



Public Meeting

Thursday, February 21, 2019

**Auditorium – Police Headquarters
2:00 PM**

PUBLIC MEETING AGENDA

Thursday, February 21, 2019 at 2:00 PM

Auditorium 40 College Street, 2nd Floor

www.tpsb.ca

Call to Order

Indigenous Land Acknowledgement

Declarations of Interest under the *Municipal Conflict of Interest Act*.

1. Confirmation of the Minutes from the meeting held on January 24, 2019.

Consent Agenda

2. January 17, 2019 from Mark Saunders, Chief of Police
Re: Organizational Chart
3. December 10, 2018 from Mark Saunders, Chief of Police
Re: Request for Funds – Annual Community Events - 2019
4. January 14, 2019 from Mark Saunders, Chief of Police
Re: Special Constable Appointments and Re Appointments – February 2019
5. January 7, 2019 from Mark Saunders, Chief of Police
Re: New Job Description – Facial Recognition Analyst, Forensic Identification Services
6. December 11, 2018 from Mark Saunders, Chief of Police
Re: Request for Funds – 2019 Special Olympics Ontario Invitational Youth Games hosted by the Toronto Police Service
7. January 11, 2019 from Mark Saunders, Chief of Police
Re: Quarterly Report: Occupational Health and Safety Update for October 1, 2018 to December 31, 2018 and Year-End Summary

8. January 10, 2019 from Mark Saunders, Chief of Police
Re: Annual Report: 2018 Protected Disclosure
9. December 13, 2018 from Central Joint Health and Safety Committee
Re: Public Minutes of Meeting No. 64 held on December 13, 2018
10. December 19, 2018 from Mark Saunders, Chief of Police
Re: Painting Services Vendor of Record – City of Toronto Contract Award to Calverley Painting & Decorating
11. December 19, 2018 from Mark Saunders, Chief of Police
Re: Carpeting Services Vendor of Record – City of Toronto Contract Award to Arthur L. Weaver Flooring Ltd.
12. February 1, 2019 from Mark Saunders, Chief of Police
Re: Toronto Police Service – Scale-out Storage – Purchase of Dell EMC Isilon from Scalar Decisions Inc.
13. January 11, 2019 from Mark Saunders, Chief of Police
Re: Annual Report: 2018 Uniform Promotions
14. January 22, 2019 from Mark Saunders, Chief of Police
Re: Amendment to Uniform and Equipment Standards during May and June
15. February 7, 2019 from Andy Pringle, Chair
Re: Independent Civilian Review into Missing Persons Investigations – Account for Professional Services
16. February 1, 2019 from Andy Pringle, Chair
Re: Toronto Police Services Board Nominee to the Ontario Association of Police Services Board's (OAPSB) Board of Directors and OAPSB Spring Conference Funding

17. February 7, 2019 from Andy Pringle, Chair and Uppala Chandrasekera, Board Member
Re: Establishment of Toronto Police Services Board's Mental Health and Addictions Advisory Panel
18. January 14, 2019 from Peter Mowat, Manager of Labour Relations
Re: Annual Report: 2018 Summary of Grievances
19. February 6, 2019 from Wendy Walberg, City Solicitor, City of Toronto
Re: Inquest into the Death of Bradley Chapman – Verdict and Recommendations of the Jury

Items for Consideration

20. January 1, 2019 from Andy Pringle, Chair
Re: Annual Report – 2018 Awards Granted by the Toronto Police Services Board
21. January 16, 2019 from Mark Saunders, Chief of Police
Re: Annual Report: 2018 Parking Enforcement Unit – Parking Ticket Issuance
22. February 1, 2019 from Mark Saunders, Chief of Police
Re: Annual Report: 2018 Statistical Report Municipal Freedom of Information and Protection of Privacy Act
23. September 18, 2018 from Mark Saunders, Chief of Police
Re: 2018 Annual Report: Healthy Workplace Initiatives
24. January 15, 2019 from Mark Saunders, Chief of Police
Re: Response to the Jury Recommendations from the Coroner's Inquest into the Death of Kwasi Skene-Peters
25. January 21, 2019 from Mark Saunders, Chief of Police
Re: 2018 Secondment Listing

Adjournment

Next Meeting

Date: Tuesday, March 26, 2019 at 1:30PM

Members of the Toronto Police Services Board

Andy Pringle, Chair
Uppala Chandrasekera, Member
Michael Ford, Councillor & Member
Ken Jeffers, Member

Marie Moliner, Vice-Chair & Member
Frances Nunziata, Councillor & Member
John Tory, Mayor & Member

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



Toronto Police Services Board Report

January 17, 2019

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: Organizational Chart

Recommendation(s):

It is recommended that the Toronto Police Services Board (Board) approve the new organizational chart for the Toronto Police Service (Service).

Financial Implications:

There are no financial implications relating to the recommendation contained within this report. The restructuring reflected in this report results in the realignment of various existing positions and units.

Background / Purpose:

At its meeting on January 25, 2001, the Board requested that all organizational charts be submitted on an annual basis (Min. No. P5/01 refers).

At its meeting on March 22, 2018, the Board approved a new organizational chart (Min. No. P38/18 refers).

In keeping with the requirement to report annually, this report is being submitted to advise the Board of recent restructuring changes which have taken place and request the Board's approval of the new organizational chart for the Service.

Discussion:

The following amendments of the organizational chart approved by the Board in March 2018, are requested:

Human Resources (H.R.) Command

- The Diversity & Inclusion Unit moved from Strategy Management to the People & Culture pillar, effective May 28, 2018.
- With the new leadership in Diversity & Inclusion and a new strategy being developed, this move aligns the unit with the H.R. modernization, approved by the Board in October 2017 (Min. No. P228/17 refers) and ensures that diversity and inclusion is overlaid on all Service initiatives.

Specialized Operational Command

- The Public Safety Response Team (P.S.R.T.), which initially reported directly to the Staff Superintendent of the Public Safety Operations pillar, has moved to the Emergency Management & Public Order section and reports to the Superintendent. Grouping P.S.R.T. with the other Emergency & Public Order units will ensure consistent management and oversight by the Unit Commander.

Unit Name Change

- Business Intelligence & Analytics has been renamed Analytics & Innovation. This name change highlights the focus on analytics as the unit moves to civilianize and enhance analytics within the Service and to the public, as well as to denote the emphasis on innovation as an approach to support members of the Service and the public.

Conclusion:

In summary, this report provides the Board with the Service's new organizational chart for approval.

I will be in attendance to answer any questions that the Board may have regarding this report.

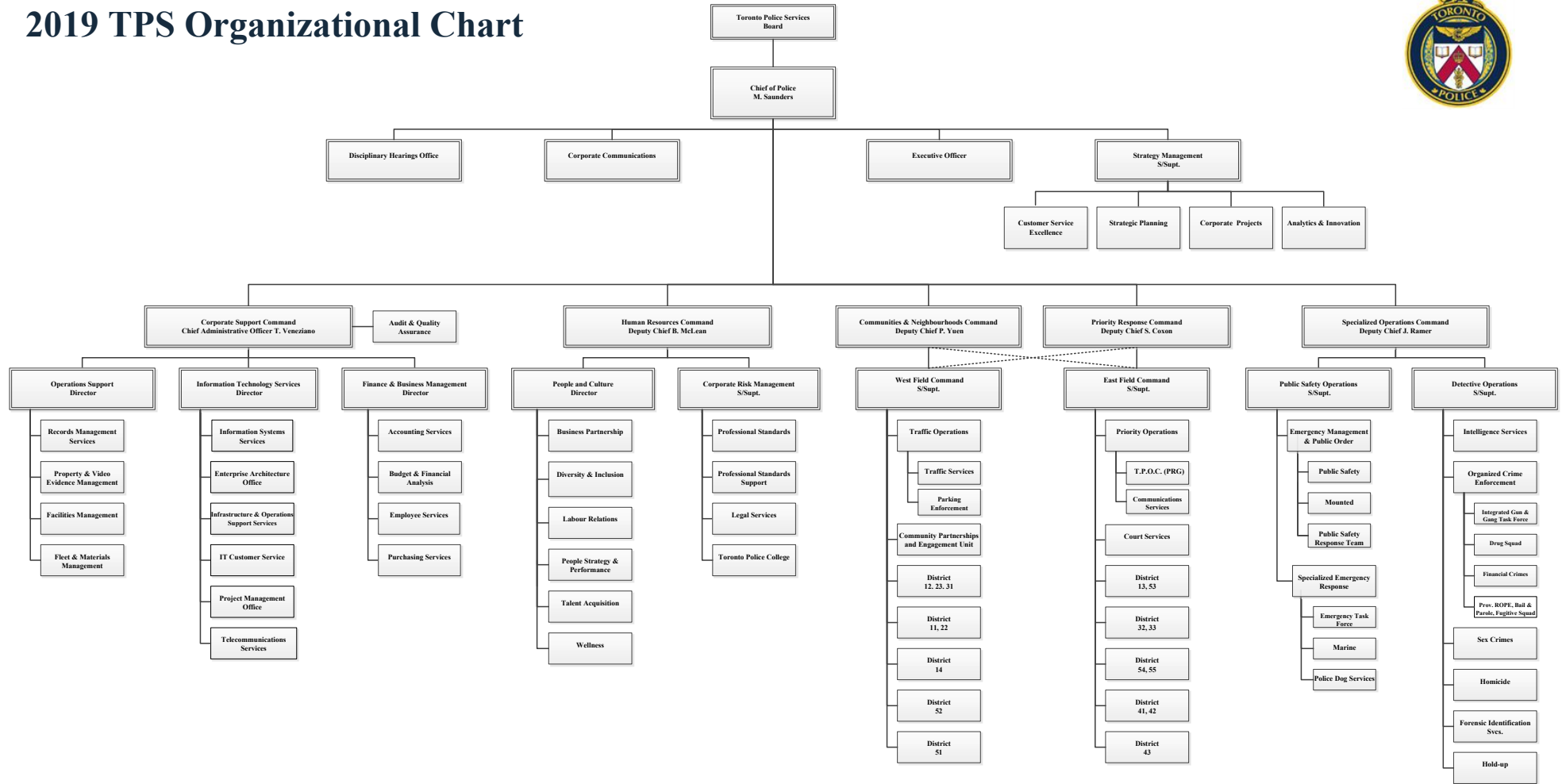
Respectfully submitted,

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

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Filename: Board Report – Organizational Chart 2019.doc

2019 TPS Organizational Chart





Toronto Police Services Board Report

December 10, 2018

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: Request for Funds – Annual Community Events - 2019

Recommendation(s):

It is recommended that the Toronto Police Services Board (the Board) approve an expenditure in the amount of \$113,500.00, less the return of any funds not used, to support the Annual Community Events listed within this report.

Financial Implications:

The Board's Special Fund will be reduced by \$113,500.00, which is the total cost of expenditures related to the annual events listed in this report.

Background / Purpose:

The Board, at its meeting on July 22, 2010, granted standing authority to the Chair and the Vice Chair to approve expenditures from the Board's Special Fund for a total amount not to exceed \$10,000.00 per individual event for internal and community events annually hosted in whole or in part by the Board and the Toronto Police Service (T.P.S.). The Standing Authority would only apply to events that are to be identified in a list which is provided to the Board for information at the beginning of each calendar year (Min. No. P208/10 refers).

This report provides the internal and external annual community events that are scheduled to take place in 2019.

Discussion:

One of the factors that make Toronto such a vibrant and dynamic city is the rich diversity of its people. This city is heralded as the most multicultural city in the world.

The Board and the T.P.S. participate in and/or organize many community events and initiatives, both internally and externally throughout the year. These events serve to

optimize community-police engagement, maintain and enhance collaborative and strategic community partnerships that are positive and constructive. This networking also serves to support the community, increases community engagement and public awareness, as well provides a unique opportunity for T.P.S. members and the public to join together and celebrate the diversity that makes Toronto a vibrant city.

The Board and the T.P.S. recognize the importance of positive interactions between members of the community and the police by engaging the communities in various programs, initiatives and events. To demonstrate its commitment to community engagement, the Community Partnerships and Engagement Unit (C.P.E.U.) has been given the responsibility of coordinating all T.P.S. events hosted at T.P.S. Headquarters and other locations throughout the city during the year. These events are intended to promote positive relationships with our diverse communities and continued partnerships in these areas.

When establishing a budget for a particular/cultural event, the areas taken into consideration are as follows:

- Venue
- Refreshments
- Printing Requirements
- Exhibits and Displays
- Speakers
- Entertainment
- Honorariums
- Transportation
- Incidentals

Transportation / Incidentals

CPEU engages our youth and volunteers to participate in all of our annual events. Many of them are from high-risk neighborhoods; including the Youth in Policing students, youth who are interested in being a part of the Service's environment, seniors, disabled and volunteers who at times do not have the means or funds to attend and/or participate in our events.

Many of these individuals who are already donating their time and expertise, ensuring that our events are a success, have proven time and time again to be a beneficial part of the Service's mission, principles and goals by:

- delivering an effective, efficient and economical support mechanism to members of the Service
- providing liaison with external agencies in support of local Community Mobilization initiatives
- enlisting additional community support

- providing assistance, education and information to members of the Service and the public

Because of the extensive hours in planning many of our events or during a particular event, which requires set up and take down – the day can be a long one for these volunteers; such incidentals might include light refreshments or a meal, TTC Tokens or a taxi ride home. This also ensures their safety to and from the events and their wellbeing.

The following chart provides a list of annual events hosted/co-hosted by the T.P.S. that are scheduled to take place in 2019. The chart also provides a breakdown of the historical requests for funding for the years 2015 to 2018.

COMMUNITY PARTNERSHIPS AND ENGAGEMENT UNIT ANNUAL EVENTS					
	2015	2016	2017	2018	2019
Asian Heritage Month ^a	\$5,000	\$5,000	\$6,000	\$6,000	\$6,000
Auxiliary Appreciation and Graduation Ceremonies ^b	\$3,000	\$3,000	\$4,000	\$4,000	\$6,000
Black History Month ^a	\$6,000	\$6,000	\$7,000	\$7,000	\$7,000
Board & Chief's Pride Reception	\$3,000	\$3,000	\$4,500	\$4,500	\$4,500
Chief of Police Fundraising Gala/ Victim Services Toronto	\$4,000	\$4,000	\$5,000 ^c	\$4,000	\$4,000
Community Police Academy	***	***	***	***	\$8,000 ^d
Community-Police Consultative Conference	\$8,500	\$8,500	\$9,000	\$9,000	\$9,000
Day of Pink	***	***	***	\$5,000	\$5,000
International Francophone Day	\$5,000	\$5,000	\$6,000	\$6,000	\$6,000
L.G.B.T.Q.2S Youth Justice Bursary Award	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
National Aboriginal Celebrations	\$5,000	\$5,000	\$6,500	\$6,500	\$6,500
National Victims of Crime Awareness Week	\$500	\$500	\$1,000	\$1,000	\$1,000
Pride Month Celebrations ^e	\$4,000	\$4,000	\$4,500	\$4,500	\$4,500
Torch Run/Special Olympics	\$5,000	\$10,000	\$5,000	\$5,000	\$5,000
Toronto Caribbean Carnival Kick-Off Event & Float	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Toronto Police Cricket Club	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000
United Way Campaign	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Volunteer Appreciation Night	\$2,000	\$2,000	\$3,000	\$3,000	\$3,000

COMMUNITY PARTNERSHIPS AND ENGAGEMENT UNIT ANNUAL EVENTS					
Youth in Policing Initiative Luncheon	\$2,800	\$5,000	\$5,000	\$6,000	\$6,000
Total	\$85,800	\$93,000	\$98,500	\$103,500	\$113,500

a *C.P.E.U. is requesting that the funding for Asian Heritage Month and Black History Month be utilized for additional initiatives during the whole month of the celebration.*

b *Funding for the Auxiliary Appreciation and Graduation Ceremonies will be used from January 1 – December 31, 2019.*

c *In recognition of the 2017 Chief of Police Fundraising Gala/ Victim Services Toronto 10 year anniversary, the Board provided a onetime funding of \$5,000.00.*

d *The request for funding for the annual Community Police Academy was submitted in a separate board report in previous years and has now been combined into this report for the year 2019 and moving forward. The funds will be used from January 1 – December 31, 2019.*

e *In 2017 and 2018, T.P.S. did not participate in the Pride Parade due to unforeseen circumstances. We have since, however, been invited to participate in 2019. C.P.E.U. is requesting that funding be used throughout the whole month of June and that the event be renamed Pride Month Celebrations.*

As per the Board's Special Fund policy, any funds not utilized will be returned to the Board.

All of the above noted requests for funding from the Board's Special Fund have been reviewed to ensure that they meet the criteria set out in the Board's Special Fund Policy and that they are consistent with the following goals of the Service:

- Be where the public needs the Service the most
- Embrace partnerships to create safe communities
- Focus on the complex needs of a large city

For 2019 and moving forward, the T.P.S. is requesting an increase of \$2,000.00 to the budget allotted for the Auxiliary Appreciation and Graduation Ceremonies.

To assist with modernizing policing in Toronto, the Toronto Police Auxiliary Program has been approved to hire an additional 150 members, to grow from 400 to 550, by the year 2020. The expansion is a key component to community engagement, to the Neighbourhood Policing Program and will provide additional resources for crime prevention and outreach initiatives.

C.P.E.U. has re-established the Auxiliary Appreciation event to recognize its members which has not been done since 2014. The value of Auxiliary Officers are captured by the 60,000 plus volunteer hours they perform each year. An Auxiliary Officer of the Month is being recognized and, beginning April of next year and each year after during the National Volunteer Week, C.P.E.U. will host to celebrate and appreciate the Auxiliary Officers that contribute so much as they are the driving force making differences in our communities.

The majority of the current budget funds the Auxiliary graduation leaving an inadequate amount left for any current or new initiatives as a result of the projected additional hires.

C.P.E.U. is requesting the Board approve funding from the Board's Special Fund, including the increase to \$6,000.00 for the Auxiliary Appreciation and Graduation Ceremonies' annual budget, as described within this report.

Conclusion:

The T.P.S. is one of the largest municipal police law enforcement agencies in North America and is responsible for policing a vibrant multicultural city.

Statistics Canada has estimated that Toronto's population has an annual growth rate of 0.2%. Furthermore, Toronto is home to 52.4% of all Greater Toronto Area (G.T.A.) immigrants and 46.1% of all immigrants living in Ontario. In addition to the aforementioned factors, the hosting of these events adds to the importance of the role the T.P.S. plays in forming positive relationships with the public. These events provide a diverse group of residents with the opportunity to interact with members of the T.P.S., who may not have otherwise had that chance.

C.P.E.U. continues to deliver strong community-police partnerships, based on mutual trust, respect, and understanding. These are essential for the safety and well-being of all members of our communities. The participation of the Board and the T.P.S. in these events reinforce a continued commitment to working with our diverse communities and also aim to foster mutual respect and collaborative relationships.

Deputy Chief Peter Yuen, Communities and Neighbourhoods Command, will attend to respond to any questions that the Board may have regarding this report.

Respectfully submitted,

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

Filename: Board Report – Request for Funds – Annual Community Events – 2019.docx



Toronto Police Services Board Report

January 14, 2019

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

**Subject: Special Constable Appointments and Re Appointments –
February 2019**

Recommendation:

It is recommended that the Board approve the appointments and re-appointments of the individuals listed in this report as special constables for the Toronto Community Housing Corporation (T.C.H.C.) and the University of Toronto (U of T), subject to the approval of the Minister of Community Safety and Correctional Services.

Financial Implications:

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

Background / Purpose:

Under Section 53 of the *Police Services Act of Ontario*, the Board is authorized to appoint and re-appoint special constables, subject to the approval of the Minister of Community Safety and Correctional Services. Pursuant to this authority, the Board now has agreements with the University of Toronto (U of T), Toronto Community Housing Corporation (T.C.H.C.) and Toronto Transit Commission (T.T.C.) governing the administration of special constables (Min. Nos. P571/94, P41/98 and P154/14 refer).

[The Service has received requests from T.C.H.C. and UofT. to appoint the following individuals as special constables:](#)

Table 1 Name of Agency and Special Constable Applicant

Agency	Name	Status Request
T.C.H.C.	Bradley Stephen Harper	Re- Appointment
T.C.H.C.	Ricky Kenneth Ismond	Re- Appointment
T.C.H.C.	Leonardas Mitalas	Re- Appointment
T.C.H.C.	Nikos Perivolaris	Re- Appointment
T.C.H.C.	Michael Roy	Re- Appointment
T.C.H.C.	David Randy Roy	Re- Appointment
T.C.H.C.	Richard John Zhivko	Re- Appointment
UofT	Matthew Campanile	Appointment
UofT	Vincent Lau	Appointment
UofT	Amanda Lenza	Appointment

Discussion:

The special constables are appointed to enforce the *Criminal Code of Canada*, *Controlled Drugs and Substances Act*, *Trespass to Property Act*, *Liquor Licence Act* and *Mental Health Act* on their respective properties within the City of Toronto.

The agreements between the Board and each agency require that background investigations be conducted on all individuals who are being recommended for appointment or re-appointment as special constables. The Service's Talent Acquisition Unit completed background investigations on these individuals and there is nothing on file to preclude them from being appointed as special constables for a five year term.

The T.C.H.C. and T.T.C. have advised the Service that the above individuals satisfy all of the appointment criteria as set out in their agreement with the Board. The agencies' approved strength and current complements are indicated below:

Table 2 Name of Agency, Approved Strength and Current Number of Special Constables

Agency	Approved Strength	Current Complement
T.C.H.C.	160	117
UofT Scarborough Campus	19	12

Conclusion:

The Service continues to work together in partnership with the agencies to identify individuals who may be appointed as special constables who will contribute positively to the safety and well-being of persons engaged in activities on T.C.H.C. and the University of Toronto properties within the City of Toronto.

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

Respectfully submitted,

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

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Special Constable Appointments and Re Appointments – February 2019.docx



Toronto Police Services Board Report

January 7, 2019

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

**Subject: New Job Description – Facial Recognition Analyst,
Forensic Identification Services**

Recommendation(s):

It is recommended that the Toronto Police Services Board (Board) approve the attached new civilian job description and classification for the position of Facial Recognition Analyst, Forensic Identification Services (F.I.S.).

Financial Implications:

A vacant Senior Fingerprint Examiner A09 (40 hour) position at Forensic Identification Services with an annual salary of \$87,063 to \$98,493 will be deleted and replaced with the Facial Recognition Analyst A07 (35 hour) position with an annual salary of \$66,346 to \$74,057, effective January 1, 2018. The total annualized salary savings from this establishment change will be approximately \$25,000.

Background / Purpose:

F.I.S. is responsible for the identification or identity verification of individuals using the Service's database of mugshot and fingerprint images. The acquisition of a Facial Recognition System in March 2018 has greatly enhanced this capability.

Investigators submit photographic images from video surveillance and other sources obtained pursuant to an investigation to F.I.S. for search against the Service's mugshot database contained within the Facial Recognition system. The software returns a gallery of candidate photos, which are manually reviewed by an analyst, who determines if the search photo is the same person as the candidate photo. While not a means of positive identification, this technology provides a valuable investigative lead. F.I.S. needs to ensure that search requests are processed in an efficient and timely manner, and has identified that a permanent civilian Facial Recognition Analyst would

be an essential resource for the unit instead of the work being shared by uniform and civilian members.

As a result, a job description for a new Facial Recognition Analyst, Forensic Identification Services position has been recommended (see Appendix A). As this is a new position, Board approval is required.

Discussion:

Facial Recognition is a practical and an important investigative tool in policing. Considering the quantity and quality of the video evidence that is now available from public and private sector premises and crime scenes, F.I.S.'s Facial Recognition system assists in identifying violent and serial offenders at early stages of investigations.

Since the Facial Recognition system went live in March 2018, F.I.S. has processed over 1200 searches from the Toronto Police Service and other police agencies across Ontario. This high volume of work is currently shared between two uniform members working restricted duties, with urgent cases being handled by a Detective Sergeant who is retiring at the end of February 2019. It is imperative that search results and information be disseminated to the appropriate personnel immediately, so that identified offenders, violent or otherwise, can be investigated and apprehended in an expeditious manner. To provide consistent service and avoid a search backlog, it is no longer practical or efficient to staff the position with uniform members. The role could be better managed with a permanent civilian member.

The new job description for the Facial Recognition Analyst, Forensic Identification Services is attached. The position has been evaluated using the Service's job evaluation plan and has been determined to be a Class A07 (35 hour) position within the Unit A Collective Agreement. The current salary range for this position is \$66,345 to \$74,057 per annum, effective January 01, 2018.

Conclusion:

It is therefore recommended that the Board approve the job description and classification for the position of Facial Recognition Analyst, Forensic Identification Services. Subject to Board approval, the Toronto Police Association will be notified accordingly, as required by the Unit A Collective Agreement and this position will be staffed in accordance with the established procedure.

Deputy Chief Barbara McLean, Human Resources Command, and 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

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Filename: New Job Description – Facial Recognition Analyst FIS.doc

Appendix A

	TORONTO POLICE SERVICE JOB DESCRIPTION	Date Approved: Board Minute No.: Total Points: 403.5 Pay Class: A07
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JOB TITLE:	Facial Recognition Analyst	POSITION NO.:	A07096		
BRANCH:	Specialized Operations Command – Detective Operations	SUPERSEDES:	New		
UNIT:	Forensic Identification Services	HOURS OF WORK:	35	SHIFTS:	1
SECTION:	AFIS	NO. OF INCUMBENTS IN THIS JOB:	1		
REPORTS TO:	AFIS Supervisor	DATE PREPARED:	2018.12.06		

SUMMARY OF FUNCTION:

Monitors shared mailbox for facial recognition requests from internal investigative units and external law enforcement agencies. Uses approved facial recognition software to search unknown (probe) images or video against the Service's mugshot database. Liaises with internal and external investigators with regards to facial recognition results. Updates required reports and documents. May be required to attend court to explain workflow process.

DIRECTION EXERCISED:

None.

MACHINES AND EQUIPMENT USED:

Workstation with associated software and other office equipment as required.

DUTIES AND RESPONSIBILITIES:

1. Continuously monitors the shared email inbox and phones for facial recognition requests and inquiries.
2. Prioritizes requests according to the severity of crime and risk to public safety.
3. Determines if requests meet Service procedures and unit policies.
4. Liaises with investigators to ensure compliance with Service procedures and unit policies.
5. Determines if received images are suitable for submission to the facial recognition system (i.e. high enough resolution/quality/pose/illumination).
6. Completes searches according to established guidelines.
7. Determines whether persons on candidate lists could be potential candidates for further investigation.
8. Determines if potential candidates meet the release requirements according to the *Youth Criminal Justice Act* and any other legislative restrictions.
9. Updates reports and provides investigators with results of searches.

The above statements reflect the principal functions and duties as required for proper evaluation of the job and shall not be construed as a detailed description of all the work requirements that may be inherent in the job or incidental to it.



TORONTO POLICE SERVICE
JOB DESCRIPTION

Date Approved:

Board Minute No.:

Total Points: 403.5

Pay Class: A07

JOB TITLE:	Facial Recognition Analyst	POSITION NO.:	A07096		
BRANCH:	Specialized Operations Command – Detective Operations	SUPERSEDES:	New		
UNIT:	Forensic Identification Services	HOURS OF WORK:	35	SHIFTS:	1
SECTION:	AFIS	NO. OF INCUMBENTS IN THIS JOB:	1		
REPORTS TO:	AFIS Supervisor	DATE PREPARED:	2018.12.06		

DUTIES AND RESPONSIBILITIES: (cont'd)

10. Provides training to the Facial Recognition Team and police officers on facial recognition best practices and general use of the system. Delivers presentations, as required.
11. Monitors Pushpin and Service News Releases for suspect photos which may not have been submitted to the facial recognition system.
12. May be required to attend court and testify about the facial recognition workflow process.
13. Performs any other duties and tasks inherent to the position.

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The above statements reflect the principal functions and duties as required for proper evaluation of the job and shall not be construed as a detailed description of all the work requirements that may be inherent in the job or incidental to it.



Toronto Police Services Board Report

December 11, 2018

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: Request for Funds – 2019 Special Olympics Ontario Invitational Youth Games hosted by the Toronto Police Service

Recommendation(s):

It is recommended that the Toronto Police Services Board (the Board) approve an expenditure not to exceed \$50,000 from the Board's Special Fund to support the Toronto Police Service (Service) in hosting the 2019 Special Olympics Ontario Invitational Youth Games.

Financial Implications:

The Board's Special Fund will be reduced by \$50,000, less the return of any funds not used, to support and cover expenses incurred by the Service for hosting the 2019 Invitational Youth Games.

Background / Purpose:

The Service provides policing services to one of the most diverse and multicultural cities in the world. The Service is the largest municipal law enforcement agency in its jurisdiction and has a large intellectual disability community both adult and youth.

Individuals with intellectual disabilities were historically shunned by society at a very young age and segregated in large institutions. In the late 1960's, attitudes began to change; Families were able to visualize a better life for their children.

A Toronto researcher and professor, Dr. Frank Hayden's research in the early sixties at Beverley Street School in Toronto revealed that children with intellectual disabilities were only half as physically fit as their non-disabled peers. The general consensus at the time was their low fitness levels were a direct result of their disabilities. Dr. Hayden's research proved that children with intellectual disabilities experienced lower levels of fitness and motor skills development as a result of an inactive life style due to exclusion from the kinds of physical activity and sports experiences readily available to other children.

Dr. Hayden's research came to the attention of Eunice Kennedy Shriver and the Kennedy Foundation in Washington, D.C., who was passionate about this research and the changes that could be made to ensure those with disabilities are being provided with an equal opportunity at a healthy lifestyle. Dr. Hayden joined the Foundation and became the driving force and inspiration behind the very first Special Olympics Games at Soldier's Field in Chicago in 1968.

Mr. Harry "Red" Foster, a famous broadcaster and Toronto businessman, attended the very first games in Chicago in 1968. Mr. Foster was accompanied by a floor hockey team from Toronto who were Dr. Hayden's students from Beverley Street School. After returning home from the games, Mr. Foster established the Special Olympics' movement in Canada. In 1969, the very first Canadian Special Olympics games were held in Toronto.

For the past 50 years Special Olympics has grown from a modest program serving local athletes to become the world's largest movement dedicated to promoting respect, acceptance, inclusion, and human dignity for individuals with intellectual disabilities through sports.

In celebration of the 50th Anniversary of Special Olympics, Special Olympics Ontario has been given the honour of hosting one of the marquee events, an international games for high school students with intellectual disabilities.

The 2019 Special Olympics Invitational Youth Games will take place May 14-17, 2019 at various locations within the City of Toronto. Sporting events will be held at University of Toronto St. George Campus, Ryerson University, Seneca College and International Centre (Peel Region). Opening/closing ceremonies will be at the Metro Toronto Convention Centre (M.T.C.C.) with athlete's celebrations being held at M.T.C.C. and the Hockey Hall of Fame.

The 2019 Special Olympics Ontario Invitational Youth Games will **"Unite the World"** in Toronto with 2500 student-athletes and coaches from across Canada, the United States and the world. The games will be the first international games of this type within the Special Olympics movement; a games specifically designed for high school students aged 13 – 21 years of age.

The student athletes will compete for their respective schools and countries over the span of three days in five sports: basketball, bocce, soccer, athletics and floor hockey. Athletes will compete within two divisions, a traditional; where all athletes have an intellectual disability, and a unified division; where athletes with and without an intellectual disability will compete on the same team.

The 2019 Special Olympics Ontario Invitational Youth Games will also provide additional sporting opportunities for other athletes and provide educational opportunities for educators, students, and law enforcement professionals through various dialogues as well as various programs and services:

- Youth Leadership Summit
 - Participants from around the world (one educator, mainstream student and student with an intellectual disability) will observe and learn about Special Olympics and the Youth Games.

- Observers Program
 - Participants from Special Olympics programs from around the world and related professionals will observe and learn about Special Olympics and the Youth Games.
- University & College Basketball
 - Featuring 16 teams from North American Universities and Colleges competing in Unified basketball. Teams are comprised of post-secondary students and Special Olympics athletes aged 18-25. Teams competing will have won their respective intramural University or College championships.
- Elementary Event
 - Program designed for fundamental movement skills and age appropriate transitions from play to sport. Athletes aged 2 - 13 and their educators will have a fun filled day of activities, sports, dance, nutrition, and resources to implement at their schools.
- Health Athletes
 - Free screening and education programs for athletes. This program will see health practitioners from seven (7) disciplines including optometry, podiatry, dentistry, physiotherapy, mental health, audiology, and nutritionists provide screenings and identify the need for follow ups as necessary. Special Olympics has become the largest public health organization dedicated to people with intellectual disabilities.
- Law Enforcement Torch Run Observers (L.E.T.R) Program
 - The L.E.T.R. Observers Program will create a unique opportunity for Law Enforcement professionals from around the world to learn about one of the most profitable L.E.T.R. programs in the world and the bond between Special Olympics Ontario and Law Enforcement Agencies.
- Intermediate Floor Hockey Championship
 - In conjunction with the Youth Games, an Intermediate Invitational Floor Hockey Tournament will take place. 20 Teams from across Ontario and invited locations will participate.
- Athlete Victory Dance
 - The Athlete Victory Dance is the most coveted event of the Special Olympic Games. The goal of this event is to provide an opportunity for athletes, coaches and families to celebrate the success of the games.

The primary purpose of the games are to allow student athletes with intellectual disabilities to represent their respective schools and country on an international stage for the very first time. The energy and excitement of these Games will provide a legacy throughout Canada, the United States, and around the world as coaches and athletes return home with renewed drive to expand their programs within their communities and prepare for the next Youth Games.

Special Olympics Ontario has selected the Service as the host agency for the games with Chief Saunders as the Honorary Chair.

As the host agency, the Service has committed to Special Olympics Ontario to help fundraise for the games and to engage Service members to volunteer, participate and be more involved with youth and with individuals with intellectual disabilities.

The games will allow Service members to engage youth and athletes with intellectual disabilities, their families and educators in order to encourage and foster meaningful, positive interactions.

The recommendation within this report satisfies the Board's Special Fund Policy (Policy Number 112 – Special Fund) which directs, in part:

It is the policy of the Toronto Police Services Board with respect to the approval of expenditures from the Special Fund that expenditures will fall within one of the following five categories:

1. *Community Outreach*
2. *Awards and Recognition Programs*
3. *Toronto Police Amateur Athletic Association*
4. *Fitness Facilities*
5. *Consultative Committees*
6. *Victim Services Toronto*

Funding for the 2019 Special Olympics Ontario Invitational Youth Games falls under the Community Outreach category which defines a Community Outreach Initiative as:

- a. *Initiatives benefiting children and/or youth and/or their families. Initiatives must involve members of the Toronto Police Service. For example, the project must reduce the need for policing intervention or strengthen the relationship between police and the community, particularly with marginalized youth; and*
- b. *Initiatives addressing violence prevention or prevention of repetition of violence or the root causes of violence. Initiatives must involve members of the Toronto Police Service.*

Discussion:

The Service is extremely proud of our history with Special Olympics Ontario through the Law Enforcement Torch Run. The Service brought the Law Enforcement Torch Run to Toronto and Canada in 1987. It was through the leadership and directions of retired Service Chief Jack Marks and Police Constable Lorne White who helped develop Ontario's Law Enforcement Torch Run into one of the most successful programs in the world, both in

fundraising but also in collaboration and partnership between law enforcement and Special Olympics.

The Service is committed to treating everyone with fairness, and values all communities, showing understanding and respect while continually trying to improve the relationships with members of the Intellectually Disabled community. This has included hiring members of the community, developing policies and procedures, increasing training to better address the community's needs, and supporting the Service's Law Enforcement Torch Run for Special Olympics.

Support of the 2019 Special Olympics Invitational Youth Games will not only offer an unprecedented opportunity for Service members to engage youth and individuals with intellectual disabilities, it will highlight the positive steps the Service has taken to improve relations with both communities and foster relations with educators.

Sergeant Michael Puterbaugh, the Service's Games Manager, is the lead on the planning committee which is comprised of members of the Service, members of Special Olympics Ontario and members of the public (Volunteers).

A 2019 Special Olympics Ontario sponsorship package has been put together and has been distributed to various agencies and organizations, however, to date no funding has been secured.

The 2019 Invitational Youth Games Fundraising Committee will be hosting a number of events to assist in securing funding to support the athletes, coaches and families attending the games.

The Games Committee seeks funding to purchase the sponsorship for the Athletes Victory Dance and the Elementary Sports Festival which will allow Service members to engage youth with and without intellectual disabilities, educators and their respective families in a relaxed and positive setting to foster relationships. The cost is outlined in the following table.

ITEM	ESTIMATED COSTS
Elementary Sports Festival	\$25,000
Athletes Victory Dance	\$20,000
Miscellaneous: Fundraising Initiatives	\$5,000
TOTAL	\$50,000

*Any funds not utilized will be returned to the Board.

The Elementary Sports Festival will provide Fundamental movement skills and age appropriate transitions from play to sport. Athletes aged 2-13 and their educators will have a fun filled day of activities, sports, dance, nutrition, and resources to implement at their schools. This is a one (1) day event where 150 athletes and educators are expected to participate; fifty (50) volunteers will also be utilized for this event. The \$25,000 requested will be allotted primarily to the cost of the Venue and food; the funding enables this event to be free for both athletes and coaches.

The Athlete Victory Dance is the most coveted event of the Special Olympic Games. The goal of this event is to provide an opportunity for athletes, coaches and families to celebrate

the success of the games. The \$20,000 requested will be allocated to the cost of the venue, food and entertainment; the funding enables this event to be free for an anticipated 2,000 coaches and athletes. Fifty (50) volunteers from within the Service as well as outside of the Service will be utilized for this event.

The additional \$5,000 will be dedicated to supporting other fundraising initiatives. It will assist in securing quality entertainment, venue rental, marketing and refreshments for volunteers and athletes participating in these initiatives which will take place throughout the first quarter of 2019.

Conclusion:

It is therefore recommended that the Board approve expenditures not to exceed \$50,000.00 from the Board's Special Fund to cover expenses incurred by the Service in hosting the above noted events.

The success of these games in Toronto is critical as it will determine whether this event will become an annual event held in Canada, the United States and around the world.

Deputy Chief Peter Yuen, Communities and Neighbourhoods Command, will be in attendance to respond to any questions that the Board may have regarding this report.

Respectfully submitted,

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



Toronto Police Services Board Report

January 11, 2019

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

**Subject: Quarterly Report: Occupational Health and Safety Update
for October 1, 2018 to December 31, 2018 and Year-End
Summary**

Recommendation(s):

It is recommended that the Toronto Police Services 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 fourth quarter of 2018 and includes a year-end summary.

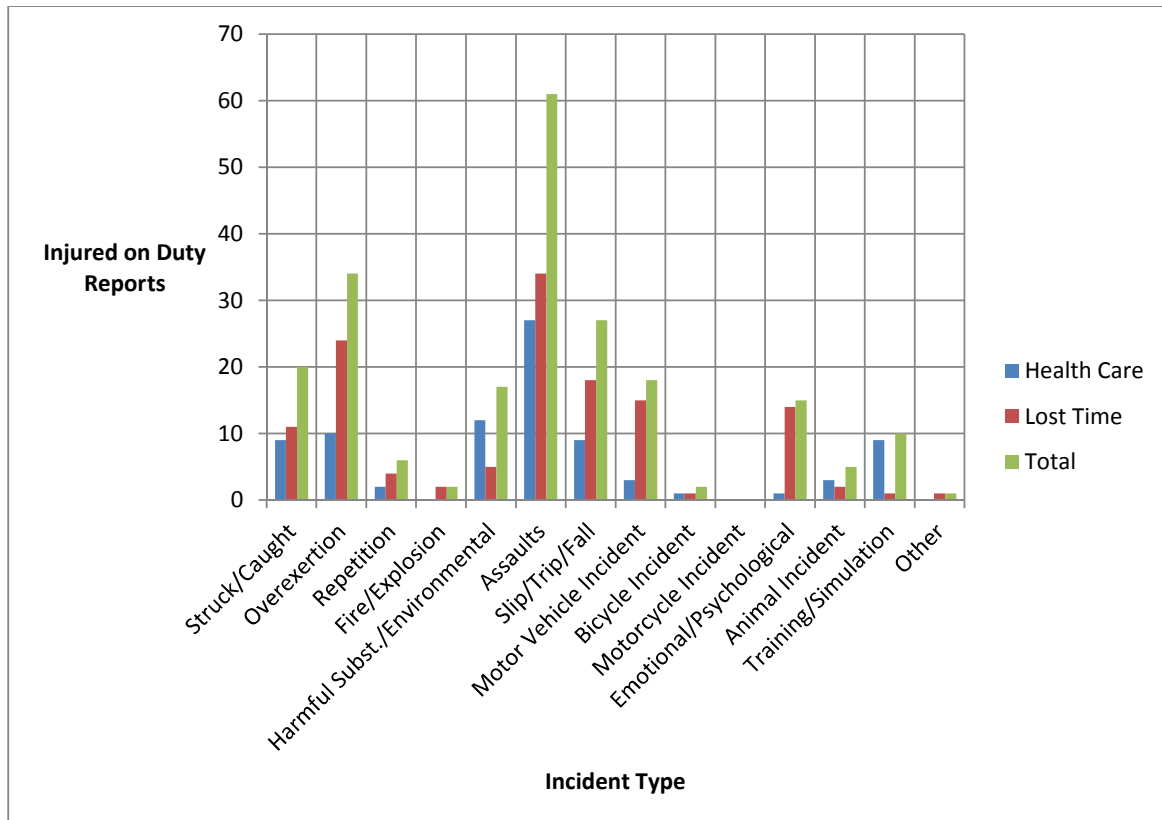
Discussion:

Fourth Quarter Accident and Injury Statistics

From October 1, 2018 to December 31, 2018, there were 218 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, 46 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.

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 Wellness Unit during the fourth quarter of 2018.

*Injured on Duty Reports
October to December 2018*



Incident Type	Health Care	Lost Time	Q4 2018	Q4 2017
Struck/Caught	9	11	20	21
Overexertion	10	24	34	35
Repetition	2	4	6	0
Fire/Explosion	0	2	2	2
Harmful Substances /Environmental	12	5	17	7
Assaults	27	34	61	65
Slip/Trip/Fall	9	18	27	23
Motor Vehicle Incident	3	15	18	19
Bicycle Incident	1	1	2	2
Motorcycle Incident	0	0	0	0
Emotional/Psychological	1	14	15	16
Animal Incident	3	2	5	4
Training/Simulation	9	1	10	9
Other	0	1	1	2
Totals	86	132	218	205

The top five incident categories are:

1. Assaults: 61 reported incidents
2. Overexertion: 34 reported incidents
3. Slip/Trip/Fall: 27 reported incidents
4. Struck/Caught: 20 reported incidents
5. Motor Vehicle Incident: 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.

Critical Injuries

Under Ontario’s occupational health and safety regulatory framework, employers have the duty to report all critical injuries and fatalities which occur in the workplace to the Ministry of Labour (M.O.L.), pursuant to *Section 51* of the *Occupational Health and Safety Act* and *Ontario Regulation 834*.

A critical injury is defined as an injury of a serious nature that:

- (a) places life in jeopardy,
- (b) produces unconsciousness,
- (c) results in substantial loss of blood,
- (d) involves the fracture of a leg or arm but not a finger or toe,

- (e) involves the amputation of a leg, arm, hand or foot but not a finger or toe,
- (f) consists of burns to a major portion of the body, or
- (g) causes the loss of sight in an eye.

In the fourth quarter of 2018, there were two critical injury incidents reported to the M.O.L. 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 Wellness 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 Wellness 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.

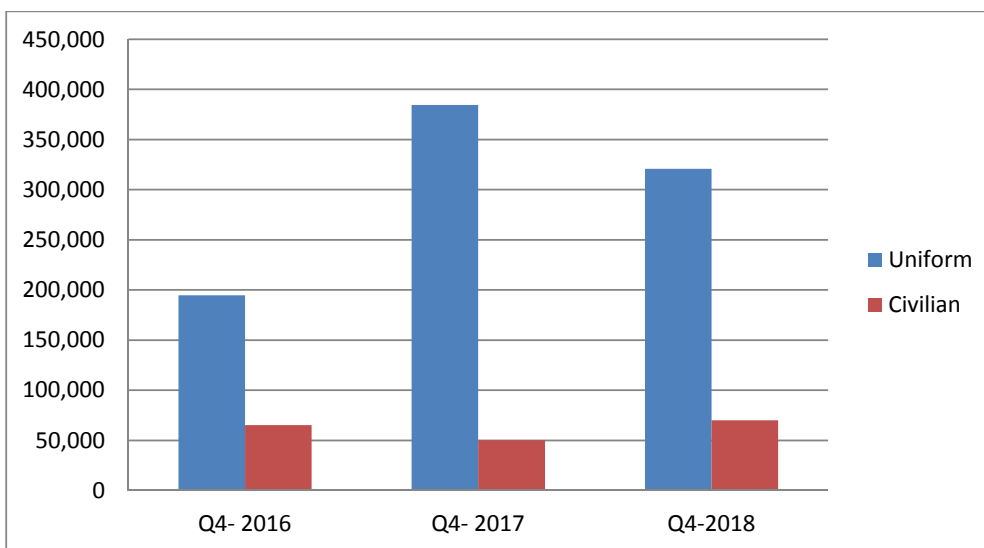
Member Exposure to Communicable Diseases October to December 2018

Reported Exposures	October	November	December	Q4 - 2018	Q4 - 2017
Bodily Fluids, Misc.	14	12	15	41	43
Hepatitis A, B, & C	2	2	3	7	9
HIV	1	3	1	5	8
Influenza	0	0	0	0	0
Measles, Mumps, Rubella	0	0	0	0	0
Meningitis	0	0	0	0	0
Staphylococcus Aureus	3	7	0	10	2
Tuberculosis	0	2	2	4	6
Varicella (Chickenpox)	0	0	0	0	0
Bed Bugs	2	8	3	13	16
Other, Miscellaneous	4	5	5	14	16
Total	26	39	29	94	100

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.

Injury and Accident Costs

As a Schedule 2 employer, the Service paid \$69,907 in W.S.I.B. health care costs for civilian members and \$320,791 in W.S.I.B. health care costs for uniform members for the fourth quarter of 2018.



	Q4 - 2016	Q4 - 2017	Q4 - 2018
Uniform	\$194,601	\$384,847	\$320,791
Civilian	\$65,277	\$50,316	\$69,907

The high overall costs in the last two years as compared with 2016 may be attributed in part to the passing into law of the *Supporting Ontario's First Responders Act* in April 2016, which created the presumption of work-relatedness when first responders are diagnosed with P.T.S.D.

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 fourth quarter of 2018 is summarized in the following chart.

*Member Disabilities: Non-Occupational
October to December 2018*

Disability Category	End of Q4 – 2018	End of Q4 – 2017
Short Term	59	69
Long Term – LTD	4	4
Long Term – CSLB	77	76
Total Disability	140	149

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 fourth quarter of 2018, there were three 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*.

Other Occupational Health and Safety Matters

Currently, the Service has 306 certified members, comprised of 205 worker representatives and 101 management representatives. For administrative purposes, uniform management representatives consist of members holding the rank of Staff/Detective Sergeant and above.

Seasonal Influenza Vaccination Clinics

The Service, in partnership with Toronto Paramedic Services, hosted two seasonal influenza vaccination clinics at police facilities across the Service. A total of 98 members of the Service were immunized during these clinics.

Year-End Summary

Annual Workplace Safety and Insurance Board Claims and Costs

For the year 2018, the Service processed 1054 Injured on Duty (I.O.D.) reports, which were reported to W.S.I.B. as workplace injury or illness claims or recurrences. For 2016

and 2017, there were 904 and 955 claims and recurrences reported respectively. In 2018, there was an increase of 10% in reportable claims when compared to 2017.

W.S.I.B. claims must be reported when workers receive medical attention, lose time or are absent from work, or when any recurrences of work-related injury or illness occur. First Aid incidents do not meet the threshold for reporting to the W.S.I.B.

The following chart lists W.S.I.B. claims for the Service for the past three years for comparison purposes:

Claim Description	2016	2017	2018*
Health Care	363	365	351
Lost Time	399	450	518
Recurrences	142	140	185
Total	904	955	1054
Percent change from previous year	-1%	+5%	+10%

*Claims can be reported at any time. This is accurate as of the date of this report.

The cost to the Service for workplace injuries and illnesses, as a Schedule 2 employer, including income replacement, healthcare costs, administration fees and all other pensions and awards for the last three years is as follows:

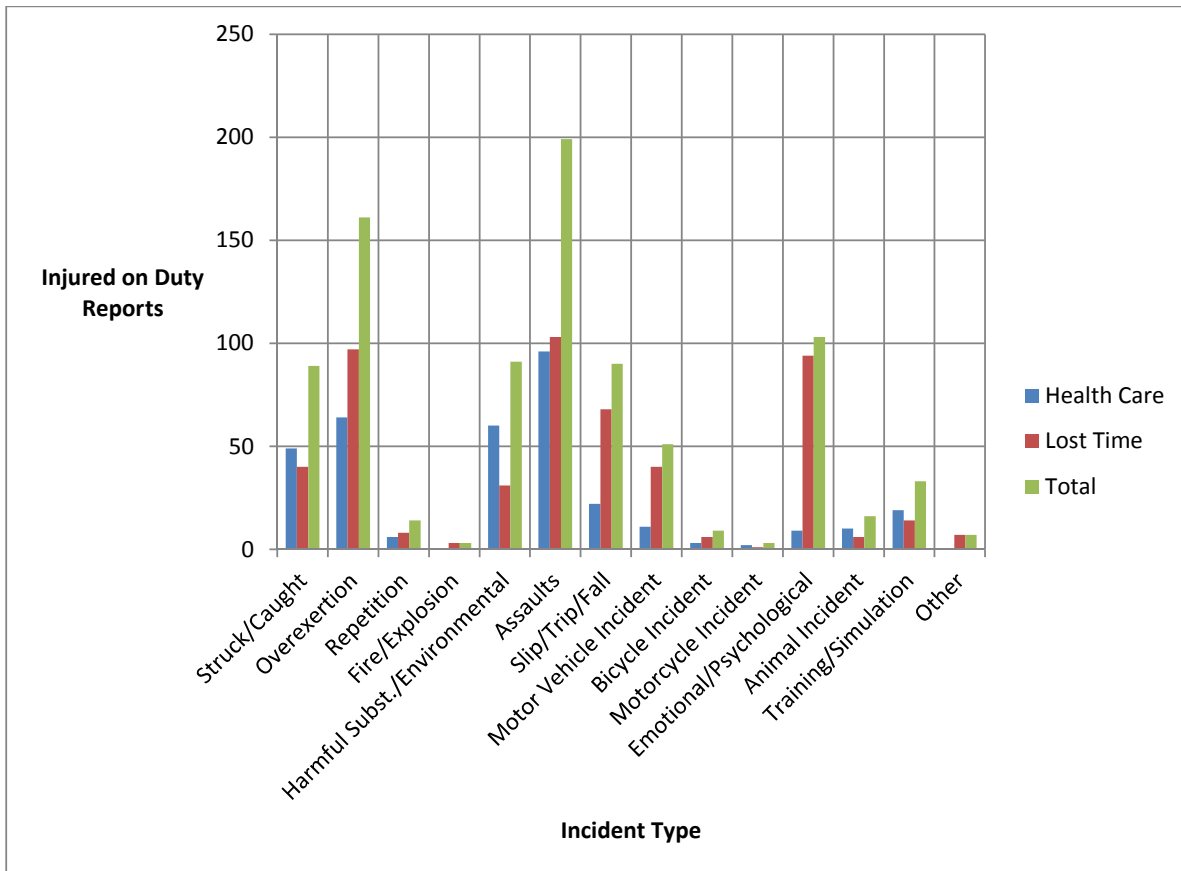
W.S.I.B. Costs	2016	2017	2018*
Total	\$8.96M	\$11.75M	\$12.92M
Percent change from previous year	+6.4%	+31.1%	+9.1%

*The cost is accurate as of the date of this report.

The increase in overall costs over the past three years may be attributed to the passing into law of the *Supporting Ontario's First Responders Act* in April 2016, which created the presumption of work-relatedness when first responders are diagnosed with P.T.S.D.

Annual Year-End Accident and Injury Statistics

The following chart and graph summarize the I.O.D. reports received by the Wellness Unit during the year 2018:



Incident Type	Health Care	Lost Time	Total 2018	Total 2017	Total 2016	Total 2015
Struck/Caught	49	40	89	103	168	152
Overexertion	64	97	161	115	84	69
Repetition	6	8	14	5	17	14
Fire/Explosion	0	3	3	9	2	3
Harmful Substances /Environmental	60	31	91	61	32	65
Assaults	96	103	199	254	197	128
Slip/Trip/Fall	22	68	90	83	90	105
Motor Vehicle Incident	11	40	51	48	53	68
Bicycle Incident	3	6	9	9	17	20
Motorcycle Incident	2	1	3	0	5	9
Emotional/Psychological	9	94	103	57	52	40
Animal Incident	10	6	16	11	8	25
Training/Simulation	19	14	33	48	10	59
Other	0	7	7	12	27	22
Totals	351	518	869	815	762	779

* In addition there were 185 recurrences of previously submitted claims resulting in a total of 1054 workplace injury or illness reports submitted to the W.S.I.B.

The top five incident types for the year of 2018 are:

1. Assaults, 199 reported incidents
2. Overexertion, 161 reported incidents
3. Emotional/Psychological, 103 reported incidents
4. Harmful Substances/Environmental, 91 reported incidents
5. Struck/Caught, 89 reported incidents

The highest category of incidents for the year 2018 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.

For the year 2018, an increase was noted in the Overexertion category. A review of the incidents revealed that a large number of incidents occurred as a result of suspects resisting arrest and/or a foot pursuit. A significant portion of training received by police officers is designed to mitigate the risk of these types of injuries.

The data also show an increase in the number of approved claims in the “Emotional/Psychological” category. This increase may be attributed in part to the passing of new legislation, Bill 163, *Supporting Ontario’s First Responders Act (Posttraumatic Stress Disorder)*, 2016, which came into force on April 5, 2016. The legislation creates a presumption that posttraumatic stress disorder (P.T.S.D.) diagnosed in first responders is work-related.

Annual Year-End Communicable Disease Statistics

Reported Exposures	Total 2018	Total 2017
Bodily Fluids, Misc.	207	217
Hepatitis A, B, & C	20	23
HIV	22	29
Influenza	0	0
Measles, Mumps, Rubella	0	0
Meningitis	9	8
Staphylococcus Aureus	32	31
Tuberculosis	18	21
Varicella (Chickenpox)	0	0
Bed Bugs	71	79
Other, Miscellaneous	63	57
Total	442	465

For the year 2018, there were a total of 442 reported incidents involving exposures or possible exposures. This represents a decrease of 5% when compared to 2017 in which a total of 465 incidents were reported.

Annual Year-End Critical Injury Statistics

Year	Critical Injury Incidents reported to the MOL	Critical Injury Incidents Confirmed
2017	11	11
2018	5	4

Annual Year-End Workplace Violence and Harassment Statistics

In 2018, there were twenty six 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*. As a result of the investigations, ten complaints were deemed to be unsubstantiated, one informal resolution, one without proper jurisdiction, four were withdrawn, and misconduct was identified in two cases. The remaining complaints are still under investigation.

Conclusion:

This report provides an update to the Board on matters relating to occupational health and safety issues for the fourth quarter of 2018 and provides year-end summary information.

The next quarterly report for the period of January 1, 2019 to March 31, 2019 will be submitted to the Board for its meeting in May 2019.

Deputy Chief Barbara McLean, 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:IN:cp

Board Report – Public – OHS update – Q4 – October to December 2018



Toronto Police Services Board Report

January 10, 2019

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: Annual Report: 2018 Protected Disclosure

Recommendation:

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 October 9, 2014 (Min. No. P227 refers) the Board considered a report from Dr. Alok Mukherjee, then Chair of the Toronto Police Services Board, regarding a Board policy entitled *Protected Disclosure*.

That policy was approved and contained direction that the Chief of Police will:

In order to ensure that steps are taken to address the underlying causes and to mitigate the risk of future occurrences, report to the Board, on an annual basis, the results of any and all investigations undertaken in respect to allegations reported anonymously or in a protected manner by members and any steps taken as part of a review to address the underlying causes and actions undertaken to mitigate the risk of future occurrence. Such reporting shall include details on the substance of the allegation of wrongdoing and any actions taken in response to it.

Discussion:

The January 2003 report by the Honourable Justice George Ferguson entitled *Review and Recommendations Concerning Various Aspects of Police Misconduct* recommended that Internal Affairs (as Professional Standards was known at the time of the report) establish an independent telephone line, available to members of the public or members of the Service, to report serious police misconduct or corruption on an anonymous basis. The report also recommended that Internal Affairs design and implement a process whereby 'whistle-blowers' are provided adequate protections.

As a result, a dedicated anonymous disclosure telephone line was created and the details announced to Service members on Routine Orders on February 28, 2005 (Routine Order 2005.02.28-0239 refers).

The anonymous reporting process was finalized with the creation of Service Procedure 13-18, which was released on August 23, 2006 (Routine Order 2006.08.23-0832 refers). This procedure, currently entitled *Anonymous Reporting of Discreditable Conduct*, details how a member may anonymously report discreditable conduct on the part of another member. The procedure also details how the Service manages and investigates this anonymous disclosure.

Section 1.3 of the Service's Standards of Conduct directs a member to report acts of misconduct to a supervisor, a unit commander, or the Unit Commander of Professional Standards as soon as practicable.

To ensure that any member who reports misconduct is protected, the Service also created section 1.4 of the Standards of Conduct entitled *Reprisal*, which states:

Members shall not harass, intimidate, or retaliate against any person who makes a report or complaint about their conduct or the conduct of another Service member.

Any member who, in good faith, reports a breach of Service or Legislative Governance or an act of misconduct shall not be subject to reprisal for making such report.

The rationale in Procedure 13-18 includes sections 1.3 and 1.4 of the Standards of Conduct and also states:

The Service also recognizes that there may be circumstances where members may be reluctant to identify themselves when reporting discreditable conduct. Therefore, P.R.S. can receive information anonymously on a dedicated telephone line. The telephone number 416-343-7090 is available between the hours of 0800 and 1600 each business day.

Professional Standards (P.R.S.) manages the anonymous telephone line and the investigative responsibility for such calls remains within this unit. An investigator receiving a call informs the caller, as required by Procedure 13-18, that the Service cannot guarantee total anonymity as the courts may supersede any privilege extended by the Service.

The investigator receiving disclosure from the caller records the details on an Anonymous Disclosure Intake Report (TPS909). To protect the identity of the caller, he/she is never asked to self-identify and is referred to throughout the report as an *anonymous police informant*. This form is not duplicated and remains at P.R.S. unless directed by a court order.

Professional Standards has also received anonymous reports of misconduct through other sources such as letters and internal correspondence forms and those complaints are also detailed in this report.

The table below shows the number of calls received at P.R.S. via the anonymous disclosure line and other sources in 2018:

Source	Number
Anonymous Disclosure Line	4
Other Sources	9

Regardless of the anonymous source, an investigation will be commenced and the investigative steps will be the same regardless of the subject member's rank.

The description and outcomes of the four matters received through the anonymous disclosure line are as follows:

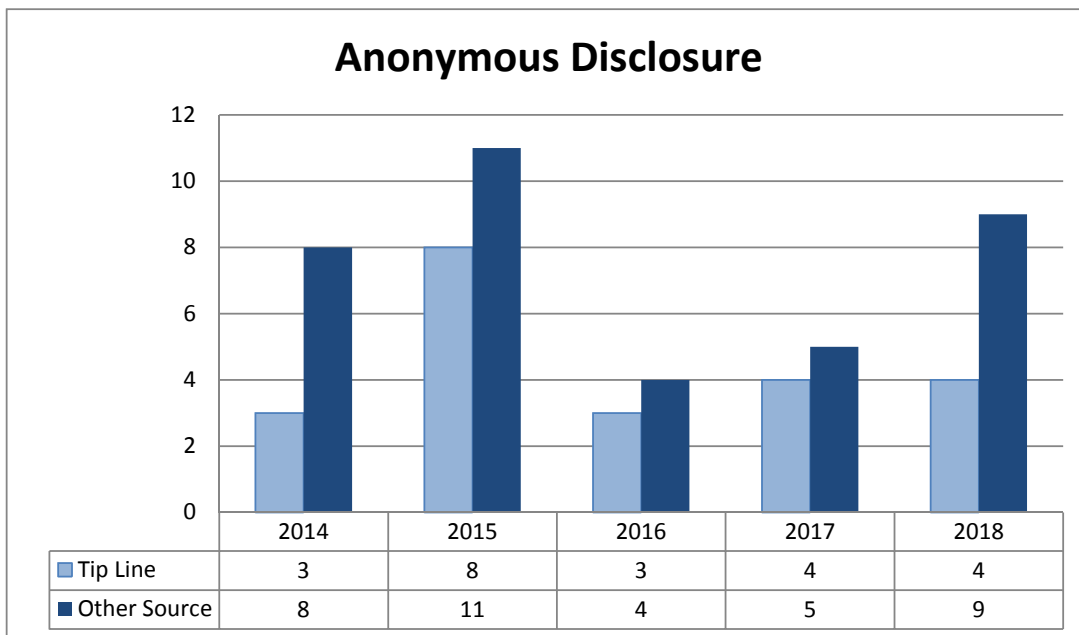
- An allegation that member was arrogant toward subordinates. The matter was resolved informally.
- An allegation that a member was involved in illegal drug activity. The matter was unsubstantiated.
- An allegation that members were participating in training without a prerequisite qualification. The matter was resolved informally.
- An allegation that officers were not following procedure when signing on and off duty and consuming alcohol on police property. The matter was resolved informally.

There were nine anonymous complaints received by means other than the anonymous disclosure line. The allegations and outcomes are detailed below:

- An allegation that a member engaged in inappropriate behaviour off-duty. The matter was unsubstantiated.

- An allegation that a member engaged in tyrannical and unprofessional behaviour in the workplace. The matter was substantiated and returned to the unit for penalty assessment.
- An allegation that members were patrolling in a car together instead of individually. The matter was unsubstantiated.
- An allegation that members were abusing lunch hours and the issuance of lieu time as a performance management tool was a waste of public funds. The allegation regarding lunch hours was unsubstantiated. The established process for recognizing performance excellence by members was deemed appropriate.
- An allegation that members were abusing lunch hours and the scheduling of concerning overtime was inefficient. The matter was unsubstantiated.
- An allegations that a member used profane language towards a subordinate. The matter was substantiated and returned to the unit for penalty assessment.
- An allegation that a member engaged in tyrannical behaviour towards subordinates. The matter is still under investigation.
- An allegation that members are watching television while on duty. The matter was unsubstantiated.
- An allegation that an officer improperly used police databases for personal reasons. The matter was unsubstantiated.

This report has been prepared annually since 2014 and a five year comparison is detailed in the chart below:



Conclusion:

This report details the allegations and outcomes of the thirteen anonymous complaints received by the Service in 2018.

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

Respectfully submitted,

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

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Central Joint Health and Safety Committee

PUBLIC MINUTES

**40 College Street, 7th Floor Board Room
Thursday December 13, 2018
9:00 AM**

Meeting No. 64

Members Present

Chair Andy Pringle, TPSB & Co-Chair, CJHSC
Mr. Jon Reid, Director, TPA & Co-Chair, CJHSC
Deputy Chief Barbara McLean, TPS, Command Representative
Mr. Brian Callanan, TPA & Executive Representative

Also Present

Mr. Rob Duncan, Safety Planner & Program Coordinator, Wellness Unit
Ivy Nanayakkara, Manager, Wellness Unit
Claire Wagar, TPA

Chair for this Meeting: Andy Pringle, Chair, Toronto Police Services Board, and
Co-Chair, Central Joint Health and Safety Committee

Opening of the Meeting:

1. The Chair welcomed the group to the meeting, and called the meeting to order at 9:05am.
2. The Committee approved the public and confidential Minutes from the meeting that was held on October 11, 2018.

The Committee considered the following matters:

3. ISSUANCE OF NALOXONE KITS TO SPECIFIED UNIFORM MEMBERS

Action taken since the last meeting:

Mr. Duncan advised the committee that four members of the public have been revived by members of the TPS using the Naloxone kits. No instances of Service members being administered Naloxone have been reported. O. Reg 267 has been amended to change the requirement for SIU invoking their mandate with respect to this issue in cases in which an officer's only involvement with a person was to administer Naloxone.

Status	<u>Resolved</u>
Action	The Committee agreed that this item has been resolved and there is no action required at this time.

4. FULL BODY SCANNERS

Mr. Duncan informed the committee that the project team is at the mid-point in this pilot project.

Action taken since the last meeting:

Mr. Duncan advised the Committee that they are mid-point in the pilot project to test the body scanner. He said that the Service is working with two (2) different vendors to evaluate how easy and accurately the equipment is to operate, and how effective the equipment is in detecting hidden contraband. He said that the Service is also trying new equipment from a US manufacturer and will test it in the New Year. He said that the Safety Section of the Wellness Unit are working with the project team and so far they have had good compliance rates with testing the equipment on persons in custody and that all regulatory requirements are being met in order to protect member health and safety. Service members involved with the pilot project reported no negative feedback. There are no concerns or risks for the members with respect to radiation exposure as there is an exclusion zone within which members will work and suitable controls are in place to protect members.

Status	<u>On-Going</u>
Action	Deputy Chief McLean to provide update at the next meeting.

5. DUTY BELTS

The Committee agreed that this will be forwarded to the clothing and equipment committee for discussion.

Action taken since the last meeting:

Status	<u>On-Going</u>
Action	Deputy Chief McLean to provide update at the next meeting.

6. ARMED POLICE OFFICERS IN COURT HOUSES

Deputy McLean advised that Deputy Coxon will establish a new working group to discuss this matter and find a strategy moving forward and discuss logistics for the new courthouse.

Status	<u>On-Going</u>
Action	Deputy Chief McLean to provide update at the next meeting.

7. VENTILATION AT PROPERTY BUREAU

Mr. Duncan advised the Committee that he attended the site and the facility is immaculate. He will be providing educational sessions/presentations on hazards associated with handling drug evidence in January 2019.

Action taken since the last meeting:

Mr. Duncan attended the property. They did a presentation on the Fentanyl hazards. The HVAC system had no evidence of any issues; the air quality was good and normal for an office in the area. Mr. Duncan had interviews with the people in the area and no one expressed any concerns. No risk of inhalation at THC as the burning is done offsite.

Status	<u>Resolved</u>
Action	The Committee agreed that this item has been resolved and there is no action required at this time.

8. FIRE SCENES N95 MASKS

Mr. Duncan advised the Committee that there will be “rolling fit testing” which be implemented at each Divisions. Video Services will set up a training video for officers.

Status	<u>Ongoing</u>
Action	Mr. Duncan to provide and update at the next meeting.

9. UNIFORM QUALITY

The Committee discussed that this issue was brought up by a Board Member who received concerns from officers regarding the quality of the uniforms. Since there was a change in the supplier, the new uniforms pants are rigid and stiff. The make-up of the fabric might cause the person wearing it to feel itchy or hot. Deputy Ramer will address this issue with the clothing and equipment committee. Mr. Duncan suggested that it may be a matter of switching to a different supplier.

Status	<u>On-Going</u>
Action	J. Ramer to provide update at the next meeting.

10. SCENT FREE WORKPLACE

Mr. Duncan advised the committee that there has been an increased in members reporting reactions to scents. We should expand the scent awareness campaign; the public sector workplaces have this same approach in a scent-free environment. Certain units have already incorporated this approach and others received positive feedback. The committee discussed the difficulty of policing a scent free environment. Mr. Duncan said that a scent awareness campaign is the best approach to educate and train Members.

Status	<u>Ongoing</u>
Action	Deputy Chief McLean to provide and update at the next meeting.

Next Meeting:

March 28, 2019 at 9:30am at TPSB Boardroom.

Members of the Central Joint Health and Safety Committee:

Andy Pringle, Co-Chair Toronto Police Services Board	Jon Reid, Co-Chair Toronto Police Association
Barbara McLean, Command Representative, Toronto Police Service	Brian Callanan, Executive Member Toronto Police Association



Toronto Police Services Board Report

December 19, 2018

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

**Subject: Painting Services Vendor of Record – City of Toronto
Contract Award to Calverley Painting & Decorating**

Recommendations:

It is recommended that the Toronto Police Services Board (Board):

- (1) approve utilizing the existing piggy-back clause in the City of Toronto's contract with Calverley Painting & Decorating for the provision of all necessary labour, materials, supplies, equipment, and warranty for indoor and outdoor painting services, effective upon Board approval to September 30, 2019; and
- (2) authorize the Chief of Police to execute the four optional one-year extensions, effective October 1, 2019, provided that the City of Toronto exercises the options and subject to satisfactory vendor performance.

Financial Implications:

Funding for this purpose is included in the Toronto Police Service's (Service) annual State of Good Repair (S.O.G.R.) capital budget, which is used to maintain the safety, condition and upkeep of existing buildings utilized by the Service (Min. No. P227/17 refers). The estimated annual expenditure for indoor and outdoor painting services at various Service facilities is approximately \$150,000 (excluding taxes). This value is subject to change based on the S.O.G.R. annual plan and priorities.

Background / Purpose:

The City of Toronto (City) has a contract in place for the provision of painting services that allows interested City agencies, boards, and commissions to participate. From an expediency and efficiency perspective, the Service would like to utilize the City contract in lieu of conducting its own procurement process.

By exercising the piggy-back option and using the City's painting services vendor, the Service is able to leverage the City's pricing agreement. It also allows the Service to participate in a future painting services joint procurement with the City, when the term of the contract with Calverley Painting & Decorating (Calverley) concludes.

Discussion:

The City's Purchasing and Materials Management Division has recently issued a Request for Quotation (R.F.Q.) # 1101 - 18 - 0248 for the supply of all necessary labour, materials, equipment and warranty pertaining to indoor and outdoor painting services at various locations throughout the City. Calverley was the successful bidder and was awarded a one year contract commencing October 16, 2018, through to September 30, 2019, with four optional one-year extension periods (October 1, 2019 to September 30, 2023).

Conclusion:

The Service's Facilities Management unit has reviewed the terms and conditions of the City's contract with Calverley and has determined that the services provided will meet the requirements of the Service. Therefore, approval is requested to utilize Calverley as the Vendor of Record for indoor and outdoor painting services until September 30, 2019. Should the City choose to exercise the additional option year(s) and the vendor's performance and pricing are satisfactory, the extension periods will also be exercised by the Service.

The Service continues to partner with the City for the procurement of common goods and services as it allows for cooperative, competitive pricing through larger economies of scale and also maximizes administrative efficiencies.

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



Toronto Police Services Board Report

December 19, 2018

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

**Subject: Carpeting Services Vendor of Record – City of Toronto
Contract Award to Arthur L. Weaver Flooring Ltd.**

Recommendations:

It is recommended that the Toronto Police Services (Board):

- (1) approve utilizing the existing piggy-back clause in the City of Toronto's contract with Arthur L. Weaver Flooring Ltd. for the supply and installation of carpeting in various Toronto Police Service (Service) facilities effective upon Board approval to September 30, 2019; and
- (2) authorize the Chief of Police to execute the four optional one-year extensions, commencing on October 1, 2019, provided that the City of Toronto exercises the options and subject to satisfactory vendor performance.

Financial Implications:

Funding for this purpose is included in the Service's annual State of Good Repair (S.O.G.R.) capital budget (Min. No. P227/17 refers). The S.O.G.R capital budget includes an annual plan of required facilities maintenance activities to maintain the safety, condition, and upkeep of existing buildings utilized by the Service. The estimated annual expenditure for the purchase and installation of carpeting at Service facilities is approximately \$200,000 (excluding taxes). This amount is subject to change based on the annual S.O.G.R project list and Service priorities.

Background / Purpose:

The City of Toronto (City) has a contract in place for the provision of carpeting services that allows interested City agencies, boards, and commissions to participate. In the interest of expediency and efficiency, the Service would like to utilize the City contract in lieu of conducting its own procurement process.

By exercising the piggy-back option and using the City's carpeting services vendor, the Service is able to leverage the City's pricing agreement. It also allows the Service to participate in a future joint procurement with the City for carpeting services when the term of the contract with Arthur L. Weaver Flooring Ltd. (Weaver) concludes.

Discussion:

The City's Purchasing and Materials Management Division issued a Request for Quotation (R.F.Q.) # 3901-18 - 5053 on June 1, 2018 for the provision of all materials, equipment, labour and supervision required to supply and install carpeting at various corporate facilities across the City. Weaver was the successful bidder and was awarded a one year contract commencing October 16, 2018, through to September 30, 2019, with four optional one-year extension periods (October 1, 2019 to September 30, 2023).

Conclusion:

The Service's Facilities Management unit has reviewed the terms and conditions of the City's contract with Weaver and has determined that the services provided will meet the requirements of the Service. Therefore, approval is requested to utilize Weaver for carpeting services until September 30, 2019. Should the City choose to exercise the additional option year(s) and the vendor's performance and pricing is satisfactory, the extension periods will also be exercised by the Service.

The Service continues to partner with the City for the procurement of common goods and services as it allows for cooperative, competitive pricing through larger economies of scale and also maximizes administrative efficiencies.

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



Toronto Police Services Board Report

February 1, 2019

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: Toronto Police Service – Scale-out Storage – Purchase of Dell EMC Isilon from Scalar Decisions Inc.

Recommendation(s):

It is recommended that the Toronto Police Services Board (Board):

1. approve the purchase of Dell EMC Isilon Scale-out Storage system, from Scalar Decisions Inc., piggybacking on an existing Peel Regional Police agreement, for the supply of hardware, software licences, training, professional services and maintenance for five-year period commencing from the date of purchase, in the amount of \$1,748,481, excluding taxes; and
2. 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 cost to purchase the Dell EMC Isilon Storage, including professional services, training certifications and five-year maintenance support is \$1,748,481, excluding taxes. This cost is being funded from an approved 2018/2019 Policing Effectiveness Modernization (P.E.M.) grant.

The maintenance services and support provided to the Toronto Police Service (Service) are included for five years from the date of purchase, after which they will be paid for on an annual basis.

Background / Purpose:

The purpose of this report is to seek Board approval to purchase the Dell EMC Isilon Storage from Scalar Decisions Inc., to improve responsiveness and proactively align storage infrastructure and operations with business needs.

Discussion:

Over the past few years, the evolution and proliferation of technology has exposed the Service to new sources of data in the form of unstructured data (e.g. video surveillance, social media, mobile devices, etc.). The requirement to keep this data and meet the retention mandates has caused an exponential growth in demand for storage. This trend will only accelerate when new business applications are created with requirements of storing large amounts of unstructured data, or data stored as files.

The existing storage infrastructure in the Service is built on a traditional technology which is applied to all solutions regardless of workload characteristics and data types. As demand for storing unstructured data grows rapidly, the Service has started experiencing challenges to securely store unstructured data and meet prolonged retention requirements. In the long run, the current way to meet storage demands and address future challenges by continuing to expand on existing infrastructure is not efficient financially and operationally.

It has become imperative for the Service to analyse alternatives and leverage new technologies to address the storage needs and bring down the total cost of ownership for unstructured, file-based data storage on a per Tera-byte (T.B.) basis. A new agile, scalable, and cost-efficient storage platform with the focus on storing unstructured, file-based data will provide the Service with alternatives to:

- Get more return for every dollar spent on storage;
- Respond more effectively to business capacity and performance needs;
- Achieve more storage deployment agility; and
- Assign the right storage for different workloads.

The Service submitted an application for a P.E.M. grant to fund the implementation of a new Scale-out Storage platform. The application was approved by the Province. The change in Provincial Government put numerous expenditures on hold, including the P.E.M. grants. As a result, the projects submitted under the P.E.M. grant, including the grant for the Scale-out Storage implementation, were on hold until December 2018. Under the P.E.M. grant program, all services and product purchases must be completed or received by March 31, 2019. This short timeline does not allow for a fully executed Request for Proposal (R.F.P.) process to be followed and obtain delivery of equipment by the March 31, 2019 deadline.

To expedite the process of product selection and procurement, the Service has conducted a product evaluation for Scale-out Storage based on the Service's needs and use cases. Dell EMC's Isilon solution is ranked number one in the final evaluation report, and therefore recommended for the Scale-out Storage procurement. The Service also engaged Gartner, as a third-party, vendor-neutral reviewer, to validate the methodology used in the evaluation and the conclusion over product selection. Overall, given the time constraints, goals, and requirements, Gartner considered that the

evaluation is well done and the selection of Isilon technology is the best immediate fit for the Service.

In exploring the procurement options with Purchasing Services, it was determined that the current storage Vendor of Record, OnX, could not be used for the acquisition of the Isilon storage solution. Therefore options for piggybacking on existing contracts in other police services were explored, and it was determined that the Isilon storage solution could be acquired through Scalar Decisions Inc. (Scalar), an authorized reseller of Dell EMC (the original equipment manufacturer), under an existing agreement with Peel Regional Police (R.F.P. # 2016-552P). Scalar provided a quote for the solution in the amount of \$1,748,481, excluding taxes. The quote included the supply of hardware, software licences, training, professional services and maintenance for five-year period commencing from the date of purchase.

Conclusion:

Law enforcement is experiencing a significant evolution, which is featured by the proliferation of technology and the prevalence of data collection. One of the biggest challenges is the exponential growth of unstructured, file-based data driven by the ever-expanding policing mission. The Service needs to find alternatives to keep up with the challenge in an efficient and effective way.

The Board's approval of the purchase of the Dell EMC Isilon storage solution from Scalar Decisions Inc. will provide a new scalable and agile storage platform for the Service to remain on-top and ahead of the game in regards to capacity, performance, and cost. The Service will be in a better position to transition into the future of policing and the ever increasing storage requirements.

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



Toronto Police Services Board Report

January 11, 2019

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: Annual Report: 2018 Uniform Promotions

Recommendation:

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 on May 29, 2003, the Board approved giving standing authority to the Chair, Vice Chair, or their designates, to sign, authorize and approve all uniform promotions to the ranks of Sergeant and Staff/Detective Sergeant. The Board further approved receiving a summary report at its February meeting each year on the promotions made to these ranks in the previous year (Min. No. P136/03 refers). Also at its meeting on March 22, 2007, the Board requested that future diversity statistics provide an analysis of the success rate of officers with varying racial backgrounds and female officers in the promotional process by comparing the number of such officers at all stages of the process with the number of those who were promoted (Min. No. P124/07 refers).

Discussion:

In 2018, the Service proceeded with the promotion of members who were on an eligibility list. Eighty Six (86) Police Constables were promoted from the 2015 Sergeant Eligibility List.

The 86 Police Constable promotions to the rank of Sergeant has exhausted the 2015 eligibility list.

Appendix 'A' lists the number of members promoted to the rank of Sergeant during 2018.

At the Board meeting on February 24, 2016, an employment equity analysis was submitted for the 2015 Sergeant promotional process indicating the breakdown of gender and of visible minorities (Min. No. P27/16 refers).

A diversity analysis for the members promoted in 2018 to the rank of Sergeant (see Appendix B) is attached:

- One hundred and fifty-one members were placed on an eligibility list for promotion to the rank of Sergeant in 2015.
- Eighty six of those members were promoted in 2018:
 - 24% were from Aboriginal and diverse racial backgrounds
 - female members made up 15%.

All members have been promoted in accordance with Service Procedure 14-10 entitled "Uniform Promotional Process – Up To and Including the Rank of Inspector" which was approved by the Board (Min. No. P49/01 refers). In addition, the members have been the subject of an extensive vetting process that included background checks conducted through Professional Standards, Diversity & Inclusion, Legal Services and Labour Relations.

Conclusion:

This report lists the number of members of the Toronto Police Service who were promoted to the rank of Sergeant during the year 2018, along with a diversity analysis of the promotions.

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

Respectfully submitted,

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

Filename: Annual Uniform Promotions 2018- Public.docx

Appendix A

Promotions to the Rank of Sergeant in 2018

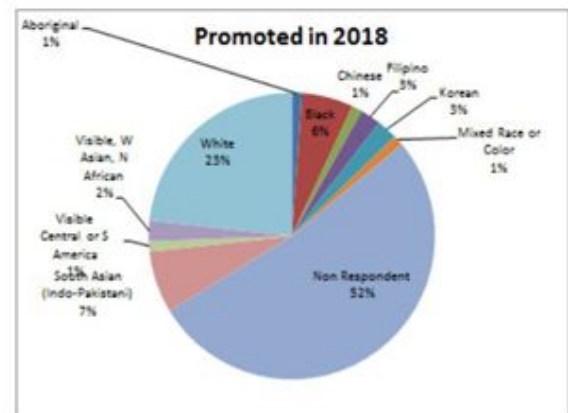
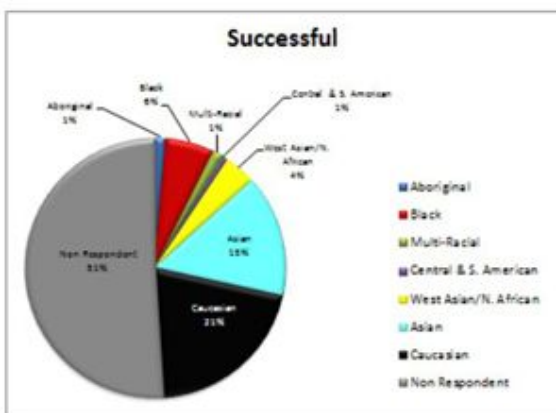
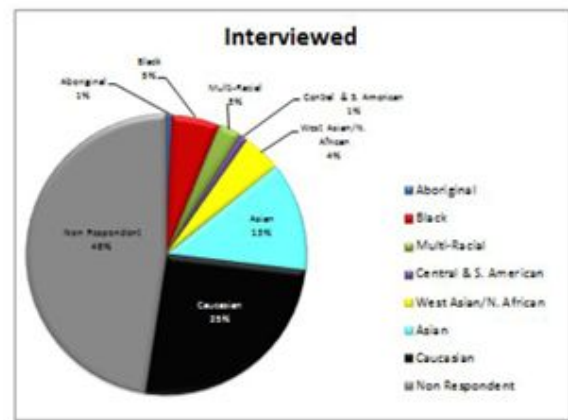
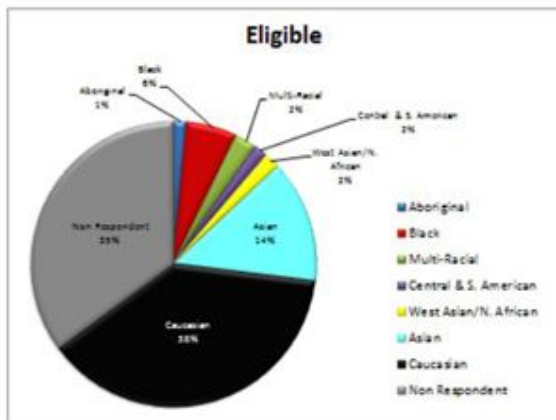
Number Promoted	Effective Date
28	2018.01.28
1	2018.03.05
18	2018.06.11
18	2018.07.23
1	2018.08.20
20	2018.10.01
Total: 86	

86 members promoted to the rank of Sergeant have a one year probationary period.

Appendix B

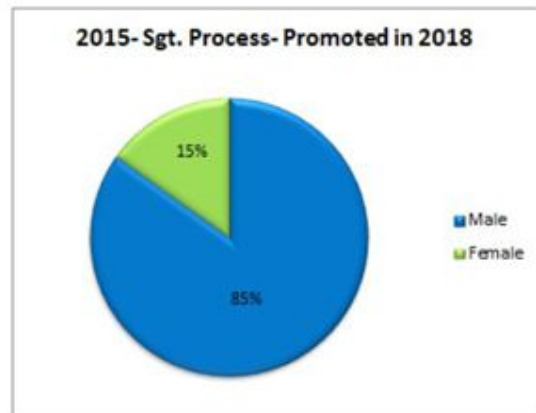
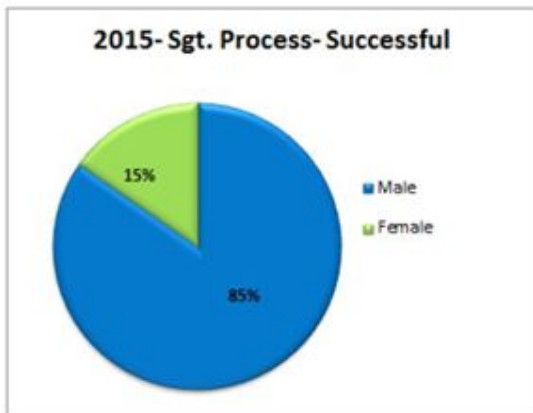
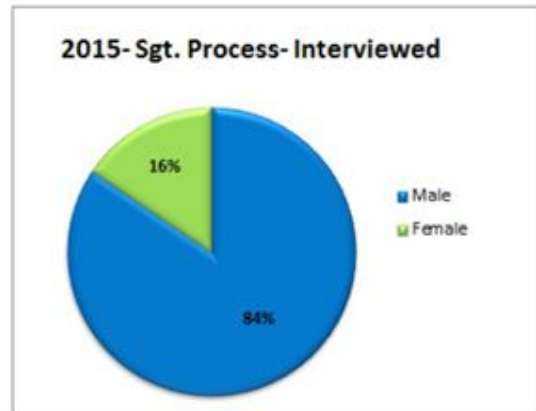
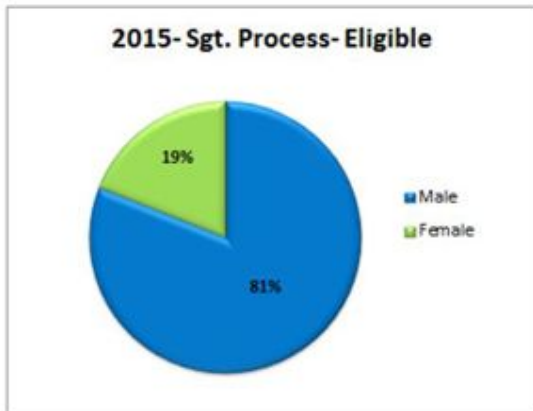
Diversity Analysis Results – 2018 Promotion to the Rank of Sergeant

2015 Sgt. Promotional Process- Diversity								
	Eligible	Applied	Wrote Exam	Interviewed	Successful	Promoted 2016	Promoted 2017	Promoted 2018
Aboriginal	54	6	3	2	2	1	0	1
Black	213	49	43	17	9	2	1	5
Multi-Racial	92	14	13	8	2	0	1	1
Central & S. American	55	6	6	3	1	0	0	1
West Asian/N. African	67	22	18	14	6	3	0	2
Asian	517	89	80	39	23	4	4	11
Caucasian	1408	151	128	79	31	5	2	20
Non Respondent	1299	280	254	147	77	10	6	45
Total Members	3705	617	545	309	151	25	14	86



NOTE: D&I changed the diversity categories since the initial stats were collected in 2015.

2015 Sgt. Promotional Process - Gender							
	Eligible	Wrote Exam	Interviewed	Successful	Promoted 2016	Promoted 2017	Promoted 2018
Male	3002	466	261	128	23	11	73
Female	703	79	48	23	2	3	13





Toronto Police Services Board Report

January 22, 2019

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: Amendment to Uniform and Equipment Standards during May and June

Recommendation(s):

It is recommended that the Board approve of the amendment to the uniform and equipment standards during the months of May and June in support of Mental Health Awareness Month and Post-Traumatic Stress Disorder Month.

Financial Implications:

There are no financial implications relating to the recommendation contained within this report. The items detailed within this report will be purchased directly from the manufacturer, using funds raised through the sale of the epaulettes.

Background / Purpose:

At its meeting on October 8, 2007, the Board approved the policy entitled "Uniforms, Working Attire and Equipment" (Min. No. P332/07 refers). This policy directs, in part, that:

3. The Chief of Police will consult with the Board prior to making any changes to the uniform, working attire or equipment of such significance or import as to alter the appearance of the uniform, working attire or equipment in the eyes of the community.

This report and ensuing discussion serves as the consultation referred to in the Board's policy.

Discussion:

May and June are recognized as Mental Health Awareness Month and Post Traumatic Stress Disorder (P.T.S.D.) Month, respectively. The Toronto Police Service (T.P.S.) is always seeking new opportunities to promote awareness around mental health, both externally and internally. This report outlines a proposal to partner with Toronto Beyond the Blue (T.B.T.B) to raise mental health awareness through a minor modification to uniform and equipment standards.

T.B.T.B is an independent, registered charity whose main focus is to dedicate itself to serving members, as well as their spouses and families. T.B.T.B. strives to promote an awareness of members' worth, as well as an understanding of the joys and struggles that are uniquely experienced in a career spent in law enforcement.

During the months of May and June, members would be permitted to wear green epaulettes as part of their uniforms. Green is the colour used by the Child and Youth mental health community to signify new growth and new beginnings. The attached Appendix "A" provides a description and example of the suggested modification.

The epaulettes will also be part of a wider social media campaign organized by T.B.T.B. and T.P.S., which will aim to humanize the badge and the struggles experienced by T.P.S. members and their families. In addition to raising awareness of mental health, the campaign will highlight the resources and support systems available to T.P.S. members and their families.

While the production of this modification would adhere to the Service's standards for manufacturing, the Service will not incur any costs. These items will be offered for sale to Service members on a voluntary, pre-order basis, exclusively. Orders will be placed, and paid for, electronically through T.B.T.B. directly. Any profits raised by the sale of the epaulettes will be used by T.B.T.B. to support its programs.

Conclusion:

The modification requested to the Uniform and Equipment Standards would have a positive effect, and this proposed partnership with T.B.T.B. will demonstrate the continued commitment of the T.P.S. towards the mental health and well-being of its employees, both sworn and civilian.

It is therefore recommended that the Board approve of the request to amend the uniform and equipment standards as described within this report for the months of May and June.

Deputy Chief Barbara McLean, 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

Filename: Uniform and Equipment Standards During May and June.docx

MS:bm:jr

Appendix “A”

Request information

Art #: MD-01151905-16G
Item: Epauvette Comptation
Name: Toronto Police Mental Health
Sales & CSR: SP
Artist: BC
Date: 01/15/19
Version: 0

Specifications

Top width: 2.325"
Bottom width: 2.5"
Height: 4"
Flag Size: 2.2 cm by 1.1 cm
Adornment: Embroidery
Option: 1 of 1

Colours

Twill

Mint Green - PMS 380 C

Graphic

Black - PMS 661 C
Royal Blue - PMS 261 C
Red - PMS 201 C
Paddy Green - PMS 3415 C
Lemon Yellow - PMS 109 C
White


Artwork Scale: not to scale



Customer Approval:


Art approved as presented ☐


Art approved with **noted changes** ☐


Date (mm/y)	Signature




1234





1234



1234



1234



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Toronto Police Services Board Report

February 7, 2019

To: Chair and Members
Toronto Police Services Board

From: Andy Pringle
Chair

**Subject: Independent Civilian Review into Missing Persons
Investigations – Account for Professional Services**

Recommendation(s):

It is recommended that the Toronto Police Services Board (Board):

- 1) approve payment of an invoice dated December 31, 2018 in the amount of \$55,133.42;
- 2) approve payment of an invoice dated January 29, 2019 in the amount of \$66,044.00; and
- 3) that such payments be drawn from the Board's operating budget for professional services rendered by Honourable Gloria Epstein and Cooper, Sandler, Shime and Bergman LLP.

Financial Implications:

The total amount invoiced to date is \$320,903.63.

Background / Purpose:

The Board established the Independent Civilian Review into Missing Persons Investigations and appointed the Honourable Gloria Epstein as the Reviewer ("the Independent Reviewer"). Ms. Epstein has appointed Cooper, Sandler, Shim and Bergman LLP as Counsel to the Review.

The City has agreed to provide funding to the Board to pay for the cost of the Review (Min.P112/18 refers). The Board has now received the Review's second account for services rendered up to and including December 31, 2018, in the amount of \$55,133.42.

Discussion:

I have attached a copy of the Review's detailed account for services rendered, up to and including January 29, 2019, in the total amount of \$121,177.42. A detailed statement is included on the in-camera agenda for information.

Conclusion:

It is, therefore, recommended that the Toronto Police Services Board (Board):

- 1) approve payment of an invoice dated December 31, 2018 in the amount of \$55,133.42;
- 2) approve payment of an invoice dated January 29, 2019 in the amount of \$66,044.00; and
- 3) that such payments be drawn from the Board's ongoing operating budget for professional services rendered by Honourable Gloria Epstein and Cooper, Sandler, Shime and Bergman LLP.

Respectfully submitted,

Andy Pringle
Chair

See Invoice

IN ACCOUNT WITH

COOPER, SANDLER
SHIME & BERGMAN LLP
BARRISTERS & SOLICITORS

SUITE 1900
439 University Avenue
Toronto, Ontario
M5G 1Y8

TELEPHONE: (416) 585-9191
FAX: (416) 408-2372

January 4, 2019

PRIVATE AND CONFIDENTIAL

Mr. Ryan Teschner,
Executive Director
Toronto Police Services Board
40 College St.
Toronto, ON M5G 2J3

Re: The Independent Civilian Review into Missing Persons Investigations – Our File
#CTinv001

FOR SERVICES RENDERED: From December 1, 2018 to December 31, 2018

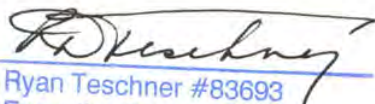
Total Fees	\$24,538.00	
HST on Fees (13%)	3,189.94	
Total Fees & HST		\$27,727.94
Disbursements Sub-total	\$24,252.64	
HST on Disbursements (13%)	3,152.84	
Total Disbursements & HST		\$27,405.48
TOTAL FEES AND DISBURSEMENTS		\$55,133.42 ✓

for this account dated December 31, 2018

OUTSTANDING BALANCE **\$58,718.64**

BALANCE OWING **\$113,852.06**

Approved By:


Ryan Teschner #83693
Executive Director

Toronto Police Services Board

Approved By:


Andy Pringle #82420
Chair
Toronto Police Services Board

THIS IS OUR ACCOUNT HEREIN

Cooper Sandler Shime & Bergman LLP



Mark J. Sandler

E. & O.E.

Total HST
HST #:122552227

Jan 30 2019

IN ACCOUNT WITH

COOPER, SANDLER
SHIME & BERGMAN LLP
BARRISTERS & SOLICITORS

SUITE 1900
439 University Avenue
Toronto, Ontario
M5G 1Y8

TELEPHONE: (416) 585-9191

FAX: (416) 408-2372

January 29, 2019

PRIVATE AND CONFIDENTIAL

Mr. Ryan Teschner,
Executive Director
Toronto Police Services Board
40 College St.
Toronto, ON M5G 2J3

DATE RECEIVED

FEB 08 2019

TORONTO POLICE SERVICE BOARD

Re: The Independent Civilian Review into Missing Persons Investigations – Our File
#CTinv001

FOR SERVICES RENDERED: From January 1, 2019 to January 29, 2019

Total Fees	\$23,079.00	
HST on Fees (13%)	3,000.27	
Total Fees & HST		\$26,079.27
Disbursements Sub-total	\$35,367.02	
HST on Disbursements (13%)	4,597.71	
Total Disbursements & HST		\$39,964.73
TOTAL FEES AND DISBURSEMENTS		\$66,044.00 ✓

for this account dated January 29, 2019

OUTSTANDING BALANCE \$113,849.06

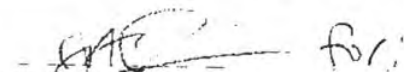
BALANCE OWING \$179,893.06

Approved By: _____
Ryan Teschner #83693
Executive Director
Toronto Police Services Board

Approved By: 
Andy Pringle #82420
Chair
Toronto Police Services Board

THIS IS OUR ACCOUNT HEREIN

Cooper Sandler Shime & Bergman LLP


Mark J. Sandler

E. & O.E.

Total HST\$7,597.98
HST #:122552227



Toronto Police Services Board Report

February 1, 2019

To: Chair and Members
Toronto Police Services Board

From: Andy Pringle
Chair

Subject: Toronto Police Services Board Nominee to the Ontario Association of Police Services Board's (OAPSB) Board of Directors and OAPSB Spring Conference Funding

Recommendation(s):

1. That the Board nominate one of its members to represent the Toronto Police Services Board, for a one-year term, on the OAPSB Board of Directors;
2. That the Board advise the OAPSB of its nominee; and
3. That, as an exception to its Special Fund policy, the Board contribute \$5000 to sponsor to the 2019 OAPSB Spring Conference.

Financial Implications:

The OAPSB will pay most reasonable and necessary costs incurred by members of its Board of Directors. The cost of sponsorship of the 2019 Spring Conference will be absorbed by the Special Fund, the balance of which is approximately \$934,680.

Background / Purpose:

The OAPSB is the leading voice of police governance in Ontario. The OAPSB serves its members and stakeholders, as well as the general public, by:

- helping local police service boards fulfill their legislated responsibilities, by providing training and networking opportunities, and facilitating the transfer of knowledge; and
- advocating for improvements in public safety laws and regulations, practices and funding mechanisms.

The OAPSB membership includes police services board members, police and law enforcement officials, and others persons involved in policing and public safety.

In terms of workload and time commitment for a member of the Board of Directors, the following is an estimate of the requirements:

- the OAPSB Board of Directors meets 4-5 times per year, usually on weekday evenings for 4-5 hours at locations near the Toronto Pearson Airport;
- attendance at OAPSB-hosted events is expected, including: 2019 Spring Conference and AGM (May 22-25, location: Windsor, ON) and 2019 Fall Labour Seminar (date TBD, location: near Pearson Airport); 2020 Spring Conference (TBD);
- attendance at Zone/Big 12 meetings: 2-3 per year, each is typically a ½ day; and
- the OAPSB currently has 3 internal (voluntary) committees (that hold short meetings by phone) and participates on 18 provincial committees (usually the President and/or the OAPSB Executive Director is the representative).

Discussion:

The by-laws of the OAPSB provide that one seat on its Board of Directors is reserved for a member of the Toronto Police Services Board. Chair Andy Pringle was the TPSB's representative on the OAPSB Board for the past year.

The OAPSB bylaws state:

4.04 Nomination of Directors

Not less than forty-five (45) days prior to the annual meeting of members, each of the following shall notify the Board of its nominee or nominees for election to the board at such annual meeting:

- (i) Each Zone shall submit one nominee;
- (ii) The Big 12 (excluding Toronto) shall submit four (4) nominees; and
- (iii) The Toronto Police Services Board each shall submit one nominee.

At each such annual meeting, the representatives of the Police Services Boards operating pursuant to Section 10 of the PSA shall select and advise of three (3) nominees, one (1) selected by such Boards in Zones 1 and 1A, one (1) selected by such Boards in Zones 2 and 3 and one (1) selected by such Boards in Zones 4, 5 and 6.

4.05 Term of Office

Subject to the by-laws, the term of office for a director shall be one (1) year, and shall terminate at the close of the annual meeting held during such term. Provided, however, that a director shall be eligible to be re-elected for additional terms of office, but no director shall serve more than an aggregate of nine (9) consecutive terms.

The qualifications to be elected and hold office are the following:

4.02 Qualification of Directors

Any Member in good standing of the Association is eligible to run for and hold an elected position as a director on the Board; provided that such individual shall be eighteen (18) or more years of age; shall be a member of a Police Services Board in Ontario; and provided further that such individual shall, at the time of his election or within ten (10) days thereafter and throughout his term of office, be a member in good standing of the Association.

Provided, however, that not more than one (1) member of any Police Services Board in Ontario may be a Director at any one time.

Conclusion:

It is, therefore, recommended that

1. That the Board nominate one of its members to represent the Toronto Police Services Board, for a one-year term, on the OAPSB Board of Directors;
2. That the Board advise the OAPSB of its nominee; and
3. That, as an exception to its Special Fund policy, the Board contribute \$5000 to sponsor to the 2019 OAPSB Spring Conference.

Respectfully submitted,

A handwritten signature in dark ink, appearing to be 'AP', with a horizontal line underneath it.

Andy Pringle
Chair



Toronto Police Services Board Report

February 7, 2019

To: Chair and Members
Toronto Police Services Board

From: Andy Pringle and Uppala Chandrasekera
Chair and Board Member

Subject: Establishment of Toronto Police Services Board's Mental Health and Addictions Advisory Panel

Recommendation(s):

It is recommended that the Board:

1. Approve the establishment of the Mental Health and Addictions Advisory Panel (MHAAP), to supersede its current Mental Health Sub-Committee, as outlined in the attached Terms of Reference (Appendix B);
2. Name the Co-Chairs and second Board representative as noted in this report; and
3. Approve the application process as described in and attached to this report (Appendix C).

Financial Implications:

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

Background / Purpose:

At its meeting on September 24, 2009, the Board approved the establishment of a sub-committee to examine issues related to mental health (Min. No. P265/09 refers). The Mental Health Sub-Committee (MHSC) was created to deal with the complex and multi-faceted issues of mental health that have consistently come before the Board and involve a variety of stakeholders, including the Service, the Board, the community and the government (both municipal and provincial). The Board noted that it would be advantageous for the Board to create a mechanism that facilitates ongoing liaison with the community and other stakeholders and thereby enables the Board to deal with mental health issues in an informed, systematic and effective manner.

Over the years, the MHSC has been involved in and provided input into many important issues facing the Board and the Service, such as reviews of and enhancements to the Mobile Crisis Intervention Team (MCIT) Program, the establishment of a protocol between police and major Toronto hospitals to address issues such as intake, communication, records, etc., and discussions around police mental health records, including how they are kept and disseminated. The MHSC has also discussed the issue of Conducted Energy Weapons (CEWs), and observed and provided recommendations regarding the training provided to officers to deal with individuals experiencing a mental illness. Please see **Appendix A** for more details.

Most recently, the MHSC has been working closely with the Service in providing detailed input into its Mental Health and Addictions Strategy, a significant and progressive foundational document which will guide the Service in its approach to responding to and supporting individuals who appear to be experiencing mental health and/or addictions issues. The consultation with the MHSC has been a key feature of the Strategy's development, and both the Board and the Service are very grateful for the invaluable contributions made by MHSC members.

Indeed, the work of the proposed new Mental Health and Addictions Advisory Panel (MHAAP) has as its main objective "to review the implementation of the Mental Health and Addictions Strategy and to provide ongoing advice to the Board with respect to this important work."

The proposed Terms of Reference for the new Mental Health and Addictions Advisory Panel is attached at **Appendix B**. The Terms of Reference have been drafted with input from the current MHSC members, with a recognition of the critical and evolving role that an advisory body of this type can most effectively play in shaping Board policy with respect to how the police interact with people who may appear to be experiencing mental health and/or addictions issues.

Board Representatives, Co-Chairs and Membership

As the proposed Terms of Reference note:

The MHAAP will be comprised of members of the Board, members of the Service and members of the community, ensuring that this includes representatives from organizations run by and for people with lived experiences. It is important that the membership reflect the diversity of Toronto with representatives from major as well as more locally-based groups or organizations serving youth and marginalized and racialized groups. An emphasis will also be placed on including individuals with both client-focused and direct lived experience of mental health and addictions issues (includes lived experience in addictions or substance use, including harm reduction and service delivery) as well as those with expertise in the areas of law and human rights, accountability and data. In particular, there must be at least two members with direct lived experience of mental health

and addictions issues or who are connected to an organization representing people with lived experience of mental health and addictions issues as part of the membership of the MHAAP.

MHAAP will also have a number of representatives from the Toronto Police Service. This will include, at a minimum, the Deputy Chief who is charged with overseeing mental health and addictions issues for the Service, the Mental Health Liaison Officer, a representative from the Service's Wellness Unit and a representative from the Furthering Our Community by Uniting Services (FOCUS) table program.

The Chair of the Board will act as Co-Chair of the MHAAP, and an additional Board member will participate as the Board's designate. In addition, there will be two Community Co-Chairs, one of whom must be a person with lived experience of mental health and addictions issues. The Co-Chairs will be appointed by the Board.

Currently, Andy Pringle and Jennifer Chambers are the Co-Chairs of the MHSC and Steve Lurie is the Vice-Chair. Uppala Chandrasekera is the additional Board representative. It is recommended that, with the establishment of the MHAAP, the Co-Chairs be named as: **Andy Pringle, Jennifer Chambers, and Steve Lurie** and the second Board representative be named as: **Uppala Chandrasekera**.

The proposed Terms of Reference states that "(t)he process for soliciting, assessing and selecting members will be open, public and transparent, with the results reported to the Board at a public meeting. Membership appointments will be two years in duration and appointments may be renewable for a further term(s)."

The proposed application for members of the MHAAP is attached as **Appendix C**. It outlines the requisite "core skills" as well as invites applications from individuals with the following specific expertise:

- **Mental Health and Addictions Expertise** - Individual having expertise in various aspects of mental health and addictions issues, policy, advocacy and/or services, including both broadly community-based and service delivery expertise.
- **Expertise from Individuals with Lived Experience** - Individual with lived experience of mental health issues and/or substance use, of related services and systems, and with a connection to a broader community of peers.

Timelines

It is anticipated that, should the Board approve this report and the application process contained within it, the application process will be open shortly, and remain open until the end of March. The application review process, as well as interviews, would take place in April and May, with a proposed list of MHAAP members brought forward to the

Board's June or July meeting. The first meeting of the MHAAP is anticipated to take place in **September 2019**.

Conclusion:

It is recommended that the Board:

1. Approve the establishment of the Mental Health and Addictions Advisory Panel (MHAAP), to supersede its current Mental Health Sub-Committee, as outlined in the attached Terms of Reference (Appendix B);
2. Name the Co-Chairs and second Board representative as noted in this report; and
3. Approve the application process as described in and attached to this report (Appendix C).

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'AP', with a horizontal line underneath.

Andy Pringle
Chair

A handwritten signature in black ink, appearing to be 'V. Chandrasekera', with a horizontal line underneath.

Uppala Chandrasekera
Board Member

Appendix A

Chronology of Recent Major Mental Health and Addiction Initiatives **Toronto Police Services Board**

- September 2009 – The Board approved the establishment of a sub-committee to examine issues related to mental health (Min. No. P265/09 refers). The Mental Health Sub-Committee was created to deal with the complex and multi-faceted issues of mental health that have consistently come before the Board and involve a variety of stakeholders, including the Service, the Board, the community and the government.
- 2011-2013 - Working Groups of Mental Health Sub-Committee established and work commenced in the following areas
 - **Current Service Initiatives** (i.e. MCIT) – discussion of best practices, expansion etc.
 - **Police/Community Partnerships** - review of relationships between Divisions and community mental health organizations with a focus on building these relationships.
 - **Hospital Protocol** – development of protocol between police and major Toronto hospitals to address issues such as intake, communication, records, etc.
 - **Police Mental Health Records** – discussion of how records are kept, disseminated, etc.
- January 2012 - The Board's Mental Health Sub-Committee participated in a workshop at the Toronto Police College reviewing and developing scenario-based training. The members agreed that on a series of concepts that should be considered key points in all police training related to interaction with individuals experiencing a mental health crisis. As a result, the Service translated these concepts and principles into teachable skills and knowledge, and incorporated them into the police training. These elements, dealing with knowledge, insight, and judgment that challenge assumptions and de- stigmatize mental health and addictions issues, are included in the 2013 In-Service Training Program (mandatory annual training).
- Since this time, the Mental Health Sub-Committee has visited the College **on an annual basis**, usually between January and April each year, to observe the training on interaction with individuals experiencing a mental health crisis, and to make recommendations where appropriate.

- December 2012 - The 2013 Service Priorities and Business Plan, approved by the Board at its meeting of December 14, 2012, included the specific priority entitled *Focusing on Police Interaction with Individuals Experiencing Mental Illness* (Min. No. P313/12 refers). This is a major achievement as it represents the first time that a priority specifically dealing with this distinct issue has been included. The priority represents significant work on the part of the Mental Health Sub-Committee and includes detailed goals, performance objectives, and performance indicators, developed in consultation with Sub-Committee members as recommended by the Board.
- 2012 – Mental Health Sub-Committee members, Service members and hospital representatives worked together to draft a hospital protocol to reduce police wait-times. The protocol allows hospitals to accept custody of patients apprehended under the *Mental Health Act* and who are not charged with a criminal offense without requiring a hospital psychiatrist to attend if the patient is secure and the hospital's authorized representative is satisfied that the officers have left sufficient information for an appropriate assessment. As a result, the apprehending officers may leave the patient at the hospital and return to primary duties sooner than before.
- September 2014 – The Board established the Sub-Committee on Mental Health in the Workplace with a mandate to steer the implementation of the National Standard for Psychological Health and Safety in the Workplace within the organization as a shared responsibility, for ensuring that the Toronto Police Service is a psychologically healthy and safe workplace for all its members. At the request of the committee, the Service undertook a gap analysis to compare the Service's programs to the standards suggested by the Canadian Standards Association and the Mental Health Commission of Canada in their National Standard for Psychological Health and Safety in the Workplace. The review team found that out of 61 standards the Service meets 60% of them and met the remainder in part.
- December 2014 - The Board, considered a report on the status update of the Toronto Police Service's response to jury recommendations from the Coroner's Inquest into the Deaths of Reyal Jardine-Douglas, Sylvia Klibingaitis and Michael Eligon - also referred to as the JKE Inquest (Min. No. P270/14 refers). This included a discussion about the report released by retired Supreme Court Justice Frank Iacobucci entitled "Police Encounters with People in Crisis." The Board approved a number of Motions related to the inquest, one that the Mental Health Sub-Committee be involved in the preparation of the Board's response to the recommendations.
- June 2015 - The Board, on the recommendation of the Chief, amended its policy on the Vulnerable Sector Screening Program - Police Reference Check Program to state the following: *"The Service will not disclose records to the applicant indicating that the applicant has contact with the Service pursuant to the Mental*

Health Act as part of a Vulnerable Sector Screening – Police Reference Check Program under any circumstances” (Min. No. 154/15). The Board is proud of this progressive policy, which is responsive to the needs of the community. The issue of the disclosure of mental health records in the context of the Vulnerable Sector Screening process had been considered by the Board in the past several years, and had been the subject of considerable media coverage. The policy amendment was driven, in large part, by an updated version of the Guidelines for Police Reference Checks Program, issued by the Law Enforcement and Record (Managers) Network (LEARN), a committee of the Ontario Association of Chiefs of Police (OACP). The revised LEARN Guidelines now recommend against disclosing mental health records to applicants seeking vulnerable sector screening (VSS). The revised LEARN Guideline is a result of emerging research that questions the value of police mental health records as a risk indicator for employers or volunteer agencies in the vulnerable sector. The Board’s Mental Health Sub-Committee endorsed the LEARN Guidelines.

- February 2016 - The Board approved the establishment of the **Mental Health Excellence Award**, which was established to recognize the importance the Board and the Service placed on exemplary service in dealing with individuals experiencing a mental illness. It can be given to an individual or a group of individuals who have demonstrated exemplary de-escalation techniques or particular sensitivity in dealing with an individual experiencing a mental illness, or an established body of work over many years or an entire career in this area (Min. No. P33/16 refers).
- February 2016 – The Board approved the establishment of the Mental Health External Advisory Committee (Min. No. P30/16 refers). At that time, as detailed in the Board report, the proposed mandate of the Mental Health External Advisory Committee was “to independently assess and evaluate the work of the Toronto Police Service and the Toronto Police Services Board in dealing with people experiencing a mental illness, including the proactive strategy developed by the Service with respect to this issue, and to subsequently make recommendations for improvement, where necessary, to the Board.” Members included leaders from across the province in the field of mental health.
- December 2016 – The Mental Health External Advisory Committee presented its report to the Board with the overarching recommendation that ***The Toronto Police Service, in consultation with the Board, should develop, implement and measure the outcomes of a comprehensive Strategy for Addressing Interactions with People with Mental Health Problems.*** As a result, the Board approved a Motion directing the Chief to develop this Strategy (Min. No. P270/16).
- 2017-2019 – Mental Health and Addictions Strategy development was underway, including a series of facilitated sessions with the Mental Health Sub-Committee to ensure comprehensive community input.

Appendix B

Toronto Police Services Board's Mental Health and Addictions Advisory Panel

Background – Establishment of the Mental Health Sub-Committee

The Toronto Police Services Board (the Board) has historically prioritized the issue of mental health, and at its meeting on September 24, 2009, approved the establishment of a sub-committee to examine issues related to mental health (Min. No. P265/09 refers). The Mental Health Sub-Committee was created to deal with the complex and multi-faceted issues of mental health that have consistently come before the Board, with a mandate to create a mechanism that facilitates ongoing liaison with the community and other stakeholders and thereby enables the Board to deal with mental health issues in an informed, systematic and effective manner.

The Mental Health Sub-Committee was instrumental in providing input to the Toronto Police Service with respect to the development of its Mental Health and Addictions Strategy.

Mental Health Sub-Committee Reconstituted as the Mental Health and Addictions Advisory Panel (MHAAP)

The Mental Health Sub-Committee is now reconstituted as a Mental Health and Addictions Advisory Panel (MHAAP), with its main objective to review the implementation of the Mental Health and Addictions Strategy and to provide ongoing advice to the Board with respect to this important work.

The terms of reference of the MHAAP are as follows:

1. To review, provide advice and make recommendations to the Board on an annual basis, at a minimum, related to monitoring and evaluating the implementation of the Mental Health and Addictions Strategy, and other matters related to policy involving mental health and addictions issues, including but not limited to the areas of:
 - a. Joint initiatives, partnerships, and collaborations such as the Mobile Crisis Intervention Team (MCIT) program, including enhancements and expansion.
 - b. The training and education of Service members in the area of mental health and addictions.
 - c. The use of weapons, tools and equipment, such as Conducted Energy Weapons (CEWs).
 - d. Data collection and analysis, including the collection, sharing and release of information related to mental health and addictions.
 - e. Mechanisms related to accountability and oversight.

Membership and Composition

The MHAAP will be comprised of members of the Board, members of the Service and members of the community, ensuring that this includes representatives from organizations run by and for people with lived experiences. It is important that the membership reflect the diversity of Toronto with representatives from major as well as more locally-based groups or organizations serving youth and marginalized and racialized groups. An emphasis will also be placed on including individuals with both client-focused and direct lived experience of mental health and addictions issues (includes lived experience in addictions or substance use, including harm reduction and service delivery) as well as those with expertise in the areas of law and human rights, accountability and data. In particular, there must be at least two members with direct lived experience of mental health and addictions issues or who are connected to an organization representing people with lived experience of mental health and addictions issues as part of the membership of the MHAAP.

MHAAP will also have a number of representatives from the Toronto Police Service. This will include, at a minimum, the Deputy Chief who is charged with overseeing mental health and addictions issues for the Service, the Mental Health Liaison Officer, a representative from the Service's Wellness Unit and a representative from the Furthering Our Community by Uniting Services (FOCUS) table program.

The Chair of the Board will act as Co-Chair of the MHAAP, and an additional Board member will participate as the Board's designate. In addition, there will be two Community Co-Chairs, one of whom must be a person with lived experience of mental health and addictions issues. The Co-Chairs will be appointed by the Board.

Decisions with respect to membership will be made by the Co-Chairs of the MHAAP.

The process for soliciting, assessing and selecting members will be open, public and transparent, with the results reported to the Board at a public meeting. Membership appointments will be two years in duration and appointments may be renewable for a further term(s). MHAAP will assess gaps, including vacancies, and recommend new members, as necessary.

Meetings

Meetings of the MHAAP will take place at least quarterly, and as necessary. The MHAAP also intends to hold a public meeting at least once a year, where members of the community will be provided with an overview of the work of the MHAAP, and be given an opportunity to provide input. This public meeting(s) will endeavour to include a large and broad cross-section of voices from the sector.

Community Consultation

In addition, the MHAAP, at its discretion, will consult with the community, including subject-matter experts and sector representatives, from time to time, as necessary, to address specific issues as they arise. The MHAAP will also consult with or receive submissions from the community.

Decision-Making

The decisions of the MHAAP will be consensus-based. Where consensus is not possible, the diversity of opinions and perspectives will be reported to the Board.

The role of the MHAAP is to make recommendations to the Board, which, in turn, can direct the Chief.

Reporting

The MHAAP will report to the Board on an annual basis, at a minimum. These reports will include a summary of major themes examined, meetings held, key activities undertaken, an update on the implementation of the Mental Health and Addiction Strategy and related actions, initiatives and recommendations, and any other recommendations for Board consideration.

Communications/Media

The Community Co-Chairs of the MHAAP will act as the official spokespeople for the MHAAP. Members of the MHAAP are not permitted to speak on behalf of the MHAAP unless they have been specifically designated to do so. Members of the MHAAP may always speak on their own behalf, as long as this is explicitly stated.

Confidentiality

MHAAP members will not disclose detailed notes of meetings that include names and attribution of comments made. All recommendations to the Board will be made in a public Board report.

Review

The MHAAP will review its terms of reference, mandate, membership and other process issues every two years.

Appendix C

Toronto Police Services Board

Mental Health and Addictions Advisory Panel (MHAAP) Application Questionnaire

1. Please provide your name.

2. Please attach your resume or CV.

3. Please describe why you wish to serve on Toronto Police Services Board's Mental Health and Addictions Advisory Panel. Please highlight relevant expertise and experience as it pertains to core skills and expertise identified below.

4. Assessing Core Skills and Specific Expertise

MHAAP has identified a number of core skills expected of all its members.

Descriptions of these core skills are provided below.

Analytical and Critical Thinking - Individual having the ability to think analytically and critically, to evaluate different options, proposals and arguments and make sound decisions.

Inter-personal Communications - Individual having the ability to effectively communicate their ideas, positions, and perspective to their peers, as well as understand the ideas, position, and perspective of their peers and facilitate resolutions of differences in the common interest.

Governance Understanding - Understanding of the appropriate roles, group processes and corporate bylaws and policies that form systems of not for profit governance. Demonstrated judgment and integrity in an oversight role.

Commitment to MHAAP's mandate - Demonstrates a strong understanding and commitment to the mandate of MHAAP. Commitment to mandate may be demonstrated in many ways, including personal experience, professional experience, volunteer experience, etc.

MHAAP has also identified some specific expertise that it would like one or more members to possess.

Descriptions of these specific areas of expertise are provided below.

Mental Health and Addictions Expertise - Individual having expertise in various aspects of mental health and addictions issues, policy, advocacy and/or services, including both broadly community-based and service delivery expertise.

Expertise from Individuals with Lived Experience - Individual with lived experience of mental health issues and/or substance use, of related services and systems, and with a connection to a broader community of peers.

Please assess your level of competency for each of the **core skills** using the following rating index:

Excellent - Substantial knowledge base combined with more than 5 years work and/or volunteer experience

Good - Some knowledge base combined with 2-5 years work and/or volunteer experience

Average - Knowledge base of an 'average person' combined with less than 2 years of work and/or volunteer experience

	Average	Good	Excellent
Analytical and critical thinking			
Inter-personal communication skills			
Creative and Strategic Vision/Planning			
Governance			

Please assess your level of competency for each of the **identified areas of specific expertise** using the following rating index:

Expert – relevant experience through education and/or subject matter expertise (including lived experience) combined with at least 10 years work experience.

Very Knowledgeable – relevant experience through education and/or subject matter expertise (including lived experience) and/or at least 3-4 years work or volunteer experience

Somewhat Knowledgeable –At least 2 years work or volunteer experience in the field of mental health or substance use

Limited Knowledge – related education and at least one year of experience or equivalent

Very Limited Knowledge – some general knowledge

Don't Know

	Very limited knowledge	Limited Knowledge	Somewhat Knowledgeable	Very Knowledgeable	Expert	Don't Know
Mental Health and Addictions Expertise						
Understanding the lived experience of mental health or/and substance use issues						

Residence

5. Are you a resident of the City of Toronto?

Thank you for completing the application.



Toronto Police Services Board Report

January 14, 2019

To: Chair and Members
Toronto Police Services Board

From: Peter Mowat
Manager of Labour Relations

Subject: Annual Report: 2018 Summary of Grievances

Recommendation:

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

Financial Implications:

All fees with respect to the legal representation and arbitration of grievances are funded through the Legal Reserve.

Background / Purpose:

At its confidential meeting on February 20, 2003, the Board requested that an annual summary report on grievances be provided for the public meeting in February of each year (Min. No. C30/03 refers). The Board further requested that the public report include the cost of the grievances, the total costs for the year and the number of arbitrations where the Board, Association or both were successful. Grievances are managed by the Labour Relations Unit on behalf of the Board. Grievance activity and resolutions are reported semi-annually to the Board (Min. No. C159/2015).

Discussion:

During 2018, there were 33 new grievances filed. Of this number, 13 grievances were either withdrawn or settled by the parties, and 20 are outstanding.

As of January 1, 2018, there were 30 outstanding grievances from previous years. Of this number, 20 were either settled or withdrawn in 2018. There were three arbitration awards issued in 2018.

Number of grievances as of January 1, 2018	30
Number of new grievances filed in 2018	33
Number of grievances settled, withdrawn or dismissed in 2018	(33)
Total number of outstanding grievances as of December 31, 2018	30

As the above chart indicates, the total number of outstanding grievances at the end of 2018 has remained the same since the start of the year.

The total legal expenditures in 2018 for all grievance activity, including matters which commenced prior to 2018, amounted to \$91,177.39. The following is an itemization of costs by type of grievance:

No.	Type of Grievance	Legal Costs in 2017
1	Benefits	\$7,959.03
2	Discipline	\$20,605.50
2	Policy Issues	\$7,803.00
1	Working Assignment	\$54,809.86
6	Total Costs in 2018 *	\$91,177.39

* These costs include interim or final billings for cases filed prior to 2018, as well as new cases filed in 2018. They include fees for legal counsel, disbursements and arbitrator fees related to the arbitration hearings. The breakdown is as follows:

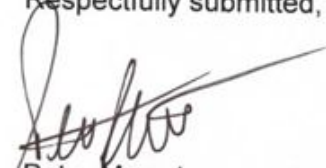
- Legal Counsel and Disbursement Fees: \$71,998.05
- Arbitrator Fees: \$19,179.34

Conclusion:

In summary, this report provides the Board with the total number of grievances and total costs for the year 2018.

I will be in attendance to answer any questions the Board members may have regarding this report.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Peter Mowat', with a long horizontal flourish extending to the right.

Peter Mowat
Manager of Labour Relations

PW:jqa

Filename: Board Report - 2018 Summary of Grievances – February 2019.doc



Wendy Walberg LL.B., LL.M., *C.S.
City Solicitor
Legal Services
55 John Street
Stn. 1260, 26th Flr., Metro Hall
Toronto ON M5V 3C6
Tel. (416) 392-8047
Fax (416) 397-5624

** Certified by the Law Society as a Specialist
in Municipal Law: Local Government*

Reply To: Fred Fischer
Tel: 416.392-7224
Fax: 416.397-5624
E-Mail: fred.fischer@toronto.ca

File No. 8700-604-6656.18

And To: Cara Davies
Tel: 416-397-7715
E-Mail: cara.davies@toronto.ca

To: Chair and Members of the Toronto Police Services Board

From: Wendy Walberg
City Solicitor

Date: February 6, 2019

Reference: Verdict and Recommendations from the Inquest into the Death of Bradley Chapman

Recommendation:

It is recommended that:

1. The Board receive the Jury's verdict and request a report from the Chief of Police in relation to the feasibility, usefulness and implementation of the recommendations directed at the Chief and/or the Toronto Police Service; and
2. The Board consider the implementation of Recommendations 26 (i) and (ii), which are directed at the Board itself.

Background:

Bradley John Chapman died on August 26, 2015 following an opioid overdose and his death was the subject of a Coroner's inquest. The inquest was originally scheduled for July 2018, but was postponed and ran from November 26 to December 20, 2018.

Two police officers were the first responders to arrive on scene. Therefore, while a major focus of the inquest was on opioid overdose prevention, the conduct and training of the responding officers, as well as police first aid training generally, was scrutinized.

Discussion:

The Circumstances of Mr. Chapman's Death

In the early morning of August 18, 2015, the Toronto Police Service received a non-emergency call from hotel security at the Delta Chelsea Hotel. Security called to report an intoxicated man in the area of Walton Street. No paramedics were requested at the time of the call. The man was unconscious and breathing.

Two Toronto police officers attended the call. They found Bradley Chapman passed out in the alcove of a local nail salon. He was slumped forward and breathing slowly. The officers repeatedly attempted to rouse Mr. Chapman. He was responsive, but would not wake. The officers located drug paraphernalia and an empty whiskey bottle nearby. Given the circumstances, they requested an ambulance.

Upon arrival, the City of Toronto paramedics assessed Mr. Chapman and found him without vital signs. Resuscitative measures were taken and he was transported to hospital. A pulse was obtained, but he did not regain consciousness.

Mr. Chapman was ultimately removed from life support and died on August 26, 2015.

The Inquest

The inquest was presided over by Dr. David Eden.

The Jury considered substantial oral and documentary evidence presented over the course of three weeks.

At the outset, the police officers and their first aid training came under significant scrutiny. Much of the remaining evidence focused on the opioid overdose crisis and solutions that might prevent a death in circumstances similar to Mr. Chapman's (e.g. recently incarcerated, experiencing homelessness and taking opioids).

The Verdict and Recommendations

Pursuant to the *Coroners Act*, an inquest Jury must answer five statutory questions. In answering those questions, the jury is required to identify the deceased, as well as the cause and manner of the death. They are also permitted, though not required, to make recommendations that could prevent a death in similar circumstances.

The Jury answered the five mandatory questions as follows:

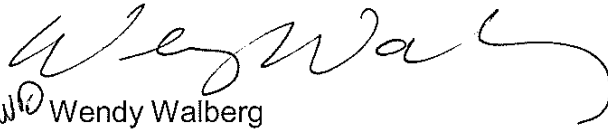
Name of Deceased – Bradley John Chapman
Date and Time of Death – August 26, 2015 at 9:10 pm
Place of Death – Toronto General Hospital, Toronto, Ontario
Cause of Death – Acute Opiate Toxicity
By What Means – Accident

The Jury adopted 55 recommendations. Many, if not most, of the recommendations were aimed at the Province of Ontario. A number of the recommendations were directed at the Chief of Police for Toronto and two recommendations were directed at the Toronto Police Services Board, specifically Recommendations 26 (i) and (ii).

A copy of the verdict and recommendations list is attached.

Conclusion:

We recommend that the Board receive the Jury's verdict and request a report from the Chief of Police in relation to the feasibility, usefulness and implementation of those recommendations directed at the Toronto Police Service. We also recommend that the Board consider implementation of Recommendations 26 (i) and (ii).


DW Wendy Walberg
City Solicitor



Verdict of Coroner's Jury

Office of the Chief Coroner

The Coroners Act - Province of Ontario

Name(s) of the deceased: CHAPMAN, Bradley John

Held at: 25 Morton Shulman Ave., Toronto

From: Nov. 26, 2018

To: Dec. 20, 2018

By: Dr. David Eden, Coroner for Ontario

having been duly sworn/affirmed, have inquired into and determined the following:

Surname: Chapman

Given name(s): Bradley John

Age: 43

Date and time of death: August 26, 2015 at 9:10pm

Place of death: Toronto General Hospital, Toronto, Ontario

Cause of death: Acute Opiate Toxicity

By what means: Accident

(original signed by Foreman and Jurors)

This verdict was received on December 20, 2018

Coroner's Name: Dr. David Eden

(original signed by Coroner)

We, the jury, wish to make the following recommendations:

Inquest into the death of:

Bradley John CHAPMAN

Jury Recommendations

1. All recipients of these recommendations should recognize the urgent nature of the opioid overdose crisis and should consider and implement recommendations with the utmost urgency.

I. Provincial Strategy

The Government of Ontario ("Ontario") should:

2. Assign a provincial coordinator within the Ministry of Health and Long-Term Care for the provincial response to the opioid overdose crisis.
3. Develop a comprehensive provincial strategy to address the opioid overdose crisis, based on a public health approach that addresses the social determinants of health that takes a non-discriminatory approach to drug overdose prevention and harm reduction.
4. The provincial strategy should:
 - i. Evaluate and implement harm reduction approaches using current scientific and practice-based knowledge, particularly with respect to effectiveness in prevention of opiate-related deaths;
 - ii. Research and implement programs from other jurisdictions that have been effective in reducing opiate deaths;
 - iii. Take into account the unique experience of persons who are experiencing homelessness and use drugs;
 - iv. Consider the unique challenges posed by the criminal justice setting, inherent vulnerabilities and increased risk of overdose following release from incarceration;
 - v. Comprehensively coordinate overdose response with other levels of government;
 - vi. Identify systemic social factors that can lead to overdose and other health harms related to substance uses, such as the lack of supportive housing and services for people who are experiencing homelessness;
 - vii. Devise anti-stigma/anti-discrimination training for all professional organizations (e.g. the Ontario Medical Association, the Registered Nurses' Association of Ontario, the Toronto Police Service etc.) that connect with people who use drugs and people who are experiencing homelessness.

II. Opioid Emergency Task Force

Ontario should:

5. Resume regular meetings of the Opioid Emergency Task Force ("Task Force"), within 60 days of these recommendations being issued, maintaining current membership and adding the new provincial coordinator. In addition to its existing duties, the Task Force should be asked to:
 - i. Assist in the implementation of the recommendations from this Inquest;
 - ii. Conduct an evidence-based assessment and re-evaluation of the Consumption and Treatment Services Model that assesses potential barriers to access. In particular, the review should re-evaluate the proximity requirements; the public consultation requirement; the decision to limit the number of sites at 21 for the province; as well as the requirements regarding pathways to services. This evaluation should include consultation with people with lived experience of using

- drugs;
- iii. Provide input on developing a provincial opioid overdose crisis strategy;
 - iv. Make recommendations for specific additional funding and resources where there is an identified shortfall, particularly in relation to: evidence-based treatment programs, withdrawal management services (e.g. detox beds), safe beds, supportive housing, harm reduction services (including number and hours of operation of Overdose Prevention Services (which includes Supervised Consumption Sites, Overdose Prevention Sites, and Consumption and Treatment Services)); trauma support for harm reduction workers, people who use drugs and family members impacted by the opioid overdose crisis; and data collection and analysis;
 - v. Provide advice on the expansion of naloxone availability, training and distribution;
 - vi. Provide standardized education to any organization, group or pharmacy that receives naloxone for distribution about the opioid overdose crisis, discrimination, and responding to overdoses;
 - vii. Research and make recommendations on responses to the opioid overdose crisis shown to be effective in other jurisdictions.
6. Suspend the transition to the Consumption and Treatment Services model pending consultation with appropriate stakeholders on this model, including front line workers and people with lived experience who have used drugs. Existing Supervised Consumption Sites and Overdose Prevention Sites should continue to receive funding until consultation is completed and a new model (if any) is fully implemented. Existing Supervised Consumption Sites and Overdose Prevention Sites should be 'grandfathered' into the new model (if any).
7. Consider and address the risks posed by stigma, discrimination, and NIMBYism ("Not in my Backyard") in assessing the extent to which community support plays a role in any decisions regarding an application to establish a Consumption and Treatment Service or other harm reduction services.

III. Public Awareness

Ontario should:

8. Conduct a public awareness campaign across multiple media platforms, which should involve consultation of people with lived experience who have used drugs and experienced homelessness, with respect to:
- i. The opioid overdose crisis and steps being taken to address it;
 - ii. The stigma and discrimination against people who use drugs and/or are experiencing homelessness;
 - iii. Encouraging First Aid training and assistive behaviours in possible overdose situations, including broader availability and use of naloxone;
 - iv. Using 911 to request ambulance rather than police in cases of clear overdose situations;
 - v. Good Samaritan legislation to encourage people to respond appropriately to overdose without fear of being charged with drug possession;
 - vi. Use Coroner's data in the public awareness campaign to highlight the number of Ontarians lost to the opioid overdose crisis;

vii. Declare a public health emergency in relation to the opioid overdose crisis.

IV. Drug Overdose Prevention, Harm Reduction and Homelessness in the Community

The Government of Canada ("Canada") should:

9. Consider decriminalizing the possession of all drugs for personal use and increase prevention, harm reduction, and treatment services.
10. Consider providing a class exemption under the Controlled Drugs and Substances Act, (similar to the class exemption currently provided to the province of Ontario for Overdose Prevention Sites), to the City of Toronto. This would allow the City of Toronto to rapidly respond to the opioid crisis by providing harm reduction services when it's needed, where it's needed.

Canada and Ontario should:

11. Engage in discussions to promote measures to reduce the unnecessary interaction of persons who use drugs with the criminal justice system.
12. Engage in discussions regarding the implementation of a strategy to make available a clean, legal and non-toxic opioid drug supply at Supervised Consumption Sites, Overdose Prevention Sites and other settings as may be appropriate.

The Chief of the Toronto Police Service should:

13. Evaluate the risk of police not attending overdose calls in consultation with Toronto Fire Services and Toronto Paramedic Services. Where possible, implement measures to address the concern that people are not calling 911 in overdose situations because of possible police attendance. In the interim, officers should be advised to use their discretion, with preference to not lay charges against persons at, or assisting with, an overdose call.

Ontario should:

14. Provide appropriate support, including possible increased funding and resourcing for:
 - i. Harm reduction programs and services in Ontario, including comprehensive services and support for people who use drugs with multi-faceted needs such as homelessness and mental health issues;
 - ii. Consider expediting the implementation of managed opioid programs (e.g. pharmaceutical heroin/diacetylmorphine and/or hydromorphone), including low barrier options, across Ontario;
 - iii. Hiring, retaining and appropriately compensating community workers, including those with lived experience, to assist with overdose prevention and response, and other harm reduction initiatives;
 - iv. Overdose Prevention Services to provide appropriate coverage, including hours of operation (e.g. 24 hours a day), location (e.g. where there are concentrations of overdoses) and at peak times throughout the month (e.g. cheque week);
 - v. Drug checking programs to allow people to test illicit drugs for the presence of toxic contaminants, adulterants or unexpected drugs (e.g. fentanyl);
 - vi. Trauma counselling for harm reduction workers, people who use drugs, and family members

- impacted by the opioid overdose crisis;
 - vii. Ensure availability of supportive housing, detox and safe beds to meet demand including ability for probation officers and those working in or with corrections to access safe beds reserved for police.
15. Ensure that a standardized supply of take-home naloxone kits is available for distribution with appropriate provision of training at:
 - i. Community service providers;
 - ii. Appropriate provincial offices, such as probation and parole offices; and
 - iii. Court Houses.
 16. Provide Corrections, Probation and Parole staff with regular, in-person training on overdose identification, prevention and response, including administering naloxone and other harm reduction supports and services.
 17. Continue the funding to equip police officers with naloxone and ensure adequate funding to expand naloxone distribution to all frontline police officers (including training), for any jurisdiction that identifies that need.

The Chief of the Toronto Police Service should:

18. Equip all frontline police officers with naloxone.

The City of Toronto ("Toronto") should:

19. Appoint a dedicated lead, reporting directly to the Medical Officer of Health for Toronto, with the sole mandate to deal with overdose information, overdose response, and overdose prevention efforts. We also recommend this person have standing on the Task Force.
20. Establish, fund and coordinate an overdose response committee ("Committee") comprised of appropriate stakeholders, including frontline workers and people with lived experience, which should:
 - i. Coordinate existing and future services and committees currently provided by Toronto;
 - ii. Provide expert advice to Toronto in its management of the opioid overdose crisis;
 - iii. Receive timely and relevant drug overdose data (e.g. paramedic and emergency room admissions, overdoses in shelters, police response and coroner data); and publish publicly no later than the 26th day of every month;
 - iv. Assist in developing and promoting evidence-based public education resources about overdose prevention and response including bystander responsibilities, Good Samaritan legislation, and naloxone training and overdose response;
 - v. Assist in implementing Toronto's Harm Reduction Framework across shelters, social housing providers (e.g. community and supportive housing) and agencies that provide homeless services and supports, including overdose prevention and response measures;
 - vi. Review 'bad drug' reporting processes and lower technological barriers to allow for easier reporting.
21. Explore eviction prevention measures to assist people likely to lose their housing during a short period of incarceration.
22. Ensure the Toronto's Street Needs Assessment includes people who are incarcerated and who are in

hospitals who may experience homelessness.

23. Address ways, including working with community agencies, to better measure the number of people who are incarcerated and may be experiencing homelessness upon release as part of the Toronto's Point in Time Count.
24. Work with Toronto Public Health to avoid overdose deaths in shelters by identifying where there might be a need in the shelter system for overdose prevention sites or services, and identify appropriate partners to provide those services at or proximate to those shelters where the need is identified. Before providing any overdose prevention services on-site at a shelter, Toronto should ensure there is no net loss of any shelter beds at any such site or in the system more generally.
25. Design, implement and distribute a sticker campaign that would allow all establishments with naloxone on-site to publicly display on an exterior window the availability of naloxone, which should be included in Toronto's current opioid crisis public awareness campaign.

The Toronto Police Services Board, The Chief of the Toronto Police Service and Toronto Public Health should:

26. Improve information sharing between Toronto Police Service and Toronto Public Health by, among other things:
 - i. Instituting quarterly reports by the Medical Officer of Health for Toronto on relevant public health issues, including the opioid overdose crisis;
 - ii. Having a Toronto Public Health delegate sit on relevant Toronto Police Services Board advisory panels;
 - iii. Having a Toronto Police Services representative sit on relevant Toronto Public Health committees; and
 - iv. Having the Toronto Police Service share information relevant to the opioid overdose crisis, subject to operational constraints.

V. Identification and Management of Individuals with Drug-Related and/or Homelessness Issues While Incarcerated and Transitioning Out Into the Community

Ontario should:

27. Transfer responsibility for health care in correctional facilities from the Ministry of Community Safety and Correctional Services to the Ministry of Health and Long-Term Care.
28. Improve service continuity, shared accountability, and communication across systems between correctional institutions, correctional staff and health care providers, community service providers and probation and parole offices, while respecting limitations imposed by law.
29. Develop and implement a province-wide electronic health record for the purpose of information sharing between any provincial correctional health care professionals and any community health care system. Consent of individuals who are incarcerated should be required.
30. Implement the use of an electronic system to enhance communication within and between facilities, and with probation and parole officers, which should include electronic health records system, electronic forms and electronic communications platforms, such as Offender Tracking Information

System.

31. Obtain relevant information regarding the opioid overdose crisis, including from correctional facilities and public health offices, to assist in the handling of overdose related issues at its correctional facilities, and such information should be shared with the Task Force.
32. Establish a case-management approach to the care of individuals who are incarcerated and have multi-faceted health needs, such as using drugs and experiencing homelessness, at all its correctional facilities from the point of intake to discharge and probation. The individual's needs in the correctional facility should be managed by an Ontario employee who should:
 - i. Compile relevant information from appropriate individuals (e.g. health care, operations and social work);
 - ii. Coordinate seamless transition back into the community by liaising with appropriate individuals and services (e.g. probation officers, community agencies, shelters, etc.) to establish a discharge plan, which addresses factors such as access to safe housing; income and food security; continuity of health care, mental health and addiction services; harm reduction services; and links with community services and supports;
 - iii. Engage with individuals as an advocate for their needs where appropriate.
33. Improve health care for people who are incarcerated, including those who use drugs, by providing:
 - i. Better access to mental health and addiction services, including upon admission;
 - ii. Increased privacy for inmates during the initial health care interview and during provision of health care;
 - iii. Comprehensive and timely assessment by a primary care provider;
 - iv. Access to harm reduction services, withdrawal management, opioid substitution, addiction treatment services and overdose prevention (e.g. naloxone) on admission into custody and throughout the course of an individual's incarceration;
 - v. Ensure naloxone availability throughout the entire correctional facility to maximize overdose prevention efforts;
 - vi. Coordinate access to similar services when the individual is transitioning back into the community;
 - vii. Corrections-specific training for health care staff noting the uniqueness of providing health care in a corrections environment.
34. Ensure planning for discharge from a correctional facility, including:
 - i. Conducting a comprehensive and timely assessment of each individual's needs upon admission and making this assessment accessible for use in discharge planning. The assessment should be conducted in a manner that respects the privacy of the individual while maintaining the safety and security of the healthcare staff;
 - ii. Allowing community organizations to use technology (e.g. Skype and video conferencing), to connect and establish relationships with persons who are incarcerated before they are released;
 - iii. Commencing application procedures for programs and services in the community;
 - iv. Seeking access to housing;
 - v. Continuity of health care, including primary care and addiction services;
 - vi. Offering harm reduction supplies, such as take-home naloxone kits, to everyone discharged

- from incarceration whether from court or a correctional facility, and providing those supplies to anyone who wants them;
 - vii. Providing links to community services and supports;
 - viii. Completion of an electronic discharge check list;
 - ix. Coordinating with appropriate agencies, such as the John Howard Society of Toronto, regarding an individual's expected release date and time, when possible;
 - x. Providing information, upon release, about harm reduction services, including the increased risk of overdose post-incarceration, bad drugs, local overdose prevention services and the local opioid overdose crisis.
35. Conduct regular meetings between the Toronto South Detention Centre and community agencies to improve communication.
 36. Provide ongoing and sustainable funding to the John Howard Society of Toronto Reintegration Centre (or other organizations that provide similar services), to support its work connecting people leaving custody with information and services to meet their needs.
 37. Provide appropriate, affordable and sufficient space for the John Howard Society of Toronto Reintegration Centre within very close proximity to the Toronto South Detention Centre.
 38. Provide community service agencies, such as the John Howard Society of Toronto, with space in courthouses to assist persons released directly from court.
 39. Develop transitional housing spaces with intensive case management specifically for people leaving custody with no fixed address.
 40. Track information on the number of individuals released from incarceration who are experiencing homelessness and share this information with appropriate ministries and municipalities, relevant community partners and the Task Force.
 41. Provide education and programs to raise awareness among persons who are incarcerated regarding:
 - i. The risk of opioid overdoses following release from incarceration, strategies to prevent overdose, recognizing the signs of overdose, and responding to suspected opioid overdoses;
 - ii. The use and availability of naloxone kits in correctional facilities and upon discharge;
 - iii. The availability of programming available in custody, including the ability to initiate opioid substitution treatment.
 42. Ensure that Probation and Parole services:
 - i. Provide sufficient flexibility to individuals to be able to choose the office they must attend;
 - ii. Provide support and assistance to individuals in seeking and maintaining housing, including advocating for them where appropriate;
 - iii. Have access to relevant information about available substance use supports, harm reduction services, including the location and hours of overdose prevention services, and communicate these to individuals as appropriate.

The Registered Nurses' Association of Ontario should:

43. Develop evidence-based Best Practice Guidelines to advance person-centered care for people who are

experiencing homelessness, including those with mental health and addiction challenges, and guidance on implementation of a harm reduction approach to addressing drug and substance use issues within correctional facilities. These guidelines should include qualitative and quantitative evidence, as well as evidence provided by persons with lived experience.

VI. First Aid Awareness and Training

Providers of First Aid Training in Ontario, including St. John Ambulance, Canadian Red Cross, and Heart and Stroke Foundation of Canada, should:

44. Ensure their standard first aid training programs and their instructors:
 - i. Emphasize the primary importance of airway patency and positional safety for all ill and injured patients;
 - ii. Include a specific module on how to identify and respond to an opioid overdose, including the use of stimulation and the administration of available naloxone;
 - iii. Deemphasize spinal immobilization and routine spinal precautions in first aid education based on current scientific data;
 - iv. Educate on the harmful effects of stigma among people who use drugs and/or experience homelessness.

The Chief of the Toronto Police Service should:

45. Ensure that first aid training for police officers:
 - i. Covers situations and circumstances that police officers might encounter, including opioid overdoses;
 - ii. Teaches that police officers are often the first on a scene and prepares officers for that eventuality;
 - iii. Incorporates a module on how to recognize and respond to an opioid overdose, including the administration of naloxone taught through hands on training; and
 - iv. Includes hands-on scenario training based on actual circumstances confronted by police, which can include the circumstances of this case;
 - v. Is completed prior to graduation from Police College for new officers.
46. Consider the inclusion of an opioid overdose scenario in annual police judgment training.
47. Research the benefits of including portable blood oxygen monitors in police officers' first aid kits.

VII. Toronto Police Response to Homelessness and Persons Using Drugs

The Chief of the Toronto Police Service should:

48. Review the language used in the Service's Computer Aided Dispatch system and replace any terms identified as stigmatizing, including the use of "Drunk" as an event type. In choosing appropriate

replacement language, the Chief should obtain input from subject matter experts and persons with lived experience.

49. Work with the Service's emergency service partners, including Toronto Paramedic Services, to develop and implement training that will optimize the information provided by police officers requesting ambulance services from a scene through dispatch. Training should include definitions on the key symptoms (e.g. unconsciousness, alertness, breathing, etc.) that need to be communicated in order to optimally dispatch ambulance services and the language best used for communicating those key symptoms.
50. Develop and implement training for police officers covering:
 - i. The discrimination faced by persons who use drugs and experience homelessness, which should include the participation of those with lived experience;
 - ii. The perspectives of persons who use drugs and experience homelessness, which should include the participation of those with lived experience;
 - iii. The increased risk to persons using drugs as a result of the poisoned illicit drug supply;
 - iv. The harm reduction approach to addressing the negative consequences of drug use, including the harm reduction services available to people in Toronto and, specifically, the location and hours of Overdose Prevention Services.
51. Investigate a process that allows police to determine whether an officer requesting ambulance service from a scene requires additional instructions for patient care, and, if so, explore implementation of industry best practice options for providing those instructions.

VIII. Identification of Individuals and Family Contact

The Chief of the Toronto Police Service should:

52. Develop and implement procedures for circumstances where police are involved in the identification of unidentified individuals admitted to hospital, which should include procedures related to contacting next of kin in a timely and sensitive manner.
53. Review and amplify procedures to ensure there are exhaustive efforts made by police to contact next of kin and consult with the assigned detective before destroying a decedent's belongings.

IX. Reporting on Opioid-Related Deaths

The Office of the Chief Coroner, Ontario Forensic Pathology Service, and the Centre for Forensic Sciences should:

54. Work together to minimize the time taken for finalizing their reports in opioid overdose-related deaths, with the goal of providing high quality information on such deaths to Public Health Ontario and other recipients as early as possible.

X. Reporting on Progress of Recommendation Implementation

The Parties towards whom these recommendations are directed should:

55. Report to the Office of the Chief Coroner and the parties to this inquest by no later than June 1, 2019, and annually for 5 years, in an open letter, regarding the progress made with respect to these recommendations



Toronto Police Services Board Report

January 01, 2019

To: Members
Toronto Police Services Board

From: Andy Pringle
Chair

Subject: Annual Report – 2018 Awards Granted by the Toronto Police Services Board

Recommendation(s):

It is recommended that the Board receive this report for information.

Financial Implications:

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

Background / Purpose:

The following Toronto Police Services Board awards were presented to members of the Toronto Police Service during the period from January to December 2018:

MERIT MARK:

PC	BROAD, Aaron (65817)	31 Division
PC	SIMPSON, Oliver (9878)	31 Division

COMMENDATION:

PC	DE CAIRE, Jeffrey (90406)	14 Division
PC	JEYANESAN, Niran (11082)	31 Division
PC	HRISTOV, Victor (10749)	33 Division
PC	CROCKER, Jason (11089)	41 Division
PC	BROOKES, Leverage (2908)	52 Division
PC	GOODENOUGH, David (5334)	52 Division

PC	LUTHRA, Narinder (8957)	52 Division
PC	MACDONALD, Hector (8346)	52 Division
PC	TAURO, Keith (9342)	52 Division
PC	WALKER, Scott (9259)	54 Division
SGT	LANIGAN, Robin (3732)	55 Division
PC	HUTCHINGS, Tracey (8975)	55 Division
PC	SIRIZZOTTI, Jamie (9273)	55 Division
PC	SURCON, Scott (8308)	55 Division
PC	DIRENZO, Agnieszka (10722)	11 Division
PC	IRVINE, Brent (9782)	11 Division
SGT	ALDERDICE, Jeffery (5046)	22 Division
PC	MCEVOY, Clinton (8847)	23 Division
PC	GIRGIS, Mina (10879)	52 Division
PC	THOMPSON, Brandon (11136)	52 Division
PC	TSANG, Jason (11040)	52 Division
PC	HAMBROOK, Craig (8829)	53 Division
PC	KHERA, Milpreet (7917)	Intelligence Services
PC	FRASER, Spencer (8763)	OCE – Drug Squad
PC	GUL, Akin (9732)	PSR
D/SGT	TRAMONTOZZI, Nunziato (4049)	SCI – Sex Crimes

TEAMWORK COMMENDATION:

DET	LEVESQUE, Martin (8046)	12 Division
PC	DILLY, Andrew (9417)	12 Division
PC	DYRAKAWEC, Jeffrey (8830)	12 Division
PC	GILLESPIE, Jenna (11169)	12 Division
PC	HRYHORSKY, Michael (8688)	12 Division
PC	JUHASZ, Alexander (9030)	12 Division
PC	KIM, Samuel-Chong (9962)	12 Division
PC	MORRIS, Adam (10256)	12 Division
PC	NG, Philip (10746)	12 Division
PC	RENNIE, Jason (9252)	12 Division
PC	WILSON, Matthew (10622)	12 Division
PC	WOCKS, Ashley (11237)	12 Division
S/SGT	DOKURNO, Richard (3308)	12 Division
S/SGT	HILDRED, Lesley (4354)	12 Division
DET	DHILLON, Ranbir (9287)	12 Division
SGT	QUIJADA-MANCIA, Juan (8590)	12 Division
PC	BELLAMY, Jason (10643)	12 Division

PC	GREEN, Wesley (11140)	12 Division
PC	MAK, Brandon (10847)	12 Division
PC	MC KAY, Cambria (11118)	12 Division
PC	OLIVEIRA, Dora (90011)	12 Division
PC	SULLIVAN, Daniel (11215)	12 Division
PC	MURPHY, Michael (9024)	14 Division
PC	LISTER-MACLEOD, Kimberley (10246)	22 Division
SUPT	TAVERNER, Ronald (2910)	23 Division
DET	CORREIA, Jeffery (9982)	31 Division
SGT	MAHARAJ, Bryan (8453)	31 Division
SGT	MASTERS, Michelle (6779)	31 Division
PC	BREWER, Victoria X 2	31 Division
PC	DE JONGE, Marinus	31 Division
PC	INAL, Burak	31 Division
PC	JEEVA, Asif	31 Division
PC	MCGILL, Matthew	31 Division
PC	SYED, Hassan	31 Division
PC	YARLETT, Kristen X 2	31 Division
SGT	KINGDON, Scott	31 Division
PC	KRAUS, Jeremy	31 Division
PC	MAING, Do Hyung	31 Division
PC	RIETKOETTER, Seth	31 Division
DET	DIZON, Jose	32 Division
PC	VALENTINI, Antonina	32 Division
PC	SENYK, Janna	33 Division
PC	GRAHAM, Jeffrey	41 Division
SGT	JONES, Cheryl	42 Division
PC	ALLDREAD, Suzanne	42 Division
PC	BOYD, Christina	41 Division
PC	CHENG, Alan	42 Division
PC	FORD, Andrew	42 Division
PC	GILLEGEAN, Benjamin	42 Division
PC	LYDEN, Jessica	42 Division
PC	MOYER, Christopher	42 Division
PC	PHILLIPS, Fiona	42 Division
PC	RIVERS, Brett	42 Division
PC	SATTLER, Francis	42 Division
PC	TROVATO, Luigi	42 Division
PC	WHEELER, Christopher	42 Division

PC	COUGHLAN, Robert	51 Division
SGT	SOMERS, Craig	51 Division
PC	CORKILL, Andrew	51 Division
PC	HAWLEY, Christopher	51 Division
PC	LANGER, Brendon	51 Division
PC	PICKFORD, Ashley	51 Division
PC	ZEBROWSKI, Tomasz	51 Division
S/SGT	BRADBURY, Scott	53 Division
PC	YOUNG, Jennifer	53 Division
PC	ALLEY, Nicholas	54 Division
CIV	CAMPBELL, Roderick	Communications Services
CIV	GOMERSALL, Jonathon	Communications Services
CIV	LUCAN, Erin	Communications Services
CIV	MASCARENHAS, Shawn	Communications Services
CIV	MILLER, Holly	Communications Services
CIV	BALOGH, Michelle	Communications Services
CIV	BROWN, Stephanie	Communications Services
CIV	STOCKWELL, Jason	Communications Services
CIV	WALLACE, Camella	Communications Services
CIV	BONNEVELD, Adam	Court Services
CIV	CORRIGAN, Kevin	Court Services
CIV	HARDMAN, Diana	Court Services
CIV	RIZZA, Vincenzo	Court Services
CIV	WALTERS, Warren	Court Services
CIV	WONG, Wilson	Court Services
PC	BONOMO, August	Divisional Policing Support Unit
PC	HOLLAND, Mark	Employment
DET	FERGUSON, Scott	Intelligence Services
PC	ADAMS, Khary	Intelligence Services
CIV	REID, Asta	Intelligence Services
PC	CHANT, James	OCE – Drug Squad
PC	GORSKI, Wojciech	OCE – Drug Squad
PC	SMITH, Aaron	OCE – Drug Squad
D/SGT	NICHOL, Ian	OCE – Financial Crimes
DET	FAZELI, Alan	OCE – Financial Crimes
DET	HOLDER, Adkin	OCE – Financial Crimes
PC	VIJAYANARAYANAN, Devi	OCE – Financial Crimes
D/SGT	DIDANIELI, Roberto	Organized Crime Enforcement
D/SGT	NICOL, Brett	Organized Crime Enforcement

DET	CLARK, Travis	Organized Crime Enforcement
DET	HARRIS, Richard	Organized Crime Enforcement
DET	JOHNSTON, Brent	Organized Crime Enforcement
DET	RODEGHIERO, Robert	Organized Crime Enforcement
DET	ROSETE, Lester	Organized Crime Enforcement
DET	STEINWALL, Andrew	Organized Crime Enforcement
DET	SUKUMARAN, Rajeev	Organized Crime Enforcement
PC	ARULANANDAM, Gerrard	Organized Crime Enforcement
PC	BLACK, Robert	Organized Crime Enforcement
PC	HAMMOND, Andrew	Organized Crime Enforcement
PC	HOFFMAN, Gregory	Organized Crime Enforcement
PC	JOHNSTON, John	Organized Crime Enforcement
PC	KATAFIGIOTIS, Constantine	Organized Crime Enforcement
PC	MC KEOWN, Sean-Brendan	Organized Crime Enforcement
PC	MCLANE, Kristine	Organized Crime Enforcement
PC	MURRAY, David	Organized Crime Enforcement
PC	PALA, Rasih	Organized Crime Enforcement
PC	ROSS, Scott	Organized Crime Enforcement
PC	SANTOS, Eliana	Organized Crime Enforcement
PC	SMITH, Jason	Organized Crime Enforcement
PC	SPRIGGS, Brett	Organized Crime Enforcement
PC	TAHIRAJ, Ali	Organized Crime Enforcement
PC	TAN, Mark	Organized Crime Enforcement
PC	WINTER, Jeffrey	Organized Crime Enforcement
PC	YOUNGER, Chad	Organized Crime Enforcement
CIV	FROUDE, Scott	Organized Crime Enforcement
CIV	LIM, Sara	Organized Crime Enforcement
CIV	SHEA, Leah	Organized Crime Enforcement
SGT	HEMBRUFF, Eric	SER – Police Dog Services
PC	KNILL, Graham	SCI – Hold Up
DET	THOMAS, Robert	SCI – Sex Crimes
PC	GOULAH, Anthony	SCI – Sex Crimes
PC	MAKHLOUF, James	Strategy Management
PC	CLARKE, Michael	Traffic Services
PC	PROSPER, Mark	Traffic Services
PC	RELOZA, Ralph	Traffic Services
PC	WARREN, Tristan	Traffic Services

ROBERT QUALTROUGH AWARD:

PC	NGO, Jason (10141)	53 Division
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MENTAL HEALTH EXCELLENCE AWARD:

PC	MCGUIRE, Jennifer (11170)	14 Division
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Members who were unable to attend the ceremonies were presented with their awards at the unit level.

In summary, there were a total of 2 Merit Marks, 26 Commendations and 134 Teamwork Commendations, 1 Robert Qualtrough Award, 1 Mental Health Excellence Award were presented during 2018.

COMMUNITY MEMBER AWARD:

		Submitted by:
MR.	MESIC, Adrian	11 Division
MS.	DOLGANOVA, Veronika	13 Division
MS.	MOSKO, Joanna	13 Division
MR.	ARTIS, Evren	14 Division
MS.	DUNAWAY, Brigitte	14 Division
MR.	FEIZI, Fartous	14 Division
MR.	LAZAROU, Daniel Sigi	14 Division
MS.	LEMIEUX, Chantel	14 Division
MR.	EDWARDS, Ronald	22 Division
MR.	ALONZI, Daniel	22 Division
MR.	MEDRANO MAGALLANES, Juan C	22 Division
MS.	QUIJANO, Jocelyn	22 Division
MS.	SPARKS, Michelle Ann	22 Division
MR.	TSERING, Pema	22 Division
MR.	ALLICK, Chance	31 Division
MR.	GERACI, Peter	31 Division
MR.	OSMAN, Banjuin	31 Division
MR.	PARKS, Don	31 Division
MR.	TETTEH, Alex	31 Division
MR.	JOHNSTON, Kevin	32 Division
MR.	MACKIE, Colin	32 Division
MS.	PRADE, Leanne	32 Division
MR.	ADEN, Awale	33 Division

MR.	JANSZ, Michael	33 Division
MR.	BURNS, Keith	41 Division
MR.	MANCA, Marco	41 Division
MR.	SOUSAIPILLAI, Aeron	41 Division
MR.	SUBRAMANIAM, Denosan	41 Division
MR.	WEIDE, Wallace	41 Division
MR.	YOGANATHAN, Gopenath	41 Division
MS.	BANGURA, Isatu	42 Division
MR.	HALL, Nygel	42 Division
MS.	YUE, XIANG JUN	42 Division
MR.	KAMARA, Ali	43 Division
MR.	ROSS, Mark	43 Division
MR.	BAYRAM, Ali	43 Division
MR.	BRODERICK, Justin	43 Division
MR.	CHONG, Benjamin	43 Division
MR.	CHONG-KNIGHT, Vincent	43 Division
MS.	HUEBEL, Renee	43 Division
MR.	JIANG, Wei P	43 Division
MR.	LEWIS, Benjamin	43 Division
MR.	MARTICORENA, Alexis	43 Division
MR.	MIRIJELLO, Julian	43 Division
MS.	NOBLETT, Shelby	43 Division
MR.	RAMZY, Mohammed	43 Division
MS.	SMITH, Montana	43 Division
MR.	SUPEINTHIRAN, Rajevan	43 Division
MS.	TSE, Emily	43 Division
MR.	ANDERSON, Derek	51 Division
MR.	DAVIES, Warren	51 Division
MR.	WHELAN, Brian	51 Division
MS.	LODATO, Laura	53 Division
MR.	STOCK, Brandon	54 Division
MR.	WARNE, Adam	54 Division
MR.	WELLER, Gregory	54 Division
MR.	BOYLAN, John	Marine
MR.	GILLIS, Brian	OCE – Hold Up
MR.	KHAN, Dominic	OCE – Hold Up
MR.	KIRKWOOD, Jason	OCE – Hold Up
MS.	DALE, Yvonne	Property & Video Evidence Mgmt.
MR.	WILLIS, Harrison	Toronto Police Operations Centre

MS.	SAWH, Debbie	Traffic Services
MR.	SAWH, Sanjiv	Traffic Services

LETTER OF RECOGNITION:

		Submitted by:
MR.	ALLENBY, Ken	11 Division
MS.	CAREY, Katelyn	11 Division
MR.	CONDRAN, Cliff	11 Division
MR.	POLE, Brent	11 Division
MR.	UNGER, Avraham	55 Division
MR.	DOSHER, Matthew	Intelligence Services
MR.	HEATH, Candina	Intelligence Services
MR.	MODY, Siddharth	Intelligence Services
MR.	PIRRIE, Andrew	Marine
MR.	ISMOND, Rick	OCE – Hold Up
MR.	DAVIS, Stuart	OCE – Sex Crimes
MR.	LABO, Paula	OCE – Sex Crimes
MR.	MARI, Joseph	OCE – Sex Crimes
MR.	WARRACK, Peter	OCE – Sex Crimes
MR.	KAMPH, Leslie	Toronto Police Operations Centre
MR.	MCFARLAND, Mitch	Toronto Police Operations Centre
MR.	SALMON, Sean	Toronto Police Operations Centre
MR.	STEWART, Martin	Toronto Police Operations Centre
MR.	GALVES, Moises	Toronto Police Operations Centre

In summary, there were a total of 64 Community Member Awards and 19 Letter of Recognition Awards presented in 2018. Members of the community who were unable to attend the ceremonies were presented with their awards by the units who had submitted them for nomination.

Conclusion:

The purpose of the report is to provide a record of awards granted by the Toronto Police Services Board during the period from January to December 2018.

Respectfully submitted,

Andy Pringle
Chair



Toronto Police Services Board Report

January 16, 2019

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: Annual Report: 2018 Parking Enforcement Unit – Parking Ticket Issuance

Recommendation(s):

It is recommended that the Toronto Police Services Board (Board):

- (1) receive the following report; and
- (2) forward a copy of this report to the City of Toronto (City) General Government and Licensing Committee, for its meeting on April 23, 2019, to be considered in conjunction with the City of Toronto 2018 Parking Ticket Activity Report.

Financial Implications:

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

Background / Purpose:

This report provides information on the Parking Enforcement Unit (P.E.U.) achievements, activities and annual parking ticket issuance during the year 2018 (Appendix A refers).

Discussion:

The P.E.U. reports annually on parking ticket issuance by Parking Enforcement Officers (P.E.O.s), Municipal Law Enforcement Officers (M.L.E.O.s) and Police Officers. The City of Toronto requests this information for use during the annual budget process.

Since 2014, the City has continued to make a number of administrative and operational changes that impact service delivery of parking enforcement services in the City of Toronto. P.E.U. has worked diligently, in partnership with City staff, to align its operations in support of these significant program changes which in many cases have expanded the activities of P.E.U. These initiatives included:

- Implementation of a 10 minute bylaw exemption for pay and display parking;
- Implementation of an enhanced rush hour parking enforcement initiative with increased hours of operation;
- Increases in various parking fines, including rush hour route specific parking offences;
- Implementation of a habitual offender towing program;
- Implementation of dedicated zones for delivery vehicle parking;
- Continuation of bicycle lane and cycle track expansion;
- Implementation of on street Mobile Payments for pay and display parking by the Toronto Parking Authority; and
- Implementation of the King Street pilot project program in which traffic and parking regulations were redefined.

Mobile payments for on-street paid parking has been in continuous operation since its launch in October 2016. The initiative offers the public a convenient option to pay for parking using a mobile device, and as such, is achieving increased motorist compliance to on-street parking areas. The T.P.S. worked together with the Toronto Parking Authority to successfully launch this project. This option continues to make payment for parking more convenient to the public, with ticket issuance showing higher public compliance.

Rush hour enforcement initiatives, bylaw changes and fine increases continues to have an impact on public behaviour and appears to be achieving increased motorist compliance with some of the municipal parking bylaws. These issues, in combination with deployment strategies aimed at supporting City anti-congestion initiatives, also have a related impact to enforcement numbers and the types of tickets issued. It is important to note that many of these initiatives are more time consuming which detracts from general routine patrol time. Continuing this achievement of increased compliance to parking regulations, in support of safety, traffic flow and congestion related initiatives, is dependent on maintaining a high visibility of uniformed P.E.O.s in the field.

In spite of the program expansion, the P.E.U. delivered on key accomplishments through the provision of operational support to the Toronto Police Service (T.P.S.) (Appendix A refers) and interoperability with some very successful City initiatives which are discussed in this report.

Annual Parking Ticket Issuance:

Preliminary information indicates total parking ticket issuance is estimated to be 2,045,498 in 2018, which is a decrease of 101,370 over 2017 issuance numbers. Total

parking ticket issuance includes tags issued by P.E.O.s, M.L.E.O.s, and police officers. The final parking ticket issuance numbers will be presented by the City Parking Ticket Operations in its 2018 Annual Parking Ticket Activity Report, once all data is captured and reconciled.

The following is a breakdown of the parking ticket issuance estimates by group:

Table 1: Parking Tag Issuance Summary 2018

Group	Tags Issued
Parking Enforcement Unit	1,823,550
Municipal Law Enforcement Officers	216,154
Police Officers	5,794
Total Parking Tag Issuance	2,045,498*

*Preliminary numbers – final numbers to be reported by the City after complete data capture and reconciliation.

Calls for Service:

The P.E.U. responded to 159,255 calls for parking related service from members of the public which is up by 0.1% over the previous year. The attendance to these calls by civilian P.E.O.s alleviates pressure on the T.P.S. as a whole and allows police officers to focus on core policing duties. The Unit's M.L.E.O. program has successfully serviced a large amount of customized enforcement on private property, which would otherwise detract P.E.O.s from focusing upon on-street enforcement activities.

Rush Hour Offences and Bicycle Lanes:

In 2018, the P.E.U. issued 71,168 rush hour offence tickets for the rush hour peak period bylaw in support of the congestion and traffic flow initiatives and a total of 14,648 vehicles were towed from rush hour routes. The P.E.U. issued 7,250 bike lane offence tags in support of safe cycling in the City in an effort to increase public compliance and improve road safety.

Habitual Offender Towing:

The City defines a habitual offender as a vehicle that has three or more parking tickets that have been outstanding, with no action taken, in excess of 120 days. P.E.O.s towed a total of 4,377 vehicles under this initiative, including 4,093 Ontario plates and 284 out-of-province plates. The City reports that this enforcement initiative has continued to positively affect their collection rates for parking tickets.

Towing, Vehicle Relocations and Stolen Vehicle Recovery:

Members of the P.E.U. were responsible for towing a total of 27,766 vehicles, including 602 that were without properly registered plates. A total of 1,932 vehicles were relocated to assist with T.T.C. subway closures, snow removal, forestry operations, the clearing of parade routes and special events management. P.E.O.s also recovered 901 stolen vehicles, in support of T.P.S. crime management initiatives.

Accessible Parking:

The P.E.U. retained 818 Accessible Parking Permits for investigation of possible misuse. The P.E.U. laid 764 Highway Traffic Act charges in this regard. These efforts are in support of maintaining the integrity of the Accessible Parking Program and ensuring parking spaces are available for use by members of the public who have valid Accessible Parking Permits.

Training of M.L.E.O.s:

The P.E.U. trained and certified 543 M.L.E.O.s, pursuant to the Toronto Municipal Code. M.L.E.O.s work for agencies providing parking enforcement on private property. All ticket revenue derived from the issuance of these parking tickets goes directly to the City. The training and oversight of these M.L.E.O.s has allowed P.E.O.s to focus their efforts on public streets as opposed to responding to additional private property calls for service.

Staffing Levels:

Throughout 2016 and 2017, there was no hiring of new P.E.O.s due to a moratorium on hiring. This has resulted in lower staffing levels as a result of continued staff attrition and separations. In turn, this has had a significant impact on P.E.U. deployment, service delivery and related enforcement/ticket issuance.

In 2018, the P.E.U. was understaffed for the entire year. The P.E.U. commenced P.E.O. hiring in May 2018 and met hiring goals in December 2018, which positioned the P.E.U. at or near strength although still below the historic position of established strength plus 25 P.E.O.s. Historically, the P.E.U. has adopted the strategy, in consultation with T.P.S. Budgeting and Financial Analysis, to operate at approximately 25 P.E.O.s over strength at the beginning of the year in order to mitigate staff attrition and separation impact on enforcement and service delivery. The P.E.U. is in the process to return to its historic staffing strategy since recent T.P.S. hiring initiatives have accelerated P.E.O. separations. T.P.S. hiring initiatives have led the P.E.U. to become one of the recruiting grounds for other areas of the Service including Constable, Special Constable, Court Officer, Communications, and civilian support. The Parking Enforcement Unit anticipates hiring another P.E.O. class in the first quarter of 2019. A new P.E.O. recruit requires approximately eight weeks of in-class and practical training before assuming full enforcement duties.

Administrative Penalty System (A.P.S.) and Parking Handheld System Replacement:

In 2017, The City implemented the Administrative Penalty System (A.P.S.) which amended the dispute resolution process of a Parking Violation Notice (P.V.N.). The P.E.U. worked in partnership with the City to ensure that its operations and systems replacement and upgrades were aligned with the new process. A successful launch was achieved in August 2017 through close professional working relationships with various City Departments under the parking umbrella. In August 2018, the new parking handheld enforcement system was implemented that includes photo evidence functionality to support A.P.S. process. The Board approved the vendor for a new parking system in 2017 (Min. No. P189/17 refers). The new electronic parking enforcement system requires P.E.O.s to take photos of the vehicle as part of Parking Violation Notice in order to facilitate resolution of disputed tickets by City staff. Disputed Parking Violation Notices issued from August 28, 2017 onward will no longer be processed through the Courts as a result of this new process.

Parking Pilot Downtown:

In 2018, P.E.U. implemented a downtown pilot project. This project was designed to utilize the current resources within the Parking Enforcement Unit to create a central subunit located within the downtown core (located at 9 Hanna Avenue, Traffic Services). The new subunit, Parking Enforcement Central (P.K.C.), moved P.E.O.s closer to the areas where they are needed to address the majority of parking concerns, reducing travel time to deployment locations and increasing available enforcement time. P.K.C.'s primary mandate focuses on clearing the rush hour routes within 14 Division, 51 Division and 52 Division. As a result, it is anticipated that this will create a reduction in traffic congestion within the City of Toronto.

The P.K.C. pilot project began September 24th, 2018 and will continue while the pilot's objectives are considered and results measured. P.K.C. is comprised of a total of two (2) teams, each consisting of one (1) Patrol Supervisor and ten (10) Parking Enforcement Officers. The future goal of the P.E.U. is to station more officers closer to the downtown core area where the bulk of enforcement is delivered.

Conclusion:

The P.E.U. continues to contribute positively to the achievement of the goals and priorities of the T.P.S. by:

- ensuring the safe and orderly flow of traffic;
- ensuring enforcement is fair and equitable to all;
- providing a visible uniform presence on the streets;
- ensuring positive outreach to the community through public awareness campaigns and education programs; and
- ensuring interoperability with other T.P.S. Units and City departments.

The parking ticket issuance for 2018 is estimated to be 2,045,498 which is a decrease of 101,370 over 2017 issuance numbers. The City will report the final parking ticket

issuance numbers in its 2018 Annual Parking Ticket Activity Report once all data is captured and reconciled.

Rush hour enforcement initiatives, by-law changes and fine increases have an impact on public behaviour and appear to be achieving increased motorist compliance with some of the Municipal parking bylaws. This, in combination with deployment strategies aimed at supporting City anti-congestion initiatives, also has a related impact to enforcement numbers and the types of parking tickets issued. The lower staffing levels also impact ticket issuance since deploying fewer officers in the field results in less enforcement presence.

The P.E.U. continues to work with City staff and all T.P.S. Units in order to ensure a successful overall parking program, including effective service delivery to the many communities throughout the City. The P.E.U. is focused on the continued compliance to the parking regulations in support of safety, traffic flow and congestion related initiatives. Continued compliance, however, is dependent on the deployment of highly visible P.E.O.s in the field and in our neighbourhoods.

Deputy Chief Peter Yuen, Communities and Neighbourhoods Command, will be in attendance to answer any questions the Board may have concerning this report.

Respectfully submitted,

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

Appendix “A”

Parking Enforcement Unit	<u>2016</u>	<u>2017</u>	<u>2018</u>
Parking Ticket Issuance – P.E.O.s	2,028,334	1,926,330	1,823,550
Parking Ticket Issuance – P.E.O.s, M.L.E.O.s, P.C.s	2,268,110*	2,146,868*	2,045,498*
Processable Ticket Rate P.E.O.s	99.8%	99.9%	99.9%
Absenteeism (Short-term sick)	3.8%	4.3%	4.6%
Calls for service received	158,021	159,175	159,255
Stolen Vehicles Recovered	874	871	901
Stolen Autos Recovered - Street Sweeper	669	623	557
Stolen Autos Recovered – P.E.O.s	205	248	344
Hours Spent on Stolen Vehicles Recovered	994	1,304	1,531
Stolen Plates Recovered	67	115	119
Hours Spent on Stolen Plates Recovered	77	133	183
Vehicles Scanned by Street Sweeper	5,277,656	3,411,019	3,335,513
Vehicles Towed	37,096	32,387	27,766
Habitual Offenders Towed	10,162	6,162	4,377
Assistance to T.P.S. Units			
Unplated Vehicles Towed	1,155	720	602
Directed Patrol Requests from Other Police Units	85	75	119
Arrest Assists	15	26	14
Assaults	37	45	20
Language Interpretations	35	29	31
Hours Spent on Language Interpretations	67	55	66
Disabled Permits Retained	1,350	927	818
Disabled Permits Cautioned	94	13	54
H.T.A Charges (Disabled Permits)	1,122	767	764
Special Events	200	256	338
Hours Spent On Special Events	8,633	9,340	6,735
Vehicle Relocations	2,569	2,301	1,932

*Preliminary numbers – final numbers to be reported by City of Toronto after complete data capture and reconciliation.



Toronto Police Services Board Report

February 1, 2019

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: Annual Report: 2018 Statistical Report Municipal Freedom of Information and Protection of Privacy Act

Recommendation(s):

It is recommended that the Toronto Police Services Board (Board):

- 1) receive the 2018 Municipal Year-End Statistical Report, Information and Privacy Commissioner of Ontario, Canada, and,
- 2) forward a copy of this report to the Information and Privacy Commissioner of Ontario.

Financial Implications:

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

Background / Purpose:

The purposes of the *Municipal Freedom of Information and Protection of Privacy Act (Act)* are to:

1. provide a right of access to information under the control of institutions; and
2. protect the privacy of individuals with respect to personal information about themselves held by institutions and to provide individuals with a right of access to that information.

Access to information requests which are received by the Toronto Police Service (Service) are processed by the Access and Privacy Section (A.P.S.) of Records

Management Services (R.M.S.). The Service is legislated to provide the Information and Privacy Commissioner of Ontario (I.P.C.) a statistical report annually.

At its meeting held on September 23, 2004, the Board approved the motion that the Chief of Police adopt the practice of submitting the Year-End Statistical Report for the I.P.C. to the Board each year and that the Board forward the report to the I.P.C. (Min. No. P284/04 refers).

The purpose of this report is to provide the Board with the Service's 2018 statistical report for the I.P.C.

Discussion:

Number of Requests for Access to Information:

In 2018, A.P.S. received 5048 requests for access to information held by the Service in accordance with the *Act*. This represents a decrease of 452 requests (-8.9%) when compared to the 5,500 received in 2017. At the time of writing this report, A.P.S. had 1791 outstanding carry over files from the previous year.

Other Requests and Appeals:

As stipulated by the *Act*, a requester has the right to appeal the Service's decision to the I.P.C. This commences a mediation process between the Service's assigned Disclosure Analyst and a Mediator from the I.P.C. which can occur over the period of several months or years. This process may involve further searches being conducted, additional consultation with subject matter experts and rendering a new access decision to resolve mediation issues. If the appellant is not satisfied with the outcome of the mediation, the appeal may proceed to the adjudication stage.

In addition to new requests, the Service received eight correction requests, processed four Statements of Disagreement in accordance with Section 36(2) of the *Act*, and received 49 appeals submitted to the I.P.C. This was an increase of 19, compared to 30 appeals that were received in 2017.

Compliance Rate:

The *Act* requires that requests for information received by an organization be responded to within 30 days.

During the Board meeting held on September 23, 2004 (Min. No. P284/04 refers), the Board approved the following motion:

THAT recommendation #2 be approved with the following amendment: "...with the objective of achieving a much higher rate of compliance for the balance of 2004 and a minimum 80% compliance rate in 2005."

Throughout 2018, 5,093 requests were completed by staff. The 2018 average compliance rate for requests completed within the mandated 30-day period was 59.87%. However, this rate fluctuated throughout the calendar year as shown in Table 1 below.

Table 1: 2018 Monthly Compliance Rate Percentage

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2018	46.18	49.1	44.28	51.39	48.03	63.21	65.5	57.45	62.5	74.62	80.51	75.74

In 2018, the 80% compliance rate was not achieved due to three factors. Firstly, in May 2018, three new Disclosure Analysts joined A.P.S. These new members required training, which was provided by two experienced A.P.S. Disclosure Analysts. These experienced members were asked to balance their workloads with the task of training the new members, thus impacting their ability to complete their assigned requests. Secondly, the position of Disclosure Analyst is not one where a party receives training and is fully capable to process requests at the onset. There is a learning curve of approximately six months to a full year when a new Analyst joins A.P.S. This is reflected in Table 1, as an upswing in compliance can be seen towards the end of 2018 once the new members became more proficient in their roles. Thirdly, the unit was unable to put together a special team which would address only the backlog and in doing so would allow analysts to concentrate on the new incoming requests. This third factor is discussed in greater detail below in the Key Highlights/Issues/Challenges section of this report.

Consultations / Privacy Complaints:

The Service's Access and Privacy Coordinator (Coordinator) is responsible for responding to consultations from external agencies. Such agencies include, but are not limited to, other police services, the Canada Border Services Agency, Correctional Service Canada, Department of Justice, and the Ministry of Community Safety and Correctional Services. While the process is very similar to completing an access to information request, these requests are not captured in the statistical report. The Service received 49 consultations throughout 2018, a decrease from 52 in 2017.

The Coordinator is also responsible for investigating privacy complaints that have been reported to the I.P.C. The Coordinator gathers all background information, engages with involved business units or other necessary stakeholders, analyses the findings and composes a formal response to the I.P.C. for their review and ultimate decision. In 2018, the Service received six privacy complaints (as compared to the four received in 2017).

I.P.C. Reporting Requirements:

In the I.P.C. Annual Report, requests received are divided into two categories, based on the type of requests; Personal Information and General Records. These two categories are further separated by source of requests (e.g. Individual/Public, Business and Media etc.).

As required by the I.P.C.'s office, disclosure of requests are divided into three sections; information released in full, information released in part, or information not released.

Due to the nature of police records, the A.P.S. routinely discloses records in part, in order to protect the privacy interests of third parties (removing personal identifiers from the records). Additionally, access to Service records, directly relating to officer safety matters currently under investigation and/or before the courts are typically denied in full.

As the disclosure of records through the Freedom of Information process is strictly governed by the *Act*, the application of Section 8 (Law Enforcement) and Section 14 (Personal Privacy) continue to be the most commonly used exemptions prohibiting access to police records. These sections are referenced in Appendix A.

Key Highlights/Issues/Challenges:

As previously reported to the Board, the large volume of requests continue to be an issue in the Service's ability to meet the 30-day compliance as stipulated in Section 19 of the *Act* (Min. No. P28/18 refers).

This is further compounded by the complexity of the requests that continue to be processed. Such requests include unique record types which require more in-depth processing such as in-car camera, media, and statistical requests, many of which also require the involvement of other business units such as Finance and Business Management, Strategy Management, and other units within Operations Support.

It is our view that by eliminating the backlog, A.P.S. will be able to respond to access requests in a timelier manner, thus meeting the legislated 30-day compliance rate more consistently.

At its February 2018 meeting, the Board approved the hiring of a special team of six temporary Disclosure Analysts for an estimated period of six months, with their primary focus being the completion of carry-over/backlog requests. This would allow the permanent A.P.S. Disclosure Analysts to focus their effort on completing new requests within 30 days (Min. No. P28/18 refers).

As such, a recruitment process was undertaken requesting knowledge and experience in the field of privacy pursuant to the *Act*, with the distinct goal of hiring individuals that had previously worked in this field, preferably in a policing environment. As these positions would most likely be terminated in six months, it was necessary to hire only those individuals requiring minimal training who could begin reducing the backlog files immediately on hire. Unfortunately, no one in the applicant pool met our requirements, thus this course of action was determined to be unfeasible.

Strategy to Reduce Carry-Over Requests (Backlog):

The volume and complexity of the work received on a yearly basis has resulted in requests being carried from the previous years into the current year, directly impacting the Service's ability to achieve a compliance rate of 80% or better.

In 2018, three additional members were added to A.P.S., bringing our strength up from 9 to 12 Disclosure Analysts. With this additional staffing, and the members of A.P.S. utilizing overtime, there was a very slight reduction (69 files) in the backlog.

There is a need to dedicate resources strictly to the backlog, and to this end, the Service now plans to provide career development/secondment opportunities to three or four Service members.

It is estimated that these career development positions will be approximately one year in duration. When the aforementioned plan is implemented, three or four members of A.P.S. will be dedicated full-time (with the possibility of overtime subject to available funding) to the backlog files, with the goal being to reduce the backlog as much as possible by the end of 2019. The knowledge and experience gained by the seconded members during their time in A.P.S., will give the Service the ability to utilize these individuals in future, to help address any significant increase in requests.

Conclusion:

This report provides the Board with the 2018 Municipal Year-End Statistical Report, which has been prepared in accordance with the guidelines stipulated by the I.P.C., and is to be submitted to the I.P.C. by March 1, 2019.

This report also provides information on the benefits of the additional staffing approved by the Board in 2018 (Min. No. P28/18 refers). The additional staff joined A.P.S. in May 2018, and after receiving training, have made significant contributions to A.P.S., as seen by the higher compliance rate later in 2018. (Refer to Table 1, page 3).

Finally, the report advises the Board on how the Service plans to address and reduce the number of backlog files.

Our ability to respond to access to information requests under the *Act* in a timelier manner increases the public's confidence in the process, and the Service as a whole.

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

APPENDIX A

For the Board's reference, Section 8 of the Act states:

Law enforcement

8.(1) A head may refuse to disclose a record if the disclosure could reasonably be expected to,

- (a) interfere with a law enforcement matter;
- (b) interfere with an investigation undertaken with a view to a law enforcement proceeding or from which a law enforcement proceeding is likely to result;
- (c) reveal investigative techniques and procedures currently in use or likely to be used in law enforcement;
- (d) disclose the identity of a confidential source of information in respect of a law enforcement matter, or disclose information furnished only by the confidential source;
- (e) endanger the life or physical safety of a law enforcement officer or any other person;
- (f) deprive a person of the right to a fair trial or impartial adjudication;
- (g) interfere with the gathering of or reveal law enforcement intelligence information respecting organizations or persons;
- (h) reveal a record which has been confiscated from a person by a peace officer in accordance with an Act or regulation;
- (i) endanger the security of a building or the security of a vehicle carrying items, or of a system or procedure established for the protection of items, for which protection is reasonably required;
- (j) facilitate the escape from custody of a person who is under lawful detention;
- (k) jeopardize the security of a centre for lawful detention; or
- (l) facilitate the commission of an unlawful act or hamper the control of crime. R.S.O. 1990, c. M.56, s 8 (1); 2002, c. 18, Sched. K, s. 14 (1).

Idem

(2) A head may refuse to disclose a record,

- (a) that is a report prepared in the course of law enforcement, inspections or investigations by an agency which has the function of enforcing and regulating compliance with a law;
- (b) that is a law enforcement record if the disclosure would constitute an offence under an Act of Parliament;
- (c) that is a law enforcement record if the disclosure could reasonably be expected to expose the author of the record or any person who has been quoted or paraphrased in the record to civil liability; or
- (d) that contains information about the history, supervision or release of a person under the control or supervision of a correctional authority. R.S.O. 1990, c. M.56, s. 8 (2); 2002, c. 18, Sched. K, s. 14 (2).

Refusal to confirm or deny existence of record

(3) A head may refuse to confirm or deny the existence of a record to which subsection (1) or (2) applies. R.S.O. 1990, c. M.56, s. 8 (3).

Exception

(4) Despite clause (2) (a), a head shall disclose a record that is a report prepared in the course of routine inspections by an agency that is authorized to enforce and regulate compliance with a particular statute of Ontario. R.S.O. 1990, c.M.56, s.8 (4).

Idem

(5) Subsections (1) and (2) do not apply to a record on the degree of success achieved in a law enforcement program including statistical analyses unless disclosure of such a record may prejudice, interfere with or adversely affect any of the matters referred to in those subsections. R.S.O. 1990, c. M.56, s. 8 (5)."

Further, Section 14 of the Act states:

"Personal privacy

14.(1) A head shall refuse to disclose personal information to any person other than the individual to whom the information relates except,

- (a) upon the prior written request or consent of the individual, if the record is one to which the individual is entitled to have access;*
- (b) in compelling circumstances affecting the health or safety of an individual, if upon disclosure notification thereof is mailed to the last known address of the individual to whom the information relates;*
- (c) personal information collected and maintained specifically for the purpose of creating a record available to the general public;*
- (d) under an Act of Ontario or Canada that expressly authorizes the disclosure;*
- (e) for a research purpose if,*
 - (i) the disclosure is consistent with the conditions or reasonable expectations of disclosure under which the personal information was provided, collected or obtained,*
 - (ii) the research purpose for which the disclosure is to be made cannot be reasonably accomplished unless the information is provided in individually identifiable form, and*
 - (iii) the person who is to receive the record has agreed to comply with the conditions relating to security and confidentiality prescribed by the regulations; or*
- (f) if the disclosure does not constitute an unjustified invasion of personal privacy. R.S.O. 1990, c. M.56, s. 14 (1).*

Criteria re invasion of privacy

- (2) A head, in determining whether a disclosure of personal information constitutes an unjustified invasion of personal privacy, shall consider all the relevant circumstances, including whether,*
- (a) the disclosure is desirable for the purpose of subjecting the activities of the institution to public scrutiny;*
 - (b) access to the personal information may promote public health and safety;*
 - (c) access to the personal information will promote informed choice in the purchase of goods and services;*
 - (d) the personal information is relevant to a fair determination of rights affecting the person who made the request;*
 - (e) the individual to whom the information relates will be exposed unfairly to pecuniary or other harm;*
 - (f) the personal information is highly sensitive;*
 - (g) the personal information is unlikely to be accurate or reliable;*
 - (h) the personal information has been supplied by the individual to whom the information relates in confidence; and*
 - (i) the disclosure may unfairly damage the reputation of any person referred to in the record. R.S.O. 1990, c. M.56, s. 14 (2).*

Presumed invasion of privacy

- (3) A disclosure of personal information is presumed to constitute an unjustified invasion of personal privacy if the personal information,*
- (a) relates to a medical, psychiatric or psychological history, diagnosis, condition, treatment or evaluation;*
 - (b) was compiled and is identifiable as part of an investigation into a possible violation of law, except to the extent that disclosure is necessary to prosecute the violation or to continue the investigation;*
 - (c) relates to eligibility for social service or welfare benefits or to the determination of benefit levels;*
 - (d) relates to employment or educational history;*
 - (e) was obtained on a tax return or gathered for the purpose of collecting a tax;*
 - (f) describes an individual's finances, income, assets, liabilities, net worth, bank balances, financial history or activities, or creditworthiness;*
 - (g) consists of personal recommendations or evaluations, character references or personnel evaluations; or*

(h) indicates the individual's racial or ethnic origin, sexual orientation or religious or political beliefs or associations. R.S.O. 1990, c. M.56, s. 14 (3).

Limitation

(4) Despite subsection (3), a disclosure does not constitute an unjustified invasion of personal privacy if it,

- (a) discloses the classification, salary range and benefits, or employment responsibilities of an individual who is or was an officer or employee of an institution;*
- (b) discloses financial or other details of a contract for personal services between an individual and an institution; or*
- (c) discloses personal information about a deceased individual to the spouse or a close relative of the deceased individual, and the head is satisfied that, in the circumstances, the disclosure is desirable for compassionate reasons. R.S.O. 1990, c. M.56, s. 14 (4); 2006, c. 19, Sched. N, s. 3 (2).*

Refusal to confirm or deny existence of record

(5) A head may refuse to confirm or deny the existence of a record if disclosure of the record would constitute an unjustified invasion of personal privacy. R.S.O. 1990, c. M.56, s. 14 (5)."



The Year-End Statistical Report
for the
Information and Privacy Commissioner of Ontario

**Statistical Report of
Toronto Police Service
for the Reporting Year 2018**

for
Municipal Freedom of Information and Protection of Privacy Act

Section 1: Identification

1.1	Organization Name	Toronto Police Service
	Head of Institution Name & Title	Andrew Pringle
	Head of Institution E-mail Address	board@tpsb.ca
	Management Contact Name & Title	Kathryn Watts
	Management Contact E-mail Address	kathryn.watts@torontopolice.on.ca
	Primary Contact Name & Title	Paul McGee, Coordinator
	Primary Contact Email Address	APS.Coordinator@torontopolice.on.ca
	Primary Contact Phone Number	4168087848
	Primary Contact Fax Number	4168087857
	Primary Contact Mailing Address 1	40 College Street
	Primary Contact Mailing Address 2	4th Floor
	Primary Contact Mailing Address 3	
	Primary Contact City	Toronto
	Primary Contact Postal Code	M5G 2J3
1.2	Your institution is:	Police Services Board

Section 2: Inconsistent Use of Personal Information

2.1	Whenever your institution uses or discloses personal information in a way that differs from the way the information is normally used or disclosed (an inconsistent use), you must attach a record or notice of the inconsistent use to the affected information.	0
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Your institution received:

- ☐ No formal written requests for access or correction
- ☒ Formal written requests for access to records
- ☐ Requests for correction of records of personal information only

Section 3: Number of Requests Received and Completed

Enter the number of requests that fall into each category.

	Personal Information	General Records
3.1 New Requests received during the reporting year	4071	977
3.2 Total number of requests completed during the reporting year	4075	1018

Section 4: Source of Requests

Enter the number of requests you completed from each source.

	Personal Information	General Records
4.1 Individual/Public	3367	109
4.2 Individual by Agent	698	146
4.3 Business	10	151
4.4 Academic/Researcher	0	9
4.5 Association/Group	0	164
4.6 Media	0	62
4.7 Government (all levels)	0	377
4.8 Other	0	0
4.9 Total requests (Add Boxes 4.1 to 4.8 = 4.9)	4075	1018

BOX 4.9 must equal BOX 3.2

Section 5: Time to Completion

How long did your institution take to complete all requests for information? Enter the number of requests into the appropriate category. How many requests were completed in:

	Personal Information	General Records
5.1 30 days or less	2406	644
5.2 31 - 60 days	633	115
5.3 61 - 90 days	233	40
5.4 91 days or longer	803	219
5.5 Total requests (Add Boxes 5.1 to 5.4 = 5.5)	4075	1018

BOX 5.5 must equal BOX 3.2

Section 6: Compliance with the Act

In the following charts, please indicate the number of requests completed, within the statutory time limit and in excess of the statutory time limit, under each of the four different situations:

- NO notices issued;
- BOTH a Notice of Extension (s.27(1)) and a Notice to Affected Person (s.28(1)) issued;
- ONLY a Notice of Extension (s.27(1)) issued;
- ONLY a Notice to Affected Person (s.28(1)) issued.

Section 6: Compliance with the Act

Please note that the four different situations are mutually exclusive and the number of requests completed in each situation should add up to the total number of requests completed in Section 3.2. (Add Boxes 6.3 + 6.6 + 6.9 + 6.12 = BOX 6.13 and BOX 6.13 must equal BOX 3.2)

A. No Notices Issued

	Personal Information	General Records
6.1 Number of requests completed within the statutory time limit (30 days) where neither a Notice of Extension (s.27(1)) nor a Notice to Affected Person (s.28(1)) were issued.	2405	644
6.2 Number of requests completed in excess of the statutory time limit (30 days) where neither a Notice of Extension (s.27(1)) nor a Notice to Affected Person (s.28(1)) were issued.	1633	367
6.3 Total requests (Add Boxes 6.1 + 6.2 = 6.3)	4038	1011

B. Both a Notice of Extension (s.27(1)) and a Notice to Affected Person (s.28(1)) Issued

	Personal Information	General Records
6.4 Number of requests completed within the time limits permitted under both the Notice of Extension (s.27(1)) and a Notice to Affected Person (s.28(1)).	0	0
6.5 Number of requests completed in excess of the time limit permitted by the Notice of Extension (s.27(1)) and the time limit permitted by the Notice to Affected Person (s.28(1)).	0	0
6.6 Total requests (Add Boxes 6.4 + 6.5 = 6.6)	0	0

C. Only a Notice of Extension (s.27(1)) Issued

	Personal Information	General Records
6.7 Number of requests completed within the time limits permitted under both the Notice of Extension (s.27(1)).	1	1
6.8 Number of requests completed in excess of the time limit permitted by the Notice of Extension (s.27(1)).	13	2
6.9 Total requests (Add Boxes 6.7 + 6.8 = 6.9)	14	3

D. Only a Notice to Affected Person (s.28(1)) Issued

	Personal Information	General Records
6.10 Number of requests completed within the time limits permitted under both the Notice to Affected Person (s.28(1)).	8	2
6.11 Number of requests completed in excess of the time limit permitted by the Notice to Affected Person (s.28(1)).	15	2
6.12 Total requests (Add Boxes 6.10 + 6.11 = 6.12)	23	4

E. Total Completed Requests (sections A to D)

	Personal Information	General Records
6.13 Total requests (Add Boxes 6.3 + 6.6 + 6.9 + 6.12 = 6.13)	4075	1018

BOX 6.13 must equal BOX 3.2

Section 6a: Contributing Factors

Please outline any factors which may have contributed to your institution not meeting the statutory time limit. If you anticipate circumstances that will improve your ability to comply with the Act in the future, please provide details in the space below.

The volume, compounded by the complexity of certain requests continue to impede our ability to meet the statutory time limit.

In May of 2018, three (3) new members joined A.P.S. in the role of Disclosure Analyst. After receiving training, these members made significant contributions to the Unit. This is shown in an increase in our compliance later in 2018.

If our staffing levels remain static, it is anticipated that we will be able to meet the statutory time limit more consistently.

Section 7: Disposition of Requests

What course of action was taken with each of the completed requests? Enter the number of requests into the appropriate category.

	Personal Information	General Records
7.1 All information disclosed	262	354
7.2 Information disclosed in part	2677	359
7.3 No information disclosed	754	176
7.4 No responsive records exists	131	57
7.5 Request withdrawn, abandoned or non-jurisdictional	251	72
7.6 Total requests (Add Boxes 7.1 to 7.5 = 7.6)	4075	1018

BOX 7.6 must be greater than or equal to BOX 3.2

Section 8: Exemptions & Exclusions Applied

For the Total Requests with Exemptions/Exclusions/Frivolous or Vexatious Requests, how many times did your institution apply each of the following? (More than one exemption may be applied to each request)

	Personal Information	General Records
8.1 Section 6 — Draft Bylaws, etc.	0	0
8.2 Section 7 — Advice or Recommendations	0	0
8.3 Section 8 — Law Enforcement ¹	445	36
8.4 Section 8(3) — Refusal to Confirm or Deny	0	1
8.5 Section 8.1 — Civil Remedies Act, 2001	0	0
8.6 Section 8.2 — Prohibiting Profiting from Recounting Crimes Act, 2002	0	0
8.7 Section 9 — Relations with Governments	12	2
8.8 Section 10 — Third Party Information	0	0
8.9 Section 11 — Economic/Other Interests	0	0
8.10 Section 12 — Solicitor-Client Privilege	5	0
8.11 Section 13 — Danger to Safety or Health	7	3

Section 8: Exemptions & Exclusions Applied

8.12	Section 14 — Personal Privacy (Third Party) ²	0	214
8.13	Section 14(5) — Refusal to Confirm or Deny	8	2
8.14	Section 15 — Information soon to be published	2	8
8.15	Section 20.1 Frivolous or Vexatious	1	0
8.16	Section 38 — Personal Information (Requester)	2407	0
8.17	Section 52(2) — Act Does Not Apply ³	47	7
8.18	Section 52(3) — Labour Relations & Employment Related Records	12	8
8.19	Section 53 — Other Acts	15	0
8.20	PHIPA Section 8(1) Applies	0	0
8.21	Total Exemptions & Exclusions Add Boxes 8.1 to 8.20 = 8.21	2961	281

¹ not including Section 8(3)
² not including Section 14(5)
³ not including Section 52(3)

Section 9: Fees

Did your institution collect fees related to request for access to records?

		Personal Information	General Records	Total
9.1	Number of REQUESTS where fees other than application fees were collected	390	60	450
9.2.1	Total dollar amount of application fees collected	\$20330.00	\$4235.00	\$24565.00
9.2.2	Total dollar amount of additional fees collected	\$3853.30	\$2139.80	\$5993.10
9.2.3	Total dollar amount of fees collected (Add Boxes 9.2.1 + 9.2.2 = 9.2.3)	\$24183.30	\$6374.80	\$30558.10
9.3	Total dollar amount of fees waived	\$8938.80	\$2527.80	\$11466.60

Section 10: Reasons for Additional Fee Collection

Enter the number of REQUESTS for which your institution collected fees other than application fees that apply to each category.

	Personal Information	General Records	Total
10.1 Search time	0	0	0
10.2 Reproduction	0	0	0
10.3 Preparation	0	0	0
10.4 Shipping	0	0	0
10.5 Computer costs	0	0	0
10.6 Invoice costs(and other as permitted by regulation)	0	0	0
10.7 Total (Add Boxes 10.1 to 10.6 = 10.7)	0	0	0

Section 11: Correction and Statements of Disagreement

Section 11: Correction and Statements of Disagreement

Did your institution receive any requests to correct personal information?

- 11.1** Number of correction requests received
- 11.2** Correction requests carried forward from the previous year
- 11.3** Correction requests carried over to next year
- 11.4** Total Corrections Completed $[(11.1 + 11.2) - 11.3 = 11.4]$

Personal Information

8
1
2
7

BOX 11.4 must
equal BOX 11.9

What course of action did your institution take regarding the requests that were received to correct personal information?

- 11.5** Correction(s) made in whole
- 11.6** Correction(s) made in part
- 11.7** Correction refused
- 11.8** Correction requests withdrawn by requester
- 11.9** Total requests (Add Boxes 11.5 to 11.8 = 11.9)

Personal Information

0
3
3
1
7

BOX 11.9 must
equal BOX 11.4

In cases where correction requests were denied, in part or in full, were any statements of disagreement attached to the affected personal information?

- 11.10** Number of statements of disagreement attached:

Personal Information

4

If your institution received any requests to correct personal information, the Act requires that you send any person(s) or body who had access to the information in the previous year notification of either the correction or the statement of disagreement. Enter the number of notifications sent, if applicable.

- 11.11** Number of notifications sent:

Personal Information

0

Note:

This report is for your records only and should not be faxed or mailed to the Information and Privacy Commissioner of Ontario in lieu of online submission. Faxed or mailed copies of this report will NOT be accepted. Please submit your report online at: <https://statistics.ipc.on.ca>.

Thank You for your cooperation!

Declaration:

I, Kathryn Watts, confirm that all the information provided in this report, furnished by me to the Information and Privacy Commissioner of Ontario, is true, accurate and complete in all respects.

Signature

Date



Toronto Police Services Board Report

September 18, 2018

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: 2018 Annual Report: Healthy Workplace Initiatives

Recommendation:

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, 2017 to September 30, 2018.

Discussion:

Wellness 2018 (Uniform):

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."

Part of creating a well-rounded approach to psychological wellness for T.P.S. members involves addressing the whole person, including the mind-body connection. We created a presentation designed strategically to build on the foundational wellness programs and topics delivered in previous years while incorporating topic variety and maintaining member interest.

The wellness presentation for the 2017 In-Service Training Program (I.S.T.P.) was entitled 'Police Wellness: Suicide Awareness' and discussed the rising problem of incidents of suicide among police officers with key teaching points, including but not limited to, identifying the warning signs for suicide, and coping strategies for intervention. Due to the serious nature of this presentation, a lighter topic was the preferred choice for 2018.

The wellness presentation for the 2018 I.S.T.P. is entitled 'E.M.S. – Eat, Move, Sleep' which discusses these main components to achieving optimum health and wellness. This presentation covers practical, easy to incorporate tips for the busy police officer with the underlying theme of encouraging each member to make one change in their personal wellness program.

To date, the 2018 I.S.T.P. wellness presentation has reached more than 2,900 members and is delivered twice weekly.

Work is progressing on the development of the 2019 I.S.T.P. wellness presentation. The wellness presentation for next year will be designed to address the 'Mind, Body, Resiliency' connection and will cover practical tips and solutions that are research-based, in the areas of nutrition, fatigue management, physical fitness and mindfulness practices.

Police training focuses on the importance of hypervigilance for survival in the field and encourages "possibility thinking" for optimal performance and safety. Possibility thinking is the idea that one prepares for the possibility of an event rather than the probability of an event. When this possibility-type thinking starts to transfer over into other areas of life, problems can arise. Therefore, police officers need skills to survive the job emotionally and practical strategies for hardwiring happiness, managing stress, and having a balanced approach to life. The 2019 I.S.T.P. Wellness presentation is designed to teach these skills to police officers.

Nutritional Presentations, Weight Loss Clinics, Physical Fitness and Counselling:

Over the past year, the T.P.S. Nutritionist, Erin Moore, has conducted ongoing wellness presentations with respect to healthy eating. Ms. Moore completed 67 presentations and reached more than 900 members across the T.P.S. As well, Ms. Moore and Training Constable (T.C.) Stephanie Nassis have supported the Wellness Team by conducting 14 presentations and reaching more than 600 members across the T.P.S. Topics include, but are not limited to, nutrition basics, 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, Child Abuse Investigators Course, Coach Officer Course and Ethics Course.

Nutrition, physical fitness, and wellness presentations are offered regularly to other units on request. Some of the units that received these presentations were Communications Services, Court Services (Scarborough Courts), 13 Division and 51 Division.

Over the past year, Ms. Moore conducted more than 130 individual consultations on nutrition, lifestyle and weight loss with T.P.S. members. T.C. Nassis supported the Wellness Team and conducted more than 25 individual wellness consultations. Consultations are approximately 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.

Over the past year, the T.P.S. Physical Fitness Coordinator, Timothy Finlay, has conducted more than 200 fitness tests, 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 the development of individual exercise programs.

Mental Health, Yoga and Mindfulness/Meditation:

In 2013, the Wellness Team studied the effects of yoga as a contributing factor to a healthy lifestyle and began incorporating yoga elements into the overall T.P.S. Wellness program. Since that time, both Ms. Moore and T.C. 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 five years and has become an integral part of the Wellness program. Yoga sessions continue to run regularly at the College, Traffic Services, 14 Division, 43 Division and 51 Division. Yoga is also an integral part of recruit training.

The Mindfulness Program continues to help T.P.S. members. T.C. Nassis has been offering weekly mindfulness/meditation sessions at Headquarters for approximately four years with great success. Meditation classes range from 15 to 25 participants. Due to the growing popularity, mindfulness sessions are offered by T.C. Nassis and Ms. Moore at the College, Communications, Parking, as well several Y.I.P.I. classes.

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

Of the 96 respondents:

- 63 percent were introduced to meditation through the T.P.S.;
- 71 percent were civilian members and 28 percent were uniform members;
- 53 percent now practice meditation outside of work;
- 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; and
- 98 percent would recommend meditation to other members.

Yoga and mindfulness have been proven to reduce stress, improve attention, control emotional reactivity and promote a general sense of well-being for both police officers and civilian staff. Across the nation, more and more law enforcement agencies, military, fire, and emergency services have implemented yoga and mindfulness for its members.

The T.P.S. Yoga Program and Mindfulness Program continue to develop as there is a great need for members to be supported from a whole person approach.

Road to Mental Readiness (R.2.M.R.):

The Road to Mental Readiness (R.2.M.R.) program was developed by the Department of National Defense and adapted by the Mental Health Commission of Canada. The R.2.M.R. offers two custom training programs - a leadership course for all senior management, supervisors and managers, and a primary course for all police constables and civilians.

Each one-day course is designed to help decrease the stigma surrounding mental health and spark transformational culture change. The R.2.M.R program educates T.P.S. members about mental health strategies for boosting resiliency, and as a result, members are often better equipped to help themselves and others.

This program teaches leaders and members 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.

A Routine Order (2017.03.06-0304 – Road to Mental Readiness Mandatory Training) was published directing that all members of the T.P.S. take mandatory R.2.M.R. training. To date, all Command officers and more than 1,300 supervisors and senior officers are R.2.M.R. trained. Also, more than 2,400 non-supervisory members are R.2.M.R. trained. Over the next two years, all remaining T.P.S. members will receive R.2.M.R. training.

Ontario Police Fitness Award Program:

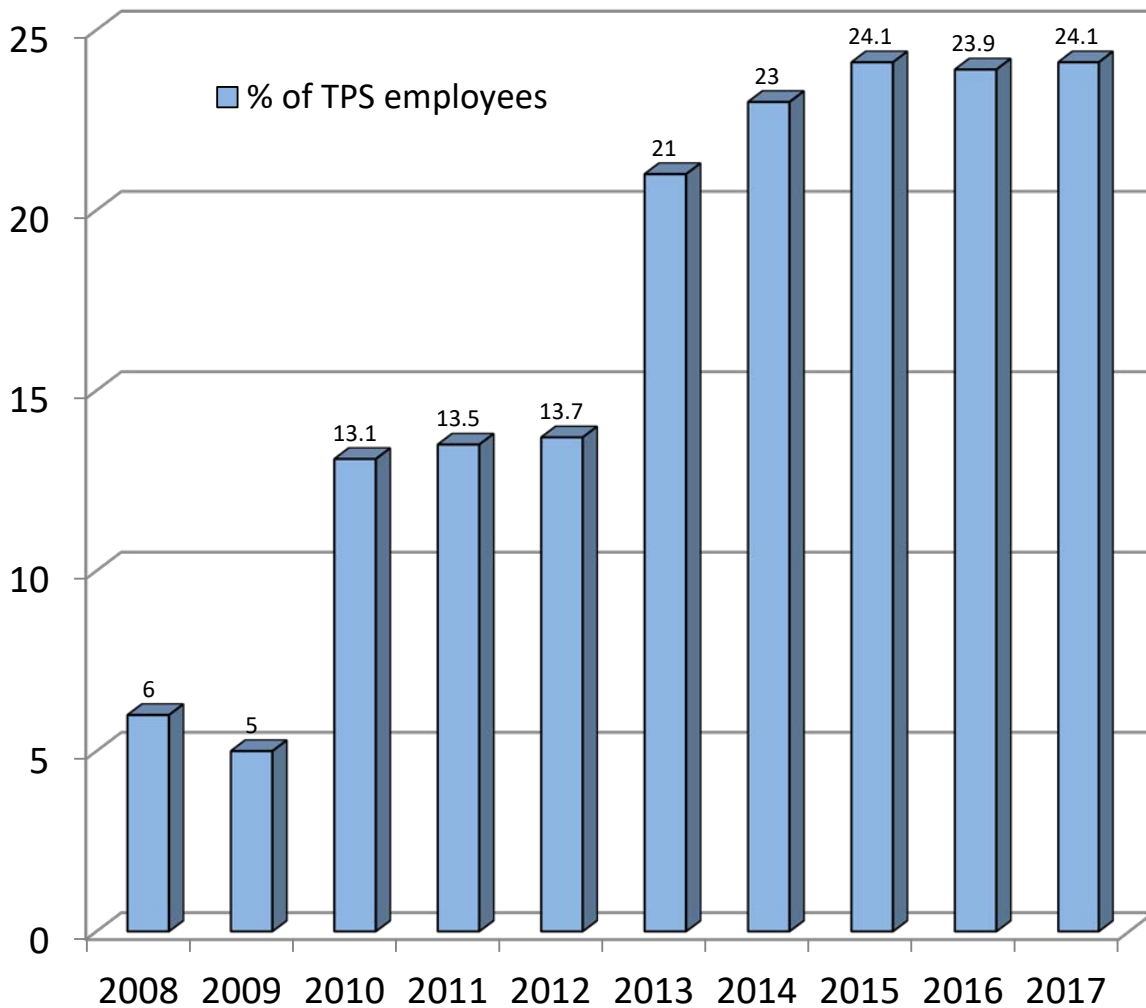
The Ontario Police Fitness Award (O.P.F.A.) is a provincial incentive program developed to motivate Ontario police officers and police service employees to remain physically fit throughout their entire career. The testing related to the O.P.F.A. program is commonly referred to as the T.P.S. "Fitness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

At the end of November 2017, several more T.P.S. members were trained and certified as O.P.F.A. Fitness Pin Appraisers. In total, there are 97 certified 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 on from the T.P.S. Physical Fitness Coordinator.

In November 2018, another class of certified T.P.S. Fitness Pin Appraisers will be trained at the College.

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 – 2017 Percentage of T.P.S. Members Attempting Fitness Pin Testing:



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 nutrition and healthy living information. 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 is updated with newly generated content in regards to articles and recipes whenever the Wellness Team is able to do so. As well, the Wellness Team recently joined up with Video Services to film updated components of the Fitness Pin program. Other videos recently filmed include high intensity workouts for optimal physical fitness and these will be added to the website.

Psychological Services, Employee and Family Assistance, and Critical Incident/Peer Support:

The mandate of Psychological Services is the maintenance and enhancement of members' psychological health and resilience through the use of both prevention initiatives and early clinical intervention. The Psychological Services section is staffed by two corporate psychologists with additional support provided through an external Employee and Family Assistance Program (E.F.A.P.) provider and, most importantly, through an active volunteer peer support program staffed by both uniform and civilian members led by its Critical Incident/Peer Support Team (C.I.R.T.) Coordinator.

Since 2008, Psychological Services has provided a Psychological Wellness Program to members of the T.P.S. who have been identified as at high risk for adverse psychological impact due to the nature of their work. This preventative work is designed to assist members in the development and implementation of strategies to cope with the unique and emotionally demanding nature of their jobs, with a focus on proactive skills and resilience building. Between October 1, 2017, and September 30, 2018 (based on year to date), a total of 389 members from 12 different areas of the T.P.S. attended a Psychological Wellness visit with one of the psychologists. These sessions provided members with the opportunity to talk about the demands of the job and to reflect on the success of their efforts to cope. In addition, these visits provided the psychologist with the opportunity to provide health teaching regarding psychological stress and resilience and promote the use of effective strategies, including the use of resources available through the E.F.A.P. provider and through extended healthcare benefits coverage.

Areas of the T.P.S. that participated in the Psychological Wellness Program during the past year included:

- Child Exploitation Section, Child and Youth Advocacy Centre, and Human Trafficking team of the Sex Crimes Unit;

- Forensic Investigators, civilian Crime Scene Technicians, and civilian Photo Technicians at Forensic Identification Services;
- Homicide Investigators and Major Case Management team, and both uniform and civilian members of the Drug Squad;
- Technological Crime Unit;
- Undercover Operators referred by Intelligence Services;
- Emergency Task Force officers;
- Collision Reconstructionists from Traffic Services; and
- Civilian 911 Call Takers and Dispatch Operators at Communication Services.

Additional Wellness visits were provided to officers directly involved in several large scale and intensive investigations, including Project PRISM (nine officers) and Project Patton (12 officers). Finally, Wellness visits were conducted with members of the Service who returned from overseas deployment, with visits occurring immediately upon return home and then three, six, and twelve months post mission.

Beginning in 2015 with a pilot project at two divisions, the Psychological Services section offered an Early Career Wellness Program (E.C.W.P.) to new uniform members of the T.P.S. This program provides new officers with the opportunity to meet with a T.P.S. psychologist at some point near the end of the first or second year on the job. This meeting is used to start a conversation that is designed to reduce stigma around asking for help, with encouragement to put in place strategies that will help to limit the negative impacts of the job and that will increase resilience over the course of a lengthy career. As a result of the hiring freeze, only seven officers were seen in the E.C.W.P. during the past year. However, with the return to full uniform hiring and the addition of a third psychologist to Psychological Services, the goal is to expand the program Service-wide commencing in 2019, providing the opportunity for all new officers to begin the work of preparing themselves and their families for the psychological demands of a lengthy career.

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. From October 1, 2017 to September 30, 2018 (year to date), a total of 200 consultations with members were scheduled at Psychological Services, which represents a 55% increase in the use of consultation services over the same time period during the previous year. Additional counselling services were provided to members and their families by Morneau Shepell, an

externally contracted E.F.A.P. provider with counsellors available around the clock, every day of the year. During the fourth quarter of 2017 and the first two quarters of 2018, E.F.A.P. counselling services were accessed by T.P.S. members on a total of 612 occasions.

The combined resources of the Psychological Services section, E.F.A.P., and C.I.R.T. members 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. From October 1, 2017 to September 30, 2018 (based on year to date), C.I.R.T. volunteers provided critical incident support immediately following potentially traumatic events on a total of 29 occasions. In addition, 102 critical incident debriefing sessions (both group and individual) were conducted by a mental health professional, either an E.F.A.P. counsellor or a T.P.S. psychologist working with a C.I.R.T. member. A total of 22 critical incident debriefings were conducted by a T.P.S. psychologist under circumstances when the Special Investigations Unit had invoked its mandate. In addition, 11 officers involved in occurrences that included the discharge of a T.P.S. firearm were required to attend the College for an on-range session with a specially trained Use of Force instructor. This session was used to help ensure that the officer was restored to a state of comfort with the use of the firearm prior to a return to the road and active duty.

The C.I.R.T. team and the T.P.S. psychologists were significantly involved in the response to both the April 23, 2018 van attack on Yonge Street and the July 22, 2018 shooting incident on Danforth Avenue. In addition to immediate emotional support provided by C.I.R.T. members at or near the scene, Service psychologists conducted three debriefing sessions (group and individual) and 13 individual consultations as a direct result of the April van attack; in addition, they provided two debriefing sessions (group and individual) and 11 individual consultations as a result of the shooting on Danforth Avenue.

As part of the review of the T.P.S. preparation for extreme event management, T.P.S. has integrated both T.P.S. psychologists and the C.I.R.T. Co-ordinator into the extreme event planning protocol. This positions member wellness as being as important as managing the event itself.

In 2018, investments were made to the Service's C.I.R.T program for extreme event response. The C.I.R.T Coordinator and our two psychologists had attended a conference on April 21st, two days before the attack. This workshop addressed best practices in first responder wellness during extreme event response. These practices were applied during our response to the Van Attack, and formed the basis for future improvements. An operational debrief identified areas to improve, including prompt notifications of the coordinator and psychologists, the need to increase the C.I.R.T cadre, and investments in training and equipment for C.I.R.T volunteers and the Co-ordinator.

In 2018, the Service hosted a mock extreme event exercise. To facilitate a better understanding of extreme event response, arrangements were made for the C.I.R.T Co-ordinator and C.I.R.T. team members to observe the exercise.

In May 2018, Psychological Services and the C.I.R.T. Team Co-ordinator submitted to Special Operations Command a plan for the development of a critical incident mitigation process to assist members at the time of an immediate or sustained disaster incident. We believe that this plan is consistent with clinical best practice and that it is informed by the operational needs and realities of local disaster events.

It is important to recognize the significant contribution to the psychological health and wellness of members made by the C.I.R.T. members. Currently, there are 75 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. members are trained in peer support principles and suicide prevention and they are available to provide peer support to members during times of personal and professional distress.

A robust training session for new C.I.R.T. volunteers was held in October 2018. Dr. John Nicoletti, an international expert in first responder wellness and critical incident response, was brought in to train this cadre.

During the past year, peer support team members played an important role in the T.P.S.-wide roll-out of the R.2.M.R. anti-stigma training program. In addition, the T.P.S. psychologists co-facilitated all-day R.2.M.R. training on a total of 24 occasions.

The Psychological Services section continues to support a variety of other initiatives designed to provide mental health education and to promote psychological wellness and challenge stigma regarding help-seeking. During the past year, the T.P.S. Psychologists provided training to all new 911 Communication Operators regarding response to callers in emotional crisis, presented to members of the Public Safety Operations unit regarding emotional survival in the context of threat, and presented to all new constable recruits and their families on Family Day regarding strategies for emotional survival on the job. The C.I.R.T. Co-ordinator also presented to new constable classes, lateral entry hires, Parking Enforcement Officers, Court Officers, T.P.S. volunteer Chaplains, and members of the Mobile Crisis Intervention Team regarding available internal resources. In addition, T.P.S. psychologists presented at a variety of conferences including the 2017 T.P.S. Occupational Health and Safety Wellness Day and the 2018 Drug Investigators Conference.

Community Wellness Partnerships:

The Service partnered with Toronto Beyond the Blue (T.B.T.B) in 2017. Wellness team members have met with the Chair of the organization a number of times over the past year. T.B.T.B has attended Family Wellness Day at the Toronto Police College. New

recruits and their family members are informed directly by T.B.T.B volunteers of the services offered by T.B.T.B as an additional option for member wellness and their families.

2018 Wellness Day

On October 17, 2018, T.P.S hosted a Wellness Day in partnership with the T.P.A and the T.P.S.B. The annual Wellness Day is an informative educational and awareness day for members. This year, the focus was on Major Event Stress Management, taking care of yourself in order to care for others, and the health impacts of the legalization of recreational Cannabis. Dr. John Nicoletti, an international expert in police psychology and peer support, was our key note speaker. There were over 150 member participants at the annual Wellness Day.

Chaplaincy Services:

The Chaplaincy Services program consists of 21 volunteer Chaplains who dedicate their time and effort to provide for the spiritual wellness of all uniform and civilian members of the T.P.S. and their families.

The T.P.S. promotes a multi-faith holistic approach to the wellness of its members. They provide religious and spiritual care, as needed. The faith denominations include but are not limited to:

- Christian;
- Greek Orthodox;
- Jewish;
- Hindu;
- Muslim;
- Catholic;
- Seventh Day Adventist;
- Evangelist;
- Baptist; and
- Salvation Army.

This year the Chaplains engaged in some of the major events which occurred within Toronto and the Greater Toronto Area ranging from attendance at a multi-vehicle fatality on Highway 400, the April 23rd van attack and the Danforth shooting incident on July 22, 2018. The Chaplains attended the scene of the incidents, hospitals, vigils, funerals, community meetings and post event debriefings at police Divisions. The Chaplains were present and supportive at a time when members were dealing with a multitude of mixed emotions ranging from anger, frustration, fear, exhaustion and senselessness.

The Wellness Unit holds quarterly meetings with the Chaplains in order to provide an opportunity to network, share experiences and develop strategic ways of enhancing the program. The Chaplains are an enthusiastic group of volunteers whose vision is to provide support to the men and women of the T.P.S. and their families. The Chaplains have specialized training in areas such as critical incident stress management, spiritual counselling, mental health and trauma counselling.

The Chaplains provide their services by attending local divisions, speaking to members and going on 'ride-alongs'. The Chaplains provide non-denominational care to those that need a listening ear. Services also provided include officiating at wedding and funeral ceremonies, speaking at graduation ceremonies, recruit orientations and performing benedictions at Memorial Services.

There are two Multi-faith Chapels for members of the T.P.S. that provide a place for prayer, relaxation and quiet reflection. The Chapels are located at the College and T.P.S. Headquarters. A Catholic Mass is held in the Multi-faith Chapel at T.P.S. Headquarters approximately eight times a year, offered by a T.P.S. Chaplain.

The T.P.S. Chaplaincy program is an integral part of the Wellness Unit. It is an excellent referral service to link our members and their families to our many wellness programs.

Investments in Wellness Personnel

As part of the modernization of human resources capabilities, the Service hired a new Wellness Manager, Ivy Nanayakkara, in August 2018. Ms. Nanayakkara has a broad base of experience in developing occupational health and safety strategies, including the development of organizational wellness initiatives, with a strong focus on mental health, resilience and psychological health and safety. Ms. Nanayakkara's background lends itself nicely to our goal of furthering our Wellness program.

In 2018, the Service recruited two new corporate psychologists to enhance the work of our current program and to ensure coverage in the Unit in the face of upcoming retirements of existing resources. Both doctors come to us with a very strong track record in supporting first responders, and innovative solutions that will continue to grow our practice. It is anticipated that these new members will join the Service in the first quarter of 2019.

Conclusion:

The next annual report update will be presented to the Board at its November 2019 meeting, and will cover the period between October 1, 2018, and September 30, 2019.

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: 2018 Annual Report Healthy Workplace Initiatives



Toronto Police Services Board Report

January 15, 2019

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: Response to the Jury Recommendations from the Coroner's Inquest into the Death of Kwasi Skene-Peters

Recommendation(s):

It is recommended that the Toronto Police Services Board:

- (1) receive the following report for information; and
- (2) forward a copy of the following report to the Chief Coroner for the Province of Ontario.

Financial Implications:

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

Background / Purpose:

The Toronto Police Services Board (Board) received correspondence from the Office of the Chief Coroner that included the report entitled "Inquest into the Death of Kwasi Skene-Peters – Jury Verdict and Recommendations". This report summarized the outcome of the Coroner's inquest into the death of Mr. Kwasi Skene-Peters.

The inquest was conducted in the City of Toronto during the period of September 17, 2018 to September 28, 2018. As a result of the inquest, the jury directed five recommendations to the Toronto Police Service (Service).

The purpose of this report is to inform the Board of the Service's review and implementation of the jury's recommendations.

The following is a summary of the circumstances of the death of Mr. Kwasi Skene—Peters and issues addressed at the inquest, as delivered by Dr. John Carlisle, presiding coroner.

Summary of the Circumstances of the Death:

On Friday, July 24, 2015, Toronto Police Service received information that a wanted man, Kwasi Skene-Peters, would be attending the Tryst Nightclub located at 82 Peter Street in the entertainment district of downtown Toronto. A Canada-Wide Warrant had been issued on July 10, 2015 for the arrest of Mr. Skene-Peters alleging two counts of first-degree murder. Members of the Toronto Police Service Intelligence Unit were dispatched to set up surveillance at the Tryst Nightclub.

At approximately 2:05 a.m. on July 25, Mr. Skene-Peters' car was located in a south parking lot at the Tryst Nightclub. The undercover team was directed to maintain surveillance of Mr. Skene-Peters and it was decided to arrest him when he returned to the car. Observations were made leading police to belief that there was a firearm in the car.

The surveillance team reported, that Mr. Skene-Peters had left the club and entered the vehicle and, at approximately 3:04 a.m., the arrest was initiated. Three uniformed officers quickly moved from their position in a nearby alleyway at the rear of the club parking lot and approached Mr. Skene-Peter's car with their firearms drawn. The officers stopped in front of Mr. Skene-Peters' car and shouted commands to affect an arrest.

A firearm was discharged twice at the officers from inside his car. After these initial two shots, officers simultaneously discharged their weapons multiple times at Mr. Skene-Peters' vehicle. During the gunfire, one of these gunshots struck Mr. Skene-Peters in the chest and he exited his car via the driver's side, ran behind two parked cars, tripped over a civilian, collapsed to the ground and in the process dropped a black handgun from his right hand.

Resuscitation efforts were taken and Mr. Skene-Peters was transported by ambulance to St. Michael's Hospital where he was pronounced dead at 3:59 a.m.

A coroner was called and a post mortem examination was ordered. An inquest was held and the jury heard from 26 witnesses, considered 20 exhibits and deliberated for 4.5 hours before reaching a verdict.

Discussion:

Professional Standards Support – Governance was tasked with preparing responses for the jury recommendations directed to the Service from the Coroner's inquest into the death of Mr. Kwasi Skene-Peters.

Service subject matter experts from the Toronto Police College (T.P.C.), Detective Operations, Intelligence Services (I.N.T.), Corporate Risk Management, Professional

Standards Support (P.S.S.) and Communications Services (C.O.M.) contributed to the responses contained in this report.

Response to the Jury Recommendations:

To the Toronto Police Service

Recommendation #1:

The Toronto Police Service should consider whether there would be value in establishing a system whereby officers on scene directing a “high risk” activity could call, if time and circumstances permit, to consult an individual with the relevant experience and training. The purpose is not to “second guess” those on scene, but to support them by ensuring that all appropriate factors have been considered in formulating a plan to carry out the task as safely and effectively as possible.

The Service concurs and is in compliance with this recommendation.

The job of policing is high risk. Situations are fluid, and the Service does rely on training and experience when dealing with high-risk activity due to the complexity and dynamics involved. The Service has a number of Procedures that direct officers to contact the Toronto Police Operations Centre (T.P.O.C.) and the Emergency Task Force (E.T.F.) in such high-risk situations.

Procedure 10-05 entitled “Incidents Requiring the Emergency Task Force”, which was reviewed and is in line with this recommendation, states, in part:

The E.T.F. shall be notified for, but is not limited to, executing high risk search or arrest warrants where violent or armed resistance is anticipated, arresting persons armed with firearms and/or offensive weapons, and known to be violent.

Supervisory officers and supervisory E.T.F. officers shall assess and consider the safety of civilians and officers throughout the incident.

Procedure 19-03 entitled “Police Headquarters and Toronto Police Operations Centre” states, in part:

All members are reminded that

- *the T.P.O.C. shall be notified of all incidents likely to generate extensive media interest*
- *the T.P.O.C. shall be notified when members are executing a Criminal Code search warrant*

- *when conducting a stakeout, members shall complete a [TPS 206](#) and a copy of this document must be sent to the T.P.O.C.*

In any circumstances where notification of senior management is prudent, the T.P.O.C. must be notified. When in doubt, members shall consult with the T.P.O.C. to determine the incident suitability

The E.T.F. have advanced training in high risk arrests where there is a reasonable potential for violence or armed resistance. In such circumstances, the E.T.F. is notified and consulted with, as per Service Governance. This process has incredible value in ensuring that such high risk arrests are carried out in a manner that is both safe and effective for all individuals involved, including the community, the individual(s) being arrested and the police.

In exceptional circumstances, due to the immediacy and exigency of the event, there may not be the ability to notify and consult with the E.T.F. In these circumstances the involved officer(s) would rely on their training and experience to ensure that their actions were also carried out in a manner that is both safe and effective for all individuals involved, including the community, the individual(s) being arrested and the police.

Service procedures are regularly reviewed and amended as required to reflect current legislation and processes.

Recommendation #2:

The Toronto Police Service (TPS) should take steps to consult with the Special Investigations Unit (SIU) to establish a protocol for cases where the law mandates that the SIU conduct the investigation, to appropriately delegate and expedite notification to next of kin, by either TPS or other third party

The Service is not able to adopt this recommendation due to current legislation.

The Special Investigations Unit (S.I.U.) is legislated to investigate the circumstances of serious injury or death that may have resulted through criminal offences committed by a police officer.

According to Part VII of the *Police Services Act*, members of police forces shall co-operate fully with the members of the S.I.U. in the conduct of investigations. [R.S.O. 1990, c P.15, s. 113 (9)]. The position of the S.I.U. is that there not be police contact with the injured party/deceased person's next of kin and consider this to be their responsibility. The T.P.S. will continue to co-operate with the S.I.U., but cannot be delegated to fulfill the duties encompassing the S.I.U. investigation.

While the Service welcomes further discussion with the S.I.U. and provincial government on this topic, we respect the protocol outlined in the Police Services Act and will continue to follow current processes when the S.I.U. invokes their mandate.

Recommendation #3:

The Toronto Police Service (T.P.S.) should consider implementing a communication plan prior to a “high risk” take-down to ensure that communication is unimpeded and that all parties involved are properly informed at all times (i.e. all officers directed to use the same radio channel).

The Service concurs and is in compliance with the recommendation.

Communications Services (C.O.M.) unit-specific policy C10-05, “High Risk Incidents”, has been amended to reflect that dispatchers must ensure that all pertinent information is relayed to and received by officers on scene. The amended policy was published and distributed to all members of C.O.M. in May 2016.

In accordance with Procedure 17-12 entitled “Service Communication Systems”, if officers were detailed from a division to attend a call they must sign on by using the assigned authorized call designation.

Currently, Communications Services Directive C.6.1.21 entitled “Keeping Units Advised of Action Taken” states:

Upon receiving a request for a specialized unit and/or a supervisor equipped with a C.E.W. to attend an event the dispatcher shall, if circumstances permit, ensure and confirm that officers receive the information that the specialized unit/supervisor is en-route, providing an estimated time of arrival whenever possible.

Recommendation #4:

To the Toronto Police College and the Ontario Police College

The Toronto Police Service (T.P.S.) should consider using the circumstances of the case as a dynamic training scenario, including an initial plan and unexpected intervening factors, such as bystanders or vehicles that mean the plan cannot be carried out as anticipated. Participants should be debriefed after the exercise to assess the choices they made and discuss the availability of other options.

The Service concurs with the recommendation.

The Service continually reviews its training curriculum to ensure that it reflects that latest knowledge and best practices to assist its members in safely resolving violent and dangerous situations.

The Service's "Incident Response Training Team" (I.R.T.T) delivered by the T.P.C. is a mandatory annual use of force requalification course for all front-line officers and officers in identified high-risk plainclothes units. This training provides officers with the tools to de-escalate aggressive behaviour and to use sound judgement in selecting the most appropriate use of force options when confronted with unexpected violent behaviours.

The In-Service Training (I.S.T) incorporates lessons on firearms, tactical communications, dealing with physical barriers, and responding to emotionally disturbed persons. Communication and de-escalation are thoroughly discussed in the classroom setting and practiced in dynamic scenarios in both video training and the indoor/outdoor tactical area. Judgement-simulator exercises in the Negotiator workshop also include role-play, video and dynamic simulation scenarios. The emphasis of this program is to ensure that officers continually re-assess the situation for changes in threats to their safety and the safety of the subject and that they must respond effectively, professionally, ethically and legally in all conflict resolution situations. Debriefing is a component that is completed after the scenario training.

Recommendation #5:

The Toronto Police Service (T.P.S.) should review and reinforce training practices in relation to subject, public and police safety when dealing with an armed individual who is firing from a contained vehicle. Consideration should be given to utilizing both distance and cover to improve safety, when available and appropriate. The review should include best practices and procedures from other large North American police agencies that have dealt with such situations and if appropriate consider implementing those practices within training programs.

The Service concurs and is in compliance with the recommendation.

The Service's I.R.T.T. for 2019 includes a portion on both distance and cover to improve safety. Dynamic scenarios will account for this topic.

The Service participates on various committees to ensure best practices internationally are being considered and implemented. Members from the I.R.T.T. team sit on the Incident Response Committee which is a working group that reviews how our members have used force and engages with other police agencies to adapt best practices and procedures.

Conclusion:

As a result of the Coroner's inquest into the death of Mr. Kwasi Skene-Peters, and the subsequent jury recommendations, the Service has conducted a review of Service governance, training and current practices.

As a part of its business process, the Service will continue to research and review options that will improve service and minimize risk in similar situations.

In summary, the Service concurs with the recommendations contained in this report and is either currently in compliance, or taking steps to ensure compliance with these recommendations. With respect to Recommendation #2, the Service welcomes further discussion with the S.I.U. and provincial government on an updated protocol, but will continue to follow current processes when the S.I.U. invoke their mandate.

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/II

Skene-Peters Inquest.docx

Attachments:

Appendix A – Jury Verdict & Recommendations (Skene-Peters Inquest)



Office of the
Chief Coroner
Bureau du
coroner en chef

Verdict of Coroner's Jury Verdict du jury du coroner

The Coroners Act – Province of Ontario
Loi sur les coroners – Province de l'Ontario

We the undersigned / Nous soussignés,

_____ of / de Toronto, Ontario
_____ of / de Toronto, Ontario
_____ of / de Toronto, Ontario
_____ of / de Toronto, Ontario
_____ of / de Toronto, Ontario

the jury serving on the inquest into the death(s) of / membres dûment assermentés du jury à l'enquête sur le décès de :

Surname / Nom de famille
Skene-Peters

Given Names / Prénoms
Kwasi

aged 21 held at 25 Morton Shulman Avenue, Toronto, Ontario
à l'âge de tenue à

from the 17th of September to the 28th of September 20 18
du au

By Dr. / D^r John Carlisle Coroner for Ontario
Par coroner pour l'Ontario

having been duly sworn/affirmed, have inquired into and determined the following:
avons fait enquête dans l'affaire et avons conclu ce qui suit :

Name of Deceased / Nom du défunt
Kwasi Skene-Peters

Date and Time of Death / Date et heure du décès
July 25th, 2015 at 3:59 a.m.

Place of Death / Lieu du décès
St. Michael's Hospital, Toronto

Cause of Death / Cause du décès
Gunshot Wound to the Chest

By what means / Circonstances du décès
Homicide

Original signed by: Foreman / Original signé par : Président du jury

Original signed by jurors / Original signé par les jurés

RECOMMANDATIONS DU JURY

We the jury, recommend to the Toronto Police Service

1 – Consider whether there would be value in establishing a system whereby officers on scene directing a “high risk” activity could call, if time and circumstances permit, to consult an individual with the relevant experience and training. The purpose is not to “second guess” those on scene, but to support them by ensuring that all appropriate factors have been considered in formulating a plan to carry out the task as safely and effectively as possible.

2 – The Toronto Police Service (TPS) should take steps to consult with the Special Investigations Unit (SIU) to establish a protocol for cases where the law mandates that the SIU conduct the investigation, to appropriately delegate and expedite notification to next kin, by either TPS or other third party.

3 – Consider implementing a communication plan prior to a “high risk” take-down to ensure that communication is unimpeded and that all parties involved are properly informed at all times (i.e. all officers directed to use the same radio channel).

We the jury, recommend to the Toronto Police College and the Ontario Police College

4 – Consider using the circumstances of this case as a dynamic training scenario, including an initial plan and unexpected intervening factors, such as bystanders or vehicles that mean the plan cannot be carried out as anticipated. Participants should be debriefed after the exercise to assess the choices they made and discuss the availability of other options.

5 – Review and reinforce training practices in relation to subject, public, and police safety when dealing with an armed individual who is firing from a contained vehicle. Consideration should be given to utilizing both distance and cover to improve safety, when available and appropriate. The review should include best practices and procedures from other large North American police agencies that have dealt with such situations, and if appropriate consider implementing those practices within training programs.

Personal information contained on this form is collected under the authority of the *Coroners Act*, R.S.O. 1990, C. C.37, as amended. Questions about this collection should be directed to the Chief Coroner, 25 Morton Shulman Avenue, Toronto ON M3M 0B1, Tel.: 416 314-4000 or Toll Free: 1 877 991-9959.

Les renseignements personnels contenus dans cette formule sont recueillis en vertu de la *Loi sur les coroners*, L.R.O. 1990, chap. C.37, telle que modifiée. Si vous avez des questions sur la collecte de ces renseignements, veuillez les adresser au coronier en chef, 25, avenue Morton Shulman, Toronto ON M3M 0B1, tél. : 416 314-4000 ou, sans frais : 1 877 991-9959.

Verdict Explanation

**Inquest into the Death of
Kwasi Skene-Peters**

**Dr. John R. Carlisle, Presiding Coroner
September 17 - 28, 2018
Coroner's Courts
25 Morton Shulman Ave
Toronto, Ontario**

Opening comment:

This verdict explanation is intended to give the reader a brief overview of the circumstances surrounding the death of Kwasi Skene-Peters along with some context for the recommendation made by the jury. The synopsis of events and coroner's comments herein are based on my recollection, as presiding coroner of the evidence presented, and on what I believe to be the jury's findings of fact from that evidence. This explanation has been written to assist in understanding the intent of the various recommendations so that recipient organizations, agencies and ministries of government might be in a better position to consider their implementation.

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Parties with Standing:

**Mr. Kwasi Peters,
 Father of the Deceased**

**Ms. Iisha Skene,
 Ms. Rhonda Skene,
 Ms. Natalie Antonio
 Maternal Family and Significant
 Other of the Deceased**

Chief of the Toronto Police Service**Represented by:**

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Summary of the Circumstances of the Death:

On Friday, July 24, 2015, Toronto Police Service received information that a wanted man, Kwasi Skene-Peters, would be attending the Tryst Nightclub located at 82 Peter Street in the entertainment district of downtown Toronto. A Canada-Wide Warrant had been issued on July 10, 2015 for the arrest of Mr. Skene-Peters alleging two counts of first-degree murder. Members of the Toronto Police Service Intelligence Unit were dispatched to set up surveillance at the Tryst Nightclub.

At approximately 2:05 a.m. on July 25, Mr. Skene-Peters' car was located in a south parking lot at the Tryst Nightclub. The undercover team was directed to maintain surveillance of Mr. Skene-Peters and it was decided to arrest him when he returned to the car. Observations were made leading police to the belief that there was a firearm in the car.

The surveillance team reported, that Mr. Skene-Peters had left the club and entered the vehicle and, at approximately 3:04 a.m., the arrest was initiated. Three uniformed officers quickly moved from their position in a nearby alleyway at the rear of the club parking lot and approached Mr. Skene-Peter's car with their firearms drawn. The officers stopped in front of Mr. Skene-Peters' car and shouted commands to effect an arrest.

A firearm was discharged twice at the officers from inside his car. After these initial two shots, officers simultaneously discharged their weapons multiple times at Mr. Skene-Peters' vehicle. During the gunfire, one of these gunshots struck Mr. Skene-Peters in the chest and he exited his car via the driver's side, ran behind two parked cars, tripped over a civilian, collapsed to the ground and in the process dropped a black handgun from his right hand.

Resuscitation efforts were taken and Mr. Skene-Peters was transported by ambulance to St. Michael's Hospital where he was pronounced dead at 3:59 a.m.

A coroner was called and a post mortem examination was ordered. An inquest was held and the jury heard from 26 witnesses, considered 20 exhibits and deliberated for 4.5 hours before reaching a verdict.

Verdict:

Name of the Deceased:	Kwasi Skene-Peters
Date and Time of Death:	July 25, 2015 at 3:59 AM
Place of Death:	Saint Michael's Hospital, Toronto
Cause of Death:	Gunshot Wound to the Chest
By What Means :	Homicide

Recommendations:

To the Toronto Police Service

1 - Consider whether there would be value in establishing a system whereby officers on scene directing a "high risk" activity could call, if time and circumstances permit, to consult an individual with the relevant experience and training. The purpose is not to "second guess" those on scene, but to support them by ensuring that all appropriate factors have been considered in formulating a plan to carry out the task as safely and effectively as possible.

Coroners Comment:

The jury heard that the arrest of Mr. Skene-Peters was planned and directed by an intelligence squad detective. He asked the supervisors of entertainment district uniformed officer teams to assist since arrests of this type should be made by uniformed officers rather than plain clothes lest the arrestee think that other gangs might be assaulting him.

The plan was that unmarked police vehicles would enter the parking lot just before the arrest and block the subject's car from escape. These vehicles would provide cover for the arresting officers and, perhaps, for some of the many civilians in the area since there was reason to believe that Mr. Skene-Peters was in possession of a firearm.

As the takedown was called, other vehicles and pedestrians prevented these unmarked vehicles from arriving as planned and the arresting officers and surrounding civilians were left without any cover as Mr. Skene-Peters discharged his gun towards the officers and they returned fire.

The supervising detective was located away from the scene and could not see what was happening immediately before the takedown was called. He knew during the planning that there would be many vehicles and hundreds of pedestrians in the area as the bars closed. There were about 40 minutes between the time Mr. Skene-Peters entered the club and the takedown as he left it.

The jury heard that there are senior officers at the Toronto Police Operations Centre and at the Emergency Task Force who have advanced training in arrests of this kind and in police incident management. They felt that, if there is the time and the reasonable opportunity, the officer in charge on the scene should be better supported by being afforded the opportunity to consult, by whatever means available, with such a senior officer just to review the plan briefly, be sure all operational policies had been followed, and that the danger to the public and the officers had been discussed with an officer possessing advanced training and not involved in the heat of the moment. This would in some ways be similar to the system now in place to assess the danger to the public of high speed vehicle chases where a senior officer not at the scene and not involved in the heat of the chase is required to halt such chases where they are too dangerous for the public.

2 – The Toronto Police Service (TPS) should take steps to consult with the Special Investigations Unit (SIU) to establish a protocol for cases where the law mandates that the SIU conduct the investigation, to appropriately delegate and expedite notification to next kin, by either TPS or other third party.

Coroner's Comment:

The jury heard that the mother of the deceased went to St. Michaels Hospital as soon as she heard that her son had been shot and taken there. They heard that a police officer stationed at the door told her that she could not enter. Later a police sergeant arrived and arranged for her to be seated in a waiting area. The mother was understandably concerned and asked about her son's condition. She was told that medical staff were working on him but was not told that by that time he had been deceased for some time.

The jury heard that, in a police involved shooting, the province's Special Investigations Unit is, by law, the lead investigator and the involved police forces are to take no part in the investigation or notifications.

The jury felt that the family of a person shot in an interaction between police and their loved one should be notified of the condition of their family member in a timely and compassionate way. They heard that the SIU might give permission to the involved police service to make the notification if their staff were unable to do it in a timely way but it was not clear that all involved organizations or staff knew this. The jury thought that a protocol should be developed by police services and the SIU to facilitate this and to inform all involved of policies making timely flow of information to families possible.

3 – Consider implementing a communication plan prior to a “high risk” take-down to ensure that communication is unimpeded and that all parties involved are properly informed at all times (i.e. all officers directed to use the same radio channel).

Coroner’s Comment:

The jury heard that there were a number of different police radio bands in use on the night in question as part of the planned arrest. Several officers stated that they had not heard some of the communications or did not know various aspects of the plan or its execution. The jury felt that better communications planning, so that everyone involved on the police team could hear all the messages, would make an already very dangerous operation less so.

To the Toronto Police College and the Ontario Police College

4 – Consider using the circumstances of this case as a dynamic training scenario, including an initial plan and unexpected intervening factors, such as bystanders or vehicles that mean the plan cannot be carried out as anticipated. Participants should be debriefed after the exercise to assess the choices they made and discuss the availability of other options.

Coroner’s Comment:

The jury heard that police training includes the use of dynamic scenarios in which officers are required to participate in an exercise designed to simulate a set of circumstances. A subsequent debriefing analyses their responses and emphasizes learning how to best respond.

The jury felt that including a scenario based on this case and emphasizing best practices when a plan goes wrong in very dangerous circumstances might better equip officers to defend their lives and those of citizens in such circumstances, and might emphasize to those tasked with incident planning and management how best to avoid the creation of serious public and officer danger in such situations.

5 – Review and reinforce training practices in relation to subject, public, and police safety when dealing with an armed individual who is firing from a contained vehicle. Consideration should be given to utilizing both distance and cover to improve safety, when available and appropriate. The review should include best practices and procedures from other large North American police agencies that have dealt with such situations, and if appropriate consider implementing those practices within training programs.

Coroner's Comment:

The jury heard that all involved officers did not seriously consider during the planning that the arrestee might shoot despite knowledge of the charges against him and his record of past offences. They heard that, since none of the involved officers, some with long service records, had ever experienced a suspect shooting at police, they did not believe it could happen and planned accordingly.

As it happened, the arrestee did shoot and in a public place crowded with civilians in various stages of intoxication. When the plan went wrong and the cover vehicles did not arrive, a situation of extreme danger to the officers, to the public and to the accused man developed in seconds. A fusillade of bullets, shell fragments and pieces of glass and masonry sprayed out into the parking lot. Bullets shattered parts of one officer's belt and whizzed past the head of another. Other officers arriving had to manhandle civilians who froze in shock out of the line of fire. In short, the jury heard that officers and civilians were exposed to an extreme risk.

The jury heard from officers that there was no alternative but to effect the arrest at that time and in that way despite the risks which might be perceived both before the fact and in retrospect. A retired police expert said that there might be other alternatives but essentially agreed that the plan was a good one.

The jury felt that the risks entailed were very great and thought that there should be study of this including research into what is done in other cities where, perhaps, the risk of shooting is even higher than in Toronto, so that policies and procedures might possibly be developed which would better take account of public risk and determine if there are arrest scenarios involving armed persons which are, in fact, too dangerous to be permitted.

Closing Comment:

In closing, I reiterate that this document has been prepared solely for the purpose of assisting interested parties in understanding the jury's verdict and providing some context for its recommendations so that their intent might be better understood. The comments are based on my personal recollection of the evidence, and on what I believe to be the jury's findings of fact. Should the reader contest any of my recollection of the evidence, I would defer to the official record maintained by the court reporter.



John R. Carlisle M.D., LL.B., FCLM
Presiding Coroner

Sept. 30, 2018

Date



Toronto Police Services Board Report

January 21, 2019

To: Chair and Members
Toronto Police Services Board

From: Mark Saunders
Chief of Police

Subject: 2018 Secondment Listing

Recommendation:

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

Financial Implications:

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

Background / Purpose:

At its meeting of January 25, 2001, the Board directed that the Chief of Police report annually on secondments of Service members (Board Min. No P5/01 refers). This report is submitted in compliance with the Board's direction.

Discussion:

In 2018, a total of 61 Toronto Police Service (Service) members (55 uniform and 6 civilian) were seconded to various provincial, federal and American partner organizations. Of this total, 32 uniform and 6 civilians were seconded to various agencies at full or partial cost recovery for salaries and benefits to the Service.

In addition, for the same time period, 23 uniform members were seconded with no cost recovery to the Service.

The unfunded secondment positions include partnerships with federal and provincial government agencies as well as the New York Police Department, with both the Service and the partner agencies benefitting from the working relationship. These partnerships are necessary and enable more effective and efficient strategies and action to help

address various crime and security issues, which cross national boundaries, as well as create key liaisons with various provincial entities.

Conclusion:

A list of funded and unfunded secondment positions filled by Service members during 2018 is appended to this report (see Appendix A).

Deputy Chief Barbara McLean, 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:VC:ps

Filename: 2018 Secondment Board Report.doc

Appendix A

No. of Members	RANK	LOCATION	TERM			COST
2	Detective	Royal Canadian Mounted Police Asian Organized Crime	2011.04.15	to	Ongoing	UFD
2	D/Constable	Royal Canadian Mounted Police Asian Organized Crime	2011.04.15	to	Ongoing	UFD
1	D/Sergeant	Royal Canadian Mounted Police Combined Forces Special Enforcement Unit (CFSEU)	2014.03.26	to	Ongoing	UFD
2	Detective	Royal Canadian Mounted Police Combined Forces Special Enforcement Unit (CFSEU)	2014.03.28	to	Ongoing	UFD
3	D/Constable	Royal Canadian Mounted Police Combined Forces Special Enforcement Unit (CFSEU)	2014.03.28	to	Ongoing	UFD
1	Sergeant	Royal Canadian Mounted Police CPIC Newmarket	2016.10.27	to	2018.10.27	FCR
1	Inspector	Royal Canadian Mounted Police Integrated National Security Team (INSET)	2017.04.01	to	2020.03.31	FCR
1	Detective	Royal Canadian Mounted Police Integrated National Security Team (INSET)	2017.04.01	to	2020.03.31	UFD
1	PC	Royal Canadian Mounted Police Integrated National Security Team (INSET)	2017.04.01	to	2020.03.31	Partial
1	Inspector	Royal Canadian Mounted Police International Police Operations (IPOB)	2017.08.08	to	2018.08.08	FCR
2	PC	Royal Canadian Mounted Police International Police Operations (IPOB)	2017.09.28	to	2018.09.28	FCR
1	PC	Royal Canadian Mounted Police International Police Operations (IPOB)	2017.07.15	to	2018.07.15	FCR
2	PC	Royal Canadian Mounted Police (MSERT)	2018.01.01	to	2020.01.01	FCR
1	A11	Royal Canadian Mounted Police National Weapons Enforcement Support Team (NWEST)	2012.11.02	to	2018.11.01	FCR
1	A08	Royal Canadian Mounted Police National Weapons Enforcement Support Team (NWEST)	2016.01.04	to	2019.02.22	FCR
1	PC	Royal Canadian Mounted Police Pearson International Airport	2016.07.01	to	2018.07.01	UFD
1	Detective	Royal Canadian Mounted Police Toronto Airport Drug Enforcement Unit (TADEU)	2011.11.08	to	Ongoing	UFD

No. of Members	RANK	LOCATION	TERM			COST
1	D/Constable	Corrections Canada Community Corrections Liaison Officer (CCLO Liaison Officer)	2017.04.01	to	2019.03.31	UFD
1	PC	CSIS Intelligence Officer Toronto	2017.12.18	to	2019.12.20	UFD
1	Detective	Ministry of Community Safety & Correctional Services Biker Enforcement	2017.05.29	to	Ongoing	UFD
1	PC	Ministry of Community Safety & Correctional Services Biker Enforcement	2014.09.03	to	Ongoing	UFD
2	D/Constable	Ministry of Community Safety & Correctional Services Chief Firearms Office	2016.03.31	to	2018.03.31	FCR
1	Detective	Ministry of Community Safety & Correctional Services Major Case Management	2017.06.23	to	2019.06.30	FCR
1	D/Sergeant	Ministry of Community Safety & Correctional Services Provincial Anti-Terrorism	2015.03.10	to	2018.03.18	UFD
1	D/Constable	Ministry of Community Safety & Correctional Services Provincial Anti-Terrorism	2016.02.16	to	2019.02.15	UFD
1	A11/35	Ministry of Community Safety & Correctional Services Street Checks Review	2017.10.02	to	2018.07.02	FCR
1	D/Sergeant	Ministry of Solicitor General CISO	2017.12.18	to	2019.12.18	FCR
1	A/D/Sergeant	Ministry of Solicitor General CISO	2017.04.25	to	2020.04.25	FCR
1	A/D/Sergeant	Ministry of Solicitor General CISO	2015.04.01	to	2018.03.31	FCR
1	PC	Ministry of Solicitor General (ViCLAS)	2016.09.12	to	2019.09.12	FCR
1	PC	Ministry of Solicitor General (ViCLAS)	2017.05.08	to	2020.05.08	FCR
1	A/Sergeant	Ontario Police College Basic Constable Training	2017.05.01	to	2019.04.12	FCR
2	A/Sergeant	Ontario Police College Basic Constable Training	2018.01.02	to	2019.03.31	FCR
1	A/Sergeant	Ontario Police College Basic Constable Training	2018.01.08	to	2019.11.29	FCR
1	PC	Ontario Chief Coroner Coroner's Inquest	2016.06.27	to	2019.06.30	UFD
1	DC	Ontario Chief Coroner Coroner's Inquest	2012.09.24	to	Ongoing	UFD
1	Inspector	Ontario Provincial Police Provincial Repeat Offender Parole Enforcement (ROPE)	2015.09.01	to	2020.01.01	Partial

No. of Members	RANK	LOCATION	TERM			COST
2	Detective	Ontario Provincial Police Provincial Repeat Offender Parole Enforcement (ROPE)	2015.09.01	to	2020.01.01	Partial
7	D/Constable	Ontario Provincial Police Provincial Repeat Offender Parole Enforcement (ROPE)	2015.09.01	to	2020.01.01	Partial
2	C04	Ontario Provincial Police Provincial Repeat Offender Parole Enforcement (ROPE)	2015.09.01	to	2020.01.01	Partial
1	Detective	United States Immigration and Customs Enforcement Unit (ICE)	2018.01.01	to	2018.12.31	UFD
1	Detective	New York Police Department NYPD Liaison	2018.01.08	to	2019.01.07	UFD
1	D/Constable	United States Postal Service Telemarketing	2018.02.01	to	2019.02.01	FCR
1	T/08	United States Postal Service Telemarketing	2017.01.30	to	2018.02.01	FCR

Legend:

FCR - Full Cost Recovery
UFD - Unfunded
Partial - Partial Cost Recovery