

Report to / Rapport au:

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

4 August 2017 / 4 août 2017

Submitted by / Soumis par:

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

Contact Person / Personne ressource:

**Debra Frazer, Director General / directrice générale
*frazierd@ottawapolice.ca***

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

OBJET: RENOUELEMENT DE LA NOMINATION D'AGENTS SPÉCIAUX: SERVICE DE POLICE D'OTTAWA

REPORT RECOMMENDATIONS

That the Ottawa Police Services Board approve the re-appointments 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 form.

RECOMMANDATIONS DU RAPPORT

Que la Commission de services policiers d'Ottawa approuve le renouvellement des nominations, à titres d'agents spéciaux inscrits à document 1 en application de l'article 53 de la Loi sur les services policiers et conformément aux conditions énoncées dans le formulaire d'approbation de nomination ci-inclus.

BACKGROUND

In the past few days the OPS chain of command has been notified that the Special Constable status of several Members had lapsed. These appointments have a term limit of five years but had not been renewed as part of an administrative oversight. A review

of the Special Constables found that in total 14 members require re-appointment. Those members are currently not performing their duties in the Central Cellblock and Prisoner Care Unit. Resources from other areas of the Service have been required to be redeployed.

These reappointments ensure that these employees resume their assigned duties as Special Constables. An application has been made to the Ministry of Community Safety and Correctional Services to have them appointed as Special Constable pursuant to Section 53 of the Police Services Act. The Board appoints the employee(s) as Special Constable(s) upon approval by the Ministry for a five-year period or until the appointee is no longer in the employ of the Ottawa Police Service (OPS). Upon the termination of employment, the OPS advises the Ministry to terminate the appointment.

DISCUSSION

The Board is being asked to approve these re-appointments as Special Constables in accordance with the above noted process.

Some of the responsibilities include the transportation and custody of prisoners being moved between detention facilities and other locations such as courts; providing security at premises or places occupied or utilized as courts; maintaining security at the courthouse, cellblock, and other OPS detention facilities.

Approval has been obtained from the Ministry of Community Safety and Correctional Services for the appointment of this OPS member as Special Constable.

This matter has prompted a review of how the Special Constables status of OPS members are tracked to ensure this oversight does not reoccur. A new and more robust process has been put in place that ensures the employee, their supervisors and RDD are aware of their current status and that Special Constable status is reviewed on a yearly basis.

CONSULTATION

Not applicable

SUPPORTING DOCUMENTATION

Document 1 – [Listing of Employees](#)

Document 2 – Approval of Appointment form

CONCLUSION

These re-appointments of Special Constable status are required in order for these OPS employees working in our Court Security area to undertake the full duties and responsibilities assigned to them as Special Constables with the OPS.

Listing of Employees

1. Tara Anne BURKE
2. Troy CARSON
3. Charlene Susan CHABOT
4. Aline DE LA ROSA
5. Kevin FAHEY
6. Robert KONOPKA
7. Kevin O'BRIEN
8. Jonathan Edward PARKER
9. Mark JOHNSON
10. Glenmore CLARK
11. Cameron ENTWISTLE
12. Jennifer MUCZ
13. Romulus SIMON
14. Kevin GROSSER