

OTTAWA POLICE SERVICES BOARD
FINANCE AND AUDIT COMMITTEE MEETING

MINUTES 12

13 November 2018, 1:00 p.m.
Richmond Room, 2nd floor, Ottawa City Hall

Present: A. Hubley (Chair), E. El-Chantiry, L.A. Smallwood
Others: Board Member A. Blaustein; Chief C. Bordeleau; Deputy Chief U. Jaswal; Director General D. Frazer; J. Letourneau, Chief Financial Officer; C. Hopgood, A/Chief Strategy Officer; T. Bitanga-Almaden, Senior Internal Audit Specialist; Director J. Steinbachs, Executive Director K. Ferraro; Board Assistant L. Kennedy

CONFIRMATION OF AGENDA

That the Finance and Audit Committee confirm the Agenda of the 13 November 2018 meeting.

CARRIED

CONFIRMATION OF MINUTES

Minutes of 4 June 2018

That the Finance and Audit Committee confirm the Minutes from the 4 June 2018 meeting.

CARRIED

BUSINESS ARISING FROM MINUTES

There was no business arising from the Minutes.

ITEMS OF BUSINESS

1. 2019 INTERNAL AUDIT PLAN

Presentation

The 2019 internal audit priorities were presented for the Committee's input and endorsement. *(A copy of the presentation will be kept on file with the Boards' Executive Director.)*

A list of nine areas were assembled to cover the next three years (2019-2021), which aligns with the organizations Strategic Planning cycle. The plan will continue to be reviewed and updated annually to ensure it remains current.

The Finance and Audit Committee endorsed the plan, with the Coach Officer Program, Quarter Master (Equipment), and Property and Evidence Control function as priority engagements for the coming year.

After the presentation, a discussion ensued and the following points of clarification were made:

- The OPS will be conducting a compliance audit on Missing Persons to ensure investigations are being managed rationally. Officers must have the ability to identify risk in an objective and fair way. This audit will be more detailed and focused on practice, while the previous audit conducted by the Ministry was focused on process.
- Missing persons calls for service will include technology, drones, planes and helicopters. Service calls involving the elderly population will be handled with a checklist to determine points of urgency. The OPS needs review when does investigative plan need to kick in; how to manage high risk situations and when correct notifications are to be made and when responses are triggered.
- The Sworn Promotions Operational & Compliance Audit will include an assessment of policy and best practice to ensure it is fair and transparent. The organization supports members and their career goals while supporting the organization goals; there is 74% movement of personal within the Service. The member engagement report indicated this as an area of concern for members; the audit will also

help to determine what is working and what isn't.

- Promotion processes will always be a source of angst and the number one concern for members across the organization. There are two different systems, one for sworn and one for senior officers. There are two processes per year, run on 18-month cycles. It is the key driver for organizational movement.
- One of the criteria used to determine audits are risk factors; strategic priorities are chosen based on impact measures, achievements of objectives, strategic value, whether or not they support organizational priorities and financial sustainability.
- All audits will include reviewing how things are currently being done and whether they can be done differently and more efficiently.

That the Finance and Audit Committee receive this presentation for information.

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2. PAID DUTY COSTING AND FEE UPDATE

Presentation

The following points of clarification were made after the presentation. *(A copy of the presentation will be kept on file with the Board's Executive Director.)*

- Staff was congratulated on the information that was compiled in the presentation. It is now clear that paid duty does not generate revenue; it is currently costing the Service money to operate. The Board is subsidizing paid duties; it is not a revenue generator.
- It was suggested that rates not be increased immediately, that staff determine how an increase would affect users and what it could mean moving forward.
- It was noted that no police presence at some events would be a cause for concern. Public safety is the number one criteria and social good is secondary.

- Consultations with the community can be explored in partnership with the Board. The paid duty item has the ability to impact the City's budget (road work/construction).
- From an operational perspective, resources are not available to provide this service free of cost without a budget offset.
- Staff was asked to provide an analysis to the Finance and Audit Committee of what the social impact is and what the contracts are from four or five other major cities that have paid duty programs. Also, it would be helpful to include who the customer is and whether they are profit or not for profit.

That the Finance and Audit Committee receive this presentation for information.

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NEXT MEETING

To be determined.

ADJOURNMENT

The meeting adjourned at 1:55 p.m.