



Ottawa Police Services Board  
**Finance and Audit Committee**  
Minutes 17

Thursday, 13 January, 2022, 11:00 a.m.

*Via Zoom*

**Krista Ferraro, Executive Director**

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**Committee Members:** D. Deans, B. Johnson, L.A Smallwood (Chair)

**Regrets:** D. Deans

**Other Panellists:** Board Members: C. Meehan, D. Nirman, R King, R. Swaita; Chief P. Sloly; Deputy Chief S. Bell; CAO B. Dunker; Director J. Steinbachs; Acting Deputy Chief T. Ferguson; Chief Financial Officer Kathy Murray; Insp. K Maloney; C. Hopgood

CONFIRMATION OF AGENDA

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**That the Finance and Audit Committee confirm the Agenda of the 13 January 2022 meeting.**

CONFIRMED

CONFIRMATION OF MINUTES

MINUTES #16 OF 9 NOVEMBER 2021

The Committee requested that a statistic in Minutes #16 be clarified. It was decided that the request for clarification would be brought forth by way of Board Inquiry, as noted below.

**Member Johnson – FAC Minutes #16 Statistic Clarification**

Would the Service please clarify whether the statistic indicating 13 per cent of members are involved in Neighbourhood Resource Teams, as noted in Minutes #16 from the 9 November 2021 Finance and Audit Committee meeting, refers to 13 per cent of sworn and civilian members, or just sworn members.

**That the Finance and Audit Committee confirm the Minutes from the 9 November 2021 meeting.**

CONFIRMED

BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes.

ITEMS OF BUSINESS

1. 2022 ANNUAL AUDIT PLAN

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Committee Chair Smallwood noted that he believed the Board would benefit from their own, independent financial advice in order to better exercise their oversight role. Mr. Smallwood suggested that the Finance and Audit Committee meet again in February to discuss this further, which would allow for additional research to be conducted prior to discussion and consideration.

The Committee endorsed this suggestion, however a question was raised regarding whether there might be capacity issues within the OPS to consider, in light of the ongoing pandemic. The Service noted that the pandemic has certainly created capacity limitations, including the fact that they rely on one sole auditor internally, however they were agreeable in moving forward with an additional Committee meeting in February.

Following a presentation from OPS staff, Committee and Board members had an opportunity to raise their questions.

A question was raised regarding the 2021 Audit Plan, and more specifically the

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results of the PPE priority placement program. The Service noted that they would provide the report back to the Committee as soon as possible.

A further request was made that the Service provide greater detail on what was examined over the course of particular audits. The Committee noted that the Service fulfills the requirement of reporting back to the Board on the results of their annual audits through annual quality assurance reports, typically tabled in the first quarter of each year. Given that some of the additional information being requested could be confidential, it was suggested that this additional audit information could be provided to the Board by way of an in-camera briefing. Some of the information of interest referenced was how the Service undertakes its audit of controls over firearms and compliance with regulatory requirements. An interest in corrective actions was also expressed.

The Service indicated that they would provide an overview of their actual audit processes, and the relevant processes to create a framework of understanding around the audit function. They also offered to provide additional reports. An update at the FAC February meeting was requested, to which the Service agreed to provide.

A question was raised regarding the 2022 audit plan, and whether time and attendance included an audit of overtime. The Service explained that while overtime could become an area of focus within the engagement, it had not yet been established as a focal point. It was further noted that should overtime not be a focus of the audit, it will still be broken down in detail by CAO Dunker as she moves through the budget to identify the required \$7 million in efficiencies.

A question was raised regarding whether there had been any recent audits conducted on incoming 9-1-1 calls. The Service indicated it had not. A point was raised that auditing the 9-1-1 call centre would be beneficial in endeavoring to divert calls away from the Service, however it was clarified that audits function as a review of the past to identify efficiencies and reduce risk rather than being a forward-looking exercise. The Service noted that they had undertaken an overhaul of the communications centre, which had been underway for multiple years. It was suggested that auditing something still in the development and transition phase would be a sub-optimal use of the Services scarce resources.

**That the Finance and Audit Committee endorse the 2022 annual internal audit plan.**

CARRIED

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OTHER BUSINESS

There was no other business.

NEXT MEETING

To be determined

ADJOURNMENT

The meeting adjourned at 11:41 a.m.