

OTTAWA POLICE SERVICES BOARD  
**HUMAN RESOURCES COMMITTEE MEETING**

MINUTES 5

**2 December 2019, 1:00 p.m.**

Honeywell Room, 110 Laurier Avenue West

**Present:** Members: D. Nirman, L.A. Smallwood (Acting Committee Chair), S. Valiquet

Others: Board Members A. Blaustein; C. Meehan; Executive Director K. Ferraro; Chief P. Sloly; Deputy Chief S. Bell; Deputy Chief U. Jaswal; CAO J. Letourneau; Director M. Chodos; Director J. Steinbachs; Board Assistant A. Brennan

CONFIRMATION OF AGENDA

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**That the Human Resources Committee confirm the Agenda of the 2 December 2019 meeting.**

CARRIED

CONFIRMATION OF MINUTES

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**That the Human Resources Committee confirm Minutes 4 from the 8 July 2019 meeting.**

CARRIED

BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes.

## ITEMS OF BUSINESS

### 1. PERFORMANCE EVALUATION – EXECUTIVE COMMAND

Board Policy BC-3 Chief of Police Performance Evaluation System

Chief Performance Evaluation Template

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The Committee discussed updating the performance evaluation framework used by the Board to evaluate the Executive Command. The Committee would like to make it more meaningful to the Board. It was suggested that Board members would benefit from meeting twice a year with each member of Executive Command to discuss their performance– once at the end of the year to discuss what they had accomplished in the previous cycle and what they planned to accomplish in the next cycle; and once mid-way through the year as a check-in.

In terms of the framework/template, the Committee agreed to set aside time at the December in-camera Board meeting to have a discussion between the Board and Executive Command members on how it could be improved. It was noted that while the framework is being updated, members of the Executive Command could still use the old template for their 2019 performance evaluation or choose to customize it.

The Executive Director was directed to work with the members of the Executive Command to identify an appropriate facilitator who could lead the discussion on a new framework.

It was also suggested the evaluation for the Executive Director could follow a similar framework.

**That the Human Resources Committee receive this item for discussion.**

RECEIVED

CONSIDERATION OF MOTION TO MOVE IN CAMERA

**That the Ottawa Police Services Board's Human Resources Committee adjourn the public portion of its meeting to move In Camera to discuss confidential items pertaining to personnel matters in accordance with Section 35(4)(b) of the Police Services Act.**

CARRIED

IN CAMERA ITEMS

1. LABOUR RELATIONS MATTER

OTHER BUSINESS

There was no other business.

ADJOURNMENT

The meeting adjourned at 2:08pm.

NEXT MEETING

To be determined.