



Public Meeting

Thursday November 16, 2017

**Auditorium – Police Headquarters
1:00 PM**

PUBLIC MEETING - AGENDA
Thursday, November 16, 2017 at 1:00 PM
Auditorium, 40 College Street, 2nd Floor
Toronto, Ontario

www.tpsb.ca

1. Call to Order
2. Declarations of Interest under the *Municipal Conflict of Interest Act*.
3. Confirmation of the Minutes from the meeting held on held on October 26, 2017.
4. Order in Council No. 2114/2017, dated October 25, 2017
Re: Re-Appointment to the Board – Kenneth Jeffers

Presentation

5. Statistical Briefing

As part of The Way Forward Recommendation 17, the Monthly Statistical Briefing is intended to contribute to improving public understanding of policing, improve transparency and enhance confidence through the sharing of public safety information. Within this briefing is a city-wide overview of statistical indicators, year over year comparisons, and most recent monthly geographic mapping of mental health related calls for service, Mental Health Act apprehensions, violent crime, traffic (tickets, collisions, and fatalities), and administrative information.

The Monthly Statistical Briefing will be available on Toronto Police Services' Public Safety Data Portal at <http://data.torontopolice.on.ca/pages/tpsb> as soon as data becomes available. Due to quality control processes involved in ensuring accurate data, this report may not always be available at the time of the agenda being published, however will be available before the Board meeting date.

Mr. Ian Williams, Manager, Business Intelligence & Analytics, STM, will deliver a presentation with regard to this report.

6. Consent Agenda

- 6.1 October 2, 2017 from Mark Saunders, Chief of Police
Re: 2017 Annual Report: Healthy Workplace Initiatives
- 6.2 November 2, 2017 from Andy Pringle, Chair
Re: City Council: Member Motion – Denouncing Acts of Hate and Intolerance in Toronto

- 6.3 November 2, 2017 from Andy Pringle, Chair
Re: City Council: City-Wide Real Estate – Delegated Authorities Framework and Transition Plan
- 6.4 October 10, 2017 from Mark Saunders, Chief of Police
Re: Quarterly Report: Occupational Health and Safety Update for July 1, 2017 to September 30, 2017
- 6.5 October 30, 2017 from Mark Saunders, Chief of Police
Re: 2017 Operating Budget Variance for the Toronto Police Service, Period Ending September 30, 2017
- 6.6 October 30, 2017 from Mark Saunders, Chief of Police
Re: 2017 Capital Budget Variance Report for the Toronto Police Service, Period Ending September 30, 2017
- 6.7 October 30, 2017 from Mark Saunders, Chief of Police
Re: Operating Budget Variance Report for the Toronto Police Service Parking Enforcement Unit, Period Ending September 30, 2017
- 6.8 October 30, 2017 from Mark Saunders, Chief of Police
Re: Semi-Annual Report: Publication of Expenses – January to June 2017

Items for Consideration

- 7. November 2, 2017 from Andy Pringle, Chair
Re: Toronto Police Services Board – 2018 Meeting Schedule
- 8. October 20, 2017 from Mark Saunders, Chief of Police
Re: Corporate Donation to the Toronto Police Service Police Dog Services Unit
- 9. October 30, 2017 from Mark Saunders, Chief of Police
Re: Dry Cleaning, Pressing and Laundering Services Contract
- 10. October 30, 2017 from Mark Saunders, Chief of Police
Re: Award of Microsoft Licensing Solutions Vendor for Microsoft Enterprise Agreement
- 11. October 30, 2017 from Mark Saunders, Chief of Police
Re: Contract Extension – IT Professional Services Prequalified Vendor List

Adjournment

Next Meeting

Date: Thursday, December 14, 2017
Time: 1:00 PM

Members of the Toronto Police Services Board

Andy Pringle, Chair
Chin Lee, Councillor & Vice-Chair
Shelley Carroll, Councillor & Member
Uppala Chandrasekera, Member

Marie Moliner, Member
John Tory, Mayor & Member
Ken Jeffers, Member

<https://www.ontario.ca/laws/statute/90m50>



Ontario

**Executive Council of Ontario
Order in Council**

**Conseil exécutif de l'Ontario
Décret**

On the recommendation of the undersigned, the Lieutenant Governor of Ontario, by and with the advice and concurrence of the Executive Council of Ontario, orders that:

Sur la recommandation de la personne soussignée, la lieutenante-gouverneure de l'Ontario, sur l'avis et avec le consentement du Conseil exécutif de l'Ontario, décrète ce qui suit :

PURSUANT TO section 27 of the *Police Services Act*, as amended, Kenneth Jeffers be reappointed as a part time member of the Toronto Police Services Board to serve at the pleasure of the Lieutenant Governor in Council for a period not to exceed two years, effective from November 4, 2017 or the date this Order in Council is made, whichever is later.

EN VERTU de l'article 27 de la *Loi sur les services policiers*, dans sa version modifiée, Kenneth Jeffers est de nouveau nommé membre à temps partiel de la Commission des services policiers de Toronto, pour exercer ses fonctions à titre amovible pendant une période maximale de deux ans, sa nomination prenant effet le 4 novembre 2017 ou à la date à laquelle le présent décret est pris si cette date lui est postérieure.

Recommended: Premier and President of the Council
Recommandé par : La première ministre et présidente du Conseil

Concurred: Chair of Cabinet
Appuyé par : Le président/la présidente du Conseil des ministres

Approved and Ordered: OCT 25 2017
Approuvé et décrété le :

**Lieutenant Governor
La lieutenante-gouverneure**

Statistical Briefing

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Toronto Police Services Board Report

October 2, 2017

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: 2017 Annual Report: Healthy Workplace Initiatives

Recommendation(s):

It is recommended that the Toronto Police Services Board (Board) receive the following report.

Financial Implications:

There are no financial implications relating to the recommendation contained within this report.

Background / Purpose:

At its meeting held on November 28, 2006, the Board approved a motion requesting that the Chief of Police implement a targeted approach to creating a healthy workplace and to report annually to the Board on the results of the initiatives. The motion was in response to the results of the Connex Health Risk and Productivity Assessment (H.R.A.) report completed in 2006, which was prepared for the Toronto Police Service (T.P.S.) by Connex Health Consulting (Min. No. P354/06 refers).

This report is submitted in response to that motion and will identify health and wellness initiatives, which have been undertaken by the T.P.S. during the period of October 1, 2016 to September 30, 2017.

Discussion:

Wellness 2017 (Uniform)

Over the last five years, the Toronto Police Service (T.P.S.) documented three police suicides.

Based on the statistics outlined from the Ombudsman report (In the Line of Duty, page seven) from 1989 to 2012, the Ontario Provincial Police had documented 21 officers killed in the line of duty and 23 officers who committed suicide.

Police officers are frequently exposed to high-stress situations and traumatic events. The Iacobucci Report (Chapter nine, page 23) under Recommendation 33 states: "The T.P.S. creates a formal statement on psychological wellness for the T.P.S. members."

Recommendation 33 (Chapter nine, page 23 (f)) includes that this statement should "set out the psychological wellness resources available to members of the Service".

The wellness presentation for the 2017 In-Service Training Program (I.S.T.P.) is entitled 'Police Wellness: Suicide Awareness' which discusses the rising problem of incidents of suicide among police officers. The presentation creates discussion based learning to address the stigma surrounding mental health. Some of the teaching points include identifying the warning signs for suicide and coping strategies for intervention including emotional survival, social support and fatigue management. Members are also instructed on recognizing depression, addressing barriers and the importance of getting help.

The wellness presentation features videos from both T.P.S. psychologists discussing warning signs of suicide and potential coping strategies. Featuring the psychologists will encourage more people to ask for help in dealing with potential suicidal thoughts officers may have.

The 2017 I.S.T.P. wellness presentation covers compassion fatigue and emotional burnout. A portion of the presentation covers sleep and mental health, the hypervigilance roller coaster based on the book by Dr. Kevin Gilmartin, and overall lifestyle perspectives.

To date, the 2017 I.S.T.P. wellness presentation has reached more than 2800 members and is delivered twice weekly.

Work is progressing on the development of the 2018 I.S.T.P. wellness presentation. The wellness presentation for next year will be designed to address fatigue, sleep deprivation, various sleep disorders, and the effects of unfavourable work performance issues that may arise. The mental, physical and physiological effects will also be

discussed.

The 2018 I.S.T.P. wellness presentation will also cover practical tips, suggestions and quality information on a range of topics in an effort to educate members on how to manage fatigue to increase mental clarity.

Nutritional Presentations, Weight Loss Clinics, Physical Fitness and Counselling

Over the past year, Nutritionist and Training Constable Stephanie Nassis (99897) has conducted on-going wellness presentations with respect to healthy eating. Constable Nassis has reached hundreds of members (uniforms and civilian) across the T.P.S. Topics include, but are not limited to, nutrition basics, healthy eating on the run, fatigue management, mental health, and nutrition for stress management.

Wellness presentations are part of numerous courses taught both onsite at the Toronto Police College (College) and throughout various units within the T.P.S. Some of the courses where wellness is taught for both uniform and civilian members include the Youth in Policing Initiative (Y.I.P.I.) Orientation, Employment Orientation for new hires, Occupational Health and Safety workshops, Sexual Assault Investigator course, Coach Officer course, Ethics course, Professional Development course, and Organization Development course.

Nutrition, physical fitness, and wellness presentations are offered regularly to other units on request. The units that received these presentations this year include, but are not limited to, Communications Services, Court Services (Scarborough Courts), Traffic Services, Headquarters (Records Management Services, Courts Services, Employment and Y.I.P.I. students), 13 Division and 43 Division.

Over the past year, more than 60 individual consultations were conducted on nutrition, lifestyle and weight loss with T.P.S. members. Sessions are approximately one and a half to two hours in length. During these consults, important concepts such as digestion and healthy blood-sugar management are discussed and healthy meal plans are designed for each individual. An additional 20 consultations were done over the phone where nutritional advice was given without a full nutritional assessment.

Over the past year, T.P.S. Physical Fitness Coordinator, Timothy Finlay (82014), has conducted more than 200 fitness test, fitness consultations and personal movement analyses. Many more consultations have been conducted over the phone and through electronic communications such as e-mail. The in-person tests and consultations range from one to three hours each and provide T.P.S. members with important information on physical fitness and overall health status, movement screening, tips on appropriate kinaesthetic movements, as well as developing individual exercise programs.

Communications – Internal and External

The Wellness Team continues to support divisional wellness initiatives as needed. Although the communication strategy has changed over the years, they continue to visit individual locations and provide the necessary support and training as needed. The Wellness Team have established deep relationships at a number of divisions with individuals who are passionate about health and wellness and have the resources and time to initiate wellness events.

Wellness presentations have been delivered to the Provincial Prosecutors, Coroners, Pathologist and ProAction Cops for Kids.

Mental Health, Wellness Initiatives and Yoga

In 2013, the Wellness Team studied the effects of yoga as a contributing factor to a healthy lifestyle and as such began incorporating yoga elements into the overall T.P.S. wellness program. Since that time, both Nutritionist, Erin Moore (82314) and Constable Nassis have become Certified Yoga Instructors.

The T.P.S. Yoga Program focuses on trauma-sensitive yoga techniques with an emphasis on poses to support the shoulders, lower back and hips. Through evidence-based yoga and mindfulness practices, the yoga program can help increase members' resilience by focusing the mind and strengthening the body, while helping participants relax and focus when faced with stressful situations. Yoga can help First Responders by alleviating many symptoms of stress that can originate from critical incidents or which might stem from Post-Traumatic Stress Disorder (P.T.S.D.).

The T.P.S. Yoga Program has developed over the last four years and continues to show great promise of becoming a sustainable program. The program continues to run regularly at the College and select divisions, including 14 Division, Traffic Services and intermittently at 43 Division. Yoga is also an integral part of recruit training.

The T.P.S. Yoga Program continues to develop as there is a need for mindfulness training and stress management support for members.

Mindfulness and Meditation:

Working in law enforcement can be life-threatening, and not just because of violent encounters. Researchers have linked policing careers to high rates of depressions P.T.S.D., substance abuse, along with physical ailments such as sleeplessness, diabetes, and sudden cardiac death. A recent study that is referenced in the article Mindful Policing – The Future of Force reports that officers are more prone to attempt suicide than the general population, and more likely to kill themselves than get killed on duty.

Other references to mindfulness and meditation in policing can be found in the following publications:

- Reference: Life Expectancy in Police Officers: A Comparison with the U.S. General Population.
- John M. Violanti, Department of Social and Preventive Medicine, School of Public Health and Health Professions, University at Buffalo. The State University of New York, in Buffalo, N.Y.
- Oregon's Pacific University – 2015 Study Evaluating the Effectiveness of a Mindfulness Based Intervention on Cortisol Awakening Response and Health Outcomes among Law Enforcement Officers.

Mindfulness-Based Resilience Training (M.B.R.T.) has been proven to reduce stress, improve attention, control emotional reactivity and promote a general sense of well-being in veteran police officers. Across the nation, more and more protection agencies have adopted the M.B.R.T. model for its members, be they in the military, law enforcement or first responders.

Meditation has become an integral part of the wellness program. Constable Nassis has been teaching weekly meditation classes at Headquarters for approximately three years with great success. Meditation classes range from 15 to 25 people at any given class. Due to the growing popularity, meditation classes are now offered at two different times at Headquarters as well as weekly classes offered at the College to accommodate the growing numbers.

A meditation survey was conducted within the T.P.S. in 2017 was administered to 200 people and 96 people completed the survey.

Of the 96 Respondents:

- 63 percent were introduced to meditation through the Service
- 71 percent were civilian members and 28 percent were uniform members
- 53 percent now practice meditation outside of the Service
- 82 percent felt more relaxed after the class
- 91 percent said meditation has affected how they function at work in a positive way
- 91 percent said meditation has positively affected how they function in their personal life
- 98 percent would recommend meditation to other members of the service

In 2014, University of Toronto researcher, Judith Andersen, Ph.D., engaged in a research project involving the T.P.S. Emergency Task Force Sergeant Michael Forestell (4398) and his team. Information was collected on how officers can maintain mental awareness and focus during stressful calls for service. The research consisted of how officers responded to calls for service before and after simple breathing techniques and

forms of meditation were implemented. Monitoring their heart rate and oxygen consumption provided an indication of how stressed they were during the scenarios. The research showed that simple breathing and relaxation prior to calls assisted with the physiological effects and mental clarity in a positive way.

Lunch and Learns

Lunch and Learn sessions were introduced and three guest speakers attended both the College and T.P.S. Headquarters. The topics were all health related and attracted approximately 20 to 50 people per session.

The speakers and topics were:

- Jude Cockburn, Classical Homeopath – Tips for Colds and Flus
- Reverend Bhante Saranapala, Buddhist Monk – Mindfulness Meditation for Stress and Wellbeing
- Lana Marconi, Acupuncturist – Traditional Chinese Medicine for Stress Management

Emotional Survival for Law Enforcement

Mental Health training continues to be an important component of training at the College. The 'Emotional Survival or Law Enforcement' presentation, based on Dr. Kevin Gilmartin's work, is delivered regularly in two College courses.

The 'Emotional Survival for Law Enforcement' presentation, a lecture on 'Building Resiliency in Policing' and trauma sensitive yoga classes are now integral components of recruit training. These classes cover important information about resiliency, including the hypervigilance roller coaster, and strategies for staying physically and mentally fit. Moreover, recruit training continues to include 30 minutes of daily wellness training to help promote team cohesiveness, emphasize the importance of resiliency, and reinforce the core values of T.P.S. including Respect, Teamwork and Positive Attitude.

Road to Mental Readiness (R2MR)

The Road to Mental Readiness (R2MR) program was developed by the Department of National Defense and adapted by the Mental Health Commission of Canada. The R2MR offers two custom training programs, an eight hour course for leadership and a four hour primary course for police constables. Each course is designed to help decrease the stigma surrounding mental health across the organization.

The R2MR program was created to spark transformational culture change and enhance mental health for service members, in an effort to improve customer service and promote better engagement with our communities.

T.P.S. members who are trained in R2MR have a better understanding of mental health issues, and as a result, are better equipped to find positive resolutions when dealing with persons in crisis.

This program teaches leaders and officers about the mental health continuum model, enabling all members to be able to use a common language to address issues of mental health. The program provides information about barriers to care, resources available through T.P.S., practical skills for helping fellow members, and resiliency strategies for promoting mental health.

The leadership training (eight hours) is for all senior management, supervisors and managers, while primary training (four hours) is designed for all police constables. The primary training will be combined with the suicide prevention program, SafeTalk, to create a full day of training at the College.

Over the next three years, all Service members will receive R2MR training.

A Routine Order (2017.03.06-0304 – Road to Mental Readiness Mandatory Training) was published directing that all members of the T.P.S. will be required to take mandatory R2MR training. The order further directs that all supervisory members (uniform and civilian) enrol in the R2MR training for supervisors (Course Code TM0118). The intent of this process was to have most of our supervisory officers R2MR trained before the R2MR and SafeTalk modules were rolled out to all non-supervisory members of the T.P.S. To date, all Command officers have received the training and 777 supervisors and senior officers are R2MR trained.

Training commenced on March 21, 2017. The R2MR training is scheduled alternately Tuesday and Thursday one week, then Tuesday and Sunday the next week. This schedule was created to accommodate compressed work week cycles and make the course available to all members while minimizing a significant impact to operations. The R2MR presentation allows for 30 members per class. The rollout to non-supervisory members begins in November 2017.

Ontario Police Fitness Award Program

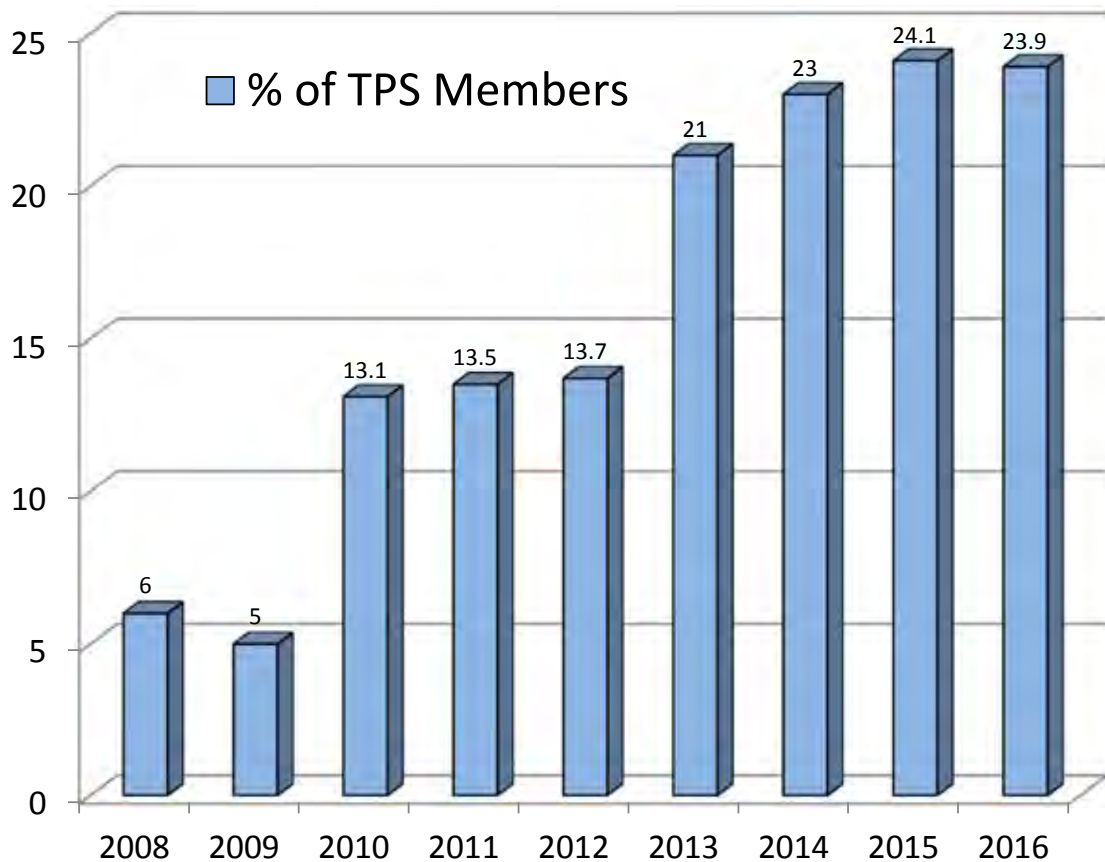
The Ontario Police Fitness Award (O.P.F.A.) is a provincial incentive program developed to motivate Ontario police officers and police service employees to remain physically fit throughout their entire career. The testing related to the O.P.F.A. program is commonly referred to as the T.P.S. "Fitness Pin" program.

At the end of November 2016, seven T.P.S. members were trained and certified as O.P.F.A. Fitness Pin Appraisers. In total, there are 91 certified T.P.S. Fitness Pin Appraisers situated at a variety of units and locations across the T.P.S. All appraisers attend the College for a day of updated training and recertification on a yearly basis. Also, these appraisers act as a contact at their units and divisions for fitness and

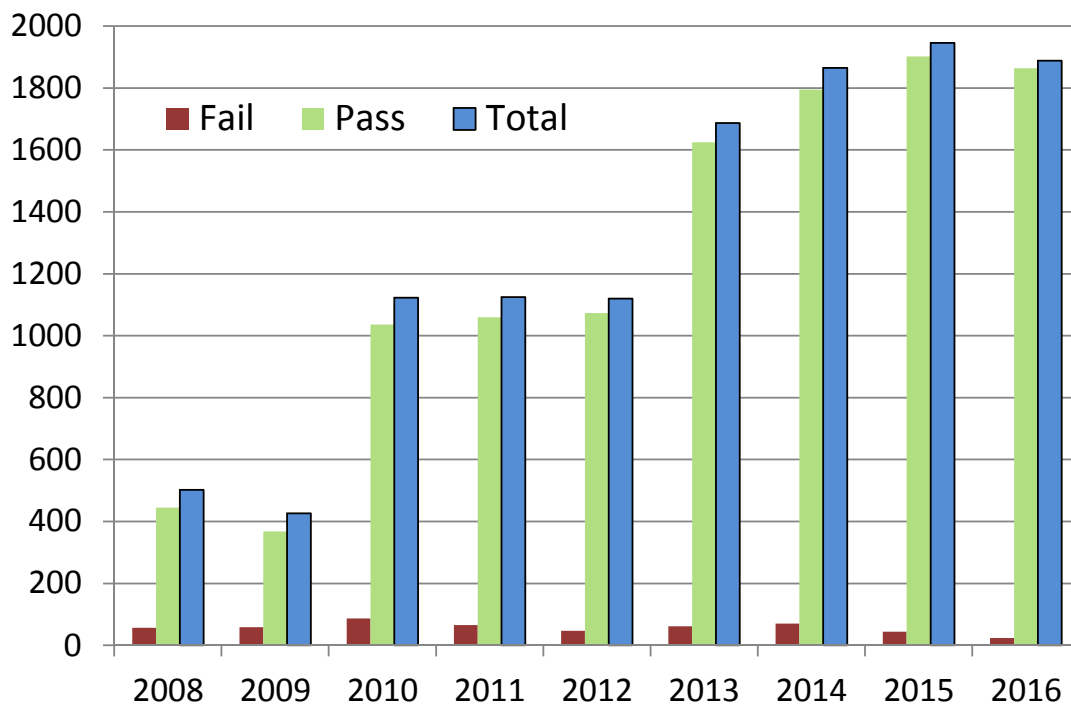
wellness information passed from the T.P.S. Physical Fitness Coordinator.

Since the 2010 introduction of the Unit Commander Award of four hours of non-cashable lieu time for successful completion of the Fitness Pin Test, there has been a relatively steady and significant increase in member participation in the program.

2008 – 2016 Percentage of TPS Members Attempting Fitness Pin Testing



2008 – 2016 Fitness Pin Testing Statistic



The slight decrease seen in testing for 2016 can be attributed, at least in part, to the reduction in overall T.P.S. personnel numbers and the absence of new police recruits.

In November 2017, another class of certified T.P.S. Fitness Pin Appraisers will be trained at the College. Statistics show, overall participation in the T.P.S. Fitness Pin Program has grown significantly. The T.P.S. Fitness Pin program has been an extremely successful tool for improving the health, wellness, and fitness of T.P.S. members.

Wellness Website

The T.P.S. Wellness website has been updated with nutritional articles and healthy recipes. The website has been successfully running since March 2011. This site is internet-based, making it practical for our members and their families to access quality wellness information at any time. The website has also been a practical way for members to sign up for Fitness Pin testing and to access any preliminary instructions.

The wellness website continues to grow with newly generated content in regards to articles, recipes and videos. The Wellness Team plans to continue to generate new content for the website. To date, the website has an average of 300 visitors monthly.

Psychological Services, including the Employee and Family Assistance Program (E.F.A.P.) and the Critical Incident Response Team (C.I.R.T.)

The mandate of Psychological Services is the maintenance and enhancement of members' psychological health and resilience. During 2016, these goals were accomplished using the combined resources of the Psychological Services section (staffed by two corporate psychologists), an external provider, and an active volunteer peer support program.

Developed in 2008, the Psychological Wellness Program (P.W.P.) offered by the Psychological Services section has become a thriving initiative that directly addresses the unique stressors associated with work in areas of the T.P.S., identified as at high-risk for adverse psychological impact due to the nature of the work assigned.

Between October 1, 2015, and September 30, 2016, a total of 432 members from 12 different areas of the T.P.S. attended an appointment with a psychologist to talk about the demands of the job and the success of their efforts to cope with new strategies and resources provided as required. Areas of T.P.S. that participated in the P.W.P. during 2016 included: the Child Exploitation Section and the Child and Youth Advocacy Centre of the Sex Crimes Unit; the Forensic Investigators and civilian Photo Technicians at Forensic Identification Services, Homicide Investigators and the Major Case Management team; members of the Drug Squad; members of the Technological Crime Unit, all Undercover Operators referred by Intelligence Services, Emergency Task Force officers, the Collision Reconstruction team at Traffic Services, and the civilian 911 call-takers and dispatch operators at Communication Services. In addition, wellness visits were conducted with members of the T.P.S. who returned from overseas deployment, with visits occurring immediately upon return home and then three, six, and twelve months post mission.

In 2016, the P.W.P. was expanded to include the Human Trafficking team of the Sex Crimes unit, with the first visits with members scheduled in early 2017. In addition, an Early Career Program was added to the P.W.P. in 2015.

Commenced initially as a pilot project in two divisions, the Early Career Program offered new officers the opportunity to meet with a T.P.S. psychologist at some point near the end of the first year on the job. This meeting was designed as an opportunity to reduce the stigma surrounding mental health issues and encourage help-seeking when needed, to discuss strategies for limiting negative impacts of the job and for increasing resilience over the course of a lengthy career. From October 1, 2015, to September 30, 2016, a total of 33 officers from 14, 22, and 51 Divisions were seen in the Program. Contingent upon available resources, the goal is to expand this program service-wide so that all new officers are provided with the opportunity to prepare themselves and their families for the psychological demands of their career.

In addition, consistent with the recommendation of the 2014 Iacobucci review entitled "Police Encounters with People in Crisis", further consideration also is warranted

regarding the potential expansion of the P.W.P. to include all front-line officers, coach officers, and supervisors.

The combined resources of the Psychological Services section, the E.F.A.P. and the C.I.R.T. / Peer Support volunteers continue to work with T.P.S. divisions and the College to ensure that members involved in critical incidents receive appropriate supports in the aftermath of potentially traumatic events, including access to critical-incident defusing, debriefings and additional follow-up interventions as required.

In 2016, a total of 79 critical-incident debriefings were conducted by a mental health professional, either an E.F.A.P. counsellor or a T.P.S. psychologist, working with the assistance of a C.I.R.T. member. A total of 37 critical incident debriefings were conducted by a Service psychologist under circumstances when the Special Investigations Unit had evoked its mandate. Following incidents involving the discharge of a T.P.S. firearm, officers are required to attend a session with a specially trained Use of Force instructor on the range at the College. This session is used to help ensure that the officer is restored to a state of comfort with the appropriate use of the firearm prior to a return to the road and active duty. During 2016, a total of seven firearms re-exposure sessions were conducted.

In order to enhance psychological health and wellness, the E.F.A.P. provides 24-hour access to counselling services for members and their families. In 2016, a total of 910 cases were seen for counselling through the E.F.A.P. provider.

The T.P.S. psychologists also provide individual consultation services to any member in need of mental health support. Although typically arranged by self-referral, members may also be referred to Psychological Services by supervisors or colleagues who recognize that the member would benefit from the opportunity to talk about challenges faced, either at home or on the job. These visits are always voluntary and conducted with the informed consent of the member. During 2016, in addition to regular wellness sessions through the P.W.P., a total of 129 consultations with members were also scheduled at Psychological Services.

It is important to recognize the important contribution of the C.I.R.T. / Peer Support Volunteer team to the psychological health and wellness of members. Currently, there are 84 active uniform and civilian members who volunteer their service, with many of the T.P.S. units and divisions represented in its membership.

In addition to service provision at the time of critical incident events, C.I.R.T. / Peer Support Volunteers are trained in peer support principles and suicide prevention and are available to provide peer support to members during time of personal and professional distress. During 2017, peer support teams will play an important role in the roll-out of the R2MR anti-stigma curriculum with many of its members receiving training as instructors for this important training program during 2016.

Finally, the Psychological Services section continues to support initiatives designed to challenge stigma through participation in wellness events and training activities. During 2016, the T.P.S. Psychologists participated in Leadership training provided to all newly promoted supervisors, as well as training to new 911 Communication Operators regarding mental health and response to callers in emotional crisis.

In addition, the T.P.S. psychologists presented frequently throughout the T.P.S. regarding psychological health and wellness, and suicide prevention, including a presentation to police families at the College's Family Day held for recruit classes 16-01 and 16-02, and presentations to all Primary Response officers assigned to 51 Division.

A number of presentations were targeted to civilian members including the supervisors at Records Management Services, members working in the Access and Privacy section, and the Video Evidence Management section. The Psychological Services section took a leadership role in the distribution of the "Statement of Commitment to the Psychological Health" of T.P.S. members jointly endorsed by the Chief and the Chair of the Board, with a framed copy of the Statement posted prominently in all T.P.S. facilities.

Chaplaincy Services

The Toronto Police Chaplaincy Services program is a subsection of the Occupational Health and Safety Unit (O.H.S.). This supports a holistic model of care by also providing for the spiritual wellness of all T.P.S. members. The Volunteer Chaplains report to the Senior Administrator O.H.S., under the direction of the Manager.

The complement of Volunteer Chaplains has grown to 21. Two new Chaplains were hired in 2017 of Roman Catholic and Hindu faiths. The Service's Multi-Faith program has a committed group of Chaplains eager to provide support to members of the T.P.S. Co-ordinated through O.H.S., the Chaplains meet as a group on a bi-monthly basis to share and discuss their goals and visions for the program. They learn of ways they can improve their connection with the divisions they serve as well as how to maintain and enhance their partnerships with the community.

The Volunteer Chaplains have been scheduled to participate in the R2MR training throughout 2017 which provides a perspective of the training received by the membership. The Volunteer Chaplains are assigned to a division and attend onsite to speak on parade or go on patrol; they provide a presence and care for the emotional and spiritual well-being of our members.

There will be no further recruitment of Volunteer Chaplains for 2017. The focus will be to enhance the presence of the Chaplaincy Program as an integral part of the O.H.S. wellness strategy. This will be achieved through developing greater partnerships with the divisions, attendance at special events and further promotion of the Chaplaincy Program within the medical rehabilitation process.

O.H.S. continues to encourage the enhancement of the spiritual health of our members.

Conclusion:

The next annual report update will be presented to the Board at its November 2017 meeting, and will cover the period between October 1, 2017, and September 30, 2018.

Deputy Chief Barbara McLean, Human Resources Command, will be in attendance to respond to any question that the Board members may have regarding this report.

Respectfully submitted,

Mark Saunders, O.O.M.
Chief of Police

MS:sp

Filename: 2017 Annual Report Healthy Workplace Initiatives.docx



Toronto Police Services Board Report

November 2, 2017

To: Members Toronto Police Services Board

From: Andy Pringle
Chair

Subject: CITY COUNCIL: MEMBER MOTION – DENOUNCING ACTS OF HATE AND INTOLERANCE IN TORONTO

It is recommended that:

1. the Board receive the attached motion and request that the Chief of Police report to the Board assessing the extent to which Service governance is consistent with City Council's commitment to human rights; and,
2. the Board forward a copy of this report to the City's Community Development and Recreation Committee.

Financial Implications:

There are no financial implications arising from the recommendation in this report.

Background/Purpose:

At its meeting held on October 2, 3 and 4, 2017, City Council considered a member motion denouncing acts of hate and intolerance in Toronto. The minutes containing the motion and detailing the City's consideration of this item are available at this link: [Agenda Item History - 2017.MM32.8](#)

Discussion:

In considering this item, Council approved the following recommendation:

City Council direct City divisions, agencies and corporations to review their policies and procedures and those of their grant recipients to ensure consistency with City Council's commitment to Human Rights and to report back to the Community Development and Recreation Committee in the first quarter of 2018 with a progress update on the implementation of City Council policies of access without fear for undocumented Torontonians.

It is my recommendation that the Board receive the attached motion and request that the Chief of Police report to the Board assessing the extent to which Service governance is consistent with City Council's commitment to human rights. With respect to the request for a progress update on the implementation of City Council policies of access without fear of undocumented Torontonians, the Board, at its meeting of June 15, 2017 (Minute P137/17 refers) considered a report from the Chief of Police with respect to access to city services for undocumented Torontonians. This report was forwarded to the City Manager. As an outcome of the discussion at the Board's June, 2017 meeting the Board requested a further report from the Chief of Police with respect to data related to immigration checks.

Conclusion:

It is my recommendation that that that the Board receive the attached motion and request that the Chief of Police report to the Board assessing the extent to which Service governance is consistent with City Council's commitment to human rights

Respectfully submitted,

Andy Pringle
Chair



Toronto Police Services Board Report

November 2, 2017

To: Members Toronto Police Services Board

From: Andy Pringle
Chair

Subject: City Council: City-Wide Real Estate – Delegated Authorities Framework and Transition Plan

It is recommended that:

The Board receive the above-noted report and refer it to the Chief of Police for any appropriate action.

Financial Implications:

There are no financial implications arising from the recommendation in this report.

Background/Purpose:

At its meeting held on October 2, 3 and 4, 2017, City Council considered report from its Deputy City Manager & Chief Financial Officer and Chief Corporate Officer recommending that Council align authorities for real estate matters with the new City-wide real estate model which was approved by Council in May 2017. With a City-building focus, the new model will centralize real estate and facilities management activities across the City over a three-year incubation period (not including Toronto Community Housing Corporation and Toronto Hydro at this time). The new model will launch on January 1, 2018.

Discussion:

In considering this item, Council approved, amongst others, the following recommendations:

2. City Council direct that, subject to the exclusions in Appendix B, all City Divisions, and the City Agencies identified in Appendix B ("Listed Agencies"), operate in accordance with the City's new real estate service delivery model, updated delegated authority approval process as set out in Appendix A, and due diligence procedures, effective January 1, 2018 and, if Council approval is required for any real estate matters proposed by such Division or Listed

Agencies, that the related request for Council authorization be made by way of a joint report to City Council together with the Chief Corporate Officer or, where the Chief Corporate Officer deems appropriate, the Toronto Realty Agency.

3. City Council direct that, pending the implementation of Recommendation 2 above, all Listed Agencies inform the Chief Corporate Officer of any ongoing negotiations in relation to proposed real property transactions and, where a binding commitment has not yet been entered into in relation to such proposed transaction, seek direction from the Chief Corporate Officer as to whether a review by Real Estate Services staff is required prior to entering into such commitment.

4. City Council direct that all City Divisions and Listed Agencies, effective January 1, 2018:

a) work with the Toronto Realty Agency in such manner as the Chief Corporate Office directs when engaging in the development of real estate portfolio planning strategies, leasing strategies, land development strategies, staff accommodation plans, real estate RFP/REOI's, joint venture proposals, and real estate policies; and

b) provide Toronto Realty Agency with such information as it may request from time to time concerning current, upcoming or planned real estate projects or transactions, for the purpose of enabling Toronto Realty Agency to develop an understanding of existing projects and practices, and develop strategic objectives.

Further details of Council's decision are found here:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.EX27.12>

Conclusion:

It is my recommendation that that that the Board receive the aforementioned report and refer it to the Chief of Police for any appropriate action.

Respectfully submitted,

Andy Pringle
Chair



Toronto Police Services Board Report

October 10, 2017

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: Quarterly Report: Occupational Health and Safety Update for July 1, 2017 to September 30, 2017

Recommendation(s):

It is recommended that the Toronto Police Service's Board (Board) receive this report.

Financial Implications:

There are no financial implications relating to the recommendations contained within this report.

Background / Purpose:

At its meeting on January 24, 2005, the Board received an update on occupational health and safety matters relating to the Toronto Police Service (Service) (Min. No. C9/05 refers). Following consideration of the report, the Board requested the Chief of Police to provide quarterly confidential updates on matters relating to occupational health and safety. The Board, at its meeting on August 21, 2008, further requested public quarterly reports for occupational health and safety matters (Min. No. C224/08 refers).

The purpose of this report is to update the Board on matters relating to occupational health and safety issues for the third quarter of 2017.

Discussion:

Third Quarter Accident and Injury Statistics

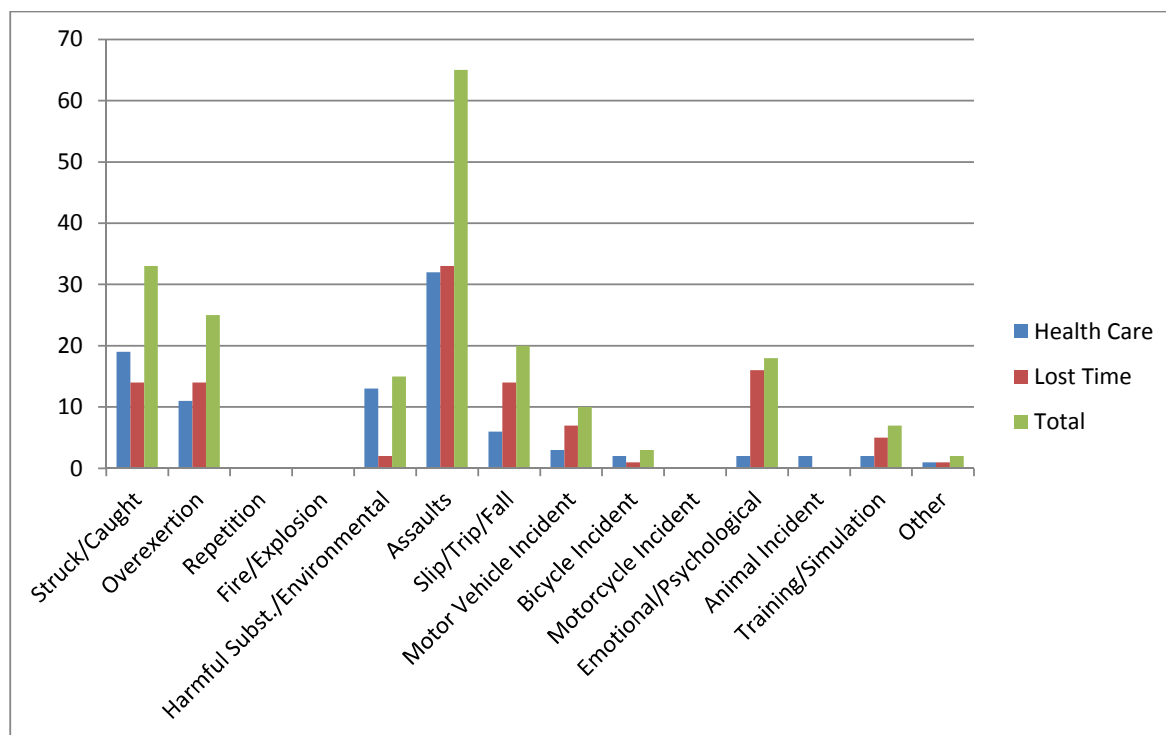
From July 1, 2017 to September 30, 2017, there were 200 reported workplace accidents/incidents involving Service members, resulting in lost time from work and/or health care which was provided by a medical professional. These incidents were reported as claims to the Workplace Safety and Insurance Board (W.S.I.B.). During this

same period, 25 recurrences of previously approved W.S.I.B. claims were reported. Recurrences can include, but are not limited to: ongoing treatment, re-injury, and medical follow-ups, ranging from specialist appointments to surgery.

As a Schedule 2 employer, the Service paid \$40,225 in health care costs for civilian members and \$267,264 in health care costs for uniform members for the third quarter of 2017.

Injured on Duty reports are classified according to the incident type. The following graph and chart summarize the Injured on Duty reports received by the Occupational Health and Safety Unit during the third quarter of 2017:

*Injured on Duty Reports
July to September 2017*



*Injured on Duty Reports
July to September 2017*

Incident Type	Health Care	Lost Time	Q3 2017	Q3 2016
Struck/Caught	19	14	33	29
Overexertion	11	14	25	21
Repetition	0	0	0	2
Fire/Explosion	0	0	0	0
Harmful Substances /Environmental	13	2	15	2
Assaults	32	33	65	58
Slip/Trip/Fall	6	14	20	13
Motor Vehicle Incident	3	7	10	11
Bicycle Incident	2	1	3	1
Motorcycle Incident	0	0	0	3
Emotional/Psychological	2	16	18	14
Animal Incident	2	0	2	1
Training/Simulation	2	5	7	3
Other	1	1	2	7
Totals	93	107	200	165

The top five incident categories are:

1. Assaults: 65 reported incidents.
2. Struck/Caught: 33 reported incidents.
3. Overexertion: 25 reported incidents.
4. Slip/Trip/Fall: 20 reported incidents.
5. Emotional/Psychological: 18 reported incidents.

The highest category of incidents during this reporting period is the “Assaults” category. Assaults by arrested parties, suspects, or members of the public typically form one of the largest categories of Injured on Duty reports due to the nature of police work. A significant portion of training received by police officers is designed to mitigate the risk of these types of injuries.

During the third quarter of 2017, an increase was noted in the number of incidents in the “Harmful Substances/Environmental” category. A review of these incidents revealed a single occurrence which resulted in 8 officer exposures concurrently, resulting in an increased total number of incidents in this category.

Critical Injuries

The employer has the duty to report, but not adjudicate, the seriousness of injuries, and pursuant to *Section 51* of the *Occupational Health and Safety Act* and *Ontario Regulation 834*, must provide notice to the Ministry of Labour (M.O.L.) of all critical injuries which occur in the workplace.

In the third quarter of 2017, there were three critical injury incidents reported to the M.O.L. The incidents were confirmed by the M.O.L. to be critical injury incidents which resulted from a cause in the workplace. For each critical injury incident, an investigation is conducted by the Service independent of the M.O.L. investigation, involving both the injured member's local Joint Health and Safety Committee and the Service's Occupational Health and Safety Unit. In each case, root causes are sought and recommendations are made, where applicable, to reduce the risk of similar incidents in the future.

Communicable Diseases

As part of the Communicable Disease Exposure Surveillance Program, members of the Occupational Health and Safety Unit reviewed reported exposures during the months indicated in the table below. The majority of these exposures did not result in claim submissions to the W.S.I.B. However, there is an obligation to ensure that a communication is dispatched to members of the Service from a qualified designated officer from the Medical Advisory Services team. In the event that a member requires information or support regarding a communicable disease exposure, they will be contacted by a medical professional from Medical Advisory Services in order to discuss potential risk, consider treatment options as required, and to ensure that the member is supported properly with respect to stress and psychological well-being. The following chart summarizes member exposures to communicable diseases, as well as other potential exposure types including blood and bodily fluids.

Member Exposure to Communicable Diseases July to September 2017

Reported Exposures	July	August	September	Q3 - 2017	Q3 - 2016
Bodily Fluids, Misc.	21	16	26	63	60
Hepatitis A, B, & C	1	2	1	4	2
HIV	4	2	2	8	9
Influenza	0	0	0	0	0
Measles, Mumps, Rubella	0	0	0	0	0
Meningitis	3	1	2	6	9
Staphylococcus Aureus	5	2	4	11	14
Tuberculosis	1	3	2	6	4
Varicella (Chickenpox)	0	0	0	0	0
Other, Miscellaneous	8	6	9	23	21
Total	43	32	46	121	119

Examples of the types of exposures which fall into the category "Other, Miscellaneous" can include, but are not limited to: ringworm, scabies, lice, pertussis (whooping cough), diphtheria, etc.

As a result of a determination made by the Central Joint Health and Safety Committee at its meeting on March 29, 2010, the Occupational Health and Safety Unit monitors incidents where members report exposure to bed bugs. There were 21 reported exposures to bed bugs in the third quarter of 2017.

Medical Advisory Services

The disability statistics provided below summarize all non-occupational cases. By definition, “short-term” refers to members who are off work for greater than fourteen days, but less than six months. “Long-term” refers to members who have been off work for six months or greater.

Disability distribution of Service members as of the end of the third quarter of 2017 is summarized in the following chart.

Member Disabilities: Non-Occupational July to September 2017

Disability Category	End of Q3 – 2017	End of Q3 – 2016
Short Term	56	58
Long Term – LTD	4	4
Long Term – CSLB	73	71
Total Disability	133	133

In comparison to the third quarter of 2016, the total disability for the third quarter of 2017 remains the same. There have been two new members approved for Central Sick Leave Bank (C.S.L.B.) benefits since Q3 of 2016, with the remainder of the change in the short term category.

Workplace Violence and Harassment Statistics:

Bill 168, the *Occupational Health and Safety Amendment Act (Violence and Harassment in the Workplace) 2009*, came into force on June 15, 2010. As a result of this amendment, the *Occupational Health and Safety Act* now includes definitions of workplace violence and workplace harassment, and Part III.0.1 describes employer obligations with respect to violence and harassment in the workplace.

In the third quarter of 2017, there were no new documented complaints which were categorized by Professional Standards as having the potential to meet the criteria of workplace harassment as defined in the *Occupational Health and Safety Act*.

Conclusion:

This report provides an update to the Board on matters relating to occupational health and safety issues for the third quarter of 2017.

The next quarterly report for the period of October 1, 2017 to December 31, 2017 will be submitted to the Board for its meeting in January 2018.

Barbara McLean, Deputy Chief, Human Resources Command, will be in attendance to answer any questions the Board may have regarding this report.

Respectfully submitted,

Mark Saunders, O.O.M.
Chief of Police

MS:RD:cp

Board Report-Public OHS update-Q3 July to September 2017



Toronto Police Services Board Report

October 30, 2017

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: 2017 Operating Budget Variance for the Toronto Police Service, Period Ending September 30, 2017

Recommendation(s):

It is recommended that the Board forward a copy of this report to the City's Chief Financial Officer for information and inclusion in the variance reporting to the City's Budget Committee.

Financial Implications:

Toronto City Council, at its February 15, 2017 meeting, approved the Toronto Police Service's (Service) 2017 operating budget at \$1,004.5 Million (M), a decrease of \$0.2M over the approved 2016 operating budget.

At its March 23, 2017 meeting, the Toronto Police Services Board (Board) approved the Service's revised budget request at the same amount approved by Council (Min. No. P62/17 refers).

City Insurance Allocation:

Following approval of the budget by City Council, on March 31, 2017, the Service was notified by City Finance staff of a further \$0.8M allocation from the Insurance Reserve Fund to the Service's 2017 operating budget. As a result of this reallocation, the Service budget has been restated upwards by \$0.8M to a total of \$1,005.3M. However, this change does not result in additional available funds to the Service, as there will be a corresponding charge from the City related to the Service's contribution to the insurance reserve.

Background / Purpose:

The purpose of this report is to provide the Board with the Service's projected year end variance as at September 30, 2017.

Discussion:

As at September 30, 2017, a \$8.9M favourable year end variance is projected.

Given the significant size of the Service's operating budget, many components require several months of lead time and planning before expenditures can be made responsibly. The Service continuously re-evaluates its plans to ensure that spending can be made in the most effective and economical way possible and that expenditures do not exceed the approved budget.

The following chart summarizes the variance by expenditure and revenue category. Details of each major expenditure category and revenue are discussed in the sections that follow.

Category	2017 Budget (\$Ms)	Actual to Sep 30/17 (\$Ms)	Projected Year-End Actual (\$Ms)	Fav / (Unfav) (\$Ms)
Salaries	\$758.8	\$562.6	\$747.0	\$11.8
Premium Pay	\$40.5	\$30.9	\$46.2	(\$5.7)
Benefits	\$206.5	\$148.2	\$202.7	\$3.8
Materials and Equipment	\$26.3	\$20.0	\$25.8	\$0.5
Services	\$69.1	\$46.3	\$70.1	(\$1.0)
Contributions to / (Draws from) Reserves	\$19.1	\$0.0	\$19.1	\$0.0
Revenue	(\$115.0)	(\$73.4)	(\$114.5)	(\$0.5)
Total Net	\$1,005.3	\$734.6	\$996.4	\$8.9

It is important to note that expenditures do not all follow a linear pattern and therefore year-to-date expenditures cannot be simply extrapolated to year-end. Rather, the projection of expenditures to year-end is done through an analysis of all accounts, taking into consideration factors such as expenditures to date, future commitments expected and spending patterns. In addition, the Service receives significant amounts of in year grant funding and the revenue and expense budgets are adjusted when receipt of funds is confirmed.

Salaries:

A favourable variance of \$11.8M is projected in the salary category.

Expenditure Category	2017 Budget (\$Ms)	Actual to Sep 30/17 (\$Ms)	Projected Year-End Actual (\$Ms)	Fav / (Unfav) (\$Ms)
Uniform Salaries	\$573.1	\$428.8	\$567.5	\$5.6
Civilian Salaries	\$185.7	\$133.8	\$179.5	\$6.2
Total Salaries	\$758.8	\$562.6	\$747.0	\$11.8

The 2017 approved budget includes no funding for uniform hires and assumed that there would be 160 separations during 2017. The Service has experienced an increase in resignations and retirements to date. As at September 30, 2017, the Service was

projecting 215 separations for the year, compared to the 160 included in the 2017 budget and the 200 projected previously. This results in a favourable variance of \$5.0M. In addition, as a result of higher than anticipated separations at the end of 2016 (171 actual for the year vs budgeted of 165), uniform staffing levels at year-end 2016 were lower than assumed at the time the 2017 budget was prepared. The lower than anticipated staffing resulted in continuing annualized salary savings of \$0.6M.

The Service is currently under a hiring moratorium. However, it is very important to note that some civilian position vacancies must be filled to avoid exposing the Service to significant risk, in terms of errors and non-compliance with procedures and legislation, and to ensure units can provide necessary services, efficiently and effectively.

Accordingly, there are some positions that by their nature, roles and responsibilities must be filled. This may occur where investments in functions and people are required to modernize, to achieve other strategic priorities, to comply with legislative requirements, to provide adequate supervision, or just to ensure necessary work gets done. The budget includes funding for 30 strategic hires. Even with these hires, it is estimated that by the end of the year the Service will be down by at least an additional 60 civilian members.

The current favourable projection of \$6.2M in civilian salaries is due mainly to separations being greater than originally anticipated. However, due to workload pressures and the critical nature of work performed in units with significant vacancies, the Service has had to continue to utilize premium pay or hire outside contractors to complete work and other activities that must be performed. These are not sustainable or prudent actions, particularly where filling a necessary vacant position would enable the work to be performed and services provided more cost-effectively.

The Service is reassessing the extent of the moratorium for civilian position vacancies and is beginning the process to start filling those positions that, by the nature of the work the positions perform, must be filled. The status quo with respect to the civilian moratorium and the inability to fill required positions is simply not sustainable and has and will continue to put the Service at risk with respect to day to day work that must be completed, as well as necessary support that civilian functions must provide to enable modernization initiatives to move forward and be implemented.

The inability to fill civilian positions is also putting stress on the remaining staff as they have to perform the work of those who separated from the Service. Overtime has been used to manage the gap, but staff cannot be expected to work significant overtime for long periods of time without the risk of burnout. It is important to note that the Service has experienced a large increase in uniform (25%) and civilian (30%) absenteeism since 2015.

Premium Pay:

An unfavourable variance of \$5.7M is projected in the premium pay category.

Expenditure Category	2017 Budget (\$Ms)	Actual to Sep 30/17 (\$Ms)	Projected Year-End Actual (\$Ms)	Fav / (Unfav) (\$Ms)
Court	\$10.1	\$7.8	\$10.4	(\$0.3)
Overtime	\$6.3	\$5.2	\$6.9	(\$0.6)
Callback	\$5.2	\$5.3	\$7.4	(\$2.2)
Lieutime Cash Payment	\$18.9	\$12.6	\$21.5	(\$2.6)
Total Premium Pay	\$40.5	\$30.9	\$46.2	(\$5.7)

The 2017 operating budget includes a \$2.0M reduction to the premium pay budget. This reduction was made in order to keep the overall 2017 operating budget request at or below the 2016 level. Currently, the Service is projecting a \$3.0M cost pressure in uniform premium pay. This cost pressure is mainly a result of the use of premium pay to manage staff reductions occurring at a rate greater than planned. In addition, the Service incurred \$0.5M of premium pay to cope with security issues around the Invictus Games. The Service will endeavour to reduce its premium pay spending where possible. However, it must be noted that premium pay is subject to the exigencies of policing and uncontrollable events can have an impact on expenditures.

As previously mentioned, additional premium pay is also being incurred as units address critical workload issues resulting from a significant number of civilian staff vacancies across the Service. Civilian overtime and call-backs are authorized where required to ensure deadlines are met, to maintain service levels and for workload that must be completed, to ensure risks are mitigated and additional hard dollar costs are avoided. At this time, the projected unfavourable variance for civilian premium pay is \$2.7M.

The projected higher than budgeted premium pay expenditures have been more than offset by savings in uniform and civilian salaries. However, using premium pay to meet required operational and critical support needs is not prudent or sustainable.

Benefits:

A favourable variance of \$3.8M is projected in this category.

Expenditure Category	2017 Budget (\$Ms)	Actual to Sep 30/17 (\$Ms)	Projected Year-End Actual (\$Ms)	Fav / (Unfav) (\$Ms)
Medical / Dental	\$45.5	\$24.2	\$43.4	\$2.1
O.M.E.R.S. / C.P.P. / E.I. / E.H.T.	\$128.7	\$101.7	\$127.0	\$1.7
Sick Pay /C.S.B./L.T.D.	\$18.1	\$12.3	\$18.1	\$0.0

Expenditure Category	2017 Budget (\$Ms)	Actual to Sep 30/17 (\$Ms)	Projected Year-End Actual (\$Ms)	Fav / (Unfav) (\$Ms)
Other (e.g., W.S.I.B., life insurance)	\$14.2	\$10.0	\$14.2	\$0.0
Total Benefits	\$206.5	\$148.2	\$202.7	\$3.8

Year to date medical/dental costs are trending lower than expected at this time. As a result, the Service is now projecting a \$2.1M favourable variance in this category. Favourable variances in the O.M.E.R.S./C.P.P. /E.I. /E.H.T. category are a result of reduced staffing levels.

Materials and Equipment:

A favourable variance of \$0.5M is projected in this category.

Expenditure Category	2017 Budget (\$Ms)	Actual to Sep 30/17 (\$Ms)	Projected Year-End Actual (\$Ms)	Fav / (Unfav) (\$Ms)
Vehicles (gas, parts)	\$10.9	\$9.1	\$10.4	\$0.5
Uniforms	\$3.8	\$3.2	\$3.8	\$0.0
Other Materials	\$4.6	\$3.5	\$4.6	\$0.0
Other Equipment	\$7.0	\$4.2	\$7.0	\$0.0
Total Materials & Equipment	\$26.3	\$20.0	\$25.8	\$0.5

Although gas prices have fluctuated significantly this year, Service consumption for gasoline has been lower than estimated. As a result, the Service is projecting a \$0.5M favourable variance in the Vehicles expenditure category.

Services:

An unfavourable variance of \$1.0M is projected in this category.

Expenditure Category	2017 Budget (\$Ms)	Actual to Sep 30/17 (\$Ms)	Projected Year-End Actual (\$Ms)	Fav / (Unfav) (\$Ms)
Legal Indemnification	\$2.6	\$1.2	\$2.6	\$0.0
Uniform Cleaning Contract	\$1.1	\$1.1	\$1.1	\$0.0
Courses / Conferences	\$2.5	\$1.0	\$2.5	\$0.0
Clothing Reimbursement	\$1.5	\$0.4	\$1.5	\$0.0
Computer / Systems Maintenance	\$18.0	\$16.2	\$18.0	\$0.0
Phones / cell phones / 911	\$4.0	\$2.9	\$4.0	\$0.0

Expenditure Category	2017 Budget (\$Ms)	Actual to Sep 30/17 (\$Ms)	Projected Year-End Actual (\$Ms)	Fav / (Unfav) (\$Ms)
Caretaking / maintenance utilities	\$19.3	\$8.9	\$20.3	(\$1.0)
Other Services	\$20.1	\$14.6	\$20.1	\$0.0
Total Services	\$69.1	\$46.3	\$70.1	(\$1.0)

The Service is projecting a \$1.0M unfavourable variance in utilities. The main reason for this variance is due to a Toronto Hydro billing error at the Toronto Police College facility. The reasons for the error were provided in the previous variance report to the Board. According to Toronto Hydro, the Ontario Energy Board Retail Code indicates that they must be reimbursed for any billing errors to a maximum of two years. In this case, the Service owes approximately \$978,000 in retroactive charges. This will also cause a pressure on the 2018 operating budget.

Contributions to / (Draws from) Reserves:

A net zero variance is projected in this category.

Reserves Category	2017 Budget (\$Ms)	Actual to Sep 30/17 (\$Ms)	Projected Year-End Actual (\$Ms)	Fav / (Unfav) (\$Ms)
Contribution to Reserves	\$40.9	\$0.0	\$40.9	\$0.0
Draws from Reserves	(\$21.8)	\$0.0	(\$21.8)	\$0.0
Contributions to / (Draws from) Reserves	\$19.1	\$0.0	\$19.1	\$0.0

As part of the annual operating budget process, the Board and Council approve contributions to and expenditures from reserves. The various reserves are established to provide funding for anticipated expenditures to be incurred by the Service, and to avoid large swings in costs from year to year. The Service contributes and/or draws from the following reserves: City Sick Pay Gratuity; City Insurance; Vehicle and Equipment; Central Sick; Post-Retirement Health and Legal. The above figures do not include the requested contribution of \$3.5M to the Service's Modernization Reserve from the 2016 year-end surplus. Although, this request has been approved by Council, we are still awaiting approval of the reserve criteria before the reserve can be accessed.

The adequacy of reserves is reviewed annually, based on the Service's estimated spending and asset replacement strategies. Contributions are made and expensed to the operating budget accordingly. The Service works closely with City Finance staff to ensure that assumptions are reasonable and justifiable. At this time, no variance is anticipated.

Revenue:

A unfavourable variance of (\$0.5M) is projected in this category.

Revenue Category	2017 Budget (\$Ms)	Actual to Sep 30/17 (\$Ms)	Projected Year-End Actual (\$Ms)	Fav / (Unfav) (\$Ms)
Recoveries from City	(\$9.6)	(\$6.7)	(\$9.6)	\$0.0
Other Government grants	(\$48.6)	(\$29.8)	(\$48.8)	\$0.2
Fees (e.g., paid duty, alarms, reference checks.)	(\$12.5)	(\$9.6)	(\$13.2)	\$0.7
Secondments	(\$2.4)	(\$1.4)	(\$2.4)	\$0.0
Other Revenues (e.g., prisoner return)	(\$8.7)	(\$6.9)	(\$8.7)	\$0.0
Paid Duty - Officer Portion	(\$24.7)	(\$19.0)	(\$24.7)	\$0.0
Miscellaneous Revenue	(\$8.5)	\$0.0	(\$7.1)	(\$1.4)
Total Revenues	(\$115.0)	(\$73.4)	(\$114.5)	(\$0.5)

The favourable variance in Other Government Grants is a result of the funding for provincial uploading of courts being slightly higher than originally estimated.

In late December 2016, the Ministry of Community Safety and Correctional Services announced the availability of funding under a new Policing Effectiveness and Modernization (P.E.M.) grant. Under this new transitional grant, funds are to be used to support modernization initiatives that improve the efficiency and effectiveness of community safety and policing services. As the objective of the grant program is to fund modernization initiatives, the Service applied for initiatives that align with the Transformational Task Force's (T.T.F.) direction and assist the Service in implementing the recommendations in the T.T.F. report. The Service's 2017 operating budget had assumed \$8.5M of provincial funding that could be applied against existing expenditures. This amount was originally budgeted as miscellaneous revenue. In June, the Ministry approved the Service's grant applications, as a result, most of the miscellaneous revenue budgeted will be achieved with grant revenue from the P.E.M. grant. However, because the P.E.M. grant runs from April 1st 2017 to March 31st 2018, a portion of the funding will not be received until 2018, resulting in an unfavourable variance of \$1.4M in 2017.

At this point in time, recoveries for fees are trending favourable. The Service is now in a position to reflect a favourable variance of \$0.7M.

Transformational Task Force:

When the Board approved the T.T.F. report, they approved a quarterly reporting requirement to provide the Board information on the status of the implementation of the various recommendations, including updates on financial impacts to implement the recommendations. As such, any savings and costs related to implementation of the T.T.F. recommendations will be reported to the Board in that quarterly report. Should there be a net variance impact from the T.T.F. recommendations that impacts the

overall Service variance, the impact will be reported as part of the Service variance reporting process as well.

Conclusion:

As at September 30, 2017, the Service is projecting a favourable variance of \$8.9M. Expenditures and revenues will continue to be closely monitored throughout the year.

Mr. Tony Veneziano, Chief Administrative Officer, will be in attendance to answer any questions the Board may have regarding this report.

Respectfully submitted,

Mark Saunders, O.O.M.
Chief of Police

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Toronto Police Services Board Report

October 30, 2017

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: 2017 Capital Budget Variance Report for the Toronto Police Service, Period Ending September 30, 2017

Recommendation(s):

It is recommended that the Board forward a copy of this report to the City's Chief Financial Officer for information and inclusion in the City's overall variance report to the City's Budget Committee.

Financial Implications:

Toronto City Council, at its meeting of February 16, 2017, approved the Toronto Police Service's (Service) 2017-2026 capital program at a net amount of \$17.5 Million (M) for 2017, and a net total of \$224.3M for 2017-2026. The net available funding in 2017 is \$38.4M, which includes the 2016 carry forward of \$20.9M. The revised Council approved program (Attachment A) was approved by the Toronto Police Services Board (Board) at its meeting of March 23, 2017 (Min. No. P61/17 refers).

As at September 30, 2017, the Service is projecting total net expenditures of \$30.5M compared to \$38.4M in available funding (a spending rate of 79.6%). The projected under-expenditure for 2017 is \$7.8M, all of which will be carried forward to 2018.

Background / Purpose:

The purpose of this report is to provide the Board with the status of the Service's capital projects as at September 30, 2017.

Discussion:

Attachment A provides the Service's approved 2017-2026 capital program.

Status of Capital Projects:

Attachment B provides a status summary of the on-going projects from 2016 as well as projects that started in 2017. Any significant issues or concerns have been highlighted below in the “Key Highlights/Issues” section of this report.

Key Highlights/Issues:

As part of its project management framework, the Service uses a colour code system (i.e. green, yellow or red) to reflect the health status of capital projects. The overall health of each capital project is based on budget, schedule and scope considerations. The colour codes are defined as follows:

- Green – on target to meet project goals (scope/functionalities), and on budget and schedule;
- Yellow – at risk of not meeting certain goals, some scope, budget and/or schedule issues, and corrective action required; and
- Red – high risk of not meeting goals, significant scope, budget and/or schedule issues, and corrective action required.

The following provides summary information on key projects within the 2017-2026 capital program. Summary information includes status updates as at the time of writing this report.

54/55 Divisions Amalgamation (Part of Facility Realignment project) (\$39.4M)

Current Status - **Red**

Previous Variance Report Status – **Red**

The Way Forward Report recommends a modernized policing model for the City of Toronto (City), which includes a leaner facilities footprint, consistent with the previous strategy of the Service. This allows the Service to transition to a new service delivery model and equip itself with facilities and technology required to optimize the delivery of policing services. The amalgamation of 54 and 55 divisions is the first step in the phased facilities optimization strategy.

The Service has been working with City Real Estate Services and City Planning, and a working team and steering group have been established to select an appropriate site. Some potential sites have been identified, including City-owned properties for the new consolidated division facility, and the pros and cons of each option are being analysed. The three short listed sites (all City owned) were presented to two community consultation meetings held on October 10th and October 17th. The feedback from these meetings is being reviewed and a decision on a recommended site will be made in the next month. The Service will apprise the Board of the recommended site, and City Real Estate will follow the normal process for Council approval through the City’s Executive Committee. Until approval of the site is finalized, the status of the project remains at

Red. From the available funding, approximately \$50,000 will be spent in 2017, mainly for community consultation facilitation services, as well as the cost of public notification of the meetings and the printing of pamphlets. The remaining \$6.95M, allocated to the cost of land and Architectural consultant, will be carried forward to 2018.

Peer to Peer Site (Disaster Recovery Site) (\$19.9M)

Current Status - **Yellow**

Previous Variance Report Status - **Yellow**

This project provides funding for a new Peer-to-Peer facility. The real estate transaction for a suitable site closed on December 5, 2016. The tendering process for the major construction trades is complete and recommendations are being brought forward for approval. The consultant applied for site plan approval (S.P.A.) in December 2016. The fourth set of S.P.A. comments were received and drawings were revised and resubmitted in September. The Service received a conditional permit in September and site work has commenced. There will be an impact to the project schedule due to the process of acquiring municipal approvals and permits, delaying the start of construction by 3 months. This delay will be monitored and any potential efficiencies will be reviewed to bring the project back on schedule. As a result, the project status remains at yellow.

The Board will be kept apprised of the status of this project, through the variance reporting process.

From the available funding of \$4.8M in 2017, \$930K will be carried forward to 2018.

Transforming Corporate Support (\$8.7M)

Current Status - **Yellow**

Previous Variance Report Status – **Green**

The Service utilizes the PeopleSoft Human Resource Management System (H.R.M.S.) to manage personnel data and to administer and report payroll and benefits information. During Phase I of the Transforming Corporate Support capital project, the H.R.M.S. was completely upgraded to the most current release, and a four-year blueprint for future technology enhancements was approved.

The scope of Phase II included the following project streams:

1. Operational Enhancements/Production Support (including application enhancements and centralization of data entry)
2. Core System Redesign (security administration, position management and organizational charts, Human Resources analytics)
3. Talent Management Tools (training administration, uniform recruitment, performance management, diversity analytics, recruitment and performance analytics)

4. Benefits/Pension/Payroll Optimization and Automation
5. Time and Labour Planning (to replace the existing Time and Resource Management System)

The project's objectives include the centralization and optimization of human resource related administrative processes and services, the redesign of policy and governance associated with these processes, the implementation of enhanced functionality to facilitate self-service and performance/talent management, streamlining of payroll, benefits and retiree administration, and the provision of analytics and dashboards to support supervisory and management personnel. These objectives closely align with the ongoing human resource restructuring within the Service, for example the H.R. restructure and the creation of an employee service centre, and will provide the Service with the tools to execute many of the modernization initiatives recommended by the Transformational Task Force.

As part of the centralization plan, members of Employee Records, Payroll and Benefits Administration were relocated to a central area within the Service. Members of this centralized group have begun to assume data entry into H.R.M.S. that has historically been entered in a number of units across the Service. The centralization of job data entry will continue in a phased approach to support the streamlining of human resources administration and the maintenance of data integrity on a long-term basis.

The project team continues to provide production support in response to inquiries from members across the Service. Management and ongoing processes to monitor these requests have been optimized, including the implementation of a central repository to log and evaluate all types of issues and escalate requests that warrant further investigation and resolution by members of the project team. Designated operational enhancements are released into production on an ongoing basis to resolve system related issues and respond to immediate operational needs from the business.

The reconfiguration of core H.R.M.S. data will result in up-to-date, consolidated, and standardized terminology and values in many fields that Service personnel rely upon for human resources metrics and reporting. The focus of the core system redesign has recently shifted to support the Service's restructuring priorities that will entail many changes within the H.R.M.S. The project team is liaising with the Service's Strategy Management team to ensure the coordination of project goals and timelines and to provide human resources management system support.

The Service-wide rollout of automated training administration has facilitated self-enrolment and online supervisory approvals for courses offered at the Toronto Police College, and in some cases, at specialized units across the Service. The project's talent management team has received requests from a number of units to incorporate specialized training in the online course catalogue and to expand the automated alert notifications to other licensed or certification courses, as well as alerts for mandatory courses. The team is liaising with subject matter experts at the Toronto Police College to evaluate and prioritize these requests.

The talent management project stream deliverables encompass online recruiting for mission opportunities under the International Police Operations Program, and the tracking of background screening files within the H.R.M.S. system's eRecruit. Additional reporting and analytics requirements pertaining to training and talent acquisition have been identified and will be developed by technical experts assigned to the project team. The team is meeting with the Service's HR Performance Management group with respect to the development of online talent management acquisition and performance monitoring tools using a newly purchased e-Performance module in the H.R.M.S.

The benefits/pension/payroll project stream has consolidated the number of pay groups, streamlining day-to-day payroll administrative processes. The development of an interface with the Service's benefits provider is progressing well, which will support benefits administration for retirees and active member coverage changes. Additional self-service functionality is also being explored.

The team is currently configuring benefits plans and programs to facilitate the management of all retirees within the H.R.M.S. Preparation for this component has necessitated a great deal of data correction and technical script development for data conversion. Mapping of general ledger accounts is also underway to support the development of a new interface between PeopleSoft payroll expense accounting and the City's financial reporting system.

The status of this project is changed from Green to Yellow due to some delays which have no direct impact on budget at this point but could impact planned timelines. Preparations for the implementation of PeopleSoft Time and Labour were to commence in the third quarter of 2017. However, the timing of this project component will be evaluated early in the fourth quarter, pending the release of details surrounding organizational restructuring initiatives and timelines.

At this time, it is anticipated that \$1.5M of the \$3M available funding will be carried forward to 2018.

Enterprise Business Intelligence (\$10.2M)

Current Status - **Yellow**

Previous Variance Report Status - **Red**

The Enterprise Business Intelligence (E.B.I.) system solution represents a set of methodologies, processes, architectures, and technologies that transform raw data into consistent, reliable and useful information used to enable effective strategic, tactical, and operational insights and analysis, as well as decision-support information. Police services such as Edmonton, Vancouver, New York and Chicago have some form of E.B.I. solutions.

The contract was awarded to I.B.M and the project was formally started in December 2016. The project team has completed the project initiation and E.B.I. solution review.

The team is still working with I.B.M. on the hardware configuration and software installation of the development technical environment.

The status of this project has improved from Red to Yellow due to the realization of the remedy plan agreed between the Service and I.B.M. relating to the data scope and milestone schedule. A project change request has been initiated to capture the scope adjustment and milestone schedule impacts. The status will remain Yellow until the completion of the data profiling activities and the delivery of the Micro design documentations by the end of October. The Board will continue to be kept apprised of the status of this project, through the variance reporting process.

At this time, it is anticipated that from the available funding of \$5.8M, \$950K will be carried forward to 2018.

Radio Replacement Project (\$39.4M)

Current Status - **Yellow**

Previous Variance Report Status - **Yellow**

This project is for the replacement and acquisition of mobile and portable radios. Currently, the Service's Telecommunications Services Unit (T.S.U) maintains approximately 5,000 mobile/portable radio units.

At this point, this project does not include any anticipated changes from the Way Forward recommendations. The number of radios required within the Service will be adjusted during the term of the project in response to current operational requirements, the decline in uniform members and the impact of T.T.F. related initiatives, as appropriate.

Although the lifecycle for these radios is ideally seven years, the Service has extended the replacement lifecycle to ten years, in order to reduce capital costs. While the extension of this lifecycle to ten years has resulted in some incremental operating (repair and maintenance) costs, there is still an overall cost benefit to the Service. Some radios have already exceeded their projected ten-year lifecycle and, to ensure the on-going performance of this critical equipment, the Service requires a vendor to supply mobile and portable radios, as well as related professional and technical radio services, radio management software, and parts and materials to maintain and repair existing radios.

A R.F.P. for the purchase of radios over a ten-year period was issued on June 30, 2017 and closed on August 30, 2017. The Proposal evaluation phase began on September 5, 2017. The Board approved the contract award to Motorola Inc. at its October 26, 2017 meeting.

Connected/Mobile Officer Initial Phase - \$2.6M

Current Status - **Green**

Previous Variance Report Status – **Green**

The Way Forward report recommended an investment in the potential transitioning to smart devices to be carried by officers. This includes a full application suite and e-notebook, as well as updating existing applications to a mobile environment which allows officers to be connected at all times to the most current operational information.

Police stations are one of the most traditional symbols of the relationship between police and communities. They are where equipment is stored, prisoner processing takes place, and the place where officers start and finish their working day.

As we move forward and modernize, the Service will be strategically placing officers throughout neighbourhoods to serve the growing demands of the city. The mobile technology will allow us to move beyond the facility footprint of past models. Technologically connected officers will have new mobile devices, which can access the information they require from anywhere. With functions that allow officers to file reports, make calls, correspond via email, and access databases, there will be a reduced reliance on the use of workstations at police stations and increased time spent in communities.

The initial phase of the project, which includes a proof of concept (P.O.C.) and the acquisition of 700 devices, will cost \$2.6M, funded from the Ministry of Community Safety and Correctional Services Police Effectiveness and Modernization (P.E.M.) grant. City Finance staff have advised that they will revise the 2017-2026 gross and net capital program with no impact on debt funding to include this amount.

The total capital project cost is estimated at \$24.2M and City Finance staff have advised that this project be included below the line in the Service's the 2018 - 2027 Capital Program, since it does not fit within the debt target allocated to the Service. Subsequent to the review and evaluation of other Service/City priorities, and as part of the capital budget review process, which will also consider the on-going annual operating costs to maintain this program, a determination will be made as to whether this project can be included in the 2018-2027 capital program.

Body Worn Cameras (B.W.C.) Initial Phase - \$0.5M

Current Status - **Green**

Previous Variance Report Status – **Green**

In February 2015, the Service started a 12-month pilot project (at a total cost of \$0.43M) to explore the benefits, challenges, and issues surrounding the use of body worn

cameras. The pilot finished in March 2016, and a report was provided and a presentation made to the Board's September 2016 meeting. The report concluded that B.W.C. was strongly supported by the community as well as the Service's officers. However, the cost to implement and operate a B.W.C. program would be significant. The pilot used on premise storage, as cloud technology was not available in Canada at the time.

Implementing a body worn camera program within the Service will involve significant one-time (capital) and on-going (camera and infrastructure replacement, image storage management, including retrieval, administration, etc.) costs. The Service is therefore moving forward very carefully with a potential body worn camera system, through the issuance of a non-binding R.F.P. that can now consider cloud storage as part of a potential solution. This will be a large and complex procurement, as well as a significant long-term investment, and will therefore require a well-crafted R.F.P. that results in the best overall solution, at the best value and that ensures the Service's and the Board's interests are protected, both short and long-term.

It is important to note that while the public and officers supported body worn cameras during the pilot project, the final decision will have to consider the value and benefits these cameras would provide relative to the significant one-time capital and on-going operating costs the Service would have to fund. Given the current fiscal challenges, the implementation of a body worn camera program will also need to be considered against other Service needs and priorities. The initial budget is to cover the cost of various external expertise required to effectively oversee, manage and analyse the B.W.C. non-binding R.F.P. process, including the evaluation of proposals received. In 2017, \$0.1M of the available funding of \$0.5M will be spent and the rest will be carried forward to 2018.

State of Good Repair (\$5.7M available funds in 2017 – ongoing)

Current Status – **Yellow**

Previous Variance Report Status - **Yellow**

State of Good Repair (S.O.G.R.) funding is used to maintain the safety, condition and customer requirements of existing bricks and mortar buildings. The Service, however, has developed a work-plan to use these funds to optimize service delivery and enhance efficiencies for both buildings and technology improvements.

The status of the project is Yellow as some of the projects within S.O.G.R. are on hold until decisions from The Way Forward recommendations about facility realignment are made.

At this time, it is anticipated that, from the available funding of \$5.7M in 2017, \$1.2M will be carried forward to 2018.

52 Division Renovations (\$9.3M)

Current Status - **Green**

Previous Variance Report Status - **Green**

This project provides funding for the 52 Division facility renovations to correct building deficiencies and create better usable space.

The project start was delayed due to the lack of resources in the Service's Facilities Management unit. Since taking over, the Service's Project Coordinator has accelerated the plan and managed to maintain the project on budget. The project is nearing substantial completion and the renovated facility is currently fully occupied and operational.

It should be noted that some key building deficiencies are still outstanding and must be corrected by the general contractor. The Service is in discussions with its prime consultant and the contractor to get the issues corrected to the Service's satisfaction and in a timely manner.

Expansion of Conducted Energy Weapons (C.E.W) - \$0.75M

Current Status - **Red**

Previous Variance Report Status – **Red**

C.E.W.s are handheld less-lethal weapons which have proven to be a less injurious force option that has helped to safely resolve violent and potentially violent incidents. The Service currently has 545 C.E.W.s issued to uniform front line supervisors, and selected members of specialized units.

The 2017 capital program includes the acquisition and deployment of an additional 250 C.E.W.s to selected uniform frontline police constables and constables from designated specialized units. At the October 20, 2016 Board meeting, it was decided that prior to the deployment of any additional C.E.W.s, a community consultation would be conducted, which would include the Board Mental Health Sub-committee. (Min.No. P244/16 refers).

A community consultation was held on October 18, 2017. The acquisition of additional C.E.W.s is pending, until a report is provided back to the Board. If no C.E.W.s are purchased in 2017, then the entire amount (\$750K) will be carried forward to 2018.

Parking Handheld – Administrative Penalty System (A.P.S) Project (\$5.5M total project cost = \$2.55M from Debt + \$2.97M Lifecycle replacement from Reserve)

Status – **Yellow**

Previous Variance Report Status – **Yellow**

Based on City Council's decision at its July 2016 meeting, the City changed the governance and administrative requirements to establish an A.P.S. for parking violations (i.e. parking tickets) which will include an Administrative Penalty Tribunal. This change was effective August 28, 2017.

A.P.S. requires capturing photo evidence for parking tags and changing the format of the current parking tag. Phase one of this project requires a change to the existing system to accommodate A.P.S. requirements. This change will impact the tag design and business process. The change in format was implemented in August 2017.

Phase two of the project includes the implementation of the new system to accommodate APS requirements that includes photo evidence. The existing handheld system does not have photo evidence functionality. This functionality is being implemented as an enhancement to the planned handheld lifecycle replacement project.

The R.F.P. was released in November 2016 and closed in January 2017. The project team has reviewed the R.F.P. responses and pilot testing of the proposed system(s) was completed in June. The Board approved the award of the contract in its August 2017 meeting (Min. No. P244/16 refers). The target implementation date is estimated for February 2018.

By implementing an administrative penalty system for parking by-law violations, the City of Toronto, as well as the Province of Ontario, will ensure that parking bylaw matters are resolved through a streamlined process administered by the City without the requirement of utilizing a court process under the *Provincial Offences Act*.

It is anticipated that \$3.3M of the total project cost of \$5.5M (\$2.1M photo evidence plus \$1.2M lifecycle replacement) will be carried forward to 2018.

Vehicle and Equipment Lifecycle Replacements

Projects listed in this category are funded from the Vehicle and Equipment Reserve (Reserve), which is in turn funded through annual contributions from the Service and Parking Enforcement operating budgets. The Reserve has no impact on the capital Program and at this time, does not require debt funding. Items funded through this reserve include the regular replacement of vehicles and information technology equipment.

The projected under-expenditure for 2017 is \$10.1M, all of which will be carried forward to 2018. Significant variances are :

- \$1.3M – Furniture Lifecycle - No current vendor. Will be joining the Provincial vendor agreement
- \$2.6M – I.T. Business Resumption - Delay in lifecycle replacement until move to the new Peer to Peer Site
- \$2.5M – Network Equipment - Delay in lifecycle of network equipment until move to the new Peer to Peer Site

- \$1.2M – Wireless parking (see above under Parking Handheld)

Conclusion:

As at September 30, 2017, the Service is projecting total net expenditures of \$30.5M compared to \$38.4M in available funding from net debt. The projected under-expenditure for 2017 is \$7.8M, all of which will be carried forward to 2018.

Mr. Tony Veneziano, Chief Administrative Officer, will be in attendance to answer any questions the Board may have regarding this report.

Respectfully submitted,

Mark Saunders, O.O.M.
Chief of Police

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2017-2026 Capital Program Request (\$000s) - Council Approved Feb 16, 2017

Attachment A

Project Name	Plan to end of 2016	2017	2018	2019	2020	2021	Total 2017-2021 Request	2022	2023	2024	2025	2026	Total 2022-2026 Forecast	Total 2017-2026 Program	Total Project Cost
Projects In Progress															
State-of-Good-Repair - Police		4,400	4,400	4,400	4,530	3,925	21,655	4,400	4,400	4,400	4,400	4,400	22,000	43,655	43,655
Transforming Corporate Support (TRMS & HRMS) *	2,535	2,500	2,100	1,500	400		6,500				0	0	0	6,500	9,035
Peer to Peer Site (Disaster Recovery Site) *	4,665	4,000	7,759	3,500	0	0	15,259	0	0	0	0	0	0	15,259	19,924
Facility Realignment *	7,000	7,000	3,195	27,561	35,247	21,061	94,064	17,028	17,740	14,066	12,459	12,906	74,199	168,263	168,263
Enterprise Business Intelligence	6,405	2,811	1,000	0	0	0	3,811	0	0	0	0	0	0	3,811	10,216
TPS Archiving	50		650	0	0	0	650	0	0	0	0		0	650	700
Radio Replacement	14,141		4,779	3,664	4,949	6,074	19,466	4,544	42	1,026	226		5,838	25,304	39,445
Total, Projects In Progress	34,796	20,711	23,883	40,625	45,126	31,060	161,405	25,972	22,182	19,492	17,085	17,306	102,037	263,442	291,238
Upcoming Projects															
Conducted Energy Weapon (CEW)	0	750	0	0	0	0	750	0	0	0	0	0	0	750	750
Body Worn Camera - Initial phase	0	500	0	0	0	0	500	0	0	0	0	0	0	500	500
Parking Handheld APS		2,550	0				2,550						0	2,550	2,550
AFIS (next replacement)	0	0	0	3,053	0	0	3,053	0	0	0	0	0	0	3,053	3,053
Property & Evidence Warehouse Racking	0	0	0	0	0	0	0	0	1,040	0	0	0	1,040	1,040	1,040
Total, Upcoming Capital Projects:	0	3,800	0	3,053	0	0	6,853	0	1,040	0	0	0	1,040	7,893	7,893
Total Gross Debt Funded Capital Projects:	34,796	24,511	23,883	43,678	45,126	31,060	168,258	25,972	23,222	19,492	17,085	17,306	103,077	271,335	299,131
Other than debt expenditure (Draw from Reserve)															
Total Reserve Projects:	212,902	22,300	20,884	33,062	24,335	21,575	122,156	24,145	20,598	37,234	24,646	22,870	129,493	251,648	464,551
Total Gross Projects	247,698	46,811	44,767	76,740	69,461	52,635	290,414	50,117	43,820	56,726	41,731	40,176	232,570	522,984	763,682
Funding Sources:															
Vehicle and Equipment Reserve	(212,902)	(22,300)	(20,884)	(33,062)	(24,335)	(21,575)	(122,156)	(24,145)	(20,598)	(37,234)	(24,646)	(22,870)	(129,493)	(251,648)	(464,551)
Funding from Development Charges	(21,476)	(7,000)	(2,931)	(3,539)	(13,801)	(4,120)	(31,391)	(5,204)	(9,908)	0	0	(578)	(15,690)	(47,081)	(68,557)
Total Funding Sources:	(234,378)	(29,300)	(23,815)	(36,601)	(38,136)	(25,695)	(153,547)	(29,349)	(30,506)	(37,234)	(24,646)	(23,448)	(145,183)	(298,729)	(533,108)
Total Net Debt-Funding Request:	13,320	17,511	20,952	40,139	31,325	26,940	136,867	20,768	13,314	19,492	17,085	16,728	87,387	224,254	230,574
5-year Average:							27,373						17,477	22,425	
City Target:		21,411	24,345	39,402	31,800	24,891	141,849	23,386	18,956	19,967	16,301	12,000	90,610	232,459	
City Target - 5-year Average:							28,370						18,122	23,246	
Variance to Target:		3,900	3,393	(737)	475	(2,049)	4,982	2,618	5,642	475	(784)	(4,728)	3,223	8,205	
Cumulative Variance to Target			7,293	6,556	7,031	4,982		7,600	13,242	13,717	12,933	8,205			
Variance to Target - 5-year Average:							996						645	820	

* These projects have returned funding to the City due to one year carry forward rule. These amounts are not reflected in the total project cost.

Attachment B

2017 Capital Budget Variance Report as at September 30, 2017 (\$000s)

Project Name	Carry Forward from 2016	2017 Budget	Available to Spend in 2017	2017 Projection	Year-End Variance - (Over)/ Under	Carry Forward to 2018	Total Project Budget	Total Project Cost (Projects)	Project Variance - (Over) / Under	Comments	Overall Project Health
Debt-Funded Projects											
Facility Projects:											
54/55 Divisions Amalgamation	0.0	7,000.0	7,000.0	50.0	6,950.0	6,950.0	39,425.0	39,425.0	-	Please refer to the body of the report.	Red
TPS Archiving	50.0	0.0	50.0	50.0	-	0.0	700.0	700.0	-	Design portion will be completed in 2017.	Green
Information Technology Projects:											
Peer to Peer Site	840.2	4,000.0	4,840.2	3,910.0	930.2	930.2	19,924.3	19,924.3	-	Please refer to the body of the report.	Yellow
Transforming Corporate Support	525.2	2,500.0	3,025.2	1,563.0	1,462.2	1,462.2	8,742.4	8,742.4	-	Please refer to the body of the report.	Yellow
Enterprise Business Intelligence	3,036.3	2,811.0	5,847.3	4,900.0	947.3	947.3	10,216.0	10,216.0	-	Please refer to the body of the report.	Yellow
Electronic Document Management (Proof of Concept)	273.7	0.0	273.7	273.7	-	0.0	500.0	500.0	-	Project will be completed in 2017.	Green
Radio Replacement	14,054.2	0.0	14,054.2	14,054.2	-	0.0	39,445.0	39,445.0	-	Please refer to the body of the report.	Yellow
Connected Officer	0.0	2,632.4	2,632.4	919.7	1,712.7	1,712.7	24,200.0	24,200.0	-	Please refer to the body of the report.	Green
Body Worn Camera - Initial phase	0.0	500.0	500.0	100.0	400.0	400.0	500.0	500.0	-	Please refer to the body of the report.	Green
Replacements / Maintenance / Equipment Projects:											
State-of-Good-Repair - Police	1,347.2	4,400.0	5,747.2	4,514.5	1,232.7	1,232.7	n/a	n/a	-	Please refer to the body of the report.	Yellow
52 Division Renovations	733.6	0.0	733.6	733.6	-	0.0	9,268.0	9,268.0	-	Please refer to the body of the report.	Green
Conducted Energy Weapon (CEW)	0.0	750.0	750.0	0.0	750.0	750.0	750.0	750.0	-	Please refer to the body of the report.	Red
Parking Handheld APS	0.0	2,550.0	2,550.0	444.7	2,105.3	2,105.3	2,550.0	2,550.0	-	Please refer to the body of the report.	Yellow
Total Debt-Funded Projects	20,860.4	27,143.4	48,003.8	31,513.4	16,490.4	16,490.4					
Lifecycle Projects (Vehicle & Equipment Reserve)											
Vehicle Replacement	1,076.6	5,693.0	6,769.6	6,769.6	-	0.0	n/a	n/a	n/a	Please refer to the body of the report.	
IT-Related Replacements	5,377.7	12,440.0	17,817.7	11,483.6	6,334.1	6,334.1	n/a	n/a	n/a	Please refer to the body of the report.	
Other Equipment	2,039.3	4,167.0	6,206.3	2,467.6	3,738.8	3,738.8	n/a	n/a	n/a	Please refer to the body of the report.	
Total Lifecycle Projects	8,493.7	22,300.0	30,793.7	20,720.8	10,072.9	10,072.9					
Total Gross Expenditures:	29,354.1	49,443.4	78,797.5	52,234.3	26,563.3	26,563.3	Percent spent:		66.3%		
Less other-than-debt funding:											
Funding from Developmental Charges	0.0	(7,000.0)	(7,000.0)	(50.0)	(6,950.0)	(6,950.0)	n/a	n/a	n/a		
Funding from PEM Grant - Connected Officer	0.0	(2,632.4)	(2,632.4)	(919.7)	(1,712.7)	(1,712.7)	n/a	n/a	n/a	Please refer to the body of the report for Connected Officer	
Vehicle & Equipment Reserve	(8,493.7)	(22,300.0)	(30,793.7)	(20,720.8)	(10,072.9)	(10,072.9)	n/a	n/a	n/a		
Total Other-than-debt Funding:	(8,493.7)	(31,932.4)	(40,426.1)	(21,690.5)	(18,735.6)	(18,735.6)					
Total Net Expenditures:	20,860.4	17,511.0	38,371.4	30,543.7	7,827.7	7,827.7			79.6%		

Total Project Budget is adjusted for returned funds to the City in previous years



Toronto Police Services Board Report

October 30, 2017

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: Operating Budget Variance Report for the Toronto Police Service Parking Enforcement Unit, Period Ending September 30, 2017

Recommendation:

It is recommended that the Board forward a copy of this report to the City of Toronto's Chief Financial Officer for information and for inclusion in the variance reporting to the City's Budget Committee.

Financial Implications:

At its October 20, 2016 meeting, the Toronto Police Services Board (Board) approved the Parking Enforcement Unit's (P.E.U.) 2017 operating budget at a net amount of \$46.7 Million (M) (Min. No. P243/16 refers). Subsequently, Toronto City Council, at its February 15, 2017 meeting, approved the P.E.U.'s 2017 operating budget at the same amount.

Background / Purpose:

The Toronto Police Service (Service) P.E.U. operating budget is not part of the Service operating budget. While the P.E.U. is managed by the Service, the P.E.U.'s budget is maintained separately in the City's non-program budgets. In addition, revenues from the collection of parking tags issued accrue to the City, not the Service.

The purpose of this report is to provide information on the P.E.U.'s 2017 projected year-end variance as at September 30, 2017.

Discussion:

As at September 30, 2017, a favourable variance of \$2.3M is projected to year end.

The following chart summarizes the variance by category of expenditure, followed by information on the variance for both salary and non-salary related expenses.

Category	2017 Budget (\$Ms)	Actual to Sep 30/17 (\$Ms)	Projected Year-End Actual (\$Ms)	Fav/(Unfav) (\$Ms)
Salaries	\$30.6	\$21.2	\$28.5	\$2.1
Premium Pay	\$2.7	\$2.1	\$2.9	(\$0.2)
Benefits	\$7.7	\$3.7	\$7.5	\$0.2
Total Salaries & Benefits	\$41.0	\$27.0	\$38.9	\$2.1
Materials & Equipment	\$1.4	\$0.6	\$1.4	\$0.0
Services	\$5.8	\$1.9	\$5.8	\$0.0
Revenue (e.g. TTC, towing recoveries)	(\$1.5)	(\$0.6)	(\$1.7)	\$0.2
Total Non-Salary	\$5.7	\$1.9	\$5.5	\$0.2
Total Net	\$46.7	\$28.9	\$44.4	\$2.3

It is important to note that expenditures do not all follow a linear pattern and therefore year-to-date expenditures cannot be simply extrapolated to year-end. Rather, the projection of expenditures to year-end is done through an analysis of all accounts, taking into consideration factors such as expenditures to date, future commitments expected and spending patterns.

Salaries & Benefits (including Premium Pay):

A favourable projection of \$2.1M is projected in salaries and benefits. P.E.U. generally schedules one recruit class per year and hires the appropriate number of officers to ensure that, on average, it is at its full complement of officers during the year. The size of the recruit class is based on projected separations for the year.

One of the Board approved recommendations from the Transformational Task Force (T.T.F.) report is to assess whether alternative service delivery options exists to the current parking enforcement operation that will lower operating costs. Hiring for the P.E.U. has therefore been placed on hold pending this assessment. This has resulted in the projected salary savings. The favourable variance in benefits is also a result of reduced staffing levels.

Nearly all premium pay at the P.E.U. is related to enforcement activities, attendance at court and the backfilling of members attending court. With respect to enforcement activities, premium pay is utilized to staff special events or directed enforcement activities. The opportunity to redeploy on-duty staff for special events is minimal, as this will result in decreased enforcement in the areas from which they are being deployed. Directed enforcement activities are instituted to address specific problems. All premium pay expenditures are approved by supervisory staff and carefully controlled. An unfavourable variance of \$0.2M is projected in premium pay at this time. This variance

is due to recoverable activities, resulting in a favourable revenue variance, as discussed below.

Non-salary Expenditures:

No variance is anticipated in the non-salary accounts at this time.

Revenue:

Revenues include towing recoveries, contribution from reserves and recoveries from the Toronto Transit Commission (T.T.C.) and the Rogers Centre. The recoveries from the T.T.C. are for premium pay expenditures that are incurred to enforce parking by-laws on T.T.C. right of ways, which are necessitated by the continuing weekend subway closures for signal replacements maintenance. The recoveries from the Rogers Centre are for premium pay expenditures to conduct extra parking enforcement duties during Blue Jays games. A favourable variance of \$0.2M is projected for these recoveries, however, the T.T.C. and Rogers Centre recoveries have a net zero impact as they are a direct reimbursement of billed premium pay expenditures.

Conclusion:

As at September 30, 2017, the P.E.U. operating budget is projected to be \$2.3M under spent at year end.

Mr. Tony Veneziano, Chief Administrative Officer, will be in attendance to answer any questions the Board may have regarding this report.

Respectfully submitted,

Mark Saunders, O.O.M.

Chief of Police

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Toronto Police Services Board Report

October 30, 2017

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: Semi-Annual Report: Publication of Expenses – January To June 2017

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

There are no financial implications relating to the recommendation contained within this report.

Background / Purpose:

The Board, at its meeting on February 16, 2012, passed a motion requiring that the expenses of Board Members, the Chief, the Deputy Chiefs and Chief Administrative Officer (C.A.O.), excluded members at the level of X40 and above and Service members at the level of Staff Superintendent and Director, be reported to the Board on a semi-annual basis. The expenses to be published are in three areas: business travel, conferences and training and hospitality and protocol (Min. No. P18/12 refers).

The purpose of this report is to advise the Board of the expenses incurred by Board and Service members during the period January 1, 2017 to June 30, 2017.

Discussion:

Attached to this report as Appendix A are the expenses, for the first half of 2017, for the applicable Service and Board Members. The publication of this information will be available on the Board's and Service's internet sites.

Conclusion:

This report contains details for the three categories of expenses incurred by Board and Service members, for the period January 1, 2017 to June 30, 2017.

Mr. Tony Veneziano, Chief Administrative Officer, will be in attendance to answer any questions the Board may have regarding this report.

Respectfully submitted,

Mark Saunders, O.O.M.
Chief of Police

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Expenses First Half 2017.doc

Appendix A

Toronto Police Service and Toronto Police Services Board
Expense Publication Summary
Period: January 1 to June 30, 2017

<u>Member</u>	<u>Expenses Reported</u>
Campbell, Joanne	\$0.00
Carroll, Shelley	\$1,485.14
Di Tommaso, Mario	\$14,498.66
Farahbakhsh (May), Jeanette	\$2,158.31
Federico, Michael	\$1,909.34
Giannotta, Celestino	\$1,082.52
Jeffers, Ken	\$17.83
Kijewski, Kristine	\$76.54
Lee, Chin	\$0.00
Martin, Kathryn	\$1,902.74
Moliner, Marie	\$0.00
Noria, Dhun	\$0.00
Pringle, Andrew	\$0.00
Pugash, Mark	\$96.67
Ramer, James	\$10,538.24
Saunders, Mark	\$6,556.56
Stubbings, Richard	\$1,041.01
Tory, John	\$0.00
Veneziano, Tony	\$179.52
Total Expenditures Reported	<u>\$41,543.08</u>



**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Toronto Police Services Board
Member: Campbell, Joanne
Job Title/Rank: Executive Director

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period.	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$0.00
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**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Toronto Police Services Board
Member: Carroll, Shelley
Job Title/Rank: Toronto Police Services Board Member

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period.	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
June 21 - 24	Ontario Association of Police Services Board (O.A.P.S.B.) 2017 Spring Conference in Collingwood, Ontario	\$1,485.14
		\$1,485.14

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$1,485.14
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**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Central Field Command
Member: Di Tommaso, Mario
Job Title/Rank: Staff Superintendent

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
May 16	Ministry of the Attorney General (M.A.G.) Meeting in Toronto, Ontario	\$18.01
June 29	Reception for the Italian President in Toronto, Ontario	\$27.02
		\$45.03

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
March 2 - 7	Pearls in Policing (I.A.L.G.) Session 2 in Hong Kong, China.	\$10,996.57
June 3 - 12	I.A.L.G. Session 3 in Toronto, Ontario	\$2,838.81
		\$13,835.38

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
April 14	Good Friday Procession in Toronto, Ontario	\$300.00
May 16	50th Annual Police Officer of the Year Awards in Toronto,	\$105.68
June 02	National Congress of Italian Canadians Spirit of Ontario Awards Gala in Toronto, Ontario	\$112.57
June 21	Guardians Beyond The Call Gala in Toronto, Ontario	\$100.00
		\$618.25

Member Total	\$14,498.66
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**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Human Resources
Member: Farahbakhsh (May), Jeanette
Job Title/Rank: Director

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
January - June	Meetings at various locations in Toronto, Ontario	175.78
April 6 - 9	Canadian Association of Chiefs of Police (C.A.C.P.) Human Resource and Learning Committee Meeting in Vancouver, British Columbia	\$1,629.22
April 27	Human Capital Trends Meeting with Deloitte and Touché in Toronto, Ontario	\$28.82
June 7	Franklin Covey Culture event in Toronto, Ontario	\$27.02
June 21	Crossing Guard Awards in Toronto, Ontario	\$5.40
June 26	Transformational Task Force (T.T.F.) Meeting in Toronto, Ontario	\$28.82
		\$1,895.06

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
May 16	50th Annual Police Officer of the Year Awards in Toronto, Ontario	\$105.68
April 19	Human Resources Management Meeting in Toronto, Ontario	\$139.09
April 24	Human Resources Management Meeting in Toronto, Ontario	\$18.48
		\$263.25

Member Total	\$2,158.31
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**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Community Safety Command
Member: Federico, Michael
Job Title/Rank: Deputy Chief of Police

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
January 18	Transformational Task Force (T.T.F.) Final Report and Presentation in Toronto, Ontario	\$13.51
April 18	Luncheon Meeting in Toronto, Ontario	\$10.81
May 2	Focus Rodale Steering Committee Meeting in Toronto, Ontario	\$13.50
May 3	Rivertowne Neighbourhood Safety Strategy Working Group Meeting in Toronto, Ontario	\$10.81
May 31	Mobile Crisis Intervention Teams (M.C.I.T.) and Hospitals Introductions and Orientation in Scarborough, Ontario	\$14.41
June 9	M.C.I.T. Steering Committee in Toronto, Ontario	\$13.50
		\$76.54

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
June 11 - 14	Ontario Association of Chief of Police (O.A.C.P.) 2017 Annual Meeting in Waterloo, Ontario	\$1,625.98
		\$1,625.98

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
February 2	Speaker at Toronto Police Service (T.P.S.) Member Retirement Dinner in Toronto, Ontario	\$40.00
May 2	T.P.S. Member Retirement Dinner in Toronto, Ontario	\$61.13
May 16	50th Annual Police Officer of the Year Awards in Toronto, Ontario	\$105.69
		\$206.82

Member Total	\$1,909.34
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**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Information Technology Services
Member: Giannotta, Celestino
Job Title/Rank: Director

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
April 3 - 6	Canadian Association of Chief of Police (C.A.C.P.) Information, Communication and Technology Committee (I.C.T.) Meeting in Ottawa, Ontario	\$1,082.52
		\$1,082.52

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period	\$0.00
		\$0.00

Member Total	\$1,082.52
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**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Toronto Police Services Board
Member: Jeffers, Ken
Job Title/Rank: Toronto Police Services Board Member

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
February 23	Toronto Police Service (T.P.S.) Board Meeting in Toronto, Ontario	\$17.83
		\$17.83

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$17.83
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**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Operational Support Services
Member: Kijewski, Kristine
Job Title/Rank: Director

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period.	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
April 28	Ontario Women in Law Enforcement (O.W.L.E.) 20th Anniversary dinner in Mississauga, Ontario	\$76.54
		\$76.54

Member Total	\$76.54
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**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Toronto Police Services Board
Member: Lee, Chin
Job Title/Rank: Toronto Police Services Board Member

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period.	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$0.00
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**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Detective Operations
Member: Martin, Kathryn
Job Title/Rank: Staff Superintendent

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
March 16 - 18	Canadian Security Intelligence Services (C.S.I.S.) Round Table Discussion in Ottawa, Ontario	\$475.73
April 28 - 29	Canadian Association of Chief of Police (C.A.C.P.) Law Amendments Committee (L.A.C.) Meeting in Toronto, Ontario	\$207.88
May 16	Speaker at 2017 International Urban Security and Resilience Conference in Toronto, Ontario	\$5.40
June 21 - 22	Panel Member for Multijurisdictional Major Case Manager (M.J.M.C.M.) Team Commander Course in Ottawa, Ontario. Transportation and Accommodation paid by the Canadian Police College.	\$271.46
		\$960.47

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
June 8 - 9	C.A.C.P. Workshop, Managing Terrorism Incidents - Lessons Learned from France, in Ottawa, Ontario	\$420.73
		\$420.73

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
April 28	C.A.C.P., L.A.C. Meeting in Toronto, Ontario	\$185.51
April 28	Ontario Women in Law Enforcement (O.W.L.E.) 20th Anniversary Dinner in Mississauga, Ontario	\$76.54
May 16	50th Annual Police Officer of the Year Awards in Toronto, Ontario	\$96.67
June 29	Toronto Police Service (T.P.S.) Member Retirement Dinner in Toronto, Ontario. Award Plaque.	\$162.82
		\$521.54

Member Total	\$1,902.74
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**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Toronto Police Services Board
Member: Moliner, Marie
Job Title/Rank: Toronto Police Services Board Member

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period.	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$0.00
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**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Toronto Police Services Board
Member: Noria, Dhun
Job Title/Rank: Toronto Police Services Board Member

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period.	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$0.00
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**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Toronto Police Services Board
Member: Pringle, Andrew
Job Title/Rank: Chair, Toronto Police Services Board

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period.	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$0.00
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**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Corporate Communications
Member: Pugash, Mark
Job Title/Rank: Director

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period.	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
May 16	50th Annual Police Officer of the Year Awards in Toronto, Ontario	\$96.67
		\$96.67

Member Total	\$96.67
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**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Specialized Operations Command
Member: Ramer, James
Job Title/Rank: Deputy Chief of Police

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
January 11	Canadian Security Intelligence Service (C.S.I.S.) Meeting in Toronto, Ontario	\$22.51
January 17	Ontario Black History Society Brunch in Toronto, Ontario	\$22.52
January 25	City of Toronto Meeting in Toronto, Ontario	\$10.82
February 8	Kids, Cops and Computers Event in Toronto, Ontario	\$18.47
February 27 - March 2	Canadian Integrated Response to Organized Crime (C.I.R.O.C.), and Canadian Association of Chiefs of Police (C.A.C.P.) Organized Crime Committee (O.C.C.) Meeting in Winnipeg, Manitoba	\$1,876.42
March 5 - 12	Home Office Security and Policing Event 2017 in Farnborough, England	\$2,288.84
April 4 - 5	Leadership in Counter Terrorism (L.i.n.C.T.), Witness Protection and Terrorism Meeting in Ottawa, Ontario	\$376.14
May 4	Criminal Intelligence Service Ontario (C.I.S.O.) Meeting in Mississauga, Ontario	\$9.46
May 10	Board of Governors of Exhibition Place Crime Stoppers Dinner in Toronto, Ontario	\$10.81
May 15 - 18	C.I.R.O.C. and C.A.C.P. and O.C.C. Meeting in St. John's, Newfoundland and Labrador	\$1,698.52
May 30 - 31	Royal Canadian Mounted Police (R.C.M.P.) Witness Protection and Terrorism in Ottawa, Ontario	\$466.82
		\$6,801.33

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
April 25 - 28	L.i.n.C.T. Conference in New York City, New York	\$2,466.19
		\$2,466.19



**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Specialized Operations Command
Member: Ramer, James
Job Title/Rank: Deputy Chief of Police

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
January 20	M.A.G. Meeting in Toronto, Ontario	\$57.29
May 27	Chief's Ceremonial Unit Annual Dinner in Toronto, Ontario	\$100.00
June 7	Command Off-site Meeting with Divisional Unit Commanders in Toronto, Ontario	\$974.35
June 13	M.A.G. Member Retirement Dinner in Toronto, Ontario	\$108.10
June 21	Joint Operations Committee Meeting in Toronto, Ontario	\$30.98
		\$1,270.72
Member Total		\$10,538.24



**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Chief's Office
Member: Saunders, Mark
Job Title/Rank: Chief of Police

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
April 10	Ontario Association of Chief of Police (O.A.C.P.) Board of Directors Meeting in Niagara-on-the-Lake, Ontario Accommodations paid by O.A.C.P.	\$202.61
May 30 - June 3	Major Cities Chiefs Association (M.C.C.A), National Executive Institute Associates (N.E.I.A.) and Police Executive Research Forum (P.E.R.F.) Joint Meeting in Las Vegas, Nevada	\$2,675.82
June 10 - 14	Pearls in Policing (I.A.L.G.) Session 3 in Toronto, Ontario. Three nights accommodation paid by Pearls in Policing.	\$288.11
		\$3,166.54

Conferences & Training

Dates		Total Expenses (Net of HST Rebate)
February 7 - 9	M.C.C.A. and Major County Sheriffs' Association (M.C.S.A.) Joint Conference in Washington, District of Columbia	\$1,950.35
April 24 - 29	Moderator Leadership in Counter Terrorism (L.i.n.C.T.) Conference in New York City, New York. Registration and 4 nights accommodation paid by the organizers.	\$1,365.28
		\$3,315.63

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
March 14	Breakfast Meeting in Toronto, Ontario	\$43.21
March 24	Meeting with members of the Ministry of Attorney General Office (M.A.G.) and Toronto Police in Toronto, Ontario	\$31.18
		\$74.39

Member Total	\$6,556.56
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**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Operational Support Command
Member: Stubbings, Richard
Job Title/Rank: Acting Deputy Chief

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
January 19 - 20	Canadian Radio Television and Telecommunications Commission (C.R.T.C.) Meeting in Gatineau, Quebec	\$865.42
June 13	Pearls in Policing (I.A.L.G.) Gala Dinner in Toronto, Ontario	\$9.00
		\$874.42

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
April 28	Ontario Women in Law Enforcement (.O.W.L.E.) 20th Anniversary dinner in Mississauga, Ontario	\$76.54
June 6	Plaque Presentation to Crown Attorney in Toronto, Ontario	\$90.05
		\$166.59

Member Total	\$1,041.01
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**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Toronto Police Services Board
Member: Tory, John
Job Title/Rank: Mayor/Toronto Police Services Board Member

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No business travel expenses for this period.	\$0.00
		\$0.00

Conferences & Training

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
	No hospitality and protocol expenses for this period.	\$0.00
		\$0.00

Member Total	\$0.00
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**Toronto Police Service
Senior Staff Expenses
For the period of January 1 to June 30, 2017**

Unit: Corporate Services Command
Member: Veneziano, Tony
Job Title/Rank: Chief Administrative Officer

Business Travel

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
February 1	Meeting with Deloitte and Touché in Toronto, Ontario	\$27.01
June 23	Policing and Justice Roundtable with Deloitte and Touché in Toronto, Ontario	\$28.82
June 29	Reception for the Italian President in Toronto, Ontario	\$18.01
		\$73.84

Conferences & Training

Dates		Total Expenses (Net of HST Rebate)
	No conferences and training expenses for this period.	\$0.00
		\$0.00

Hospitality & Protocol

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
May 16	50th Annual Police Officer of the Year Awards in Toronto,	\$105.68
		\$105.68

Member Total	\$179.52
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Toronto Police Services Board Report

November 7, 2017

To: Members
Toronto Police Services Board

From: Andy Pringle
Chair

Subject: Toronto Police Services Board – 2018 Meeting Schedule

Recommendation(s):

It is recommended:

1. THAT the Board approve the 2018 meeting schedule outlined in this report; and
2. THAT subject to the approval of recommendation no. 1, any requests to amend the schedule shall be proposed by the Board member seeking the amendment in the form of a Motion for consideration at an appropriate public meeting.

Financial Implications:

There are no financial implications arising from the recommendations contained in this report.

Background/Purpose:

The Board bases its annual schedule of meetings on a number of factors, including: days that are least likely to conflict with the City of Toronto schedule of council; standing committees of council; community councils and other committee meetings; annual key conferences for members of the Board; and other significant events at which members of the Board and the Chief of Police are expected to attend.

In order to recognize culturally-significant days, the Board approved a policy indicating that it would attempt to avoid scheduling any meetings involving the public on these days. A list of the days formally recognized as culturally significant was also approved (Min. No. P358/05 refers).

Although the Board attempts to follow its schedule of meetings as much as possible once it has been established, there may be circumstances which result in changes on short notice during the year.

Discussion:

I have reviewed the current 2018 schedule of meetings developed by the City of Toronto; the dates upon which culturally-significant holidays will be observed in 2018; and dates for key conferences that members of the Board or Chief of Police may attend during the year.

Board Meeting Schedule – 2018:

Based on the foregoing review, I am proposing the following dates for the Board's 2018 meetings:

Thursday, January 18
Thursday, February 22
Thursday, March 22
Wednesday, April 18
Thursday, May 17
Thursday, June 21
Thursday, July 19
Thursday, August 23
Thursday, September 20
Thursday, October 25
Thursday, November 22
Tuesday, December 18

I know that as the year progresses, there may be a few dates when some Board members may not be able to attend a meeting due to new personal or business commitments. Unless a quorum of the Board cannot be achieved, I believe that the meeting dates, as proposed, should be confirmed in order to establish a regular cycle of meetings at this time. Once the schedule has been approved, any requests to amend the schedule shall be proposed by the Board member seeking the amendment in the form of a Motion for consideration at an appropriate public meeting.

Times and Locations of Board Meetings:

It is anticipated that all confidential meetings will commence at 8:30 AM followed by a public meeting at 1:00 PM. The meetings will take place at Toronto Police Headquarters. However, the Board continues to discuss whether to hold certain 2018 meetings in alternate locations throughout the City. Public meetings are LiveStreamed on YouTube via a link on the Board's website, tpsb.ca. Agendas for public meetings are also posted to the Board's website and a limited number are available at each meeting.

Conclusion:

It is recommended that the Board approve the 2018 meeting schedule outlined above and, once the schedule has been approved, any requests to amend it shall be proposed by the Board member seeking the amendment in the form of a Motion for consideration at an appropriate public meeting.

Respectfully submitted,

Andy Pringle
Chair

File name: 2018Board_mtg_schedule.docx



Toronto Police Services Board Report

October 20, 2017 November 6, 2017

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

**Subject: CORPORATE DONATION TO THE TORONTO POLICE
SERVICE POLICE DOG SERVICES UNIT**

Recommendation(s):

It is recommended that the Board receive this report.

Financial Implications:

There are no initial financial implications relating to the recommendation contained within this report. Future implications may occur in 5-10 years if the equipment requires replacement due to life cycle issues.

Background / Purpose:

The Service was approached by a corporate donor, who requests to remain anonymous, after Lonca, a Service canine (K9), had been injured by a suspect armed with a machete. A similar incident had also just occurred in Edmonton, where a K9 was killed by a knife wielding suspect.

The donor wishes to provide protective equipment for our K9s, and has generously purchased 18 Kevlar vests.

Discussion:

The Service's Police Dog Services (P.D.S.) is a uniform support unit that is a part of Specialized Emergency Response (S.E.R.), operating under Public Safety Operations (P.S.O.) as part of Specialized Operations Command (S.O.C.).

The unit has been in existence since 1989 and is currently comprised of 22 officers and 33 K9s. Eighteen of the 22 officers are K9 handlers, who are assigned general purpose

dogs. These officers work the Compressed Work Week shift schedule, and provide search capabilities 24/7, 365 days a year.

These handlers and their K9s are involved in a variety of calls for service including searches for armed suspects, as well as providing containment of premises when high risk search warrants are executed. They are deployed to search various areas of the city from wooded spaces to backyards, factories and residences.

During the course of their duties they encounter many hazards, from sharp or jagged pieces of twigs to metal rebar or other such obtrusions. As witnessed in the past, there is a potential that the K9s may be harmed when in confrontation with a violent, armed offender.

The anonymous donor has offered to donate 18 Kevlar vests for the protection of the Service's K9s. The donor sourced a company that manufactures and distributes K9 protective vests made from Kevlar. That company is Line of Fire, 16108 114th Avenue NW, Edmonton, Alberta T5M 2Z5.

The donor has ordered and purchased 18 K9 Streetfighter vests at a cost of \$1,240.34 each. The total amount of the donation is \$22,326.20.

The vests are designed to provide protection to the K9's major internal organs in the event they are attacked with a weapon or if they run into any sharp/blunt object.

Members of P.D.S. have conducted research on the K9 Streetfighter and concluded that this vest would provide protection for our K9s while still enabling them to perform their necessary duties.

There is no immediate additional cost involved with the use of the protective equipment. Training for the deployment of the vests would be conducted in house by members of P.D.S. Future costs may be incurred in 5-10 years due to life cycle issues, similar to that of body armour for uniform members.

The acceptance of this donation is consistent with the criteria outlined in the Board Policy regarding Donations and Sponsorship, and with the Service's Procedure 18-08 – Donations.

Conclusion:

Our K9s are valued members and fulfil an integral role in our delivery of service to the citizens of Toronto. It is only appropriate that we provide them with the necessary equipment to protect them from harm. This donation in kind would keep them safe as they conduct their daily duties.

Deputy Chief James Ramer, Specialized Operations Command, will be in attendance to answer any questions that the Board may have regarding this report.

Respectfully submitted,

Mark Saunders, O.O.M.
Chief of Police

MS/jh

Filename: pdsdonation.docx



Toronto Police Services Board Report

October 30, 2017

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: Dry Cleaning, Pressing and Laundering Services Contract

Recommendation(s):

It is recommended that the Toronto Police Service's Board (Board) approve Supermarket Cleaning Management Inc. to provide dry cleaning, pressing and laundering services at a cost of \$3.14 per voucher (plus applicable taxes) for a three year period commencing January 1, 2018, with an option to renew for an additional three, one-year periods at the discretion of the Chief of Police.

Financial Implications:

The cost of \$3.14 per voucher for 2018, 2019, and 2020 is an increase of 1.3% over the current 2017 voucher cost of \$3.10 per voucher. This cost results in a 2018 estimate for dry cleaning, pressing and laundering services of \$1.16M per year based on projected staffing and average voucher redemption. Funds for this purpose have been included in the Toronto Police Service's (Service) 2018 operating budget request. The 2019 and 2020 operating budget requests will be based on the \$3.14 per voucher cost and projected redemption rate.

Background / Purpose:

Under the collective agreement between the Board and the Toronto Police Association (T.P.A.), the Service is required to provide dry cleaning and related laundering services for eligible articles of clothing utilized by members in the performance of their duties. The collective agreement specifies the annual allotment of cleaning vouchers to be provided to eligible Service members. These vouchers are issued quarterly to each member and are redeemed based on the article of clothing being cleaned.

Vendors providing cleaning services must have the ability to provide a two-day turnaround service, and have sufficient outlets so that access to service is reasonably convenient for members.

The current contract for dry cleaning, pressing and laundering services is with The Dry Cleaner-1639181 Ontario Inc., which operates under Supermarket Cleaning Management Inc., and expires on December 31, 2017. This report provides information on the results of the Request for Proposal (R.F.P.) process executed to establish a new contract, and the recommended vendor.

Discussion:

The Service's Purchasing Unit advertised a Request for Proposal (R.F.P.) #1213911-17 for dry cleaning, pressing and laundry services using MERX, an electronic tendering service. The call closed on June 6, 2017 and two proposals were received. The submissions were reviewed by Purchasing Services and deemed to be compliant with the Service's requirements.

Supermarket Cleaning Management Inc. achieved the highest score meeting the R.F.P. requirements. It operates over 60 retail outlets in the Greater Toronto Area, and all locations offer the required two-day turnaround service. As well, Supermarket Cleaning Management Inc. has created a proprietary system whereby paper vouchers can be replaced by a prepaid electronic voucher card, which can be presented to the locations for payment in lieu of the paper vouchers. Although this functionality was not part of the evaluation, the Service will explore the potential value and viability of moving to this electronic voucher card system.

Conclusion:

The current contract for dry cleaning, pressing and laundering services expires on December 31, 2017. As a result, the Service issued a R.F.P. to establish a new contract. Two submissions were received and the evaluation resulted in Supermarket Cleaning Management Inc. being recommended for a three-year period commencing January 1, 2018, and ending December 31, 2020, with three one-year extension options, at the discretion of the Chief and subject to satisfactory performance. The 2018 to 2020 cost per voucher is \$3.14, which is a 1.3% increase over the current voucher cost of \$3.10.

Tony Veneziano, Chief Administrative Officer, will be in attendance to answer any questions from the Board.

Respectfully submitted,

Mark Saunders, O.O.M.
Chief of Police

File name: Dry Cleaning Pressing and Laundering Services Contract



Toronto Police Services Board Report

October 30, 2017

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: Award of Microsoft Licensing Solutions Vendor for Microsoft Enterprise Agreement

Recommendation(s):

It is recommended that the Board:

- (1) approve Softchoice L.P. as the Microsoft Licensing Solutions Vendor to provide Microsoft Enterprise Agreement software volume licensing and professional services at an estimated cost of \$7.5 million (excluding applicable taxes) over the three year period commencing April 1, 2018 and ending March 31, 2021; and
- (2) approve Softchoice L.P. as the vendor of record, for the acquisition of net new Microsoft software for a three year period commencing April 1, 2018 and ending March 31, 2021; and
- (3) authorize the Chair to execute all required agreements and related documents on behalf of the Board, subject to approval by the City Solicitor as to form.

Financial Implications:

The maintenance cost of the agreement with Softchoice L.P. is estimated at \$7.5M (excluding taxes) for a three year period, April 1, 2018 to March 31, 2021, or \$2.5M annually. The estimate is based on the inventory of licenses at the time the Request for Proposal (R.F.P.) was issued. This cost will change based on actual licenses owned by the Toronto Police Service (Service) at the time of the renewal.

Funding to cover the estimated costs of the 2018 portion of the maintenance contract has been included in the 2018 operating budget request. The 2019 and 2020 operating budget requests will include the requisite funding for this requirement.

In addition, any net new licenses will be based on pricing established in the response bid by Softchoice L.P. to the Service's R.F.P. and the Province of Ontario's Microsoft master agreement. Funding for new licenses will be included in either the Service's annual operating budget request or within approved capital budgets.

Background / Purpose:

Information Technology Services (I.T.S.) has established strategies to maintain a standard software environment to centrally control software licenses and costs across the information technology (I.T.) infrastructures.

Microsoft software is the standard used throughout the Service on all desktop, laptop, mobile computers and servers. In addition, a number of major Service applications and services are based on Microsoft software. Some of those applications and services include; electronic mail, web sites, login and security mechanisms, personal file storage systems, virus and malware detection, desktop productivity tools, mobile solutions, application development tools, databases and print services.

The Service is undergoing a transformation in technology, with a focus on mobility. As some Service members will have access to more than one device, a review and updating of the licensing model currently utilized by the Service will take be undertaken to determine if a more cost effective model can be achieved.

The Service is currently enrolled in a Microsoft Enterprise Agreement (E.A.) #8505600, Master agreement #75E61295 with Dell Canada Inc., which expires on March 31, 2018 (Min. No. P283/14 refers).

The purpose of this report is to establish a new Microsoft Enterprise Agreement (E.A.) for a period of three years with a vendor authorized by Microsoft as a Licensing Solutions Provider (L.S.P.). The L.S.P. is to provide Microsoft Enterprise Agreement software volume licensing services for the following;

- licensing acquisitions which include Microsoft software renewals and purchase of additional licences;
- discounted pricing to support cost reduction initiatives;
- detailed reporting on software asset management for E.A. contract;
- on-going communication and I.T.S. relationships throughout the lifecycle of the E.A.;
- actively engage with ITS to understand E.A. benefits;
- ensure that the Service receives a Software Asset Management assessment;
- process licence reconciliation orders;
- experienced and dedicated account team including access to Microsoft solution architects;
- licencing and technology review engagements to ensure an appropriate utilization of licences; and

- assist with Microsoft licensing questions, placing orders, fulfilment, and Microsoft Volume Licensing Centre portal website access including the utilization and consumption of Microsoft Office 365 where needed.

Discussion:

The Service's Purchasing Services advertised Requests for Proposal (R.F.P.) #1227763-17 using MERX, an electronic tendering service to potential vendors for a Microsoft Licensing Solutions Provider to provide Microsoft Enterprise Agreement software volume licensing for the period commencing April 1, 2018 to March 31, 2021.

The evaluation criteria for the service provider submission selection were included in the R.F.P., and are as follows:

- Stage 1 – Mandatory Compliance Requirements.
- Stage 2 – Proponent Stability, Proponent's Record of Performance, Understanding of Requirements.
- Stage 3 – Pricing.

Proposals had to achieve a minimum required score of 75% in stage 2 in order to proceed to the next stage of evaluation as part of the R.F.P. process. The "Pricing" envelope was only opened for those proposals achieving the minimum score requirement of 75% in each of the evaluation stages.

The R.F.P. closed on September 12, 2017, and a total of three proposals were received from the following proponents:

- Dell Canada Inc.;
- PCM Inc.; and
- Softchoice L.P.

Purchasing Services reviewed the proposals for submission compliance and then released all three submissions to the evaluation team.

The proposals were evaluated based on criteria identified in the R.F.P. Each submission was compared with the needs of the Service for the supply of a Microsoft Licensing Solutions Provider to provide Microsoft Enterprise Agreement software volume licensing. As a result of the evaluation, two of the vendors did not meet the minimum score requirement of 75% at stage 2 of the process.

The Softchoice L.P. proposal passed each stage of the process.

Conclusion:

Based on an evaluation of submissions obtained through an open and transparent procurement process, Softchoice L.P. passed each stage in the procurement process.

Its proposal met all of the service requirements and optimizes value to the Service. Therefore, Softchoice L.P. is being recommended as Authorized Licensing Solutions Provider for the acquisition and licensing of Microsoft software.

Mr. Tony Veneziano, Chief Administrative Officer, will be in attendance to answer any questions the Board may have regarding this report.

Respectfully submitted,

Mark Saunders, O.O.M.
Chief of Police

JD/vfb

Filename: Award of Microsoft Licensing Solutions Vendor for Microsoft Enterprise Agreement.docx



Toronto Police Services Board Report

October 30, 2017

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: Contract Extension – IT Professional Services Prequalified Vendor List

Recommendation(s):

It is recommended that the Board:

(1) approve the one year option to extend the current non-exclusive agreements with the firms outlined below, as pre-qualified vendors for Information Technology (I.T.) related professional services for the period January 1, 2018 to December 31, 2018;

1. Accenture
2. Aversan Incorporated
3. Digital Embrace Incorporated
4. Eagle Professional Resources Incorporated
5. I.B.M. Canada Limited
6. Katalogic Incorporated
7. Modis Canada Incorporated
8. Procom Consultants Group Limited
9. Randstad Technologies
10. R.S. Tech Systems Incorporated
11. S.i. Systems Partnership
12. S.R.A. Staffing Solutions Limited
13. Sundiata White Group-Intelli Staff Limited
14. Sylogix Consulting Incorporated
15. Tek Systems
16. Teramach Technology Inc.
17. Mindwire Systems Limited;

(2) The Board authorize the Chair to execute all required agreements and related documents, on behalf of the Board, subject to the approval by the City Solicitor as to form; and

(3) The Board delegate authority to the Chief of Police to approve the second one year option to extend the current non-exclusive agreements on behalf of the Board for the period of January 1, 2019 to December 31, 2019.

Financial Implications:

There are no financial implications relating to the recommendations contained within this report. The acquisition of information technology professional services is subject to the availability of funds in the appropriate capital project or annual operating budget. All contracts awarded to the pre-qualified vendors will be approved in accordance with the requirements of the Board's Financial By-law No. 147, as amended.

Background / Purpose:

At its meeting on December 15, 2014, the Board approved a pre-qualified list of vendors to provide the Service with various information technology professional services for the period January 1, 2015 to December 31, 2017, with the option to renew for two one year extensions at the discretion of the Board (Min. No. P284/14 refers).

The Toronto Police Service (Service) utilizes the list of pre-qualified vendors on an on-going basis for the acquisition of IT professional services for projects and operational contractor and consulting services to:

- acquire services in a timely manner and at a competitive cost;
- reduce the administrative costs associated with repeated procurement calls; and
- improve the turnaround time to acquire needed temporary contractor resources.

The Service will continue to need temporary I.T. contractors and consulting services to resource projects and for short term operational requirements. A competitive process requesting quotes from the pre-qualified vendors is completed for any services required.

Discussion:

On December 31, 2017, the current non-exclusive contracts with the pre-qualified vendors for I.T. professional services will expire. As part of the original agreement with the vendors, the option to renew or extend the list of pre-qualified vendors for up to two one year periods, at the discretion of the Board, was established.

The Service has been satisfied with the performance of the vendors (Appendix A) during the current contract period. In addition, the contractor and consultant roles provided in the contracts are adequate to meet the anticipated needs of Service for the next year. Finally, the contracts provide for multiple vendors to compete for each contractor or consultant assignment.

Conclusion:

This report recommends Board approval to extend the current pre-qualified list of vendors for a one-year period ending December 31, 2018. It also recommends that the Board delegate the authority to exercise the second one-year option to the Chief of Police. The Service has been satisfied with the performance of the vendors on the current Board approved list of pre-qualified firms and the roles facilitated by the contracts meet the needs of the anticipated initiatives for the next year.

Mr. Tony Veneziano, Chief Administrative Officer, will be in attendance to answer any questions the Board may have regarding this report.

Respectfully submitted,

Mark Saunders, O.O.M.
Chief of Police

DH/vfb

Filename: Contract Extension IT Professional Services Prequalified Vendor List.docx



Toronto Police Services Board Report

Appendix A: Pre-qualified List of Vendors and Professional Services Role	Katalogic	Teramach	SI Systems	Eagle	IBM	Randstad	SWG	Mindwire	Modis	RS Tec	SRA	SyLogix	Procom	Tek Systems	Digitalembrace	Accenture		# of vendors for each service
Application Architect		x	x	x	x		x	x	x	X	x	x						10
Brand Designer					x		x	x		X			x					5
Business Analyst	x	x	x	x	x	x	x	x	x	X								10
Business Continuity/Disaster Recovery Analyst		x	x		x				x	X			x	x		x	x	9
Business Intelligence Solution Architect		x	x	x	x		x	x	x	X	x		x					10
Business Transformation Specialist		x	x	x	x		x	x	x	x	x		x					10
Data Centre Consolidation/Virtualization Architect		x			x			x	x	x			x	x		x	x	9
Data Centre Services / Specialist		x			x			x	x		x		x	x		x	x	9
Data Quality Analyst & Modeller		x	x	x	x			x	x	x	x		x	x				10
Database Administrator		x	x	x	x		x	x	x	x	x							9
Deployment Technician		x		x	x			x	x				x	x		x	x	9
Desktop Management Specialist		x		x	x			x	x	x	x		x	x		x		10
Desktop Support Analyst / Specialist				x	x	x	x	x	x	x	x		x	x				10
Information Architect		x	x	x	x		x	x	x	x	x	x						10
IT Governance & ITIL Analyst / Specialists		x	x	x	x	x		x	x	x			x	x				10
Network Architecture / Specialist		x	x	x	x			x	x	x	x		x	x				10
Network Technician		x		x	x		x	x	x	x	x		x					9
Other IT roles or expertise	x	x	x			x	x		x	x	x		x					9
Programmer / Developer	x	x	x	x	x	x	x	x	x	x								10
Project Manager	x	x	x	x	x	x	x	x	x	x								10

Appendix A: Pre-qualified List of Vendors and Professional Services Role	Katalogic	Teramach	SI Systems	Eagle	IBM	Randstad	SWG	Mindwire	Modis	RS Tec	SRA	SyLogix	Procom	Tek Systems	Digital embrace	Accenture		# of vendors for each service
Security Specialist		X			X	X		X	X	X			X	X				8
System Integration Developer/ETL developer			X	X	X				X	X	X		X	X	X	X		10
Technical Writer		X		X	X			X	X				X	X	X	X	X	10
Technology Architect		X	X	X	X		X	X	X	X	X	X						10
Telecommunications Technician		X			X		X	X	X					X		X		7
Testing / Quality Assurance Analyst		X		X	X	X	X	X	X	X	X							9
Windows Server Administrator		X		X	X			X	X	X	X		X	X		X		10
Wireless Technician		X		X				X	X					X		X		6
Permanent Placement		X	X	X		X	X	X										6