



The following *draft* Minutes of the meeting of the Toronto Police Services Board held on June 14, 2007 are subject to adoption at its next regularly scheduled meeting.

The Minutes of the meeting held on May 17, 2007, previously circulated in draft form, were approved by the Toronto Police Service Board at its meeting held on June 14, 2007.

MINUTES OF THE PUBLIC MEETING of the Toronto Police Services Board held on **JUNE 14, 2007** at 1:30 PM in Committee Room 2, Toronto City Hall, 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
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 PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 14, 2007**

#P208. OCCUPATIONAL HEALTH AND SAFETY POLICY

The Board was in receipt of the following report May 17, 2007 from William Blair, Chief of Police:

Subject: OCCUPATIONAL HEALTH AND SAFETY POLICY

Recommendation:

It is recommended that the Board approve the appended Occupational Health and Safety Policy.

Financial Implications:

There are minimal financial implications relating to the recommendations contained within this report. The only funding required will be to frame a copy of the Occupational Health and Safety Policy at each unit. These funds can be absorbed within unit operating budgets.

Background/Purpose:

Section 25 (2) (j) of the *Occupational Health and Safety Act (Act)* requires employers to prepare a written Occupational Health and Safety Policy to communicate the organization's commitment to worker health and safety. In addition, Section 25 (2) (k) of the *Act* requires that the Policy be posted in a conspicuous location in the workplace.

Discussion:

A review of the Occupational Health and Safety Policy has been undertaken and it has been updated and developed into the Board's current policy format. The updated policy is appended for the approval of the Board.

Subject to Board's approval, Occupational Health and Safety Policy will be forwarded to all units within the Service for posting in prominent locations and will also be made available electronically on the Service's Internet and Intranet websites.

On an annual basis, the Occupational Health and Safety Policy will be reviewed and any recommended changes will be reported to the Board for its approval.

Conclusion:

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

The Board approved the foregoing report.

Appendix “A”

CHAPTER NAME 1 CHAPTER NAME 2

TPSB AA-###

Occupational Health and Safety

<input type="checkbox"/>	New	Board Authority:	BM###/yyyy.mm.dd
<input type="checkbox"/>	Amended	Board Authority:	BM###/yyyy.mm.dd
<input type="checkbox"/>	Reviewed – No Amendments		yyyy.mm.dd

BOARD POLICY

The Toronto Police Services Board, as the employer, is ultimately responsible for worker health and safety. Through the implementation of initiatives intended to eliminate occupational illnesses and injuries, the Toronto Police Services Board is dedicated to the goal of enhancing employee wellness and maintaining workplaces that are safe and healthy for the members of the Toronto Police Service.

The Board recognizes that the local Joint Health and Safety Committees and the Central Joint Health and Safety Committee play an integral role in helping the Board achieve this goal. Joint Health and Safety Committees throughout the Service will be the framework within which Management and the Toronto Police Association will work cooperatively to develop and implement the internal responsibility system that is the key to an effective health and safety program.

It is the policy of the Toronto Police Services Board with respect to health and safety, that:

- 1) The Board directs the Chief of Police to promote efforts that lead to a safe and healthy environment through the provision of initiatives, information, training and through ongoing program evaluation to assess the effectiveness of the Toronto Police Service’s efforts to ensure compliance with occupational health and safety legislation.
- 2) The Board further directs the Chief of Police to ensure that members with supervisory responsibilities are held accountable for promoting and implementing available health and safety programs, for complying with the *Occupational Health and Safety Act* and for ensuring that workplaces under their supervision are maintained in a healthy and safe condition.

- 3) The Board acknowledges that every member must actively participate in helping the Board meet its commitment to health and safety by protecting his or her own health and safety by working in compliance with the *Occupational Health and Safety Act*, adopting the safe work practices and procedures established by the Toronto Police Service and reporting to their supervisor any unsafe or unhealthy workplace conditions or practices.
- 4) The Board directs the Chief to review annually the Occupational Health and Safety policy as required by the *Occupational Health and Safety Act*. Any recommended amendments are to be reported to the Board for approval as soon as it is practicable thereafter.

REPORTING: As required.

LEGISLATIVE REFERENCE

Act	Regulation	Section
Police Services Act R.S.O. 1990 as amended	Ontario Regulation 3/99, Adequacy and Effectiveness of Police Services	
Occupational Health and Safety Act R.S.O. 1990 and Regulations		Part III-Duties of Employers and Other Persons Section 25 Duties of Employers
		Section 25 (2) (j) prepare and review at least annually a written occupational health and safety policy and develop and maintain a program to implement that policy;
		Section 25 (2) (k) post at a conspicuous location in the workplace a copy of the occupational health and safety policy;

BOARD POLICY SUPERSEDED/OBSOLETE: BM###/yyyymm.dd

SERVICE PROCEDURES

Number	Name	Routine Order #
08-03	Injury Reporting	2005.02.21-0197
08-09	Workplace Safety	2007.02.22-0244

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**#P209. TRANSPARENCY IN THE MANAGEMENT AND OPERATION OF THE
TORONTO POLICE SERVICE**

The Board was in receipt of the following correspondence dated May 11, 2007 from John Sewell, Toronto Police Accountability Coalition:

Dear Board members:

TPAC is concerned that the Board is forgetting about the need for reasonable transparency in the management and operation of the Toronto police.

The most recent example concerns the disciplinary charges against several officers from 14 Division who are alleged to have been directing towing business to one towing firm, contrary to police procedures.

The Police Services Act requires that such matters be dealt with in public, but the police force seems to have gone to great lengths to not tell the media that these charges were coming forward, and then to not be immediately forthcoming about details when asked.

Unfortunately, this reaction is not new. It was brought to the Board's attention by CBC Radio reporter Dave Seglins when he made a presentation to the Board at its January meeting, more than three months ago. The Board sub-committee established to investigate the matter has yet to report. Meanwhile the practice continues.

It is of fundamental importance that justice should not only be done, but should manifestly and undoubtedly be seen to be done. Transparency sends a message to the public and to individuals within the organization that allegations of this nature will be taken seriously and dealt with fairly.

We want the Board to send this message to the public and request the Board's assurance that the practices which have led to this kind of secrecy be changed.

TPAC is asking the Toronto Police Services Board to intervene forcefully on the side of transparency.

Mr. Sewell was in attendance and delivered a deputation to the Board with regard to the issues identified in his May 11, 2007 correspondence.

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Chief Blair advised Mr. Sewell that the Service has been providing public notification of disciplinary hearings by posting a docket that includes the cases for one week at a time. The docket is posted outside the hearing room and details of the charges and the names of the accused are available.

Councillor McConnell advised Mr. Sewell that the sub-committee that was established to review public notification of disciplinary hearings has met and the results of the review and any recommendations will be released publicly in a few months.

During his deputation, Mr. Sewell also referred to a June 11, 2007 letter that he had sent to Chair Mukherjee requesting an opportunity to deliver an additional deputation to the Board on June 14, 2007 regarding police pursuits. Mr. Sewell's letter included a reference to "the recent chase in Toronto in which three people were killed." He advised the Board that the Chair had not granted approval for the second deputation on the matter of pursuits and Mr. Sewell further indicated that he believed he should have been permitted to deliver the second deputation.

Chair Mukherjee advised the Board that a written response had been provided to Mr. Sewell explaining the reasons why a public discussion on a police practice would not have been appropriate given that all the facts surrounding the tragic incident were not available at this time. The Board was satisfied with Chair Mukherjee's response.

Chair Mukherjee assured Mr. Sewell and the Board that there will be a public discussion of police pursuits once the facts surrounding the deaths of the three people are known and that Mr. Sewell will be advised when this item appears on the agenda.

The Board received the deputation by Mr. Sewell and his May 11, 2007 correspondence.

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**#P210. ANNUAL REPORT: 2006 RECRUITMENT INITIATIVES IN THE
LESBIAN, GAY, BISEXUAL AND TRANSGENDER COMMUNITY**

The Board was in receipt of the following report April 30, 2007 from William Blair, Chief of Police:

Subject: ANNUAL REPORT – 2006 RECRUITMENT INITIATIVES IN THE
LESBIAN, GAY, BISEXUAL AND TRANSGENDER COMMUNITY (LGBT)

Recommendation:

It is recommended that the 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 of May 12, 2005, the Board received a report with the Minutes of Settlement pertaining to the Human Rights Complaints by members of the Toronto Women's Bathhouse Committee regarding the September 2000 incident at the Pussy Palace (Min. No. P155 refers). The Board forwarded the Minutes of Settlement to the Chief of Police for review and preparation of a report to the Board, with respect to the implementation of the recommendations.

The Minutes of Settlement #2 states that the Toronto Police Service (hereafter "the Police") will continue for three years to implement a recruitment policy targeting Toronto's gay, lesbian, bisexual, and transgender community (the "Community"). Recruitment efforts may include, but need not be limited to, activities already undertaken by the Police, including a recruitment booth at the annual Pride Day, a recruitment booth at townhall meetings and advertisements in newspapers directed at the Community. The Police will also consider such other recruitment initiatives as are brought forward to the Police by the Community. The Police will provide an annual report over the next three years (April 2004, 2005, 2006) to the Commission as to its recruitments activities aforesaid.

The Minutes of Settlement were not finalized until late 2005, therefore the first report was not submitted until 2006. This report is the second of the three required by the Minutes of Settlement.

Discussion:

Outreach Recruiting Initiatives to the LGBT Community by the Employment Unit:

The Employment Unit enhanced its outreach initiatives in the LGBT community throughout 2006. The Recruiting Section of the Employment Unit maintained its proactive program of consultation with members of the Service and the community, in order to promote the Service as a rewarding and viable career option. The specialized recruitment team, comprised of culturally diverse uniform members, worked diligently throughout the year to meet the goals of the Service. Members of the team participated in five events and initiatives with a particular focus on the LGBT community. Recruiting officers pursued this specific objective through career fairs, churches, schools, trade shows and in other venues where members of the LGBT community were likely to be present.

Partnerships:

Recruiting officers participated in joint initiatives with the LGBT liaison officer of the Community Mobilization Unit. The Recruiting Coalition Advisory Committee (RCAC) and the Chief's LGBT Community Consultative Committee (CCC) were also invited to presentations and special events held in the community, in an effort to promote the Service as a career choice.

General Information and Specific Mentoring Sessions:

The officer assigned to the LGBT community, along with other members of the Recruiting Section, planned and executed several focused information sessions at strategic locations within the community. Many initiatives that began in 2005 were enhanced for 2006, resulting in larger turnouts and positive feedback from candidates. Ten community events, which included presentations and/or displays, were also held at various locations in the city.

Members of the LGBT community were invited to participate in the following recruiting initiatives:

- twenty-three general information sessions, outlining the Ontario Association of Chiefs of Police (OACP) Constable Selection System (CSS).
- thirty-five mentoring sessions for the Police Analytical Thinking Inventory (PATI) and the Written Communication Test (WCT).
- forty Local Focus Interview (LFI) and Essential Competency Interview (ECI) mentoring sessions.

To address the Service's specific organizational needs, the Employment Unit initiated a female intensive supplemental fitness program. The program focused exclusively on female applicants requiring assistance in upper body strength training. Additionally, presentations regarding the CSS were made to members of the Parking Enforcement Unit, Court Services and the Communications Centre.

Recruiting officers regularly attended meetings of the RCAC and the Chief's LGBT CCC to provide updates and to discuss additional methods of attracting candidates from the designated groups to a career in policing.

Partnership building continued throughout 2006, via co-ordinated efforts with a variety of public and private agencies, including: Toronto Fire Services, Toronto Ambulance Services, Department of National Defence, Ministry of Transportation, Ministry of Citizenship and Immigration, Human Resources Development Canada, the Toronto Catholic District School Board, and the Toronto District School Board.

Information about the CSS was provided through presentations and career fairs, which regularly attracted large audiences. Civilian Staffing Advisors from the Employment Unit worked closely with uniform recruiters and attended various events to provide information and encouragement to applicants seeking civilian positions. These positions include court officers, parking enforcement officers, communications operators, auxiliary police members and other administrative positions.

Members from other areas of the Service were selected as positive role models to speak about their experiences at mentoring sessions, presented to specific communities including the LGBT community. Some of these officers were also featured on radio and television shows, as well as in community publications. Information packages about policing were distributed to police divisions in order to readily provide information to members of the public.

To further utilize the Service's resources, the Employment Unit is in the process of implementing an Ambassador Program, consisting of members from all ranks (uniform and civilian) and all Commands, as well as the major demographics represented in the Service's membership. The Ambassadors are trained, equipped and invited to become actively involved in the recruitment of qualified candidates who are interested in a policing career with the Service.

Phase One of the Ambassador Program began in the fall of 2006. It consisted of a publicity campaign, which culminated in two orientation sessions held on September 21 and 22, 2006, in the auditorium at Police Headquarters. A PowerPoint presentation was made and a recruiting kit distributed. The kit included the following:

- lesson plan describing the CSS process;
- schedules of all information, mentoring and Physical Readiness Evaluation for Police (PREP) practice sessions;
- DVD demonstrating the PREP test;
- DVD introducing the Service;
- physical fitness workout schedule;
- candidate referral form; and
- responses to frequently asked questions and key recruiting messages.

The Phase Two expansion of the Ambassador Program involves four distinct components for 2007. Specifically, enhanced tracking of Ambassador participants, extension of the program to include civilian members, a rewards program and the development of strategies to attract increased participation.

Media Outreach:

In an effort to fulfil the requirement of the Service mandate, the Recruiting Section launched an advertising campaign in various media outlets, focusing on specific communities in order to reflect the diversity of the city. Specific outlets in the LGBT community were also included. Television, newspapers, and magazines were utilized to further our goals and included the following: Asian Connection Radio Show, Toronto Chinese Radio, Pot Pourri South Asian Radio Show, Media Day at C.O. Bick College, Pink Triangle Press, Caribbean Camera, Sage Magazine, First Nation Drum, Toronto Jobs Newspaper, Ming Pao, FAB Magazine, Weekly Magazine, Korea Times, Sway Magazine, Latin Life News, Anishinabek News, Black Pages Directory, Black Business and Professional Association, Spectrum University of Toronto Press and Canada Extra, Toronto Sun, Toronto Star, Omni Television, Fairchild, and CTV.ca.

Members of the Recruiting Section provided information on a daily basis to interested candidates who attended the Employment Unit in person. This also included internal civilian members seeking information about a career in policing. Members of the Recruiting Section, including the supervisory officers, were available to answer questions as well as respond to numerous enquiries by telephone, e-mail and walk-ins. In addition, interested candidates were encouraged to register for general and specific mentoring sessions. Furthermore, the Employment Unit has created an enhanced image website where candidates can direct their questions to a specific recruiter's internal e-mail by simply clicking on the recruiter's image.

Candidates mentored and/or hired in 2006:

The LGBT recruiting officer constantly provided feedback, encouragement, guidance and maintained personal contact with candidates who were in the constable selection process. Furthermore, candidates were given the opportunity to avail themselves of the mentoring sessions, as well as opportunities to practise for the PREP at C.O. Bick College on a frequent basis.

Conclusion:

Numerous partnerships and initiatives were formulated and implemented during 2005 and 2006, such as recruiting and outreach through the following events: female hockey tournament at Mospark Arena; Dyke March; Gay Pride Parade; LGBT-specific information session at TPS Headquarters; and an outreach event for the LGBT community at 519 Church Street, Toronto. Consequently, stronger relationships were developed resulting in increased numbers in attendance at our community events. The Employment Unit intends to broaden the scope of its outreach initiatives into the LGBT community through internet-based access, advertising, as well as personal contact throughout 2007.

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

The Board inquired whether the Service could provide precise data on the number of people who attended the recruiting and specific mentoring sessions in order to analyze the success of the various recruiting initiatives. The Board emphasized that it was interested in the level of attendance at the sessions and that it was not requesting information on the number of members of the LGBT community who had been hired by the Service.

Chief Blair advised that future annual reports would include, where possible, more detailed information on the level of attendance at the recruitment sessions.

The Board received the foregoing report.

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**#P211. QUARTERLY REPORT: ENTERPRISE CASE AND OCCURRENCE
PROCESSING SYSTEM (ECOPS): FEBRUARY TO APRIL 2007**

The Board was in receipt of the following report April 30, 2007 from William Blair, Chief of Police:

Subject: QUARTERLY REPORT - ENTERPRISE CASE AND OCCURRENCE
PROCESSING SYSTEM (ECOPS) – FEBRUARY – APRIL 2007

Recommendation:

It is recommended that the 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 September 23, 2004, the Board requested that the Chief of Police provide the Board with quarterly reports outlining the status of the Enterprise Case and Occurrence Processing (eCOPS) records management system, as well as plans for additional functionality (Min. No. P329/04 refers).

Discussion:

As reported to the Board at its January 25, 2007 meeting, the reduction of staff in Records Management Services (RMS) as per the original Occurrence Re-engineering Business Case has resulted in increased overtime expenditures within RMS - Operations, specifically in relation to occurrence processing data entry requirements (Min. No. P45/07 refers).

As eCOPS did not deliver the full automated functionality anticipated in the original Business Plan, it is necessary, for example, for RMS data entry staff to manually enter Record of Arrest information on eCOPS and CPIC for the purpose of facilitating up-to-date statistical reporting capabilities and to mitigate risk management factors.

As the Board was advised at its March 22, 2007 meeting, overtime costs in RMS – Operations for the three-month period of November 2006 to January 2007 totalled \$24,764 (Min. No. P121/07 refers). From February 1 to April 27, 2007, overtime costs were \$32,318 for a cumulative expenditure of \$57,082 in the past six months. An additional \$4,659 was allocated specifically for functional testing by RMS staff to ensure that the Websphere infrastructure upgrade would not have any unanticipated impact on the production environment.

Since September 2005, Information Technology Services has prepared a financial summary of costs associated with the on-going maintenance of the eCOPS application and proposed future development for inclusion in the eCOPS Quarterly Board Reports (Min. No. P310/05 refers). However, Information Technology Services (ITS) has advised that funding for eCOPS maintenance and development is no longer expensed separately for the individual application, as associated costs have been incorporated into baseline support operating costs (refer to subsection entitled eCOPS Maintenance Release).

i. Infrastructure Upgrade

The infrastructure upgrade to Websphere Version 5.1 was successfully implemented on Sunday, April 15, 2007, with an associated system downtime of approximately six hours. Later this year, developers will begin planning for a future infrastructure upgrade to Websphere Version 6.1 to ensure that the Service maintains a current application supported by the vendor.

ii. Divisional Quality Control

RMS eCOPS and Quality Control specialists are continuing to meet with divisional eCOPS Quality Control Liaisons to address common, persistent data entry concerns. These site visits provide valuable feedback from the front-line and assist in identifying problem areas within the eCOPS application. In an effort to improve data integrity, RMS has developed an eCOPS Pocket Guide that will be disseminated to all field personnel.

iii. Domain Code Revision

The Domain Code redesign will significantly alter the manner in which data is stored within the eCOPS application and will allow RMS to expire, modify, or add table data within eCOPS. Domain Codes will be external to the eCOPS application itself, and as such, will be available to other applications within the Service, standardizing codes.

Subsequent to the targeted July 2007 implementation, the data will be migrated to the new Domain Codes. Later this year, the Domain Code Maintenance Tool will be incorporated, which will enable the management of Domain Codes by the Service's eCOPS Administrator.

RMS will perform extensive testing prior to the implementation of Domain Codes to ensure that there will be no unanticipated impact in the production environment. The level of testing demands on RMS – Operations was not foreseen prior to the implementation of eCOPS. This draw on production resources impacts the unit and is reflected in overtime costs.

E-Mail Notification

ITS has performed preliminary research regarding the provision of e-mail access in the mobile environment. This would allow for the prompt notification, correction, and resubmission of an eCOPS occurrence; however, given resource limitations within ITS, this functionality will be reviewed and prioritized through the eCOPS Planning Committee.

iv. Contact Cards (TPS 208)

The Contacts Project was initiated as part of the decommissioning of the mainframe. ITS will complete the programming aspect of the Contact Module by early June, after which developers will prepare for the testing phase and implementation. Existing mainframe data will be migrated post implementation.

Meetings have been held with the Contact Focus Group to obtain recommendations and feedback regarding the proposed replacement Contact Card. Recently, however, members of IMPART (Information Management Processes Assessment and Review Team) have proposed a technological solution to replace the existing TPS 208 (Contact) Card. In essence, the proposed process would introduce automation, facilitate timely data entry, reduce the need for duplicity and manual recording of information, and support the concept of intelligence led policing.

ITS will proceed with the Contact Module as developed to maintain the schedule requiring for mainframe decommissioning. IMPART recommendations and other items identified by the Focus Group will be incorporated into future development.

v. eCOPS Maintenance Release

ITS has not been able to allocate resources to prioritized eCOPS enhancements for several months due to competing demands for CPIC Renewal – Phase I and Domain Codes. However, developers will now be concentrating on preparing an eCOPS maintenance release every four months to address outstanding defects and Change Requests. Each four-month period includes three months' development time and one month of integration, functional, performance, and user acceptance testing. The estimated operating cost for the ITS role in preparing each maintenance release is \$242,550.

Maintenance Release 2.4, targeted for November 4, 2007, will encompass document versioning, critical production fixes including those associated with Uniform Crime Reporting (UCR) and sync errors causing lost synopsis, and the Domain Code Maintenance Tool.

Conclusion:

This report provides the Board with a status update in relation to the Enterprise Case and Occurrence Processing System (eCOPS) for the months of February to April 2007.

Deputy Chief Jane Dick, Executive Command, will be in attendance to answer any questions that the Board members may have regarding this report.

The Board received the foregoing report.

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**#P212. TORONTO POLICE SERVICE – 2007 CAPITAL BUDGET VARIANCE
REPORT AS AT MARCH 31, 2007**

The Board was in receipt of the following report May 25, 2007 from William Blair, Chief of Police:

Subject: 2007 CAPITAL BUDGET VARIANCE REPORT FOR THE TORONTO
POLICE SERVICE AS AT MARCH 31, 2007

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

Capital projects are managed within a total approved project amount that can span over several years. Any unspent budget allocation in a particular year can be carried forward for one year. The available funding for 2007 is \$43 Million (M), comprised of \$32.95M in new debt funding and \$10.07M carried forward from 2006. The Service is projecting a total expenditure of \$38.2M in 2007, compared to \$43M in available funding (an 88.7% spending rate). This represents an under-expenditure of \$4.8M for 2007, of which \$2.1M will be carried forward to 2008. Several projects have funding that will not be spent in 2007, and cannot be carried forward due to the City's one-year carry forward rule. These are Jetforms (\$0.09M), 14 Division (\$0.98M), HRMS (\$0.76M), TRMS (\$0.82M) and Property & Evidence (\$0.06M). Future funding requirements for these projects will be reviewed and requested, as necessary, as new funding in the 2008-2012 Capital Program.

Background:

Toronto City Council, at its meeting of March 7, 2007, approved the Toronto Police Service's (TPS) 2007–2011 Capital Budget at a net total expenditure of \$32.95M for 2007, with \$163.7M identified for the 5 years 2007-2011. Council's approval levels were less than what had been approved by the Board. As a result, at its March 22, 2007 meeting, the Board approved a revised capital program that meets the funding levels approved by Council (Min. No. P137/07 refers). The Service's 2007-2011 approved Capital Program averages \$32.75M over the five-year period.

Discussion:

Summary of Capital Projects:

Appendix 1 provides a status summary of the on-going projects from 2006 as well as those projects that are starting in 2007. Any significant issues or concerns have been highlighted below in the “Key Highlights/Issues” section of this report. Appendix 2 provides the 2007-2011 approved Capital Program, for information.

Key Highlights / Issues:

The following provides information on those projects that are experiencing budget pressures, delays, or other issues:

- New Training Facility (Gross \$75.8M, net \$66.0M)

Currently this project is on schedule and projected to be within budget. It is expected that all tenders for major trades will be awarded by June 2007. At that time a more accurate cost projection for the construction component of the project can be provided. Construction is in full operation and footing and foundation work is progressing on the main building. Service staff are also reviewing the estimates for equipment (e.g. furniture, computers, audio visual, etc.) required in the new facility, and will be updating facility requirements, as necessary.

The main issue for this project continues to be the uncertainty with respect to the Department of National Defence (DND) participation. Recent information from DND indicates that the lease agreement is scheduled to be tabled at the Program Management Board (PMB) meeting on May 30, 2007. Once the PMB provides its approval, the next step is Treasury Board approval which is expected by the Fall 2007. If Treasury Board approval is not obtained by the Fall 2007, the cost of the project will increase by up to \$10.3M as the Service will be required to proceed without DND.

- 14 Division (\$23.7M)

This project provides funding for construction of a new 14 Division facility. Finding a suitable property for this new facility continues to be a challenge. City Real Estate located a former school site owned by the Toronto District School Board (TDSB). This site meets the needs of the Service and is being actively pursued by the City and the Service. It was previously anticipated that this site would be acquired in early 2007. This is no longer the case, and it is our understanding that the disposition of this site will be considered by the TDSB in late June 2007. It is therefore unlikely that the carry forward amount of \$0.9M will be spent in 2007.

- In-Car Camera (\$8.7M)

There were a number of technical challenges identified during the original pilot that was launched on November 1, 2005 that affected the reliability and performance of the equipment for this project. One of the main reasons for the pilot part of this project was to ensure the performance and reliability of the system before a significant investment was made.

Given the on-going performance issues, equipment testing needed to be continued until a reliable, consistent in-car camera system that satisfied the Service's requirements was found. A second Request for Proposal (RFP) was therefore issued on October 20, 2006, to allow other vendors to participate in a competitive process for the in-car camera system and technology. The result of the second RFP process identified two vendors and a 90-day evaluation is to commence in May 2007. A detailed report on the pilot project evaluation was submitted to the April 26, 2007 Board meeting (Min. No. P144/07 refers). The available funding of \$0.024M for the pilot project is expected to be utilized as planned. It is anticipated that from the 2007 available funding, \$0.25M will be spent to initiate the infrastructure build up and acquire a limited number of in-car camera systems. The remaining funds will be carried forward to 2008.

It should also be noted that the Service is currently involved in a number of projects that have implications relating to digital storage, processes, networking and costs. A review of three projects (digital video asset management system (DVAMS), closed-circuit television (CCTV) cameras, and the in-car camera project), will be undertaken to develop a comprehensive strategy for digital storage, networking and process requirements. It is anticipated that results of this review will be provided to the Board in 2008.

- HRMS Upgrades and Additional Functionality (\$3.16M)

The objective of this project is to improve operational efficiencies in the area of workforce management by implementing a technical upgrade and additional functionalities available in PeopleSoft (the Service's Human Resources Management System).

This project experienced some delays due to the steps being taken to ensure the project deliverables and cost are effectively managed. The technical upgrade of the HRMS application is scheduled for completion by mid-June 2007. The summer months will involve post-upgrade support and training of Service personnel. It is anticipated that \$0.66M of the 2007 available funding will be spent and the remaining balance of \$0.76M will be lost due to the City's one-year carry forward rule.

The additional functionality portion of this project is currently under review by the project team. Necessary planning will be undertaken to clearly determine the benefits / value that any additional functionality will provide, as well as the related cost to implement the functionality. The business case that results from this review will be considered relative to other Service priorities, and the timing and funding requirements for this project will therefore be included in the 2008-2012 Capital Program, accordingly.

- TRMS Upgrades and Additional Functionality (\$2.67M)

This project provides for the upgrade and additional functionality in TRMS that is required to ensure the system is properly supported in the future. The TRMS upgrade is currently in the final stages of planning. A project charter and work plan was presented to the Steering Committee on May 8, 2007. This work plan provides the design and development efforts required for the next phase of the upgrade. This phase is expected to start in August 2007. The remainder of 2007 will be spent performing the tasks associated with the technical upgrade of the TRMS application. It is anticipated that the technical upgrade will be completed by the second quarter of 2008. From the 2007 available funding of \$1.9M, \$1.1M will be spent, and the remaining balance of \$0.8M will be lost due to the City's one-year carry forward rule, and will therefore have to be requested in the 2008-2012 Capital Program.

Once the application has been deemed stable through post-upgrade monitoring, the project will then address the implementation of biometric court kiosks. Originally, the court kiosk component was not in the scope of this project and was included in the Police Integration Systems project. However, implementation of this system was delayed due to technical issues with respect to TRMS, as it cannot support the Court Card Reader System until upgrades on TRMS have been completed. The required hardware was acquired for the total cost of \$0.1M from the Police Integration Systems project. However, the funding for other related expenditures was lost in 2006. The Court Kiosk component is now included in the TRMS capital project.

The project team is currently reviewing the revised work plan, with respect to resource and equipment requirements, to complete the upgrade. The results of this review will be included in the next capital variance report. In addition, the required funding to complete this project, including the Court Kiosks component, will be included in the Service's 2008-2012 Capital Program request.

Digital Video Asset Management System (DVAMS) (\$5.67M)

The vision of the Digital Video Asset Management system (DVAMS) is to eventually eliminate the use of physical video evidence media within the organization.

A Steering Committee was formed to oversee the overall management of the project. A Project Manager was hired in September 2006, and a Developer was hired in November 2006. A core project team consisting of Information Technology Services (ITS) and Video Services (VSU) members has been established. As one of the critical initial project phase deliverables, the project charter was approved on November 14, 2006.

A DVAMS core solution RFP was issued in January 2007 and closed on March 8, 2007. The proposals received required review by City Legal, and as a result, the proposal evaluation team received the proposals later than anticipated. Therefore, a report to the Board on the vendor being recommended will now be submitted in July 2007 (previously targeted for May 2007). A further update on the project schedule and any funding implications will be provided in the next capital variance report.

- Geocoding (\$0.46M)

Geocoding is the process of assigning geographic coordinates to records. Establishing location data with associated geocoordinates would allow for more efficient and effective analysis of crime and disorder in our communities.

From May to June 2007, the team will be defining the requirements and creating the project charter with the intention of issuing an RFP in August 2007. Bidder selection and contract negotiation is estimated to be finalized by December 2007. As a result, it is anticipated that none of the available 2007 funding will be spent, and therefore will be carried forward to 2008.

- Police Community Automated Notification System (PCANS) (\$0.93M)

PCANS provides additional support services to the Divisions with respect to public communication, such as authoring support, media translation, and language translation, while leaving specific communication with the public at the Divisional level.

It is anticipated that this project will spend \$0.1M of the available funding in 2007, for initial planning, RFP development and evaluation. Not entering into any significant commitments for this project in 2007 gives the Service the flexibility to allocate funds from this project to the New Training Facility, should satisfactory conclusion with DND not be reached (see New Training Facility).

- Facility Security (\$3.66M)

This project addresses site security for police facilities. The initial plan included the installation or upgrading of fences as well as the provision of security gates where required. The installation of fences has been put on hold pending the results of a Service-wide security assessment. The security assessment is now complete, and priority areas that need to be addressed have been identified. Work on implementing the action required has commenced, and it is anticipated that available funding in this project will be fully spent by year end.

Conclusion:

The Service is projecting to spend \$38.2M (excluding reserve funding) in 2007, compared to \$43M in available funding (an 88.7% spending rate). Most projects are on budget and on schedule. Some projects have however been delayed, resulting in a potential need to re-request approximately \$2.7M in the 2008-2012 Capital Program (due to the City's one-year carry forward rule).

The most significant area of concern continues to be the uncertainty with respect to the Department of National Defence (DND) participation in the New Training Facility. Should this participation not materialize, the cost of the project will increase by up to \$10.3M. This will create significant pressure on the Service's capital program, and could affect the timing and scope of other projects in the program.

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

The Board received the foregoing report.

CAPITAL BUDGET VARIANCE REPORT AS AT March 31, 2007 (\$000s)

Project Name	Available to Spend in 2007	YTD Actual excluding Commitment as at March 31/07	2007 Projected Actual	Year-End Variance (Over) / Under	Total Budget Project Cost	Comments
Facility Projects:						
23 Division	2,045.4	773.2	2,045.4	0.0	17,665.0	This project is on schedule and on budget with a move-in date of May 7, 2007.
Traffic Services and Garage Facility	250.0	68.7	250.0	0.0	7,350.0	Move date of April 2, 2007. Minor work is still being done.
New Training Facility	27,312.3	822.7	27,312.3	0.0	75,832.0	Please refer to the body of the report.
Intelligence/Special Investigation Facility	1,000.0	0.0	1,000.0	0.0	4,800.0	It is anticipated that the 2007 portion of this project will commence in June and will be completed by December 2007.
Property and Evidence Management (Feasibility Study)	258.0	0.0	197.1	60.9	258.0	The feasibility study is expected to be completed by end of July 2007.
14 Division	990.9	0.0	0.0	990.9	23,659.6	Please refer to the body of the report.

CAPITAL BUDGET VARIANCE REPORT AS AT March 31, 2007 (\$000s)

Project Name	Available to Spend in 2007	YTD Actual excluding Commitment as at March 31/07	2007 Projected Actual	Year-End Variance (Over) / Under	Total Budget Project Cost	Comments
Information Technology Projects:						
Voice Logging Recording System	301.0	329.2	301.0	0.0	974.0	Project is on time and on budget; will be completed by the end of 2007.
Geocoding Engine	457.0	0.0	0.0	457.0	457.0	Please refer to the body of the report.
CASC System	1,500.0	0.0	1,500.0	0.0	1,500.0	Project will commence in April and will be completed by the end of 2007.
Jetforms Replacement	550.0	0.0	457.0	93.0	1,250.0	This project will be completed by July 2007; currently projected be within budget.
HRMS Upgrades and Additional functionality	1,415.0	68.0	657.3.3	757.7	3,160.0	Please refer to the body of the report.
TRMS Upgrades and Additional functionality	1,903.0	184.0	1,082.1	820.9	2,668.0	Please refer to the body of the report.
Police Community Automated Notification System	927.0	0.0	100.0	827.0	927.0	Please refer to the body of the report.

CAPITAL BUDGET VARIANCE REPORT AS AT March 31, 2007 (\$000s)

Project Name	Available to Spend in 2007	YTD Actual excluding Commitment as at March 31/07	2007 Projected Actual	Year-End Variance (Over) / Under	Total Budget Project Cost	Comments
Replacement of Call Centre Management Tools	296.0	0.0	296.0	0.0	886.0	This project is on budget and on schedule and will be completed by the end of 2007.
In-Car Camera	1,124.0	10.8	274.0	850.0	8,662.0	Please refer to the body of the report.
Automated Vehicle Location System Expansion	754.3	29.4	753.0	1.3	1,590.0	This project is on budget and on schedule and will be completed by the end of 2008.
Strong Authentication	606.8	103.1	606.8	0.0	1,555.0	This project is on budget and on schedule and will be completed by the end of 2007.
Digital Video Asset Management II	2,098.4	149.0	2,098.4	0.0	5,665.0	Please refer to the body of the report.
Replacements / Maintenance / Equipment Projects:						
Radio Replacement	199.6	54.0	199.6	0	35,525.7	This project is on budget and on schedule.
State of Good Repair-Police	2,243.7	190.3	2,243.7	0.0	29,430.0	This project is on budget and on schedule.

CAPITAL BUDGET VARIANCE REPORT AS AT March 31, 2007 (\$000s)

Project Name	Available to Spend in 2007	YTD Actual excluding Commitment as at March 31/07	2007 Projected Actual	Year-End Variance (Over) / Under	Total Budget Project Cost	Comments
Facility Security	560.9	2.2	560.9	0.0	3,660.0	Please refer to the body of the report.
Furniture Lifecycle replacement	1,000.5	162.8	1,000.5	0.0	3,000.0	This project is on budget and on schedule.
Advanced TASER Deployment	138.9	0.0	138.9	0.0	1,100.0	This project is on budget and on schedule.
Total	47,930.4	2,947.4	43,074.0	4,858.7	231,574.3	
TOTAL other than debt expenditure	11,725.0	3,884.9	11,725.0	0.0	208,687.0	
TOTAL Land	14,692.0	0.0	0.0	14,692.0	20,192.0	
TOTAL including other than debt expenditure	59,655.4	6,832.3	54,799.0	4,858.7	460,453.3	

2007-2011 Capital Program

Project Name	Plan to end of 2006	2006 Carry Over	2007-2011					2007-2011 Proj. Total Plan	2012-2016 Proj. Total Plan	Total Project
			2007	2008	2009	2010	2011			
Facility Projects										
23 Division (Kipling and Finch)	15,165	-454.6	2,500	0	0	0	0	2,500	0	17,665
New Training Facility (Replacement of C.O. Bick)	5,900	1,140.9	26,169	38,663	5,100	0	0	69,932	0	75,832
11 Division -Central Lock-up	0	0	0	555	7,112.5	10,528.8	6,101.9	24,298.2	0	24,298.2
14 Division-Central Lock-up	1,000	990.9	0	1,952	6,652	9,539	4,516.6	22,659.6	0	23,659.6
Traffic Services and Garage Facility (9 Hanna)	7,100	0	250	0	0	0	0	250	0	7,350.0
Intelligence / Special Investigation Facility	0	0	1,000	1,000	2,800	0	0	4,800	0	4,800
Property & Evidence Management	0	0	258	0	0	0	0	258	22,696	22,954
Long Term Facility Plan	0	0	0	0	0	0	0	0	105,186	105,186
Information Technology Projects										
Automated Vehicle Location System Expansion	780	349.3	405	405	00	0	0	810	0	1,590
HRMS Upgrades and Additional Functionality	1,915	1,415	0	745	500	0	0	1,245	0	3,160
TRMS Upgrades and Additional Functionality	2,453	1,903	0	215	0	0	0	215	0	2,668
In – Car Camera (cashflow change)	662	124	1,000	2,300	2,300	2,400	0	8,000	0	8,662
Digital Video Asset Management II	2,350	2,098.4	0	2,015	1,300	0	0	3,315	0	5,665
Jetforms Replacement	700	0	550	0	0	0	0	550	0	1,250
Geocoding Engine	0	0	457	0	0	0	0	457	0	457
Police Community Automated Notification System	0	0	927	0	0	0	0	927	0	927
CASC System Replacement	0	0	1,500	0	0	0	0	1,500	0	1,500
Data Warehouse Establishment	0	0	0	0	0	0	0	0	6,594	6,594
Record Management Systems Replacement	0	0	0	0	0	0	0	0	8,000	8,000
Electronic Document Management	0	0	0	0	0	0	0	0	500	500
Radio Console Dispatch for Communication Centre	0	0	0	0	0	0	0	0	220	220

Replacements/Maintenance/Other Projects										
Radio Replacement (cashflow change)	8,525.7	199.6	0	0	0	9,600	11,400	21,000	0	29,525.7
Facility Security	2,745	160.9	400	515	0	0	0	915	0	3,660
State-of-Good-Repair – Police	10,730	543.7	1,700	1,800	1,900	1,900	1,900	9,200	9,500	29,430
Furniture Lifecycle Replacement	2,250	250.5	750	0	0	0	0	750	0	3,000
Total – Capital Budget Request	62,218.1	8,679.7	37,866	50,165	27,664.5	33,967.8	23,918.5	173,581.8	152,696	388,495.9
Other than debt - Funded from Reserve										
Vehicle and Equipment Replacement	15,099	0	5,098	5,033	5,033	5,033	5,033	25,230	25,165	65,494
Workstation, laptop, printer – lifecycle	7,058	33.0	4,341	4,040	5,260	4,300	4,480	22,421	26,150	55,629
Servers – lifecycle	4,505	108.3	0	2,810	2,910	3,010	3,120	11,850	16,950	33,305
IT business resumption – lifecycle plan	6,663	1,185.5	260	0	0	1,590	1,640	3,490	8,920	19,073
Mobile Workstations	0	0	0	0	6,436	0	0	6,436	15,940	22,376
Network Equipment	0	0	0	0	0	0	0	0	4,610	4,610
Locker Replacement	0	0	550	550	550	550	0	2,200	0	2,200
Radio Replacement	0	0	0	4,000	2,000	0	0	6,000	0	6,000
Total – Funded from Reserve	33,325	1,329.8	10,249	16,433	22,189	14,483	14,273	77,627	97,735	208,687
Land Cost										
54 Division	1,708	1,708	0	0	0	0	0	0	0	1,708
14 Division	4,230	4,230	0	0	0	0	0	0	0	4,230
41 Division	3,254	3,254	0	0	0	0	0	0	0	3,254
11 Division	2,500	2,500	3,000	0	0	0	0	3,000	0	5,500
13 Division	0	0	0	0	0	0	0	0	5,500	5,500
Total Land Cost	11,692	11,692	3,000	0	0	0	0	3,000	5,500	20,192
Summary										
Total Gross Request	107,292.7	21,743.4	51,115	66,598	49,853.5	48,450.8	38,191.5	254,208.8	255,931	617,432.59
Less Draw from Reserve	-33,325	-1,329.8	-10,249	-16,433	-22,189	-14,483	-14,273	-77,627	-97,735	-208,687.1
Less Recovery from Dept of National Defence (DND)	0	0	-4,916	-2,458	-2,458	0	0	-9,832	0	-9,832
Less Land Cost	-11,692	-11,692	-3,000	0	0	0	0	-3,000	-5,500	-20,192
Total Net Capital Budget Request	62,275.7	8,721.6	32,950	47,707	25,206.5	33,967.8	23,918.5	163,749.8	152,696	378,721.5
2008-2011 Average								32,700		

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 14, 2007**

#P213. NEW JOB DESCRIPTION – CO-ORDINATOR, COURT SUPPORT SERVICES

The Board was in receipt of the following report May 16, 2007 from William Blair, Chief of Police:

Subject: NEW JOB DESCRIPTION– CO-ORDINATOR, COURT SUPPORT SERVICES

Recommendation:

It is recommended that the Board approve the new civilian job description and classification for the position of Co-ordinator, Court Support Services (Z23002).

Financial Implications:

A vacant class A04 position is being deleted in order to create this new position. The total annualized cost for the recommended establishment change will be \$23,000 and 2007 costs will be funded through gapping savings from the currently vacant position. Funding for the annualized costs will be included in the 2008 and future budget requests.

Background/Purpose:

The Service is mandated by the Police Services Act to provide court security within the City of Toronto. Court Services is responsible for ensuring the security of the judiciary, persons taking part in or attending court proceedings, the security of court locations, the transportation of persons in custody, the serving of summonses and subpoenas for the Service and the monitoring of persons required to report to the Service as a condition of their release from courts or correctional services. Court Services is the largest Toronto Police Service Unit in terms of personnel, with approximately 675 employees (including police officers and full and part time civilians). The Unit is managed by a Superintendent who is assisted by two Staff Inspectors in charge of operations (Central and Area Courts).

Discussion:

During the past several years, there has been a marked increase in the workload and security demands (guns and gangs threats) for the courts. An operational review has revealed that, with the renewed focus on street level crime enforcement along with the corresponding increase in arrests, workload demands will continue to increase. In addition, new court rooms have been added and this has resulted in the addition of ninety (90) extra court officers being approved within the 2007 operating budget. The review also identified the need for a new position to oversee the unit's support section which encompasses over 50 personnel involved in administration, training, DNA, risk management/analysis, project management and planning. In addition, Court Services is responsible for managing the largest budget within the Service.

Due to the complexity and breadth of the expertise required to efficiently and effectively manage a budget the size of Court Services, the Unit has identified the need for a position which encompasses the required responsibilities and skill sets necessary in budget management, planning, project and program evaluation and human resources. The position would also be responsible for liaising with Court Service's senior officers in the meeting of Service Priorities through the establishing of attainable goals and strategies for the Unit, as well as proactively addressing those elements associated with the proper analysis of risk management issues. To properly define these new requirements, the Superintendent, Court Services, has worked with Compensation and Benefits in the development of a position description to effectively meet their administrative needs.

To this end, Compensation and Benefits has now completed the development of the job description for this position. Based upon the attached, the Joint Board/Senior Officers' Job Evaluation Committee evaluated this position within the Service's job evaluation plan and it was determined to be a job class Z23 within the Civilian Senior Officer Salary scales. This carries a current salary range of \$58,392 to \$67,759 per annum, effective January 1, 2007.

Conclusion:

It is hereby recommended, therefore, that the Board approve the attached new job description for the position of Co-ordinator, Court Support Services (Z23002). Subject to Board approval, this position will be staffed in accordance with the established procedure.

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

The Board approved the foregoing report.



TORONTO POLICE SERVICE
JOB DESCRIPTION

Date Approved:
Board Minute No.: N/A
Total Points: 494
Pay Class: Z23

JOB TITLE: Co-ordinator, Court Support Services **JOB NO.:** Z23002
BRANCH: Specialized Operations Command **SUPERSEDES:** New
UNIT: Court Services **HOURS OF WORK:** 35 **SHIFTS:** 1
SECTION: **NO. OF INCUMBENTS IN THIS JOB:** 1
REPORTS TO: Superintendent, Court Services **DATE PREPARED:** 29 January 2007

SUMMARY OF FUNCTION: Responsible for managing the administrative support function for Court Services; provides administrative direction and control for all Court Services units and ensures that all support services provided are carried out in a timely, efficient and economical manner; develops, implements and maintains standards, policies and procedures necessary for the effective control and application of all support services.

DIRECTION EXERCISED: Assigns work, checks and provides guidance to Court Services administrative staff.

MACHINES & EQUIPMENT USED: Standard TPS workstations with associated software and any other related office equipment as may be required.

DUTIES AND RESPONSIBILITIES:

1. Responsible for managing and co-ordinating the necessary administrative support functions for Court Services; provides effective guidance with respect to administrative policies, planning, project and program evaluation, financial budgeting and related office management procedures.
2. Accountable for managing the ongoing development and implementation of all aspects of the administrative function within Court Services to ensure that all administrative matters are properly processed and maintained; performs risk analysis and monitors and identifies areas requiring development/training.
3. Makes recommendations to improve overall administrative efficiencies; develops, establishes and maintains best business practices through effective planning, analysis, and knowledge of Court Service mandatory legislated service requirements.
4. Develops staffing models and makes recommendations designed to facilitate present and future staffing requirements and needs through statistical business analyses and the liaising with Locational Administrators with regards to the accurate monitoring and maintenance of records with respect to medical restrictions (light duty members) within Court Service units; oversees the daily activities of the civilian headquarters Court Services staff and ensures tasks are completed properly and within established deadlines.

dg: 135688

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.: N/A
Total Points: 494
Pay Class: Z23

JOB TITLE: Co-ordinator, Court Support Services **JOB NO.:** Z23002
BRANCH: Specialized Operations Command **SUPERSEDES:** New
UNIT: Court Services **HOURS OF WORK:** 35 **SHIFTS:** 1
SECTION: **NO. OF INCUMBENTS IN THIS JOB:** 1
REPORTS TO: Superintendent, Court Services **DATE PREPARED:** 29 January 2007

DUTIES AND RESPONSIBILITIES: (cont'd)

5. In conjunction with the Locational Administrators, ensures that all subordinate civilian Court Services support staff receive appropriate counseling and training to fully meet the necessary current and future requirements and mandates of their respective positions/appointments.
6. Co-ordinates risk management assessments and makes recommendations to senior management with respect to minimizing related Court Services risks based upon analyses and projects conducted on issues such as court security level requirements, the analysis and tracking of complaints, workplace injuries, the effectiveness of attendance enhancement programs and the monitoring of department vehicle collisions, liabilities etc.
7. Develops and provides administrative planning for the support services function; assesses and evaluates office procedures and sets standards with respect to required governance and regulatory administrative compliance procedures; establishes goals and objectives and assists operations in the development of business cases and in preparing Board reports for approval (i.e. short/long term plans etc); ensures the timely completion of the Court Services annual report and any other issues with respect to planning, training etc
8. Accountable for performing project management relative to the development and implementation of business procedures and methodology improvements vis a vis Court Support administrative services; participates in project determination, the arrangement of required resources, set up and project maintenance, measurement of effectiveness etc. (i.e. MAG project, etc.)
9. Manages the preparation of the annual Unit budget and monitors all budget accounts; works closely with the budget analyst and maintains and transfers funds, as necessary, for all Court Services subunits.
10. Manages all Court Service unit entries for TRMS, HRMS and SAP and is responsible for monitoring and supervising any changes/adjustments as necessary; ensures entries and balances are in accordance with Service and Unit Policies and Procedures and ensures that all Court Services subunits maintain same.

dg: 135688

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.: N/A
Total Points: 494
Pay Class: Z23

JOB TITLE: Co-ordinator, Court Support Services

JOB NO.: Z23002

BRANCH: Specialized Operations Command

SUPERSEDES: New

UNIT: Court Services

HOURS OF WORK: 35 **SHIFTS:** 1

SECTION:

NO. OF INCUMBENTS IN THIS JOB: 1

REPORTS TO: Superintendent, Court Services

DATE PREPARED: 29 January 2007

DUTIES AND RESPONSIBILITIES: (cont'd)

11. Handles arrangements for the relocation of computers and telephones and activation of voice-mail services and building access cards; ensures appropriate records pertaining to these function are created and maintained.
12. Maintains an awareness of unit management/operational meeting schedules, attends as necessary; and ensures that staff is available to take, transcribe and distribute minutes as required.
13. Assists in identifying the need for and in the establishing of cross training and civilian clerical staff development programs
14. Performs other typical duties inherent to the position.

dg: 135688

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.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 14, 2007**

**#P214. NEW JOB DESCRIPTION – WRITER/PHOTOGRAPHER, PUBLIC
INFORMATION UNIT**

The Board was in receipt of the following report May 16, 2007 from William Blair, Chief of Police:

Subject: NEW JOB DESCRIPTION – WRITER/PHOTOGRAPHER

Recommendation:

It is recommended that the Board approve the new job description and job classification for the position of Writer/Photographer (A08062).

Financial Implications:

A vacant class A05 position is being deleted in order to create this new position. The total annualized cost for the recommended establishment change will be \$12,000 and 2007 costs will be funded through gapping savings from the currently vacant position. Funding for the annualized costs will be included in the 2008 and future operating budget requests.

Background/Purpose:

The mandate of the Public Information Unit is to provide timely communication and public information for the Toronto Police Service. The Unit's major responsibility is to initiate and produce stories on a daily basis, with photographs, for both internal and external audiences. In addition, the Unit is responsible for providing information and photographs for the TPS intranet and internet sites, the Service's annual report, the monthly "Badge" newspaper, and other sundry communications. Due to the lack of an established position, however, these functions have been performed by a temporary employee for more than three years.

Discussion:

A recent internal review of the Public Information Unit by Corporate Services has examined a number of job tasks and functions and made several recommendations with respect to the re-engineering of job duties, titles, and position descriptions to better reflect the principle needs and responsibilities of the Unit's current mandate.

As the Unit cannot properly function without these duties being performed on a daily basis, and as no position description currently exists, the review team's report recommended that the Director of the Public Information Unit work with Compensation and Benefits to develop a formal job description to reflect the duties of a writer/photographer.

To this end, Compensation and Benefits has now completed the development of the job description and has subsequently evaluated this position within the Toronto Police Service's job evaluation plan and determined it to be a class A08 (35 hour) within the Unit "A" Collective Agreement. This classification carries a current salary range of \$52,573 to \$59,477 per annum, effective January 1, 2007.

Conclusion:

It is hereby recommended, therefore, that the Board approve the attached new job description for the position of Writer/Photographer (A08062). Subject to Board approval, the Toronto Police Association will be notified accordingly, as required by the respective Collective Agreement, and this position will be staffed in accordance with the established procedure.

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

The Board approved the foregoing report.



TORONTO POLICE SERVICE
JOB DESCRIPTION

Date Approved:

Board Minute No.:

Total Points: 453

Pay Class: A08

JOB TITLE: Writer/Photographer

JOB NO.: A08062

BRANCH: Executive Command

SUPERSEDES: New

UNIT: Public Information

HOURS OF WORK: 35 **SHIFTS:** 1

SECTION: Communications

NO. OF INCUMBENTS IN THIS JOB: 1

REPORTS TO: Communications Co-ordinator

DATE PREPARED: 12 February 2007

SUMMARY OF FUNCTION:

The prime objective of this position is to initiate and produce stories on a daily basis with photographs, for both internal and external audiences. This includes the TPS intranet, the TPS internet, the TPS annual report as well as the TPS monthly newspaper, requiring newspaper layout, and production skills and the latest design software.

DIRECTION EXERCISED:

May provide editorial guidance/assistance to units with respect to effective communication, as requested.

MACHINES & EQUIPMENT USED:

Standard TPS Workstations with associated and specialized media related software, etc.

DUTIES AND RESPONSIBILITIES:

1. Provides and writes a wide range of editorial content and communications materials, including but not limited to articles for external and internal websites; the Service's monthly newspaper, The Badge; and the Annual Report, on an ongoing basis and in response to timely communication initiatives.
2. Responsible for layout and page design including the taking and scanning of pictures, the processing of artwork, logos and graphic for use with QuarkXPress, etc; plans and implements layout or format of copy according to space or time allocation and significance of copy.
3. Attends daily press briefings, community town hall meeting and community/police events to take photographs and write editorial to accompany stories for both internal and external communications.

dg: 135879

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: 453

Pay Class: A08

JOB TITLE: Writer/Photographer

JOB NO.: A08062

BRANCH: Executive Command

SUPERSEDES: New

UNIT: Public Information

HOURS OF WORK: 35 **SHIFTS:** 1

SECTION: Communications

NO. OF INCUMBENTS IN THIS JOB: 1

REPORTS TO: Communications Co-ordinator

DATE PREPARED: 12 February 2007

DUTIES AND RESPONSIBILITIES: (cont'd)

4. Writes editorials and commentaries on topics of current interest to stimulate public and employee interest in the Service; prepares regular features and stories on specialized topics.
5. Provides pictures for various special events at police headquarters, studio portraits, as well as organizing and distributing pictures in the Public Information archive.
6. Supplies graphics, Adobe Workshop, QuarkXPress 6.2, and Dreamweaver 4, Adobe Acrobat 6.0 expertise as required by Media Relations Officers and divisional units across the Service.
7. Performs the duties as a secondary/emergency Webmaster; maintains the ability to load up content onto external and internal websites as required
8. Performs other related duties and tasks as assigned.

dg: 135879

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.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 14, 2007**

#P215. BOARD BY-LAW NO. 157 – AMENDING FINANCIAL BY-LAW NO. 147

The Board was in receipt of the following report May 08, 2007 from Albert H. Cohen, Director, Litigation, City of Toronto – Legal Services Division:

Subject: Board Financial By-law No. 147

Recommendation:

It is recommended that the Board enact the by-law attached as Appendix “A” to this report to amend the Board’s Financial By-law No. 147.

Background:

At its meeting held on March 22, 2007, the Board adopted Board By-law No. 156, which made a number of amendments to Board By-law No. 147. (Minute No. P106/07 refers).

Discussion:

In reviewing amended By-law No. 147 subsequent to Board adoption of By-law No. 156, staff members of the City Legal Division noticed that subsection 11(3) of the By-law, which should have been amended, was not addressed in Board By-law No. 156. Subsection 11(3) requires the Service’s Purchasing Agent to obtain the approval of the Service’s Director, Finance and Administration in situations when the non-competitive purchasing processes identified in subsection 11(2) are going to be used. Prior to the amendments made by By-law No. 156, subsections 11(2) and (3) stated:

- (2) The TPS Purchasing Agent may engage in Solicitations for Policing Goods and Services and all Goods and Services with a value of \$10,000.00 or less other than in accordance with clause 11(1)(b) under the following circumstances:
 - (a) when an event occurs that is determined by the Chief to be an emergency, threat or risk to officer or public safety or security and the occurrence requires the immediate delivery of Policing Goods or Services and all Goods and Services with a value of \$10,000.00 or less and time does not permit for such Solicitation;
 - (b) when competition in respect of the Policing Goods or Services and all Goods and Services with a value of \$10,000.00 or less is precluded because of the existence of a sole source, patent rights, proprietary rights, copyrights, secret processes, control of basic raw material or similar restrictions; or

- (c) when, in the opinion of the TPS Purchasing Agent, a fluctuating market for Policing Goods or Services and all Goods and Services with a value of \$10,000.00 or less exists and such Solicitation would adversely affect the interests of the TPS given rising market prices.
- (3) The TPS Purchasing Agent may only engage in Solicitations pursuant to clauses 11(2)(b) and (c) with the approval of the Director, Finance and Administration.

Subsection 11(2) was amended by By-law No. 156 to provide:

- (2) The TPS Purchasing Agent may engage in Solicitations for Policing Goods and Services and all Goods and Services with a value of \$10,000.00 or less other than in accordance with clause 11(1)(b) under the following circumstances:
 - (a) the Goods and Services are only available from one source or one supplier by reason of:
 - (i) a statutory or market based monopoly;
 - (ii) scarcity of supply in the market;
 - (iii) existence of exclusive rights (patent, copyright or licence);
 - (iv) need for compatibility with Goods and Services previously acquired and there are no reasonable alternatives, substitutes or accommodations;
 - (v) need to avoid violating warranties and guarantees where service is required;
 - (b) an attempt to purchase the required Goods and Services has been made in good faith using a competitive method and has failed to identify a successful vendor;
 - (c) the Goods and Services are required as a result of an emergency, which would not reasonably permit the use of other methods of Solicitation required under this By-law;
 - (d) the required Goods and Services are to be supplied by a particular vendor having special knowledge, skills, expertise or experience which cannot be provided by any other vendor;
 - (e) a fluctuating market for the Goods and Services exists and use of such other methods of Solicitation required by this By-law would adversely affect the interests of the TPS given rising market prices; or
 - (f) the nature of the Goods or Services is such that it would not be in the public interest to solicit competitive bids, as in the case of security or confidential matters.

However, subsection 11(3) was not amended to reflect the expansion of the section from clauses (a) through (c) to clauses (a) through (f). The attached by-law addresses the problem. It ensures that the Service's Purchasing Agent must obtain the approval of the Service's Director, Finance and Administration in situations when any and all of the non-competitive purchasing processes identified in subsection 11(2) are going to be used.

The Board approved the foregoing.

TORONTO POLICE SERVICES BOARD

BY-LAW No.157

To amend the Toronto Police Services Board
Financial By-law, By-law No. 147

WHEREAS the Toronto Police Services Board previously enacted By-law No. 147 “To confer certain authorities and responsibilities with respect to the appropriation and commitment of funds by and the payment of accounts of the Toronto Police Services Board, and other related matters” (the “By-law”);

WHEREAS the Board previously enacted By-laws No. 148, 151, 153 and 156 to amend the By-law; and

WHEREAS subsection 11(3) of the By-law requires further amendment due to the amendments previously made to the By-law by By-law No. 156;

The Toronto Police Services Board HEREBY ENACTS as follows:

1. Section 11(3) of the By-law is replaced with the following:

The TPS Purchasing Agent may only engage in Solicitations pursuant to subsection 11(2) with the approval of the Director, Finance and Administration.

2. This by-law shall come into force on the date of its enactment.

ENACTED AND PASSED this 14th day of June, 2007

Alok Mukherjee
Chair

<p>Approved: June 14, 2007 PSB Min. No. P215/07</p>

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 14, 2007**

**#P216. QUARTERLY REPORT: *MUNICIPAL FREEDOM OF INFORMATION
AND PROTECTION OF PRIVACY ACT* COMPLIANCE: JANUARY TO
MARCH 2007**

The Board was in receipt of the following report April 30, 2007 from William Blair, Chief of Police:

Subject: QUARTERLY REPORT - MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT COMPLIANCE: JANUARY TO MARCH 2007.

Recommendation:

It is recommended that: the Board receive the following report for information.

Financial Implications:

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

Background/Purpose:

At its meeting on September 23, 2004, the Board approved a motion that the Chief of Police provide the Board with quarterly reports identifying the Service's *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) compliance rates, and further, that the total number of overdue requests be divided into categories of 30, 60, or 90 days, or longer (Min. No. P284/04 refers).

Under the Act, compliance refers to the delivery of disclosure through the Freedom of Information process within 30 days of receipt of a request for information. The compliance rates for the period January 1, 2007 to March 31, 2007, divided into three categories as stipulated by the Board, are as follows:

Discussion:

Toronto Police Service
Compliance Rates
January 1 – March 31, 2007

30-Day	60-Day	90-Day or longer
83.33%	97.88%	99.20%
Requests to be completed during this time period: 756	126	16
Requests completed: 630	Requests completed: 110	Requests completed: 10
Requests remaining: 126	Requests remaining: 16	Requests remaining: 6

A total of 756 requests were required to be completed within 30 days. The running totals reflect, for the 30, 60, and 90 day (or longer) periods, the number of requests that were actually completed. The number of incomplete files is carried over as ‘requests remaining.’ All numbers shown are based on the number of files it was possible to be compliant with during this period.

A further breakdown of requests received January 1 to March 31, 2007 is as follows:

Category	Total	Description
Individual/Public	473	- Personal
Business	257	- Witness contact information/Memobook notes/911 calls/reports - General reports
Association/Group	87	- Mental Health/Children’s Aid/Lawyer’s Association
Media	10	- Marihuana cultivation locations - Police Services Act charges - Rewards offered by the Toronto Police Service for unsolved crimes - Information regarding the 9-1-1 system/9-1-1 calls to Public / Catholic Schools - UFO sightings - Breakdown of arrests by Criminal Code - Toronto Police Service travel expenditures
Government	7	- Licensing & Standards

		- Child & Family/Human Rights, and Labour issues - Correctional Services
Category	Total	Description
Other	5	- Hospital information - Community Church - Community Centre - Clinical Psychologists
Statistics	2	- Student - 1986 & 2006 offences - Community Centre – crime rate for the last five years

The above table reflects the numbers and types of requests received during the entire reporting period. The number of files required to be completed during the reporting period are not reflected.

A breakdown by month of the 30-day compliance rates for this quarterly period is as follows:

January 2007	75.68%
February 2007	85.67%
March 2007	85.98%

Conclusion:

Deputy Chief Jane Dick, Executive Command, will be in attendance to answer any questions that the Board members may have in relation to this report.

The Board approved the foregoing.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 14, 2007**

**#P217. REVIEW OF A COMPLAINT ABOUT TORONTO POLICE SERVICE
POLICY – TPS FILE NO. 2006-EXT-0182**

The Board was in receipt of the following report May 24, 2007 from Alok Mukherjee, Chair:

Subject: REVIEW OF COMPLAINT ABOUT TORONTO POLICE SERVICE POLICY -
TPS FILE NO. 2006-EXT-0182

Recommendation:

It is recommended:

1. THAT the Board review its decision in the above-noted complaint and determine whether to confirm, or to vary, its decision as reflected in amended Board Minute P20/07, and,
2. THAT the Board advise the complainant and the Ontario Civilian Commission on Police Services of its decision

Financial Implications:

There are no financial implications arising from this report.

Background:

At its meeting on October 19, 2006 the Board was in receipt of a report from the Chief of Police in response to the request of a complainant that the Board conduct a review of the Chief's decision in a policy complaint (Board Minute P323/06 refers and is attached as Appendix A). The Board decided not to concur with the Chief's decision and directed the Chief to provide a further report to the Board.

On January 25, 2007, the Board considered a further report from the Chief which indicated that the Service had met with the complainant to attempt to reach some resolution to the matter but that the attempted resolution was unsuccessful (Board Minute P20/07 refers and is attached as Appendix B).

In the same report, the Board was also advised that, subsequent to meeting with the complainant, the Service was in receipt of new correspondence from the complainant making allegations about the investigation which gave rise to the policy complaint. The Service classified this new correspondence as a conduct complaint. The Chief's report to the Board recommended that: "given that Professional Standards has commenced an investigation of the circumstances as a Conduct Complaint the Board consider the policy complaint review as closed". The Board

minutes initially indicated that the Board approved this recommendation but were later amended to reflect the Board's actual intent that "...no further action will be taken with respect to this complaint". The complainant was advised that the Board concurred with the Chief's decision in the policy complaint and would take no further action.

The complainant requested that the Ontario Civilian Commission on Police Services ("the Commission") review the Chief's decision to classify the new complaint as one that concerned conduct. In the course of conducting its review of the Chief's classification decision, the Commission became aware of the Board's minutes with respect to the original policy complaint arising from Board meeting on January 25, 2007. The Commission questioned whether the Board properly concluded its review of the policy complaint. In correspondence dated April 24, 2007, the Commission wrote "Notwithstanding the recently initiated conduct complaint, the Panel was of the view that there was no reason why the Board could not conclude the policy review". The full content of the Commission's correspondence is confidential because it pertains to a conduct complaint and contains personal information; for this reason, it has been included on the Board's confidential agenda rather than attached to this report.

Discussion:

As I understand the Commission's position, it is its view, based on a review of the original, un-amended minutes of the Board's January 25, 2007 meeting, that the Board did not properly complete its review of the policy complaint and that the Board may have been unduly influenced by the Chief's recommendation which stated: "given that Professional Standards has commenced an investigation of the circumstances as a Conduct Complaint the Board consider the policy complaint review as closed". It is important to note that, since the Commission was conducting a classification review, it did not have the opportunity to review the Board's file with respect to the policy complaint and consequently, it was not aware of either the amendment to the minutes or the decision letter which I sent to the complainant.

It is my view that the Board's decision was not based upon the fact that a conduct complaint had been filed but was based upon the fact that an attempt at a resolution had failed and, primarily, upon the fact that the Chief's decision was based upon the Board-approved Records Retention By-law and the Police Reference Check Program (Vulnerable Sector Screening) Program. Nonetheless, the Board should be mindful of the fact that the existence of a conduct complaint arising from the same set of circumstances as a policy complaint in no way precludes the Board from reviewing and concluding a policy complaint.

Conclusion:

I recommend that the Board again review the Chief's reports contained in Board Minutes P323/06 and P20/07 and determine whether to confirm, or to vary, its decision as reflected in amended Board Minute P20/07.

cont...d

Following a review of its decision in the above-noted policy complaint, the Board received the foregoing report and approved the following Motion:

THAT the Board confirm its decision that it concurs with the Chief's decision to take no further action with respect to this complaint.

The Board noted that additional information regarding the review of this complaint was considered during the in-camera meeting (Min. No. C127/07 refers).

APPENDIX "A"

THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE TORONTO POLICE SERVICES BOARD HELD ON OCTOBER 19, 2006

#P323. REVIEW OF A COMPLAINT ABOUT TORONTO POLICE SERVICE POLICY – TPS FILE NO. 2006-EXT-0182

The Board was in receipt of the following report August 10, 2006 from William Blair, Chief of Police:

Subject: REQUEST FOR REVIEW OF COMPLAINT ABOUT POLICE SERVICE
POLICY - TPS FILE No. 2006-EXT-0182

Recommendation:

It is recommended that:

- (1) the Board review the policy complaint summarized in this report;
- (2) the Board determine whether to concur with the recommendation that no further action be taken with respect to this complaint; and
- (3) the complainant be advised of the outcome of the Board's review.

Background:

The Toronto Police Services Board received correspondence from the complainant dated June 20, 2006, in which he requests a review of the decision that disclosure of the existence of his police records will continue under the Police Reference Check Program for the purposes of vulnerable sector screening.

The reasons for the complainant's request as stated in this and other correspondence with the Toronto Police Service (TPS) are cited as follows:

1. Due to a questionable policy of the Toronto Police Service (TPS) and in my opinion, a negligent investigation by the TPS, my brother and I were arrested, fingerprinted, ridiculed in our many costly court appearances, and then declared innocent on the bogus and false charge. We are still being treated as criminals by your organization.
2. For three years now, I have requested that we have a clear Police Reference Check regarding this matter and the Toronto Police Service seem to indicate that no such record exists. However, I maintain that the resources/documents are available to produce a Police Reference Check.

3. I am a volunteer in an organization that has now requested that I produce a Police Reference Check, and I am reluctant to proceed with the process without knowing the outcome. The Information and Privacy Commission mediator has suggested that I resign my volunteer position or temporarily resign my volunteer position and ask for a pardon from the TPS. Instead of asking for a pardon from the TPS, TPS should offer an apology to us, erase all their records regarding the bogus and false charge and produce a clear Police Reference Check pertaining to this matter.

Circumstances Leading to the Complaint:

According to records maintained by the TPS, on May 23, 2001, a Summons Application was made against the complainant for the charge of Assault Causing Bodily Harm. This charge was subsequently withdrawn in court on September 11, 2001.

On February 20, 2002, the complainant was arrested and charged with the offence of Indecent Assault Male in relation to an incident that occurred in 1961. On October 9, 2002, this charge was withdrawn by the courts.

On March 16, 2005, the complainant sent a letter to the TPS, Criminal Records – File Destruction, requesting correction of his CPIC record and that all records regarding his arrest be returned to him in order that he may receive a clear Police Reference Check.

Correspondence to the complainant dated April 18, 2005, confirms that the fingerprints and photographs taken by the TPS in relation to the criminal charges laid in 2001 and 2002 were destroyed. The letter also specifies the following:

Other records pertaining to your arrest(s) may exist. These documents will be purged in accordance with the Toronto Police Service Record Retention Schedule, By-law 689/2000.

In a correspondence to the TPS Freedom of Information Coordinator dated May 11, 2006, the complainant reiterated his concerns in relation to the continuance of the existence of his police record on TPS databases.

This complaint was classified as a Service Complaint and assigned to Professional Standards - Complaints Administration for investigation and review. The complaint was then determined to be a Policy Complaint and was forwarded to Records Management Services for response.

TPS Records Management Services, in consultation with TPS - Legal Services, issued a letter on June 6, 2006 addressed to the complainant confirming that the original decision with respect to the disclosure of the existence of his file would continue as part of the Police Reference Check Program specifically designed for screening where vulnerable persons are involved. The complainant was further informed of his right to request a review of this decision by the Toronto Police Services Board.

Legislative Requirements:

i. Police Services Act (PSA)

Section 61 of the *PSA* deals specifically with complaints about the policies of, or services provided by, a municipal police force. Subsection 61(7) allows for a complainant to request a review of the investigation into the policy complaint by the Board.

ii. Provincial Municipal Act

Section 254 (1) of the *Provincial Municipal Act 2001* requires the Service to retain and preserve its records subject to the establishment of a Record Retention Schedule which permits file destruction.

iii. Record Retention Schedule – City of Toronto By-law 689/2000

The Record Retention Schedule, City of Toronto By-law 689/2000, permits the TPS to retain records indefinitely for specific offences where the retention of such files is necessary to protect the public interest. The specific offence types permanently retained are listed under the Section pertaining to Occurrences – General (Major), and include those offences considered to be of a ‘sexual type’.

iv. Police Reference Check Program (Vulnerable Sector Screening)

In September 1995, the Ministry of Community and Social Services mandated that all agencies/organizations licensed and/or funded by them to provide direct service to children (persons less than 18 years of age) or vulnerable adults be required to have a Police Reference Check on file for individuals providing paid or volunteer services to persons in these groups.

Vulnerable person means a person who, because of their age, a disability or other circumstances, whether temporary or permanent is:

- (a) in a position of dependence on others; or
- (b) are otherwise at a greater risk than the general population of being harmed by persons in a position of authority or trust relative to them.

The Toronto Police Services Board, therefore, implemented a policy for background screening to be performed under the Police Reference Check Program, which was instituted pursuant to the passage of Bill C-6. The Program is conducted under Memoranda of Understanding between the TPS and specific agencies, and is designed to reduce or mitigate the ease with which potentially inappropriate persons may secure positions of trust and authority working with vulnerable persons.

The purpose of the Memoranda of Understanding is to set out terms and conditions for the disclosure of information by the TPS to the individual and/or the agency for the purpose of assisting the agency in determining the suitability of the applicant for employment or volunteer duties having direct contact with children or vulnerable adults.

In accordance with the complainant's criminal records file destruction completed in April 2005, he is eligible to receive a Clearance Letter confirming that his criminal history is clear. However, the TPS must distinguish between criminal record history background checks and more stringent screenings conducted under the Police Reference Check Program (Vulnerable Sector Screen). Specifically, in this matter, the complainant wishes to remove all records indicating his involvement in a Sexual Assault occurrence in order that he may participate in volunteer activities with an agency requiring proof that a record of this nature does not, in fact, exist.

Conclusion:

The Toronto Police Service has a duty to maintain records in accordance with prescribed legislations and the Record Retention Schedule. It is also incumbent upon the Service to protect the safety of the general public, specifically in relation to those groups identified as 'vulnerable'.

Consequently, taking into consideration the complainant's involvement with the Toronto Police Service in 2001, and subsequently in 2002, it is appropriate that the historical data relating to the Sexual Assault occurrence be released under the Police Reference Check (Vulnerable Sector Screening) Program. I, therefore, reaffirm the conclusion in the original report that all policies and procedures in effect at the Toronto Police Service with respect to background screenings provided under the Police Reference Check Program were adhered to. Further, I see no need to make changes to the policy on which the Program is based.

To assist the Board in reviewing this matter, Board members will receive confidential information about this investigation at its closed meeting.

Deputy Chief Jane Dick, Executive Command, will be in attendance to answer any questions concerning this report.

Dr. Mukherjee advised that as this report, and the discussion that would take place surrounding the report, includes intimate personal matters, consideration of this matter was referred to the Board's confidential meeting which was held earlier today, as required under section 35(4) of the *Police Services Act* (Min. No. C258/06 refers).

The Board approved the following Motion during the in-camera meeting:

- 1. THAT, with regard to the recommendations contained in the foregoing report,**
 - recommendation no. 1 be approved;**
 - recommendation no. 2 the Board decided not to concur with the Chief's decision and directed the Chief to review the policy complaint and provide a further report to the Board; and**
 - recommendation no. 3 be approved.**

APPENDIX "B"

THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE TORONTO POLICE SERVICES BOARD HELD ON JANUARY 25, 2007

#P20. FOLLOW-UP: REQUEST FOR REVIEW OF A COMPLAINT ABOUT TORONTO POLICE SERVICE POLICY – TPS FILE NO. 2006-EXT-0182

The Board was in receipt of the following report December 29, 2006 from William Blair, Chief of Police:

Subject: FOLLOW UP: REQUEST FOR REVIEW OF A COMPLAINT ABOUT TORONTO POLICE SERVICE POLICY - TPS FILE NO. 2006-EXT-0182

Recommendation:

It is recommended that:

- (1) Given that Professional Standard has commenced an investigation of the circumstances as a Conduct Complaint the Board consider the policy complaint review as closed.
- (2) The complainant be advised of the outcome of the Board's review of the Policy Complaint.

Financial Implications:

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

Background/Purpose:

To assist the Board in considering this matter, Board members will receive confidential information in a separate report.

At its October 19, 2006 meeting, the Board received a report dated August 22, 2006, from William Blair, Chief of Police, outlining the results of a review of a complaint about Toronto Police Service policy pertaining to the Police Reference Check Program, particularly in relation to Vulnerable Sector Screening (Min. No. P323/06 refers). The complainant is seeking to have a record destroyed to prevent disclosure through the Police Reference Check Program of a charge that was laid by the Toronto Police Service and subsequently withdrawn by the courts.

The Board reviewed the policy complaint summarized in the report and did not concur with the Chief's decision that no further action be taken with respect to this complaint. The Board, therefore, directed the Chief to review the policy complaint and provide a further report to the Board (Min. No. C258/06 refers).

Due to the sensitive nature of the issue that gave rise to this complaint, the complainant was permitted to deliver a deputation to the Board in a confidential forum. During the in-camera session, Mr. Peter Howes, Manager, Records Management Services, agreed to meet with the complainant to discuss the circumstances of this case in an attempt to reach an alternate resolution agreeable to all concerned (Min. No. C258/06 refers). Part of that resolution would be Mr. Howes supplying the complainant with a letter outlining the difficulty associated with destroying certain records collected for law enforcement purposes, particularly with respect to specific types of investigations that encompass the investigative records referring to the complainant. It was intended that this letter would assist the complainant in securing a volunteer position working with vulnerable persons.

This report will provide the Board with an update regarding the status of the policy complaint and further review of this matter subsequently initiated by Professional Standards.

Discussion:

Mr. Howes met with the complainant and his son, as well as the co-accused and their two representatives on October 26, 2006 to discuss possible resolutions that would be satisfactory to the complainant. Mr. Jerome Wiley, Counsel for the Chief of Police, and Ms. Paula Wilson, Assistant Manager, Records Management Services – Information Access, were also present. Appropriate waivers were signed by all visiting parties for confidentiality reasons.

During this meeting, the complainant was provided with the letter stipulated above, as well as a Police Reference Check Program release, and a copy of the letter that would be used to notify the respective agency that a release had been made.

The complainant expressed his dissatisfaction with the letters, despite clear explanation of the legislative requirements of the Municipal Act and the Record Retention Schedule that govern the collection, maintenance, and retention of police records (Min. No. 323/06 refers). He reiterated his position that the original police report should be destroyed in order that he may continue to participate in volunteer activities with an agency that requires proof that no such record exists.

The complainant made reference to the original investigations, indicating that the allegations made against him and the co-accused were bogus and unsubstantiated and that the investigating officer should not have laid the charges.

Subsequent to the October 26, 2006 meeting, the complainants forwarded correspondence to the Toronto Police Services Board dated November 1, 2006, asserting that the original investigations were not conducted correctly and/or were inappropriately conducted. The complainant recommends, therefore, that the Toronto Police Services Board request a review of the original investigations.

The Chief has, therefore, directed that Professional Standards review the matter and advise the Board of the outcome of that review.

A copy of the complainants' November 1, 2006 correspondence was received by Professional Standards on November 14, 2006, and as the complainants allege misconduct by the original investigating officer(s), the matter has been classified as a Conduct Complaint and assigned to Professional Standards – Conduct for investigation.

Conclusion:

The Board may, therefore, consider the policy complaint review closed, as Professional Standards has commenced an investigation of the circumstances as a Conduct Complaint and will report to the Board the outcome in due course.

Therefore, no further action is warranted with respect to reviewing Toronto Police Service policy in relation to this matter.

I will ensure that the Board and the complainant will be advised of the outcome of the Professional Standards – Conduct investigation.

Deputy Chief Jane Dick, Executive Command, will be in attendance to answer any questions that the Board may have regarding this report.

The Board approved the foregoing report.

The Board received a deputation regarding the foregoing report during its in-camera meeting (Min. No. C16/07 refers).

Amendment:

At its meeting on March 22, 2007, the Board agreed to amend the foregoing decision by adding the following: *The Board agreed that no further action will be taken with respect to this complaint.*

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 14, 2007**

**#P218. REQUEST FOR EXTENSION OF TIME TO SUBMIT REPORT:
ANNUAL REPORT: 2006 SERVICE PERFORMANCE REPORT FOR
THE TORONTO POLICE SERVICE**

The Board was in receipt of the following report April 30, 2007 from William Blair, Chief of Police:

Subject: 2006 SERVICE PERFORMANCE YEAR END REPORT

Recommendation:

It is recommended that the Board approve a request for a one-month extension to submit the 2006 Service Performance Year End Report.

Financial Implications:

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

Background/Purpose:

Each year, as part of the strategic planning process, the Service prepares an annual report on the activities of the previous year. The first section of the report provides the results of the annual measurement of the Service Priorities, using the performance indicators set out in the Business Plan. The second section of the report provides information on the two additional areas required by Section 31 of Ontario Regulation 3/99 (Adequacy and Effectiveness of Police Services).

The Board has requested that the Service Performance Year End Report be provided in June of each year (Min. No. P75/06 refers). Due to resource and data preparation difficulties, production of the Year End Report has been delayed.

Conclusion:

At this time, it is recommended that the Board approve a request for a one-month extension to submit the 2006 Service Performance Year End Report. It will be presented at the Board's meeting in July.

Deputy Chief Jane Dick, Executive Command, will be in attendance to answer any questions that may arise.

The Board approved the foregoing report.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 14, 2007**

#P219. REQUEST FOR FUNDS: POLICE OFFICER OF THE YEAR AWARDS

The Board was in receipt of the following report May 30, 2007 from William Blair, Chief of Police:

Subject: REQUEST FOR FUNDS: POLICE OFFICER OF THE YEAR AWARDS

Recommendation:

It is recommended that: the Board approve funding in an amount not to exceed \$3,500.00 from the Board's Special Fund in support of the 40th Police Officer of the Year Awards.

Financial Implications:

The Board's Special Fund will be reduced by the amount of \$3,500.00.

Background/Purpose:

The Police Officer of the Year Awards was initiated in 1967 by the Toronto Board of Trade Young Professionals. The purpose of the event is to formally recognize the admirable contributions by members of the Toronto Police Service who in many instances put their lives on the line due to their dedication to the community. All nominations are initiated through the Awards Co-ordinator, Professional Standards Unit and a panel of judges comprised of members of the media and a representative from the Toronto Board of Trade.

Nominees are judged according to the following criteria:

Bravery;
Humanitarianism;
Superior Investigative Work; and
Outstanding Police Skills

This year will mark the 40th anniversary for this event and it will be held on Thursday, June 14, 2007, at the Toronto Board of Trade, Downtown Club, First Canadian Place. The keynote speaker will be The Honourable Stockwell Day, Minister of Public Safety and Emergency Preparedness Canada, The Master of Ceremonies will be Mr. Peter Kent, Deputy Editor of Global News. Special recognition will be made to twenty-four members of the Toronto Police Service for their outstanding contributions to policing and the citizens of Toronto.

Discussion:

A budget shortfall as a result of unexpected difficulties within the Toronto Board of Trades fundraising for the event and the Board's contribution will ensure that, in keeping with the way in which the event has been managed in previous years, each recipient, their guest and their Unit Commander are able to attend the event without incurring personal expense or cost to the Service.

This request is consistent with the Board's Special Fund policy of funding cooperative police community issues.

The Service recognizes and appreciates the generous contributions from the Toronto Board of Trade in recognizing and supporting members of the Toronto Police Service for the past 40 years.

Conclusion:

In summary, the Service is requesting that the Board approve funding in an amount not to exceed \$3,500 from the Board's Special Fund in support of the 40th Annual Police Officer of the Year Awards Dinner.

The Board approved the foregoing report.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 14, 2007**

**#P220. REQUEST FOR FUNDS: APPRECIATION DINNER FOR THE
HONOURABLE CHIEF JUSTICE ROY MCMURTRY**

The Board was in receipt of the following report May 29, 2007 from Alok Mukherjee, Chair:

Subject: REQUEST FOR FUNDS: APPRECIATION DINNER FOR THE
HONOURABLE CHIEF JUSTICE ROY MCMURTRY

Recommendations:

It is recommended that:

- (1) The Board approve the purchase of up to 10 tickets from the Special Fund, in an amount not to exceed \$1,000.00; and
- (2) Tickets be provided to interested Board members and members of the Board's Advisory Panel on Community Safety

Financial Implications:

If the Board approves the recommendations contained in this report, the Special Fund will be reduced in the amount not to exceed \$1,000.00.

Background/Purpose:

On June 21, 2007, members of Toronto's African Canadian & Caribbean Communities will be hosting an appreciation dinner for The Honourable Chief Justice Roy McMurtry, Chief Justice of Ontario.

The event will take place at the Crown Plaza Toronto Don Valley Hotel, 1250 Eglinton Avenue East and Board member Hamlin Grange will serve as Master of Ceremonies for the evening.

This event is an excellent opportunity to honour Chief Justice McMurtry's contributions and achievements in a career that spans over 50 years in politics and law.

Conclusion:

I, therefore, recommend that the Board approve the purchase of up to 10 tickets from the Special Fund in an amount not to exceed \$1,000.00 and that the tickets be provided to interested Board members and members of the Board's Advisory Panel on Community Safety.

The Board approved the foregoing report.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 14, 2007**

**#P221. REQUEST FOR FUNDS: ALLOCATION OF \$100,000 SPECIAL FUND
MONIES EARMARKED FOR YOUTH PROGRAMS**

The Board was in receipt of the following report JUNE 18, 2007 from Alok Mukherjee, Chair:

Subject: Allocation of \$100,000 Special Fund Monies Earmarked for Youth Programs

Recommendations:

It is recommended that:

- (1) the Board approve the allocation of \$31,500, through METRAC, to the 9 Heavens Healing Academy project for young men and women from Jane Finch neighbourhood schools;
- (2) the Board approve the allocation of \$34,978, through the West Scarborough Neighbourhood Community Centre, to the Chester Le Community Coalition's 'Dialogue Makes Difference' project for youth and families in the Chester Le neighbourhood, which is part of the Steeles L'Amoreaux priority neighbourhood; and
- (3) the Board approve the allocation of \$35,000 to CaribbeanTales, to stage the play "A Winter Tale", targeted to Toronto high school students.

Financial Implications:

If the Board approves the recommendations contained in this report, the Special Fund will be reduced by \$101,478.00.

Background/Purpose:

At its meeting on August 11, 2005, the Toronto Police Services Board allocated a minimum of \$100,000 a year for five years - beginning in 2005 - to programs consistent with the Board's mandate. The Board further decided that the funds be allocated in consultation with the City of Toronto's Community Safety Secretariat (Min. No. P271/05 refers).

These requests for funds have been reviewed and endorsed by the City of Toronto's Community Safety Secretariat. Secretariat staff, assisted by other City staff, used two criteria to review projects: (1) that the projects focus on youth; and (2) that the projects include activities that are consistent with research on effective programs for preventing youth violence or other anti-social behaviour, and/or promoting safe behaviour. The intent is that these projects reduce the need for policing interventions and/or contribute to strengthening the relationship between police and young people.

Discussion:

With the tragic shooting death of a young man in a Toronto school in the last week, it is particularly important that we continue the Board's initiative to address community safety, with respect to youth. It is worth noting that one of the projects I am recommending be funded is aimed at youth from a feeder school to the high school where that tragic loss of the young man's life occurred.

Through a review of the effects of a number of its initiatives, review of relevant research and an analysis of the gaps that currently exist in programming that contributes to community safety, the Secretariat has identified three projects where the funding could have immediate and lasting impact. See Appendix 1 for a description of the process approved by the Board for deciding where to make its strategic investments in youth and families. (Min. No. P144/06 refers)

1. 9 Heavens Healing Academy

The Nine Heavens Healing Academy is a gang-prevention initiative that focuses on the wholeness of each participant. Young people in a safe environment in a country setting can begin to communicate their internal disputes and build on their own strengths and abilities. These include: self-worth, honour, purpose, self-esteem, self-respect and self-confidence. The Nine Heavens Academy offers viable tools and problem solving techniques that address some of the risk factors facing young people.

This builds on a pilot project already begun with nine young men and women from Brookview Middle School in Jane Finch. For this project, nine Grade 7 young men will experience the program over five weekends. (See Appendix 2 for a brief description of the program.)

2. Dialogue Makes Difference

This project has two components. The first component consists of two 4-month Child/Youth mentorship programs. Ten supervised at-risk youth (14-18) are paired with children (8-12) for creative and positive skills building activities. The goal of this program is to nurture healthy and non-violent problem-solving, conflict resolution, community building, and leadership training. The second uses a panel discussion series to engage these youth, families, and partners like police officers from 42 Division in dialogue on topics like community policing, racism, housing and sexuality.

The project primarily focuses on the Toronto Community Housing community. Most of the community's families are from the Caribbean, Somalia, Ethiopia, Sri Lanka and China. (See Appendix 3 for a brief description of the program.)

3. A Winter Tale

CaribbeanTales, in partnership with the Toronto District School Board (TDSB) and the Ontario Trillium Foundation, will plan, produce and stage the play “A Winter Tale”, targeted to audiences of Toronto high school students. The project aims to strengthen the students’ ability to think constructively and communicate effectively with each other, with adults and with their community leaders about the pressures they face daily - such as racism, family alienation, urban violence, stereotyping and the police. The play tells how six Black men in a downtown Toronto community form a Black Men’s support group to help themselves cope with the accidental murder of their respected pastor’s innocent grandson. Curriculum materials based on the ideas and issues reflected in the play will also be created by TDSB and CaribbeanTales to help the students plan positive ways to counteract impacts of violence and crime on their own lives and to prevent repetition of violence in their communities. (See Appendix 4 for a brief description of the program)

The following persons were in attendance and delivered deputations to the Board in support of their requests for funds from the Board:

- **Frances Ann Solomon and Susan Fueg, CaribbeanTales;**
- **Sheela Subramanian and Jamillah Mananghaya, Chester Le Community Coalition;**
and
- **Curtis Bell and Devon Jones, 9 Heavens Healing Academy.**

The Board approved the foregoing report.

Appendix 1: Process for Allocating Funds

Guiding Principles

The Toronto Police Services Board will be guided by the following principles with respect to the funds for the futures program:

- (1) Accessibility – Every community agency has the right to be considered for receipt of funds.
- (2) Fairness and equity - No organization will receive less consideration because of its location (provided, of course, that it is located in Toronto) or because of issues of race, nationality, age, religion, gender, sexual orientation, disability or ethnic origin. We want, however, to particularly encourage those agencies where there is demonstrated competency in serving marginalized children, youth and/or families in the City’s priority neighbourhoods.
- (3) Openness and transparency - The Toronto Police Services Board will make information about the criteria for allocation of the funds publicly accessible.
- (4) Accountability - The Toronto Police Services Board will take steps to ensure that these funds are used for the purposes for which they are provided.
- (5) Responsiveness - The Toronto Police Services Board will ensure that these funds are available to meet new and emerging needs.

Selection Criteria

- (1) Projects must benefit children and/or youth and/or their families.
- (2) Projects must have a link to policing. For example, the project must reduce the need for policing intervention or strengthen the relationship between police and the community, particularly with marginalized youth.
- (3) Projects must advance the City of Toronto’s Community Safety Plan. In particular, projects should address violence prevention or prevention of repetition of violence or the root causes of violence.

Project Funding Considerations

- (1) At a funding level of \$100,000, the Board will fund three to five projects a year. If the Board provides more than \$100,000, more projects can be funded. (In a report to the November 14, 2005 Board meeting, I wrote: “*in an extensive consultation with Toronto residents [in 2004], a consistent and strong message [from residents] was that the City should “spend for impact”. I considered two options for allocation of the funds. One was that we would allocate a relatively modest amount to several projects. The second option*

was that we allocate the funds to four or five projects. Consideration of the strong recommendation from Toronto's residents leads me to recommend that we allocate the funds to a small number of projects.”)

- (2) This is not intended to be a grants or an awards (i.e. recognition of achievement) program. Rather, it is a strategic investment that allows us to support community initiatives that reduce the need for policing intervention and/or complement our policing resources, in support of our philosophy of community policing.
- (3) There is a continuum of acceptable projects: from innovative projects delivered by emerging organizations to traditional projects where we are leveraging our funds with those from other funders. We will give higher priority to projects that are delivered by agencies that have innovative and promising approaches, particularly where those agencies are still in their developing stages.
- (4) Funding will occur on an ad-hoc basis; there is no defined timetable for inviting organizations to participate.

Project Funding Process

- (1) Funding for projects will be at the Board's invitation only, through the City of Toronto's Community Safety Secretariat. When any community agency solicits funding - either directly to the Board or to the Secretariat - each request will be acknowledged. In the event the solicitation is to the Board, the information will be forwarded to the Secretariat. The function served by accepting information/solicitation/requests is to continue to build our knowledge base about relevant programs and projects that are available or may become available.
- (2) The Secretariat may choose to make an assessment of the agency. This assessment may include an interview with staff and Board members, a review of other sources of information (including other funders), and a visit to the project site.
- (3) The Secretariat will make a funding recommendation to the Board. The recommendation will include which projects should receive funds and how much money agencies should receive.
- (4) Proposed recipients of funds may be asked to make a deputation at a Board meeting, prior to the Board's decision.

Reference: TPSB Minute No. P144/06

Appendix 2: 9 Heavens Healing Academy

9 Heavens Healing Academy is a program that falls under the broader heading of healing programs called Adventure Therapy. Adventure Therapy refers to a class of change-oriented, group-based, experiential learning processes in a typically outdoor and active setting, that occur in the context of a contractual, empowering, and empathic professional relationship. Adventure based programs abound with learning opportunities. Every component of the adventure-based program presents the outdoor leader with opportunities to enhance each participant's intrapersonal skills, (relationship with self: self-esteem, self-confidence, self-awareness, self-management, spirituality); and interpersonal skills, (relationships with others: communication, team work, conflict management, citizenship). Adventure-based learning is active, fast paced, fun, supportive and personally engaging. Participants need to figure things out themselves, try out new skills, carry out assignments that depend on knowledge they already have or must acquire.

The Nine Heavens Healing Academy is a gang-prevention initiative that focuses on the wholeness of each participant. Locating youth in a safe environment in a country setting allows them to begin to communicate their internal disputes and build on their invaluable, infinite qualities. These qualities include: self-worth, honour, purpose, self-esteem, self-respect and self-confidence.

The Nine Heavens Academy offers viable tools and problem solving techniques that address some of the risks that face young people.

Drawing emphasis on responsibility and life skills, combined with the opportunity to explore different elements of nature, each participant will be guided through the healing process. The Nine Heavens Healing Academy is a retreat designed to cleanse and nurture the child's spirit by introducing the importance of living in balance and harmony with nature. By engaging youth in various experiences connected to the earth, including: agriculture/ horticulture, conservation/ preservation and outdoor education/ recreation, youth will come to understand some of the healing mechanisms offered by nature. The goal of the Nine Heavens Healing Academy is to guide youth to becoming potential leaders.

The facilitator is Curtis Bell who is a highly respected expert in the field of drugs and alcohol, including the prevention of their use amongst youth; as well as in mental health. He is a respite/crisis counsellor at Dunara Psychiatric Transitional Rehabilitation House. He has experience working with people who have acute traumatic stress, post traumatic stress disorder and urban survival syndrome.

Other leaders are Walter Cooke, a traditional Native Healer who offers ancient teachings and practices of Canada's First Nations Peoples, traditional healing, and healing post-traumatic stress; Devon Jones, a teacher at Brookview Middle School, and facilitator, mentor and community liaison; Daniel Kirilo, counsellor at Syl Apps Maximum Security Prison for Youth, facilitator, and Black History educator; Andrew Mowatt, coach and former Olympian, former OPP Officer; Pat Moore, former Olympic Coach, and coach; OASIS Restaurant, preparing and

serving meals.; Ellen Lewis, teacher and artist who teaches various crafts and provides art lessons; and Ron Jordan, owner of Heritage Equine Centre, who teaches horse grooming, farm life, riding lessons, and provides summer employment opportunities.

Budget

Facilitation Costs - \$11,500

\$41.00 per hr. – 28 hrs per week

Accommodation - \$3,500

Crieff Hills Retreat Centre for youth and teachers at a rate of \$25.00 per night, per participant.

Honoraria -\$4,000

Each member will receive a \$100 Honorarium per event.

Administration - \$4,000

This includes administrative fees, office supplies, telephone/computer services and trustee fees.

Events - \$4,000

Admission to: African Lion Safari; Tim Horton's Camp; Wave Pool; Grand River Cruise; Reptile Party; Marineland; Kilaman Zoo; Go Carts; Mountsberg Raptor Sanctuary

Food/Refreshments, Transportation and Supplies - \$4,000

This includes food costs of 3 meals per day per student and teacher, equipment, e.g. tents, sleeping bags, firewood, etc. and gas plus mileage.

Miscellaneous -\$500

Total - \$31,500

Appendix 3: Dialogue Makes Difference

The Chester Le Community Coalition began in September 2003 as a network of agencies, residents and other concerned individuals who wanted to build local initiatives and respond to growing community violence and marginalization. Today, the Coalition has community member partners and over 20 community agency partners including Agincourt Community Services Association and West Scarborough Neighbourhood Community Centre, 42 Division of the Toronto Police Service, Chester Le Junior Public School, and Toronto Community Housing Corporation (TCHC). Since 2005, the Coalition has offered capacity building programs, social supports, and referrals at a small TCHC-donated community space called the Chester Le Community Corner. The Coalition's work is currently funded by the Ontario Trillium Foundation, City of Toronto CSI grant, City of Toronto SDIP grant, and the TCHC Social Innovation Fund.

The purpose of this two component project is to strengthen the relationship between police and the Chester Le community, particularly at-risk youth, through creative dialogue. One component directly addresses issues of community policing and other related issues. The other promotes non-violent conflict resolution and youth leadership. Two part-time project staff, reporting to the CLCC Coordinator and SDIP Facilitator, will assist with project facilitation.

The first component consists of two 4-month Child/Youth Mentorship Programs, pairing 10 supervised at-risk youth (14-18) with children (8-12) for creative and positive skills building activities. The goal of this program is to nurture healthy and non-violent problem-solving, conflict resolution, community building, and leadership training. Monthly honoraria will be provided to youth for participation in the program, which consists of workshops as well as weekly creative activities for the youth and children.

The other component is a panel discussion series to engage these youth, families, and partners like 42 Division Police, in dialogue on "tough topics" like community policing, racism, housing, and sexuality. Expected participant- and community-level results include enhanced self-esteem, non-violent mediation and conflict resolution skills, increased inter-generational respect, greater understanding of youth/police relations, and stronger community partnerships.

During and following the project year, there will be project evaluation to assess the effectiveness and appropriateness of the project. The evaluation will include a focus group with program participants to identify project strengths and areas for improvements; retention rates among youth participants; and staff interviews.

The target population for this project is at-risk racialized youth (age 14-18), children (age 8-12), and families who live in the Chester Le community (42 Division). The project primarily focuses on the Toronto Community Housing community that falls below the low-income cut-off (the average household income is under \$16 000 and 50% of families have seven or more members). The community is predominantly made up of families from the Caribbean, Somalia, Ethiopia, Sri Lanka and China.

Chester Le is perceived to be a dangerous community due to the high incidence of reported crime and violence. The crime, unemployment, poverty, geographical isolation and lack of community services contribute to the marginalization of Chester Le residents.

The CLCC has identified that Chester Le youth and children are an underserved group within the community. Recent incidences of youth violence coupled with this identification underscore the importance of this project plan.

‘Dialogue Makes Difference’ will be implemented in the Chester Le area, extending from Victoria Park to Pharmacy, and from McNicoll to Finch Avenues. This Scarborough area is part of the larger Steeles-L’Amoreaux priority neighbourhood. This project will support and complement the community engagement work already undertaken in this and neighbouring communities.

Budget

Personnel

SDIP Facilitator (5 additional hrs/wk @\$24/hr * 15% for mandatory benefits)	\$7,176
2 Project Staff (8 hrs/wk each @\$15/hr * 15% for mandatory benefits)	1,4352
Dedicated Project Space	350
Personal supports and honoraria for volunteers involved in the project	
Honoraria \$80* 8 months * 10 youth mentors	6,400
Planning and development	250
Developing and supporting partnerships	250
Refreshments, transportation and supplies for program recipients	850
Training	975
Delivery and materials costs	250
Interpretation and translation for events and materials	300
Child-minding for meetings and events	375
Program Administration Costs (max 15% of direct project expenditures)	
Bookkeeping or supervision	700
Office supplies or building occupancy	300
Trustee fees - West Scarborough Neighbourhood Community Centre	1,000
Audit costs associated with the project	500
Project Evaluation Costs (\$950)	
Gathering data for evaluation purposes	475
Compiling and distributing project results and outcomes to communities and organizations	475
Total Costs	\$34,978

Appendix 4 - A Winter Tale

Appendix 4: - A Winter Tale: A Play That Addresses Issues of Gun Violence in Toronto for High School Students

CaribbeanTales has recently received funding from the Ontario Trillium Foundation to produce a play called A WINTER TALE for audiences of high school students within the Toronto District School Board (TDSB). CaribbeanTales is a small not-for-profit theatre and multimedia production company whose aim is to promote a variety of innovative forms of Caribbean storytelling.

Synopsis:

Shots ring out one winter night, and a bullet meant for a local street dealer finds and kills a nine year-old boy. Shock, sorrow, and suspicion ripple through the neighbourhood, and begin to tear the community apart. In this tense and volatile atmosphere, GENE WRIGHT, a 40-something social worker is called on by the city to form a 'support group' for young black men.

The Production:

The first performance will be at Bathurst Heights SS during Black History Month in 2008. There will be 10 performances for the school system each year, allowing various students from different schools to travel to attend the play. Students will have an opportunity to interact directly with the director and the cast members after each performance in a Q & A session. There will also be four performances per year for the general public. To add to the lasting impact of the project, there will be a companion website.

Objectives:

This production of A WINTER TALE will help to strengthen and integrate communities and it will help to increase community-based tolerance and reduce cross-cultural ignorance and hate crimes. It will foster greater understanding of multi-ethnic and multicultural diversity and similarities. It will encourage students to explore their own imaginations and enhance their powers of expression. It will enable and empower Caribbean-Canadian students to think about and tell stories about personal immigrant experiences. It will help students to increase their sense of wellbeing and self-confidence in communicating their thoughts and feelings about their own lives.

A WINTER TALE will serve as an insightful and necessary mechanism for students to discuss and explore their own experiences of racism and marginalization. Through the creative avenue of theatre, "A WINTER TALE" merges political perspectives and societal awareness with a view to engaging high school students in reflective debates about their lives.

Budget

SALARIES & BENEFITS Project Manager	17334.00
Administrator	7800.00
Publicity/Marketing Coordinator	4507.00
Sub-total	29,641.00
Theatre Production	
Actors (14)	42,000.00
Stage Manager	3,000.00
Director	5,500.00
Composer	1,800.00
Art Design/Wardrobe	3,000.00
Lighting	1,800.00
Sub-total	57,100.00
Web Site	
Videographer	1,000.00
Webmaster:	
Design Product	1,400.00
Mount on Website	140.00
Managing/ongoing maintenance	15,600.00
Sub-total	18,140.00
Theatre Production	
Theatre Rental	10,000.00
Prop Purchase/Rental	1,500.00
Wardrobe	1,500.00
Hairdressing/Make-up	750.00
Sub-total	13,750.00
Web Site	
Video Equipment Rental	1,000.00
Software/Hardware Upgrades	5,000.00
Sub-total	6,000.00
ADMINISTRATION	
Rent	6,000.00
Office Supplies	2,600.00
Phone/Internet/Web Hosting	1,800.00
Photocopying	1,040.00
Insurance	1,155.00
Accounting	1,155.00
Computer rental/maintenance	1,800.00
Total Administration	15,550.00
GRAND TOTAL	\$ 140,181.00

Financial Structure	
Ontario Trillium Foundation - confirmed	68,531.00
Toronto Arts Council - confirmed	4,500.00
Leda Serene Films - confirmed	32,150.00
Toronto Police Services Board	35,000.00 (requested)
GRAND TOTAL	\$ 140,181.00

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 14 2007**

#P218. GUN VIOLENCE

The Board was in receipt of the following report June 08, 2007 from Alok Mukherjee, Chair:

Subject: GUN VIOLENCE

Recommendation:

It is recommended that the Board authorize the Chair to communicate and advocate for the Board's positions regarding gun control to the appropriate levels of government.

Financial Implications:

There are no financial implications arising from this report.

Background/Purpose:

On Wednesday May 23, 2007 a 15-year old grade nine student at C. W. Jefferys Collegiate Institute was shot and killed. He was the 14th victim this year of violence involving handguns.

Discussion:

As we search for ways to end the violence, it is imperative that all partners in the criminal justice system work together in a productive partnership. Enhancements to law enforcement activities and increased crime prevention programs are clearly important.

However, the impact of such initiatives is diminished significantly without strong support from the criminal justice system.

Over the years, this Board has taken a strong and consistent position on the need for legislative and judicial measures to control handguns on our streets (see Appendix A). The latest incident, involving young people as victim and alleged perpetrators, has reinforced the urgent need for such measures. It is commonly understood that handguns have no recreational use; their only purpose is aggressive. As such, I believe that a sustained campaign is required to persuade the two levels of government regarding the need for immediate action to:

1. Take necessary legislative action to ensure that those who possess and use guns illegally are subject to serious consequences;
2. Impose a complete ban on the use of handguns; and
3. Significantly increase enforcement measures and actively seek the cooperation of the US government to prevent international gun trafficking.

With a view to drawing governments' attention to this need and building support for a campaign against handguns, I have taken two actions on this issue. First, I have addressed an Open Letter to the Hons. Stockwell Day, Rob Nicholson, Michael Bryant and Monte Kwinter. (see Appendix B).

Second, I have requested a number of provincial and national organizations to join us in a sustained effort to achieve the above-mentioned changes. These include the Toronto Police Association (TPA), the Police Association of Ontario (PAO), the Canadian Police Association (CPA), the Ontario Association of Police Services Boards (OAPSB), the Canadian Association of Chiefs of Police (CACP), the Canadian Association of Police Boards (CAPB), the Toronto District School Board (TDSB), the Toronto Catholic District School Board, the Association of Municipalities of Ontario (AMO) and the Federation of Canadian Municipalities (FCM). I believe to effectively combat the gun violence we are seeing, we need strong partnerships, united in our efforts to keep our neighbourhoods safe.

Conclusion:

Stanching the flow of handguns on Toronto's streets is critical to our efforts to ensure community safety and save lives. I believe that the three measures put forward in my Open Letter of May 25, 2007 are essential to achieve this objective. It is heartening to note that there is considerable support for our position, including from Premier McGuinty, the Honourable Monte Kwinter, Minister of Public Safety and Correctional Services, and Mayor David Miller (see Appendix C).

Assurances of support have also come from the federal opposition parties. I am, therefore, disappointed that the Honourable Stockwell Day, the federal Minister of Public Safety is reported to have rejected Ontario's call for ban on handguns made by Minister Kwinter (see Appendix C). In light of the federal government's present position, it is imperative that the Board undertakes a vigorous and sustained campaign to persuade the two levels of government to take the necessary steps, as articulated above, to stop the gun violence in our communities.

I, therefore, recommend that the Board authorize me to communicate and advocate for the Board's positions regarding gun control to the appropriate levels of government.

Chair Mukherjee discussed the foregoing report with the Board.

Chief Blair provided the Board with details of the 134 search warrants that were executed in a series of raids that took place on Wednesday, June 13, 2007 in the Jane and Finch neighbourhood of No. 31 Division. Chief Blair advised that teams of tactical officers from 16 police services participated in the execution of the search warrants and, despite the seizure of over a dozen fully loaded handguns, the arrests were made safely. The Board commended Chief Blair and all the officers who were involved in the execution of the search warrants.

The Board approved the foregoing report.

Appendix A

The Board has adopted the following key positions on gun control.

LEGAL GUNS

1. Acquisition of firearms (Min. No. P388/93)
 - Gun ownership is a privilege not a right
 - Tighter controls on firearms certificate process
 - Including: higher age requirements, increased background checks, photographs, fingerprints on FACs & higher fees
 - Establish fees for the Restricted Weapon Registration Certificate and Carry Permit
2. Registration of all firearms (Min. No. (797/91)
 - Board called for creation of a national firearms registry
 - capturing info. such as: make, serial numbers
3. Ammunition (Min. No. P797/91, P388/93 & P227/94)
 - Board recommends that the same controls that apply to the sale of guns be applied to the sale of ammunition
 - Ammunition especially “armour-piercing bullets” to be defined and controlled to what is reasonably necessary for hunting and sporting purposes
4. Safe Storage (Min. No. P797/91 & P227/94)
 - the Board believes that there should be stronger standards for the safe storage of firearms
 - including: clear definitions, stringent controls, inspection & enforcement, stiffer penalties for non-compliance esp. where results in use in crime or accidental injury/death, trigger locks
5. General Amnesty (Min. No. P301/99)
 - Board supported federal amnesty program and would support a permanent general amnesty
6. Ban on hand guns (Min. No. 279/94)
 - Board endorsed a ban on the private ownership and possession of hand guns with an exception for law enforcement personnel

ILLEGAL GUNS

7. Ban on military assault weapons (Min. No. 797/91 & P388/93)
 - Including large capacity magazines

8. Ban on replica guns, toy guns (Min. No. (797/91)
 - Some toy guns and starter pistols are exact replicas of semi-automatic pistols – thus Board recommends that the definition of “imitation firearm” include “any object designed or likely to be mistaken for a firearm...
 - Manufacture, sale or distribution of such replicas be prohibited

9. Detection (Min. No. P797/91, P388/93 & P227/94)
 - Recommended to federal government improved training, technology & resources at border points
 - Recommended improved search and seizure powers, coordination with U.S. police and customs

10. Deterrence (Min. No. P797/91 & P239/04)
 - Recommended stiffer penalties for illegal possession as well as use of firearm in commission of crime
 - Use of firearms during the commission of a crime should be more severely punished than those who do not
 - Criminal justice system should recognize the danger posed to society by those who possess, use or smuggle illegal weapons into Canada or sell gun illegally

11. Education (Min. No. 797/91 & 227/94)
 - Called on all levels of government to create awareness campaigns
 - Counter-act the current fascination with violence and gun use
 - Encourage public cooperation in reducing the proliferation of guns in Toronto

AMENDMENT TO THE *CRIMINAL CODE OF CANADA*

The Board approved the following recommendations at its meeting held on August 14, 2003, Min. No. P230/03 refers.

- amend *Criminal Code of Canada* to add offences and provide increased sentences for individuals convicted of carrying a firearm while involved in other criminal activity
- the *Criminal Code of Canada* be amended to provide increased minimum sentences of 10 years imprisonment for individuals convicted under Section 85 of the Criminal Code.
- Section 95 of the *Criminal Code of Canada* be amended to include all firearms
- the current regulations of the Firearms Act governing the safe handling, storage, and display of firearms by an individual be amended to clearly outline the legal requirements of safe storage, including the proper definition of a “container”.
- the current regulations of the Firearms Act governing the safe handling, storage, and display of firearms by an individual be amended with the added requirement that all types of ammunition must be stored in a locked container
- the current Regulations of the Firearms Act governing the safe handling, storage, transportation and display of firearms by a business, be amended to require businesses to adhere to more stringent display and storage regulations
- the *Criminal Code of Canada* be amended to create a Reverse Onus burden of proof with respect to the authorisation to possess a firearm
- the Minister of Public Safety and Security direct the Chief Firearms Officer for the Province of Ontario to follow the requirements of Section 116 of the *Criminal Code of Canada* when an individual is arrested and subsequently released on an Judicial Interim Release Order and ordered not to possess any firearms, ammunition and explosives
- the current Firearms Legislation be changed to allow the legal authority for a Firearms Officer to place a licence “Under Review” or “Suspend” a Firearms Licence when the Licence Holder is under investigation relating to a Public Safety or Criminal Code matter
- when a licence is placed “Under Review” or “Suspended”, that licence status must be reflected in CPIC to alert front line officers who may be in contact with the individual
- the Minister of Public Safety and Security direct the Chief Firearm Officer for the Province of Ontario to conduct inspections and actively enforce the regulations of the Firearms Act, including licenced firearm businesses and collectors

- the Minister of Public Safety and Security direct the Chief Firearm Officer for the Province of Ontario to identify and advise police services of locations within their jurisdiction where 10 or more firearms are stored.
- the Minister of Public Safety and Security direct the Policing Services Division to distribute to all Police Services, a policy applying to Section 115 of the *Criminal Code of Canada*.
- the Minister of Public Safety and Security direct the Chief Firearms Officer for the Province of Ontario to establish a policy that requires Firearms Officers to confirm the address of a person requesting an Authorisation To Transport or registering firearms to an address, by comparing the address information with Ministry of Transportation records before the transfer is authorised
- the Director of CPIC (Canadian Police Information Centre), add to CPIC via CFRO, information relating to all firearm Transfer Authorisation Numbers, Authorisations to Transport, Authorisations to Carry and Firearm Business information such as business employees, so that it is available to front line and investigative officers 24 hours a day, seven days a week

Appendix B

May 25, 2007

AN OPEN LETTER TO THE HONS. STOCKWELL DAY, ROB NICHOLSON, MICHAEL BRYANT AND MONTE KWINTER:

On behalf of the Toronto Police Services Board, I am writing to urge you to take immediate action regarding an issue of critical importance, gun violence in our City.

Tragically, this past Wednesday, Jordan Manners, a 15-year old grade 9 student, was shot and killed. He was the 13th victim of gun violence in Toronto this year. This shooting took place in a school, a place that should be a haven of safety and a centre of learning for our young people.

Torontonians are shocked and angered by this shooting. They do not want this violence to continue unabated.

The Toronto Police Services Board calls on the federal and Ontario governments to:

- **Take necessary legislative action to ensure that those who possess and use guns illegally are subject to serious consequences**
- **Impose a complete ban on the use of handguns**
- **Significantly increase enforcement measures and actively seek the cooperation of the US government to prevent international gun trafficking**

The Toronto Police Services Board is committed more than ever to doing all it can to ensure that all residents of this City are assured of their safety. The Board believes that community policing is vital to all that we do. We will continue to support Chief Bill Blair's efforts to increase the presence of uniform officers in our neighbourhoods, by ensuring that we have the maximum number of police on our streets, where we need them.

Along with heightened enforcement measures, we know that crime prevention is equally essential for stopping the violence. Enforcement alone is not enough. The Board supports programs by the Service, the City and other community agencies that provide opportunities to young people and deter them from criminal activities.

Last year, the Board established an Advisory Panel on Community Safety to advise the Board on issues that the Board should act on or advocate for to address gun violence among youth and community safety. The Advisory Panel, a broad-based committee comprised of academic, community workers, youth and Service members, is focusing on areas such as youth culture, community safety and program evaluation in order to develop a meaningful framework to combat gun violence in our communities.

As we search for ways to end the violence, it is imperative that all partners in the criminal justice system work together in a productive partnership. Enhancements to law enforcement activities and increased crime prevention programs are clearly important.

However, the impact of such initiatives is diminished significantly without strong support from the criminal justice system. While the Board supports the federal government's undertaking to severely restrict access to guns, it believes that such restrictions must be accompanied by serious consequences for the illegal possession and use of guns.

The Toronto Police Services Board is on record for having repeatedly raised concerns about the proliferation of illegally imported firearms and about the use of legal firearms as crime guns. In addition, the Board has asked federal and provincial governments to consider improving the administration of legislation involving firearms and has called for increased *Criminal Code* penalties for crimes involving firearms.

We need to impose the appropriate measures to rid our communities of guns and prevent them from falling into the hands of young people. We must do this immediately.

Responsibility lies not only with those who are actually pulling the trigger but also with those who allow the guns to remain in our communities, those who allow this insidious industry to proliferate and those who do nothing to stop the international trafficking of these weapons.

We need your leadership in a sustained and powerful campaign to get the guns off of our streets. On behalf of the Toronto Police Services Board, I ask that you take the necessary steps now.

Sincerely,

Alok Mukherjee
Chair
Toronto Police Services Board

Appendix C

Blue Line News Week, June 1, 2007 Vol. 12 No. 22

May 24 2007

TORONTO - Ontario Premier Dalton McGuinty has sent an open letter to all federal party leaders, calling for a “real ban” on handguns.

He writes that “only severe penalties have the power to clearly convey the gravity of gun related crimes and society’s absolute intolerance of them.”

McGuinty is urging Parliament to push through proposed legislation that would see a reverse onus on bail for gun crimes and stiffen minimum sentences.

Handguns are already severely restricted in Canada, and a handgun registry has been in force for more than 60 years.

McGuinty’s letter comes in the wake of the fatal shooting of a 15-year-old boy yesterday at his Toronto high school.

The mayor of Toronto and Ontario’s attorney general and community safety minister are also among those calling for an outright ban on handguns.

(BN)

Blue Line News Week, June 8, 2007 Vol. 12 No. 23

Jun 01 2007

OTTAWA - The federal Conservative government has rejected Ontario’s call for a ban on handguns.

Public Safety Minister Stockwell Day suggests such a move would be useless, and might do more harm than good.

Day rejected Ontario’s call as he shared a podium in Ottawa today with the province’s correctional services minister.

Monte Kwinter called for the ban after meeting with his federal and provincial counterparts to discuss how to curb organized crime.

Ontario asked for a handgun ban after a 15-year-old was shot and killed last week at a Toronto high school.

But Day says other jurisdictions where handguns have been banned, including Britain and Ireland, have seen the numbers of gun crimes increase.

(BN)

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 14 2007**

**#P219. SUPPORT FOR THE TORONTO POLICE SERVICES BOARD'S
POSITION ON GUN VIOLENCE**

The Board was in receipt of the attached copy of correspondence, dated June 05, 2007, from Bernie Morelli, President, Ontario Association of Police Services Boards, to representatives of the federal and provincial governments.

The Board received the foregoing.



**ONTARIO ASSOCIATION OF
POLICE SERVICES BOARDS**

"Commitment to Excellence in Civilian Police Governance"

10 Peel Centre Drive, Brampton, Ontario L6T 4B9
Tel. 905-458-1488 1-800-831-7727 Fax 905-458-2260

June 5, 2007

The Honourable Stockwell Day
Minister of Public Safety
House of Commons
Ottawa, Ontario
K1A 0A6

The Honourable Michael Bryant
Attorney General
McMurtry-Scott Building,
720 Bay Street,
11th Floor
Toronto, ON M5G 2K1

The Honourable Monte Kwinter
Minister
Community Safety and Correctional Services
25 Grosvenor Street
18th Floor
Toronto, ON M7A 1Y6

Rob Nicholson
Strategic Research Unit
Frost Building S
5th Floor
7 Queen's Park Crescent
Toronto, ON M7A 1Y7

Dear Minister,

On behalf of the Ontario Association of Police Services Boards (OAPSB) and in support of the recent initiative from the Toronto Police Services Board, I am writing to urge you to take immediate action regarding an issue of critical importance, gun violence in our cities and in our communities.

Tragically, young people are being shot and killed, like the recent incident involving Jordan Manners, the 15-year old, student in grade 9 who was shot and killed. He was the 13th victim of gun violence in Toronto this year. This shooting took place in a school, a place that should be a safe haven and centre of companionship and learning for our young people. Last year a teenager was shot and killed while shopping with her family in downtown Toronto. There are sadly all too many examples like these in our society today.



We are all shocked and angered by these kinds of shootings within our communities - this violence must not continue unabated.

At its annual general meeting in May the members of the Ontario Association of Police Services Boards (OAPSB) approved a resolution requesting that the Government of Canada should immediately:

- Cancel the amendments to eliminate the registration of unrestricted rifles and shotguns
- End the amnesty for gun owners who fail to renew their licenses or to register their firearms;
- Ensure there are adequate resources to strengthen the license screening and renewal processes for firearms registration and licensing;
- Prohibit the sale of semi-automatic assault weapons to civilians and strengthen controls on handguns.
- Support increased awareness of the real threats of firearms, the risk factors and appropriate interventions; and
- Strengthen borders security controls and support international efforts to combat the illicit trade in firearms.

In light of the Toronto Police Services Board's (TPSB) recent requests the OAPSB, in support of the TPSB additionally calls upon the federal and Ontario governments to:

- Take necessary legislative action to ensure that those who possess and use guns illegally are subject to serious consequences
- Impose a complete ban on the use of handguns
- Significantly increase enforcement measures and actively seek the cooperation of the US government to prevent internal gun trafficking.

Ontario's Police Services Boards are committed to doing all that they can to ensure that all residents of this province are assured of their safety. The Boards believe that community policing is vital, supporting their Police Chiefs' efforts to increase the presence of uniform officers in our neighbourhoods, by ensuring the maximum number of police on our streets, where we need them.

Along with heightened enforcement measures, we know that crime prevention is equally essential for stopping the violence. Enforcement alone is not enough. The Boards support programs offered by their Services, their municipalities and other community agencies that provide opportunities to young people and deter them from criminal activities.

As we search for ways to end the violence, it is imperative that all partners in the criminal justice system work together in a productive partnership. Enhancements to law enforcement activities and increased crime prevention programs are clearly important but not enough.

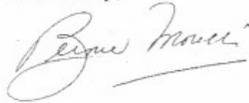
The impact of the communities' initiatives is diminished significantly without strong support from the criminal justice system. While the OAPSB supports the federal government's undertaking to severely restrict access to guns, it believes that such restrictions must be accompanied by serious consequences for the illegal possession and use of guns.

We need to impose the appropriate measures to rid our communities of guns and prevent them from falling into the hands of young people. We must do this immediately.

Responsibility lies not only with those who are actually pulling the trigger but also with those who allow the guns to remain in our communities, those who allow this insidious industry to proliferate and those who do nothing to stop the international trafficking of these weapons.

On behalf of all of the members of the OAPSB and the communities they serve, I look forward to immediate, cooperative action by the Federal Government and the Province of Ontario to address this issue.

Yours truly,

A handwritten signature in cursive script, appearing to read "Bernie Morelli".

Bernie Morelli
President

Cc: Ontario Association of Chiefs of Police
Toronto Police Services Board
Association of Municipalities of Ontario

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 14, 2007**

#P224. IN-CAMERA MEETING – JUNE 14, 2007

In addition to the public meeting conducted by the Board today, an 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
Mr. David Miller, Mayor & Member

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE
TORONTO POLICE SERVICES BOARD HELD ON JUNE 14, 2007**

#P225. ADJOURNMENT

Alok Mukherjee
Chair