

Table GA-3 – Policy Number: GA-3 – Board Training

GA-3 BOARD TRAINING	
LEGISLATIVE REFERENCE / AUTHORITY	<i>Police Services Act, section 31(5) Community Safety and Policing Act, 2019 section 35 Accessibility for Ontarians with Disabilities Act, S.O. 2005 and Integrated Accessibility Standards Regulation, O. Reg. 413-12</i>
DATE APPROVED	27 February 2006, 26 October 2015, XXX
DATE REVIEWED	2007, 2010, 2012, 2013, 2015, 2016, 2018, 2024
DATES AMENDED	24 September 2007, 01 November 2010, 22 October 2012, 28 October 2013, 26 October 2015, 25 January 2016, 23 Apr 18, XXX
DATE TO BE REVIEWED	2020 2027
REPORTING REQUIREMENT	Annual Report to Board

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LEGISLATIVE REFERENCE / AUTHORITY

Section ~~31(5)~~35 of the ~~Police Services~~*Community Safety and Policing Act, 2019* requires the Police Services Board to ensure that its members undergo any training that the ~~Solicitor General~~Minister may provide or require.

The Integrated Accessibility Standards Regulation (IASR), O. Reg. 413-12 enacted under the *Accessibility for Ontarians with Disabilities Act, S.O. 2005*, requires all persons who deal with the public on behalf of the Ottawa Police Services Board or who are involved in Board policy development to receive training on accessibility standards as set out in the IASR.

The Ottawa Police Services Board recognizes the importance of pursuing excellence in governance through an ongoing commitment to training, education and development, and has adopted this policy to formalize training and ongoing learning requirements for its members.

This policy is also intended to ensure that all members of the Board are well informed, effective, and aligned with the principles of human rights, systemic racism awareness, and the diverse, multiracial, and multicultural character of Ontario society, as well as the rights and cultures of Indigenous Peoples.

BOARD POLICY

MANDATORY TRAINING - AS PRESCRIBED BY THE MINISTER

1. All members of the Board and its committees are required to successfully complete mandatory training as prescribed by the Minister to ensure they are equipped with the knowledge and understanding necessary to perform their duties effectively. This training includes the following topics:

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(a) Role and Responsibilities

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(i) Training will cover the roles of the Police Service Board, individual member responsibilities, governance, oversight, and strategic planning.

(ii) Members must complete training at the time of appointment before exercising any powers or fulfilling responsibilities.

(b) Human Rights and Systemic Racism Training

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(i) Training will include understanding human rights legislation, recognizing systemic racism, and strategies for promoting equity and inclusion within the police service and the community.

(ii) Members must complete training within the prescribed period following appointment as defined by the Minister.

(c) Diversity and Cultural Awareness Training

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(i) Training will focus on recognizing and respecting the diverse, multiracial, and multicultural character of Ontario society, and the rights and cultures of First Nation, Inuit, and Métis Peoples.

(ii) Members must complete training within the prescribed period following appointment as defined by the Minister.

2. Additional Training

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Additional training may be as prescribed by the Minister, which may include topics specifically to local needs, emerging issues in law enforcement, or governance best practices.

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3. Compliance and Implementation

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- (a) Members must provide proof of successful completion of the required training to the Board. The Executive Director shall be responsible for coordinating the training sessions, tracking completion, and maintaining records.
- (b) Failure to complete the mandatory training within the specified timelines will result in the suspension of the member's powers and duties until such time as the training is completed.

REQUIRED TRAINING – AS DETERMINED BY THE BOARD

64. Each member of the Ottawa Police Services Board during his or her first year of appointment is required to attend:

- a) Any training sessions ~~provided or~~ required by the Ontario Ministry of Community Safety & Correctional Services.
- b) Any orientation sessions for new members provided by the Chief of Police, Board Chair, Board Executive Director, and Board Solicitor.

72. Within the first two years of being appointed to the Board, each member is encouraged to attend the annual conferences of both of the following organizations at least once:

- a) Ontario Association of Police Services Boards (OAPSB)
- b) Canadian Association of Police Governance (CAPG).

3-8. The Board is encouraged to shall be represented by at least one member at each of the following:

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- a) meetings of OAPSB Zone 2 boards;
- b) annual OAPSB conferences;
- c) annual CAPG conferences;
- d) meetings of Ontario large boards ("Big 12").

4-9. Each member of the Board must complete training on the AODA and Integrated Accessibility Standards Regulation as outlined in the training program of the City of Ottawa.

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105. Each member of the Board ~~shall is encouraged to~~ complete the online training modules on the OAPSB Ontario Association of Police Services Boards website.

Other Learning Opportunities

116. Having satisfied the requirements set out ~~in 1 and 2~~ above, and provided sufficient funds remain in the annual budget, board members are encouraged to attend other learning opportunities related to governance or policing such as those offered by (but not limited to):

- a) the Canadian Police College
- b) the Police Association of Ontario
- c) the Ontario Association of Chiefs of Police
- d) the Canadian Association of Chiefs of Police
- e) the Canadian Police Association
- f) the Canadian Association of Civilian Oversight of Law Enforcement.

712. When learning opportunities outside of the City of Ottawa are offered by webinar as well as by attendance in person, members are encouraged to ~~participate by webinar.~~ take costs into consideration when deciding whether to participate in person or virtually.

813. Those Board members with the most time and experience on the Board will endeavour to help mentor new Board members.

BOARD TRAINING AS A WHOLE

914. Board training as a whole will take place through inviting guest speakers to make presentations or deliver workshops on issues pertinent to board governance, board responsibilities or emerging trends in policing, with an emphasis placed on issues of a strategic nature.

ANNUAL REPORTING

159. Individual Board member training and Board training as a whole will be reported on as part of an annual report on Board Activity, Training and Performance in the first quarter of each year.

The Board shall review and update this policy as necessary.

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