



**OPEN LETHBRIDGE REGIONAL POLICE COMMISSION MEETING
MINUTES
January 28th, 2015
4:00 p.m. – Lethbridge Council Chambers**

In Attendance

**Sandy McKay, Chair
Adam Zanoni, Vice-Chair
Councillor Iwaskiw
Councillor Parker
Lee Cutforth
Peter Deys
D. Jean Valgardson
Marion Wiebe**

**Chief Davis
Deputy Chief Catonio
Inspector Anderson
Inspector Ascroft
Inspector Dobirstein
Kristen Harding
Patrick Balfour
Monica Elder (Recording Secretary)**

- 1) Meeting Called to Order
 - The meeting was called to order by Chair, Sandy McKay at 4:09 p.m.
- 2) Approval of Agenda
 - **Motion by Councillor Iwaskiw, Seconded by Mr. Cutforth that the agenda be approved as circulated.....Carried.**
- 3) Presentation of Chief's Certificate of Recognition – Chief Davis
 - Chief Davis presented Judy Foxall with Chief's Certificate of Recognition for going above and beyond when she assisted police in helping a disabled man whose mobility aid had broken down in the snow. Her actions were instrumental in getting the man home safely.
 - Mr. McKay, on behalf of the Commission, thanked Ms. Foxall as well.
- 4) Enquiries by the Public
 - None
- 5) Minutes of the November 26th, 2014 Open Meeting
 - a) Approval of Minutes
 - **Motion by Mr. Zanoni, Seconded by Mr. Deys that the minutes be approved as circulated.....Carried.**
- 6) Business Arising
 - a) ALERT Update – Inspector Anderson

- During December CFSEU focused on the trafficking of illicit drugs and made 17 street level purchases from 6 targets. Primary drug purchased was cocaine.
- In January, CFSEU concluded an investigation into a dial-a-dope operation. Investigation culminated in a search warrant being executed on a residence with the assistance of the LRPS Tactical Unit. CFSEU seized 115 grams of cocaine worth \$11,570, 401 grams of marihuana worth \$4,000, hash oil, soft body armour, edged weapons, \$4,245 cash, along with weapons. Four Lethbridge residents were charged with numerous Criminal Code and Controlled Drugs and Substances Act offences, as well as Section 22(1) Alberta Body Armour Control Act (Possession of Body Armour).
- Also in January, a 9 month investigation into the child exploitation activities of a Lethbridge residence culminated in charges of Possession Child Pornography, Accessing Child Pornography and Distribution of Child Pornography.

b) Building Expansion Update – Inspector Ascroft

- All staff that could be moved out of the headquarters building have now been moved – most will remain out for the duration of the project.
- Mr. McCallum, who has been the Facilities Project Manager, has been reassigned and replaced with Ric Johnston.
- Extensive demolition has now occurred within the building and necessitated the creation of temporary spaces, most noticeably is the temporary reception and waiting area.
- Construction of new interior spaces is well underway in the basement and parts of main floor. Quartermaster stores expected to be complete in 3 months and the new front counter/reception area in late June.
- Construction of new elevator shaft will be completed by end of week and placement of prefab concrete basement walls booked to begin February 3.
- Erection of steel shell of building will begin as soon as basement walls are placed and should be completed within 3 months.
- Project on time and on budget. .

7) New Business

a) Election of Chair and Vice-Chair

- **Nomination by Mrs. Valgardson and Seconded by Councillor Parker for Mr. McKay to remain as Chair for another year.** As there were no other nominations, Mr. McKay accepted and was acclaimed as Chair.
- **Nomination by Mr. Zanoni, Seconded by Councillor Iwaskiw for Mr. Cutforth as Vice-Chair.** As there were no other

nominations, Mr. Cutforth accepted and was acclaimed as Vice-Chair.

- Mr. Cutforth is currently the Public Complaints Director and recommended Mr. Deys take over the position. Mr. Deys accepted.
- Mrs. Valgardson thanked Mr. Zanoni for his service as Vice Chair and Mr. Cutforth as Public Complaints Director.

b) 2014 Year End – Chief Davis

- Chief Davis advised as he was not here in 2014, he will turn over reporting to Deputy Chief Catonio.
- 2014 was the conclusion of the 2012 – 2014 Business Plan. The review was provided in the package and highlights are as follows.
 - Improve Police Services – one of the emerging issues is the mental health and well-being of police officers. Have reserved in budget \$200,000 to cover us for next 4 years so we can develop a more robust strategy for dealing with the wellness of our members. We are planning to research and adopt Calgary's Road to Mental Readiness Program which was delivered to 2014 Recruit class and intend to examine further and evaluate for further training in Fall 2015 Training Syllabus. Have secured agreement with Dr. Patrick Bailey to assist with immediate intervention if we have a serious and major event that involves members. Hoping to identify local psychologist as a resource.
 - School Resource Officers – would like to clarify intentions with respect to staffing. With the severing of regionalization agreement with Coaldale in 2016, we currently run 7 School Resource Officers, one of those spends most of the time at the schools in Coaldale. We have to reduce our total compliment of police officers by 5 to accommodate Coaldale's departure, one of those 5 will be the School Resource Officer who currently attends Coaldale schools. The remaining 6 School Resource Officers will provide assistance to Lethbridge schools.
 - Performance Measures – attempting to flush out how we measure our performance and what we would look to for an indicator. As it relates to Patrol Operations Division we developed performance indicators template that attempts to count activities of officers on a monthly basis – number of reports submitted, arrests, tickets. Amendments have been made to performance evaluation system.
 - Identified scheduling software early in 2014 that we thought would create efficiencies. We hoped that the program would interface with our payroll system, People Soft, but learned from more research that in fact Calgary had already adopted the software but the interfaces were

not working to the appropriate level. Edmonton using another product and are facing the same challenges with People Soft. Money reserved for some point in the future when problems are sorted out.

- Deputy Chief Catonio and Inspectors answered questions and provided clarification to Commission.
- c) 2015 Business Plan – Chief Davis
- Met with Mr. McKay and Deputy Chief Catonio to come up with mutually acceptable list of what areas are of interest to Commission.
 - Policing, diversifying the work force – this is with regards to the Community Officers and other attempts to diversify the work force, specifically in uniform functions. Work has been initiated by the Police Service in that regards, Association has been receptive to initial dialogue. A couple of models out there, will be on agenda of AACP Chiefs Round Table meeting. Will see what the outcome is of that meeting. Will continue momentum in looking at diversifying the workforce for the uniform functions going forward with the business plan. Have to fall under the scope of the Police Service Act – is a work in progress, will continue to explore.
 - Employee relationships – have met with Police Association President and have had very open informal dialogue. Made agreement to keep dialogue going, professional, honest and continue to have structured meetings. Commitment from Association to have open dialogue, structured meetings.
 - Training Model, how we roll out in-service training – in the past brought in number of officers on their days off which would result in overtime claim. New model – bring officers in off the street when they are working days for 2 hour intervals, deliver training and then sent back on patrol where they have the ability to implement the training they have learned. Keeps it fresh, current, allows training in small doses. In line with concepts of adult learning. Don't incur an overtime hit. Feedback so far is positive.
 - Employee wellness – discussed previously. Have commitment from all of Executive that this is an area we will not let up on – owe it to membership to engage them in employee wellness.
 - Body worn cameras –complex issue, run into legalities of privacy, disclosure, vetting. Also the retention of the data – who retains it and how long do we retain it and what format do we retain it. Recommendation is to follow the lead of larger Services – let them develop best practices.
 - Safe sobering site – lots of our calls are quality of life issues, issues of addiction and people who do need a safe sobering site. There is ongoing work in this area. SHIA Committee is made up of the various stakeholders – will continue to work

through SHIA to consolidate the efforts of the stakeholders at the table. Team Lethbridge will be travelling to Edmonton – intent is to convey our hopes for a safe sobering site in conjunction with SHIA partners.

- Chief Davis also pointed out he is confident with the Business Plan. In the short time he has had with Executive, he has faith in their abilities, respects their experience, and the work they put into the Business Plan.
 - Chief and Executive answered the Commission's questions.
- d) CAPG Membership Fees – Sandy McKay
- Annual membership fees are \$1020.
 - **MOTION by Mr. Cutforth, Seconded by Mr. Deys to approve the payment of \$1020 to CAPG for 2015 membership fees.....Carried.**
- e) AAPG Membership Fees – Sandy McKay
- Annual membership dues are \$500.00.
 - **MOTION by Mr. Cutforth, Seconded by Mr. Deys to approve the payment of \$500 to AAPG for 2015 membership fees.....Carried.**
- f) AAPG Request to Host 2016 Conference – Sandy McKay
- Request was received for proposals to host the 2016 AAPG Annual General Meeting and Conference. AAPG has a practice to ensure the conference is held in a smaller community every two years.
 - Lethbridge hosted a conference a few years ago so will give another agency an opportunity to host. – will draft correspondence advising AAPG.
- g) Calls for Service – Inspector Ascroft
- Calls for Service for November and December were distributed in packages.
 - November calls up 91 over previous year and 181 calls in December up from previous year.
 - Total for 2014 up 2174 over 2013.
 - Collisions are not populated as a result of circumstances with Collision Reporting Centre. Two of four staff were away for that time.
 - STEP Initiatives for pedestrian safety – 2 tickets issued in November.
 - Inspector Ascroft answered the Commission's questions.
- h) Financial Report – Chief Davis
- Reporting period November 1 to November 30, 2014 reflects a monthly surplus of \$581,919. Revenue Accounts experienced a surplus of \$54,415, Wage accounts a surplus of \$505,818 and Other Operating Expenses a surplus of \$21,687.

- Reporting period December 1 to December 31, 2014 reflects a monthly deficit of \$787,154 with Revenue accounts experiencing a deficit of \$109,342, Wage accounts a deficit of \$458,187 and Other Operating Expenses a deficit of \$219,624. The most significant change in Operating Expenses is due to a deficit of \$198,757 in Security Services.
 - Mr. Balfour advised the December reporting is skewed. There are 4 runs with the City, adjusting journal entries as at this date, have only had one run so are missing annual journal entries that we typically do so within the external funding we don't have the monthly journal entries in there and were not able to do accurate estimate. Security Services deficit relates to cell block funding that we had set aside previously as a BAU in the prior year which we now have funding for going forward. This report does not bring in BAU funds. Everything in report is coming out of 2014 budget. December budget – don't have all adjustments through there – no BAU funds brought in to offset any of the expenses.
 - Mr. Balfour will be making some template changes and add a column to show where we actually have funding to support the expenses and make it more understandable.
- 8) Enquiries by the Police Commission
- Councillor Iwaskiw – has had enquiries in regards to a motor vehicle collision on Crowsnest Trail at 30th Street with traffic backed up and no police at scene. What is the criteria for police to attend to a collision?
 - Inspector Ascroft advised if it is property damage, not a hit and run, no criminal offences (impaired driver etc) we'll have them report at station. PSCC will dispatch tow trucks to the scene and they can arrive within minutes to clear the scene.
 - Inspector Ascroft was not aware of the collision - will check into it.
- 9) Enquiries by the Public
- None
- 10) Meeting Adjournment
- **Motion by Councillor Iwaskiw to adjourn the meeting at 6:03 p.m.Carried.**