

OTTAWA POLICE SERVICES BOARD
HUMAN RESOURCES COMMITTEE MEETING

MINUTES 13

3 December 2018, 10:00 a.m.

Richmond Room, 2nd floor, Ottawa City Hall

Present: Members: E. El-Chantiry (Chair), A. Hubley, S. Valiquet
Others: Board Member A. Blaustein; Police Chief C. Bordeleau;
Deputy Chief S. Bell; D. Frazer, Director General; M. Rathwell,
A/Chief Human Resources Officer; L. Bianco, Program Manager
Equitable Work Environment; Executive Director K. Ferraro; Board
Assistant L. Kennedy

CONFIRMATION OF AGENDA

That the Human Resources Committee confirm the Agenda of the 3 December 2018 meeting.

CARRIED

CONFIRMATION OF MINUTES

Minutes of 10 September 2018

That the Human Resources Committee confirm the Minutes from the 10 September 2018 meeting.

CARRIED

ITEMS OF BUSINESS

1. **EQUITABLE WORK ENVIRONMENT POLICY**

Presentation

Deputy Chief S. Bell, accompanied by M. Rathwell, and L. Bianco provided the HR Committee with a recap of the Gender Equity Project. *(A copy of the presentation will be kept on file with the Board's Executive Director.)*

A discussion ensued after the presentation and the following points of clarification

were made:

- The Bona Fide Occupational Requirement review has been completed. It helped to remove some barriers/requirements that were not necessary for certain positions, which in turn helps members gain more access to opportunities. Any requirements that remained at the end of the review have been validated which legitimizes and supports the expectations for different positions. The Adequacy Standards set out by the government helped guide the review and rationalize requirements. Many members were engaged in this work.
- With respect to family status accommodations and the time it takes to screen requests, it depends on the complexity of the case. OPS is tracking the workload associated with managing these requests to stay on top of any trends.
- In terms of general accommodations, there is a check-in process that is tailored to individual cases. All accommodations are time-stamped and reviewed.
- An accommodation working group has been struck as a result of an arbitration. The Association is involved. The working group will help look at vacancies, placements, develop a terms of reference. A meeting will be taking place in January.
- The Equity, Diversity and Inclusion (EDI) office will be staffed by two individuals. The scope of work is being worked on at this time to ensure the work is not duplicated. The office will report to DC Jaswal. The OPS is also trying to ensure that responsibility for EDI does not reside solely within the EDI office, and that all members are encouraged and able to bring forward their ideas on EDI.
- With respect to recruiting, the OPS is looking at a new process where a job offer could be made within 20 days to a candidate if they are successful. Currently, everyone who succeeds in the process gets a job offer.
- Representatives within the community are also being approached regarding recruitment of suitable candidates.
- The Province has done a review of the Constable Selection Process to look at barriers. One finding is that over 80% of women who fail the ATS don't retry whereas 90% of men will reapply. The Chief will share the results of the Province's review with the Board.
- A report will be going to the Board in December and will include a

presentation.

That the Human Resources Committee receive this presentation for information.

RECEIVED

OTHER BUSINESS

ADJOURNMENT

The meeting adjourned at 10:55 a.m.

NEXT MEETING

To be determined.

DRAFT