



**Ottawa Police Services Board
Agenda**

Meeting #: 66
Date: Monday, November 28, 2022
Time: 4:00 pm
Location: Champlain Room, 110 Laurier Avenue West
Members: Interim Chair: Suzanne Valiquet, Mayor Mark Sutcliffe, Councillor Cathy Curry, Councillor Jeff Leiper, Michael Doucet, Salim Fakirani, Peter Henschel

Krista Ferraro, Executive Director
(613) 560-1270
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1. Notices and meeting information for participants and members of the public

This meeting may be viewed online on the Ottawa City Council YouTube Channel.

Notices and meeting information are attached to the agenda and minutes, including: availability of simultaneous interpretation and accessibility accommodations; in camera items not subject to discussion; personal information disclaimer for correspondents and public speakers; and notices regarding minutes.

Accessible formats and communication supports are available, upon request.

The deadline to register to speak to an agenda item, or submit written comments is 4 pm on Nov 28, 2022. Requests to speak to topics not listed on the agenda must be received 5 business days prior to the meeting.

2. Ceremonial Activities and Announcements
3. Confirmation of Agenda

That the Ottawa Police Services Board confirm the agenda of the 28 November 2022 meeting.

4. Confirmation of Minutes

4.1. Minutes #65 of 31 October 2022

That the Ottawa Police Services Board confirm Minutes #65 of the 31 October 2022 meeting.

5. Committee Meetings: Reports from Committee Chairs & Minutes

5.1. Finance and Audit Committee - Draft Minutes #18 of 10 November 2022

That the Ottawa Police Services Board receive this item for information.

6. Declarations of Interest
7. Public Delegations

Please note that requests to speak to a specific agenda item may be received up until the start of the meeting. As such, there may be delegate presenters in addition to those listed on this version of the Agenda, which was issued November 23, 2022.

1. Ade Olumide
2. Robin Browne (he/him)
3. Joe Regis
4. Mandi Pekan
5. Bailey Gauthier (they/them)
6. Sam Hersh
7. Andrea Poncia (she/her)
8. Meghan Potasse

8. Inquiries
9. Items of Business

9.1. Chair's verbal report

Chair's report

That the Ottawa Police Services Board receive this report for information.

9.2. Chief's verbal report

Chief's report

That the Ottawa Police Services Board receive this report for information.

9.3. Boys and Girls Club of Ottawa – Report on Outcomes of 2021 Grant Funding

Presentation

That the Ottawa Police Services Board receive this report for information.

9.4. Board Committee Appointments

Executive Director's report

That the Ottawa Police Services Board approve the appointment of M. Sutcliffe to the Policy and Governance Committee and the Human Resources Committee.

9.5. Appointment & Re-appointment of Special Constables: Carleton University

Chief's report

That the Ottawa Police Services Board approve the appointments of Carleton University employees listed in Document 1 and the re-appointment of Carleton University employee listed in Document 2, as Special Constables pursuant to Section 53 of the Police Services Act, in accordance with the terms and conditions set forth in the attached Approval of Appointment Forms.

9.6. Appointment and Re-appointment of Special Constables: Ottawa Police Service

Chief's report

That the Ottawa Police Services Board approve the appointment of Ottawa Police Service employees listed in Document 1 and the re-appointment of Ottawa Police Service employee in Document 2, as Special Constables pursuant to Section 53 of the Police Services Act, in accordance with the terms and conditions set forth in the attached Approval of Appointment Forms.

9.7. Appointment of Special Constables: RCMP

Chief's report

That the Ottawa Police Services Board approve the appointment of five RCMP employees listed in Document 1 as Special Constables pursuant to Section 53 of the Police Services Act, in accordance with the terms and conditions set forth in the attached Approval of Appointment Forms.

9.8. Human Rights and Racial Profiling Policy Annual Report

Chief's report

That the Ottawa Police Services Board receive this report for information.

9.9. Performance Report: Third Quarter 2022

Chief's report

That the Ottawa Police Services Board receive this report for information.

9.10. Workforce Management Report – Third Quarter 2022

Chief's report

That the Ottawa Police Services Board receive this report for information.

9.11. Outstanding Board Inquiries & Motions: November 2022

Executive Director's report

That the Ottawa Police Services Board receive this report for information.

9.12. Letters of Commendation

Chief's report

That the Ottawa Police Services Board receive this report for information.

10. Other Business

11. In Camera Items

Please note that the in-camera meeting will be held prior to the public meeting and the following items will be discussed:

1. Legal Update
2. Service Complaints
3. Delay Application

12. Adjournment

13. Next Meeting



**Commission de services policiers d'Ottawa
Ordre du jour**

N° de la réunion : 66
Date : le lundi, novembre 28, 2022
Heure : 16 h 00
Endroit : Salle Champlain, 110, avenue Laurier Ouest
Membres : Présidente par intérim: Suzanne Valiquet, Maire Mark Sutcliffe,
Conseillère Cathy Curry, Conseiller Jeff Leiper, Michael Doucet,
Salim Fakirani, Peter Henschel

Krista Ferraro, Directrice exécutive
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-
1. Avis et renseignements concernant la réunion à l'intention des participants à la réunion et du public

Cette réunion pourra être visionnée en ligne sur la chaîne YouTube du Conseil municipal d'Ottawa.

Les avis et renseignements concernant les réunions sont joints à l'ordre du jour et au procès-verbal, y compris : la disponibilité des services d'interprétation simultanée et des mesures d'accessibilité; les points à huis-clos ne faisant pas l'objet d'une discussion; les avis de non-responsabilité relativement aux renseignements personnels pour les correspondants et les intervenants; les avis relatifs aux procès-verbaux.

Des formats accessibles et des soutiens à la communication sont offerts sur demande. La date limite pour s'inscrire par en vue de prendre la parole devant la Commission, ou de soumettre des commentaires par écrit est à 16 h le 28 novembre 2022. Si vous souhaitez vous adresser à la Commission sur un sujet qui n'est pas inscrit à l'ordre du jour, vous devez en faire la demande au moins une semaine avant la date de la réunion.

2. Activités cérémoniales et annonces
3. Ratification de l'ordre du jour

Que la Commission de services policiers d'Ottawa ratifie l'ordre du jour de la réunion du 28 novembre 2022.

4. Ratification du procès-verbal

4.1. Procès-verbal ébauche #65 du 31 octobre 2022

Que la Commission de services policiers d'Ottawa ratifie le procès-verbal #65 de la réunion du 31 octobre 2022.

5. Réunions des comités: rapports des présidents des comités et procès-verbaux

5.1. Comité des finances et de la vérification - procès-verbal ébauche #18 du 10 novembre 2022

Que la Commission de services policiers d'Ottawa prenne connaissance de présent rapport à titre d'information.

6. Déclarations d'intérêt
7. Delegations du public

Veillez noter que les demandes qui concernent un point particulier à l'ordre du jour peuvent être soumises jusqu'au début la réunion. Des noms pourraient donc s'ajouter à la liste incluse dans cette version de l'ordre du jour, qui a été diffusée le 23 novembre 2022.

1. Ade Olumide
2. Robin Browne (il/lui)
3. Joe Regis
4. Mandi Pekan
5. Bailey Gauthier (iel/iel)
6. Sam Hersh
7. Andrea Poncia (*elle/elle*)
8. Meghan Potasse

8. Demandes de renseignements
9. Points à l'ordre du jour

9.1. Rapport verbal de la présidente

Rapport de la présidente

Que la Commission de services policiers d'Ottawa prenne connaissance du présent rapport à titre d'information.

9.2. Rapport verbal du chef

Rapport du chef

Que la Commission de services policiers d'Ottawa prenne connaissance du présent rapport à titre d'information.

9.3. Club des garçons et filles d'Ottawa – Rapport sur les résultats de la subvention de 2021

Présentation

Que la Commission de services policiers d'Ottawa prenne connaissance du présent rapport à titre d'information.

9.4. Nominations aux comités de la commission

Rapport de la directrice exécutive

Que la Commission de services policiers d'Ottawa approuve la nomination de M. Sutcliffe au Comité des politiques et de la gouvernance et au Comité des ressources humaines.

9.5. Nomination et renouvellement des nominations d'agents spéciaux : l'Université Carleton

Rapport du chef

Que la Commission de services policiers d'Ottawa approuve la nomination comme agents spéciaux, des employés de l'Université Carleton figurant au Document 1, et le renouvellement de la nomination, comme agent spécial, d'un employé de l'Université Carleton figurant au Document 2, en vertu de l'article 53 de la Loi sur les services policiers et conformément aux modalités présentées au sein des formulaires d'approbation de la nomination ci-joints.

9.6. Nominations et renouvellement des nominations d'agents spéciaux: Service de police d'Ottawa

Rapport du chef

Que la Commission de services policiers d'Ottawa approuve la nomination, comme agents spéciaux, des employés du Service de police d'Ottawa figurant au Document 1, et le renouvellement de la nomination, comme agent spécial, d'un employé du Service de police d'Ottawa figurant au Document 2, en vertu de l'article 53 de la Loi sur les services policiers et conformément aux modalités présentées au sein des formulaires d'approbation de la nomination ci-joints.

9.7. Nomination d'agents spéciaux : GRC

Rapport du chef

Que la Commission de services policiers d'Ottawa approuve la nomination, comme agents spéciaux, des cinq employés de la GRC figurant au Document 1, en vertu de l'article 53 de la Loi sur les services policiers et conformément aux modalités présentées au sein des formulaires d'approbation de la nomination ci-joints.

9.8. Politique sur les droits de la personne et le profilage racial: rapport annuel

Rapport du chef

Que la Commission de services policiers d'Ottawa prenne connaissance du présent rapport à titre d'information.

9.9. Rapport sur le rendement : troisième trimestre 2022

Rapport du chef

Que la Commission de services policiers d'Ottawa prenne connaissance du présent rapport à titre d'information.

9.10. Gestion des effectifs du troisième trimestre de 2022

Rapport du chef

Que la Commission de services policiers d'Ottawa prenne connaissance du présent rapport à titre d'information.

9.11. Demandes et requêtes de la commission en suspens : rapport pour novembre 2022

Rapport de la directrice exécutive

Que la Commission de services policiers d'Ottawa prenne connaissance du présent rapport à titre d'information.

9.12. Lettres de mention élogieuse

Rapport du chef

Que la Commission de services policiers d'Ottawa prenne connaissance du présent rapport à titre d'information.

10. Autres questions

11. Points à débattre à huis clos

Veuillez noter que la réunion à huis clos se tiendra avant la réunion publique. Les points suivants seront discutés :

1. Mise à jour juridique

2. Plaintes liées aux services

3. Report de demande

12. Levée de la séance

13. Prochaine réunion



Notices to the public and participants regarding Ottawa Police Services Board meeting proceedings

Updated: June 2022

Public Notices

- Simultaneous interpretation in both official languages is available for any specific agenda item by contacting the Board office at least 72 hours before the meeting date.
- Accessible formats and communication supports are available, upon request to the Board office. The Board shall, upon request and in consultation with the person making the request, provide or make arrangements to provide accessible formats and communication supports for persons with disabilities. Accessible formats and communication supports shall be provided in a timely manner, taking into account the person's particular accessibility needs and at a cost that is no more than the regular cost charged to other persons, in accordance with the [Board's Accessibility Policy](#).
- Copies of presentations delivered at meetings will be posted to the online agenda as soon as possible following the meeting they were presented at.
- In camera items are not subject to public discussion or audience.
- Information submitted to the Board, including the full name of the correspondent/speaker, will form part of the public record and will be publicly accessible. Correspondence, including personal and contact information, is distributed to the Members of the Board and other staff and officials as needed. The Board posts audio and video of its regular public and special meetings online. For more information, contact the Board office at the coordinates listed on the agenda.



Notices regarding minutes

- Underlining in the minutes indicates an amendment, approved by the Board, to recommendations or to a motion.
- Minutes are draft until confirmed by the Board.

Meeting participation details

- The Board office will confirm the meeting room via emailed calendar invitation prior to the meeting to those required in attendance.
- The meeting location will be included on agendas and on the [Board's website](#).
- Staff not participating in the meeting and the general public are encouraged to view the meeting on the [Ottawa City Council YouTube Channel](#).

Submissions to the Police Services Board

- Members of the public may provide either written or oral submissions to Board meetings. Both written and oral comments are given equal consideration by the Board.

Written comments

Members of the public may submit written comments by email to the Board office. Both written and oral comments are given equal consideration by the Board. In order to ensure that written comments can be provided to the Board prior to the meeting, members of the public are strongly encouraged to submit their written comments as far in advance as possible before the meeting.

Oral comments (public delegations)

Members of the public may register, by contacting the Board office, to provide oral comments in-person during the meeting.

Each delegation is restricted to five minutes, not including any questions the Board members may wish to ask following the presentation. Requests must be made at least one week before the meeting date if you are looking to address the Board regarding an item that is not listed on the agenda. The subject matter must also be within the jurisdiction of the Board. Delegations wishing to address the Board regarding an item that is listed on the agenda may also be heard provided a request is made which sets

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out the particulars of the matter on which you wish to speak. Requests to speak to a specific agenda item may be received up until the start of the meeting.

Delegations are encouraged to submit their comments in advance in writing so they can be distributed to the Board members prior to the meeting.



Avis à l'intention du public et des participants concernant les délibérations de la Commission de services policiers d'Ottawa

Mise à jour : juin 2022

Avis publics

- L'interprétation simultanée est offerte dans les deux langues officielles pour toute question à l'ordre du jour; il suffit de communiquer avec le bureau de la Commission au moins 72 heures avant la réunion.
- Des formats accessibles et des aides à la communication sont disponibles sur demande auprès du bureau de la Commission. La Commission doit, sur demande et en consultation avec la personne qui fait la demande, offrir ou prendre des dispositions pour fournir des formats accessibles et des aides à la communication aux personnes en situation de handicap. Les formats accessibles et les aides à la communication doivent être fournis en temps utile, en tenant compte des besoins d'accessibilité particuliers de la personne et à un coût qui n'est pas plus élevé que le coût ordinairement demandé aux autres personnes, conformément à la [Politique sur l'accessibilité de la Commission](#).
- Les copies des présentations faites lors d'une réunion seront publiées dans l'ordre du jour en ligne dès que possible après la réunion en question.
- Le public ne peut pas assister aux discussions ni aux séances sur les points à l'ordre du jour débattus à huis clos.
- L'information envoyée à la Commission, y compris le nom complet des correspondants/présentateurs, sera versée aux dossiers publics et sera accessible au public. La correspondance, coordonnées et renseignements personnels compris, est transmise aux membres de la Commission, ainsi qu'à d'autres membres du personnel et aux cadres, au besoin. La Commission publie en ligne les enregistrements audio et vidéo de ses réunions publiques et extraordinaires. Pour en savoir plus, communiquez avec le bureau de la Commission, dont les coordonnées sont indiquées dans l'ordre du jour.



Avis relatifs aux procès-verbaux

- Le soulignement dans les procès-verbaux indique une modification, approuvée par la Commission, de recommandations ou d'une motion.
- Les procès-verbaux sont préliminaires jusqu'à ce qu'ils soient approuvés par la Commission.

Détails sur la participation aux réunions

- Le bureau de la Commission confirmera le lieu de la réunion dans une invitation envoyée par courriel avant la réunion aux personnes devant y assister.
- Le lieu de la réunion sera indiqué sur les ordres du jour et sur le [site Web de la Commission](#).
- Les employés qui ne participent pas à la réunion, les médias et le public peuvent suivre la réunion sur la [chaîne YouTube du Conseil municipal d'Ottawa](#).

Commentaires à la Commission de services policiers d'Ottawa

- Le public peut formuler des commentaires par écrit ou de vive voix aux réunions de la Commission. Les commentaires écrits et oraux reçoivent la même attention de la Commission.

Commentaires écrits

Le public peut envoyer des commentaires écrits par courriel au bureau de la Commission. Les commentaires écrits et oraux reçoivent la même attention de la Commission. Il est fortement recommandé aux membres du public de faire parvenir leurs commentaires écrits le plus tôt possible avant la réunion, afin qu'ils puissent être communiqués à la Commission avant la réunion.

Commentaires de vive voix (intervenants du public)

Les membres du public peuvent s'inscrire auprès du bureau de la Commission, par téléphone ou courriel, pour prendre la parole en personne durant la réunion.

Le temps alloué à chaque délégation est limité à cinq minutes, sans compter le temps réservé aux questions que les membres de la Commission pourraient poser par la suite.

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Si vous souhaitez vous adresser à la Commission sur un sujet qui n'est pas inscrit à l'ordre du jour, vous devez en faire la demande au moins une semaine avant la date de la réunion. De même, le sujet en question doit relever de la compétence de la Commission. Les délégations qui souhaitent prendre la parole devant la Commission à propos d'un point inscrit à l'ordre du jour peuvent également être entendues, à condition qu'une demande faisant part des détails du point en question soit présentée. Les demandes qui concernent un point particulier à l'ordre du jour peuvent être soumises jusqu'au moment où débute la réunion.

Nous invitons les délégations à soumettre leurs commentaires à l'avance, par écrit, afin qu'ils puissent être portés à l'attention des membres de la Commission avant la réunion.



Ottawa Police Services Board

Minutes

Meeting #: 65
Date: October 31, 2022
Time: 4:00 pm
Location: Champlain Room, 110 Laurier Avenue West

Present: Chair: Councillor Eli El-Chantiry, Vice-Chair: Suzanne Valiquet, Councillor Cathy Curry, Councillor Jeff Leiper, Salim Fakirani, Peter Henschel

Absent: Michael Doucet

1. Notices and meeting information for participants and members of the public
2. Ceremonial Activities and Announcements

I/Chief thanked the residents of this city and Ottawa Police Service members for the support received these past few months. He used his final verbal report to recognize some exceptional work by OPS members: Eva Savage and Constables Alan Porteous and Stephen Quesnel who have truly reflected a duty of care and being someone's hero in their time of need.

He also awarded Lynda Kitchikeesic with the Chief Citizen Award. She has been a mentor and friend to many Ottawa Police members. Lynda was instrumental in the development of the OPS' former Community and

Police Action Committee. This helped to build awareness and understanding of issues impacting Indigenous and marginalized communities. She has a special place in the history of the Ottawa Police Service for everything she has taught the profession of policing.

Vice Chair made a few marks in recognition of Chair Eli El-Chantiry as this was his last meeting. She recognized and honoured his service to the Board - the Police Service - and the community - in his role as Chair over the last few months, and over his career as a City Councillor. She recognized him for his leadership and commitment to bettering policing not only here in Ottawa, but his leadership role in the province. Chair El-Chantiry was the very first recipient of the Emil Kolb Award of Excellence in Police Governance, awarded by the Canadian Association of Police Governance in 2014. Since 2003, almost 20 years, he devoted immeasurable hours to undertaking the important work of the Board.

3. Confirmation of Agenda

The Interim Chief requested that his verbal report be removed from the agenda as he had already delivered his remarks at the start of the meeting.

That the Ottawa Police Services Board confirm the amended agenda of the 31 October 2022 meeting.

Carried as amended

4. Confirmation of Minutes

4.1 Minutes #64 of 26 September 2022

That the Ottawa Police Services Board confirm Minutes #64 of the 26 September 2022 meeting.

Carried

5. Declarations of Interest

No Declarations of Interest were filed.

6. Public Delegations

1. Robin Browne he/him

2. Kayla mcluskey on behalf Pamela Castanho
3. Ade Olumide
4. Inez Hillel she/her
5. Samantha McAleese she/her
6. Bailey Gauthier they/them

Written submissions:

A copy of the written submissions are available [online](#).

1. Lynne Tyler
2. Joe Regis

The delegations spoke on a variety of topics including the Chief recruitment process and the community consultation undertaken as part of that process; defunding the police; lack of safety in the Byward market and the need for more police resources; a request for a police complaints transparency bill of rights; and inaccessibility of police board meetings and a request for a hybrid or virtual format for delegations.

7. Inquiries

The below inquiry was raised by Member Leiper for a response at a subsequent meeting:

“A report authored by Sgt. Chris Kiez to provide intelligence insight into the convoy has been criticized by many as biased against progressive activist movements and disdainful of their concerns. The information it contained has been widely derided for relying on unprofessional media sources.

Would the Service please provide the Board with an analysis of how the OPS approaches intelligence-gathering, including which staff are tasked with the effort, their qualifications, and how their findings are tested for bias including any outside professional auditing to assess the Service’s intelligence effectiveness.”

8. Items of Business

8.1 Chair’s verbal report

Chair's report

A copy of the Chair's verbal report is available [online](#)

Public Delegations

1. Andrea Chandler
2. Farnaz Farhang

The delegations on this item spoke to the Board's decision to complete the Chief's hiring process before the election, as well as concerns around the accessibility of the Board's meetings.

That the Ottawa Police Services Board receive this report for information.

Received

8.2 Chief's verbal report

Chief's report

That the Ottawa Police Services Board receive this report for information.

Removed

8.3 National Capital Area Crime Stoppers: Semi-Annual Report

Report from National Capital Area Crime Stoppers

Richard McMullen, President of the National Capital Area Crime Stoppers talked about connecting with community to raise awareness.

A question was raised as to whether there was an increase in tips during the pandemic. Mr. McMullen confirmed that there was a gradual increase from the public and that over time a dramatic increase happened due to rising awareness. He noted the most successful tip information was in 2019. He added that they incentivize with a cash reward for up to two thousands dollars for information.

A question was raised around what people can expect when contacting CrimeStoppers.

Mr. McMullen noted they have an anonymous call center with services provided in multiple languages and staffed by live voices 24/7 to provide callers with information. People can also submit tips online. During a call each tipster will be provided a number to use when they call again for a follow up. They don't record numbers as the calls are meant to be anonymous.

That the Ottawa Police Services Board receive this item for information.

Received

8.4 Ontario Association of Police Services Boards' Labour Relations Seminar Funding Request

Executive Director's report

That the Ottawa Police Services Board approve a \$1,500 Silver sponsorship for the Ontario Association of Police Services Boards' 2022 Labour Conference being held November 9 & 10, 2022.

Carried

8.5 2023 Ottawa Police Services Board Meeting Schedule

Executive Director's report

That the Ottawa Police Services Board approve the 2023 meeting schedule.

Carried

8.6 Migration from E911 to NG911 Network

Chief's report

A question was raised regarding the Service's work with the City of Ottawa's Procurement Office as the original quote increased by \$60,000.

The OPS said that the reason behind the increase was that the initial quote expired. According to the Board's bylaw, if the quotes increases by more than 10%, it must be brought forward for approval.

That the Ottawa Police Services Board approve the purchase of equipment and professional services from the vendor of record (currently TELUS Communications Inc.) to migrate the Ottawa Police Service's 911 connection from the legacy Enhanced 911 (E911) to the new Next Generation 911 (NG911) network, as mandated by the Canadian Radio-television and Telecommunications Commission (CRTC), for a fixed price amount of \$342,904.40.

Carried

8.7 Appointment of Clerical Special Constables: Ottawa Police Service

Chief's report

That the Ottawa Police Services Board approve the appointment of Ottawa Police Service employees listed in Document 1, as Clerical Special Constables pursuant to Section 53 of the Police Services Act, in accordance with the terms and conditions set forth in the attached Approval of Appointment Forms.

Carried

8.8 Appointment of Special Constables: OC Transpo

Chief's report

That the Ottawa Police Services Board approve the appointments of OC Transpo employees listed in Document 1 as Special Constables pursuant to Section 53 of the Police Services Act, in accordance with the terms and conditions set forth in the attached Approval of Appointment forms.

Carried

8.9 Financial Status Report – Third Quarter 2022

Chief's report

A question was raised concerning the achievements of the targeted efficiencies for 2022.

The Service confirmed that they met the efficiency target however haven't found permanent base reductions. This will mean the Service will start next year with a budget pressure.

It was noted that the City would be seeking budget information from the Service by December 8. The CAO therefore requires direction from the Board. The ED will make arrangements for a Finance and Audit Committee meeting.

The Service is forecasting a balanced budget by year's end.

A suggestion was made to list all assumptions included as part of the budget, including the dollar amount and have them tested. The same could be done for risks, their likelihood and ranking.

It was clarified that for the costs recorded for the various events (such as the convoy, Rolling Thunder, Canada Day, etc), the invoices are listed on the quarterly reports as they come in and there will be more invoices to come in future updates.

That the Ottawa Police Services Board receive this report for information.

Received

8.10 Complaints Report, Part v – Police Services Act – Third quarter 2022

Chief's report

That the Ottawa Police Services Board receive this report for information.

Received

8.11 Report on SIU Investigation 21-OCI-331

Chief's report

That the Ottawa Police Services Board receive this report for information.

Received

8.12 Report on SIU Investigation 21- OVI-361

Chief's report

That the Ottawa Police Services Board receive this report for information.

Received

8.13 Report on SIU Investigation 22- OCI-029

Chief's report

That the Ottawa Police Services Board receive this report for information.

Received

8.14 Legal Services Status Report – 2022 Third Quarter

Board Solicitor's report

That the Ottawa Police Services Board receive this report for information.

Received

8.15 Board Monitoring Requirements Status Report: Third Quarter 2022

Executive Director's report

That the Ottawa Police Services Board receive this report for information.

Received

8.16 Outstanding Board Inquiries & Motions: October 2022 Report

Executive Director's report

Public Delegations

1. Glennys Egan (she/her)
2. Sarp Kizir
3. Ana maria

4. Meghan Potasse
5. Sam Hersh

The delegates spoke on a variety of topics including the recruitment of the Chief of Police, the ongoing inquiries into the convoy including the Emergency Commission, accessibility of Board meetings and the lack of a hybrid option, the outstanding budget motion, and an ongoing lawsuit related to use of force by the OPS. There were also comments raised regarding the length of time some inquiries and motions have been on the outstanding report, inquiries that were previously removed by the Board.

The Board made a request concerning the TRC calls to action, asking the Service to come to the Board and talk about what has been implemented. It was suggested that this be brought first to one of the Board's Committees.

That the Ottawa Police Services Board receive this report for information.

Received

8.17 Letters of Commendation

Chief's report

That the Ottawa Police Services Board receive this report for information.

Received

Other Business

There was a thank you and farewell provided by Chair E. El-Chantiry who thanked the Civilian and Sworn Members of the OPS, Board Members, Board Staff, City of Ottawa and Community Stakeholders.

10. Communications and Correspondence

1. Letter from the East Ferris Police Services Board, dated September 22, 2022

11. In Camera Items

Please note that the in camera meeting was held prior to the public meeting and the following items were discussed:

1. Labour Relations Unit Report: Third Quarter 2022
2. Legal Services Report: 3rd Quarter 2022
3. Delay Application
4. Personnel Matter
5. Delay Application
6. Personnel Matter
7. Board Correspondence
8. Labour Relations Matter

12. Adjournment

The meeting adjourned at 6:17pm.

13. Next Meeting

Regular Meeting – Monday, November 28, 2022 - 4:00 PM

Original signed by K. Ferraro,
Executive Director

Original signed by Councillor E. El-
Chantiry, Chair



Ottawa Police Services Board
Finance and Audit Committee
Minutes

Krista Ferraro, Executive Director
(613) 560-1270
Krista.Ferraro@ottawa.ca

Meeting #: 18
Date: Thursday, November 10, 2022
Time: 11:00 am
Location: Richmond Room
110 Laurier Avenue West
Members: Councillor Cathy Curry, Councillor Jeff Leiper
Others: Eli El-Chantiry, Chair; Randa Ben Guedria, Board Assistant; Blair Dunker, Chief
Administrative Officer; John Steinbachs, Director; Hollis Zhang, Chief Financial
Officer; Jonathan Sweet, Manager Financial Planning
Regrets: Vice Chair Suzanne Valiquet

1. Confirmation of Agenda

That the Finance and Audit Committee confirm the Agenda of the 10 November 2022 meeting.

Confirmed

2. Confirmation of Minutes

2.1. Minutes #17 of 13 January 2022

That the Finance and Audit Committee confirm Minutes #17 of the 13 January 2022 meeting.

Received

3. Declarations of Interest

There were no declarations of interest.

4. Items of Business

4.1. 2023 Budget Development and Directions

Presentation

The OPS provided a presentation. They stated that they are using the previous Board's strategic plan and that extensive consultation was done in 2021. They explained that the quarterly financial reports indicate the current and forecasted pressures. In 2023 recruitment will be a priority to ensure community safety. They noted that \$11.7 is required to maintain services. It was also clarified that there was planned growth of 30 officers for 2021 however it did not take place. Once these positions are fully staffed, this will result in a further budget pressure of \$1.7 million.

A question was raised about Front Desk Services. The Service noted there are 25 civilian members working in this Section who take reports, walk-ins, etc.

A question was raised as to how much money the Service received from the Federal Government, including the annual policing grant. The OPS said that they received a total of about \$57 million; the amount of the annual grant is \$3 million. While the Service has recovered some of the expenses from the convoy, there is still a significant amount that is unrecoverable.

It was noted that the Service needs to provide the Board with their needs. The previous staffing report brought forward to the Human Resources Committee was a good starting point.

The Service is looking to provide the new Chief with an opportunity to review the staffing strategy, prior to bringing forwarding a more comprehensive plan.

A suggestion was made to have another committee meeting prior to November 28, to brief the new Chief and the new Mayor.

The Board Chair suggested that a direction be brought forward at the November meeting that an additional permanent FTE be included within the Board's 2023 budget and to look for savings internally to fund this position. He noted that there were funds previously set aside by the last Board for work that was never completed. There was \$150,000 in base budget funding added to the Board's budget for a community partnership fund that was never established. These funds have gone unspent for the last two years. Thus, these funds can be better applied to more Board staffing which can increase the Board's capacity for community engagement and communications, as an example. He suggested that this Committee recommend to the Board at the November meeting that an additional FTE be included in the Board's 2023 budget, and that savings be found internally to fund the position.

That the Finance and Audit Committee:

- 1. Receive a briefing on the development of the 2023 Budget;**
- 2. Recommend a budget option to the Board for its approval.**

Received

OTHER BUSINESS

There was no other business.

NEXT MEETING

To be determined

ADJOURNMENT

The meeting adjourned at 12:00 p.m.

TOMLINSON FAMILY FOUNDATION CLUBHOUSE 2021 YEAR IN REVIEW

REPORT TO THE OTTAWA POLICE SERVICES BOARD

OVERVIEW

2021 brought its fair share of challenges, ups and downs for our Members, families, community. At the Club, we felt the challenge of helping our young people return to a new sense of normalcy. We are constantly working to create spaces and opportunities for children and youth to feel connected, empowered, and safe.

We do this work by deepening our staff and volunteer understanding of Anti-Black Racism and Equity, Diversity, and Inclusion. We still have more learning, but our commitment to the communities we serve is strong.

The virtual clubhouse which was established in 2020 continued to play an important role in program delivery and maintaining connections with of members during periods of closure, and subsequently as a second option for those who were unable to be at the clubs in person during reopening. A wide range of programs were delivered virtually, including fitness, science, homework help, game night, Art Now, and Dance.

Overall, Tomlinson Family Foundation Clubhouse members and all BGC Ottawa members benefitted from a rich variety of free programs across BGC Ottawa's four programming pillars: Education, Creative Arts, Physical Activity and Healthy Lifestyle, and Leadership and Social Skills.

Adam Joiner,
Chief Executive Officer

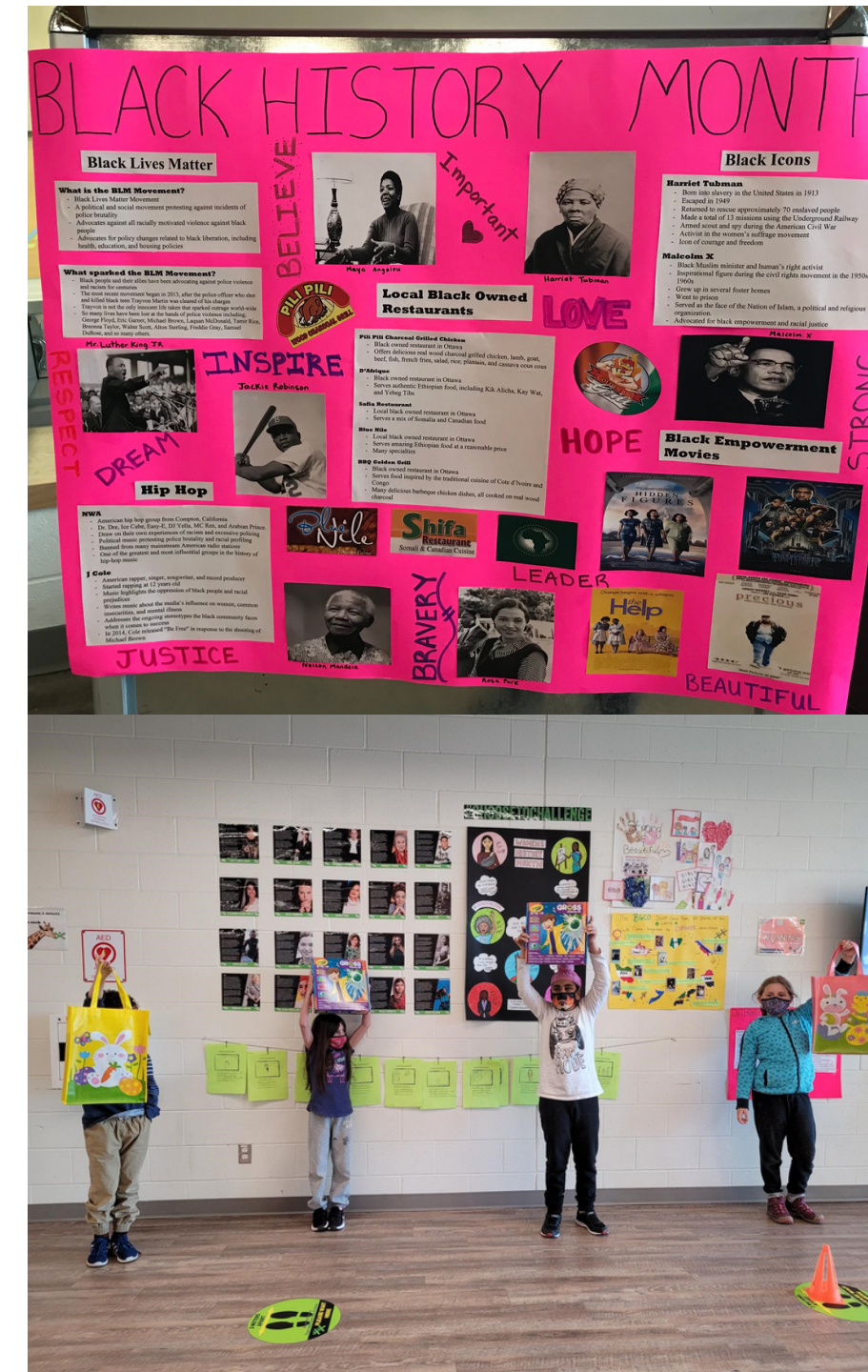
A handwritten signature in dark ink, appearing to read "Adam Joiner".

2021 STATISTICS

ALL BGC OTTAWA LOCATIONS	TOMLINSON FAMILY FOUNDATION CLUBHOUSE
30,242 Member Visits	5,159 Member Visits
1,617 Unique Members	425 Unique Members
31 Active Volunteers	5 Active Volunteers
7,300 Volunteer Hours	1,800 Volunteer Hours

2021 HIGHLIGHTS - CULTURALLY RELEVANT PROGRAMMING

- Downie Wenjack Foundation Truth and Reconciliation program teaching members about Truth and Reconciliation, as well as Indigenous Culture.
- National Day of Truth and Reconciliation activities including a visit by an Anishinaabe elder who spoke to members about truth and reconciliation.
- Black History Month activities featuring different posters and signs, along with a history board that was displayed in the main lobby.
- Womxn's History Month lobby wall with testimonials from members and staff, empowering posters, and mini biographies of important women in history.



2021 HIGHLIGHTS - CULTURALLY RELEVANT PROGRAMMING



An 16 ft x 8 ft Indigenous Mural was designed by local artist Claudia Salguero in partnership with an Anishinaabe elder, and young members, and installed in the main foyer of the Clubhouse.

The mural features Mother Nature and tells a story about connectedness through nature.

2021 HIGHLIGHTS - REGULAR PROGRAMS AND ACTIVITIES

- Summer Day Camps offered daily to children, ages 6-12, every week in the summer, helping many families during the break.
- Art Now: talent shows, paint nights, art projects, and more.
- Sports: In addition to weekly sports, the Ottawa BlackJacks professional team ran a summer outdoor workout for older youth.
- Leadership Programs: A fall leadership retreat was held for Leaders4Life participants. The program focuses on soft skills development in young people.
- Academic Programs: Hybrid format Homework Club and Raise the Grade programs were offered with the aim to increase academic skills, high school graduation rates and access to post-secondary education for youth.
- Senior Appreciation Barbeque held to recruit senior members to programs. There was food, music, games, and gift raffle. This event was a success as we hit the highest number of members all year while also gaining new members in the process.

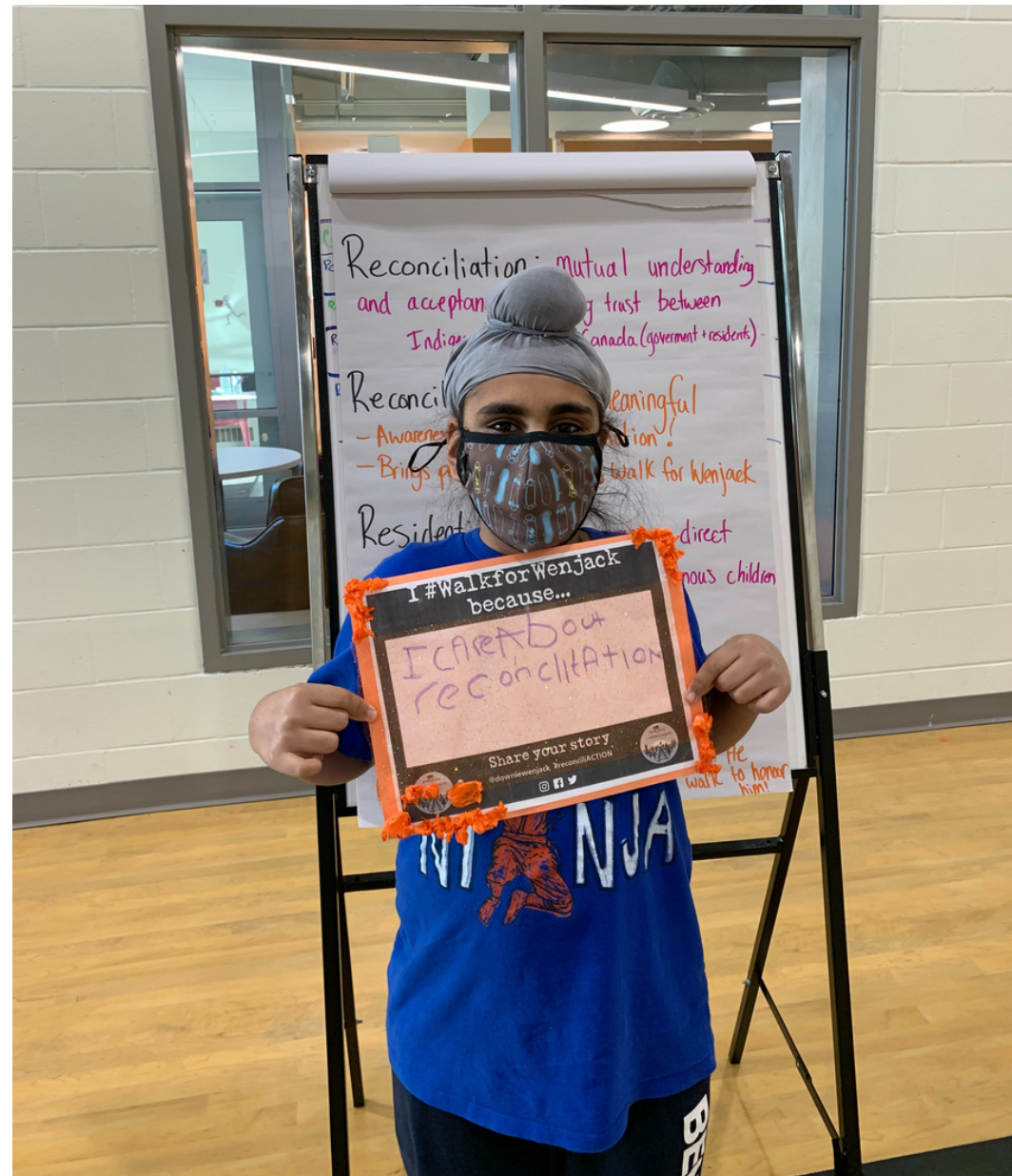


2021 HIGHLIGHTS - COMMUNITY & SUPPORT FOR FAMILIES

- Offered Park Animation Community Team (PACT), a park programming pilot with the City of Ottawa and various partners. Staff set up in four Ottawa parks over a number of weeks connecting with the community and offering activities to children and youth.
- Hundreds of wellness checks conducted during the different lockdown periods. Individual members were called for check-ins and to relay information about community resources and virtual program options
- Approximately 120 activity packages delivered to homes, including food, coloring books, agendas, calendars, pens, Covid-19 PPE kits, hand sanitizer, winter gloves, hand cream, soap, tissues, and mental health and community resources.
- Over \$2500 worth of meal kits delivered to families, helping to feed 80 people (supported by North and Navy).
- ~ 50 hampers provided to families in need during the holidays - food, toiletries, gifts and small luxuries included.



MEMBER PROFILE



Nihal, BGC Ottawa Member attends the Tomlinson Family Foundation Clubhouse (1463 Prince of Wales Dr) almost daily! He is 12 years old and enjoys many different activities such as Homework Club, Art Now, Truth & Reconciliation, and soccer. Specifically, Nihal participated in our 2021 Legacy School program through the Downie & Wenjack Foundation.

The Legacy Schools program helps students to learn about reconciliation. It engages them in activities to increase awareness and develop "reconciliACTIONS". One of Nihal's featured activities helped us prepare for our Secret Path Week.

Nihal and his friends created artwork and pledges for reconciliation throughout the week that concluded with our Walk for Wenjack on October 22, 2021. Nihal participated in the Tomlinson locations Walk for Wenjack because he cares about Truth and Reconciliation with Indigenous people.



**THANK YOU FOR
YOUR SUPPORT!**



Report to / Rapport au:

**OTTAWA POLICE SERVICES BOARD
LA COMMISSION DE SERVICES POLICIERS D'OTTAWA**

28 November 2022 / 28 novembre 2022

Submitted by / Soumis par:

**Executive Director, Ottawa Police Services Board / Directrice exécutive,
Commission de services policiers d'Ottawa**

Contact Person / Personne ressource:

**Krista Ferraro, Executive Director / Directrice Exécutive
*krista.ferraro@ottawa.ca***

SUBJECT: BOARD COMMITTEE APPOINTMENTS

OBJET: NOMINATIONS AUX COMITÉS DE LA COMMISSION

REPORT RECOMMENDATIONS

That the Ottawa Police Services Board approve the appointment of M. Sutcliffe to the Policy and Governance Committee and the Human Resources Committee.

RECOMMANDATIONS DU RAPPORT

Que la Commission de services policiers d'Ottawa approuve la nomination de M. Sutcliffe au Comité des politiques et de la gouvernance et au Comité des ressources humaines.

BACKGROUND

The Police Services Board has four standing committees to assist it in fulfilling its responsibilities. The terms of reference for the four committees are set out in a policy on Board Committees (Policy #GA-4) included in the Board's Policy Manual. Under that policy, appointments to committees must be approved by resolution of the Board.

The Board also has representation on external committees – the Community Police Awards Selection Committee, the Police Scholarship and Charitable Fund Committee, and the Thomas G. Flanagan Scholarship Award Selection Committee. Appointments to these committees are also approved by resolution of the Board.

As a result of the departure of former Chair E. El-Chantiry, there are two vacancies on two Committees: the Policy & Governance Committee and the Human Resources Committee.

Since Mayor M. Sutcliffe has recently taken his seat on the Board and is not currently assigned to any Committees, it is being recommended that he be appointed to the current vacancies to ensure adequate membership on all of the Board's standing committees for quorum purposes.

It is anticipated that the Board will do a full committee review in the new year once the new council members and citizen appointee are confirmed.

Should the Board approve the recommended appointments, committee membership would be as follows:

BOARD COMMITTEE	MEMBERSHIP
Complaints Committee	S. Fakirani, P. Henschel, J. Leiper
Finance & Audit Committee	C. Curry, J. Leiper, S. Valiquet
Human Resources Committee	M. Sutcliffe, S. Valiquet, M. Doucet
Policy & Governance Committee	M. Doucet, S. Fakirani, M. Sutcliffe

OPS COMMITTEES	MEMBERSHIP
Community Awards Selection Committee	P. Henschel
Police Scholarship & Charitable Fund	C. Curry
Thomas G. Flanagan Scholarship Award Selection Committee	S. Valiquet

CONSULTATION

Not applicable.

FINANCIAL IMPLICATIONS

There are no financial implications.

CONCLUSION

These appointments will fill current vacancies and are in accordance with the Board's Committee Policy #GA-4.

Report to / Rapport au:

**OTTAWA POLICE SERVICES BOARD
LA COMMISSION DE SERVICES POLICIERS D'OTTAWA**

28 November 2022 / 28 novembre 2022

Submitted by / Soumis par:

Chief of Police, Ottawa Police Service / Chef de police, Service de police d'Ottawa

Contact Person / Personne ressource:

**Blair Dunker, Chief Administrative Officer / agent administratif principal
DunkerB@ottawapolice.ca**

**SUBJECT: APPOINTMENT & RE-APPOINTMENT OF SPECIAL CONSTABLES:
CARLETON UNIVERSITY**

**OBJET: NOMINATION ET RENOUVELLEMENT DES NOMINATIONS
D'AGENTS SPÉCIAUX : L'UNIVERSITÉ CARLETON**

REPORT RECOMMENDATIONS

That the Ottawa Police Services Board approve the appointments of Carleton University employees listed in Document 1 and the re-appointment of Carleton University employee listed in Document 2, as Special Constable pursuant to Section 53 of the Police Services Act, in accordance with the terms and conditions set forth in the attached Approval of Appointment Forms.

RECOMMANDATIONS DU RAPPORT

Que la Commission de services policiers d'Ottawa approuve la nomination comme agents spéciaux, des employés de l'Université Carleton figurant au Document 1, et le renouvellement de la nomination, comme agent spécial, d'un employé de l'Université Carleton figurant au Document 2, en vertu de l'article 53 de la Loi sur les services policiers et conformément aux modalités présentées au sein des formulaires d'approbation de la nomination ci-joints.

BACKGROUND

The Ottawa Police Services Board (Board) entered into an agreement with Carleton University to approve the appointment of Special Constables hired by this organization to support their safety and enforcement operations.

To ensure that these employees can carry out their assigned duties, applications are made to the Ministry of the Solicitor General (Ministry) to have them appointed/re-appointed as Special Constables. The Board appoints/re-appoints the Carleton University employees as Special Constables upon approval by the Ministry. The appointments/re-appointments are valid for five years.

OPS and Carleton University MOA

A Memorandum of Agreement (MOA) was created and signed by all respective parties.

For the purposes of this agreement, the Board has authority pursuant to the Police Services Act (PSA) to appoint/re-appoint Special Constables for such purposes and with such powers as it sees fit, subject to the approval of the Ministry.

The Board shall designate the Chief of Police (the Chief) or his/her designate to perform some or all of the Board's administrative functions under these agreements. The Chief shall designate one officer as his/her designate with respect to the day-to-day administration of these agreements.

For the purpose of the administration of these agreements, the President of Carleton University will be responsible for some or all of the administrative functions under each respective agreement. These leaders shall designate an employee for the day-to-day administration requirements for their respective agreements.

In May 1996, the Board and Carleton University administration approved the program for Carleton University Special Constable Services. This agreement is reviewed every five years.

The initiative was implemented to continually improve the delivery of policing services to the residents of the City of Ottawa by capitalizing on the existing cooperation between the OPS and Carleton University. The opportunity existed to build on the interoperability of the two services.

Roles and Responsibilities

The appointments/re-appointments recommended in this report will enable the Carleton University Special Constables to assist with Campus Safety and overall community safety and well-being at Carleton University.

DISCUSSION

Approval has been obtained from the Ministry for the appointment/re-appointment of these Carleton University employees as Special Constables pursuant to Section 53 of the PSA.

FINANCIAL IMPLICATIONS

There are no financial implications involved in appointing Carleton University members as Special Constables as Carleton University pays the salaries of Special Constables.

SUPPORTING DOCUMENTATION

Document 1: Appointment of Special Constables: Carleton University

Document 2: Re-Appointment of Special Constables: Carleton University

Document 3: Approval of Appointment as Special Constable

CONCLUSION

The appointment/re-appointment of Special Constable status for these Carleton University employees will allow them to undertake the full scope of their duties.

Document 1: Appointment of Special Constables: Carleton University

Name of Employees

1. Grant Beaudin
2. Christine Drummond
3. Justin Lawn

Document 2: Re-Appointment of Special Constables: Carleton University

Name of Employee

1. Michael Radcliffe



Approval of Appointment as Special Constable

Pursuant to the provisions of Section 53 of the Police Services Act, the appointment of Grant BEAUDIN
as a special constable for the purpose of:

*providing law enforcement and security services to Carleton University in co-operation with the Ottawa Police Services Board and Ottawa Police Service;
responding to and investigating activity that may violate federal or provincial legislation; taking statements from victims, witnesses, and suspects;
gathering and preserving evidence; supplying information; apprehending, arresting and releasing offenders.*

is hereby received in

☐ the Province of Ontario ☒ the Municipality of City of Ottawa

Specifics of Area

*The geographic jurisdiction of the applicant shall be limited to the properties under the control of Carleton University and situated within the
boundaries of the City of Ottawa.*

☒ Sponsoring Police Service

Ottawa Police Service

☒ Name of Employer

Carleton University

and the appointee has, for the purpose of this appointment:

- **the status of peace officer;** and
- **police officer powers** as contained in the following legislation:

Highway Traffic Act

☐ Yes ☐ No

Liquor Licence and Control Act

☒ Yes ☐ No

Mental Health Act

☒ Yes ☐ No

Motorized Snow Vehicles Act

☐ Yes ☒ No

Trespass to Property Act

☒ Yes ☐ No

Youth Criminal Justice Act

☐ Yes ☒ No

Other (please specify):

☐ Yes ☒ No

Section

31(7)(1)(2), 43(2), 61(1)(2), 62

16(3), 17

9(1)(3), 10

subject to the following restrictions/conditions:

- ☒ This appointment does not permit the carriage of a firearm.
- ☐ This appointment does not permit the carriage of a prohibited weapon - (e.g. Oleoresin Capsicum Spray)

This appointment is valid until the earliest of:

- 1) 15-Nov-27 or 2) the date at which the appointee ceases to perform the duties outlined above; or 3) the appointee is no longer in the
employ of the Carleton University

Approval has been granted by the Director of External Relations Branch exercising the powers of the Solicitor General
pursuant to delegated authority

on

November 16, 2022

Ministry of the Solicitor General

Derek Armstrong, Manager
Training Strategy and Development Unit
External Relations Branch Public Safety Division

Appointed on

(date of appointment)

at

(place of appointment)

Commissioner, O.P.P.

OR

Chair (or designee), Police Services Board (Signature)

Name (Please Print)

Date of Signature

Report to / Rapport au:

**OTTAWA POLICE SERVICES BOARD
LA COMMISSION DE SERVICES POLICIERS D'OTTAWA**

28 November 2022 / 28 novembre 2022

Submitted by / Soumis par:

Chief of Police, Ottawa Police Service / Chef de police, Service de police d'Ottawa

Contact Person / Personne ressource:

**Blair Dunker, Chief Administrative Officer / Agent administratif principal
DunkerB@ottawapolice.ca**

**SUBJECT: APPOINTMENT AND RE-APPOINTMENT OF SPECIAL CONSTABLES:
OTTAWA POLICE SERVICE**

**OBJET: NOMINATIONS ET RENOUELEMENT DES NOMINATIONS
D'AGENTS SPÉCIAUX: SERVICE DE POLICE D'OTTAWA**

REPORT RECOMMENDATIONS

That the Ottawa Police Services Board approve the appointment of Ottawa Police Service employees listed in Document 1 and the re-appointment of Ottawa Police Service employee in Document 2, as Special Constables pursuant to Section 53 of the Police Services Act, in accordance with the terms and conditions set forth in the attached Approval of Appointment Forms.

RECOMMANDATIONS DU RAPPORT

Que la Commission de services policiers d'Ottawa approuve la nomination, comme agents spéciaux, des employés du Service de police d'Ottawa figurant au Document 1, et le renouvellement de la nomination, comme agent spécial, d'un employé du Service de police d'Ottawa figurant au Document 2, en vertu de l'article 53 de la Loi sur les services policiers et conformément aux modalités présentées au sein des formulaires d'approbation de la nomination ci-joints.

BACKGROUND

The Ottawa Police Service (OPS) employs and relies on Special Constables for responsibilities that do not legislatively require police officers, but still require

specialized training including Use of Force (excluding firearm training), fingerprinting and specialized software applications. Training for OPS Special Constables is comprised of formal in-class training from police instructors and other learning professionals at the OPS Professional Development Centre and on-the-job training through their work assignments. There are currently 78 employees at the OPS appointed as Special Constables.

As required in Section 53 of the Police Services Act (PSA), the Ottawa Police Services Board (Board) appoints OPS employees, hired as Special Constables, and assigned to the Central Cellblock, Prison Care Unit, Court Security Section and Document Service Team. Following the appointment of the below named members, we will have 65 appointed Special Constables within the Central Cellblock, Prison Care Unit, Court Security Section and Document Service Team. These members are utilized to ensure that operational staffing needs are met.

They will work as Special Constables, upon approval by the Ministry of the Solicitor General (Ministry), for a five-year period or until the appointees are no longer employed by the OPS.

These appointments ensure that these employees can carry out their assigned duties as Special Constables. Upon the termination of employment, the OPS will advise the Ministry to terminate the appointments.

DISCUSSION

Approval has been obtained from the Ministry for the appointment and re-appointment of these OPS employees as Special Constable.

FINANCIAL IMPLICATIONS

The salaries for Special Constable are part of the OPS-based budget. There are no financial implications involved in appointing members as Special Constables.

SUPPORTING DOCUMENTATION

Document 1: Appointment of Special Constables: Ottawa Police Service

Document 2: Re-Appointment of Special Constables: Ottawa Police Service

Document 3: Approval of Appointment as Special Constables

CONCLUSION

The appointment of Special Constable status is required for OPS employees working in our Central Cellblock, Prison Care Unit, Court Security Section and Document Service

Team to undertake the full duties and responsibilities assigned to them as Special Constables with the OPS.

Document 1: Appointment of Special Constables: Ottawa Police Service

Names of Employees

1. Kimberely Judith Elisa Hautzer
2. Peter David McGahey
3. Robert Dennis Mulley

Document 2: Re-Appointment of Special Constables: Ottawa Police Service

Names of Employees

1. Jeffrey Allen Vukasovic



Approval of Appointment as Special Constable

Pursuant to the provisions of Section 53 of the Police Services Act, the appointment of Kimberley Judith Elisa HAUTZER
as a special constable for the purpose of:

searching, guarding and controlling of prisoners; providing security at premises or places occupied or utilized as courts or police facilities; service of legal documents and execution of warrants and other court orders; transportation of prisoners.

is hereby approved in

☒ the Province of Ontario ☐ OR ☐ the Municipality of

Specifics of Area

☒ Sponsoring Police Service

Ottawa Police Service

☒ Name of Employer

Ottawa Police Service

and the appointee has, for the purpose of this appointment:

- **the status of peace officer;** and
- **police officer powers** as contained in the following legislation:

Highway Traffic Act

Liquor Licence and Control Act

Mental Health Act

Motorized Snow Vehicles Act

Trespass to Property Act

Youth Criminal Justice Act

Other (please specify):

☐ Yes ☒ No

☒ Yes ☐ No

☒ Yes ☐ No

☐ Yes ☒ No

☒ Yes ☐ No

☐ Yes ☒ No

☐ Yes ☒ No

Sections

31(2), 48(1), 61(1)

16(3), 17, 20, 23.3(3)

9, 10(3), 10

subject to the following restrictions/conditions:

- ☒ This appointment does not permit the carriage of a firearm.
- ☐ This appointment does not permit the carriage of a prohibited weapon - (e.g. Oleoresin Capsicum Spray)

This appointment is valid until the earliest of:

- 1) 15-Nov-27 or 2) the date at which the appointee ceases to perform the duties outlined above; or 3) the appointee is no longer in the employ of the Ottawa Police Service

Approval has been granted by the Director of External Relations Branch exercising the powers of the Solicitor General pursuant to delegated authority

on

November 16, 2022

Ministry of the Solicitor General

Derek Armstrong, Manager
Training Strategy and Development Unit
External Relations Branch Public Safety Division

Appointed on

(date of appointment)

at

(place of appointment)

Commissioner, O.P.P.

OR

Chair (or designee), Police Services Board (Signature)

Name (Please Print)

Date of Signature

Report to / Rapport au:

**OTTAWA POLICE SERVICES BOARD
LA COMMISSION DE SERVICES POLICIERS D'OTTAWA**

28 November 2022 / 28 novembre 2022

Submitted by / Soumis par:

Chief of Police, Ottawa Police Service / Chef de police, Service de police d'Ottawa

Contact Person / Personne ressource:

Blair Dunker, Chief Administrative Officer / Agent administratif principal
DunkerB@ottawapolice.ca

SUBJECT: APPOINTMENT OF SPECIAL CONSTABLES: RCMP

OBJET: NOMINATIONS D'AGENT SPÉCIALE : GRC

REPORT RECOMMENDATIONS

That the Ottawa Police Services Board approve the appointments of five RCMP employees, listed in Document 1 as Special Constables pursuant to Section 53 of the Police Services Act, in accordance with the terms and conditions set forth in the attached Approval of Appointment Forms.

RECOMMANDATIONS DU RAPPORT

Que la Commission de services policiers d'Ottawa approuve la nomination, comme agents spéciaux, des cinq employés de la GRC figurant au Document 1, en vertu de l'article 53 de la Loi sur les services policiers et conformément aux modalités présentées au sein des formulaires d'approbation de la nomination ci-joints.

BACKGROUND

The Ottawa Police Services Board (Board) approves the appointment of Special Constables for the RCMP, OC Transpo, Carleton University and for internal employees of the Ottawa Police Service (OPS).

These appointments ensure that the respective employees can carry out the full scope of their assigned duties. Applications are made to the Ministry of the Solicitor General (the Ministry) to have them appointed as Special Constables pursuant to Section 53 of

the Police Services Act (PSA). The Board appoints the RCMP employees as Special Constables upon approval by the Ministry. These appointments are valid for five years. The names of these appointees will be on file with the clerk in an in-camera document in accordance with operational security.

OPS and RCMP Memorandum of Understanding

The Memorandum of Understanding (MOU) between the OPS and the Royal Canadian Mounted Police (RCMP) was established in 2016 with no expiry date. An RCMP indemnification letter was provided to the Board in January 2016 to address concerns raised by the Board respecting potential liability. The following is an excerpt from this letter:

“In the absence of a formal agreement between the RCMP and the Board, and in an effort to address the aforementioned concerns, I wish to assure you that the RCMP will, at its own cost, indemnify the Board from any claims, demands, actions and judgements instituted or recovered by a third party, arising from any act, conduct or omission of members of the RCMP appointed as special constables under subsection 53(1) of the Police Services Act (PSA) by the Board while carrying out their duties.”

For the purposes of this agreement, the Board has authority, pursuant to the PSA, to appoint Special Constables for such purposes and with such powers as it sees fit, subject to the approval of the Ministry.

The Board shall designate the Chief of Police or his/her designate to perform some or all of the Board’s administrative functions under these agreements. The Chief shall designate one officer as his/her designate with respect to the day-to-day administration of this agreement.

For the administration of this agreement, the Chief Superintendent of the RCMP will be responsible for some or all of the administrative functions under each respective agreement. These leaders shall designate an employee for the day-to-day administration requirements.

Roles and Responsibilities

The RCMP and OPS have a MOU that outlines roles, responsibilities, and relationships regarding policing in the City of Ottawa accordingly.

In the City of Ottawa, the RCMP Protected Operations member’s primary responsibility is the safeguarding of designated Protected Persons (PP). Members on mobile patrol have a role in deterring and detecting potential terrorist activities and or incidents

impacting on PP. Members are responsible for having knowledge of all zones and protected locations, which many are located within the City of Ottawa and are responsible for answering security alarms and pro-actively gathering information for risk and threat assessment purposes relative to those locations.

The RCMP Protected Operations and the OPS also enforce moving violations/traffic violations on specific NCC roadways and bridges as per the current MOU (Memorandum of Understanding). Members on mobile patrol also have a role in deterring and detecting criminal and provincial offences other than Highway Traffic infractions by using different techniques such as car patrol, bicycle patrol, foot patrol and vehicle checks.

During their regular patrol duties related to the above-mentioned responsibilities, members travel from one location to another and observe violations to the Highway Traffic Act, Liquor License Control Act, Mental Health Act and the Trespass to Property Act in which they have a duty to take action.

Further, the RCMP Protected Operations members also work with OPS on all major visits, special events and demonstrations taking place on federal property. These occurrences generally start on City property and end up on Federal property and in the process of policing these events; the RCMP would assist OPS with enforcement of the said Acts.

RCMP officers who are appointed as special constables by the Board as part of this request will perform those duties noted above.

Financial Implications

There are no financial implications involved in appointing RCMP members as Special Constables.

DISCUSSION

Approval has been obtained from the Ministry for the appointment of these five RCMP employees as Special Constables pursuant to Section 53 of the PSA.

FINANCIAL IMPLICATIONS

There are no financial implications involved in appointing RCMP members as Special Constables.

SUPPORTING DOCUMENTATION

Document 1: List of Special Constables (In Camera and on file with the clerk)

CONCLUSION

The appointment of Special Constable status for these RCMP employees will allow them to undertake the full scope of their duties.

Report to / Rapport au:**OTTAWA POLICE SERVICES BOARD
LA COMMISSION DE SERVICES POLICIERS D'OTTAWA****28 November 2022 / 28 novembre 2022****Submitted by / Soumis par:****Chief of Police, Ottawa Police Service / Chef de police, Service de police d'Ottawa****Contact Person / Personne ressource:****Respect, Values, Inclusion Superintendent David Zackrias / surintendant David
Zackrias*****ZackriasD@ottawapolice.ca*****SUBJECT: HUMAN RIGHTS AND RACIAL PROFILING POLICY: ANNUAL
REPORT****OBJET: POLITIQUE SUR LES DROITS DE LA PERSONNE ET LE PROFILAGE
RACIAL: RAPPORT ANNUEL****REPORT RECOMMENDATIONS****That the Ottawa Police Services Board receive this report for information.****RECOMMANDATIONS DU RAPPORT****Que la Commission de services policiers d'Ottawa prenne connaissance du
présent rapport à titre d'information.****BACKGROUND**

The Ottawa Police Service (OPS) is committed to fostering a culture that is equitable, diverse, and inclusive. This annual report is an opportunity to provide progress on the organization's Equity, Diversity, and Inclusion (EDI) Action Plan by highlighting human rights and EDI-related work carried out in 2022.

Released by the Ottawa Police Services Board (Board) in 2013, the Human Rights and Racial Profiling Policy (CR-16) provides high-level policy direction and closely mirrors the 2011 operational policy of the OPS, titled the Racial Profiling Policy. This has ensured meaningful policy direction for compatible language, consistent definitions, prohibition of discrimination with specific emphasis on racism and racial profiling, as well

as implementation, training, and reporting requirements. These policies have been instrumental in guiding the police service and entrenching the importance of this ongoing work.

DISCUSSION

This section details the 2022 human rights and EDI-related work from the OPS EDI Action Plan that directly contributes to the requirements of the Human Rights and Racial Profiling Policy (CR-16) including:

- EDI Action Plan priority work and projects that demonstrate an ongoing commitment and partnership work;
- Overview of the OPS Racial Profiling Policy, review requirements and revised expected timeline for the results and revised policy; and,
- Training initiatives that address human rights issues, such as understanding and addressing systemic racism.

OPS EDI ACTION PLAN 2020-2022

(Tabled Jan. 2020; Approved Feb. 2020)

The EDI Action Plan 2020-2022 is a significant commitment in the Board's Strategic Plan to make "meaningful progress on equity, diversity, and inclusion." Leading up to the development of the EDI Action Plan, there were a number of independent reports and recommendations, as well as significant input from police and community members that were calling for systemic and cultural change in policing.

Following the release of two independent reports in November 2019, the second Traffic Stop Race Data Collection Report (TSRDC) and the Diversity Audit, the OPS made a firm commitment to make meaningful and measurable progress and move from reports and recommendations to greater action.

At our fifth Annual Human Rights Learning Forum on December 4, 2019, the OPS made a commitment to community and police members that we would continue our leadership and partnership work on EDI and release a strategic action plan in January 2020. The OPS delivered on that commitment by tabling and presenting the Draft EDI Action Plan 2020-2022 at the January 27, 2020 Board meeting. It was subsequently approved by the Board at the February 24, 2020 meeting. The EDI Action Plan is available at ottawapolice.ca/EDI

The three-year organizational plan focuses on creating meaningful and measurable progress and building a culture that embraces equity, diversity, and inclusion. It includes:

- Focused activities and defined deliverables;

- Targeted outcomes and benchmark measures;
- Culture change and engagement actions;
- A multi-stakeholder approach – development, implementation, and monitoring; and
- Five key focus areas of work including: Leadership and Accountability, Community and Service Delivery, Diverse Workforce – All Levels, EDI Competent Members, Member Support and Inclusion.

The concise and user-friendly action plan with 10 priority action areas of work was developed with input from a variety of sources including previously released related reports and significant inputs from both police and community members. We also worked closely with the Community Equity Council (CEC) and its working committees to design the plan and set the priorities.

The OPS continues to support, resource, and co-lead the [CEC](#), with co-chair Deputy Chief Steve Bell and community member co-chair Sahada Alolo. The CEC and its related committees are instrumental in advising on the priority action items, assisting in identifying target outcomes and success indicators, and conducting important relationship-building activities including listening circles in the community. CEC committees, which include but are not limited to: an Anti-Racism Committee, an Indigenous Relations Committee, a Communications Committee, and an EDI Implementation Committee, are co-led by a community and a police member of the CEC.

2022 Progress on EDI Action Plan

As reported in past updates to the Board, foundational work has been completed including building a Respect, Values, and Inclusion (RVI) Directorate, Hate Crimes Unit, Employee Resource Groups, and creating an EDI & Engagement Lens to apply to our internal projects, processes, policies, and decision-making as well as to service delivery programs.

Now in its third and final year, the focus for 2022 has been to continue the strong momentum by completing and assessing the three-year plan with city partners and community stakeholders. This section provides a high-level summary of work to-date, with a focus on 2022 priority work – much of it done in collaboration with community stakeholders and partners like the CEC.

1. Create EDI Office to enhance EDI efforts and coordination across the OPS.

- A new RVI Directorate was announced on May 7, 2020 – effectively launching the EDI Unit as well as the Respect, Ethics, and Values (REV) Unit and the Strategic Partnerships and Engagement Unit. The EDI Unit is focused on bringing the broader membership together by implementing equitable and

inclusive practices, both internally and externally, as well as leading and incorporating systemic change throughout the organization. The EDI Unit also continues to develop important stakeholder partnerships with representation on Equity Ottawa and the Ontario Association of Chiefs of Police EDI committees.

- The EDI Unit developed the OPS EDI Action Plan which is the guiding strategy for the unit and supports the Service's and the Board's strategic priority to advance EDI. The unit was responsible for leading or contributing to several of the plan's priority action items: Leadership and coaching sessions, custom EDI engagement lens for the organization, Intercultural Development Inventory (IDI) assessments for leadership, human rights and EDI learning curriculum for all members, and other partnership initiatives, in addition to ensuring the coordination and monitoring of the overall action plan. Of the two newly identified EDI positions, EDI Specialist Alexandra Sheremeta officially joined the OPS EDI Unit in November 2020. While funding was not available to fill the EDI Coordinator position in 2021, the position is being posted in November 2022.

2. Provide EDI coaching and mentoring to equip our leaders with culture change and EDI tools.

- EDI leadership and coaching sessions were provided to all senior staff with group sessions on trauma-informed learning, anti-Black racism, and intercultural competency development with IDI assessments.
- To support continued intercultural competency development, the OPS is expanding the use of IDI assessments and development plans to other areas of the organization, including Field Training Officers and Human Resources. Full program roll-out will continue into 2023.

3. Develop an EDI & Engagement Lens to improve our external systems (i.e. service delivery) and internal processes – including updates to the Human Resources transfer and promotions processes.

- A customized EDI & Engagement Lens was developed in partnership with the Centre for Intercultural Learning, Global Affairs Canada. Already in use at the OPS, the 2022 focus has been to create training opportunities and integrate the lens into key OPS areas, projects, and policies as a requirement to continue identifying barriers and improving processes and programs that will continue into 2023. There is also a need to automate the lens and evaluate its effectiveness.
- Based on research, best practices, and inquiries from police and community members, the EDI Unit created an Inclusive Language Guide as a resource to support police in working with colleagues and in serving the diverse communities in Ottawa. A dedicated 2SLGBTQQIA+ Inclusive Language Guide was also

released to provide additional guidance on how to use language respectfully and inclusively when working with and referring to individuals from 2SLGBTQIA+ communities.

4. Reintroduce Hate Crime Unit to Improve Response and Support to Impacted Communities.

- The Hate Crime Unit was reintroduced on January 23, 2020, and has completed major activities including section realignment and staffing as well as major partnership work with United for All – a coalition of 44 organizations representing over 150 partners who are all committed to overcoming hate-based violence, racism, and extremism in eastern Ontario. A number of OPS members are part of the coalition’s incident response teams that respond to hate-related incidents in our city. This year the Hate Crime and Strategic Partnerships and Engagement Units have been working with internal and external partners on an anti-hate campaign.
- The OPS, in partnership with United for All Against Hate Coalition and the CEC, will be hosting the Seventh Annual Human Rights Learning Forum – A Healing Journey: Understanding the Trauma of Hate and Bias. To register for the December 8, 2022, forum, visit ottawapolice.ca/hrlf.

5. Enhance community policing, including the expansion of Neighbourhood Resource Teams (NRTs).

- As already reported to the Board, the planned expansion of NRTs has continued. Additional activities include continued work with the City of Ottawa and stakeholders on the Community Safety and Well-Being (CSWB) Plan.
- This year, the CEC is creating a separate committee with police and community members to focus on evaluating outcomes and enhancing the NRT program.
- The OPS continued to work with partners on the priority area of violence against women with an intersectional lens, including additional resources and a focus on working with Indigenous women with the creation of an Indigenous Women’s Safety Table.

6. Update Outreach Recruitment and Background Check Processes to remove unintended barriers and increase competitive applications.

- In response to the Diversity Audit findings, the Outreach and Recruitment Team has made significant progress in removing barriers and improving the recruiting process, including changes to the background process and training, fitness testing, and interview processes. Improved processes and results have been presented to the Board on a number of occasions to highlight success indicators over the last two years, including:

- Replacing the ATS testing with a local, more inexpensive approach that has created a much larger and diverse pool of candidates. The removal of ATS testing removed barriers to applying like cost, accessibility, and time.
- Background investigators are provided with human rights and unconscious bias training. The background stage is not the last and final stage of the process any longer, but it is a report that is considered and reviewed by a team as part of the decision-making process.
- A mentorship program was created to match potential new recruits with officers to enhance their chances of successfully completing the application process.
- Historically we have 650 applicants a year. In 2020, the OPS received almost 2,700 applications: 18.25 percent women (vs 12% previously), 36.43 percent racialized (vs. 13% previously), and 4 percent Indigenous. At the end of 2020, the OPS hired its most diverse classes in OPS history and made several presentations to the Board on that important progress.
- To keep the momentum going, the OPS launched a new campaign in 2022 featuring our own members to ensure our recruiting efforts continue to be competitive and strive to better reflect the diversity of the communities we serve for the over 80 hires planned for this year.
- As a follow-up to the 2019 Diversity Audit findings and the work carried out to remove barriers in different areas of the employment system (including recruiting, transfer, and promotional processes), the EDI Unit is currently working with Human Resources to implement a full employment system review to identify barriers and opportunities for further career improvements.
- The EDI Specialist has been able to provide subject matter expertise and apply an EDI lens on other program developments and projects within Human Resources, including the new competencies framework, performance review program, and leadership development program.

7. Initiating community dialogue and working with stakeholders for more effective mental health response (including training) with an inter-agency and intersectional approach that addresses gaps, improves service delivery, builds collective action, and contributes to community safety and well-being.

The priority action item is related to several ongoing projects including the development of the CSWB plan. As per the 2021 change budget and accompanying presentation, the OPS worked to ensure a community-led mental health strategy was developed in 2021 and included a partnership with the City, the development of the Guiding Council of stakeholders, as well as additional paid positions to support the work of the council and special project that is now community-led.

8. Enhance member wellness supports and inclusion efforts – Accommodations, Early Intervention, and formalizing Employee Resource Groups (ERGs).

- The Wellness Team contributed to supports, resources, and expertise in response to pressing OPS-specific needs related to COVID-19.
- With extra resources, planned improvements to service and programs for members are well underway including the introduction of a new digital wellness platform for members, retirees, families, and veterans.
- Employee Resource Groups (ERGs) continue to be developed and formalized with support from the RVI Directorate, and leadership from the OPS sponsoring each ERG. The groups provide input with respect to important projects and events (such as the sexual violence and harassment advisory team and an internal panel discussion forum marking the International Day for the Elimination of Racial Discrimination).
- The OPS Pride ERG worked closely with the new OPS Liaison Officer to ensure OPS participation in the 2022 Pride Parade. The ERG was also represented at the 2022 Serving with Pride Gala in November.
- The OPS also recognized International Inuit Day and renamed the Executive Board Room in honour of Annie Pootoogook. Annie was a prominent artist from Kinngait, Nunavut, who lived in Ottawa prior to her tragic death in 2016. Her artwork and life story are reminders of our collective colonial history and the need to consistently work toward inclusion and reconciliation.
- Based on requests from police members, the Facilities and EDI teams are consulting members to create multi-faith prayer spaces in the workplace.

9. Improve the complaint resolution process for members and supervisors – including the joint OPS/Board workplace sexual violence and harassment project.

- Significant foundational work is underway since the launch of the Respect, Ethics and Values (REV) Unit on May 7, 2020. More information on its accomplishments to-date will be in the Positive Workplace Board report, to be tabled in February 2023.
- As presented to the Board on July 27, 2020, partnership work with the Board and a community advisory committee began for the special project focused on addressing sexual violence and harassment in the workplace. A third party, Rubin Thomlinson LLP, was engaged on a temporary basis to develop and implement third-party intake, investigations, and reporting of complaints. At the end of the term, Rubin Thomlinson issued a report with recommendations for

program and culture change. The report was presented to the Board in January 2022 and incorporated into this year's budget for implementation in 2022.

- As part of the Rubin Thomlinson report, the Safe Workplace Program was developed, and a new Safe Workplace Office (SWO) was launched on October 1, 2022. The SWO is an independent body and will offer a wide range of services to all members including:
 - A centralized complaint/issue intake process;
 - Complaint/issue assessment and triage;
 - Independent workplace assessment and mediation services;
 - Conducting confidential workplace discrimination, harassment, violence, and reprisal investigations; and
 - Monitoring subsequent actions for follow-through and resolution.

10. Continue anti-racial profiling efforts on addressing over- and under-policing concerns using a multi-stakeholder approach to policy, procedures, and accountability measures.

- The OPS continues collaborative leadership work to address systemic racism and racial profiling concerns. There were three main categories of work carried out in 2021 and 2022, including:
 - Use of Force Reporting & Race Based Data Collection

New regulations were recently added to the province's Anti-Racism Act requiring public service organizations in the education, child welfare, and justice sectors to collect race-based data to help monitor, measure, and address systemic racism in Ontario. This regulation known as Ontario's Data Standards for the Identification and Monitoring of Systemic Racism came into effect on January 1, 2020, and provides direction to police services to collect disaggregated race-based data for Use of Force reports. These new requirements were added to the existing provincial Use of Force incident forms that must be completed by police officers immediately following a call for service involving an application of Use of Force that meets the provincial legislation and guidelines.

In earlier reports to the Board this year, the OPS included an overview of the race-based data findings for the Use of Force reporting for 2020 and 2021. The Use of Force report findings, as well as the engagement plans needed to respond to the recommendations with meaningful and collective action, also provide a preview of the collaborative work we are currently undertaking with

the CEC to ensure we remain focused on continuing to improve Use of Force procedures and training while addressing the disproportionate findings that negatively affect communities and our service.

- Anti-Racial Profiling Policy Review

While the OPS Racial Profiling Policy is well regarded by subject matter experts, significant changes in the environment, legislation, policy guidance, research, and best practices have occurred since it was originally launched in 2011. The OPS has also embarked on major partnership projects in collaboration with the community in recent years including a major racial profiling study called the TSRDC Project and the OPS Diversity Audit. Further, major community feedback and recommendations for change have also been received through various engagement efforts with partners and other stakeholders including the groundbreaking work by the Outreach Liaison Team in late 2017 to the Human Rights Learning Forum held in December 2020 that focused on understanding and addressing systemic racism.

As a result of this context, the OPS is conducting a review of the Racial Profiling Policy with assistance from the CEC's Anti-Racism Committee to examine research and best practices, court decisions, legislative changes (including new race-based data collection requirements), and community feedback. In terms of next steps, and in order to align with the development of the new equity data strategy, the OPS will publicly present the results of this review and table the updated policy with the Policy and Governance Committee in 2023.

- Training

As identified in the 2021 change budget, and to support this priority area of the EDI Action Plan, important anti-racism training that is focused on anti-Black and anti-Indigenous racism was developed with community partners and implemented through 2022.

Since the introduction of the "Racially Biased Policing" e-learning training module in 2011, OPS members now receive significant mandatory training that supports the training requirement of the Board's policy.

In collaboration with community partners, new important training was added to the OPS EDI and Human Rights learning program for all members in 2021-2022 including the following modules:

- Call it Out: Racism, Racial Discrimination and Human Rights
- The Path: Your Journey Through Indigenous Canada™

- Trauma Informed Training
- Cultural Awareness and Humility Online Learning Series
- Anti-Black Racism Learning Sessions
- Active Bystandership for Law Enforcement (ABLE) Training

The organization has a duty to equip members with learning that is interactive and based on current needs. Human rights and EDI learning is an important part of the overall corporate learning approach to understanding and addressing long-standing systemic and institutional concerns.

The OPS also introduced an online learning platform known as Degreed that allows members to continue their development with microlearning opportunities and dedicated webpages for EDI and Human Rights. In addition, human rights, anti-racism principles, and scenarios have also been incorporated into existing operational training, including Use of Force. To see the full list of Human Rights and EDI learning curricula to date, please see Appendix A.

CONSULTATION

From the co-development of the EDI Action Plan to the implementation of priority action items discussed in this report, EDI and human rights-related work will continue to be built on collaborative engagement and consultation with police and community members. Meaningful engagement with stakeholders is fundamental to successfully foster an equitable and inclusive police service that we are all striving to achieve.

SUPPORTING DOCUMENTATION

- Appendix A: Inventory of OPS Human Rights and EDI Learning Modules

CONCLUSION

The OPS has been a national leader in this important work and shows much courage in Canadian policing, as we continue to improve individual awareness while acknowledging and confronting systemic and institutional issues by addressing barriers and making progress on our journey to a more equitable, inclusive, and diverse police service. While we have outlined in this report the great progress gained toward this end, we know we have more work to do.

The EDI Action Plan has been our roadmap for the last three years. Together we have focused on moving from reports and recommendations to greater action – making more meaningful and measurable progress on EDI by focusing on culture change, removing barriers, and improving systems. It's critical that we continue the momentum of creating a police service that police and community members deserve.

Now in its third and final year, the focus for 2022 has been to continue the strong momentum by completing and assessing the three-year EDI Action Plan with city partners and community stakeholders in order to measure progress and develop the next new and improved EDI Strategy. The closeout report and new strategy will be tabled with the Board in Q1 2023.

APPENDIX A: Inventory of OPS Human Rights & EDI Learning Modules

1. Active Bystandership for Law Enforcement (ABLE) Training (2022 – 2023): Mandatory – All Members

In alignment with the Service's strategic priorities of Culture of Care, Building Trust, Community Safety, and the EDI Action Plan objectives, the goal of this training is to support a police culture where members routinely intervene, as necessary, to prevent acts of misconduct, to avoid police mistakes, and to promote member health and wellness.

ABLE training was developed by Georgetown University with the objectives of creating law enforcement cultures that support peer intervention, and provide skills to intervene successfully, regardless of rank, to prevent harm. It is designed to enhance self-awareness, explore the science behind bystandership, and how to move from passive to active bystandership within the unique culture of policing.

Spearheaded and managed by the Respect, Ethics, and Values Unit, ABLE training is an eight-hour interactive, practical, and scenario-based in-person training program.

2. Cultural Awareness and Humility Online Learning Series (2022): Mandatory – All Members

Cultural Awareness and Humility, developed by the RCMP, is an interactive six-module online course designed to increase knowledge, enhance self-awareness, and strengthen the skills of police and public safety employees who work both directly and indirectly with individuals from different cultures. Upon completion of this course, members will be able to recognize:

- The potential impact of their own personal identity on their actions, perceptions, and interpersonal experiences;
- How their culture (beliefs, assumptions, and attitudes) has an impact on their daily interactions and perceptions;
- The important differences and the impact of varying social and cultural norms;
- The importance of respecting the history, traditions, customs, values, and norms of different cultures;
- Culturally relevant, personally sensitive, and appropriate approaches for working with people from diverse backgrounds, and;
- That their reaction to a new culture will change from day-to-day and requires the ability to adapt, be flexible, be open-minded, and be non-judgmental.

3. Call it Out: Racism, Racial Discrimination and Human Rights (2021): Mandatory – All Members

An e-learning session provided by the Ontario Human Rights Commission, the Call it Out learning module provides introductory learning on how systemic racism impacts employment and service delivery.

4. Anti-Black Racism Training (2021-2023): Mandatory – All Members

Throughout 2021, Rev. Dr. Anthony Bailey worked with OPS, Community Equity Council (CEC) and the CEC Anti-Racism Committee, as well as other community stakeholders to develop an anti-Black racism learning session. The session builds on the importance of history of racism, the social construction of race, and current events to improve our understanding of systemic racism, white supremacy and white privilege, and bias awareness. The learning encourages self-reflection and applications to community policing and service delivery. The session was provided to all senior staff in late 2021 and is being implemented across the organization in 2022 and 2023.

5. The Path: Your Journey Through Indigenous Canada™ (2021-2022): Mandatory – All Members

A five-part e-learning series called The Path: Your Journey Through Indigenous Canada™ provided Indigenous cultural awareness training to all members including the history of systemic racism against Indigenous peoples in Canada that still affects communities today.

6. Trauma-Informed Learning for Service Delivery (2021): Mandatory – All Members

Trauma-informed awareness learning was first provided to senior officers in a session with community partners and subject matter experts. It was later made available to all members to provide practical awareness and key tips needed when providing service delivery to the communities we serve.

7. Authentic Inclusion Training (2019 and 2020): Mandatory Training – All Supervisors

This mandatory training was developed in partnership with the Intercultural Learning Centre, Global Affairs Canada. The full-day interactive training session was provided to all managers and supervisors in 2019 and covered ethical leadership and EDI principles, human rights, and equitable work environment policies and procedures including a focus on accommodation, as well as practical training on the Gender-Based Analysis Plus known as the GBA+ model.

8. Bias-Awareness and Gender-Based Analysis Plus (GBA+) Training (2018): Optional – Select Members

Completed as part of the OPS Gender Project, Bias-Awareness training was implemented in 2017 and focused on priority areas of transfers and promotions. A two-day GBA+ training session for managers was delivered by Global Affairs Canada. The interactive session provided managers with a practical approach and tools to apply GBA+ to projects, programs, and decision-making that considers gender and intersectionality of diverse perspectives (race, age, ability, etc.).

9. Regulated Interactions (Introduced 2016-2017): Mandatory – Sworn Members

The implementation of Ontario Regulation 58/16 “Collection of Identifying Information in Certain Circumstances – Prohibition and Duties” required substantial training for officers to conduct regulated interactions (formerly called street checks).

The mandatory eight-hour training developed by the Ontario Police College and a roundtable of provincial subject matter experts includes online and in-class training that focuses on the regulatory requirements as well as a focus on:

- The right of a person not to provide information to the police;
- The right of a person to discontinue an interaction with an officer;
- Bias awareness, discrimination, and racism and how to avoid them when providing police services;
- How a person may access information about themselves held by this service under the Municipal Freedom of Information and Protection of Privacy Act; and,
- The initiation of interactions with members of the public.

The legislation outlines retraining requirements for police members every three years.

10. Fair and Impartial Policing Program Training (2016): Mandatory – Sworn

The Fair and Impartial Policing (FIP) training was introduced in 2016 and delivered to all sworn officers and Communications Centre members. Research tells us that even well-intentioned people manifest biases that can impact their perceptions and behavior. FIP uses science-based research to understand human bias and develops tools to recognize conscious and implicit biases to implement controlled (bias-mitigated) behavioural responses. This training leads to more effective policing by equipping officers with information, understanding, and practical tools they can use when recognizing and dealing with issues of bias.

Members of the Professional Development Centre have continued to update FIP training with the latest program upgrades so they can continue to deliver the training to new recruits. The lead trainer has also integrated FIP training into other Use of Force and scenario-based training.

11. Accessibility for Ontarians with Disabilities Act (AODA): 2014 – Mandatory – All Members

Mandatory AODA training was implemented to meet legislative compliance. Police members must complete multiple e-learning modules on AODA.

12. Canadian Centre for Diversity and Inclusion (CCDI): Employer Partner Since 2014

OPS became an Employer Partner of the CCDI in 2014. As an Employer Partner, OPS employees have access to a number of benefits including monthly newsletters, professional development and training opportunities such as free webinars, annual conferences, seasonal workshops/events, resources, and research.

An important partner and resource to OPS, CCDI is a national non-profit organization that provides innovative and proven strategies, research, tools, and educational supports to leaders, professionals, and employees in organizations across Canada with the goal to help improve overall inclusivity of the Canadian workforce.

13. Traffic Stop Race Data Collection Project: Race Based Data Collection (Began in 2013; Mandatory – All Sworn)

Since June 27, 2013, all Ottawa Police officers who perform traffic stops have been required to complete the mandatory Canadian Police Knowledge Network (CPKN) e-learning course entitled “Traffic Stop Race Data Collection.” The training module provides instruction to officers for the process of race-based data collection during traffic stops including how and what data to collect, perception of race, and citizen engagement. Additional training resources and videos are also available to officers and supervisors to support compliance of race-based data collection.

14. Racially Biased Policing: E-Learning Module (Introduced in 2011) – Mandatory – All Members

Developed by the Toronto Police Service with subject matter expertise from the Ontario Human Rights Commission and the Ontario Police College, Racially Biased Policing is a one-hour e-learning module available to police services on the CPKN.

Through examples and exercises, as well as relevant case law decisions, this e-course assists officers to develop critical thinking skills about their actions when engaged in their duties and take reasonable steps to avoid racially biased policing.

Introduced in 2011, the learning objectives of this mandatory training include understanding:

- The definition of race and where the concept originated;
- The difference between racial and criminal profiling; and
- How decisions can be affected by biases that we may not even know we have.

15. Diversity and Race Relations – New Recruit Training

In partnership with community partners, the Diversity and Race Relations Section delivers human rights related training to new recruits through an interactive full day session in a community environment that is focused on experiential learning techniques and dialogue with speakers from diverse communities.

16. Respectful Workplace Policy and Training (Introduced in 2009) – Mandatory – All Members

Police members began receiving mandatory respectful workplace training in 2009. The mandatory half day session is delivered in an interactive classroom setting.

Report to / Rapport au:

**OTTAWA POLICE SERVICES BOARD
LA COMMISSION DE SERVICES POLICIERS D'OTTAWA**

28 November 2022 / 28 novembre 2022

Submitted by / Soumis par:

Chief of Police, Ottawa Police Service / Chef de police, Service de police d'Ottawa

Contact Person / Personne Resource:

**John Steinbachs, Executive Director of Strategy & Communications/ directeur
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SUBJECT: PERFORMANCE REPORT: THIRD QUARTER 2022

OBJET: RAPPORT SUR LE RENDEMENT : TROISIÈME TRIMESTRE 2022

REPORT RECOMMENDATIONS

That the Ottawa Police Services Board receive this report for information.

RECOMMANDATIONS DU RAPPORT

**Que la Commission de services policiers d'Ottawa prenne connaissance du
présent rapport à titre d'information.**

BACKGROUND

As per the Calendar of Monitoring Requirements, this report provides the Ottawa Police Services Board (Board) with information on selected operational metrics of police performance. The report expands on Board Policy BC-2 Monitoring Requirements and AI-001 Framework for Business Planning by providing the Board with information on quantitative performance metrics on calls for service every three years.

Established in collaboration with the Citizen's Advisory Committee, the metrics provide insight into evolving demands for service and highlight service improvements, and organizational achievements relative to service standards.

DISCUSSION

As part of the organization's commitment to measuring performance, the following metrics are now presented to the Board, including:

- Total demand for police service (including calls and online reports)
- Priority 1 Emergency response calls for service
- Priority 1 Response performance (response time)
- Service time (citizen-initiated, mobile response calls)
- Number of Criminal Code of Canada Offences handled per sworn officer

In order to help understand variation in the results presented below, bar graphs and control charts have been included. The bar graphs illustrate the actual change over time, whereas the control charts depict levels of variation. Data in the control charts are plotted in a time series with a central line added as a visual reference for detecting shifts or trends. Limits (UCL/LCL) are calculated from the data.

This Quarterly Performance Report covers the reporting period between July 1 and September 30, 2022. This report compares Q3 data with the same period last year.

Total Demand for Service – Calls & Online Reports

The OPS received an average of 340,000 requests for service annually between 2017-2021. This includes reports that were received online, and calls entered into the computer-aided dispatch (CAD) system.

Total demand for service can be seen to have risen 6 percent when comparing the first three quarters of 2022 with the same time period of 2021. This reflects an increase of approximately 16,000 requests overall, of which nearly 12,000 were calls for service and 4,000 were reports received online.

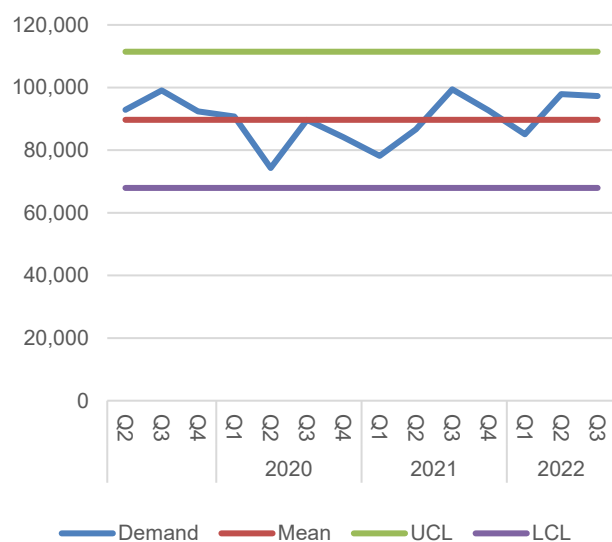
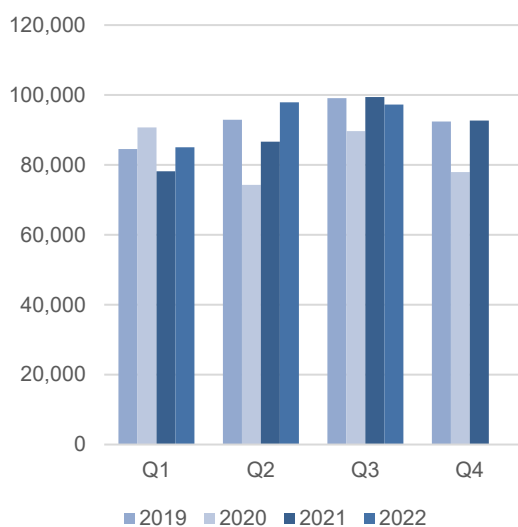


Figure 1: Total Demand for Service

While the general trend in 2022 has been an increase in demand, in the third quarter, there was a 2 percent decrease compared to the same period the year before (97,265 calls in Q3 2022 vs. 99,431 calls in Q3 2021).

Of the demands for service in Q3, just over 90,000 were received through the OPS computer-aided dispatch system (CAD). Another 7,000 were received through online reporting. Calls types relating to unwanted persons, paramedic assistance, collisions, and stolen vehicles were on the rise this quarter.

While CAD calls declined in Q3, requests for service received through online reporting increased significantly. There was a 12 percent increase in online reporting compared to the previous quarter, and a 14 percent increase in the number of online reporting in comparison to the five-year average. A significant portion of this increase online is attributed to a rising number of reported thefts under \$5,000 (such as shoplifting), thefts of gas (drive offs), and bicycle thefts.

Emergency Calls for Service (Priority 1)

The Ottawa Police Service (OPS) Call Response Protocol reflects the need to respond to citizens' calls for assistance in a manner that reflects the seriousness of the incident, while weighing the interests of the safety of police officers and the public-at-large. The circumstances surrounding the incident determine the priority level assigned.

Calls classified as Priority 1 (P1) include all events involving a known imminent danger to life; actual or potential danger for bodily injury or death; imminent crimes or crimes in progress. Priority 1 calls include the known use of weapons or apparent life-threatening injuries, and all calls from police officers requiring assistance.

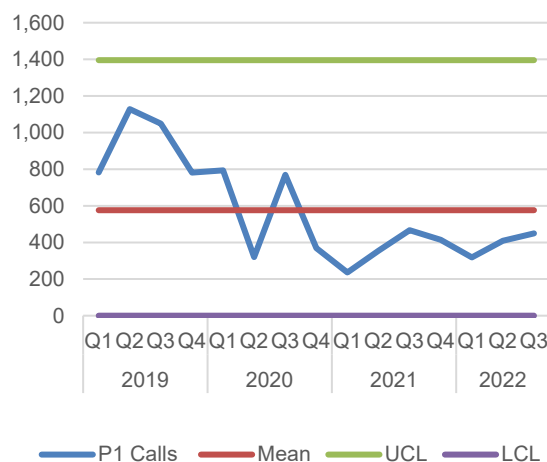
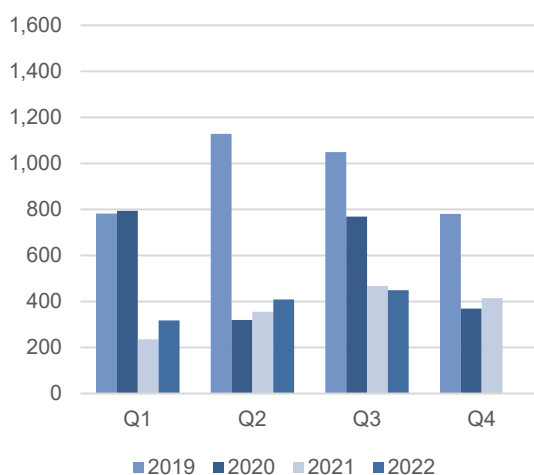


Figure 2: Priority 1 (P1) Calls for Service

Over the past two years, the number of calls has been heavily influenced by the suspension and reinstatement of the tiered response agreement between emergency services. This was done to limit the spread of COVID-19 in the community and between first responders. The TRA continues to be reviewed by emergency services agencies to ensure the most appropriate and efficient response to calls.

In the third quarter the OPS received approximately 450 P1 calls. Given that P1 calls may involve bodily injury or death, roughly one quarter of these calls were Paramedic Assistance.

Priority 1 Response Performance

The OPS aims to respond to Priority 1 (P1) calls for service within 15 minutes, 95 percent of the time.

When a call is received by the OPS Communications Centre, operators ask a series of questions to help determine the priority level of the call. This provides officers with information on the urgency of the response required. Once the call has been dispatched, the priority level of the call does not change in the computer-aided dispatch (CAD) system. However, as new information is received during the response, it is relayed to officers enroute through the radio system or messaged on the computer system. This new information will alter the urgency of the response. Instances, where the urgency has been lowered due to decreased risk, will result in response times below the P1 service standard.

In Q3, the OPS achieved the response performance standard of arriving on scene within 15 minutes 90 percent of the time. There were 35 calls where officers arrived on the scene beyond 15 minutes, which is similar to the previous quarter. A review of these calls identified that the plurality (12) were paramedic assistance calls, while others included a response to the Tiered Response Agreement (TRA) between Police, Fire, and Paramedic Services.

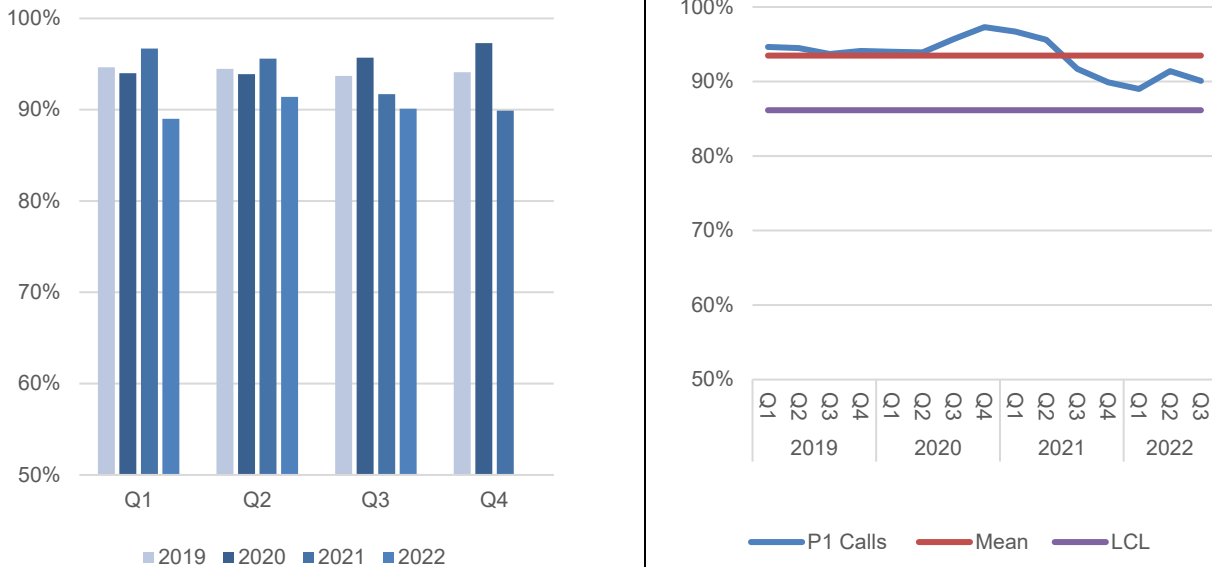


Figure 3: Priority 1 Response Performance (%)

Service Time (Citizen-Initiated, Mobile Response Calls)

Service Time refers to the cumulative amount of time (in hours) officers spend responding to and dealing with calls for service from the public. Service Time fluctuates seasonally throughout the year, with variations in climate influencing call volume and criminal behaviour.

So far in 2022, Service Time has risen 8 percent to over 260,000 hours. This result is well above the five-year average of 230,000 hours.

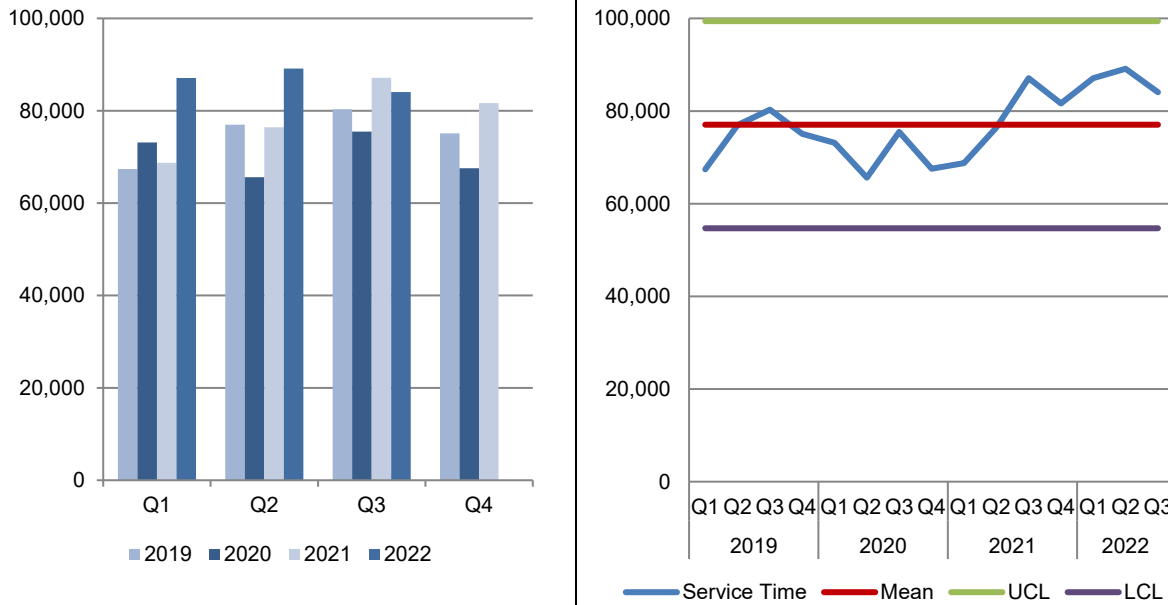


Figure 4: Service Time (Citizen Initiated, Mobile Response)

Despite the overall increase year-to-date, Service Time results for the third quarter have fallen by 4 percent or 3,000 hours. There were fewer hours responding to disturbances, mental health, and intoxicated persons calls during this period relative to the previous year.

Number of *Criminal Code* Offences Handled per Police Officer

The number of reported Criminal Code of Canada (CCC) incidents handled per officer is one measure of workload volume, although it does not capture the entire scope of police operations, including proactive initiatives, assistance to victims of crime, traffic enforcement/Highway Traffic Act violations, and other community and public safety activities.

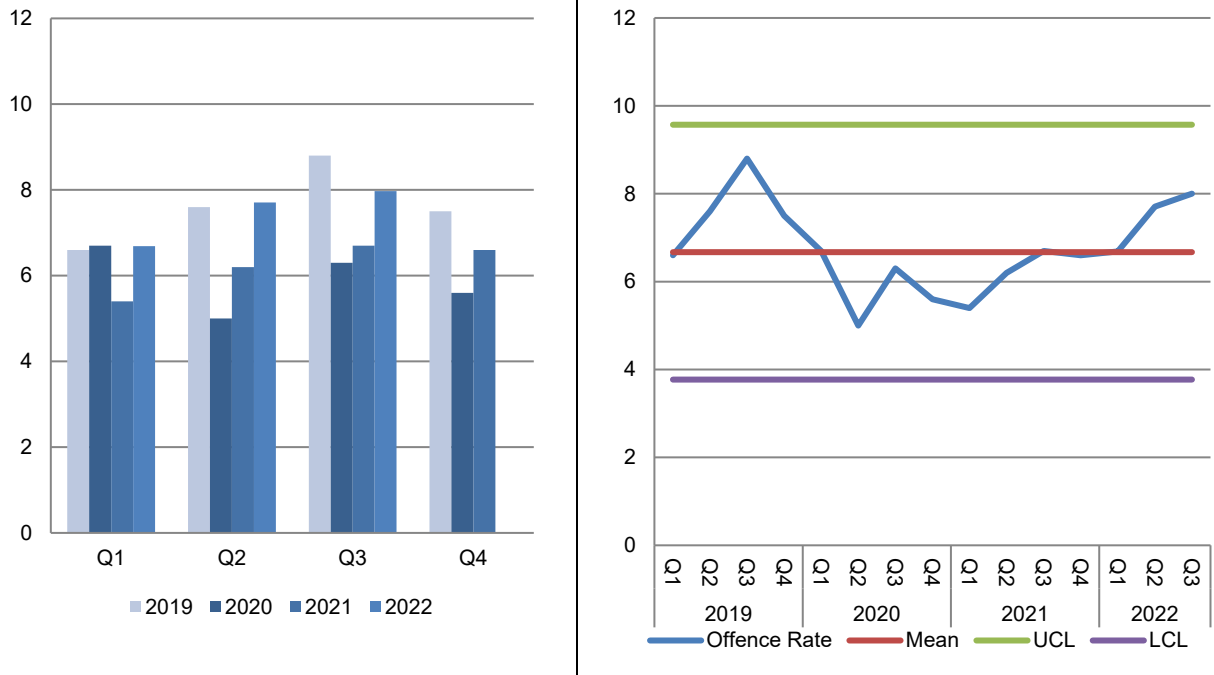


Figure 5: Number of Criminal Code Offences per Officer

In the third quarter, there were eight Criminal Code of Canada offences handled per sworn member. This represents a nearly 20 percent increase from the same period in 2021. Influencing this trend was a 19 percent increase in the number of reported crimes (2,200), which reflects an upward trend since the beginning of 2021. Increased reporting of theft (shoplifting, motor vehicles) has had the greatest impact on this trend.

CONCLUSION

The results in this report indicate that since the start of last year there has been an overall increase in demand for service. After a decline in demand during months of pandemic-related restrictions, third-quarter results have returned to historical norms.

In concert with other reports submitted to the Board, the results in this report illustrate the growing pressures affecting service delivery, notably staffing. They also reflect the impacts of Ottawa's growing population and the evolution of policing needs in Canada's capital region.

Since 2005, the OPS has been reporting to the Police Services Board quarterly on selected measures of police performance which were identified in collaboration with a Citizen's Advisory Panel. These reports support ongoing discussions aimed at service improvement and transparency of police performance measures. The Board will continue to receive quarterly performance updates as part of the OPS performance monitoring activities. The OPS is also in the process of reviewing relevant performance

measures to ensure they align with our strategic direction and provide value to Service, Board, and Ottawa community.

Report to / Rapport au:

**OTTAWA POLICE SERVICES BOARD
LA COMMISSION DE SERVICES POLICIERS D'OTTAWA**

28 November 2022 / 28 Novembre 2022

Submitted by / Soumis par:

Chief of Police, Ottawa Police Service / Chef de police, Service de police d'Ottawa

Contact Person / Personne ressource:

**Chief Administrative Officer Blair Dunker / agent administratif principal
DunkerB@ottawapolice.ca**

SUBJECT: WORKFORCE MANAGEMENT REPORT – THIRD QUARTER 2022

OBJET: GESTION DES EFFECTIFS DU TROISIÈME TRIMESTRE DE 2022

REPORT RECOMMENDATIONS

That the Ottawa Police Services Board receive this report for information.

RECOMMANDATIONS DU RAPPORT

Que la Commission de services policiers d'Ottawa prenne connaissance du présent rapport à titre d'information.

BACKGROUND

Under Section 31(1)(a), the Ottawa Police Services Board (Board) is responsible for the appointment of members to its municipal police force. Additionally, the Board is also responsible for establishing guidelines for dealing with complaints made under Part V of the Police Services Act (PSA), as well as to review and receive regular reports on the Chief of Police's administration of the complaints system under Part V.

Accordingly, the purpose of this report is to:

1. Identify all new members to the Service from September 1 to October 31 to fulfill the Board's obligation to approve all appointments of new members;
2. Provide the Board with an overview, both forecast and actual, of workforce management activities including recruitment progress and attrition that has occurred as of October 31, 2022;

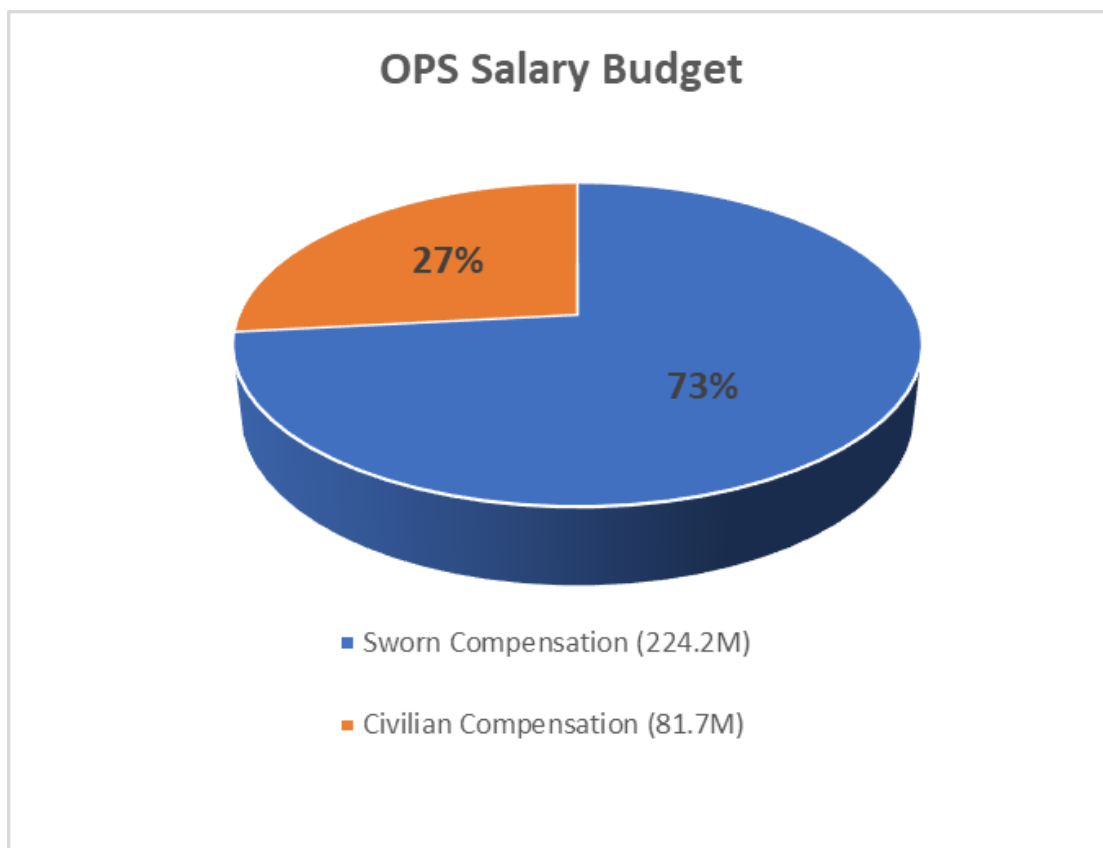
3. Provide the Board with an Executive Summary with respect to 2022 hiring goals and an analysis of workforce management activities year to date; and
4. Provide the Board with an overview of suspended members.

Information provided in this report includes names and ranks of employees as governed by the Municipal Freedom of Information and Protection of Privacy Act.

DISCUSSION

Workforce Management Activities

Salaries and wage costs (\$306M) represent approximately 85 percent of the Ottawa Police Service (OPS) operating budget. Hence, workforce management is one the most critical components tracked and monitored:



This section provides an overview of workforce management activities including recruitment progress and attrition that has occurred as of October 31st, 2022.

Current Workforce

Table 1 below provides details of OPS' sworn and civilian staffing levels as of October 31st, 2022.

Table 1 – Overview of Current Workforce Staffing Levels

Sworn					
FTE Complement	Vacancies	Vacancies under Recruitment	Positions Not Staffed due to Members not at Work	Active Sworn Members	Sworn Turnout Rate
1474	25 (1%)	25	199 (14%)	1250 (85%)	85%
Civilian					
FTE Complement	Vacancies	Vacancies under Recruitment	Positions Not Staffed due to Members not at Work	Active Civilian Members	Civilian Turnout Rate
635	42 (7%)	18	25 (4%)	568 (89%)	89%
TOTAL OPS					
FTE Complement	Vacancies	Vacancies under Recruitment	Members not at work	Active OPS Members	OPS Turnout Rate
2109	67 (3%)	42	224 (11%)	1818 (86%)	86%

Attrition

Table 2 below captures the number of members who left the Service in last two months.

Table 2 – Attrition September 1 to October 31, 2022

Action	Sworn – Female	Sworn - Male	Civilian - Female	Civilian - Male	Total
Retirement		1			1
Resignation	1	2	1	1	5
Termination					
Deceased					
Total	1	3	1	1	6

Forecasted attrition is based on historical averages and current employee demographics. Resignations year to date are higher than forecasted (15). The historical average is 10 per year, and we have experienced 25 in 2022. This can be attributed to multiple factors including members choosing to delay retirement during the height of the pandemic (2020 – 2021), opportunities at other organizations (particularly for members who are eligible for pension income upon leaving the OPS), and personal issues (e.g. family member).

The OPS has adjusted hiring targets in 2022 to meet this increase in attrition.

The number of female and male individuals leaving the organization reflects the female to male ratio of OPS employees – 33 percent of resignations YTD were female members, slightly less than the total female percentage of employees – 36 percent.

Sworn Officer Staffing

Forecast of Hiring Requirements - Methodology

The forecast of sworn officer hiring requirements each year is developed annually based on the estimated number of officers that must be hired to fill both new budgeted positions, and estimated attrition rates.

In developing a hiring plan, five key factors are considered:

1. A new recruit takes nine months, on average, to become deployable;
2. The Ontario Police College (OPC) typically holds three training sessions per year for new recruits; OPS generally sends between 20 and 30 recruits for each class dependent upon on sworn hiring plan targets.
3. OPS has a set number of spots at OPC;
4. An experienced officer from another police service takes one to two months, on average, to become deployable;
5. Retirements tend to occur at the beginning of each new fiscal year; and
6. A complement carry-over of 40 percent of the following year's forecasted retirements is generally needed to ensure that staffing levels do not fall below acceptable service levels (e.g., currently 42 officer shift requirement per the Ottawa Police Association Collective Agreement).

2022 Sworn Officer Forecast of Hiring Requirements

The original 2022 sworn staffing forecast identified a need to hire 80 sworn officers.

The forecast assumed that there would be 40 retirements and 12 resignations in 2022 and provided for a complement carry-over of 20 officers in anticipation of 2023 retirements.

However, in 2022 the service entered the year under complement by 11 officers because of a Board-directed hiring freeze in 2021. Additionally, the

number of actual retirements and resignations has been higher than expected. As such, our 2022 sworn hiring plan has been adjusted to include an additional Direct Entry Class late in the year with 83 officers now anticipated to be hired

2022 Sworn Hiring Plan						
Hiring Date	Intake	Q1 Actual	Q2 Actual	Q3 Forecast	Q4 Forecast	Total
<u>New Recruits</u>						
April 2022	Intake 1		13			13
August 2022	Intake 2			21		21
December 2022	Intake 3				30	30
Total Recruits:			13	21	30	64
<u>Exp. Officers</u>						
September 2022	Intake 1			10		10
November 2022	Intake 2				9	9
Total Experienced Officers:				10	9	20
Grand Total:			13	31	39	83

Table 3- 2022 Sworn Officer Hiring Plan

Sworn Outreach & Recruitment Efforts

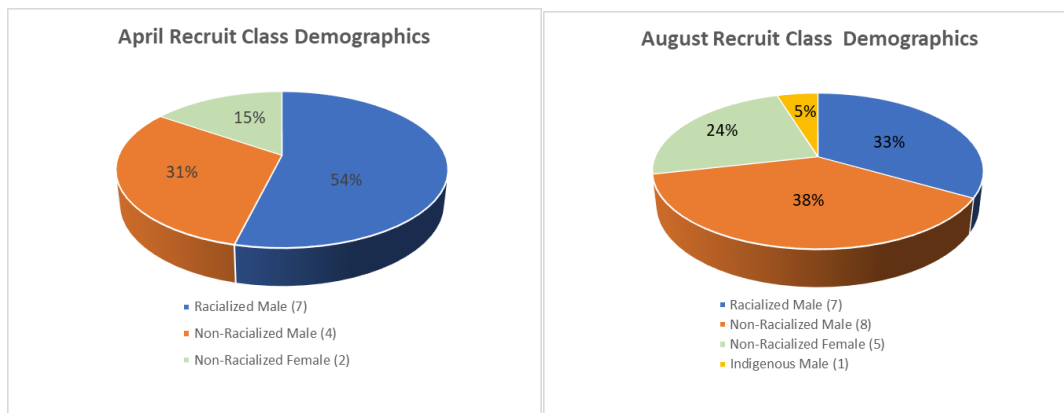
To ensure successful completion of the Sworn Hiring Plan, the Sworn Outreach team was re-established urgently in the spring of 2022 (when the hiring freeze was lifted) with the following strategies which focus on attracting and hiring a more inclusive and diverse workforce:

- Involvement and participation in as many relevant community events as possible to support diversity hiring targets.
- Training with the Neighbourhood Resourcing Teams so officers can speak to and promote recruiting within the communities in which they work.
- Renewed long standing partnerships with community outreach groups.
- Increased activity on OPS Social Media platforms.
- Increased targeted mentoring of female candidates resulting in more candidates becoming successful in the Physical Evaluation Readiness for Police (PREP) phase of the recruitment selection process.
- “Blitz interview” initiatives to screen-in candidates more quickly.

Efforts to date have been successful in terms of recruiting and hiring the number of individuals required to fill sworn officer positions. The sworn recruits hired in April and August are expected to be fully trained and deployable in January 2023 and May 2023 respectively. The experienced officers hired in September and November will be fully trained and deployable in December 2022 and February 2023 respectively.

Regarding recruiting a diverse group of individuals reflective of the communities the OPS serves, there has been success, particularly with new recruits (versus experienced officers). The graphs below provide a demographic (diversity) overview of the recruit classes hired in April and August of this year. The OPS continues to make the recruitment of diverse candidates a priority.

Demographic Overview of Recruit Classes in 2022



Q3 Sworn Members New Sworn Members

Document 1 to this report lists the names of the 21 Officers who were recently sworn in during Q3 2022. These 21 Officers are from the April recruit class (13), and the September experienced officers (8) hired from other Police Services.

Civilian Staffing

Overview of Civilian Staffing Activities

OPS began 2022 with 41 permanent civilian vacancies, a 6 percent vacancy rate. This number has fluctuated year-to-date due to additional retirements and resignations, and internal staff movements. Five of the current vacancies are identified as efficiencies (as required by the Efficiency Target established in the 2022 Budget) and will not be staffed moving forward.

As of October 31, 73 vacant civilian positions have been staffed through a combination of external recruiting and internal movement (see Document 2 for list of civilian names of the new civilian permanent hires in Q3 2023). There are currently 14 active competitions underway.

Based on trends year-to-date and organizational requirements, it is expected by year-end 2022, that the service will have staffed over 100 civilian positions, 25 percent more than the historical five-year average.

Trends, Challenges and Opportunities re: Workforce Management

Throughout the year, there have been several factors that have impacted the organization's performance against hiring targets including a low unemployment rate, local competition (other levels of government, Hospitals, Universities, City, and the private sector) and employers across the country are facing a wave of retirements as boomers exit the workforce with some opting to retire earlier than expected.

Although the public sector is less affected by these challenges due to strong compensation packages and job security, the OPS is not immune from the challenges of a labour shortage; it is anticipated that these challenges will continue for the foreseeable future.

Additionally, while applicant interest is strong for sworn and civilian positions, challenges remain in attracting experienced senior leaders (e.g., see table 4) and in attracting information & technology professionals. In addition to our own recruitment efforts, and an efficiency review of recruitment processes, the OPS has employed a recruitment firm to assist in staffing key positions. This partnership has resulted in the staffing of the Senior positions for the Safe Workplace Initiative and the Director Material Management.

Senior Officer Civilian Vacancies and Staffing Update

Table 4 below provides an update of Civilian Senior Officer staffing status and hiring efforts to fill vacant positions as of October 31, 2022

Table 4 – Civilian Senior Officer Position Status

Senior Officer Civilian Positions Staffed in 2022		
Title	Employee	Staffing Date
Director Employee & Labour Relations	Lisa Bianco	January 10, 2022
Chief Financial Officer	Hollis Zhang	April 11, 2022
Junior Legal Counsel	Shawn Cleroux	May 27, 2022
Manager Abilities Management	Shauna McCormick	July 7, 2022

Safe Workplace Administrator	Christina Granholm	September 14, 2022
Director Materiel Management	Ingrid Pederson	October 17, 2022
Executive Director Safe Workplace	Aquillas Kapend	October 17, 2022
Safe Workplace Investigator	Janie Larocque	October 31, 2022
Senior Officer Civilian Positions (Vacant) – Recruitment Update		
Title	Recruitment Update	Expected Staffing Date
Director Community Safety & Wellbeing	Under Review	TBD
Director Corporate Communications	Posted	Q1 2023
Director Equity, Diversity & Inclusion	Q4 Posting	Q1 2023
Director Financial Services	Under Review	TBD
Director Human Resources	Posted	TBD
Director Recruiting, Learning & Develop	Under Review	TBD
Director Strategy	Q3 Posting	November 3, 2022
Program Mgr. Employee & LR	2023 Posting	Q2 2023

Sworn Officer Suspensions as of October 31, 2022

As illustrated in Document 2, two suspensions concluded (including one through resignation), and there were no new Suspensions during the reporting period.

- A Chief of Police may suspend an officer with pay if they are suspected or charged with a criminal or provincial offence, or misconduct under the PSA. A Chief of Police may suspend without pay only when an officer is convicted of an offence and sentenced to a term of imprisonment.
- Suspension is an aspect of the Chief's authority to control and administer the police service; "not to punish, but to remove members from duty for reasons

related to the protection of the public and the police service.” It is a risk mitigation tool, to allow time for investigation while mitigating any risks associated to keeping the officer on duty.

- Complaints of Officer Conduct are taken very seriously as a matter of public trust and confidence. We have a rigorous process in place to manage conduct matters, including suspensions. Suspension is reserved for the most serious cases, applying a fixed set of criteria on an incident-by-incident basis, and often in dynamic circumstances.
- **The Suspension Criteria includes a consideration of the following 9 factors:**
 1. Seriousness of the alleged misconduct.
 2. Reliability of the evidence or information known.
 3. Prior discipline record of the officer.
 4. Can adequate conditions or restrictions be put in place to mitigate the need for suspension?
 5. What is the risk to the Public and the Police if the officer is not suspended?
 6. How does this impact the public interest, and public trust and confidence in the OPS?
 7. How does this align with Board and OPS priorities?
 8. Is there a risk of reprisal if the member is not suspended?
 9. Is suspension necessary to maintain the integrity of the investigation?
- Determination of suspension frequently comes down to a balancing act between public and police safety and confidence, and the common law duty of procedural fairness. Suspensions are reviewed on a quarterly basis, and when there is a material change in circumstances that may warrant lifting a suspension.

SUPPORTING DOCUMENTATION

Document 1 – Permanent Civilian Hires between September 1 and October 31, 2022

Document 2 – New Officers sworn in between September 1 and October 31, 2022

Document 3 – 2022 Sworn Officer Suspensions as of October 31, 2022

CONCLUSION

This report provides an overview of the activities that have occurred in the Q3 reporting period to fulfill the goals of the workforce plans. Staff will provide an update on the remaining Q4 activities, the 2023 Sworn Hiring Plan, and the 2023 Civilian Recruitment requirements at the January 2023 Board meeting

SUPPORTING DOCUMENTS

DOCUMENT 1

2022 Permanent Civilians Hired between September 1 and October 31, 2022

	NAME	DIRECTORATE	SECTION	PERMANENT POSITION	START DATE
1.	Melissa Groulx	Information Services	Communication Centre	Police Communicator	September 12, 2022
2.	Nathan Boettcher	Specialized Policing	Court Security	Special Constable	September 26, 2022
3.	Sabina Hajizada	Human Resources	Professional Development Centre	Learning Experience Designer	October 3, 2022
4.	Anita Grace	Business Performance	Strategy & Communications	Sr Data Analyst (Equity/Social Identity)	October 17, 2022
5.	Aquilas Kapend	Office of the Chief	Safe Workplace Office	Executive Director Safe Workplace	October 17, 2022
6.	Janie Laroque	Office of the Chief	Safe Workplace Office	Safe Workplace Investigator	October 31, 2022

DOCUMENT 2**New Officers sworn-in between September 1 and October 31, 2022**

	NAME	SWORN HIRE DATE	SWORN-IN DATE
1.	Elvis Azzi	April 11, 2022	October 18, 2022
2.	Gurkaran Bajwa	April 11, 2022	October 18, 2022
3.	Jay Behl	April 11, 2022	October 18, 2022
4.	Ashton Bennett	April 11, 2022	October 18, 2022
5.	Puneet Deol	April 11, 2022	October 18, 2022
6.	Amy Ferguson	April 11, 2022	October 18, 2022
7.	Christopher Lalonde	April 11, 2022	October 18, 2022
8.	Ronald Omara	April 11, 2022	October 18, 2022
9.	Timofei Pchenitchnikov	April 11, 2022	October 18, 2022
10.	Jerome Rabiha - Stevens	April 11, 2022	October 18, 2022
11.	Joshua Seary	April 11, 2022	October 18, 2022
12.	Ruthran Udayakumar	April 11, 2022	October 18, 2022
13.	Abdirahman Younis	April 11, 2022	October 18, 2022
14.	Rainy Del Fabbro	September 1, 2022	October 31, 2022
15.	Julian Golia	September 1, 2022	October 31, 2022
16.	Christopher Miller	September 1, 2022	October 31, 2022
17.	William Ridley	September 1, 2022	October 31, 2022
18.	Christopher Toneguzzi	September 1, 2022	October 31, 2022
19.	Vincent West	September 1, 2022	October 31, 2022

20.	Matthew White	September 1, 2022	October 31, 2022
21.	Kevin Young	September 1, 2022	October 31, 2022

Document 3**Sworn Officer Suspensions update as October 31st, 2022**

Last name	First name	Police Rank	Directorate	Start Date	Status as of October 31, 2022
Benloss	Kevin	Constable	Frontline Policing	2020.09.03	Remains suspended
El-Badry	Haidar	Constable	Frontline Policing	2021-06-24	Remains suspended
Grus	Helen	Constable	Investigations	2022.02.04	Suspension concluded October 20, 2022.
Jutasi	Leslie	Sergeant	Information	2022.06.21	Remains suspended; Resigned Oct 31, 2022. Suspension Concluded.
Hinterberger	Will	Staff Sergeant	Frontline Policing	2019.09.13	Remains suspended
Patterson	Mark	Superintendent	Intelligence	2022.06.15	Remains suspended

Report to / Rapport au:**OTTAWA POLICE SERVICES BOARD
LA COMMISSION DE SERVICES POLICIERS D'OTTAWA****28 November 2022 / 28 novembre 2022****Submitted by / Soumis par:****Executive Director, Ottawa Police Services Board / Directrice exécutive,
Commission de services policiers d'Ottawa****Contact Person / Personne ressource:****Krista Ferraro, Executive Director / Directrice exécutive
*Krista.Ferraro@ottawa.ca*****SUBJECT: OUTSTANDING BOARD INQUIRIES & MOTIONS: NOVEMBER 2022
REPORT****OBJET: DEMANDES ET REQUÊTES DE LA COMMISSION EN SUSPENS:
RAPPORT POUR NOVEMBRE 2022****REPORT RECOMMENDATION****That the Ottawa Police Services Board receive this report for information.****RECOMMANDATION DU RAPPORT****Que la Commission de services policiers d'Ottawa prenne connaissance du
présent rapport à titre d'information.****BACKGROUND**

All inquiries and motions raised at meetings of the Ottawa Police Services Board that require follow up action or response are recorded and monitored. Once a response is received at a subsequent Board meeting, the outstanding inquiry or motion is removed from the list of outstanding inquiries and motions.

At the 19 December 2005 meeting, the City of Ottawa's Auditor General submitted a report to the Police Services Board on the results of his Governance Audit of the Board.

The Audit Report contained 27 separate recommendations for improving the governance practices of the Board, including Recommendation 9.1: *that a report be presented as a regular agenda item at each board meeting that lists all the outstanding inquiries and resolutions*. The Police Services Board approved this recommendation as

part of a comprehensive plan for implementing the Auditor's recommendations, and the first monthly report was submitted to the Board in March 2006. A similar report has been submitted to the Board at each meeting since that time.

At present there are currently three outstanding inquiries, set out in Document 1, and five outstanding motions, set out in Document 2.

SUPPORTING DOCUMENTATION

Document 1 – Outstanding Inquiries as of 28 November 2022

Document 2 – Outstanding Motions as of 28 November 2022

CONCLUSION

Document 1 contains the current list of outstanding inquiries.

Document 2 contains the current list of outstanding motions.

Inquiry #	Description	Meeting Date	Raised by	Assigned to
I-21-20	The OPS' Review of the Truth and Reconciliation Commission Calls to Action - Could the OPS share the results of their completed review of the TRC Calls to Action at a future meeting of the Board's Policy and Governance Committee in order to assist the Board with fulfilling its outstanding motion to identify Calls to Action within the TRC that apply to both OPSB and OPS, and to develop an action plan to implement the findings.	28-Jun-21	Member Johnson	Chief of Police
I-22-04	ON HOLD: Tactics and enforcement related to the occupation of Ottawa - 1. What legal advice led OPS to allowing trucks to move freely outside of the designated City truck routes? 2. Was the demonstration declared illegal and if so, when did this take place? 3. When was the first request to the Federal and Provincial government for resources take place and what was it for? And on what date? a. Please include any and all correspondence and request from the CITY/OPS authorities to the Government of Canada (Including RCMP) and the date those requests occurred. b. Please include any and all correspondence and request from the City/OPS authorities to the Government of Ontario (Including OPP) and the date those requests occurred. 4. What were the enforcement tactics once the situation altered from a "protest" to an Occupation? 5. What, if any, ultimatum to leave was given to the occupiers? If so, when and with what consequences? <i>Note: This inquiry is being held until the completion of the Public Order Emergency Commission, as well as the ongoing review by the City of Ottawa's Auditor General, so as to not prejudice those ongoing proceedings.</i>	30-May-22	Vice Chair Valiquet	Chief of Police
I-22-06	OPS Intelligence Gathering A report authored by Sgt. Chris Kiez to provide intelligence insight into the convoy has been criticized by many as biased against progressive activist movements and disdainful of their concerns. The information it contained has been widely derided for relying on unprofessional media sources. Would the Service please provide the Board with an analysis of how the OPS approaches intelligence-gathering, including which staff are tasked with the effort, their qualifications, and how their findings are tested for bias including any outside professional auditing to assess the Service's intelligence effectiveness.	31-Oct-22	Member Leiper	Chief of Police

Document 2

OTTAWA POLICE SERVICES BOARD
OUTSTANDING MOTIONS AS OF 28 NOVEMBER 2022

Motion #	Motion	Meeting Date	Responsible
M-20-04	<p>MOTION ON USE OF FORCE Moved by Chair D. Deans, Seconded by Vice Chair L.A. (Sandy) Smallwood WHEREAS the Ottawa Police Service is in the process of doing an internal review of the use of dynamic entries (also known as no-knock warrants); and WHEREAS the Ottawa Police Services Board (Board) is responsible under the Police Services Act for establishing policies for the effective management of the police service; and WHEREAS the Board has heard community concerns around the use of dynamic entries by the Ottawa Police Service; and WHEREAS the Board has a duty to represent community interests in carrying out its responsibilities; and WHEREAS the Board wishes to ensure it is providing the necessary guidance to the Chief of Police with respect to the Board's general expectations around de-escalation, use of force and non-force options, and/or other tactical deployment strategies in relation to ensuring community safety; THEREFORE be it resolved that the Board direct the Policy and Governance Committee to review, update, and potentially create Board policies applicable to de-escalation, use of force and non-force options, and/or other tactical deployment strategies, including but not limited to dynamic entries, recognizing that the policies shall not direct the chief of police with respect to specific operational decisions or with respect to the day-to-day operation of the police service but may set out a context or framework within which the police operations can take place.</p>	26-Oct-20	Policy & Governance Committee

M-20-05	<p>Ottawa Police Services Board and Ottawa Police Service Commitment to Reconciliation Moved by: Diane Deans, Seconded by: Bev Johnson WHEREAS in June of 2015, the Truth and Reconciliation Commission (TRC) released its findings and 94 Calls to Action to advance the reconciliation process in Canada; and Whereas the calls to action were directed at all levels of Government, the private sector, and all Canadians; and WHEREAS in June of 2019, the final report from the Missing and Murdered Indigenous Women and Girls National Inquiry was released and built on the findings of the TRC; and Whereas the Ottawa Police Services Board (OPSB) and Ottawa Police Service (OPS) have a responsibility to build strong relationships with our community and integrate best practices into our everyday work; WHEREAS the Ottawa Police Services Board (OPSB) and Ottawa Police Service (OPS) recognize that there is a need for reconciliation with the OPS and between the OPS and the broader community; WHEREAS the Ottawa Police Service (OPS), through the EDI Action Plan has done a considerable amount of work and continues to acknowledge and address racism in its many forms including anti-indigenous racism (AIR). The Ottawa Police Service, a member of the City of Ottawa Aboriginal Working Committee (AWC), has ongoing commitments to the City Reconciliation Action Plan that contains 14 actions that speak directly to the TRC Calls to Action. THEREFORE be it resolved that the OPSB and OPS commit themselves to continuing to support and advance reconciliation both internally and externally; and THEREFORE be it further resolved that the Policy and Governance Committee commit to engaging with the Ottawa Aboriginal Coalition and other potential indigenous groups or individuals and work to identify calls of action within the TRC that apply to both OPSB and OPS.</p>	26-Oct-20	Board, Service, Policy & Governance Committee
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M-20-08	<p>Community Equity Council Moved by: Member R. King WHEREAS the Ottawa Police Community Equity Council (CEC) has a mandate to collaborate with the Ottawa Police Service to work more effectively with Indigenous, racialized and faith based communities in Ottawa; and WHEREAS the relationship framework of the CEC stipulates that members of the Council are expected to attend meetings, work on a subcommittee and work with both members of their own identified community and members of the public; and WHEREAS there is a recognition that this work takes time and the commitment may be prohibitive to some who want to participate but do not have the resources to do so; and WHEREAS to make the membership of the CEC most representative of the community and recognition that resources to full participate in these meetings may be required; and WHEREAS some of these resources can include things such as reliable transportation and childcare to allow for members to full participate in the CEC, THEREFORE be it resolved that the Ottawa Police Service allocates an amount no more than \$25,000, to be funded from existing budgets, to support members of the CEC and CEC event participants with reasonable expenses to be determined by the Chief Administrative Officer and THEREFORE be it further resolved that an accompanying policy for expenses is developed by the CEC to assist with clarifying eligible expenses while still maintaining flexibility.</p>	23-Nov-20	Community Equity Council & OPS CAO
M-20-09	<p>Community Partnership Fund Moved by: R. Swaita, Seconded by: D. Deans WHEREAS the Ottawa Police Services Board (OPSB) heard from close to 100 delegates at their meeting of November 23rd; and WHEREAS many of those who participated spoke to an inability to effectively share their experiences and desires with the Board; and Whereas the Board recognizes a need to strength their relationship with the community in order to appropriately and accurately reflect their needs in the decisions they make; and WHEREAS community funding is not easily accessible and communities would benefit from a specific stream of funding for police matters; THEREFORE be it resolved that the Board establish a community partnership fund of \$150,000 annual base funding, to be funded from existing OPS resources, that will seek to support community groups in their efforts to ensure policing in Ottawa reflects the needs of their communities; and THEREFORE be it further resolved that the terms of reference for this fund will be created at through the Boards Policy and Governance Committee.</p>	23-Nov-20	Policy & Governance Committee

M-21-04	<p>Amendment to the 2022 OPS Draft Operating and Capital Budget Estimates</p> <p>Moved by Councillor R. King, Seconded by Member C. Meehan</p> <p>WHEREAS the Board received and tabled the Ottawa Police Service's 2022 Draft Operating and Capital Budget Estimate on November 3 that included a 2.86% police tax rate increase; and</p> <p>WHEREAS the Board committed by way of a motion in November 2020 to look for ways that the 2022 Ottawa Police budget could be reduced or frozen at 2021 levels; and</p> <p>WHEREAS the Board directed by way of a motion in September 2021 that the 2022 Budget Estimate assume a zero per cent increase as its base with a detailed explanation for any increases over zero per cent and a detailed option plan for any new investments in 2022; and</p> <p>WHEREAS the Board has been reviewing the draft Budget Estimate with a view to ensuring the provision of adequate and effective policing while achieving the Board's strategic priorities; and</p> <p>WHEREAS the Ottawa Police Services Board shares the Police Chief's support for Member Health and Wellness because of its impact on the ability for the Board and Service to meet their obligations to provide resources for adequate and effective policing; and</p> <p>WHEREAS the Board has received the Third Quarter Financial Status Report from the Service which is projecting \$14.1 million in unanticipated budget pressures in 2021 which are being entirely offset by developed solutions which include \$10.4 million in management interventions; and</p> <p>WHEREAS the Board recognizes the need to contribute to cost savings and reductions wherever possible;</p> <p>THEREFORE BE IT RESOLVED that the Ottawa Police Services Board approve a \$2.65 million reduction in the draft Operating Budget of the 2022 Ottawa Police Service Budget Estimate consisting of:</p> <ul style="list-style-type: none"> • An increase of \$2 million in the efficiency savings target for management interventions, bringing the total to \$4 million (p. 100); and • A reduction of \$650,000 in new services related to the data driven service optimization, which will instead be funded through the Service's General Capital Reserve Funds (p. 99). <p>BE IT FURTHER RESOLVED that the Chief be directed to report back to the Board in Q1 with a series of options and their associated risks, as well as the compounding effect of that on future budgets (2023,2024, & 2025) and potential offsets, on how the total of \$4 million in management interventions can be achieved in 2022.</p> <p>BE IT FURTHER RESOLVED that the Board acknowledges that the Board Strategic Planning process must align with the Chief's reporting in order for the Chief to provide his report.</p> <p>BE IT FURTHER RESOLVED that the Chief be directed to present an updated detailed implementation plan for the Member Health and Wellness initiative funded in the 2021 and 2022 budgets that lays out the strategies to support Member wellness and which includes detailed breakdowns of costs, timelines, strategies for filling vacant positions, and how the initiative will be measured and evaluated.</p> <p>BE IT FURTHER RESOLVED that the Chief be directed to present complete business cases fully explaining the new services outlined in the 2022 Budget Estimate which include detailed breakdowns of costs and resource requirements, the timeline for the initiative, and how it will be measured and evaluated, before any expenditures take place to support their implementation.</p> <p>BE IT FURTHER RESOLVED that the Ottawa Police Services Board approve a draft 2022 Budget Estimate based on a 2% police tax levy increase.</p>	22-Nov-21	Chief of Police
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Report to / Rapport au:

**OTTAWA POLICE SERVICES BOARD
LA COMMISSION DE SERVICES POLICIERS D'OTTAWA**

28 November 2022 / 28 novembre 2022

Submitted by / Soumis par:

Chief of Police, Ottawa Police Service / Chef de police, Service de police d'Ottawa

Contact Person / Personne ressource:

**John Steinbachs, Executive Director of Strategy & Communications / directeur
exécutif stratégie & communication
*Steinbachsj@ottawapolice.ca***

SUBJECT: LETTERS OF COMMENDATION

OBJET: LETTRES DE MENTION ÉLOGIEUSE

REPORT RECOMMENDATIONS

That the Ottawa Police Services Board receive this report for information.

RECOMMANDATIONS DU RAPPORT

**Que la Commission de services policiers d'Ottawa prenne connaissance du
présent rapport à titre d'information.**

BACKGROUND

Attached for the information of the Board are excerpts from letters of appreciation /
thanks received from the public since the last regular meeting for services rendered by
members of the Ottawa Police Service (OPS).

Date Received: 18 October 2022

From: Member of the public

OPS member: Constable Ahmedkhador Ali

Excerpt from Letter: I called the Ottawa Police for a wellness check for my sister and
Constable Ahmedkhador Ali responded to the call. I want to commend Cst. Ali and the
paramedics who came to her aid, you all did a fantastic job. I arrived in Ottawa from
Victoria B.C. and went immediately to the hospital. She, unfortunately, was not able to
be saved. Thank you again for all that you do.

Date Received: 20 October 2022

From: Member of the public

Excerpt from Letter: Thanks for catching the speeders. They create havoc and fear among other drivers. Good job. Don't stop!

Date Received: 20 October 2022

From: Member of the public

OPS member: Constable Cheryl Carter-Bertrand

Excerpt from Letter: I wanted to thank Constable Cheryl Carter-Bertrand; she was a wonderful officer and a pleasure to deal with after my car was stolen. After locating it, she stayed until I could get to the location and she ensured that everything was wrapped up. Please pass along my sincere thanks to her. She made the experience a lot easier. Thank you OPS; you did a great job of responding so quickly, along with all the effort of finding my vehicle.

Date Received: 1 November 2022

From: Member of the public

OPS member: Constable Nadine Branchaud

Excerpt from Letter: My wife and I would like share our appreciation to the officer that was on the scene in, and control of a collision we were involved in. She was neutral, clear, and understanding throughout the process while also providing us insight on going through our first accident. Although it was just her doing her job, how she did it made it easier for us as it was understandably a tough time.

Date Received: 2 November 2022

From: Member of the public

OPS member: Sergeant Michelle Lacroix

Excerpt from Letter: I want to express thanks to sergeant Michelle Lacroix for helping me fill out paperwork to register the vehicle I just purchased back in my home state of Oregon. Sgt. Lacroix was professional, prompt, and completed the paperwork with proper diligence. I am in an unusual situation, in that I am a dual U.S. and Canadian citizen, I live in oregon, I am looking at moving to Vermont or New Hampshire, and I am in Canada in Ottawa visiting my mom for a couple of months. I picked up my winter vehicle in northern Michigan, and I need to register it in Oregon. As you can imagine, this is an out-of-the-ordinary situation, which requires lots of paperwork. Thank you again, Sgt.Lacroix!

Date Received: 2 November 2022

From: Member of the public

OPS member: Danielle Stimpson

Excerpt from Letter: I would like to extend sincere thanks for above and beyond exceptional warmth, empathy, and follow-up from Danielle in the Communications Centre. She is the example of what makes the Ottawa Police Service as great as they are.

Date Received: 10 November 2022

From: Member of the public

OPS member: Constable Chris Powers

Excerpt from Letter: A good citizen called the police this morning for a wellness check on my daughter. My daughter was outside and heavily intoxicated, trying to catch the dog that she had let out. Constable Chris Powers arrived and was extremely polite, patient, and sympathetic. I wish to express my appreciation for his conduct and concern for my daughter's well-being. Thank you very much.