to a lower negotiated cost for printers. This amount will be returned back to the Vehicle and Equipment Reserve.

Conclusion:

As at March 31, 2016, the Toronto Police Service is projecting total net expenditures of \$16.9M compared to \$36.7M in available funding from net debt. The projected under-expenditure for 2016 is \$18.9M of which \$12.7M will be carried forward to 2017. The estimated remaining \$62M projected surplus for the Facilities Realignment Project (\$6M) and TRMS (\$200,000) projects will be returned back to the City due to the one year carry forward rule.

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

**The Board approved the foregoing report.**

**Moved by:               K. Jeffers**  
**Seconded by:         M. Moliner**

**COUNCIL APPROVED 2016-2025 CAPITAL PROGRAM REQUEST (\$000s)**

Project Name	Plan to end of 2015	2015 CF	2016	2017	2018	2019	2020	Total 2016-2020 Request	2021	2022	2023	2024	2025	Total 2021-2025 Forecast	Total 2016-2025 Program	Total Project Cost
<b>Projects In Progress</b>																
State-of-Good-Repair - Police		1,800	2,326	4,000	4,000	4,000	4,000	18,326	4,000	4,000	4,000	4,000	4,000	20,000	38,326	38,326
HRMS Upgrade	1,485	1,125	550	0	0	0	380	930	1,105	0	0	0	0	1,105	2,035	3,520
Peer to Peer Site (Disaster Recovery Site)	3,879	3,629	1,000	4,000	7,759	3,500	0	16,259	0	0	0	0	0	0	16,259	20,138
Facilities Realignment	7,000	7,000	0	0	1,600	21,421	8,387	31,408	217	0	0	0	0	217	31,625	38,625
TRMS Upgrade	600	600	0	1,500	2,022	0	0	3,522	0	630	1,500	2,022	0	4,152	7,674	8,274
Business Intelligence	2,336	2,174	4,069	3,811	0	0	0	7,880	0	0	0	0	0	0	7,880	10,216
Electronic Document Management (Proof of Concept)	50	50	450	0	0	0	0	450	0	0	0	0	0	0	450	500
<b>Total, Projects In Progress</b>	<b>15,350</b>	<b>16,378</b>	<b>8,395</b>	<b>13,311</b>	<b>15,381</b>	<b>28,921</b>	<b>12,767</b>	<b>78,775</b>	<b>5,322</b>	<b>4,630</b>	<b>5,500</b>	<b>6,022</b>	<b>4,000</b>	<b>25,474</b>	<b>104,249</b>	<b>119,599</b>
<b>Upcoming Projects</b>																
Radio Replacement	0		14,141	3,050	3,460	2,452	4,949	28,052	6,074	4,544	42	1,026	226	11,912	39,964	39,964
41 Division (includes land)	0		0	0	395	9,561	19,122	29,078	9,850	0	0	0	0	9,850	38,928	38,928
TPS Archiving	0		50	50	650	0	0	750	0	0	0	0	0	0	750	750
32 Division - Renovation	0		0	1,200	4,790	5,990	0	11,980	0	0	0	0	0	0	11,980	11,980
Parking West				5,600	1,800	2,200		9,600							9,600	9,600
13 Division (includes land)	0		0	0	0	0	372	372	8,645	18,500	11,411	0	0	38,556	38,928	38,928
AFIS (next replacement)	0		0	0	0	3,053	0	3,053	0	0	0	0	0	0	3,053	3,053
Property & Evidence Warehouse Racking										1,040				1,040	1,040	1,040
Expansion of Fibre Optics Network	0		0	0	0	0	0	0	881	0	4,785	6,385	0	12,051	12,051	12,051
22 Division - Renovation	0		0	0	0	0	0	0	0	0	3,000	5,300	0	8,300	8,300	8,300
Relocation of PSU	0		0	0	0	0	0	0	500	5,400	5,148	2,000	0	13,048	13,048	13,048
Relocation of FIS	0		0	0	0	0	0	0	0	0	0	4,649	12,653	17,302	17,302	60,525
<b>Total, Upcoming Capital Projects:</b>	<b>0</b>	<b>0</b>	<b>14,191</b>	<b>9,900</b>	<b>11,095</b>	<b>23,256</b>	<b>24,443</b>	<b>82,885</b>	<b>25,950</b>	<b>28,444</b>	<b>25,426</b>	<b>19,360</b>	<b>12,879</b>	<b>112,059</b>	<b>194,944</b>	<b>238,167</b>
<b>Total Debt Funded Capital Projects:</b>	<b>15,350</b>	<b>16,378</b>	<b>22,586</b>	<b>23,211</b>	<b>26,476</b>	<b>52,177</b>	<b>37,210</b>	<b>161,660</b>	<b>31,272</b>	<b>33,074</b>	<b>30,926</b>	<b>25,382</b>	<b>16,879</b>	<b>137,533</b>	<b>299,193</b>	<b>357,766</b>
<b>Total Reserve Projects:</b>	<b>199,590</b>	<b>10,799</b>	<b>16,734</b>	<b>26,349</b>	<b>30,925</b>	<b>28,237</b>	<b>24,235</b>	<b>126,480</b>	<b>22,963</b>	<b>25,418</b>	<b>31,585</b>	<b>28,317</b>	<b>24,505</b>	<b>132,788</b>	<b>259,268</b>	<b>458,857</b>
<b>Total Gross Projects</b>	<b>214,940</b>	<b>27,177</b>	<b>39,320</b>	<b>49,560</b>	<b>57,401</b>	<b>80,414</b>	<b>61,445</b>	<b>288,140</b>	<b>54,235</b>	<b>58,492</b>	<b>62,511</b>	<b>53,699</b>	<b>41,384</b>	<b>270,321</b>	<b>558,461</b>	<b>816,624</b>
<b>Funding Sources:</b>																
Vehicle and Equipment Reserve	(199,590)		(16,734)	(26,349)	(30,925)	(28,237)	(24,235)	(126,480)	(22,963)	(25,418)	(31,585)	(28,317)	(24,505)	(132,788)	(259,268)	(458,857)
Funding from Development Charges	(21,476)		(1,000)	(2,931)	0	(12,775)	(5,410)	(22,116)	(6,380)	(9,688)	(11,971)	(5,415)	(578)	(34,032)	(56,148)	(77,624)
<b>Total Funding Sources:</b>	<b>(221,066)</b>		<b>(17,734)</b>	<b>(29,280)</b>	<b>(30,925)</b>	<b>(41,012)</b>	<b>(29,645)</b>	<b>(148,596)</b>	<b>(29,343)</b>	<b>(35,106)</b>	<b>(43,556)</b>	<b>(33,732)</b>	<b>(25,083)</b>	<b>(166,820)</b>	<b>(315,415)</b>	<b>(536,481)</b>
<b>Total Net Debt-Funding Request:</b>	<b>(6,126)</b>		<b>21,586</b>	<b>20,280</b>	<b>26,476</b>	<b>39,402</b>	<b>31,800</b>	<b>139,544</b>	<b>24,892</b>	<b>23,386</b>	<b>18,955</b>	<b>19,967</b>	<b>16,301</b>	<b>103,502</b>	<b>243,046</b>	<b>280,143</b>
<b>5-year Average:</b>								<b>27,909</b>						<b>20,700</b>	<b>24,305</b>	
<b>City Target:</b>			<b>31,892</b>	<b>35,231</b>	<b>31,991</b>	<b>27,978</b>	<b>31,800</b>	<b>158,892</b>	<b>17,322</b>	<b>9,310</b>	<b>18,581</b>	<b>22,581</b>	<b>16,360</b>	<b>84,154</b>	<b>243,046</b>	
<b>City Target - 5-year Average:</b>								<b>31,778</b>						<b>16,831</b>	<b>24,305</b>	
<b>Variance to Target:</b>			<b>10,306</b>	<b>14,951</b>	<b>5,515</b>	<b>(11,424)</b>	<b>0</b>	<b>19,348</b>	<b>(7,570)</b>	<b>(14,076)</b>	<b>(374)</b>	<b>2,614</b>	<b>59</b>	<b>(19,348)</b>	<b>0</b>	
<b>Cumulative Variance to Target</b>				<b>25,257</b>	<b>30,772</b>	<b>19,348</b>	<b>19,348</b>		<b>11,778</b>	<b>(2,298)</b>	<b>(2,672)</b>	<b>(59)</b>	<b>0</b>			
<b>Variance to Target - 5-year Average:</b>								<b>3,870</b>						<b>(3,870)</b>	<b>0</b>	

## 2016 Capital Budget Variance Report as at March 31, 2016 (\$000s)

Project Name	Carry Forward from 2015	2016 Budget	Available to Spend in 2016	2016 Projection	Year-End Variance - (Over)/ Under	Carry Forward to 2017	Funds Returned to the City	Total Project Budget	Total Project Cost (Projects)	Project Variance (Over) / Under	Comments	Overall Project Health
<b>Debt-Funded Projects</b>												
<u>Facility Projects:</u>												
Facilities Realignment (includes land)	7,000.0	0.0	7,000.0	1,000.0	6,000.0	0.0	6,000.0	38,625.0	32,625.0	6,000.0	Please refer to the body of the report.	Red
TPS Archiving	0.0	50.0	50.0	50.0	-	0.0	-	750.0	750.0	-	Project is on time and on budget.	Green
<u>Information Technology Projects:</u>												
Peer to Peer Site	3,629.0	1,000.0	4,629.0	3,629.0	1,000.0	1,000.0	-	19,924.3	19,924.3	-	Please refer to the body of the report.	Yellow
HRMS Upgrade	1,125.0	550.0	1,675.0	1,675.0	-	0.0	-	1,934.6	1,934.6	-	Please refer to the body of the report.	Yellow
TRMS Upgrade	600.0	0.0	600.0	400.0	200.0	0.0	200.0	4,122.0	3,922.0	200.0	Please refer to the body of the report.	Yellow
Enterprise Business Intelligence	2,174.1	4,069.0	6,243.1	4,150.0	2,093.1	2,093.1	-	10,216.0	10,216.0	-	Please refer to the body of the report.	Green
Electronic Document Management (Proof of Concept)	50.0	450.0	500.0	500.0	-	0.0	-	500.0	500.0	-	Project is on time and on budget.	Green
Radio Replacement	0.0	14,141.0	14,141.0	100.0	14,041.0	14,041.0	-	39,964.0	39,964.0	-	Please refer to the body of the report.	Yellow
<u>Replacements / Maintenance / Equipment Projects:</u>												
State-of-Good-Repair - Police	1,800.0	1,800.0	3,600.0	3,600.0	-	0.0	-	n/a	n/a	-	Please refer to the body of the report.	Green
52 Division Renovations	4,736.0	526.0	5,262.0	4,736.0	526.0	526.0	-	8,868.0	8,868.0	-	Please refer to the body of the report.	Yellow
<b>Total Debt-Funded Projects</b>	<b>21,114.1</b>	<b>22,586.0</b>	<b>43,700.1</b>	<b>19,840.0</b>	<b>23,860.1</b>	<b>17,660.1</b>	<b>6,200.0</b>					
<u>Lifecycle Projects (Vehicle &amp; Equipment Reserve)</u>												
Vehicle Replacement	1,470.1	6,021.0	7,491.1	7,491.1	0.0	0.0	0.0	n/a	n/a	n/a	Please refer to the body of the report.	Green
IT-Related Replacements	8,027.2	9,037.0	17,064.2	14,528.8	2,535.4	1,675.1	860.3	n/a	n/a	n/a	Please refer to the body of the report.	Green
Other Equipment	1,301.5	1,676.0	2,977.5	2,056.8	920.8	920.8	0.0	n/a	n/a	n/a	Please refer to the body of the report.	Green
<b>Total Lifecycle Projects</b>	<b>10,798.9</b>	<b>16,734.0</b>	<b>27,532.9</b>	<b>24,076.6</b>	<b>3,456.2</b>	<b>2,595.9</b>	<b>860.4</b>					
<b>Total Gross Expenditures:</b>	<b>31,913.0</b>	<b>39,320.0</b>	<b>71,233.0</b>	<b>43,916.6</b>	<b>27,316.4</b>	<b>20,256.0</b>	<b>7,060.4</b>	<b>Percent spent:</b>		<b>61.7%</b>		
<u>Less other-than-debt funding:</u>												
Funding from Developmental Charges	(5,973.414)	(1,000.000)	(6,973.414)	(1,973.414)	(5,000.000)	(5,000.000)	0.000	n/a	n/a	n/a		
Vehicle & Equipment Reserve	(10,798.879)	(16,734.000)	(27,532.879)	(24,076.640)	(3,456.239)	(2,595.865)	(860.4)	n/a	n/a	n/a		
<b>Total Other-than-debt Funding:</b>	<b>(16,772.293)</b>	<b>(17,734.000)</b>	<b>(34,506.293)</b>	<b>(26,050.054)</b>	<b>(8,456.239)</b>	<b>(7,595.865)</b>	<b>(860.4)</b>					
<b>Total Net Expenditures:</b>	<b>15,140.7</b>	<b>21,586.0</b>	<b>36,726.7</b>	<b>17,866.5</b>	<b>18,860.1</b>	<b>12,660.1</b>	<b>6,200.0</b>			<b>48.6%</b>		

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P125. QUARTERLY REPORT: TORONTO POLICE SERVICES BOARD  
SPECIAL FUND UNAUDITED STATEMENT: JANUARY - MARCH 2016**

The Board was in receipt of the following report April 02, 2016 from Andy Pringle, Chair

Subject: QUARTERLY REPORT: TORONTO POLICE SERVICES BOARD SPECIAL  
FUND UNAUDITED STATEMENT: JANUARY TO MARCH 2016

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, 2016.

As at March 31, 2016, the balance in the Special Fund was \$1,843,843. During the first quarter, the Special Fund recorded receipts of \$28,160 and disbursements of \$139,489. There has been a net decrease of \$111,329 against the December 31, 2015 fund balance of \$1,955,172. It should also be noted that, although not yet expensed, the Board has approved additional expenditures of \$265,000 and \$500,000 for costs related to the Transformational Task Force.

Auction proceeds have been estimated for the months of January to March 2016 as the actual deposits have not yet been made.

For this quarter, the Board approved and disbursed the following sponsorships:

- The Gatehouse/Child Abuse Investigation \$50,000
- Victim Services Toronto (VST) \$25,000

- Women at the Centre \$10,000
- Toronto Police Cricket Club \$ 9,000
- LGBTQ Bullying Prevention video \$ 8,000
- Black History Month \$ 6,000
- Asian Heritage Month (DPSU) \$ 5,000
- Francophone \$ 5,000
- Pride Float \$ 4,000
- Auxiliary Appreciate Event \$ 3,000
- Volunteer Appreciate Event \$ 2,000
- Victim of Crime Awareness Week \$ 500

In addition, the Board approved and disbursed the following:

- Recognition of Service Members \$11,000
- Recognition of Community Members \$ 889

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.**

**Moved by: C. Lee**  
**Seconded by: J. Tory**

THE TORONTO POLICE SERVICES BOARD SPECIAL FUND								
2016 FIRST QUARTER RESULTS WITH INITIAL PROJECTIONS								
PARTICULARS	2016						2015	COMMENTS RELATING TO THIS QUARTER
	INITIAL PROJ. 2016	JAN 01 TO MAR 31/16	APR 01 TO JUN 30/16	JUL 01 TO SEPT 30/16	OCT 01 TO DEC 31/16	JAN 01 TO DEC 31/16 TOTALS	JAN 01 TO DEC 31/15 ACTUAL	
BALANCE FORWARD	1,955,172	1,955,172	1,843,843	1,843,843	1,843,843	<b>1,955,172</b>	2,194,710	
<b>REVENUE</b>								
PROCEEDS FROM AUCTIONS	150,000	42,019	0	0	0	<b>42,019</b>	128,275	Auction proceeds for the first quarter are based on
LESS OVERHEAD COST	(40,500)	(11,347)	0	0	0	<b>(11,347)</b>	(34,635)	estimates. Overhead is at 27% of the proceeds.
UNCLAIMED MONEY	330,000	0	0	0	0	<b>0</b>	305,893	
LESS RETURN OF UNCLAIMED MONEY	(42,000)	(3,813)	0	0	0	<b>(3,813)</b>	(24,937)	
INTEREST	15,000	1,505	0	0	0	<b>1,505</b>	11,955	Interest income is based on the average
LESS BANK SERVICE CHARGES	(3,000)	(204)	0	0	0	<b>(204)</b>	(1,155)	monthly bank balance.
OTHERS	30,000	0	0	0	0	<b>0</b>	11,422	
TOTAL REVENUE	439,500	28,160	0	0	0	<b>28,160</b>	396,818	
BALANCE FORWARD BEFORE EXPENSES	2,394,672	1,983,332	1,843,843	1,843,843	1,843,843	<b>1,983,332</b>	2,591,528	
<b>DISBURSEMENTS</b>								
<b>POLICE COMMUNITY INITIATIVES</b>								
<b>SERVICE</b>								
CPLC & COMM. OUTREACH ASSISTANCE	29,000	0	0	0	0	<b>0</b>	29,000	
UNITED WAY	10,000	0	0	0	0	<b>0</b>	10,000	
OTHER	0	0	0	0	0	<b>0</b>	0	
<b>COMMUNITY</b>								
VICTIM SERVICES PROGRAM	30,000	25,000	0	0	0	<b>25,000</b>	33,000	
VARIOUS ORGANIZATIONS	305,000	102,500	0	0	0	<b>102,500</b>	415,300	Gatehouse, Victim Services, Women at the Center and several Division Policing Support initiatives
FUNDS RETURNED - SPONSORSHIPS	(4,500)	0	0	0	0	<b>0</b>	0	
VOLUNTEER APPRECIATION NIGHT	0	0	0	0	0	<b>0</b>	0	
BLACK HISTORY MONTH	0	0	0	0	0	<b>0</b>	(801)	
ASIAN HERITAGE	0	0	0	0	0	<b>0</b>	(273)	
NATIONAL ABORIGINAL DAY	0	0	0	0	0	<b>0</b>	(416)	
FRANCOPHONE	0	0	0	0	0	<b>0</b>	(568)	
LBGT	0	0	0	0	0	<b>0</b>	(548)	
TORONTO CARIBBEAN CARNIVAL	0	0	0	0	0	<b>0</b>	(364)	
CPLC & COMM. OUTREACH ASSISTANCE	0	0	0	0	0	<b>0</b>	(7,636)	
UNITED WAY	0	0	0	0	0	<b>0</b>	(5,923)	
VICTIMS OF CRIME	0	0	0	0	0	<b>0</b>	(12)	
CHIEF PRIDE RECEPTION	0	0	0	0	0	<b>0</b>	(2,176)	
YOUTH JUSTICE	0	0	0	0	0	<b>0</b>	(300)	
AUXILIARY APPRECIATION EVENING	0	0	0	0	0	<b>0</b>	(13)	
POLICING & RIGHTS EDUCATION VIDEO	0	0	0	0	0	<b>0</b>	(56,500)	
TPAAA ASSISTANCE	40,000	0	0	0	0	<b>0</b>	42,400	
<b>RECOGNITION OF SERVICE MEMBERS</b>								
AWARDS	115,000	11,000	0	0	0	<b>11,000</b>	74,196	Crossing Guard Long Service awards and YIP! Graduation
CATERING	25,000	0	0	0	0	<b>0</b>	37,357	
<b>RECOGNITION OF COMMUNITY MEMBERS</b>								
AWARDS	5,000	889	0	0	0	<b>889</b>	1,884	
CATERING	4,000	0	0	0	0	<b>0</b>	1,928	
<b>RECOGNITION OF BOARD MEMBERS</b>								
AWARDS	1,000	0	0	0	0	<b>0</b>	0	
CATERING	1,000	0	0	0	0	<b>0</b>	5,353	
<b>CONFERENCES</b>								
COMM POLICE LIAISON COMMITTEES	8,500	0	0	0	0	<b>0</b>	8,500	
ONT. ASSO. OF POLICE SERVICES BOARD	7,500	0	0	0	0	<b>0</b>	0	
CDN ASSO. OF POLICE GOVERNANCE	10,000	0	0	0	0	<b>0</b>	7,500	
<b>FUNDS RETURN- CONFERENCES</b>								
COMM POLICE LIAISON COMMITTEES	0	0	0	0	0	<b>0</b>	(992)	
DONATIONS - IN MEMORIAM	800	100	0	0	0	<b>100</b>	0	
TPSB/TPA RETIREMENT DINNER	10,500	0	0	0	0	<b>0</b>	6,101	
DINNER TICKETS	6,000	0	0	0	0	<b>0</b>	4,050	
PROFESSIONAL FEES	0	0	0	0	0	<b>0</b>	0	
INTERNAL CONTROL REVIEW FEE	7,042	0	0	0	0	<b>0</b>	7,042	
OTHER EXPENSES	780,000	0	0	0	0	<b>0</b>	29,268	
TOTAL DISBURSEMENTS	1,390,842	139,489	0	0	0	<b>139,489</b>	636,356	
SPECIAL FUND BALANCE	1,003,830	1,843,843	1,843,843	1,843,843	1,843,843	<b>1,843,843</b>	1,955,172	

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P126. SPECIAL FUND: LETTER OF APPRECIATION**

The Board was in receipt of correspondence dated April 01, 2016 from Nneka MacGregor, Executive Director, WomenatthecentrE, expressing appreciation for funds that were provided by the Board for the Court Watch initiative. A copy of the correspondence is appended to this Minute for information.

**The Board received the correspondence from Ms. MacGregor.**

**Moved by: M. Moliner**

**Seconded by: C. Lee**



WomenatthecentrE

422 King Street West, Suite 500  
Toronto, Ontario  
M6K 1G2  
416-964-0892  
www.womenatthecentre.com

April 1, 2016

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

**RE: Funding – Court Watch**

Dear Mr. Pringle,

I am writing to express our gratitude to you and the Toronto Police Services Board for the \$10,000 provided to WomenatthecentrE for our Court Watch initiative. Your generosity has meant that we will be able to coordinate and support this invaluable project and engage the community in ways that we know will result in better outcomes in the Specialized Domestic Violence Courts in Toronto.

My Board has asked that we stay connected, and that you will hopefully be able to attend one of the events planned at the release of the Report.

Once again, thank you for your support; it means a lot to us and to women survivors of intimate partner violence everywhere.

Yours sincerely,

Nneka MacGregor LL.B.  
Executive Director  
[nneka@womenatthecentre.com](mailto:nneka@womenatthecentre.com)

c.c. Dr. Tope Adefarakan & Veronica Campos, Board Co-Chairs  
Vivien Green, Director, Community Development  
Lermy Ramos, Manager, Accounting Services (TPSB)



**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P127. SPECIAL FUND REQUEST: CRICKET ACROSS THE POND**

**Declaration of Interest under the *Municipal Conflict of Interest Act*** – Mr. Jeffers advised that he had previously been involved with organizing the Cricket Across the Pond initiative and did not participate in the consideration of the following report.

The Board was in receipt of the following report April 21, 2016 from Andy Pringle, Chair:

Subject: SPECIAL FUNDS REQUEST: CRICKET ACROSS THE POND

Recommendation:

It is recommended that the Board approve \$10,000.00 from the Board's Special Fund to support the Cricket across the Pond Initiative (CAP).

Financial Implications:

If the Board approves the recommendation contained in this report, the Special Fund will be reduced by \$10,000.00. The Special Fund balance is approximately \$1,859,975, as at April 20, 2016.

Background/Purpose:

Mr. Martin Buckle, Vice Chair Chartered Institute of Management Accountants (CIMA) has written to my requesting that the Board consider contributing \$10,000 towards youth outreach and the training portion of the 2016 CAP Program. CIMA is an internationally recognized professional association of accountants with a significant presence in the GTA. CIMA membership is comprised of internationally qualified professionals from diverse ethnic, cultural and religious backgrounds. The member's knowledge and experiences provide them with a unique perspective and understanding of the issues encountered by young people starting fresh lives in Toronto. CIMA members and students are actively involved in the communities in which they live and understand the impact non-traditional sports like cricket can have on energising youth. Since 2005, CIMA Canada has designed and implemented cricket programs to engage young people in healthy living and teamwork activities.

### Discussion:

The emergence of cricket as one of the most popular sports among Toronto's diverse communities has provided new opportunities to transcend cultural boundaries and address root causes of problems faced by youth. CAP youth cricket ambassador program was initiated in 2008 by CIMA in partnership with City of Toronto Parks, Forestry & Recreation (PFR) and is a direct spin off of Toronto's Annual Celebration of Cricket - CIMA Mayor's Trophy (CMT), launched in 2005 by former Mayor David Miller and Police Chief Bill Blair. CAP uses cricket as a vehicle to reach out to youth and provide them with opportunities to develop social structure, communication and leadership skills. The program offers 12 young cricketers the opportunity to travel to the West Indies to receive fully paid overseas cricket training and an opportunity to represent Toronto Mayor's youth cricket team internationally. To date, CAP has provided 100 young Torontonians with leadership and communications training to represent Toronto internationally as ambassadors of the City. As well, ambassadors are mentored to become youth role models in their communities. Building on CAP's success, CIMA has engaged community support for Toronto school cricket programs and has interacted with over 4000 youth as a result of the game of cricket. In addition, over 30 CAP ambassadors have progressed their careers to represent Canada on the under 19 and senior teams at various international tournaments.

The twelfth annual CMT will be held on June 25, 2016 at Sunnybrook Park as a fundraiser for CIMA youth cricket programs. The Toronto Police Cricket Team works very closely with CIMA in organizing the annual event and will participate in the annual event.

### Conclusion:

Over the years CAP has attracted unprecedented media attention and extensive coverage of the success stories, creating a positive image for the City locally and internationally. CAP has also received international recognition from the International Cricket Council. The Board's contribution will be recognized through print, television, and transit systems ads as well as at the team announcement press conference at Toronto City Hall on June 24th.

The CAP initiative is in keeping with the Special Fund Policy community outreach provision and is consistent with the Service's Safe Communities & Neighbourhoods priority. Therefore, it is recommended that the Board approve \$10,000 from the Board's Special Fund to support CAP.

### **The Board approved the following Motion:**

**THAT the Board approve the foregoing report and, following a request that was made by CIMA, approve the use of the Board crest on the 2016 marketing materials for the purpose of acknowledging the Board's support of the Cricket Across the Pond initiative.**

**Moved by: C. Lee**  
**Seconded by: M. Moliner**



Chartered Institute of  
Management Accountants



CIMA

To: Mr. Andrew Pringle  
Chair  
Toronto Police Services Board

From: Martin Buckle  
Vice Chair, CIMA Canada

Subject: FUNDING REQUEST FOR CRICKET ACROSS THE POND

Date : March 7, 2016

On behalf of the Chartered Institute of Management Accountants (CIMA) Canada, I am writing to invite the Toronto Police Services Board to join CIMA as a partner of the Cricket Across the Pond (CAP) Program and consider contributing \$10,000 towards youth outreach and training portion of the 2016 program. The Board's contribution will make a significant impact on the players and be recognized through print, television, and transit systems ads, as well as at the team announcement press conference at Toronto City Hall on June 24th.

#### Who We Are

CIMA is an internationally recognized professional association of accountants with a significant presence in the GTA. As a membership body comprising internationally qualified professionals from diverse ethnic, cultural and religious backgrounds, CIMA understands the problems experienced by young people starting fresh lives in Toronto, and the impact non-traditional sports like cricket can have in energising youth. CIMA members and students are actively involved in the communities in which they live and youth cricket is one of a broad range of volunteer activities. A significant majority of the CIMA Members in the GTA have roots in cricket playing nations from around the world. Since 2005, CIMA Canada has designed and implemented cricket programs to engage young people in health-giving activities and teamwork through the game of cricket.

#### Background and Purpose

CAP is a Toronto community initiative designed to provide opportunities to youth from GTAs diverse neighbourhoods and develop social cohesion and interaction among young people through cricket. The program offers fully paid overseas cricket training and an opportunity to represent Toronto Mayor's youth cricket team internationally.

**CHARTERED INSTITUTE OF MANAGEMENT ACCOUNTANTS CANADA**  
36 TORONTO STREET, SUITE 850, TORONTO, ON M5C 2C5  
Telephone: (905) 553-0346



CAP youth cricket ambassador program was initiated in 2008 by CIMA in partnership with the Parks, Forestry & Recreation (PFR) Department of the City of Toronto. CAP is a spin off project of Toronto's annual Celebration of Cricket – the CIMA Mayor's Trophy (CMT), launched in 2005 by former Toronto Mayor David Miller and Police Chief Bill Blair and continued since then under Mayors Ford and Tory, and Chief Saunders. The Toronto Police Cricket team takes part in the CMT annually, supporting CIMA's youth cricket initiatives. The twelfth annual CMT will be held on June 25th, 2016 at Sunnybrook Park in Toronto as a fundraiser to CIMA youth cricket programs.

The 2016 CAP program will offer 12 young cricketers from GTA the opportunity to be ambassadors of Toronto in the West Indies. The Mayor's youth team is selected by a committee representing PFR, CIMA and the community. The committee members bring expertise in community development and youth outreach, youth education and training, as well as technical know-how in cricket. The selection process consists of a written submission of the candidate's community involvement, initial cricket screening followed by a short interview. The team composition is designed to promote social cohesion and interaction among young people from diverse neighbourhoods.

Impact on Youth:

The emergence of cricket as one of the most popular sports among Toronto's diverse communities has provided new opportunities to transcend cultural boundaries and address root causes of the problems experienced by local youth. CAP uses cricket as a vehicle to reach out to young people by giving them a sense of hope, increased self-esteem and opportunities to become positive role models in our communities. CAP provides young cricketers the opportunity to travel overseas, bond with a team of strangers, and learn life lessons as ambassadors of Toronto. CAP aims to develop these young Toronto ambassadors as youth role models in our communities.

Since the launch of the program in 2008, CAP has provided over 100 young Torontonians with leadership and communications training to represent Toronto internationally and learn life skills as ambassadors of Toronto. CAP attracted unprecedented media attention and extensive coverage of the success stories, creating a positive image for the Toronto Public Service internationally. CAP received international recognition when the International Cricket Council (ICC) presented Toronto with ICC Americas Promotion & Marketing Award in 2013. Leveraging the success of CAP, CIMA engaged community support for Toronto school cricket program that has engaged over 4000 young Torontonians so far through the game of cricket

**CHARTERED INSTITUTE OF MANAGEMENT ACCOUNTANTS CANADA**  
36 TORONTO STREET, SUITE 850, TORONTO, ON M5C 2C5  
Telephone: (905) 553-0346



The CAP program has developed youth role models in our communities and helped inspire youth to be involved in cricket. For example:

- CAP ambassadors were profiled on radio, TV, print media other forums as a youth spokespersons for fundraising efforts for community cricket initiatives
- CAP ambassadors regularly share their training, knowledge and expertise at City run summer cricket camps, schools and community workshops providing thousands of young cricketers with cricket training
- Over 30 CAP ambassadors progressed their careers to represent Canada in the Under 19 and Senior teams

We believe that the CAP initiative is in keeping with the community outreach component of the TPSB's Special Fund Policy and is in keeping with the Board's child and youth safety priority. Therefore we request that that the Board consider approving \$10,000 from the Board's Special Fund to support the Cricket across the Pond Initiative (CAP).

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P128. SPECIAL FUND REQUEST: ARTS ETOBICOKE – AMPLIFY!  
TUNING-IN TO THE VOICES OF MARGINALIZED YOUTH THROUGH  
THE ARTS**

The Board was in receipt of the following report April 06, 2016 from Andy Pringle, Chair

Subject: SPECIAL FUND REQUEST: ARTS ETOBICOKE – AMPLIFY!: TUNING-IN  
TO THE VOICES OF MARGINALIZED YOUTH THROUGH THE ARTS

Recommendation:

It is recommended that the Board approve \$12,000 from the Special Fund to cover the cost of the AMPLIFY! Arts Education Program.

Financial Implications:

If the Board approves the recommendation contained in this report, the Special Fund will be reduced by \$12,000. The Special Fund balance is approximately \$1,859,975, as at April 20, 2016.

Background/Purpose:

Arts Etobicoke is a community arts service organization which was established in 1973 to provide a united voice for the local arts community. Arts Etobicoke supports established and aspiring artists of all ages and backgrounds with a broad variety of activities and services, including arts education, advocacy, community space, et cetera, and is committed to creating opportunities for marginalized children, youth and families in underserved communities in North Etobicoke.

Discussion:

AMPLIFY! is an arts education program developed by Arts Etobicoke which pairs trained artists with social service agencies to provide high quality sustainable arts programming that build self-confidence, develop life skills and offer opportunities for positive self-expression. The program model has been used by Arts Etobicoke since 2011 and has benefited marginalized youth in North Etobicoke faced with challenges such as homelessness, poverty, isolation, discrimination, bullying, isolation, et cetera.

In partnership with the Rathburn Area Youth Project (RAY), ArtsEtobicoke will deliver 32 free art education workshops in two hour durations, in various disciplines, on a weekly basis. The workshops will be offered to 15 youth, aged 12 to 24. The workshops are designed to meet the

specific needs and goals of RAY youth and will be facilitated by professional artists, experienced in working from an inclusive, anti-oppressive and youth friendly framework. AMPLIFY! will also engage 22 Division officers, who, through participation in previous initiatives have developed a relationship with RAY youth, to work collaboratively with the youth on fun and inspiring art projects. The officers' objective is to use this initiative to continue building on and strengthening the relationship between youth and the police in this community.

A copy of the proposal submitted by Ms. Ruth Cumberbatch, Development Manager ArtsEtobicoke, which includes the project budget, and support letters is attached to this report for your consideration. The funds being requested by ArtsEtobicoke represents 100% of the cost of the project. The project is scheduled to commence in June 2016.

Conclusion:

The AMPLIFY project is in keeping with the community outreach provision of the Special Fund Policy, which outlines the criteria for funding of community-oriented policing activities that involve a co-operative effort on the part of the Service and the community that addresses initiatives addressing violence prevention or prevention of repetition of violence or the root causes of violence. The Office of the Chief has reviewed the proposal and has confirmed the participation of 22 Division officers.

The Board's support of the AMPLIFY project reaffirms the Board's commitment to building public trust and confidence through community engagement and addressing the needs of our community through continuous community-police partnerships. Therefore, it is recommended that the Board approve \$12,000 from the Special Fund to cover the cost of the AMPLIFY! Arts Education Program.

**The Board approved the following Motion:**

**THAT the Board approve the foregoing report and, following a request that was made by Arts Etobicoke, approve the use of the Board crest on the 2016 marketing materials for the purpose of acknowledging the Board's support of the AMPLIFY! Initiative.**

**Moved by: C. Lee**  
**Seconded by: M. Moliner**



416.622.8731 x 222  
Ruth@artsetobicoke.com  
artsetobicoke.com  
4893A Dundas Street West  
Etobicoke, Ontario, M9A 1B2

**Application to Toronto Police Services Board Special Fund  
From Arts Etobicoke  
Request for Funding: \$12,000**

#### **APPLICANT INFORMATION**

**Name of Applicant:** Ruth Cumberbatch  
**Organization:** Arts Etobicoke  
**Mailing Address:** 4893A Dundas St. W., Toronto, ON M9A 1B2  
**Telephone No:** 416-622-8731 x222  
**Email Address:** ruth@artsetobicoke.com

Arts Etobicoke is a community arts service organization with a mission to develop accessible, meaningful arts experiences for the residents of Etobicoke and beyond. Well established in the community since 1973, we are committed to creating opportunities for marginalized children, youth and families in underserved communities such as North Etobicoke and the Mabelle public housing community.

#### **PURPOSE AND NEED**

##### **What is your initiative?**

Arts Etobicoke is proposing to deliver the arts education program *'AMPLIFY!: Tuning-in to the voices of marginalized youth through the arts'* in partnership with **22 Division** and **Rathburn Area Youth Project (RAY)**, a safe multi-serving space serving racialized and marginalized youth (ages 12-24) in the most isolated Etobicoke communities.

AMPLIFY is an arts education model developed by Arts Etobicoke that pairs trained artists with social service agencies to provide high quality, sustainable arts programming that build self confidence, develop life skills and offer opportunities for positive self expression.

The model grew out of Arts Etobicoke's belief that art has a unique ability to make a difference in the lives of youth who face homelessness, language barriers, poverty, isolation, discrimination, bullying and other challenges. Dozens of marginalized youth, including LGBTQ and homeless youth in North Etobicoke, have benefited from this program since 2011.

##### **AMPLIFY at RAY**

The proposed AMPLIFY program would take place at Burnhamthorpe C.I. where the RAY youth usually meet (500 The East Mall).

A total of 32 FREE two-hour arts education workshops in various disciplines will be delivered on a weekly basis. The workshops will be designed to meet the specific needs and goals of youth at RAY, to include members of the Toronto Police Service and to strengthen the existing relationship between the youth and the police.

All workshops will be led by professional artist teachers who specialize in working with diverse youth, and RAY staff are present all workshops to provide oversight and support. Members of the Toronto Police Service will be invited to make art and share their creativity with the youth in all 32 workshops and the celebratory event.

- 8-10 of the workshops will be devoted to a textile arts based project with the goal of revitalizing the RAY space. Led by an experienced textile artist / educator, youth will learn contemporary textile techniques (dyeing, printmaking, sewing) and collaborate to create textile art pieces such as chair covers that beautify the space and reflect the diversity and cultures of the youth who gather in the space.
- A number of the workshops will see the youth participate in the development of a large, collaborative mural / wall art piece, which will be displayed at RAY, spotlight youth from RAY's past and present and encourage collaboration across cultural and geographical boundaries
- Youth will be consulted to determine the content of the remaining workshops, which may include urban dance, spoken word, graffiti art and more.
- A celebratory event will be coordinated at the RAY space and / or at the Arts Etobicoke Gallery – to showcase the youth's new skills in expressive arts, their collaboration with the police and each other and the resulting artwork.

**Date of Initiative:** weekly workshops beginning in June 2016 and running to May 2017

Key Milestones

Distribute call for artist teachers, conduct interviews	Jun 2016
Do outreach for youth participants	Jun 2016-May 2017
Deliver 32 arts education workshops	Jul/Aug 2016 – May 2017
Present celebration event	May 2017

**Purpose and objective of the initiative:** *Why do you need funding? What is it intended to do? How does your initiative meet the criteria set out in the Special Fund Policy?*

This will be the first time the AMPLIFY program has been delivered to youth at RAY. Arts Etobicoke and RAY have agreed upon a program of activity that would involve TPS 22 Division and benefit the youth.

Funding is required to cover the costs of delivering 32 two-hour high-quality arts education workshops (artist teacher fees, art supplies and snacks) plus a celebratory event.

We are requesting \$12,000 from the Toronto Police Services Board Special Fund to deliver the AMPLIFY program free of charge to up to 15 youth.

Artist teacher fees	\$ 8,000	(\$250 per session @ 32 sessions)
Materials & snacks	1,920	(\$60 per session @ 32 sessions)
Celebratory Event	250	
Project Management	<u>1,830</u>	
TOTAL	\$12,000	

The proposed AMPLIFY program at RAY falls within the category of 'Community Outreach' outlined in the Special Fund Policy. AMPLIFY will engage youth and members of The Toronto Police Service who will collaborate on fun and inspiring art projects facilitated by professional artist teachers experienced in working from an inclusive, anti-oppressive and youth friendly framework. 22 Division has already

developed a relationship with youth at RAY through various sport initiatives and is eager to strengthen this relationship through the arts.

RAY is seeking arts programming in order to invigorate, animate and enliven their space so that the physical environment reflects the warmth and vitality of the staff and youth who inhabit it. In addition, program objectives include:

- reaching out to up to 15 vulnerable youth at RAY with 32 two-hour free, high-quality arts education programming
- offering youth positive, arts-based alternatives to high-risk activities and/or behaviour
- offering mentorship and creative learning experiences to youth facing specific challenges: discrimination, bullying, isolation
- delivering arts workshops that are designed to support learning, self expression and creativity and that respond to specific circumstances and goals of diverse participants
- teaching skills in a variety of expressive arts disciplines: music, dance, storytelling, visual art, theatre
- providing activities that develop self-esteem, leadership and collaborative skills and enable participants to work for social change
- celebrating outcomes of programming with participants through a public event / exhibition

We plan to evaluate the program through formal evaluation tools (lessons learned surveys, postmortems) and also through informal measures. Arts Etobicoke's program managers Shira Spector will solicit feedback, stories and testimonials from artist teachers, youth participants, RAY staff and participating members of 22 Division. She will also collect detailed statistics regarding program delivery, participation and attendance.

We plan to sustain the program beyond the 32 workshops through ongoing efforts by the fundraising team at Arts Etobicoke to secure new funds from private foundations and corporate donors.

**Target Population Group:** *Who will participate / benefit from this initiative?*

Up to 15 youth ages 12-24 in underserved Etobicoke communities, namely the East Mall, West Mall and Capri neighbourhoods will benefit from the AMPLIFY program at RAY. The program targets youth who face challenges in accessing opportunities to high-quality arts education and provides a safe learning environment for youth whose families face poverty, low incomes, and financial and housing instability.

**Community Needs:** *Identify service gaps this initiative will address.*

There is a great need for the skill development, artistic self-expression and community building that AMPLIFY offers, because these Etobicoke communities have been chronically underserved for many years. There is no community centre or hub to provide health care, recreation or wellness and mental health services. RAY is committed to connecting service providers to their clients.

AMPLIFY will help address the need for youth to have a safe, supportive and positive space to learn and socialize. Exploring issues around identity and diversity through art making often encourages youth to identify obstacles and seek assistance in dealing with challenges and in making healthy life choices.

AMPLIFY also offers much needed access to activities and experiences that invigorate youth's imaginations, inspiring them to become change makers and providing learned methods of advocating for social change and ways to connect with each other and the larger community.

Because the program encourages input from participants, youth are empowered to express themselves, develop life skills, collaborate with others and develop self-esteem.

**Community Participation:** *How many people participate in your program? How will you engage community participation?*

Up to 15 youth will participate in the AMPLIFY program. Past experience with the program in other communities has demonstrated that this is an ideal number of participants.

We will work with RAY to design a plan of outreach to the youth, encouraging involvement mainly through one-to-one engagement with youth, but also using social media and print flyers as needed. As well, we will consult with RAY to determine workshop structures that would be most inviting and inclusive for the youth.

Emphasis will be placed on presenting the program in a welcoming and accessible way, encouraging youth input into their learning outcomes.

#### RELATIONSHIP WITH TORONTO POLICE SERVICE

**Do TPS officers participate in your program?**

Yes, TPS officers will participate in the workshops, learn art techniques and make art together with the youth and participate in the collaborative art projects involved in the program. They will also be invited to attend the celebratory event.

**TPS Division Involved & TPS Contact:**

Hetty Woudenberg, 22 Division: [hetty.woudenberg@torontopolice.on.ca](mailto:hetty.woudenberg@torontopolice.on.ca)  
Daniel Besco, 22 Division: [daniel.besco@torontopolice.on.ca](mailto:daniel.besco@torontopolice.on.ca)  
Taylor Cowl, 22 Division: [taylor.cowl@torontopolice.on.ca](mailto:taylor.cowl@torontopolice.on.ca)

**Describe your existing relationship with TPS or the one you intend to develop**

TPS officers have an existing relationship with RAY youth and staff, having engaged with them in the recent past on activities such as ski trips and a summer sports mentorship program. They also make informal visits with youth at the RAY space on a regular basis.

In January 2016, Arts Etobicoke staff met with Hetty Woudenberg from 22 Division to discuss the possibility of TPS participation in the AMPLIFY project at RAY.

Ms. Woudenberg expressed interest in strengthening their relationship with youth at RAY through art making and indicated that she and her colleagues Daniel Besco and Taylor Cowl could participate regularly in the weekly arts workshops. Their past experiences in working with the staff and youth at RAY will be an invaluable resource as the workshops are designed and structured.



**Ruth Cumberbatch, Development Manager, Arts Etobicoke**



**RATHBURN AREA YOUTH**  
A LAMP Community Health Centre Program



February 24, 2016

Wayne Sewell  
Youth Leader, Rathburn Area Youth  
500 The East Mall  
Toronto, ON M9B 2L4

Attention: Chair, Toronto Police Services Board

Please accept this letter of endorsement regarding Arts Etobicoke's proposal to the Toronto Police Services Board for funding of the AMPLIFY arts education program at Rathburn Area Youth (RAY).

I have worked at RAY for 5 years and am responsible for delivering programming that benefits youth in the East Mall, West Mall and Capri neighbourhoods.

Because many of our youth live in poverty and in financially unstable circumstances, they do not have access to opportunities like high-quality arts education.

In the recent past, we have partnered with other arts organizations and observed that youth greatly benefit from learning skills in the arts – it is fun for them and also broadens their ability to share respectfully, think creatively and appreciate other cultures and ideas.

I feel that the AMPLIFY program offered by Arts Etobicoke would be invaluable at RAY because it is offered free of charge, is sustained over a long period of time, involves input from the youth, and aims to address specific needs and circumstances of our youth.

Furthermore, we welcome the opportunity to include members of 22 Division in this program. We already have a positive relationship with officers Hetty Woudenberg, Daniel Besco and Taylor Cowl and we would look forward to strengthening this relationship by having the youth share cultural experiences and make art with them.

RAY is willing to offer in-kind support of our staff who will provide supervision in all 32 workshops, and we will provide the necessary space for the workshops. We will also support Arts Etobicoke on administration of the project, including interviews of artist teachers, evaluation activities and ongoing fundraising efforts.

If you have any questions, please feel free to contact me at 416-626-6068.

Sincerely,

Wayne Sewell



500 The East Mall, Toronto, Ontario M9B 2C4 - Tel: 416.626.6068



February 22, 2016

Mr. Andrew Pringle  
Chair, Toronto Police Services Board  
40 College St.  
Toronto, Ontario  
M5G 2J3

Dear Mr. Pringle

I am writing in support of Arts Etobicoke's application for \$12,000 from the Toronto Police Services Board's Special Fund to deliver the AMPLIFY arts education program at Rathburn Area Youth.

I currently volunteer on the Fundraising & Development Committee at Arts Etobicoke and was a Board Member from 2005 – 2011.

Over the years, I have worked closely with the staff and board to advocate and advise on the arts education services they offer to underserved youth in north Etobicoke.

As a former Councillor in Ward 1, I saw the commitment of Arts Etobicoke to enhance the lives of youth in north Etobicoke as exemplary.

In particular, I appreciate the positive impact of the AMPLIFY program on homeless youth at Youth Without Shelter and LGBTQ youth in Rexdale. Youth who participate gain skills in teamwork and gain self-confidence. They often experience relief from symptoms of anxiety and depression, which enables them to focus on other life goals, such as education and employment.

I have learned that at-risk youth benefit greatly from arts education, but they often do not have access to it. Because AMPLIFY is free and offered locally, more at-risk youth will have the opportunity to participate.

Arts Etobicoke has been able to sustain the AMPLIFY program for north Etobicoke youth for several years by leveraging support from different agencies and funders. I am a long-time donor at Arts Etobicoke, and as a member of the Fundraising & Development Committee, I am committed to searching out new funding sources that will help sustain programs for youth.

Sincerely,



Suzan Hall  
[suzanhall@gmail.com](mailto:suzanhall@gmail.com)

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P129. SPECIAL FUND REQUEST: ONTARIO ASSOCIATION OF POLICE  
SERVICES BOARDS 2016 SPRING CONFERENCE**

The Board was in receipt of the following report May 03, 2016 from Andy Pringle, Chair:

Subject: SPECIAL FUND REQUEST: ONTARIO ASSOCIATION OF POLICE  
SERVICES BOARDS 2016 SPRING CONFERENCE

Recommendation:

It is recommended that the Board approve an expenditure of \$7,500.00 from the Board's Special Fund to sponsor the Ontario Association of Police Services Board's ("OAPSB") 2016 Spring Conference.

Financial Implications:

If the Board approves the recommendation contained in this report, the Special Fund will be reduced by \$7,500.00. The current balance of the Special Fund is approximately \$1,859,975.97.

Background/Purpose:

The OAPSB will be holding its spring conference, in Niagara Falls, Ontario, from May 11 – 14, 2016. The theme of this year's conference is "Preparing for Change."

The OAPSB conference is one of only two annual opportunities for professional development for Board members and networking with fellow police board members from across Ontario. As such, it is important that the Board provide financial assistance to help ensure success of the conference. It has been the Board's practice, for many years, to sponsor the Ontario Association of Police Services Board's annual conference.

A copy of the Membership Sponsorship Opportunities can be made available by the Board office for your review.

I am recommending that the Board agree to contribute \$7,500.00 that would be used towards supporting the OAPSB spring conference. These funds can be provided following the conference.

Conclusion:

It is, therefore, recommended that the Board approve \$7,500.00 from the Board's Special Fund to sponsor the OAPSB 2016 Conference.

**The Board approved the foregoing report.**

**Moved by: M. Moliner**

**Seconded by: C. Lee**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P130.           PRESENTATION - PSYCHOLOGICAL SERVICES**

A report and presentation with respect to the TPS - Psychological Services program that was originally scheduled for this meeting was deferred to a future meeting at which Board Member Dr. Dhun Noria would be present.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P131. CORRESPONDENCE - INCREASE IN GUN AND GANG VIOLENCE**

The Board was in receipt of correspondence dated May 18, 2016 from Vincent Crisanti, Councillor, City of Toronto, containing recommendations in response to the increase in gun and gang violence in Toronto. A copy of Councillor Crisanti's correspondence is appended to this Minute for information.

**The Board received the correspondence and requested that Chief Saunders specifically consider recommendation no. 2 that was proposed by Councillor Crisanti.**

**Moved by: K. Jeffers**  
**Seconded by: J. Tory**



*Deputy Mayor*  
**Vincent Crisanti**



May 18<sup>th</sup>, 2016

Mark Saunders, Chief of Police  
Toronto Police Service  
40 College Street  
Toronto, ON M5G 2J3

Dear Chief Saunders,

2016 has been a year with intensified concerns regarding increased gun and gang violence in our communities. With already 29 year to date homicides resulting from violent crimes, we must begin to find real solutions to combat gang violence.

This week's senseless act has left a child without a mother, a heartbreaking start to this child's life. Our residents deserve our greatest efforts in ensuring Toronto remains safe for everyone. While visiting Jamestown many anxious residents shared their feelings. The responses Mayor Tory and I heard were pleas for more community based police officers – on foot, bikes and cruisers that are consistently visible. I am writing to ask for your consideration of the following:

- 1. Implementation of a redeployment strategy to double community based policing in high crime priority areas across the City, further nurturing positive relationships between police and residents, while allowing for an increase in patrols.**
- 2. Request support from the Province through the Safer Ontario Strategy, that funding to the Toronto Police Service be directed to the development of community policing initiatives.**

I understand resources are limited, however it is my hope that through a redeployment strategy we can move more frontline officers into our communities.

I will be taking steps to work with the Etobicoke Strategy group and other agencies to create a local awareness campaign, aimed at steering youth away from the deadly gang lifestyle. It is my hope that once initiated this campaign can grow city-wide.

Councillor, Ward 1 – Etobicoke North  
City Hall | 100 Queen Street West | 2nd Floor - C54 | Toronto, ON M5H 2N2  
Tel: 416-392-0205 | Fax: 416-696-4207 | [vcrisan@toronto.ca](mailto:vcrisan@toronto.ca) | [www.vincentcrisanti.ca](http://www.vincentcrisanti.ca)

While I appreciate and recognize the good work provided by the Toronto Police and 23 Division, I am confident that with more police engagement in communities across the City, Provincial funding and a strengthened anti-gang awareness campaign, we can effect positive and sustainable change for our City.

I look forward to your response on this matter.

Sincerely,



Deputy Mayor Vincent Crisanti

cc: Mayor John Tory

Andrew Pringle, Chair - Police Services Board

Superintendent Ron Taverner, 23 Division

Minister Yasir Naqvi, Ministry of Community Safety & Correctional Services

Councillor, Ward 1 – Etobicoke North  
City Hall | 100 Queen Street West | 2nd Floor - C54 | Toronto, ON M5H 2N2  
Tel: 416-392-0205 | Fax: 416-696-4207 | [vcrisan@toronto.ca](mailto:vcrisan@toronto.ca) | [www.vincentcrisanti.ca](http://www.vincentcrisanti.ca)

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P132. PRODUCTION, DESIGN AND PRINTING EXPENSES –  
TRANSFORMATIONAL TASK FORCE INTERIM REPORT**

The Board was in receipt of the following report May 18, 2016 from Andy Pringle, Chair:

Subject: PRODUCTION, DESIGN AND PRINTING EXPENSES -  
TRANSFORMATIONAL TASK FORCE INTERIM REPORT

Recommendation:

It is recommended that, as an exception to its policy governing the Special Fund, the Board approve an expenditure not to exceed \$45,000.00 to cover the costs of production, design and printing of the Transformational Task Force Interim Report.

Financial Implications:

The balance of the Special Fund as at March 31, 2016 was \$1,843,843.00.

Background/Purpose:

In December 2015, the Board established a Transformational Task Force comprised of Toronto Police Service members and community members, co-chaired by me and Chief of Police Mark Saunders. The Board directed that an interim report be submitted to the Board for its meeting on June 17, 2016.

Discussion:

The Transformational Task Force is in the final stages of the preparation of its Interim Report to the Board. Given the scope of the report and the very tight timeframe for its release, I authorized the retention of a professional writer, a graphic design firm and the outsourcing of the printing of the interim report. The cost for these services is roughly estimated to be \$45,000.00. Given that these are unanticipated costs, neither the Board nor the Toronto Police Service has operating funds available for this purpose. Consequently, I am recommending that the Board agree, to make an exception to permit these expenses to be covered by fund within the Board's Special Fund.

Conclusion:

It is recommended that, as an exception to its policy governing the Special Fund, the Board approve an expenditure, not to exceed \$45,000.00, to cover the costs of production, design and printing of the Transformational Task Force Interim Report.

**The Board approved the foregoing report.**

**Moved by: M. Moliner**

**Seconded by: C. Lee**

**Amendment:**

**At its meeting that was held on July 21, 2016, the Board amended the foregoing Minute by increasing the costs for the production, design and printing expenses of the Transformational Task Force Interim Report by an amount not to exceed \$4000 as noted in the attached Min. No. P185/16.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JULY 21, 2016**

**#P185. REQUEST FOR FUNDS – PRODUCTION, DESIGN AND PRINTING  
EXPENSES – TRANSFORMATIONAL TASK FORCE INTERIM REPORT**

The Board was in receipt of a copy of Min. No. P132/16 from the meeting held on May 19, 2016 with respect to the production, design and printing expenses of the Transformational Task Force Interim Report.

The Board agreed to re-open this matter for the purpose of considering the following report dated July 06, 2016 from Chair Andy Pringle:

**Subject: Toronto Police Services Board Special Fund: Request to Increase the expenditure for the Production, Design and Printing Expenses of the Transformational Task Force Interim Report**

**Recommendation(s):**

It is recommended that, as an exception to its policy governing the Special Fund, the Board approve an increase in the expenditure for the costs of production, design and printing of the Transformational Task Force Interim Report, in an amount not to exceed \$4,000.00.

**Financial Implications:**

If the Board approves the recommendation contained within this report, the Special Fund will be reduced by \$4,000.00. The current balance of the Special Fund as at June 30, 2016 is \$1,424,813.72.

**Background / Purpose:**

At its meeting on May 19, 2016, (BMP132/2016 refers) the Board approved expenditure not to exceed \$45,000.00 to cover the costs of production, design and printing of the Transformational Task Force Interim Report.

To date, the related expenses are as follows:

Sam Goodwin	\$33,900.00
Print Graphic	5,080.00
<b>Total expenses</b>	<b>\$38,980.00</b>

As a result, the balance remaining from the approved expenditure is \$6,020.00.

## **Discussion:**

The Board approved an allocation of \$45,000.00 for the writing, design and printing of the Transformational Task Force Interim Report. The approved expenditure of \$45,000.00 did not include the costs of designing a series of fact sheets in support of the Report nor did it anticipate that two print runs would be required for the Report. The Board is in receipt of an invoice from the graphic designer, in the amount of \$6,949.50 covering the initial work on the Report. Payment of this initial invoice will leave a negative balance of \$929.25 from the approved expenditure of \$45,000.00.

In addition to the above, an additional invoice in an amount not to exceed \$2,850.00 covering costs of the graphic design of the fact sheets is anticipated.

For the above reasons, it is requested that the Board increase the funding for the production of the TTF Interim report by \$4,000.00 bringing the total cost to \$49,000.00.

## **Conclusion:**

It is recommended that, as an exception to its policy governing the Special Fund, the Board approve an increase in expenditure not to exceed \$4,000.00 covering costs of production, design and printing of the Transformational Task Force Interim Report.

**The Board approved the foregoing report and agreed to amend Min. No. P132/16 accordingly.**

**Moved by: S. Carroll**  
**Seconded by: C. Lee**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P133. NEW JOB DESCRIPTION: INTELLIGENCE SERVICES SYSTEMS  
ANALYST, INTELLIGENCE SERVICES**

The Board was in receipt of the following report March 23, 2016 from Mark Saunders, Chief of Police:

Subject: NEW JOB DESCRIPTION – INTELLIGENCE SERVICES SYSTEMS  
SPECIALIST, INTELLIGENCE SERVICES

Recommendation:

It is recommended that the Board approve the attached new civilian job description and classification for the position of Intelligence Services Systems Specialist, Intelligence Services (A13011).

Financial Implications:

A plainclothes constable position (with a salary range of \$98,681 to \$107,000, plus benefits) will be deleted and replaced with the Intelligence Services Systems Specialist position (with a salary range of \$101,040 to \$117,927, plus benefits). This establishment change will result in additional salary and benefit costs of approximately \$14,300 annually.

Background/Purpose:

The civilianization of a police constable position was included in the 2016 operating budget approved by the Board at its November 12, 2015 meeting (Min. No. P292/15 refers).

Following Board approval of the budget, a job description for a new Intelligence Services Systems Specialist position has been developed and evaluated. As this is a new position, Board approval is required.

Intelligence Services hosts and manages numerous specialized computer systems that provide operational support to the Toronto Police Service (Service).

As technology has become more complex, there is a need for a dedicated position with commensurate technical education, skills, and experience.

Discussion:

Intelligence Services operates many specialized computer systems in support of their mandate, particularly in the areas of electronic surveillance and computer forensics.

These specialized systems require expertise on-site to manage their operation, provide support, and to design, integrate and implement new capabilities, including:

- Equipment that must be maintained, secured, updated and life-cycled at regular intervals;
- Hundreds of terabytes of data that must be secured, backed up and archived;
- Network security that must be maintained across multiple special-use networks to prevent intrusion; and
- Systems integration that must be performed amongst intelligence systems and the greater Service network.

Although some systems are supported by vendors under maintenance agreements, there is still a need for highly skilled personnel on-site to address issues. Vendors' responsibilities do not extend into the enterprise so it is ultimately internal personnel who must ensure business continuity, operational integrity and vision integration of future technology. It is also unreasonable to rely on any one vendor to meet the needs of electronic surveillance or police intelligence.

This Intelligence Systems Specialist position would reside within Intelligence Services, not the Service's Information Technology Services (ITS) pillar. The separation from the corporate ITS function is consistent with the practice at the Royal Canadian Mounted Police (RCMP) and the Canadian Security Intelligence Service (CSIS). This separation from the corporate Service network is also important due to the secrecy of the data which is being managed. The potential for access to confidential intelligence data by third party consultants contracted by the Service poses an unnecessary vulnerability.

Any future system involving the interception of private communications that the Service uses will have some level of oversight by the RCMP and CSIS, who require that anyone who has access to their system have top secret clearance.

The nature of the work in Intelligence, such as wiretaps involving murders, gang violence, undercover operations and national security matters, is such that information technology maintenance, data manipulation, repairs and installation must be completed in a timely manner in order that operations and evidence collection are not obstructed. Having a dedicated Systems Specialist within Intelligence allows this to occur.

The new job description for the Intelligence Services Systems Specialist, Intelligence Services is attached. The position has been evaluated using the Service's job evaluation plan and has been determined to be a Class A13 (35 hour) position within the Unit A Collective Agreement. The current salary range for this position is \$101,040.41 to \$117,927.37 per annum effective January 1, 2015.

#### Conclusion:

Civilianization of uniform positions where appropriate is a strategic goal of the Service, in order to ensure we staff required services and work with people who have the necessary education,

knowledge, skills and experience. The civilianization of a uniform officer in Intelligence Services is very much in line with the Service's civilianization strategy.

It is therefore recommended that the Board approve the job description and classification for the position of Intelligence Services Systems Specialist, Intelligence Services (A13011). Subject to Board approval, the Toronto Police Association will be notified accordingly, as required by the collective agreement and this position will be staffed in accordance with established procedure.

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

**The Board approved the foregoing report.**

**Moved by: M. Moliner**  
**Seconded by: C. Lee**



## TORONTO POLICE SERVICE

### JOB DESCRIPTION

**Date Approved:**

**Board Minute No.:**

**Total Points:** 593.5

**Pay Class:** A13

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<b>JOB TITLE:</b>	Intelligence Services Systems Specialist	<b>JOB NO.:</b>	A13011
<b>BRANCH:</b>	Specialized Operations Command – Detective Operations	<b>SUPERSEDES:</b>	NEW
<b>UNIT:</b>	Intelligence Services	<b>HOURS OF WORK:</b>	35 <b>SHIFTS:</b> 1
<b>SECTION:</b>	Systems	<b>NO. OF INCUMBENTS IN THIS JOB:</b>	1
<b>REPORTS TO:</b>	Detective Sergeant – Technical Support Services	<b>DATE PREPARED:</b>	2015.09.01

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#### **SUMMARY OF FUNCTION:**

Responsible for developing, coordinating, maintaining, and administering the electronic interception systems at Intelligence Services. Provides training to investigators and analysts on system usage and emergency procedures. Facilitates data and content collection, technical training and access for complex DNR and Part VI investigations. Supports the technology for every DNR, Part VI and consent based investigation conducted at Intelligence Services.

#### **DIRECTION EXERCISED:**

Provides technical expertise, guidance and training to Intelligence Services system users and management.

#### **MACHINES AND EQUIPMENT USED:**

TPS workstation with associated software and other office equipment as required. TPS secure laptop and Blackberry. Stand alone Intelligence Services computers/servers and networking equipment.

#### **DUTIES AND RESPONSIBILITIES:**

1. Researches and identifies new technologies and techniques required to meet Service needs for the lawful interception of communication.
  2. Develops, implements, integrates, tests and maintains the technology for Intelligence-Led investigations.
  3. Collects, stores and maintains data repositories to assist Intelligence analytical products and investigative leads.
  4. Supports system users by troubleshooting and reacting to system failures.
  5. Liaises and collaborates with provincial/federal policing and intelligence agencies on lawful access engineering projects to enable capability within TPS.
  6. Testifies in court on technical matters including ability to authenticate evidentiary data.
  7. Maintains up to date knowledge of lawful interception systems and standards.
  8. Provides training and support to Intelligence Services system users.
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9. Performs all other duties, functions and assignments inherent to the position (e.g. identifies and resolves issues at a technical engineering level as required to support on-going Intelligence operations).

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**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 MAY 19, 2016**

**#P134. NEW JOB DESCRIPTION: ADVISOR, DIVERSITY & INCLUSION,  
HUMAN RESOURCES**

The Board was in receipt of the following report March 18, 2016 from Mark Saunders, Chief of Police:

Subject: NEW JOB DESCRIPTION – ADVISOR, DIVERSITY & INCLUSION,  
HUMAN RESOURCES

Recommendation:

It is recommended that the Board approve the attached new civilian job description and classification for the position of Advisor, Diversity & Inclusion (D&I), Human Resources (A08071).

Financial Implications:

The Toronto Police Service's (Service) approved 2016 operating budget includes the civilianization of 14 uniform positions. One of the positions in this initiative was the civilianization of a Sergeant position within D&I. The recommended Advisor, D&I, position is classified as an A08 (35 hour) with an annual salary of \$67,471 to \$76,332 effective January 1, 2016. An equivalent reduction of one uniform position to the Service's approved uniform establishment is also included in the 2016 operating budget. Civilianizing the Sergeant position will save the Service approximately \$52,000 including benefits, annually.

Background/Purpose:

The D&I unit was created in 2006 and is responsible for implementing strategic human rights, diversity, inclusive and equity programs and initiatives with the objectives of:

- (i) ensuring that the Service reflects the communities it serves;
- (ii) including the talent that is within Toronto's diverse communities and
- (iii) developing appropriate cultural competencies to enhance the way we do business with each other and the public, in compliance with the *Ontario Human Rights Code*.

This sub-unit continues to meet the requirements necessary to advance the Service's D&I and human rights strategies for a healthy, inclusive and equitable environment. These requirements also enhance accountability regarding the Service's cultural, skills, knowledge, and information

competencies, diversity trends, and resource allocation based on organizational and community needs.

After the member who previously held the D&I Sergeant position was transferred, the Service reviewed and approved the civilianization of this position. The purpose of this report is to obtain Board approval for the new job description that has resulted from this civilianization initiative.

#### Discussion:

Since 2006, five uniform members have occupied the Sergeant position. Each stayed an average of approximately two years. It took the individuals approximately 12-18 months to fully comprehend the work of D&I, their roles and responsibilities, and the expectations placed upon the position. This has required the Manager to spend a significant amount of time training the individual on roles and responsibilities, and then having to re-start the training and education with the new incumbent. This has created a situation where D&I has been unable to effectively carry out its mandate.

D&I is a specialized field requiring specific education, knowledge and experience. Placing a Sergeant without prior D&I experience into this role is not ideal as they are unlikely to have the skills necessary to meet the requirements of the position. This limits the effectiveness of the role, imposes a significant time and training commitment, and creates a steep learning curve for an inexperienced member.

The civilianization of this role will enable D&I to generate a wider and more diverse pool of qualified applicants who have the necessary education and experience. This will enable the successful candidate to contribute in a more significant way to the accomplishments of D&I and to the Service's objectives.

The new job description for the Advisor, D&I is attached (see Appendix A). The position has been evaluated using the Service's job evaluation plan and has been determined to be a Class A08 (35 hour) position within the Unit "A" Collective Agreement. The current salary range for this position is \$67,471 to \$76,332 per annum, effective January 1, 2016.

#### Conclusion:

The civilianization of the Sergeant position in D&I will have a positive financial impact on the Service's budget. It will also improve the overall level of expertise and service that D&I will be able to provide to other units within the Service. Furthermore, the elimination of the need for a sworn member within D&I will provide the opportunity for the Service to reassign a Sergeant to another role within the Service, which is more closely aligned with its core policing function.

It is therefore recommended that the Board approve the job description and classification for the position of Advisor, D&I (A08071). Subject to Board approval, the Toronto Police Association will be notified accordingly, as required by the collective agreement, and this position will be staffed in accordance with established procedure.

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

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

**The Board approved the foregoing report.**

**Moved by: C. Lee**  
**Seconded by: K. Jeffers**



## TORONTO POLICE SERVICE

### JOB DESCRIPTION

**Date Approved:**

**Board Minute No.:**

**Total Points:** 447.5

**Pay Class:** A08

**JOB TITLE:** Advisor, Diversity & Inclusion

**JOB NO.:** A08071

**BRANCH:** Corporate Services Command

**SUPERSEDES:** NEW

**UNIT:** Human Resources

**HOURS OF WORK:** 35      **SHIFTS:** 1

**SECTION:** Diversity & Inclusion

**NO. OF INCUMBENTS IN THIS JOB:** 1

**REPORTS TO:** Manager, Diversity & Inclusion

**DATE PREPARED:** 2016.01.25

**SUMMARY OF FUNCTION:**

Under the direction of the Manager, Diversity & Inclusion (D&I), works with Toronto Police Service members, communities, and other law enforcement agencies on human rights, diversity, inclusion and equity matters. Additionally, provides a range of diversity, equity, and human rights services that promote an inclusive and engaging workplace environment.

**DIRECTION EXERCISED:**

Provides expert direction and advice to uniform and civilian managers and members on human rights, diversity, equity and inclusion matters.

**MACHINES & EQUIPMENT USED:**

TPS workstation with associated software and any other office related equipment as required.

**DUTIES AND RESPONSIBILITIES:**

1. Provides advice and guidance on all internal matters related to the *Ontario Human Rights Code (Code)* (as per Procedure 13-14 and 14-19).
2. Addresses, reviews and provides direction on all Procedure 13-14 human rights complaints, including the intake, coordination and maintenance of complaints. Facilitates the analysis, reporting and follow-up for the Manager, D&I.
3. Addresses, reviews and provides direction on internal *Police Services Act (PSA)* investigations with human rights issues. Provides guidance and analysis on how the *Code* and the *PSA* intersect and the impact on workplaces.
4. Develops and maintains statistical reports, trend and data analysis on the frequency, severity and pattern of human rights complaints.
5. Prepares reports, summaries, and correspondence, including Board reports, related to human rights.
6. Addresses requests for accommodation (non-medical) to ensure compliance with the *Code*, Service requirements and operational needs.
7. Develops systems to track, maintain and chart trend analysis for accommodation (non-medical) requests.
8. Plans and develops inclusive work initiatives and programs that are current, relevant and practical.
9. Conducts reviews and risk assessment through the development of programs designed to facilitate accurate forecasting of trends and root causes of discrimination and harassment in the workplace.
10. Reviews systemic practices and processes that may be discriminatory and provides direction and advice to management and members on eliminating barriers that result in differential treatment, marginalization, discrimination, and/or harassment.



**TORONTO POLICE SERVICE**  
**JOB DESCRIPTION**

**Date Approved:**

**Board Minute No.:**

**Total Points:** 447.5

**Pay Class:** A08

**JOB TITLE:** Advisor, Diversity & Inclusion

**JOB NO.:** A08071

**BRANCH:** Corporate Services Command

**SUPERSEDES:** NEW

**UNIT:** Human Resources

**HOURS OF WORK:** 35

**SHIFTS:** 1

**SECTION:** Diversity & Inclusion

**NO. OF INCUMBENTS IN THIS JOB:**

1

**REPORTS TO:** Manager, Diversity & Inclusion

**DATE PREPARED:** 2016.01.25

**DUTIES AND RESPONSIBILITIES:** (cont'd)

11. Reviews and evaluates existing Service procedures and policies relative to legislation related to human rights, equity and diversity, and recommends and implements inclusive strategies.
12. Develops strategies and programs that promote the importance of creating an inclusive environment.
13. Plans, develops and implements effective anti-discriminatory and anti-harassment communications strategies.
14. Develops training modules and lesson plans that are current and comply with legislation, case law and community expectations.
15. Works directly with the Toronto Police College to develop human rights and diversity training and education, and liaises with other law enforcement agencies to develop D&I best practices.
16. Provides advice and guidance to members with respect to appropriate protocols, legislative requirements, Service procedures and practices to ensure adherence to the *Code* and other legislative requirements.
17. Provides guidance and direction to D&I members in addressing, organizing and reporting on all matters relating to human rights and the Service.
18. Remains current of all legislation related to the *Code*, the *Accessibility for Ontarians with Disabilities Act*, the *Pay Equity Act*, *Employment Standards Act*, *Labour Relations Act*, workplace accommodation requirements, and all relevant and current case law.
19. Represents the Service on internal and external committees and at community engagements.
20. Performs all other duties, functions and assignments inherent to the position.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P135. CHIEF'S ADMINISTRATIVE INVESTIGATIONS PURSUANT TO THE  
*POLICE SERVICES ACT* ONTARIO REGULATION 267/10**

Chair Andy Pringle delivered the following remarks regarding the Chief of Police's administrative reports following SIU Investigations:

Today, the Toronto Police Services Board approved a motion to develop an interim public reporting process arising out of Section 11 administrative reports prepared by the Chief of Police following an SIU investigation. These Section 11 reports, legislated by the *Police Services Act*, are used to review policy, procedures, service, officer conduct and training, among other areas, to identify any gaps and recommend changes where necessary.

The Board acknowledges that there is considerable public interest in these reports. The need for greater public disclosure and transparency must be balanced with valid concerns about privacy, confidentiality and legal considerations involved.

The interim public reporting process to be developed, which will be used every time the Chief provides a Section 11 report to the Board, will disclose as much information as is possible in the circumstances of the case and will include such information as the scope of review, the conclusions reached, and any recommendations for change.

The Board directed that the new process be implemented by June 17, 2016 and directed that, on that date, the Chief submit public reports arising out of the Chief's section 11 administrative reports on the Board's May 19, 2016 agenda, including that pertaining to Mr. Andrew Loku. The Board also stated that it would reconsider this process upon receipt of the results of the provincial review of police oversight agencies currently being conducted by Justice Michael Tulloch.

The Board is confident this new process will strike the appropriate balance between the need for confidentiality and the importance of public disclosure, accountability and transparency.

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TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P136.           IN CAMERA MEETING – MAY 19, 2016**

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:

Mr. Andrew Pringle, Chair  
Mr. Chin Lee, Councillor & Vice-Chair  
Ms. Marie Moliner, Member  
Ms. Shelley Carroll, Councillor & Member  
Mr. John Tory, Mayor & Member  
Mr. Ken Jeffers, Member

Absent: Dr. Dhun Noria, Member

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MAY 19, 2016**

**#P137.       ADJOURNMENT**

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Andy Pringle  
Chair