



**Ottawa Police Services Board  
Policy and Governance Committee  
Minutes**

**Meeting #:** 15  
**Date:** December 5, 2023  
**Time:** 2:00 pm  
**Location:** Electronic Participation  
**Members:** Chair: Michael Doucet, Salim Fakirani  
  
**Others:** G. Beck, Chair; M. Carr, Councillor; K. Ferraro, Executive Director; R. Ben Guedria, Board Assistant; E. Stubbs, Chief; S. Bell, Deputy Chief; J. Steinbachs, Executive Director.  
  
**Absent:** Mark Sutcliffe

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1. Confirmation of Agenda

**That the Ottawa Police Services Board's Policy and Governance Committee confirm the agenda of the 5 December 2023 meeting.**

**Carried**

2. Confirmation of Minutes

2.1 Minutes #14 of 5 October 2023

**That the Ottawa Police Services Board's Policy and Governance Committee confirm Minutes #14 of the 5 October 2023 meeting.**

**Carried**

3. Declarations of Interest

No Declarations of Interest were filed.

4. Items of Business

4.1 Status Update : 2023 Ottawa Police Services Board Work Plan

Executive Director's report

The Service noted the Human Rights and Racial Profiling Policy Annual Report was expected to come forward to the Board in January. There have been some delays and staffing challenges.

With respect to the Board's staffing plan it was clarified that development of the plan was completed in 2023 however the hiring processes will begin in Q1 of 2024.

**That the Ottawa Police Services Board's Policy and Governance Committee receive this item for information.**

**Received**

#### 4.2 Draft 2024 Ottawa Police Services Board Work Plan

Executive Director's report

The following amendments to the workplan were requested by the Committee:

- Preparation for bargaining with the associations should begin in August
- The budget approval process for guidelines and the timetable (task #21) should be reflected as occurring from September to November
- The Board should begin preparing for the Community Safety and Policing Act (CSPA) as early as January/February (#27)
- The Zone 2 meetings as well as the CACOLE conference should be added
- The staffing of the new Board positions should be moved up if possible

**That the Ottawa Police Services Board's Policy and Governance Committee endorse the 2024 Board Work Plan and recommend its approval to the Ottawa Police Services Board.**

***Carried per the discussion***

#### 4.3 Updated Policy Draft: GA-16 Dissemination of Information from Chair to Board

Executive Director's report

A comment was raised that the addition of, "any other relevant sources of information" in the policy would imply sources of information that aren't necessary people. A question was raised as to whether this was the intent.

The Executive Director was directed to review the wording further, consult the Committee, and bring forward the final policy for approval by the Board.

**That the Ottawa Police Services Board's Policy and Governance Committee endorse the draft policy for approval by the Board.**

4.4 Review of False Alarm By-Law No. 1 of 2010

Executive Director's report

**That the Ottawa Police Services Board's Policy and Governance Committee receive this item for information.**

**Received**

4.5 Enhanced Orientation Program for New Board Members

Executive Director's report

The following changes were suggested for the presentation:

- Slide 2, Background, provide more clarity in the third paragraph that the Board is still the employer of the members of the two Associations.
- Slide 5, Role of City Council in Municipal Policing, last bullet, add "political" before interference
- Slide 22, Re-occurring Issues, add "Police" before "Interactions" in bullet 3

It was clarified that Council confirms its appointments to the Board by way of motion.

The Executive Director was directed to work with the Service to review and add to the list of "Re-occurring Issues" on slide 22.

**That the Ottawa Police Services Board's Policy and Governance Committee receive this item for discussion and to provide input.**

**Received**

5. Other Business

There was no other business.

6. Adjournment

The meeting adjourned at 2:27 pm.

7. Next Meeting

To be determined.

DRAFT