



---

# Update on Special Constable Program

Supt. Jamie Dunlop

Brian Billings, Director of Campus Safety Services, Carleton University

James Babe, Chief Special Constable, OC Transpo

OTTAWA  
**POLICE**

# What is the role of Special Constables?

Powers and authorities

Board's role in approving Special Constables and MOUs



# Special Constable Categories

**Three general categories of Special Constables approved by the Board:**

- OPS members
- RCMP
- OC Transpo and Carleton University: Both MOUs currently being reviewed for renewal





# How Special Constables are screened and hired

## Selection Process

- Screening and hiring
- Background checks, fingerprinting, criminal background check, CPIC search

## Training

- Training requirements clearly outlined in the MOU for each partner agency.
- Special Constables come to the OPS Professional Development Centre for training including De-escalation, use of force and specialized training like hate crimes



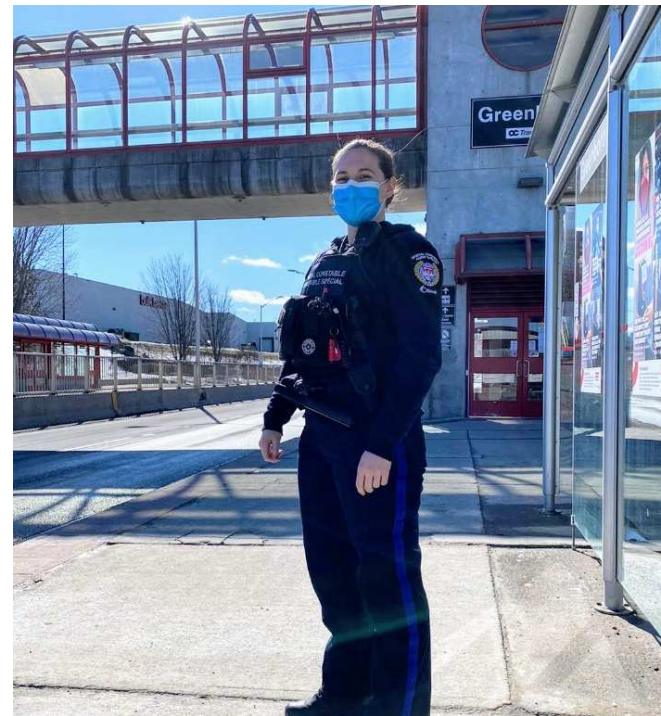


## Special Constable Unit



# Transit Special Constable Unit

- The Transit Special Constable Unit is responsible for ensuring the safety of transit customers, employees, and assets.
- Have the power of a peace officer on or in relation to transit related properties and assets. (authority to enforce some sections of the Criminal Code of Canada, the Controlled Drugs and Substances Act, Liquor License Act, Safe Streets Act, Mental Health Act and the Transit By-Law)
- MOU between Police Services Board and OC Transpo dictates parameters of administration and operation that allow for the Special Constable Status.



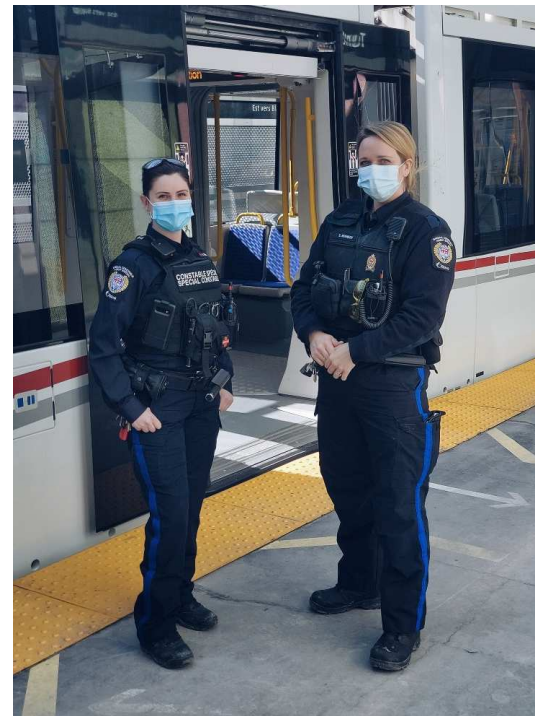
# Partnerships

- § SCU responds to numerous calls for service that would otherwise fall to OPS, reducing the demand on the OPS
- § SCU provides assistance to OPS specialty investigation units;
- § SCU provides proactive safety and security patrols to the transit system and its ridership.
- § SCU provides a trained first aid response on the transit system that complements that of the Ottawa Paramedic Service (e.g.: Westboro tragedy).
- § SCU partners with Women's Safety Stakeholder Group that promotes safety on Transit and led to the creation of an online reporting tool that allows for anonymous incident reporting.
- § SCU provides safety on rail and transit presentations to schools and community groups.



# Equity, Diversity, Inclusion and Vulnerable communities

- DC Joan McMahon is an active member of the Employment Equity working group which encourages women to consider SCU as a profession.
- EDI is practiced in recruitment and promotions including outreach.
- Scoring for diversity experience and knowledge for recruits and internal promotions.
- Pandemic - Human Needs Task Force participation serving Ottawa most vulnerable communities.
- Strategic leadership approach to reducing the effects of labeling and stigmatization.
- Key participation with the Homelessness and sheltering committee
- All members of the Unit –mandatory training – “The Path”



2



# Hiring and Training

- SCU recruit must have same qualifications as an OPS Officer: including education,
- Behavioral interview, physical fitness test, psychological assessment, background investigation, Criminal records checks and reference checks.
- SCU officers receive 4 weeks of in class and 8 weeks training with a “Coach Officer”
- SCU receive initial and yearly use of force training through OPS PDC

## Notable training :

- De-escalation ; hate crime; diversity –though OPS
- The “Path”- Indigenous and Inuit and Aboriginal perspective



2

# Success

Calls for service: Proactive (high visibility patrols at key locations, coordinated enforcement activities), and reactive calls for service received from the Public, OCT employees, and other Law enforcement agencies

- 12,470 calls for service in 2020
- Number of Online Incident reports: 325
- Number of Criminal charges: 163
- Number of PONs: 297
- Number of by-law charges: 180
- Number of medical calls: 2,115
- Joint investigation between OPS and OC SCU concerning Hate graffiti and the subsequent identification and ongoing prosecution of an accused. (still before the courts)



2

# Complaint Process

- Outlined clearly in the MOU
- Where the complaint alleges that a Special Constable has engaged in serious misconduct, the Chief Special Constable shall refer the complaint to the Ottawa Police Service for investigation.
- Engages in misconduct that impacts adversely upon the integrity or reputation of, or public confidence in the Ottawa Police Services Board or the Ottawa Police Service.
  - Sexual harassment;
  - Acts of discrimination;
  - Excessive use of force;
  - A breach of confidentiality;
  - Violations of Provincial legislation or
  - Any other matter the Manager deems to be serious misconduct.



**Carleton**  
UNIVERSITY

Campus Safety Services

# Campus Safety Services: Who We Are



- Our Department (units/employees)
- Our Mandate
- Our Impact on the Campus Community

## Recruiting/Hiring Process

- Process guided by Memorandum of Understanding with Ottawa Police Service
- Carleton Employees
- Strong social services background and related experience
- Cross-functional Carleton interview panel
- Full background check/psychological interview



## Our Training



- Onboarding process
- Memorandum of Understanding with Ottawa Police Service
- Ongoing training collaborations and engagement with campus stakeholders

## Community Engagement

- Engagement and Inclusion Officer Program (first in Canada)
- Outreach Activities
- Complaint Process







**SERVICE DE POLICE D'OTTAWA  
OTTAWA POLICE SERVICE**

*Un partenaire fiable de la sécurité communautaire  
A Trusted Partner in Community Safety*