The following *draft* Minutes of the special meeting of the
Toronto Police Services Board held on January 04, 2007
are subject to adoption at its next regularly scheduled
meeting.

MINUTES OF THE SPECIAL PUBLIC MEETING of the Toronto Police Services
Board held on **JANUARY 04, 2007** at 5:00 PM in the Auditorium, 40 College Street,
Toronto, Ontario.

PRESENT:	**Dr. Alok Mukherjee,** Chair
	Ms. Pam McConnell, Councillor & Vice-Chair
	Ms. Judi Cohen, Member
	Mr. Frank Di Giorgio, Councillor & Member
	Mr. Hamlin Grange, Member
	The Honourable Hugh Locke, Q.C., Member
ABSENT:	**Mr. David Miller,** Mayor & Member
ALSO PRESENT:	**Mr. William Blair**, Chief of Police
	Mr. Albert Cohen, City of Toronto - Legal Services Division
	Ms. Deirdre Williams, Board Administrator

THIS IS AN EXTRACT FROM THE MINUTES OF THE SPECIAL PUBLIC MEETING OF THE TORONTO POLICE SERVICES BOARD HELD ON JANUARY 04, 2007

#P1.   APPOINTMENTS – TORONTO POLICE SERVICES BOARD

The Board was in receipt of the attached correspondence dated December 13, 2006 from the Toronto City Clerk indicating that Toronto City Council had appointed Councillors Frank Di Giorgio and Pam McConnell to the Board for a term of office ending December 31, 2008. The Board was also advised that Mayor David Miller would continue to participate as a member of the Board.

The Board received the foregoing correspondence and Dr. Mukherjee administered the oath of office and oath of secrecy to Councillor Frank Di Giorgio.

TORONTO

City Clerk's Office

Secretariat
Helen Smith
Striking Committee
City Hall, 10th Floor, West Tower
100 Queen Street West
Toronto, Ontario M5H 2N2

Ulli S. Watkiss
City Clerk

Tel: 416-392-0146
Fax: 416-392-1879
e-mail: hlsmith@toronto.ca
Web: www.toronto.ca

December 13, 2006

Deirdre Williams, Administrator
Toronto Police Services Board
40 College Street, 7th Floor
Toronto ON M5G 2J3

Dear Ms. Williams:

This is to inform you that Toronto City Council, at its meeting on December 6, 2006, adopted Striking Committee Item 1.1, Council Member Appointments to Executive, Standing and Special Committees and Major City Agencies. Council appointed the following Members of Council to the Toronto Police Services Board for a term of office ending December 31, 2008, and until successors are appointed, in addition to Mayor David Miller, who took his seat:

> Councillor Frank Di Giorgio
> Ward 12, York South-Weston
> Suite A8, Second Floor
> City Hall, 100 Queen Street West
> Toronto, Ontario M5H 2N2
> Telephone: 416-392-4066
> E-mail: councillor_digiorgio@toronto.ca

> Councillor Pam McConnell
> Ward 28, Toronto Centre-Rosedale
> Suite A7, Second Floor
> City Hall, 100 Queen Street West
> Toronto, Ontario M5H 2N2
> Telephone: 416-392-7916
> councillor_mcconnell@toronto.ca .

Yours truly,

Ulli S. Watkiss
City Clerk

Helen Smith/lg

THIS IS AN EXTRACT FROM THE MINUTES OF THE SPECIAL PUBLIC MEETING OF THE TORONTO POLICE SERVICES BOARD HELD ON JANUARY 04, 2007

#P2.   ELECTIONS OF THE CHAIR AND VICE CHAIR

Election of the Chair, Toronto Police Services Board

In accordance with section 28 of the *Police Services Act*, which provides that the Board is required to elect a Chair at its first meeting in each year, the Board Administrator requested nominations for the position of Chair of the Toronto Police Services Board.

The Honourable Hugh Locke nominated Dr. Alok Mukherjee which was seconded by Councillor Pam McConnell. Dr. Mukherjee indicated that he accepted the nomination. There were no further nominations and nominations were closed.

The Board voted and, based upon one nomination for the office of Chair, Toronto Police Services Board, Dr. Alok Mukherjee was declared elected Chair of the Board for the year 2007 and until his successor is appointed.

Election of the Vice-Chair, Toronto Police Services Board

In accordance with section 5 (4) of the Toronto Police Services Board Procedural By-Law No. 107 which provides that the Board shall elect a Vice-Chair at its first meeting in each year, Dr. Mukherjee requested nominations for the position of Vice-Chair of the Board.

Mr. Hamlin Grange nominated Councillor Pam McConnell which was seconded by The Honourable Hugh Locke. Councillor McConnell indicated that she accepted the nomination. There were no further nominations and nominations were closed.

The Board voted and, based upon one nomination for the office of Vice-Chair, Toronto Police Services Board, Councillor Pam McConnell was declared elected Vice-Chair of the Board for the year 2007 and until her successor is appointed.

THIS IS AN EXTRACT FROM THE MINUTES OF THE SPECIAL PUBLIC MEETING OF THE TORONTO POLICE SERVICES BOARD HELD ON JANUARY 04, 2007

#P3.   TORONTO POLICE SERVICES BOARD – 2007 MEETING SCHEDULE

The Board was in receipt of the following report December 07, 2006 from Alok Mukherjee, Chair:

Subject: TORONTO POLICE SERVICES BOARD - 2007 MEETING SCHEDULE

Recommendation:

It is recommended that the Board approve the 2007 meeting schedule contained in this report

Financial Implications:

The approval of the recommendation in this report will not result in any financial expenditures in addition to the usual expenditures that have occurred in the past relative to administrative, catering and travel costs associated with conducting Board meetings at Toronto Police Headquarters and Toronto City Hall.

Background/Purpose:

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

Beginning in the year 2006, the Board recognized culturally-significant days and a policy was approved in which the Board indicated that it would attempt to avoid scheduling any meetings involving the public and the community on these days. A list of days formally recognized as culturally significant was also approved (Min. No. P358/05 refers).

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

Discussion:

For the proposed schedule of Board meetings for the year 2007, I reviewed the preliminary 2007 schedule of meetings developed by the City of Toronto; the dates upon which culturally-

significant holidays will be observed in 2007; and the dates of the following key conferences and other significant events and training:

Occupational Health and Safety - Mandatory Training for Board Members
February 2, 2007, 10:00 AM to 2:00 PM
PSB Boardroom

Ontario Association of Police Services Boards (OAPSB) Annual Conference
May 3 to 5, 2007
Owen Sound

Canadian Association of Police Boards (CAPB) Annual Conference
August 15 to 18, 2007
Calgary

Canadian Association for Civilian Oversight of Law Enforcement (CACOLE) Annual Conference
October 10 to 12, 2007
Halifax

Toronto Police Service – Graduation of New Police Officers
May 10, 2007
September 06, 2007

Board Meeting Schedule – 2007:

I am proposing the following dates for the Board's 2007 meetings:

Thursday,   January 25
Thursday,   February 22
Thursday,   March 22
Thursday,   April 19
Thursday,   May 17
Thursday,   June 14
Thursday,   July 12
Thursday,   August 09
Thursday,   September 20
Thursday,   October 18
Thursday,   November 15
Wednesday,   December 19

In addition to the dates noted above, a special meeting of the Board will be held on Thursday, January 04, 2007 at 5:00 PM in the Auditorium at Toronto Police Headquarters for the purposes of conducting the formal swearing-in of new Board member Councillor Frank Di Giorgio, and the elections of the Chair and Vice-Chair, in accordance with section 28 of the *Police Services Act* and section 5(4) of the Board's Procedural By-Law No. 107, respectively.

Times and Locations of Board Meetings:

Given that the Board has recommended that the locations of its meetings alternate between Toronto Police Headquarters and Toronto City Hall, whenever possible, correspondence will be sent to you in the very near future confirming meeting locations. I also will ensure that the Board's website contains up-to-the-minute information on the location of each meeting.

It is anticipated that all in-camera meetings will commence at 10:00 AM followed by a public meeting at 1:30 PM.

Conclusion:

It is, therefore, recommended that the Board approve the 2007 meeting schedule noted in the foregoing report.

The Board discussed the dates identified in the foregoing report and requested the following amendments:

- **that the February meeting be held on the 16th rather than the 22nd;**
- **that the April meeting be held on the 26th rather than the 19th; and**
- **that the July meeting be held on the 10th rather than the 12th.**

The Board approved the foregoing as amended. The list of meeting dates for 2007, as amended, is reprinted below:

Thursday,	**January 25**
Friday,	**February 16**
Thursday,	**March 22**
Thursday,	**April 26**
Thursday,	**May 17**
Thursday,	**June 14**
Tuesday,	**July 10**
Thursday,	**August 09**
Thursday,	**September 20**
Thursday,	**October 18**
Thursday,	**November 15**
Wednesday,	**December 19**

#P4.   LEGAL FEES – TORONTO POLICE SERVICES BOARD ATS. NORMAN GARDNER

The Board was in receipt of the following report November 06, 2006 from Alok Mukherjee, Chair:

Subject: LEGAL FEES – TORONTO POLICE SERVICES BOARD ATS NORM GARDNER

Recommendation:

It is recommended that the Board approve payment of the Torys account, in the amount of $12,083.10.

Background:

Attached is a statement of account from the legal firm of Torys in the amount of $12,083.10 for professional services rendered in connection with the above noted matter. The account is for the period ending August 31, 2006.

I recommend that the Board approve payment of this account from the Board's operating budget.

This report corresponds with additional information provided on the in-camera agenda.

The Board was also in receipt of the following report November 16, 2006 from Alok Mukherjee, Chair:

Subject: LEGAL FEES – TORONTO POLICE SERVICES BOARD ATS NORM GARDNER

Recommendation:

It is recommended that the Board approve payment of the Torys account, in the amount of $9,025.79.

Background:

Attached is a statement of account from the legal firm of Torys in the amount of $9,025.79 for professional services rendered in connection with the above noted matter. The account is for the period ending September 30, 2006.

I recommend that the Board approve payment of this account from the Board's operating budget.

This report corresponds with additional information provided on the in-camera agenda.

The foregoing reports were originally considered by the Board at its November 28, 2006 meeting and were referred back to the Chair for review with regard to the amount of fees being charged (Min. No. P365/06 refers).

Following a discussion regarding the amount of legal fees charged compared to services rendered, and in light of a report on the results of the review which was considered by the Board during its in-camera meeting, the Board approved the foregoing.

The report on the results of the review noted above and detailed statements of accounts for the periods ending August 31, 2006 and September 30, 2006 are contained in Min. No. C2/07.

In Account With **TORYS** LLP

NEW YORK   TORONTO

October 13, 2006

Metro Hall, 25th Floor, Stn. 1260
55 John Street
Toronto, Ontario
M5V 3C6

Attention: Albert Cohen

Re: Toronto Police Services Board ats. Norm Gardner

TO PROFESSIONAL SERVICES RENDERED, for the period ending August 31, 2006.

Fee		$11,078.00
Disbursements Subject to GST		
Copies	$32.76	
Laser Printing	39.40	
On Line Research Charges - WestlaweCarswell	40.25	
On-Line Research Cost - Quicklaw	88.93	201.34
Disbursements Not Subject to GST		
Notice of Motion/Leave to Appl		127.00
GST		676.76
TOTAL		$12,083.10

TORYS LLP

REF: 1131557/32032-2002

TORYS LLP

NEW YORK   TORONTO

October 31, 2006

The Toronto Police Services Board
Metro Hall
55 John Street, 25th Floor, Stn. 1260
Toronto, Ontario
M5V 3C6

Attention: Albert Cohen

Re: Toronto Police Services Board ats. Norm Gardner

TO PROFESSIONAL SERVICES RENDERED, for the period ending September 30, 2006 as described
on the attached Schedule.

Fee		$8,113.50

Disbursements Subject to GST

Agents Fees	$122.52	
Copies	0.90	
Laser Printing	24.85	
On-Line Research Charges - Lexis	42.79	
On-Line Research Cost - Quicklaw	210.34	401.40
GST		510.89
TOTAL		$9,025.79

TORYS LLP

Per: _____

REF: 1132630/32052-2002

#P5.   PROFESSIONAL SERVICES FOR UPGRADES TO ENTERPRISE MANAGEMENT SYSTEMS

The Board was in receipt of the following report December 19, 2006 from William Blair, Chief of Police:

Subject: PROFESSIONAL SERVICES FOR UPGRADES TO ENTERPRISE MANAGEMENT SYSTEMS

Recommendation:

It is recommended that:

(1)   The Board amend the existing contract awarded to Katalogic Inc. to enable this company to provide technical and functional services required to upgrade the Human Resources Management System (HRMS) at a cost of $146,878, which includes applicable taxes (GST); and

(2)   The Board amend the existing contract awarded to Katalogic Inc. to enable this company to provide project support services required for the upgrade of the Time Resource Management System (TRMS) at a cost of $102,952, which includes applicable taxes (GST).

Financial Implications:

Katalogic has been contracted to provide project management services for the upgrades of the Service's enterprise software systems at a cost of $486,328 (including taxes). Because the additional costs are greater than 10%, and increase the contract to an amount greater than $500,000, Board approval is required in accordance with the purchasing By-Law.

The funding required for the additional resources identified for the HRMS and TRMS upgrade projects is available within the respective capital budgets for these projects. No additional funds are therefore required.

Descriptions and cost estimates for the work being recommended in this report are outlined in the following tables.

HRMS Upgrade - Technical Support Services (Not-to Exceed Fees)

Activity	# Days	Est. Hours (7hr Days)	Estimated Total Fee	Estimated Fees Including Applicable Taxes (6% GST)
Installation Support	10	70	$12,950	$13,727
Recruitment Data Conversion	10	70	$12,950	$13,727
New Customizations	24	168	$31,080	$32,944.80
Parallel Testing and Reconciliation	10	70	$12,950	$13,727
Assistance with Upgrading Old Customizations	33	231	$42,735	$45,299.10
Total Technical Support Services	**87**	**609**	**$112,665**	**$119,424.90**

HRMS Upgrade - Functional Support Services (Not-to Exceed Fees)

Activity	# Days	Est. Hours (7hr Days)	Estimated Total Fee	Estimated Fees Including Applicable Taxes (6% GST)
Support for V8.9 Recruitment Module Upgrade	20	140	$25,900	**$27,454**

TRMS Upgrade – Project Support Services (Not-to Exceed Fees)

Activity	# Days	Est. Hours (7hr Days)	Estimated Total Fee	Estimated Fees Including Applicable Taxes (6% GST)
Project Lead/QA, TRMS Upgrade	75	525	$97,125	**$102,952.50**

Since the Service will be reimbursed the GST expense, the costs associated with the additional resources for the HRMS upgrade amount to $138,565 ($112,665 for the technical resource and $25,900 for the functional consultant). The cost for the additional resource for the TRMS project is $97,125, for a total cost to the Service of $235,690.

Background/Purpose:

At its meeting on July 10, 2006, the Board approved engaging Workbrain for the upgrade of the TRMS system (Minute.#P210/06 refers). This report also informed the Board that Katalogic Inc. (Katalogic) would provide project management services for the upgrade of the Service's enterprise management systems. In August 2006, Katalogic began the planning process for the upgrade of both the HRMS and TRMS systems. This planning process has identified the need for additional resources as outlined in this report. After reviewing various options explained further in this report, it was determined that Katalogic could best provide the services required.

The Service's capital program includes funding for the upgrade of the HRMS and TRMS systems. The funds required for the additional resources are contained within the capital budget for these projects. No additional funds are required.

Discussion:

Since August 2006, Katalogic's efforts have been dedicated to the planning required by the HRMS upgrade. This focus stemmed from the impending deadline required by the HRMS upgrade, as well as the contracted involvement of Workbrain consultants for the TRMS upgrade (Minute P210/06 refers). The HRMS planning phase was completed in December 2006, and presented to the TRMS/HRMS Steering Committee for approval on December 12, 2006.

The planning phase identified the need for two additional resources for the HRMS upgrade and one additional resource for the TRMS upgrade. The Service lacks the expertise required of these additional resources, which are necessary to ensure the successful and timely upgrade of the Service's enterprise software systems.

HRMS Upgrade Project:

A tentative completion date for the HRMS upgrade is June 30, 2007. This target date has been selected to ensure that the Service's payroll systems are compliant with Canadian regulatory/tax updates expected for July 1, 2007. Untimely completion of the HRMS upgrade could subject the Service to the following challenges:

- Increased risk of employing an inaccurate and/or non-compliant payroll process
- Delays to the go-live date for HRMS to the Fall of 2007 to avoid a mid-summer roll-out/cut over (a summer cut-over is impractical for end user training and acceptance)
- Potential for increased internal and external project resource costs
- Potential for increased costs associated with investing in system customizations to meet regulatory compliance that would otherwise be delivered by the vendor (vendor support expires in March 2007)
- Increased work load for members of Payroll Services and ITS until the upgrade is complete

The following additional resources are being recommended to mitigate the risk associated with an untimely completion of the HRMS upgrade:

Technical Consultant: This resource is required for approximately 4.5 months for 80-100% work effort. This consultant is required to support the technical installation and upgrade to PeopleSoft V8.9, which includes developing custom data conversion scripts; upgrading and/or developing new customizations; and supporting all phases of testing, particularly parallel testing necessary to support proper payroll calculations.

This resource requires experience with PeopleSoft version 8.9, as well as PeopleTools. In particular, this resource must be familiar with PeopleSoft installation and upgrade processes. This resource must also be knowledgeable in the Human Capital Management and Payroll modules and associated tables. Finally, experience with SQL (Structured Query Language) is necessary, while familiarity with a UNIX/DB2 environment is strongly preferred.

Currently, the Service has one technical developer available to work on this project. The volume of work associated with the upgrade necessitates additional resources. These resources are required to ensure that the Service is in a position to meet the targeted completion date for the upgrade. The majority of the tasks associated with the upgrade are dependent upon the work of the developer(s). Delays in the completion of the technical tasks hinder the work of the other team members, jeopardizing a completion date of June 30, 2007, and potentially increasing costs associated with the project.

Functional Consultant: This resource is required for approximately 2.5 months at 50% work effort to support the implementation of the PeopleSoft version 8.9 Talent Acquisition Manager module. This resource will lead a detailed fit/gap assessment of the Service's current business needs and the functionality of the new version. The consultant will assist with business process mapping and core system testing.

This resource requires experience with PeopleSoft version 8.9, as well as with PeopleSoft upgrade projects. In particular, this resource needs experience with the Talent Acquisition Manager module and must have played a functional leadership role on PeopleSoft projects.

PeopleSoft has completely rewritten this module, and as a result, it contains some deficiencies that must be addressed due to the "newness" of the release. This module is fully utilized by the Employment Unit and is central to their core business activities. This module provides the foundation for eRecruiting initiatives, and is necessary should the Service wish to pursue this capability in the future. Although this module does not affect the Service's payroll capabilities, the Service's dependence on this module for its recruiting and hiring functions makes it impractical to separate it from the upgrade of the rest of the software.

TRMS Upgrade Project:

Although there are less definitive time constraints associated with the TRMS upgrade, the majority of the Discovery and Design Phase will be conducted during January and February of 2007. This phase will be conducted with the involvement of personnel from Workbrain, Katalogic, and the Toronto Police Service.

Initial planning has already identified the Service's integrated approach to enterprise resource management as a challenge to performing the TRMS upgrade in isolation of other Service applications. To explain, the Service capitalizes on compatible functionality between both the HRMS and TRMS systems to manage its personnel. The TRMS system, as well as the HRMS system, interfaces with other Service applications.

To maximize this integration, it is important that solution design processes consider the strengths of every Service application. This analysis must be conducted during the initial planning stage if the Service is to receive maximum benefit from the upgrade process. Workbrain employees are experts in the Workbrain product, and can realistically only suggest Workbrain solutions for software challenges. The Service does not employ the expertise required to lead and develop integrated software solutions, nor does it possess the experience in functional leadership roles involving PeopleSoft and Workbrain projects. As a result, the following resource has been identified for the TRMS upgrade project:

Project Support: This resource will be responsible for co-facilitating detailed strategy and design discussions with Workbrain consultants and Service personnel, especially where integration with other Service applications may be appropriate. As well, this consultant will perform detailed quality assurance (QA) for functional and technical design deliverables, as well as assist with deliverables assigned to Service upgrade team members. In particular, this resource will assist with aspects of an integrated approach that are considered "out of scope" for Workbrain employees.

This resource requires experience with the PeopleSoft version 8.9 software, as well as PeopleSoft upgrade projects. This resource must also be familiar with time and attendance and payroll systems, as well as the development and upgrade of existing and customized reports, interfaces, etc. This resource must be familiar with SQR, and experience with a UNIX/DB2 environment is strongly preferred.

A comprehensive perspective will ensure that the Service is exploring all potential options, not just Workbrain options. A more holistic analysis will result in the following advantages for the Service:

- More robust problem solving during the planning phase of the upgrade
- Potential reduction in the number of customizations within the TRMS system
- Potential reduction in support costs associated with customized TRMS code configurations
- Potential improvement to performance and stability within the TRMS application
- Potential for an improved support model to address system configuration by in-house personnel

Several alternatives to acquire the required resources were considered. These alternatives include the following:

- Initiate a request for proposals for the necessary resources
- Do nothing
- Contract resources from Katalogic Inc.

Initiate a Request for Proposals

This alternative was rejected after exploring options with both the City of Toronto and the Toronto Transit Commission (TTC). The Service currently does not have a preferred vendor list that is applicable to the skill sets required by these projects, nor does the City of Toronto. Although the TTC was willing to lend the Service one of its resources, this resource would not be available until May 2007, far beyond the time lines required by these projects.

The option of issuing a request for proposals for the identified resources is not practical because of the time lines required by the HRMS project in particular. As well, the RFP and procurement processes, along with necessary background checks, would delay progress and increase the costs associated with internal and external resources assigned to the project. The RFP process would not necessarily guarantee any offsetting benefits to these costs.

Do Nothing

The "do nothing" alternative was immediately rejected because of the importance of both the TRMS and HRMS applications to the Service's business processes. These systems are the most heavily utilized applications within the Service's IT infrastructure. Their effectiveness is critical to Service operations.

Contract Resources From Katalogic

The project plan for the HRMS upgrade requires that the technical and functional resources begin work on the project in mid-January 2007 to meet the June 30, 2007 target date. This report recommends retaining the necessary additional resources from Katalogic. Contracting Katalogic can provide the following advantages:

- The Service can continue utilizing the investment already made in Katalogic and its consultants. Katalogic has become familiar with the Service in general, and this established knowledge would be advantageous for the approaching timelines associated with this project.
- Katalogic resources have already cleared the required background checks for new consultants. Contracting another consultant(s) would mean the time delays associated with the necessary security clearances, as well as the procurement process. Again, this necessity would counteract the timelines associated with this project.
- Katalogic is already following the Service's project management methodology and its work is already governed by the Service's Project Management Office.
- The utilization of Katalogic resources provides the project manager with greater control over the deployment and eventual output of these resources. The project manager will be in a better position to ensure attainment of milestones within the projected budget for the upgrade.
- The Service will be in a better position to meet the June 30, 2007 upgrade target date and ensure compatibility with Canadian tax regulations.
- The fast tracking made possible through utilizing Katalogic resources will reduce the costs associated with the project and ensure successful implementation of this initiative.

With regard to the functional consultant, securing this resource from another company could mean that the Service would be over paying for this expertise. It is most likely that the Service would have to contract this resource on a full-time basis when the required work effort is estimated to be half of this amount.

Many of the above reasons can also be used to support engaging Katalogic for the additional resource required for the TRMS upgrade. One additional reason, listed below, also provides important reasoning for employing resources from this company:

- Katalogic already possesses an existing business relationship with Workbrain on behalf of the Service, which can reduce the costs and time lag associated with orientation to the project and the Service in general.

Conclusion:

Katalogic began planning for the upgrade of the TRMS and HRMS systems in August 2006. This planning, completed in December, identified the need for additional project resources. Because of the complexity of these upgrades, this need could not have been projected prior to an assessment of the Service's systems and internal resources.

The Service's dependence upon its enterprise management systems requires that these upgrades be completed in the most appropriate and cost effective manner. The time lines and complexity associated with these upgrades necessitate diligence in the planning and execution phases of these projects. The Service currently does not employ the knowledge needed for successful completion of these projects.

Katalogic possesses the skill sets required by the Service, as well as familiarity with its business processes to fulfil the resource gaps identified for both upgrades. The absence of a preferred vendors list, combined with the processes required to procure new resources, would create delays that would further challenge the success of these projects. Engaging additional Katalogic resources provides the project manager with greater control over the deployment and eventual output of these resources. The project manager will be in a better position to ensure attainment of the milestones within the projected budget for the upgrade.

The funding required for the additional resources identified for the HRMS and TRMS upgrade projects is available within the respective capital budgets for these projects. No additional funds are therefore required.

Because the additional costs are greater than 10%, and increase the contract to an amount greater than $500,000, Board approval is required in accordance with the purchasing By-Law.

Deputy Chief Keith Forde, Human Resources Command, will be in attendance to respond to any questions the Board may have.

Mr. Bill Gibson, Director of Human Resource Services, was in attendance and discussed this report with the Board.

Noting that the Service does not currently have the staff resources with the expertise required to support these projects, the Board emphasized the importance of exploring opportunities with other City agencies to share technical expertise.

The Board approved the foregoing report and the following Motion:

THAT the Chair be authorized to execute all the associated amending documents, as required, on behalf of the Board.

THIS IS AN EXTRACT FROM THE MINUTES OF THE SPECIAL PUBLIC MEETING OF THE TORONTO POLICE SERVICES BOARD HELD ON JANUARY 04, 2007

#P6.   APPOINTMENT: ACTING VICE-CHAIR JUDI COHEN

Chair Mukherjee advised the Board that he would be out of the country during the period between January 06 and 10, 2007, inclusive, and that Vice-Chair Pam McConnell would be performing the role of Acting Chair during that time. He further indicated that it would be necessary to appoint an Acting Vice-Chair for the purposes of execution of all documents that would normally be signed by the Vice-Chair on behalf of the Board.

Chair Mukherjee inquired as to the availability of a member to act as Acting Vice-Chair during the period of time noted above. Ms. Judi Cohen indicated that she would be available and offered to perform the role of Acting Vice-Chair.

The Board approved the following Motion:

> **THAT Ms. Cohen be appointed to act as Acting Vice-Chair during the period between January 06 and 10, 2007, inclusive, for the purposes of execution of all documents, including legal contracts and personnel and labour relations documents, that would normally be signed by the Vice-Chair on behalf of the Board.**

THIS IS AN EXTRACT FROM THE MINUTES OF THE SPECIAL PUBLIC MEETING OF THE TORONTO POLICE SERVICES BOARD HELD ON JANUARY 04, 2007

#P7.   IN-CAMERA MEETING – JANUARY 04, 2007

In addition to the special public meeting conducted by the Board today, a special in-camera meeting was held to consider a number of matters which were exempt from the public agenda in accordance with the criteria for considering confidential matters set out in s.35(4) of the *Police Services Act*.

The following members attended the in-camera meeting:

>   Dr. Alok Mukherjee, Chair
>   Ms. Pam McConnell, Councillor & Vice-Chair
>   Ms. Judi Cohen, Member
>   Mr. Frank Di Giorgio, Councillor & Member
>   Mr. Hamlin Grange, Member
>   The Honourable Hugh Locke, Q.C., Member
>
>   Absent: Mayor David Miller, Member

THIS IS AN EXTRACT FROM THE MINUTES OF THE SPECIAL PUBLIC MEETING OF THE TORONTO POLICE SERVICES BOARD HELD ON JANUARY 04, 2007

#P8.   ADJOURNMENT

_____
                 Alok Mukherjee
                      Chair