



**The following draft Minutes of the meeting of the Toronto Police Services Board held on March 03, 2011 are subject to adoption at its next regularly scheduled meeting.**

**The Minutes of the Meeting held on February 03, 2011, previously circulated in draft form, were approved by the Toronto Police Services Board at its meeting held on March 03, 2011.**

**MINUTES OF THE PUBLIC MEETING** of the Toronto Police Services Board held on **MARCH 03, 2011** at 1:30 PM in the Auditorium, 40 College Street, Toronto, Ontario.

**PRESENT:**

**Dr. Alok Mukherjee**, Chair  
**Ms. Judi Cohen**, Member  
**Mr. Chin Lee**, Councillor & Member  
**Dr. Dhun Noria**, Member  
**Ms. Frances Nunziata**, Councillor & Member

**ABSENT:**

**Mr. Michael Thompson**, Councillor & Vice-Chair

**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 MARCH 03, 2011**

**#P50. INTRODUCTIONS**

The following members of the Service were introduced to the Board and congratulated on their recent appointments and/or promotions:

Promoted to the rank of Superintendent:  
Donald Campbell

Appointed to the position of Manager, Labour Relations:  
Jeannette May

Promoted to the rank of Staff Inspector:  
Francis Bergen  
Mark Saunders

Promoted to the rank of Inspector:  
Richard Hegedus

Promoted to the rank of Staff Sergeant:  
Arlington (Chris) Blackman  
Kathleen Shaw  
Brent Swackhamer

Promoted to the rank of Detective Sergeant:  
Anthony Charles  
Richard Shank

Promoted to the rank of Sergeant:  
Ashraf Awad  
Michael Berg  
Stephen Burns  
Remo D'Antonio  
Ronald Gardner  
Rhonda Harnett  
Andrew Lawson  
Jeffrey MacDuff  
Melinda McAskill  
Brett McFarquhar  
Michael Morrison  
Sukhvinerpal Pabla  
Dean Rodney  
Philip Townley  
Christopher Tracey

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P51. TORONTO TRANSIT COMMISSION SPECIAL CONSTABLES  
PROGRAM**

The Board was in receipt of the following report February 15, 2011 from Alok Mukherjee, Chair:

Subject: TORONTO TRANSIT COMMISSION SPECIAL CONSTABLES PROGRAM

Recommendation:

It is recommended:

1. THAT any resolution and supporting documentation that may be received from the Toronto Transit Commission with respect to entering into a new agreement pertaining to special constables be referred to the Chief of Police; and,
2. THAT the Chief of Police report to the Board and recommend whether there are bona fide reasons for the Board to enter into a new agreement with the TTC.

Financial Implications:

There are no financial implications arising from receipt of this report.

Background/Purpose:

The Board is in receipt of correspondence, dated February 10, 2011, from Councillor Karen Stintz, Chair, Toronto Transit Commission (TTC) and Mr. Gary Webster, Chief General Manager, Toronto Transit Commission requesting that the Board enter into a new agreement with the TTC to re-establish a TTC special constables program (Attachment A). My response is also appended to this report as Attachment B.

This report will outline the Board's legislated and procedural responsibilities with respect to special constables and summarize the deliberations that resulted in the termination of an agreement with the Toronto Transit Commission governing its special constable program.

Legislative Provisions

Special constables are employed by a variety of organizations in Ontario. They may be employed by police services boards, as is the case with Court Officers in the Toronto Police Service. They may be employed by universities, provincial government ministries, transit service-providers and parks commissions, to name a few. Special constable status provides an individual with many of the powers and protections of a peace officer. However; the parameters of a special constable's powers are limited and are set out in the appointing documentation.

The details of the special constable program and its administration are set out in an agreement between the employer of the special constables and the police services board. For example, the agreement covers the process for terminating a special constable program, the qualifications for individuals who are to be considered for appointment, training requirements, and processes for dealing with complaints against special constables as well as the powers, duties and responsibilities of the special constables.

It should be emphasized that special constables are not police officers and are not governed by the complaint provisions in the *Police Services Act*. They are not subject to the scrutiny of the Special Investigations Unit (SIU) or the Office of the Independent Police Review Director (OIPRD).

Special constable appointments require the approval of both the police services board and the Ministry of Community Safety and Correctional Services.

The Ministry expects that there must be initial dialogue between the employer, the police services board and the Ministry to determine whether there is a bona fide requirement for the appointment of special constables.

The *Police Services Act* at section 55, establishes the responsibilities of the Board and the Ministry of Community Safety and Correctional Services (“the Solicitor General”) with respect to both the appointment and the termination of special constable status, as follows:

### **Appointment of special constables**

#### **By board**

53. (1) With the Solicitor General’s approval, a board may appoint a special constable to act for the period, area and purpose that the board considers expedient. R.S.O. 1990, c. P.15, s. 53 (1); 1997, c. 8, s. 33 (1).

#### **Powers of police officer**

(3) The appointment of a special constable may confer on him or her the powers of a police officer, to the extent and for the specific purpose set out in the appointment.

#### **Restriction**

(4) A special constable shall not be employed by a police force to perform on a permanent basis, whether part-time or full-time, all the usual duties of a police officer. R.S.O. 1990, c. P.15, s. 53 (3, 4).

#### **Idem**

(5) Subsection (4) does not prohibit police forces from authorizing special constables to escort and convey persons in custody and to perform duties related to the responsibilities of boards under Part X. R.S.O. 1990, c. P.15, s. 53 (5); 1997, c. 8, s. 33 (3).

### **Suspension or termination of appointment**

(6) The power to appoint a special constable includes the power to suspend or terminate the appointment, but if a board or the Commissioner suspends or terminates an appointment, written notice shall promptly be given to the Solicitor General.

Same

(7) The Solicitor General also has power to suspend or terminate the appointment of a special constable.

### **Information and opportunity to reply**

(8) Before a special constable's appointment is terminated, he or she shall be given reasonable information with respect to the reasons for the termination and an opportunity to reply, orally or in writing as the board, Commissioner or Solicitor General, as the case may be, may determine. 1997, c. 8, s. 33 (4).

### **Oaths of office and secrecy**

(9) A person appointed to be a special constable shall, before entering on the duties of his or her office, take oaths or affirmations of office and secrecy in the prescribed form. R.S.O. 1990, c. P.15, s. 53 (9).

### Discussion:

On October 21, 2010, after considering a report from the Chief of Police which indicated that there were no bona fide reasons to continue its agreement with the TTC, the Board decided to terminate its agreement with the TTC related to the special constables program. The agreement ended on February 1, 2011.

The following is a summary of what lead to this decision:

January 23, 1996 - the Board approved an application by the TTC to have its transit security investigators appointed as special constables

May 9, 1997 - the Board entered into an agreement with the TTC for the administration of its TTC Special Constable Program

2007 - Toronto Police Services (TPS) traffic policing review report entitled "*The Road Ahead*", recommended that the TPS create a dedicated sub-unit within Traffic Services to provide an increased level of policing on the transit system to enhance the safe, efficient and orderly operation of the TTC system.

November 2008 – the Board and the TTC established a working group to establish a framework and shared vision for safety in the transit system

May 18, 2009 – the TPS established the Transit Patrol Unit (TPU), currently staffed with 41 positions

June 17, 2009 - the Board authorized the Chief of Police to initiate discussions with the Toronto Transit Commission (TTC) to develop a mutually agreeable transfer of responsibility for public transit and security from the Toronto Transit Commission to the Toronto Police Service.

June - November, 2009 - A TTC Special Constable Transition Planning Committee was formed with membership from the TPS and the TTC. The Committee met on a regular basis to exchange information and clarify issues of concern.

2009 - As a result of the financial and logistical difficulties in facilitating the transition, during consideration of the City of Toronto's 2010 budget, City Council approved the following:

*(1) The Toronto Police Service assume transit policing responsibilities:*

*(i) The TPS complement be increased by 42 police constables and supervisors effective September 1, 2010; and*

*(ii) TPS funding be increased by \$1.789 million in 2010.*

*(2) The Toronto Transit Commission dissolve the TTC Special Constable Services effective September 1, 2010:*

*(i) No new funding for the TTC Special Constable Services be approved in 2010, including the request for 20 additional Special Constables;*

*(ii) The TTC Special Constables complement be reduced by 102 positions effective September 1, 2010, along with associated expenses;*

*(iii) The TTC provide the City Manager no later than January 21, 2010, with the 2010 Operating Expenses for the remaining 31 non-special constable staff.*

May 6, 2010 - the Board formally gave notice to the TTC that it will seek to re-negotiate Board's the agreement governing the program. The TTC was invited to provide the Board with a comprehensive summary of the activities undertaken by its personnel for whom it believed that special constable authority is required

June 23, 2010 - the TTC provided TPS with a report setting out its view on which special constable powers are required by TTC security personnel and the rationale for each. This report was reviewed by the TPS and, based on that review; it recommended that the special constable status for TTC security personnel not be continued. A detailed rationale for this recommendation was provided to the board at its meeting on October 21, 2010 (Attachment C)

September 30, 2010 – in accordance with City Council's decision, an additional 42 positions were assigned to the TPS Transit Patrol Unit

October 21, 2010 – the Board agreed to terminate the agreement with the TTC and notify the special constables that it will be considering the termination of the appointments of all TTC special constables, effective February 1, 2011

October 29, 2010 – the Board provided written notice, to the TTC, of its decision to terminate the agreement

November 5, 2010 – the Board provided written notice to each individual TTC special constable of its intent to terminate the appointment and invites each special constable to make written submissions to the Board

December 6, 2010 – the Board considered written submissions received from 59 of the 87 special constables and decided to terminate the appointments

December 15, 2010 – the Board notified each TTC special constable of the termination of his or her appointment

December 16, 2010 – the Ministry was advised of the Board's decision

February 10, 2011 – Councillor Stintz and Chief General Manager Webster write to request that the Board enter into a new agreement with the TTC

#### Next Steps

In order for the Board to consider whether a special constable program should be re-established, and in light of the recent Board decision to terminate its agreement with the TTC with regard to TTC Special Constables, which came into effect February 1, 2011, the Board requires a resolution of the Commission requesting such an agreement and stating why the Board is being asked to reverse its recent decision.

In support of this resolution, the Board requires documentation, approved by the Commission, describing the purpose for which the Commission is seeking special constable status, the specific statutes which the Commission wishes to authorize the appointees to enforce and describing the circumstances under which the statutes will be enforced. The documentation should also outline alternatives that the Commission has considered and whether there are other powers available to the TTC employees which would allow them to perform the needed functions without special constable status.

#### Conclusion:

Once the Commission's request and supporting documentation are received, they will be forwarded to the Chief of Police for review and to make recommendations to the Board as to whether a bona fide case can be made to establish a special constable program at the TTC.

**The Board approved the foregoing report.**

Attachment "A"

TORONTO TRANSIT COMMISSION



KAREN STINTZ  
CHAIR  
PETER MILCZYN  
VICE-CHAIR  
GARY WEBSTER  
CHIEF GENERAL MANAGER  
VINCENT RODO  
GENERAL SECRETARY



MARIA AUGIMERI  
VINCENT CRISANTI  
FRANK DI GIORGIO  
NORM KELLY  
DENZIL MINNAN-WONG  
CESAR PALACIO  
JOHN PARKER



Sent via email

February 10, 2011

Toronto Police Services Board  
40 College Street  
Toronto, ON  
M5G 2J3

Dear Chair Mukherjee and Members of the Toronto Police Services Board:

At its October 21, 2010 meeting, the Toronto Police Services Board decided to terminate the special constable agreement effective February 1, 2011.

Further to discussions at the February 3<sup>rd</sup>, 2011 TPS Board meeting re: TTC Special Constables, TTC Chair Karen Stintz and I respectfully request that the Board re-establish the TTC Special Constable Program by entering into a new agreement with the TTC.

Chair Stintz and I are available to meet with you to discuss this matter.

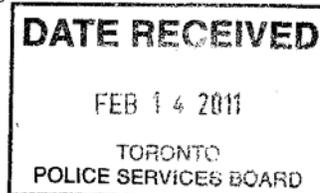
Sincerely,

Gary Webster  
Chief General Manager

Karen Stintz  
TTC Chair

28-5

Copy: Mayor Rob Ford, City of Toronto  
Toronto Police Services Board Members  
Chief of Police William Blair, Toronto Police Service  
Mr. Joseph Pennachetti, City Manager, City of Toronto



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## Toronto Police Services Board

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February 14, 2011

Councillor Karen Stintz, Chair, and  
Mr. Gary Webster, Chief General Manager,  
Toronto Transit Commission  
1900 Yonge Street  
Toronto, ON  
M4S 1Z2

Dear Councillor Stintz and Mr. Webster:

Thank you for your letter of February 10, 2011 concerning your request that the Toronto Police Services Board enter into a new agreement governing the appointment of special constables for the Toronto Transit Commission.

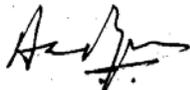
Please be advised that your letter will be included on the agenda of the Toronto Police Services Board's March 3, 2011 meeting for receipt.

In order for the Board to consider such a request, and in light of the recent Board decision to terminate its agreement with the TTC with regard to TTC Special Constables, which came into effect February 1<sup>st</sup>, 2011, the Board will require a resolution of the Commission requesting such an agreement and stating why the Board is being asked to reverse its recent decision. In support of this resolution, the Board will require documentation, approved by the Commission, describing the purpose for which the Commission is seeking special constable status, the specific statutes which the Commission wishes to authorize the appointees to enforce and describing the circumstances under which the statutes will be enforced. The documentation should also outline alternatives that the Commission has considered and whether there are other

powers available to the TTC employees which would allow them to perform the needed functions without special constable status.

Please do not hesitate to contact me should you have any questions.

Yours truly,



Alok Mukherjee  
Chair

cc: Mayor Rob Ford  
Members, Toronto Police Services Board  
Chief of Police William Blair  
/ Mr. Joe Pennachetti, City Manager, City of Toronto

Attachment "C"

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON OCTOBER 21, 2010**

**#P275. TERMINATION OF THE TORONTO TRANSIT COMMISSION  
SPECIAL CONSTABLE PROGRAM**

The Board was in receipt of the following report September 23, 2010 from William Blair, Chief of Police:

Subject: TERMINATION OF THE TORONTO TRANSIT COMMISSION SPECIAL  
CONSTABLE PROGRAM

Recommendations:

It is recommended that:

- (1) the Board terminate the agreement between the Board and the Toronto Transit Commission, dated May 9, 1997, governing the Toronto Transit Commission Special Constable Program, effective January 18, 2011;
- (2) the Board authorize the Chair to provide written notice of the termination of the agreement to the Toronto Transit Commission and the Ministry of Community Safety and Correctional Services;
- (3) in accordance with the requirements of the *Police Services Act*, the Board provide notice of intent to terminate the appointments of all special constables employed by the Toronto Transit Commission, who are performing special constable duties as part of the Toronto Transit Commission Special Constable Program, effective January 18, 2011, and the reason for such termination, and authorize the Chief of Police to provide notice of such intent to terminate to each special constable;
- (4) in accordance with the requirements of the *Police Services Act*, each special constable whose appointment may be terminated be given the opportunity to provide a written reply to the reasons for termination identified in the notice of intent to terminate, and
- (5) the Board forward a copy of this report to the City Manager and the Chief Financial Officer for their information.

Financial Implications:

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

Background/Purpose:

In late 2007, the Chief of Police directed Deputy Chief Warr of Specialized Operations Command to initiate a review of traffic policing activities within the Toronto Police Service. One of the recommendations contained in the report arising from the review, entitled "*The Road Ahead*", recommended that the TPS create a dedicated sub-unit within Traffic Services to provide an increased level of policing on the transit system to enhance the safe, efficient and orderly operation of the TTC system throughout the City of Toronto.

On May 18, 2009, the TPS implemented this recommendation with the creation of the Transit Patrol Unit (TPU). Currently, this sub unit is staffed with 36 constables, 4 sergeants, and 1 staff sergeant.

At its meeting of June 17, 2009, the Board approved the following motion:

*THAT the Board authorize the Chief of Police to initiate discussions with the Toronto Transit Commission (TTC) to develop a mutually agreeable transfer of responsibility for public transit and security from the Toronto Transit Commission to the Toronto Police Service (Min. No. P189/09 refers).*

As a result, the TPS convened a working group representing both the TTC and TPS to research and further develop this concept. A TTC Special Constable Transition Planning Committee (the Committee) was formed. It was co-chaired by then Staff Superintendent Peter Sloly, replaced upon his promotion to Deputy Chief by Acting Staff Superintendent Earl Witty, and the Deputy Chief of TTC Special Constable Operations, Fergie Reynolds. The Committee established a number of sub-committees to address various transitional issues respecting the possible transfer of responsibility for the special constables employed by the TTC to the TPS as part of the process. These included human resources, legal, operational, planning, logistics and financial issues.

Between June and November, 2009, the Committee met on a regular basis to exchange information and clarify issues of concern. As a result of a comprehensive analysis of the situation, it was determined that costs and working conditions, particularly pensions, salaries, and benefits, were substantially inconsistent between the two organizations, thereby making TPS assumption of responsibility for the TTC special constables extremely difficult. The transitioning costs would have been significant and would still have resulted in differential impacts due to irreconcilable comparables in both the short and long term. In light of these fiscal and logistical effects, it was determined that other options would have to be examined to facilitate the Toronto Police Service's assumption of responsibility for policing the TTC.

As a result of the financial and logistical difficulties in facilitating the transition, in the City of Toronto's 2010 budget process, City Council approved the following budgetary allocations:

- (1) The Toronto Police Service assume transit policing responsibilities:
  - (i) The TPS complement be increased by 42 police constables and supervisors effective September 1, 2010; and
  - (ii) TPS funding be increased by \$1.789 million in 2010.

- (2) The Toronto Transit Commission dissolve the TTC Special Constable Services effective September 1, 2010:
- (i) No new funding for the TTC Special Constable Services be approved in 2010, including the request for 20 additional Special Constables;
  - (ii) The TTC Special Constables complement be reduced by 102 positions effective September 1, 2010, along with associated expenses;
  - (iii) The TTC provide the City Manager no later than January 21, 2010, with the 2010 Operating Expenses for the remaining 31 non-special constable staff.

On May 6, 2010, the Board formally gave notice to the TTC of the Board's intent to terminate the current agreement governing the Program. The TTC was invited to provide the Board with a comprehensive summary of the activities undertaken by its personnel for whom it believes that special constable authority is required.

By letter dated June 23, 2010, the TTC provided TPS with a report setting out its view on which special constable powers are required by TTC security personnel and the rationale for each. This report was reviewed by the TPS and, given that review, it is recommended that the special constable status for TTC security personnel not be continued for the following reasons:

(i) Federal Statutes

The TTC identified the need for various authorities under various federal statutes such as the *Criminal Code*, the *Controlled Drugs and Substances Act*, and the *Immigration and Refugee Protection Act*.

The TTC submitted that the absence of such authority would result in its staff being restricted in the performance of duties as they would be unable to arrest on reasonable grounds, release unconditionally when necessary, compel an appearance in court for minor offences in lieu of continuing custody, legally detain for the purposes of investigation, search and seize evidence in limited circumstances and transport prisoners.

In the TPS' view, these authorities are not required for the following reasons:

- In May 2009 the TPU was formed to address legislated policing responsibilities within the transit system with 40 officers dedicated to patrolling the transit system.
- With the backing of City Council, the TPU will have its complement increased to 80 officers in the latter part of 2010.
- As persons authorized by the owner of property, the TTC security personnel would have powers of arrest as provided in section 494 of the *Criminal Code* (citizen's powers of arrest) thus providing an immediate resolution to any employee or customer safety concerns.
- Section 25 of the *Criminal Code* provides protection for anyone who is required or authorized by law to do anything in the administration or enforcement of the law, if they are acting on reasonable grounds, to use a much force as is necessary to effect the lawful purpose.

(ii) Provincial Statutes

The TTC also identified the need for various authorities under various provincial statutes including the *Mental Health Act*, the *Liquor Licence Act*, the *Trespass to Property Act*, the *Child and Family Services Act* and the *Provincial Offences Act*.

The justification given by the TTC for the security personnel obtaining the provincial authorities included a concern that the absence of such authority would cause an immediate risk to public safety, the personnel would be unable to execute a warrant and the person named in a warrant might escape the process for the warrant being issued and the fact that the TTC would not have the ability to release for a provincial offence. In the TTC's view, all these would have an impact on its operational effectiveness. In addition, it is the TTC's position that special constable status would protect it from civil and/or criminal liability due to an unlawful and unreasonable detention.

In the TPS' view, these provincial authorities are not required for the following reasons:

- The TTC may apply to the Ministry of Community Safety and Correctional Services for to obtain provincial offence officers' status for its security personnel. The *Provincial Offences Act* provides the requisite authority for the issuance of Provincial Offences Act notices for the provincial statutes cited allowing for TTC security personnel to commence proceedings under the Act. The TTC may also apply to the City of Toronto to obtain municipal law enforcement officer status for its personnel under section 15(1) of the *Police Services Act*, under which authority the security personnel may lay charges under municipal by-laws, specifically TTC By-Law No. 1.
- The *Provincial Offences Act* currently does not provide release powers for special constables following an arrest under the various provincial statutes.
- With respect to the *Trespass to Property Act*, employees may act as agents of the landlord to enforce the provisions of the statute. As such, TTC security personnel already have the ability to effect their purpose by utilizing the following; TTC By-Law No. 1 and Section 494 C.C., Arrest without warrant by any person.
- Nothing precludes TTC from contacting police in an emergency situation.

(iii) TTC as Employer and Transit Operator

The TTC also identified other considerations which, in its view, also supported the continuation of special constable status for its personnel. These were:

- Common law "standard of care" and community expectations,
- Duty of care under the *Occupiers Liability Act*,
- Duty to "take every reasonable precaution" under the *Occupational Health and Safety Act*, and
- Duty of persons directing work under 217.1 of the *Criminal Code*.

In TPS' view, these considerations do not support the continued provision of special constable authority. The TTC has no greater or lesser duty of care than any other employer or corporation supplying a service to the public. To accept this line of reasoning in even a limited fashion would justify special constable authority being provided to the security personnel of any retail establishment or public venue. The TTC's concerns can be met by authorities given to any employer or owner of property and be enhanced by training and environmental design.

An additional rationale for continued special constable status woven through the TTC's response is the need to "achieve operational effectiveness" and "avoid undue disruption of transit service". This position is predicated on police presence and response times prior to the establishment of the TPU and increased priority being given to the transit system from the TPS.

The Board should also note that some of the authorities requested by the TTC would appear to confer authority on special constables well beyond the functions and primary purpose of the TTC. For example, the request to be given authority under the *Immigration and Refugee Protection Act* would appear to be beyond the scope of the TTC's needs as its business is arguably to provide an effective and efficient transit system, not enforce immigration law.

The TTC also suggested that as it moves closer to wide-spread implementation of proof of payment fare enforcement, special constable authority is required to protect its employees and to ensure fare payment compliance. With proof of payment being a condition of entry onto the TTC, anyone not paying a fare or failing to show TTC such proof is in contravention of its by-law and the *Trespass to Property Act*. A violator can therefore be charged and escorted off the premises. The only authority required is that of a provincial offences officer.

In the TPS' view, effective and efficient use of existing civilian authority, combined with TTC By-Law No. 1 as a control mechanism, will meet the needs of the TTC and the public.

In light of the foregoing, it is recommended that the Board terminate its agreement with the TTC in respect to the TTC Special Constable program effective January 18, 2011 and that the TTC be served with a written notice of such termination at least 90 days prior to the effective date.

In accordance with section 53(6) of the *Police Services Act*, written notice will be provided to the Ministry of Community Safety and Services advising of the termination date. In addition, under section 53(8) of the *Police Services Act*, written notice of intent to terminate and the reasons for termination will be provided to each TTC Special Constable who will each be given an opportunity to respond.

#### Discussion:

At its meeting of January 23, 1996, the Board approved an application by the TTC to have its transit security investigators appointed as special constables pursuant to the provisions of the *Police Services Act* (the Act) (Min. No. P39/96 refers). On May 9, 1997, the Board entered into an agreement with the TTC for the administration of its TTC Special Constable Program and the Program has continued for the past 13 years.

In accordance with City Council's decisions outlined previously in this report, an additional 42 positions will be assigned to the Toronto Police Service Transit Patrol Unit effective September 30, 2010.

In light of this, it is recommended that the agreement between the Board and the TTC governing the TTC's Special Constable Program be terminated effective January 18, 2011. The agreement requires that 90 days written notice be given should either party wish to terminate the agreement.

As well, if the Board decides to terminate the Program, each TTC special constable should also be given notice of the Board's intent to terminate his or her appointment effective the date that the agreement for the TTC Program ends and the reasons for such termination. The *Police Services Act* requires that each affected special constable be given reasonable information about the reasons for the termination, and an opportunity to reply orally or in writing as may be determined by the Board.

Conclusion:

The TPS is and will continue to be the principal provider of policing services within the boundaries of the City of Toronto, including policing of the TTC. In light of the enhanced TPS responsibility for policing the TTC, and the City Council budgetary decision earlier this year, there is no continued need for the TTC Special Constable Program or for the continued special constable appointment of the current TTC special constables. Therefore, it is recommended that the agreement between the TTC and the Board in respect to the Program be terminated in accordance with its terms, and the TTC special constables be given notice of intent to terminate their special constable appointments in accordance with the procedure set out in the *Police Services Act*.

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

**The Board was also in receipt of the following:**

- **September 20, 2010 from Adam Giambrone, Chair, Toronto Transit Commission**  
**Re: Response to the Chief's Report to Terminate the TTC Special Constable Program**
  
- **Correspondence (not dated) and correspondence dated September 28, 2010 from Ian Thompson, National Representative, Canadian Union of Public Employees (CUPE)**  
**Re: Status of Special Constables at the Toronto Transit Commission**

cont...d

- **October 08, 2010 from Gary Webster, Chief General Manager, Toronto Transit Commission**  
**Re: Toronto Transit Commission Special Constable Program**

Copies of the foregoing correspondence are appended to this Minute for information.

The following persons were in attendance and delivered deputations to the Board:

- **Gary Webster, Chief General Manager, Toronto Transit Commission \***
- **Joe Mihevc, Councillor and Vice-Chair, Toronto Transit Commission**
- **Ian Thompson, National Representative, Canadian Union of Public Employees, on behalf of the TTC Special Constables \***

\* written submission also provided; copy on file in the Board office.

Councillor Mihevc began his deputation by indicating that he was speaking on behalf of the Toronto Transit Commission and that the Commission had unanimously expressed its support of Mr. Webster's deputation to the Board.

During his deputation to the Board, Mr. Thompson referred to potential labour relations issues between the Toronto Transit Commission and the special constables and the Board decided to adjourn the meeting for a short period of time so that its legal counsel could speak with Mr. Thompson regarding the status of those matters. Following the break, the Board resumed its meeting.

Following the deputations, Mr. Webster, TTC Vice-Chair Mihevc and Mr. Thompson responded to questions by the Board.

Chief Blair also responded to questions by the Board.

The following Motions were presented to the Board with respect to the Chief's report:

1. **THAT the Board approve recommendation no. 1 with an amendment indicating that the effective date of the termination of the agreement will be February 01, 2011 and not January 18, 2011;**
2. **THAT the Board approve recommendation no. 2;**
3. **THAT the Board approve recommendation no. 3 with an amendment indicating that the Board will consider a recommendation to terminate the appointments of all special constables effective February 01, 2011, and not January 18, 2011, and that the correspondence to be sent to the special constables be prepared by the Chief of Police for the Chair's signature;**

cont...d

4. THAT the Board approve recommendation no. 4, noting that any written submissions should be submitted to the Board Administrator no later than 4:00 PM on November 29, 2010;
5. THAT recommendation no. 5 be approved with an amendment indicating that copies of this report will be sent to the City Manager and the Deputy City Manager and Chief Financial Officer for information;
6. THAT the Chief of Police submit a report to the Board for consideration at a special confidential meeting to be held on December 06, 2010 regarding recommendations for the termination of appointments of the special constables; and
7. THAT the Board notify the Peel Police Services Board and the York Police Services Board of its decision in this matter.

A request for a recorded vote on the foregoing Motions was submitted in accordance with section 22 of the Board's Procedural by-Law.

The voting was recorded as follows:

<u>For</u>	<u>Opposed</u>
Vice-Chair Pam McConnell Councillor Adam Vaughan Mr. Hamlin Grange	Ms. Judi Cohen Chair Alok Mukherjee did not vote; deemed to be opposed

The Motions were approved.

The Board also approved the following Motions:

8. THAT the Board receive the deputations and the written submissions; and
9. THAT the Board receive the foregoing report from Chief Blair and the correspondence from TTC Chair Adam Giambrone and Messrs. Webster and Thompson.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P52. SCADDING COURT COMMUNITY CENTRE – REPORT ON 2010  
YOUTH SUMMER SAFETY PROGRAM**

The Board was in receipt of the following report February 17, 2011 from Alok Mukherjee, Chair:

Subject: SCADDING COURT COMMUNITY CENTRE - REPORT ON 2010 YOUTH  
SUMMER SAFETY PROGRAM

Recommendation:

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

Financial Implications:

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

Background/Purpose:

At its meeting held on June 29, 2010, the Board approved funding in the amount of \$25,000.00 from the Special Fund to support a summer program for youth residing in the Alexandra Park and Regent Park communities (Minute No. P184/10 refers).

The program objective was to promote positive youth development by engaging youth in constructive and supportive community settings that contribute to their intellectual, emotional, and social development. The program catered to youth between the ages of 12 to 15 years old and included youth participation in a number of positive community building activities such as, dialogue between youth and police, building leadership skills, building positive relationships between peers and developing messaging concerning anti-violence, anti-guns, and anti-drugs.

Discussion:

Ms. Susanne Burkhardt, Director of Development & Community Engagement, Scadding Court Community Centre, has provided me with a report outlining the key activities and outcomes of the summer program and has requested to deliver a presentation to the Board on the success of the program. Ms. Burkhardt's report is appended for your information.

Conclusion:

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

**The following persons were in attendance and delivered a presentation to the Board:**

- **Kate Stark - Executive Director, Dixon Hall**
- **Lisa Druchok - Youth Worker, SCCC**
- **Ryan Tucker - Youth Worker, Dixon Hall**
- **Susanne Burkhardt - Director of Development & Community Engagement, SCCC**
- **Rob MacInnis – Detective, Crime Manager, Toronto Police Service – 14 Division**

**The Board received the foregoing report.**

Thursday, January 27, 2011

## Report on Youth Summer Safety Program

**Core Project Partners** – Toronto Police Services (14 & 15 Divisions), Scadding Court Community Centre, Dixon Hall, Alexandra Park Community Centre

### Project Background

This summer, in response to violent incidents in the Regent Park and Alexandra Park communities, three organizations came together to propose a summer safety program focused on violence prevention and community building between the police and younger youth. The goal of the project was to build positive relations between youth and police in Alexandra Park (AP) /Atkinson Coop.

Local police Divisions 14 and 51 collaborated with Dixon Hall (DH), Scadding Court Community Centre (SCCC) and Alexandra Park Community Centre (APCC) to develop an approach that promoted community and civic engagement provided opportunities to younger youth and necessary supports to enable young people to value their environments, work with stakeholders across the City and be agents in creating more positive relationships between law enforcement organizations and the community as a whole. Implementation of the project was done primarily by the community-based agencies with police involved in dialogues, station tours and recreational activities.

The project had a focus on community building and was carried out in each neighbourhood with all organizations and participants coming together for activities where possible and appropriate. Project planning was coordinated among the three agencies and with police. Teams of 15 youth between the ages of 12 and 15 in each organization came together and were supported in identifying and working on day-to-day summer activities involving excursions, events, outdoor programming, skills building and exposure to community safety promotion.

In July of 2010, \$25 000.00 was received from the Toronto Police Services Board to support this initiative, which resulted in the activities and outcomes outlined below.

### Project Participants

The project's target group was youth, with a focus on those between the ages of 13 – 15.

Reasons for a focus on this age group include:

- The time of transition from middle to high school leaves a lot of youth without programming (not eligible for children's programs and not yet well integrated into youth programs); this can create a programming gap
- Research shows that transition times are when youth are more vulnerable to considering and engaging participation in potentially negative activities
- Most young youth have not yet had many encounters with police - this creates a window of opportunity for setting the tone for their impressions and relationships with police
- It is a time of decision-making with respect to personal opinions, directions and goals
- It allows for proactive vs. reactive approaches to police-youth relations

### Project Activities

The overall theme for the project's activities was community and capacity-building. At each site, specific activities varied somewhat based on local issues and resources, agency knowledge of youth issues and needs, youth interests and priorities, and timing. Youth engaged in regular dialogue with members of local Divisions bi-weekly over 6 weeks for a total of 3 dialogue sessions. Each partner agency's approach and activities are outlined below:

## **Dixon Hall**

Summer programming focused on building relationships between 15 youth participants, local police and whole communities, as well as developing life skills and prosocial behaviour in youth.

### ***Annual "Building Bridges Basketball Tournament"***

Youth participated in "Building Bridges Basketball Tournament" along with 35 other Regent Park youth and four 51 Division Police Officers. This was an outdoor full-day multi-divisional basketball tournament bringing youth aged 12-25 from priority neighbourhoods across the city together with police.

**"The cops that came out to this tournament are decent. Solid. And some of them call ball guy. It's cool for other youth in other communities to see how the cops come out for this stuff"**

- 15 year old youth playing in Building Bridges Basketball Tournament'

### ***Tour of 51 Division & Youth and Police Dialogue***

Youth visited local 51 Division for a one-hour tour which generated questions and positive discussions. Following the tour youth asked 20 prepared questions to two constables during a one hour discussion. Questions ranged in focus from "what would you do if..", "have you ever.." to "why do youth get randomly stopped". The officers responded thoroughly and youth left with a sense of ownership and accomplishment over the dialogue.

**"The tour was cool. I'm happy I got to ask my questions – and I sat in the back of a cop car too!"**

- 14 year old youth attending division tour/youth dialogue

### ***Social Media Training Session***

Youth took part in 2 two-hour social media training sessions led by Beehive. Training sessions covered a range of topics including: 'intro to what social media is', 'intro to what community advocacy/engagement is' and 'how to tell your story'.

**"I like that we got to learn more about telling the stories in our community. There is a lot happening here right now and it's us kids that see it every day."**

- 14 year old youth participating in the Social Media Training

### ***Leadership Retreat***

15 youth participated in a week long leadership retreat out of the city. Youth camped and engaged in outdoor activities while partaking in workshops and discussions focused around the development of prosocial/life skills.

**"I had so much fun this summer – I never want it to end! The leadership retreat was awesome!"**

- 13 year old youth participant (ongoing engagement)

### ***Community Engagement Project – Filming at Community Vigil***

Youth filmed a community vigil, attended by over 300 community members young and old, celebrating the rich history of Regent Park and welcoming the new revitalization. The youth captured the event on video camera by interviewing the attendees about their fondest memories of the park. DH plans to work with youth from this group to develop a documentary on the event.

**"It's like "speakers corner" but better – then we're gonna turn this into a documentary. It going to mean a lot for the older people who are leaving Regent, so say your piece!"**

- 15 year old youth filming/interviewing community members at the community vigil event

### **Scadding Court Community Centre**

Youth summer programming concentrated on skills and capacity building in 14 youth, as well as connecting youth with multiple organizations and services in the city, including 14 Division.

#### ***Youth and Police Sporting Events & Lunch***

Youth played basketball/soccer and ate lunch with 10+ police officers from 14 Division, along with 19 other SCCC youth. Mixed teams of youth and officers played in 4-on-4 tournaments. Mixed teams provided greater opportunity for fostering relationships rather than competition. For many youth this was their first time meeting an officer outside of uniform.

**"I feel that these officers are making an effort to get to know us by communicating with us during the game."** - Male participant aged 13

#### ***Conversation with Police***

Youth participated in a dialogue with Crime Manager Rob MacInnis from 14 Division. For two hours the group discussed responsibilities and roles individuals have in community safety. Rob shared personal stories about his experience as an officer, as a result youth began to trust Rob and were more willing to ask questions and talk about community safety.

**"It would be easier for youth to tell the police when there's a problem if the two parties trusted each other. Once youth gets into trouble you can't do that. You have to do it before."**

- Female participant, aged 14

#### ***All Candidates Debate on Issues of Youth and Policing in Trinity-Spadina***

Youth participated in the organization and running of a Ward 20 city council all candidates debate on youth and policing. Prior, 3 youth attended a workshop at City Hall hosted by Scarborough Action Network on organizing all candidates' debates and later led a workshop with the larger group on elections and the role youth play in the electoral process. 10 issues important to youth were turned into questions for the candidates. [www.youtube.com/watch?v=vBDal2IO9OU](http://www.youtube.com/watch?v=vBDal2IO9OU)

**"Youth opinions can be heard in politics. By sharing thoughts with adults or other members of the community who vote, youth are able to share their ideas and have them heard."**

- Female participant age 15

**"Youth are able to express their opinions about their community by attending all candidates' debates. I never knew."** - Male participant age 14

#### ***Social Media Training Session***

Youth participated in two 2 hour workshops with Beehive to discuss civic engagement, media and how to create a message. Youth debated about they wanted to keep in their community, what they wanted see brought in and what they wanted to see eradicated. All members of the group contributed to the creation of a message and symbol which SCCC is developing further.

#### ***Community Development Project - Edible Wall***

The largest community development project the youth undertook was an edible wall. Starting with a trip to The Robertson Building to examine a living wall, then a tour of SCCC community gardens to identify climbing plants, research ended with youth manipulating bamboo skewers into a trellis. The entire group participated staining the wood and construction of the trellis. This hands-on project was the first time the majority of our youth painted or used a drill.

**"I can't believe I learned to build stuff with wood! I've never done that before."**

- Female participant age 13

### **Alexandra Park Community Centre**

The approach in the Atkinson Coop/Alexandra Park neighbourhood was a whole community approach. 15 youth participated in programming focused on developing leadership and community building skills.

#### ***Community Safety Committee***

The Safety Committee was formed because both adults and youth were interested in working together to address safety in their community and more specifically shootings in the neighbourhood. Participants worked, and continue to work together with older youth on community projects. Community safety meetings are ongoing and address, among other things, why residents do not call police when they are informed of an attack or pending attack on residents of their neighbourhood. A police officer will be part of the community safety audit, arranged by the community safety committee and staff of the centre.

#### ***Leadership Skills and Capacity Building***

Youth attended daily workshops for eight weeks in community engagement, resume writing, child management and fundraising. The purpose of these workshops was to engage youth for the summer and to train them to become positive leaders in their community.

#### ***Social Media Training Session***

With SCCC youth, AP youth engaged in workshops on storytelling and media literacy. AP youth wrote their own unique story and created a symbol for their neighbourhood to communicate what was important for them.

#### ***Meeting with 14 Division***

Youth joined SCCC and the police department in sporting activities with and at SCCC, so as not to duplicate the activities in the same neighbourhood. The police/youth involvement is happening within this neighbourhood's community involvement approach. On duty police officers now drop into the centre and interact with staff and residents without being called for an incident. These first sporting events opened communication between youth and police and were the first time many youth had positively interacted with members of the police department.

### **Key Project Outcomes**

1. Increased positive interaction among police, residents and staff of the community centres.
2. New and ongoing community safety committee established in the Alexandra Park Coop which addresses safety issues and will include the police department.
3. Increased youth awareness of local available services. Programs, opportunities and of local organizations and what they have to offer.
4. Improved leadership skills and youth engagement in all participating communities.
5. Improved awareness of political systems, civic engagement and youth involvement in politics.

**Project Financials****PROJECT INCOME**

TPSB	\$25 000.00
Partner In-Kind	\$28 768.22
<b>Total</b>	<b>\$53 768.22</b>

**PROJECT EXPENDITURES:**

	Youth Honoraria	Refreshments	Materials/Supplies	Excursions	Staffing	Social Media Training
Dixon Hall (DH)	15 Youth \$50/wk X 6 Weeks = \$4500.00	\$1000.00	\$1667.00 (In-Kind - DH)	\$1500.00	\$7967.00 (In-Kind - DH)	\$1333.00
Scadding Court Community Centre (SCCC)	14 Youth \$50/wk X 6 Weeks = \$3570.00*	\$595.40	\$1677.60 \$326.38 (In-Kind - SCCC)	\$ 1,157.00	\$12307.84 (In-Kind - SCCC)	\$1334.00
Alexandra Park Community Centre (APCC)	15 Youth \$57/wk X 6 Weeks = \$340.00= \$ 5100.00	\$200.00	\$500 (In-Kind APCC)	\$1700.00	\$6,000 (In-Kind - APCC)	\$1333.00
<b>TOTAL</b>	<b>\$13 170.00</b>	<b>\$1 795.40</b>	<b>\$4 170.98</b>	<b>\$4 357.00</b>	<b>\$26 274.84</b>	<b>\$4 000.00</b>

\*youth did not receive an honoraria for days absent

**TOTAL EXPENDITURES = \$53 768.22**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P53. NEW RECORDS MANAGEMENT SYSTEM – AWARD OF CONTRACT  
FOR PRODUCT AND SERVICES**

The Board was in receipt of the following report January 14, 2011 from William Blair, Chief of Police:

Subject: NEW RECORDS MANAGEMENT SYSTEM – AWARD OF CONTRACT FOR  
PRODUCT AND SERVICES

Recommendations:

It is recommended that:

- (1) the Board approve the contract for the supply and delivery of software, maintenance, and professional services in relation to the acquisition and implementation of a new records management system to Versaterm Inc. at a cost not to exceed \$10.5 million (inclusive of applicable taxes) in accordance with the Statement of Work and terms and conditions which are acceptable to the Service; and
- (2) the Board authorize the Chair to execute all required agreements and related documents on behalf of the Board, subject to approval as to form by the City Solicitor.

Financial Implications:

Funding in the amount of \$24.4M (adjusted for HST) for the implementation of a new Records Management System (RMS) is included in the Toronto Police Service's approved Capital Program.

The portion of the project's capital funding of \$24.4M that is attributable to Versaterm Inc. is not expected to exceed \$10.5M, and funds for this purpose are available in the approved capital budget for this project. Should a requirement arise that would result in an increase to the \$10.5M, the Board will be advised in accordance with the requirements of the Board's Financial Control By-law.

The acquisition and implementation of a new RMS for the Service was approved by the Board at its meeting on September 18, 2008 (Min. No. P273/08 refers), and subsequently by the City Council as part of the City's 2009-2013 capital program. In the capital program Board report, the Service indicated that the annualized operating budget impacts from the implementation of the new RMS were estimated at \$5.1M, and assumed a requirement for an additional 50 records management clerical staff and 5 information technology staff to support the new system. It was expected that the additional clerical staff would relieve some of the administrative pressures currently on front line police officers and allow the officers to spend more time responding to calls and less time completing reports. At its meeting on September 24, 2009 (Min. No.

P264/09), and subsequently at its meeting on September 23, 2010 (Min. No. P259/10), the Service advised the Board that the Service was reviewing the additional staffing requirements for the new RMS in an effort to reduce the operating impact from the implementation and operation of the new system. The Board was advised that the additional staffing estimates were developed when the project was first identified for inclusion in the capital program, and as a result, the estimates were very preliminary. At that time, the vendor for the new system was not yet known and business process mapping and analysis was ongoing.

Since the initial staffing estimates were identified, extensive business process mapping has been completed in an effort to identify areas where efficiencies can be gained that will minimize the need for additional personnel. As the RMS project moves forward, redeployment opportunities will also be explored as existing manual processes are automated and repetitive data entry requirements are streamlined, allowing the reassignment of personnel to job functions under the new RMS work flow configuration.

As reported to the Board in September 2010, the Service is still not in a position to make a more definitive determination on the actual number of additional positions that will be required. The Board will be kept apprised of anticipated operating impacts post RMS implementation as these figures are more clearly defined.

All costs relating to the Integrated Records and Information System (IRIS) capital program are being captured to ensure that operating impacts are monitored on an ongoing basis and remain within the original business case projections.

#### Background/Purpose:

The current records management system, known as the Enterprise Case and Occurrence Processing System (eCOPS), was implemented in 2003 and is the primary application used by the Service as a repository for operational and investigative information. At its May 20, 2010 meeting, the Board approved Versaterm Inc. as the vendor for the supply of a commercial-off-the-shelf (COTS) RMS solution that will replace the existing eCOPS application (Min. No. 144/10 refers).

The Versaterm software product (commercially known as Versadex) will integrate the functionality available through numerous silo applications, including the Criminal Information Processing System (CIPS), Field Information Reports (FIR), the Repository for Integrated Criminalistic Imaging (RICI), Unified Search, and the Property and Evidence Management System (PEMS).

In May 2010 (Min. No. P144/10 refers), the Board approved the following motions:

1. THAT, subject to the completion of a Statement of Work that is acceptable to the Service, the Board approve Versaterm Inc. as the vendor for the supply and delivery of software, maintenance, and professional services in relation to the acquisition and implementation of a new records management system at an estimated cost of \$10.5 million (inclusive of applicable taxes);

2. THAT the Board authorize the Service to engage in a Statement of Work process with Versaterm Inc.;
3. THAT the Chief of Police submit a further report to the Board setting out the terms and conditions of the proposed agreement with Versaterm Inc. for its approval; and
4. THAT the Board receive the foregoing report (dated April 28, 2010) from the Chief of Police.

The purpose of this report is to respond to the Board's request, specifically identifying the results of the Statement of Work process with Versaterm and the key terms and conditions of the proposed Agreement with Versaterm.

#### Discussion:

##### 1. The Agreement

The negotiations with Versaterm are in their final stages and advanced draft documents exist for all parts of the Agreement. Although there will likely be some modifications to the final form of the Agreement, the structure and fundamental content is clear.

There will be a Master Agreement addressing the overarching terms and conditions for the provision of Versaterm's services, as well as a series of Schedules that deal with specific aspects of the arrangements and the provision of services in more detail.

Representatives from the IRIS project team, in consultation with the Service's Purchasing Support Services and the City Legal Division, have been actively involved in the preparation of the Master Agreement and the supporting documentation. The key aspects of these documents are as follows:

##### (i) Master Agreement

The Master Agreement sets out the general principles governing the contractual relationship between the Board and Versaterm.

Key provisions of the Master Agreement are:

- Definitions of the standard of care and skill to be used by Versaterm in performing the services,
- Identification of the responsibility of Versaterm for its personnel and subcontractors, if any,
- Establishment of both parties' confidentiality and security obligations,
- Identification of Versaterm's insurance requirements,
- Establishment of the high level structure for payments and invoicing,

- Identification of the right to use of the software source code in specified circumstances,
- Requirements for acceptance testing of the system,
- Change control process to ensure documentation of any changes to the scope of the project,
- Establishment of a process to resolve disputes, including escalation of disputed matters from the project managers to the executive level,
- Establishment of warranties on the standards of services and the meeting of the Service's requirements,
- Provisions of indemnity obligations for Versaterm for harm to the Service in carrying out the project (subject to limitations of liability) and violation of a third party's intellectual property rights,
- Identifying termination rights in the event of breach of the Agreement, and
- Establishment of a right for the Service to audit Versaterm's records associated with the project.

(ii) The Schedules to the Master Agreement

The Master Agreement with Versaterm includes the following Schedules, which form part of the Agreement but deal with its various aspects in a more detailed way than the Master Agreement:

- Price List and Payment Schedule

In consideration of Versaterm installing and supplying the system and services in accordance with the terms and conditions of the Master Agreement, Versaterm will be compensated at specific project milestones for parts of the total Agreement price.

- Vendor's Statement of Work

A Statement of Work has been developed with Versaterm to define the scope of work, vendor resource requirements, functional, operational, and technical business requirements, equipment needs and associated costs. As reported to the Board in May 2010, the vendor has completed the Statement of Work at no additional cost to the Service (Min. No. P144/10 refers).

The Statement of Work outlines the roles and responsibilities of all parties during and post implementation of the Versadex solution. The Statement of Work also addresses implications of the RMS installation, including software and hardware acquisition, RMS integration testing, production system installation, RMS functional acceptance testing, training course outlines, production rollout plan, and RMS response and reliability testing.

- Project Implementation Schedule

This Schedule sets out a detailed timetable for the entire project to guide the timing and completion of the project.

- Interface Control Document

This document identifies all required and potential interfaces that will be developed in order to ensure that the Versaterm software will effectively interact with relevant existing Service systems and databases.

- Customization and Enhancements Control Document

This Schedule identifies the requirements for customization and enhancement of the standard Versaterm software to address the additional specific needs of the Service.

- Conversion Control Document

This document identifies the requirements of the Service with respect to the conversion of existing Service records into records under the new RMS. Given the significance of the RMS, this is an important part of the Agreement to ensure continuity in records management.

- Change Control Log

This Schedule establishes a form for recording all changes in the project that are commonly required in a project of this magnitude. Given the scope of the project, modification of the project by agreement between the parties is important, and maintaining an accurate record of such changes is the purpose for the log.

- Acceptance Testing

The Schedule sets out the parameters for acceptance testing of the system at various stages of the project and upon completion. The acceptance tests are the basis for the Service's acceptance of the system and making milestone payments. Therefore, the test plan is designed to ensure that no aspect of the system is accepted without thorough testing to ensure that it performs in accordance with the Service's requirements.

- Training

The type and range of training that Versaterm will provide as part of the services are described under this section of the Agreement. Given that the new RMS will necessitate training for members of the Service in order for the system to work effectively, the training component is an important part of the overall services.

- Application Software Licence Agreement

This Schedule contains the form of the Application Software Licence Agreement. This is the agreement between Versaterm and the Board for the perpetual licence to use Versaterm's proprietary software programs and manuals.

- Application Software Support Agreement

This Schedule contains the form of the Application Software Support Agreement. This Agreement identifies the maintenance and support services that will be provided by Versaterm, including assistance with data manipulation, periodic reviews of all products to identify and resolve issues on a preventive basis, responding to outstanding inquiries and usage issues and, in a timely manner, providing all product updates and upgrades.

Following execution of the Master Agreement with Versaterm, the Versaterm suite of products, along with ancillary hardware and third party software, will be configured, tested, and implemented Service-wide.

## 2. The Project Management Framework

The Service's project management framework is being used to manage the new RMS project. It consists of the following:

- Project Charter

The Project Charter provides a high level framework and roadmap for the remaining phases of the project and will serve as a term of reference for ongoing project management. The document addresses areas such as project objectives, measurements of success, overall approach and timelines, deliverable descriptions, resources and governance, and project procedures.

The scope of the deliverables addressed in the Project Charter includes:

- Requirements Management Plan
  - Functional and Technical Requirements Documents
  - Configuration Design Document (including workflow, access control, audit component)
  - Conversion/Archiving/Decommissioning Strategy (legacy systems and data)
  - Quality Assurance/Testing Strategy
  - Business and Technology Target Operating Models
  - Organizational and Business Change Management Strategy (marketing and communications)
  - Policy and Procedure Change Management Plan
  - Training and Support Strategy
  - Implementation and Deployment Strategy
  - Business Intelligence Strategy
- Project Phases

The major activities and estimated timelines for the Versadex implementation are outlined below. It is important to note that these dates are preliminary and could be affected by various contingent events and dependencies and therefore could change. The Board will be apprised accordingly.

i. Design and Planning – Quarter (Q) 3 - 2010 to Q1 - 2011

During the design and planning phase, the target operating model will be developed with input from key stakeholders and subject matter experts across the Service. The technical infrastructure and system integration topology required to support the business architecture will be examined, along with the Versadex and third party application configurations to achieve the Service's vision of an integrated RMS solution. Procurement of hardware and third party software will be initiated.

ii. Configuration and Information Technology Build - 2011

This phase will encompass the configuration and testing of Versadex and third party applications to determine optimal configuration, the building of system interfaces and conversion capabilities to migrate specified data to Versadex, and the configuration and building of operational and analytical reporting capabilities. User roles and access rights will be configured in accordance with information security requirements.

iii. Testing, Pilot Staff Training, and Pilot Rollout - Q1- 2011 to Q3 - 2012

This phase of the project will involve system performance testing with production volumes; functional and work flow testing to ensure acceptance by stakeholders and end users; system, operability, and integration testing with respect to interfaces; infrastructure, failover, and security aspects of the implementation; and model office testing of the system in its final configured form. At this time, final defect or configuration corrections will be made.

Training will begin in this phase, followed by a production pilot rollout to a predetermined division and designated centralized units targeted for early 2012.

iv. Staged Divisional Implementation - Q3 - 2012 to Q2 - 2013

Staged Service-wide production rollout will continue following the pilot phase and will be coordinated in a manner that aims to minimize disruptions to business activities, while ensuring that training delivery and rollout timing are closely aligned.

v. Production Stabilization - Q2 to Q4 - 2013

The production stabilization period will follow the Service-wide application rollout and will continue through 2013 to ensure the stable and efficient operation of the system, maximum benefits realization, and overall stakeholder and end user acceptance.

vi. Decommissioning, Transition to Sustainment Team, and Project Closeout - Q4 - 2013

Decommissioning of existing applications and the transition to the Sustainment Team will take place in 2013, followed by project closeout targeted for completion Q4, 2013.

- Project Governance and Controls

- i. Executive Command Project Sponsor

The Deputy Chief – Divisional Policing Command as Command Sponsor will champion the project on behalf of the Service and has ultimate accountability for approving the Project Charter, project plan and deliverables. The Command Sponsor will review major changes in project scope, objectives, and timelines, and will ensure a timely resolution to escalated issues and risks.

- ii. IRIS Project Steering Committee

An executive Steering Committee was established in April 2009 as the formal governing body for the IRIS capital project. Issues that may potentially impact project scope, schedule, and budget will be addressed and approved at the Steering Committee level.

- iii. Project Sponsor

The Project Sponsor (Staff Superintendent as delegated by the Executive Sponsor) is accountable for the project's financial resource allocation, for reviewing and directing the Project Charter, project plan and deliverables, for monitoring project progress, and for escalating issues and risks, if warranted.

- iv. Executive Management Team

The Service's Executive Management Team will serve as the Design Authority for the IRIS Project. In this role, the Executive Management Team will review and approve the business architecture as it relates to defining the target operating models. This group will participate in scope management to support integrated solutions consistent with the project objectives and strategic organizational goals.

- v. Business Project Manager

The Business Project Manager is responsible for the delivery of the project, and for managing all aspects of the project work to achieve organizational goals. The Business Project Manager also manages operational resource requirements, relations with internal stakeholders, and the financial components of the project. Issues will be escalated by the Business Project Manager, as appropriate.

- vi. IRIS Advisory Board

An Advisory Board comprised of stakeholders from across the Service continues to meet on a monthly basis to discuss the project status, seek clarification from the IRIS project management team, and provide a forum for members to identify issues of concern and opportunities for improvements within their designated units or Command areas.

vii. IRIS Sustainment Committee

The Advisory Board is a precursor to the establishment of a Sustainment Team that will assume responsibility for the maintenance, development, and enhancement of corporate level information systems, including Versadex, post implementation.

viii. Project Manager

A dedicated project manager has been retained by the Toronto Police Service to oversee the IRIS capital project through to target completion Q4, 2013 (Min. No. P145/10 refers). The IRIS Project Manager will liaise with the IRIS project management team, the Service's Project Management Office, and internal stakeholders to successfully administer and govern the execution of the project plan, coordinate and oversee the development of all contracted interfaces and enhancements, and resolve obstacles that may impede the progression of the project. The IRIS Project Manager will prepare project status reports, and will ensure that a project artefact library is maintained.

A Risk Management Log will be maintained to ensure that all identified issues are appropriately logged, assessed, prioritized, assigned, tracked, and resolved in a timely manner. Checkpoints will be built into the project schedule to ensure that project scope, timelines, and cost projections are validated at designated milestone target points.

Any changes that affect scope, cost, or key milestone dates identified throughout the course of the project will be documented using a change request form and will be tracked in accordance with the Change Control Procedure, which is outlined in the Project Charter.

Versaterm will also provide project management and technical expertise, and will support the Service through the configuration, testing, implementation, and post-cutover phases of the project to ensure that identified business requirements and deliverables outlined in the Statement of Work are achieved.

The Versaterm Project Manager will assist the IRIS Business and Delivery Project Managers in managing and resolving technology related issues, risks, and change requests in accordance with the project timelines. Versaterm will provide onsite training to designated personnel in preparation for production rollout.

ix. Information Technology Services – Project Management Office

Project status continues to be reviewed on a monthly basis by the Information Technology Steering Committee.

In addition, there is ongoing liaison with representatives from the Service's Project Management Office who provide oversight with respect to roles and responsibilities, contract and change order management, project schedule maintenance, scope and deliverables, identification of risks to be managed, the budget/cost monitoring process, and to ensure that project management best practices are adhered to (Min. No. P35/07 refers).

Conclusion:

The IRIS project will achieve significant improvements Service-wide in terms of records and information management, silo reduction, and interoperability through the implementation of the Versadex suite of products to be supplied by Versaterm, and the associated process changes that accompany such a large scale system migration.

The execution of the Master Agreement with Versaterm will initiate the transition towards the future generation records and information management system that will enhance police service delivery and support the strategic goals of the Service.

Deputy Chief Derry, Divisional Policing Command, and Mr. Tony Veneziano, Chief Administrative Officer, Administrative Command, will be in attendance to answer any questions that the Board may have.

**The foregoing report was withdrawn at the request of Chief Blair. A revised report will be submitted to the Board for its next meeting.**

**The Board also discussed this matter during its in-camera meeting (Min. No. C59/11 refers).**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P54. INDEPENDENT CIVILIAN REVIEW (ICR) OF THE POLICING OF THE  
G20 SUMMIT – STATUS UPDATE**

The Board was in receipt of the following report February 10, 2011 from Alok Mukherjee, Chair:

Subject: INDEPENDENT CIVILIAN REVIEW (ICR) OF THE POLICING OF THE G20  
SUMMIT - STATUS UPDATE

Recommendation:

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

Financial Implications:

There are no financial implications arising out of the recommendation contained in this report.

Background/Purpose:

At its special meeting on July 6, 2010, the Board approved my proposal to carry out an Independent Civilian Review (ICR) of the policing of the G20 Summit held in Toronto on June 26 and 27, 2010 (Min. P189/10 refers). The purpose of the ICR is to identify issues and concerns, raised by the public and the Board, regarding oversight, governance, accountability, and transparency as they relate to the multi-jurisdictional model of policing applied at the Summit. The ICR would review these issues in the context of the governance role, legislated mandate and policies of the Board.

At its meeting on September 23, 2010, the Board approved the appointment of The Honourable John W. Morden to conduct the ICR.

Discussion:

At this time, I thought it would be helpful to provide an informational update concerning the work that has been done to date in relation to the ICR.

Based on its significant scope, a considerable amount of background work has been required for the ICR. This background work will assist in setting parameters for the Review and informing the analysis of the issues set out in the Terms of Reference (“the Terms”). It is also expected that this background work will prove of substantive utility in relation to the ICR’s final report and recommendations.

A team of professionals has been assembled to provide assistance to the Review. Currently, this team consists of the Reviewer, Review Counsel, two associate lawyers, two students-at-law, and a law clerk.

A number of tasks have been completed to date. These include the following:

- Analysis of Terms of Reference and development of relevant Lines of Inquiry;
- Development of the ICR's website for members of the public and the media to provide background information about the ICR as well as status updates;
- Meetings with other agencies who are responsible for other investigations or inquiries arising from the G8 and G20 Summits;
- Meetings with stakeholders and requesting and obtaining relevant information from them;
- Responding to interview requests and specific inquiries from the media;
- Research into legal and social sciences issues and reports arising from other international summits;
- Monitoring of hearings and other investigations; and
- Review of documents provided by the Board and the Toronto Police Service.

#### *Next Steps*

Following the Document Review Phase, the Reviewer will begin the next phase of the ICR, the Interview Phase. As can be expected, the interviews will be heavily informed by what is observed in the documents. In addition, it should be noted that the Reviewer will include a mechanism to ensure public participation in the ICR.

#### Conclusion:

As can be seen from the information provided in this report, a great deal of valuable work has already been done on the ICR but there is still more to be done. This includes a public input component.

I believe that the ICR is an extremely important piece of work and I look forward to The Honourable John W. Morden's final report at the conclusion of the ICR.

Therefore, it is recommended that the Board receive this report for information.

**cont...d**

**Mr. John Sewell, Toronto Police Accountability Coalition, was in attendance and delivered a deputation to the Board. Mr. Sewell also provided the Board with a written submission in support of his deputation; copy on file in the Board office.**

**The Board received the foregoing report and Mr. Sewell's deputation and written submission.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P55.           RESPONSE TO THE JURY RECOMMENDATIONS FROM THE  
CORONER'S INQUEST INTO THE DEATH OF DUANE CHRISTIAN**

The Board was in receipt of a report dated February 01, 2011 from William Blair, Chief of Police, containing responses to the jury recommendations from the coroner's inquest into the death of Duane Christian. A copy of the report is on file in the Board office.

**The foregoing report was withdrawn by the Chief of Police and will be re-submitted for a future meeting.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P56. ANNUAL REPORT – 2010 USE OF CONDUCTED ENERGY WEAPONS**

The Board was in receipt of the following report February 03, 2011 from William Blair, Chief of Police:

Subject: 2010 ANNUAL REPORT: USE OF CONDUCTED ENERGY WEAPONS

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

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

Background:

At its meeting of March 8, 2005, the Board directed the Chief of Police to provide an annual report to the Board on the use of Conducted Energy Weapons (CEW) within the Toronto Police Service (Min. No. P74/05 refers).

In an effort to provide even more information for the Board and the public, a number of procedures and (reporting) forms were updated in the 2009 reporting period. Additional categories that are now captured include:

- Subject Apprehended Under the *Mental Health Act (MHA)*
- Subject Believed Armed
- Subject Confirmed Armed

Purpose:

This report provides a review of CEW use by members of the Service for the period of January 1, 2010, to December 31, 2010, formatted into the applicable categories. A comprehensive breakdown of CEW use for 2010 is appended to this report as Appendix A.

Discussion:

During 2010, a total of 545 TASER X-26s were issued to the Emergency Task Force (ETF), uniform frontline supervisors, and supervisors in high-risk units such as the Hold-Up Squad, Intelligence, Drug Squad, Organized Crime Enforcement, and the Fugitive Squad.

In accordance with the Ministry of Community Safety and Correctional Services standards and Service procedure, the weapon is only used in full deployment or drive stun mode (direct application) when the subject is assaultive as defined by the *Criminal Code* or where the subject presents an imminent threat of serious bodily harm or death, which includes suicide threats or attempts. Therefore, when directly applied, the device is used strictly to gain control of a subject who is at risk of causing harm, not to secure compliance of a subject who is merely resistant. This policy limits the direct application of the device to the more serious of circumstances. Toronto Police officers used demonstrated force presence (indirect application) in almost half the incidents (45.2%).

This report consists of two components - an explanation of the terms, classifications and the data, and an attachment containing the aggregate data. What follows is the explanation. Please note that in this document when the category contains the notation “not applicable” this data includes incidents of unintentional discharges into proving stations, use against animals, and an incident of unlawful use outlined below.

One of the incidents captured in this report involves the unauthorized and unlawful use of a CEW. In this event, a uniform sergeant illegally used the CEW, in the demonstrated force presence mode, in an attempt to obtain information from two handcuffed suspects. No injuries resulted from the use of the CEW. This incident was discovered by the member’s unit commander who immediately reported it to the Service’s Professional Standards Unit. After an investigation the sergeant was charged with threatening, assault, and assault with a weapon. He pleaded guilty in January to threatening - sentencing and a *Police Service Act (PSA)* prosecution will follow later in 2011.

*Incident*

This section records the number of incidents where a CEW was used. An incident describes a specific event where one or more CEWs are used. In 2010, the weapon was used 236 times during 210 incidents involving at least 226 subjects (includes incidents where demonstrated force presence was used against multiple subjects).

*Division*

This refers to the division within Toronto or the Regional Municipality where Service members used a CEW.

<b>CEW INCIDENTS BY DIVISION / MUNICIPALITY</b>		
	<b>#</b>	<b>%</b>
11	6	2.9
12	5	2.4
13	14	6.7
14	13	6.2
22	9	4.3
23	9	4.3
31	26	12.4
32	4	1.9

33	12	5.7
41	24	11.4
42	13	6.2
43	23	11.0
51	15	7.1
52	8	3.8
53	5	2.4
54	13	6.2
55	9	4.3
YORK	2	1.0
<b>TOTAL</b>	<b>210</b>	<b>100.0</b>

*CEW Users*

This refers to frontline supervisors (FLS), including those in high-risk units and ETF officers, authorized to use CEWs. Frontline supervisors account for approximately 70% of CEW use.

<b>CEW USER</b>		
	<b>#</b>	<b>%</b>
Front Line Supervisor (FLS)	146	69.5
Emergency Task Force (ETF)	63	30.0
FLS and ETF	1	0.5
Public Safety Unit (PSU)	0	0.0
<b>TOTAL</b>	<b>210</b>	<b>100.0</b>

*CEW Incident Description*

A description of the incident based on the call for service received by the attending officers where the CEW was used. This information is gathered from the Use of Force Report (Form 1) that accompanies each CEW use, as required by Service Procedures 15-09 and 15-01. The information in this category is a general description of the nature of the event or the behaviour of the subject.

<b>INCIDENT TYPES</b>		
	<b>#</b>	<b>%</b>
Address Check	4	1.9
Animal Related	1	0.5
Assault Related	19	9.0
Domestic Disturbance	9	4.3
Drug Related	11	5.2
Emotionally Disturbed Person (EDP)	47	22.4
Prisoner Related	11	5.2
Property Related	9	4.3
Robbery	6	2.9
Suspicious Person/Disturbance	16	7.6

Traffic	1	0.5
Unintentional Discharge	6	2.9
Unknown Trouble	5	2.4
Warrant Related	38	18.1
Weapons Call	26	12.4
Unlawful/Unauthorized Use	1	0.5
<b>TOTAL</b>	<b>210</b>	<b>100.0</b>

### *Subject Condition at Time of CEW Use*

Officers often find themselves interacting with subjects who are under the influence of drugs and or alcohol, or experiencing a variety of mental health issues and any combination thereof. Officers have been asked to categorize their perception of the condition of the subject at the time of CEW use. The classification is based on the officer's experience, knowledge, and training, and they may perceive that the subjects are under the influence or suffering from any combination of these conditions.

- Emotionally Disturbed Person (EDP)

Subjects identified as being emotionally disturbed include those perceived to be suffering from a mental disorder or emotional distress and includes persons in crisis. A person in crisis means a person who suffers a temporary breakdown of coping skills, but remains in touch with reality.

- Alcohol (AL)

A subject believed to be under the influence of alcohol.

- Drugs (D)

A subject believed to be under the influence of drugs.

<b>SUBJECT CONDITION</b>		
	<b>#</b>	<b>%</b>
Alcohol (AL)	31	14.8
Drugs (D)	17	8.1
Drugs + Alcohol (D + AL)	7	3.3
Emotionally Disturbed Person (EDP)	61	29.0
EDP + AL	14	6.7
EDP + D	11	5.2
EDP + AL + D	6	2.9
Not Applicable (N/A)	63	30.0
<b>TOTAL</b>	<b>210</b>	<b>100.0</b>

Out of the total 210 incidents, 29% involved subjects whom officers believed were emotionally disturbed. The figure rises to 43.8% when combined with those subjects officers believed to be under the influence of drugs and or alcohol. However, to conclude that CEWs are used primarily on those with a mental disorder would be a mistake because relatively few of the incidents involved subjects who were deemed appropriate for apprehension under the *MHA*. Most faced criminal sanctions or were diverted to community based support. Out of 210 incidents, 92 involved subjects described as emotionally disturbed or emotionally disturbed and under the influence of drugs and or alcohol.

*Mental Health Act Apprehension*

This indicates that the subject was apprehended under the *MHA* and transported to a psychiatric facility for assessment. The data does not capture the results of the assessment since in most cases officers return to their duties once hospital staff has taken custody of the patient/subject.

Out of 210 incidents, 56 (or 26% of the total) resulted in apprehensions under the *MHA*. It must be remembered, however, that the CEW was used because of the subject’s behaviour (assaultive or likely to cause imminent bodily harm or death) and not because of the subject’s condition.

<b>SUBJECT APPREHENDED UNDER THE MHA</b>		
	<b>#</b>	<b>%</b>
YES	56	26.2
NO	144	54.3
Not Applicable (N/A)	10	19.5
<b>TOTAL</b>	<b>210</b>	<b>100.0</b>

*Subject’s Behaviour/Threat Level*

Subject behaviour during the CEW incident is described in the context of the Ontario Use of Force Model (2004) under the following categories:

- Passive Resistant (PR)

The subject refuses, with little or no physical action, to cooperate with the officer’s lawful direction. This can assume the form of a verbal refusal or consciously contrived physical inactivity.

- Active Resistant (AR)

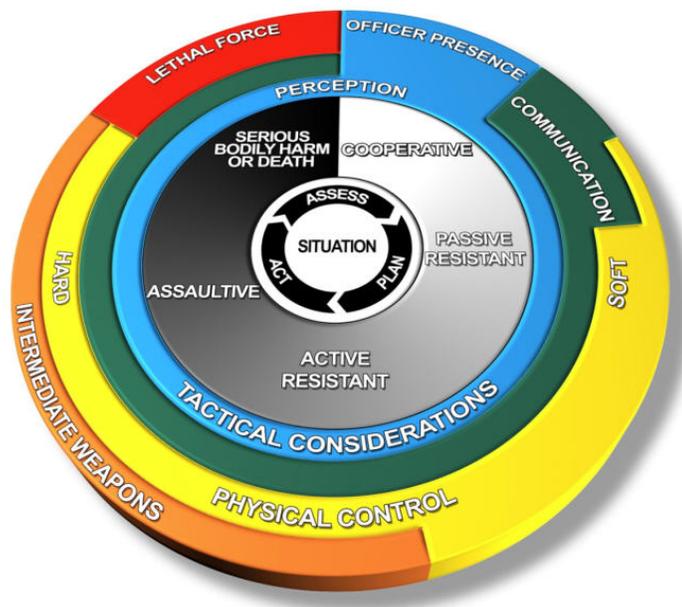
The subject uses non-assaultive physical action to resist an officer’s lawful direction. Examples would include pulling away to prevent or escape control, or overt movements such as walking or running away from an officer.

- Assaultive (AS)

The subject attempts to apply, or applies force to any person; attempts or threatens by an act or gesture, to apply force to another person, if he/she has, or causes that other person to believe upon reasonable grounds that he/she has present ability to effect his/her purpose. Examples include kicking and punching, but may also include aggressive body language that signals the intent to assault.

- Serious Bodily Harm or Death (SBH/D)

The subject exhibits actions that the officer reasonably believes are intended to, or likely to cause serious bodily harm or death to any person, including the subject. Examples include assaults with a weapon or actions that would result in serious injury to an officer or member of the public, and include suicide threats or attempts by the subject.



The Ontario Use of Force Model (2004) is used to assist officers in articulating their use of force. It represents the process by which an officer assesses, plans, and responds to situations that threaten public and officer safety. The assessment process begins in the centre of the model with the SITUATION confronting the officer. From there, the assessment process moves outward and addresses the subject's behaviour and the officers *Perceptions* and *Tactical Considerations*. Based on the officer's assessment of the conditions represented by these inner circles, the officer selects from the use of force options contained within the model's outer circle. After the officer chooses a response option the officer must continue to assess, plan, and act to determine if his or her actions are appropriate and/or effective or if a new strategy should be selected. The whole process should be seen as dynamic and constantly evolving until the situation is brought under control.

<b>SUBJECT BEHAVIOUR</b>		
	<b>#</b>	<b>%</b>
Passive Resistant (PR)	15	7.1
Active Resistant (AR)	18	8.6
Assaultive (AS)	107	51.0
Serious Bodily Harm/Death (SBH/D)	63	30.0
Not Applicable (N/A)*	7	3.3
<b>TOTAL</b>	<b>210</b>	<b>100.0</b>

\* includes 6 unintentional discharges into proving stations, the other refers to the incident of unlawful use.

In 51% of the incidents officers perceived the subject behaviour as assaultive. On the other hand, in 30% of the incidents officers believed the subject behaviour was likely to cause serious bodily harm or death. Upon review, some of these incidents were life saving events (including suicide attempts), and almost certainly officer injury was avoided.

In one case, officers were flagged down by a taxi driver who had just been robbed at knifepoint. Upon being confronted by police, the suspect produced a knife and held it to his own throat as he attempted to evade police on foot. Subsequently, a CEW equipped front line supervisor arrived on scene and was able to locate the suspect. The suspect still in possession of the knife had blood pouring from his neck from a self inflicted stab wound. Because he believed the suspect was about to further harm himself, the sergeant used his CEW in full deployment mode. The suspect was arrested and received immediate medical attention for his injuries.

In another case, an emotionally disturbed male armed with a saw used it to slash at officers. The Emergency Task Force were dispatched as the subject had barricaded himself in his apartment. When the ETF arrived, the subject brandished the saw and aggressively advanced towards them. A CEW was used in full deployment mode to subdue him and he was then transported to hospital for assessment under the *MHA*.

#### *Subject Believed Armed*

In 58% of the incidents, officers believed that the subject was armed. An officer may believe that a subject is armed based on a number of factors including visual confirmation, subjects' verbal cues/behaviour, or information from witnesses, dispatchers or other indirect sources.

<b>SUBJECT BELIEVED ARMED</b>		
	<b>#</b>	<b>%</b>
Yes	121	57.6
No	79	37.6
Not Applicable (N/A)*	10	4.8
<b>TOTAL</b>	<b>210</b>	<b>100.0</b>

### *Subject Confirmed Armed*

In 29% of the incidents, officers confirmed the presence of a weapon. Officers are trained to continually assess, plan and act based on a number of factors including the potential that subjects may be armed. The belief that a subject is armed or the presence of a weapon, however, does not, by itself, justify the direct application of a CEW. But when combined with the belief that the subject is assaultive or likely to cause serious bodily harm or death, the officer is justified in using the CEW.

<b>SUBJECT CONFIRMED ARMED</b>		
	<b>#</b>	<b>%</b>
Yes	61	29.0
No	139	66.2
Not Applicable (N/A)	10	4.8
<b>TOTAL</b>	<b>210</b>	<b>100.0</b>

### *Subject Description*

This category lists the number of subjects by their sex (Male or Female). Also recorded here is CEW use on multiple subjects and use on animals. Over 85% percent of subjects were males. There were three situations where the CEW was used on multiple subjects. In these instances demonstrated force presence was used.

<b>SUBJECT DESCRIPTION</b>		
	<b>#</b>	<b>%</b>
Animal	4	1.9
Female	18	8.6
Male	179	85.2
Multiple	3	1.4
Not Applicable (N/A)*	6	2.9
<b>TOTAL</b>	<b>210</b>	<b>100.0</b>

*\* unintentional discharges into proving stations.*

### *Age of Subject*

The CEW has been used on a variety of age groups. Categories have been broken down into segments. Almost 20% of subjects were between the ages of 21 to 25 years old.

<b>AGE OF SUBJECT</b>		
	<b>#</b>	<b>%</b>
<10	0	0.0
10 to 15	4	1.9
16 to 20	26	12.4
21 to 25	40	19.0
26 to 30	30	14.3
31 to 35	25	11.9

36 to 40	13	6.2
41 to 45	22	10.5
46 to 50	16	7.6
51 to 55	9	4.3
56 to 60	8	3.8
>60	4	1.9
Not Applicable (N/A)*	13	6.2
<b>TOTAL</b>	<b>210</b>	<b>100.0</b>

In four separate incidents CEWs were used to control potentially deadly situations involving youth 15 years old and younger. Two were 14 years of age and two were 15. In only one case was full deployment used. Demonstrated force presence was used in the other three. The situations are summarized below:

UNDER 16 YEAR OLD SUMMARY		
AGE	CEW USE	DESCRIPTION
14	DFP	EDP youth armed with a bat and access to a sword
14	DFP	EDP youth armed with a knife threatening suicide, pressing an 8 inch knife to his throat
15	DFP	Break and Enter in progress with a youth surrendering
15	FD	Out of control EDP youth possibly on drugs, threatening to harm himself on the platform level of a subway-attempted to bite a police officer.

### *Type of Use*

There are three (3) ways to use the CEW:

#### (1) Demonstrated Force Presence (DFP)

The CEW is un-holstered and/or pointed in the presence of the subject and/or a spark is demonstrated and/or the laser sighting system is activated. This mode is justified with a subject who is resistant.

#### (2) Drive Stun Mode (DSM)

This term, coined by the manufacturer, describes when the device is placed in direct contact with the subject and the current applied; the probes are not fired. Due to the minimal distance between the contact points on the CEW, drive stun is primarily a pain compliance mode. This mode is only justified to gain control of a subject who is assaultive or where the subject presents an imminent threat of serious bodily harm or death.

#### (3) Full Deployment (FD)

Probes are fired at a subject and the electrical pulse applied. In this mode, the device is designed to override the subject's nervous system and affect both the sensory and motor functions causing incapacitation. As with drive stun, this mode is only justified to gain control of a subject who is assaultive or where the subject presents an imminent threat of serious bodily harm or death.

Subjects on certain drugs and emotionally disturbed persons often have a higher pain tolerance. Most intermediate force options (baton, OC spray, empty hand strikes) depend on inflicting pain to gain compliance, but CEWs are designed to incapacitate the subject for a brief period of time. Therefore, under these circumstances, CEWs are often more effective than other intermediate force options.

CEW USE		
	#	%
Demonstrated Force Presence (DFP)	95	45.2
Drive Stun Mode (DSM)	28	13.3
Full Deployment (FD)*	87	41.4
<b>TOTAL</b>	<b>210</b>	<b>100.0</b>

*\*6 incidents were unintentional discharges into proving stations.*

Demonstrated force presence (indirect application, no body contact) was used 45.2% of the time. Full deployment was the next highest method used. CEWs are most effective when used in full deployment since this promotes neuromuscular incapacitation and allows officers the opportunity to secure the subject with handcuffs. However, since the conducting wires are fragile, contact during full deployment can be broken allowing the subject to break free so officers might have to resort to a drive stun mode to maintain control of the subject. In cases where full deployment and drive stun were used in combination, the number was recorded as a full deployment.

### *Number of Cycles*

During their training and recertification, officers are instructed to apply the current only as long as it takes to gain control of the subject. Control is achieved when the subject is placed in restraints (e.g. handcuffs). If the subject struggles against being handcuffed then continued or renewed application of the current may be considered by officers until the subject is secured. This report records whether single or multiple cycles were used. A complete cycle is five seconds in duration. A partial cycle (less than five seconds) can occur when the CEW is manually disengaged or the power is shut off. For the purpose of this report, partial cycles will be recorded as a single cycle.

CYCLES		
	#	%
Single Cycle (S)	51	24.3
Multiple Cycle (M)*	64	30.5
Not Applicable (N/A)	95	45.2
<b>TOTAL</b>	<b>210</b>	<b>100.0</b>

*\* Where more than 1 officer used their CEW for 1 cycle in a drive stun mode or full deployment, the incident is reported as a multiple cycle.*

### *Number of CEWs*

Officers, if they reasonably believe it is necessary, may use more than 1 CEW in the event that the first one is ineffective. Of the sixteen events where more than 1 CEW was used, half of them involved situations of subjects threatening serious bodily harm or death. In all cases officers succeeded in avoiding the use of lethal force.

<b>NUMBER OF CEWS USED</b>		
	<b>#</b>	<b>%</b>
One CEW	194	91.9
Two CEWs	13	6.7
Three CEWs	2	1.0
More than three CEWs*	1	0.5
<b>TOTAL</b>	<b>210</b>	<b>100.0</b>

\* This incident involved 2 front line supervisors armed with a CEW who later called the tactical team for support.

### *CEW Effectiveness*

Effectiveness is measured by the ability of officers to gain control of the subject. For Toronto Police officers issued with a CEW, its use has been shown to be 87.1% effective. Ineffectiveness has been linked to shot placement, poor conduction (i.e. heavy clothing), or situations where the subject failed to respond to the demonstrated force presence of the CEW.

<b>CEW EFFECTIVENESS</b>		
	<b>#</b>	<b>%</b>
Effective	183	87.1
Not Effective	26	12.4
Not Applicable (N/A)	1	0.5
<b>TOTAL</b>	<b>210</b>	<b>100.0</b>

### *Other Use of Force Option Used (Prior to CEW Use)*

CEWs are one of the force options that a police officer can employ. Officer presence and tactical communications, while not strictly use of force options are almost always used in CEW incidents; however, they are captured outside the sequence of events area in the *Use of Force Report*. Other force options used prior to the CEW captured in this table include physical control (PC), OC spray (OC), baton (B), tactical shield (S), and a firearm (F) used as a display of lethal force.

It is important to note, however, that force options are not necessarily used or intended to be used incrementally or sequentially. Situations that officers face can unfold rapidly and are often very dynamic. There is no single communication method, tool, device, or weapon that will resolve every situation. Officers are also trained to use a variety of strategies in attempts to successfully de-escalate a situation. In Toronto, the CEW is issued to supervisors who are often called to the scene by primary response officers. The decision to use the CEW by responding supervisors first instead of other force options can be understood as the result of careful deliberation by the officers involved. Nevertheless, the data clearly shows that the CEW is not the first force option chosen in a significant percentage (38.3%) of encounters. This fact further supports the belief that officers are using a cautious approach in choosing the appropriate force option to gain control of situations.

OTHER FORCE OPTION USED PRIOR TO CEW USE		
	#	%
Baton (B)	1	0.5
Firearm (F)	44	21.0
Distraction Device (DD)	0	0.0
None	130	61.9
O.C./Pepper Spray (O.C.)	1	0.5
Physical Control (PC)	23	11.0
Tactical Shield (S)	1	0.5
B + PC	1	0.5
DD + F + PC	2	1.0
F + PC	7	3.3
<b>TOTAL</b>	<b>210</b>	<b>100.0</b>

*Chart does not take into account force options used by officers prior to FLS arrival.*

### *Injury*

When deployed in the drive stun mode, the CEW may leave minor burn marks on the skin where the device makes contact. When the CEW is fully deployed, the subject may receive minor skin punctures from the darts. As each of these injuries is anticipated when the CEW is used, they are not included under the classification of “injury” for the purposes of this report. The more common risk is a *secondary* injury from a fall. Subjects will often collapse immediately to the ground and since the major muscles are locked they will not be able to break the fall. Officers consider the location and environment when using the CEW and use caution as part of their decision making process.

In 2010, there were three minor injuries directly related to CEW use. These injuries consisted of cuts to the chin, lip, and cheek due to a fall after being subjected to a full deployment of the CEW. All received medical attention for their injuries.

In one circumstance, the use of the CEW was ineffective on a subject attacking officers with a knife due to the heavy clothing the suspect was wearing. Members of the Emergency Task Force shot the knife wielding subject after the CEW was ineffective. The subject was treated for his wounds at hospital and survived.

### *Deaths*

There were no deaths directly associated with CEW use in Toronto incidents.

### *Civil Action*

There was one civil action started in July 2010 relating to CEW use in July of 2008.

### *Training*

All CEW training is conducted by a Ministry certified Use of Force instructor on the specific weapon used and approved by the Service. For initial training, approved Service members receive a minimum of 8 hours of training, which includes theory, practical scenarios, as well as a practical and written examination. All training is conducted in accordance with the guidelines established by the Ministry. Recertification training takes place at least once every 12 months, in accordance with Ministry guidelines and *Ontario Regulation 926* in the *PSA*.

All officers who had unintentional discharges in 2010 received additional training. The training was in the form of individual counselling.

### Conclusion:

The record of CEW use by the Toronto Police Service shows that officers are using good judgement under difficult circumstances and making appropriate decisions to use the minimum force necessary to resolve often tense and dangerous situations. The Service is confident that the CEW has helped avoid injuries to the public and officers. The CEW provides a tool to assist officers in dealing with potentially life or death situations when the option to wait for a tactical unit is not viable. Consequently, the Service believes that with proper policy, procedures, training, and accountability the CEW is an appropriate police force option that can help improve public and officer safety.

This report now captures more data in greater detail than previous reports, and attempts to portray, as accurately as possible, the frequency and nature of CEW use by the Service.

Deputy Chief Mike Federico, Human Resources Command, will be in attendance to respond to any questions that the Board may have regarding this report.

**Mr. John Sewell was in attendance and delivered a deputation to the Board.**

**cont...d**

**Deputy Chief Mike Federico, Human Resources Command, was in attendance and responded to questions about this report.**

**The Board referred to the table under *CEW Incident Description* and requested an explanation for the six incidents in which the CEW unintentionally discharged. Deputy Chief Federico advised the Board that, in each of the six cases, the CEW was unintentionally discharged by the police officer at the time he/she was proving safe the CEW. Deputy Chief Federico said that an officer is required to prove the CEW safe at the beginning of each shift by directing it into a secure unit known as a proving station. If the CEW is not proved safe properly, it may discharge into the proving station. The Board noted that, based on the format of the table, the unintentional discharges appeared to have occurred in public and compared it to the information contained in the table under *Subject Behaviour* which includes an explanation that the same six unintentional discharges occurred at proving stations.**

**Chief Blair advised that when data related to unintentional discharges as a result of proving safe is provided in future annual reports, it will be reported consistently and be accompanied by an appropriate explanation.**

**Chief Blair also advised that the report produced by the Toronto Police Service on the use of CEWs by its members continues to be the most comprehensive report publicly released by a police service that reports on the use of CEWs.**

**The Board commended Chief Blair and members of the TPS for providing such comprehensive information and approved the following Motions:**

- 1. THAT the deputation by Mr. Sewell be received; and**
- 2. THAT the Board receive the foregoing report and request that future annual reports include, where possible, data for the reporting year and the previous year(s) to determine if any trends are occurring.**

## Appendix A

### 2010 CEW Incidents

CEW USER	SUBJECT BEHAVIOUR	CEW USAGE	OTHER FORCE OPTION USED PRIOR TO CEW
FLS-Front Line Supervisor ETF-Emergency Task Force E+F-Front Line Supervisor and Emergency Task Force	PR-passive Resistant AR-Active Resistance AS-Assaultive SBH/D-Serious Bodily Harm/Death	DFP-Demonstrated Force Presence DSM-Drive Stun Mode FD-Full Deployment	F-Firearm B-Baton/Impact Weapon PC-Physical Control DD-Distracted Device OC-Aerosol/Pepper Spray

SUBJECT CONDITION	SUBJECT DESCRIPTION	CYCLES	MISCELLANEOUS
AL-Alcohol D-Drugs EDP-Emotionally Disturbed Person N/A-Not Applicable/Unknown	M-Male F-Female ANI-Animal N/A-Not Applicable MULT-Multiple Subjects	S-Single M-Multiple	Y-Yes N-No N/A-Not Applicable

INCIDENTS	DIVISION OF INCIDENT	USERS	INCIDENT DESCRIPTION	SUBJECT CONDITION	MHA APPREHENSION	SUBJECT BEHAVIOUR	SUBJECT BELIEVED ARMED	SUBJECT CONFIRMED ARMED	SUBJECT DESCRIPTION	AGE	USAGE	CYCLES (single/multiple)	NUMBER CEWs USED	CEW EFFECTIVE	INJURIES	TRAINING ISSUE	OTHER FORCE OPTION USED PRIOR TO CEW
1	43	ETF	Warrant Related	N/A	N/A	AR	N/A	N/A	ANI	N/A	DFP	N/A	3	N	N	N	DD + F + PC
2	22	FLS	Property Related	AL + D	N	AS	Y	N	M	24	FD	M	1	Y	N	N	PC
3	42	FLS	EDP	EDP	Y	AS	Y	N	M	48	FD	S	1	Y	N	N	NONE
4	41	ETF	EDP	EDP	Y	AS	Y	N	M	42	FD	M	3	Y	N	N	F
5	14	FLS	Warrant Related	N/A	N	AS	Y	N	M	35	DSM	M	1	Y	N	N	F + PC
6	22	FLS	EDP	EDP	Y	PR	Y	N	M	31	DFP	N/A	1	Y	N	N	NONE
7	55	FLS	Weapons Call	EDP	Y	AS	Y	Y	F	59	FD	M	1	Y	N	N	NONE
8	43	ETF	EDP	EDP	Y	SBH/D	Y	Y	M	63	FD	S	1	Y	N	N	F

INCIDENTS	DIVISION OF INCIDENT	USERS	INCIDENT DESCRIPTION	SUBJECT CONDITION	MHA APPREHENSION	SUBJECT BEHAVIOUR	SUBJECT BELIEVED ARMED	SUBJECT CONFIRMED ARMED	SUBJECT DESCRIPTION	AGE	USAGE	CYCLES (single/multiple)	NUMBER OF CEWS USED	CEW EFFECTIVE	INJURIES	TRAINING ISSUE	OTHER FORCE OPTION USED PRIOR TO CEW
9	43	FLS	Unknown Trouble	N/A	N	SBH/D	Y	Y	M	16	FD	S	1	Y	N	N	NONE
10	31	FLS	Drug Related	D	N	AS	Y	N	M	31	FD	S	1	Y	N	N	NONE
11	31	FLS	Assault Related	N/A	N	AS	N	N	M	26	FD	M	1	Y	N	N	NONE
12	55	ETF	EDP	EDP	Y	SBH/D	Y	N	M	20	DFP	N/A	1	Y	N	N	F
13	41	ETF	Weapons Call	EDP	N	SBH/D	Y	Y	M	14	DFP	N/A	1	Y	N	N	NONE
14	33	FLS	Warrant Related	EDP	N	AS	N	N	M	22	DFP	N/A	1	Y	N	N	NONE
15	33	FLS	Warrant Related	D	N	AS	N	N	M	21	FD	S	1	Y	N	N	NONE
16	23	ETF	EDP	EDP	Y	SBH/D	Y	N	M	45	DFP	N/A	1	Y	N	N	NONE
17	54	FLS	Drug Related	N/A	N	AS	N	N	M	33	DSM	S	1	Y	N	N	NONE
18	43	FLS	Drug Related	D	N	AS	N	N	M	23	DSM	S	1	Y	N	N	NONE
19	31	ETF	Warrant Related	AL + D	N	PR	Y	N	MULT	N/A	DFP	N/A	1	Y	N	N	F
20	52	FLS	Suspicious Person/Disturbance	AL	N	AS	N	N	M	24	DFP	N/A	1	N	N	N	NONE
21	51	FLS	Unintentional Discharge	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FD	S	1	Y	N	Y	NONE
22	43	FLS	Drug Related	N/A	N	AS	N	N	M	32	DSM	S	1	Y	N	N	NONE
23	33	FLS	Robbery	D	N	SBH/D	Y	Y	M	21	FD	M	1	Y	N	N	NONE
24	22	ETF	Warrant Related	EDP	N	AS	N	N	M	41	FD	M	2	Y	N	N	F
25	23	FLS	Address Check	N/A	N	AR	Y	Y	M	26	DFP	N/A	1	Y	N	N	NONE
26	13	FLS	Domestic Disturbance	N/A	N	AS	Y	N	M	52	DFP	N/A	1	N	N	N	NONE
27	14	FLS	Suspicious Person/Disturbance	AL	N	AR	N	N	M	42	DFP	N/A	1	Y	N	N	NONE
28	14	FLS	Drug Related	N/A	N	AS	Y	Y	M	58	FD	S	1	Y	N	N	NONE
29	33	ETF	Warrant Related	N/A	N	SBH/D	Y	Y	M	16	DFP	N/A	1	Y	N	N	F
30	53	ETF	EDP	EDP	N	SBH/D	Y	N	M	48	DFP	N/A	1	Y	N	N	F
31	32	FLS	Property Related	AL	N	PR	Y	N	M	29	DFP	N/A	1	Y	N	N	NONE
32	41	FLS	Suspicious Person/Disturbance	N/A	N	AS	Y	Y	M	24	FD	M	1	Y	N	N	PC

INCIDENTS	DIVISION OF INCIDENT	USERS	INCIDENT DESCRIPTION	SUBJECT CONDITION	MHA APPREHENSION	SUBJECT BEHAVIOUR	SUBJECT BELIEVED ARMED	SUBJECT CONFIRMED ARMED	SUBJECT DESCRIPTION	AGE	USAGE	CYCLES (single/multiple)	NUMBER OF CEWS USED	CEW EFFECTIVE	INJURIES	TRAINING ISSUE	OTHER FORCE OPTION USED PRIOR TO CEW
33	33	FLS	Weapons Call	EDP	N	AR	Y	N	M	20	DFP	N/A	1	Y	N	N	NONE
34	51	FLS	Unintentional Discharge	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FD	S	1	Y	N	Y	NONE
35	41	ETF	EDP	EDP	Y	AR	Y	N	M	51	DFP	N/A	1	Y	N	N	F
36	41	FLS	EDP	EDP	Y	SBH/D	Y	Y	M	52	DFP	N/A	1	Y	N	N	NONE
37	41	ETF	Warrant Related	N/A	N	SBH/D	Y	N	M	39	FD	S	1	Y	N	N	DD + F + PC
38	23	ETF	Warrant Related	N/A	N	SBH/D	Y	N	M	40	DFP	N/A	1	Y	N	N	F
39	YO RK	ETF	Warrant Related	D	N	SBH/D	Y	Y	M	27	FD	M	2	Y	N	N	F + PC
40	54	ETF	Warrant Related	N/A	N	SBH/D	Y	Y	M	28	DFP	N/A	1	Y	N	N	F
41	43	FLS	Weapons Call	N/A	N	SBH/D	Y	Y	M	21	DFP	N/A	1	Y	N	N	NONE
42	42	FLS	Warrant Related	N/A	N	SBH/D	Y	Y	M	57	FD	S	1	Y	N	N	NONE
43	31	ETF	Warrant Related	N/A	N/A	AS	N/A	N/A	ANI	N/A	DFP	N/A	1	Y	N	N	F + PC
44	52	ETF	EDP	EDP	Y	SBH/D	Y	Y	F	50	FD	S	2	Y	N	N	F
45	31	FLS	Domestic Disturbance	AL	N	AS	N	N	M	52	DSM	S	1	Y	N	N	NONE
46	55	FLS	Unintentional Discharge	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FD	S	1	N	N	Y	NONE
47	31	ETF	Warrant Related	N/A	N/A	SBH/D	N/A	N/A	ANI	N/A	FD	M	1	Y	N	N	NONE
48	51	FLS	Weapons Call	EDP	N	SBH/D	Y	Y	M	65	FD	M	1	N	N	N	NONE
49	31	ETF	Warrant Related	N/A	N	AS	Y	N	M	31	DFP	N/A	1	Y	N	N	NONE
50	55	FLS	Weapons Call	AL	N	SBH/D	Y	Y	M	43	FD	S	1	Y	N	N	NONE
51	41	ETF	Warrant Related	AL	N	SBH/D	Y	Y	M	23	DFP	N/A	1	N	N	N	F
52	54	ETF	Warrant Related	N/A	N	SBH/D	Y	N	M	22	FD	M	1	Y	N	N	F + PC
53	42	ETF	Domestic Disturbance	EDP	N	AS	Y	N	M	46	FD	S	1	Y	N	N	F
54	31	ETF	Warrant Related	N/A	N	SBH/D	Y	N	M	40	DFP	N/A	1	Y	N	N	F
55	41	FLS	Property Related	AL + EDP	Y	PR	N	N	M	22	DFP	N/A	1	N	N	N	NONE
56	51	FLS	Property Related	N/A	N	AR	Y	Y	M	41	DFP	N/A	1	Y	N	N	NONE

INCIDENTS	DIVISION OF INCIDENT	USERS	INCIDENT DESCRIPTION	SUBJECT CONDITION	MHA APPREHENSION	SUBJECT BEHAVIOUR	SUBJECT BELIEVED ARMED	SUBJECT CONFIRMED ARMED	SUBJECT DESCRIPTION	AGE	USAGE	CYCLES (single/multiple)	NUMBER OF CEWS USED	CEW EFFECTIVE	INJURIES	TRAINING ISSUE	OTHER FORCE OPTION USED PRIOR TO CEW
57	32	FLS	Warrant Related	D	N	AS	Y	Y	M	38	FD	M	1	N	N	N	NONE
58	13	FLS	Traffic	AL	N	AS	N	N	F	33	FD	M	1	Y	N	N	NONE
59	14	FLS	EDP	D + EDP	Y	PR	N	N	M	40	DFP	N/A	1	Y	N	N	NONE
60	11	FLS	Unknown Trouble	AL + D	N	AS	N	Y	M	29	FD	M	1	N	N	N	NONE
61	54	FLS	Unknown Trouble	D	Y	SBH/D	Y	Y	M	25	FD	S	1	Y	N	N	NONE
62	33	FLS	Property Related	AL + EDP	N	AS	Y	Y	M	36	FD	S	1	Y	N	N	NONE
63	43	FLS	Robbery	N/A	N	SBH/D	Y	Y	M	19	FD	S	1	Y	Y	N	NONE
64	43	FLS	Assault Related	AL	N	AS	Y	Y	M	35	FD	M	1	Y	N	N	NONE
65	54	ETF	Weapons Call	D + EDP	Y	SBH/D	Y	Y	F	29	FD	M	1	Y	N	N	NONE
66	41	FLS	Drug Related	D	N	AS	Y	N	M	29	FD	S	1	Y	N	N	PC
67	33	FLS	Address Check	AL	N	SBH/D	Y	Y	M	23	DSM	S	1	N	N	N	NONE
68	53	ETF	Weapons Call	D + EDP	N	AS	Y	Y	M	33	DFP	N/A	1	Y	N	N	NONE
69	22	FLS	Drug Related	D	N	AR	Y	N	M	17	DFP	N/A	1	Y	N	N	NONE
70	51	FLS	Suspicious Person/Disturbance	D	N	AS	N	N	M	26	FD	M	1	Y	N	N	NONE
71	31	FLS	Suspicious Person/Disturbance	AL + EDP	Y	AS	Y	Y	M	31	FD	S	1	Y	N	N	NONE
72	14	FLS	Suspicious Person/Disturbance	D + EDP	Y	AS	Y	Y	F	30	DFP	N/A	1	Y	N	N	NONE
73	31	FLS	Suspicious Person/Disturbance	EDP	N	AS	N	N	M	29	FD	N/A	1	N	N	N	PC
74	13	ETF	EDP	D + EDP	Y	AS	Y	N	M	24	FD	M	2	Y	N	N	F
75	31	ETF	Property Related	N/A	N	AS	Y	N	M	15	DFP	N/A	1	Y	N	N	F
76	13	FLS	EDP	D	N	AS	N	N	M	46	DFP	N/A	1	Y	N	N	NONE
77	33	FLS	EDP	EDP	Y	AR	N	N	M	18	DFP	N/A	1	Y	N	N	NONE
78	43	ETF	Warrant Related	N/A	N	AS	N	N	M	45	DFP	N/A	1	Y	N	N	NONE
79	41	FLS	Drug Related	D	N	AS	N	N	F	30	DSM	M	1	Y	N	N	PC
80	23	ETF	EDP	EDP	Y	SBH/D	Y	Y	M	33	FD	S	1	Y	N	N	F

INCIDENTS	DIVISION OF INCIDENT	USERS	INCIDENT DESCRIPTION	SUBJECT CONDITION	MHA APPREHENSION	SUBJECT BEHAVIOUR	SUBJECT BELIEVED ARMED	SUBJECT CONFIRMED ARMED	SUBJECT DESCRIPTION	AGE	USAGE	CYCLES (single/multiple)	NUMBER OF CEWS USED	CEW EFFECTIVE	INJURIES	TRAINING ISSUE	OTHER FORCE OPTION USED PRIOR TO CEW
81	22	FLS	EDP	EDP	Y	SBH/D	Y	Y	F	45	FD	M	1	Y	N	N	NONE
82	31	FLS	EDP	EDP	Y	AS	N	N	M	41	FD	M	1	Y	N	N	NONE
83	42	FLS	Suspicious Person/Disturbance	EDP	N	AS	N	N	M	39	DSM	S	1	Y	N	N	NONE
84	41	ETF	EDP	EDP	Y	SBH/D	Y	N	F	57	DFP	N/A	1	Y	N	N	F
85	53	FLS	Weapons Call	AL	N	AS	Y	Y	M	44	DFP	N/A	1	Y	N	N	NONE
86	54	FLS	Suspicious Person/Disturbance	AL	N	AS	N	N	M	38	DFP	N/A	1	Y	N	N	NONE
87	11	FLS	Property Related	N/A	N	SBH/D	Y	Y	M	49	DFP	N/A	1	N	N	N	NONE
88	31	FLS	Address Check	AL	N	AS	N	N	M	31	DSM	S	1	Y	N	N	NONE
89	54	ETF	Warrant Related	EDP	N	SBH/D	Y	Y	M	47	DFP	N/A	1	N	N	N	F
90	43	FLS	Assault Related	AL	N	AS	N	N	M	27	DSM	M	1	Y	N	N	NONE
91	43	FLS	Prisoner Related	AL	N	SBH/D	N	N	M	31	FD	M	1	Y	N	N	NONE
92	12	FLS	Weapons Call	N/A	N	SBH/D	Y	Y	M	20	DFP	N/A	1	Y	N	N	F
93	31	ETF	EDP	EDP	Y	SBH/D	Y	Y	M	41	FD	M	2	Y	N	N	F
94	31	FLS	Assault Related	AL	N	AS	N	N	M	26	DSM	M	1	Y	N	N	NONE
95	43	ETF	EDP	EDP	Y	AS	Y	N	M	61	DFP	N/A	1	Y	N	N	F
96	42	FLS	Suspicious Person/Disturbance	AL + D + EDP	Y	AS	N	N	M	18	DFP	N/A	1	Y	N	N	NONE
97	41	ETF	Warrant Related	N/A	N/A	AS	N/A	N/A	ANI	N/A	FD	S	1	Y	N	N	NONE
98	54	ETF	EDP	EDP	Y	AS	Y	N	M	45	FD	M	1	Y	N	N	NONE
99	54	FLS	EDP	EDP	Y	AS	N	N	M	15	FD	M	1	Y	N	N	NONE
100	41	ETF	Domestic Disturbance	N/A	N	AS	Y	N	M	25	DFP	N/A	1	Y	N	N	F
101	23	FLS	EDP	AL + D + EDP	N	SBH/D	Y	Y	M	32	FD	M	1	Y	N	N	NONE
102	54	FLS	Property Related	N/A	N	AR	Y	N	M	19	DFP	N/A	1	Y	N	N	NONE
103	41	FLS	Weapons Call	EDP	N	PR	Y	Y	M	29	DFP	N/A	1	Y	N	N	NONE
104	13	FLS	Weapons Call	EDP	Y	SBH/D	Y	Y	F	43	FD	M	1	Y	N	N	NONE

INCIDENTS	DIVISION OF INCIDENT	USERS	INCIDENT DESCRIPTION	SUBJECT CONDITION	MHA APPREHENSION	SUBJECT BEHAVIOUR	SUBJECT BELIEVED ARMED	SUBJECT CONFIRMED ARMED	SUBJECT DESCRIPTION	AGE	USAGE	CYCLES (single/multiple)	NUMBER OF CEWs USED	CEW EFFECTIVE	INJURIES	TRAINING ISSUE	OTHER FORCE OPTION USED PRIOR TO CEW
105	52	FLS	Assault Related	AL + EDP	N	AS	N	N	M	22	FD	M	1	Y	N	N	NONE
106	31	FLS	Domestic Disturbance	AL	N	AS	N	N	M	24	FD	S	1	Y	N	N	NONE
107	51	FLS	Weapons Call	D + EDP	N	AR	Y	Y	M	19	DFP	N/A	1	Y	N	N	NONE
108	13	FLS	Weapons Call	AL + EDP	N	AS	Y	Y	M	43	DSM	M	1	Y	N	N	NONE
109	11	FLS	Suspicious Person/Disturbance	EDP	N	AS	N	N	M	24	DSM	S	1	Y	N	N	NONE
110	12	ETF	Warrant Related	N/A	N	AS	Y	Y	F	20	DFP	N/A	1	Y	N	N	F
111	53	FLS	Prisoner Related	EDP	N	AR	N	N	M	24	DFP	S	1	N	N	N	NONE
112	43	FLS	Address Check	N/A	N	AS	N	N	M	22	FD	M	1	N	N	N	PC
113	43	FLS	Warrant Related	D	N	AS	N	N	M	22	FD	S	1	N	Y	N	PC
114	13	ETF	EDP	AL + EDP	Y	SBH/D	N	N	M	31	FD	M	2	Y	N	N	F
115	41	FLS	Animal Related	AL	N	PR	N	N	M	41	DFP	N/A	1	Y	N	N	NONE
116	54	ETF	EDP	EDP	Y	AR	Y	Y	F	48	DFP	N/A	1	Y	N	N	F
117	51	ETF	Weapons Call	N/A	N	SBH/D	Y	N	M	20	DFP	N/A	1	Y	N	N	F
118	43	FLS	Assault Related	EDP	N	AS	N	N	M	17	DSM	S	1	N	N	N	NONE
119	23	ETF	EDP	EDP	Y	SBH/D	Y	Y	M	19	DFP	N/A	1	Y	N	N	F
120	31	FLS	Drug Related	N/A	N	AS	Y	Y	M	41	FD	M	1	Y	N	N	NONE
121	42	ETF	Warrant Related	N/A	N	SBH/D	Y	N	M	29	DFP	N/A	1	Y	N	N	F
122	14	FLS	Assault Related	D + EDP	Y	AS	N	N	F	31	DSM	S	1	Y	N	N	NONE
123	41	FLS	Suspicious Person/Disturbance	AL	N	PR	Y	N	M	32	DFP	N/A	1	Y	N	N	NONE
124	14	FLS	Unintentional Discharge	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FD	S	1	Y	N	Y	NONE
125	52	ETF	Prisoner Related	EDP	N	AS	Y	N	M	22	DFP	N/A	1	Y	N	N	PC
126	43	FLS	Warrant Related	N/A	N	AS	Y	N	M	51	DSM	M	1	Y	N	N	O.C.
127	43	ETF	EDP	N/A	N	PR	Y	N	M	58	DFP	N/A	2	N	N	N	F
128	55	FLS	Weapons Call	EDP	N	SBH/D	Y	Y	M	49	FD	S	1	Y	N	N	NONE

INCIDENTS	DIVISION OF INCIDENT	USERS	INCIDENT DESCRIPTION	SUBJECT CONDITION	MHA APPREHENSION	SUBJECT BEHAVIOUR	SUBJECT BELIEVED ARMED	SUBJECT CONFIRMED ARMED	SUBJECT DESCRIPTION	AGE	USAGE	CYCLES (single/multiple)	NUMBER OF CEWS USED	CEW EFFECTIVE	INJURIES	TRAINING ISSUE	OTHER FORCE OPTION USED PRIOR TO CEW
129	51	ETF	EDP	EDP	Y	AS	Y	N	M	54	FD	M	2	Y	N	N	F
130	31	ETF	EDP	EDP	Y	SBH/D	N	N	M	59	DFP	N/A	2	Y	N	N	F
131	11	FLS	Warrant Related	D	N	AS	N	N	M	21	FD	S	1	Y	N	N	NONE
132	55	FLS	Robbery	D	N	AR	N	N	M	20	DFP	N/A	1	Y	N	N	NONE
133	23	ETF	Warrant Related	N/A	N	AS	Y	N	M	17	FD	M	1	Y	N	N	F + PC
134	13	FLS	Suspicious Person/Disturbance	AL + D	N	AS	Y	N	M	43	DSM	S	1	Y	N	N	PC
135	52	FLS	Prisoner Related	N/A	N	AS	N	N	M	30	DFP	N/A	1	Y	N	N	NONE
136	54	ETF	EDP	EDP	Y	SBH/D	Y	N	F	35	DFP	N/A	1	Y	N	N	F
137	42	FLS	Weapons Call	N/A	N	AS	Y	N	M	35	FD	M	1	Y	N	N	NONE
138	42	FLS	Unintentional Discharge	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FD	S	1	Y	N	Y	NONE
139	41	ETF	EDP	AL + D + EDP	Y	AS	Y	Y	M	51	FD	S	2	Y	N	N	NONE
140	43	FLS	Assault Related	AL	N	AS	N	N	M	40	FD	M	1	Y	N	N	PC
141	41	FLS	Weapons Call	AL + EDP	Y	SBH/D	Y	Y	M	50	DFP	N/A	1	Y	N	N	NONE
142	55	FLS	Assault Related	N/A	N	AR	N	N	M	23	DFP	N/A	1	Y	N	N	NONE
143	42	FLS	Unknown Trouble	N/A	N	AS	Y	N	M	22	DFP	N/A	1	Y	N	N	PC
144	13	FLS	Unknown Trouble	EDP	N	AS	Y	Y	M	33	DFP	N/A	1	Y	N	N	NONE
145	33	FLS	EDP	EDP	N	SBH/D	Y	N	F	47	FD	S	1	Y	N	N	NONE
146	14	FLS	Prisoner Related	AL + D + EDP	N	AS	N	N	M	23	DFP	N/A	1	Y	N	N	NONE
147	YO RK	FLS	Warrant Related	N/A	N	PR	N	N	M	28	DFP	N/A	1	N	N	N	PC
148	23	FLS	Robbery	N/A	N	AS	Y	Y	M	16	FD	S	1	Y	N	N	NONE
149	32	FLS	Warrant Related	N/A	N	AS	N	N	M	30	DSM	M	1	Y	N	N	NONE
150	55	FLS	Weapons Call	EDP	Y	SBH/D	Y	N	M	18	DFP	N/A	1	Y	N	N	NONE
151	52	FLS	Prisoner Related	AL	N	AS	N	N	M	22	DSM	M	1	Y	N	N	NONE
152	43	FLS	EDP	EDP	Y	AS	N	Y	M	61	FD	M	1	N	N	N	NONE

INCIDENTS	DIVISION OF INCIDENT	USERS	INCIDENT DESCRIPTION	SUBJECT CONDITION	MHA APPREHENSION	SUBJECT BEHAVIOUR	SUBJECT BELIEVED ARMED	SUBJECT CONFIRMED ARMED	SUBJECT DESCRIPTION	AGE	USAGE	CYCLES (single/multiple)	NUMBER OF CEWS USED	CEW EFFECTIVE	INJURIES	TRAINING ISSUE	OTHER FORCE OPTION USED PRIOR TO CEW
153	41	ETF	EDP	AL + EDP	Y	PR	Y	N	M	54	DFP	N/A	1	N	N	N	F
154	33	FLS	EDP	EDP	N	AR	N	N	M	23	DFP	N/A	1	Y	N	N	NONE
155	31	FLS	Assault Related	AL	N	AS	N	N	M	26	DSM	M	1	Y	N	N	NONE
156	51	FLS	Weapons Call	N/A	N	SBH/D	Y	Y	M	27	FD	S	1	Y	N	N	NONE
157	41	FLS	Warrant Related	N/A	N	AS	N	N	M	49	DSM	M	1	Y	N	N	B + PC
158	33	FLS	Assault Related	AL	N	AS	N	N	M	19	DSM	S	1	Y	N	N	NONE
159	14	FLS	EDP	EDP	N	SBH/D	Y	Y	M	49	FD	M	1	Y	N	N	F
160	42	FLS	Weapons Call	AL	N	SBH/D	N	Y	M	58	DFP	N/A	1	Y	N	N	NONE
161	42	ETF	Warrant Related	N/A	N	AR	Y	N	M	16	DFP	N/A	1	Y	N	N	F
162	55	FLS	EDP	EDP	Y	SBH/D	Y	Y	F	40	FD	M	1	Y	N	N	PC
163	31	FLS	Assault Related	AL	N	SBH/D	N	N	M	49	FD	M	1	Y	N	N	NONE
164	12	FLS	EDP	EDP	Y	AS	Y	N	M	18	DFP	N/A	1	Y	N	N	NONE
165	41	FLS	EDP	EDP	Y	AS	N	N	M	33	FD	M	1	Y	N	N	PC
166	11	FLS	Drug Related	D	N	AS	Y	N	M	26	FD	M	1	Y	N	N	PC
167	41	FLS	EDP	EDP	Y	AS	Y	N	F	24	DFP	N/A	1	Y	N	N	NONE
168	22	FLS	EDP	AL + EDP	Y	AR	N	N	M	20	DFP	N/A	1	Y	N	N	NONE
169	53	FLS	Warrant Related	N/A	N	AS	N	N	M	54	DFP	N/A	1	Y	N	N	NONE
170	31	FLS	Prisoner Related	AL	N	AS	N	N	M	37	DSM	M	1	Y	N	N	PC
171	32	FLS	Warrant Related	D + EDP	Y	AS	N	N	M	25	FD	M	1	Y	N	N	NONE
172	23	FLS	Assault Related	AL + EDP	N	AS	N	N	M	24	DFP	N/A	1	N	N	N	NONE
173	14	ETF	Warrant Related	AL + D	N	SBH/D	Y	N	M	35	FD	S	1	Y	N	N	F
174	41	ETF	Warrant Related	N/A	N	PR	Y	N	MULT	N/A	DFP	N/A	1	Y	N	N	F + PC
175	12	FLS	Domestic Disturbance	D + EDP	Y	AS	N	N	M	45	FD	S	1	N	N	N	PC
176	14	ETF	EDP	EDP	Y	SBH/D	Y	N	M	42	FD	M	2	Y	N	N	F

INCIDENTS	DIVISION OF INCIDENT	USERS	INCIDENT DESCRIPTION	SUBJECT CONDITION	MHA APPREHENSION	SUBJECT BEHAVIOUR	SUBJECT BELIEVED ARMED	SUBJECT CONFIRMED ARMED	SUBJECT DESCRIPTION	AGE	USAGE	CYCLES (single/multiple)	NUMBER OF CEWS USED	CEW EFFECTIVE	INJURIES	TRAINING ISSUE	OTHER FORCE OPTION USED PRIOR TO CEW
177	51	ETF	EDP	AL + EDP	Y	AS	Y	Y	F	47	FD	S	1	Y	N	N	F
178	31	FLS	Unintentional Discharge	N/A	N/A	N/A	N/A	N/A	N/A	N/A	FD	S	1	Y	N	Y	NONE
179	31	FLS	Prisoner Related	N/A	N	SBH/D	N	N	M	25	DFP	N/A	1	Y	N	N	NONE
180	13	FLS	Assault Related	AL	N	AS	N	N	M	36	DFP	N/A	1	Y	N	N	NONE
181	31	FLS	Domestic Disturbance	N/A	N	PR	Y	N	M	22	DFP	N/A	1	Y	N	N	NONE
182	12	FLS	Property Related	D	N	PR	Y	N	F	21	DFP	N/A	1	Y	N	N	NONE
183	51	FLS	Robbery	AL + D	N	PR	Y	N	M	42	DFP	N/A	1	Y	N	N	NONE
184	14	FLS	Suspicious Person/Disturbance	AL + EDP	N	AR	N	N	M	30	DFP	N/A	1	Y	N	N	PC
185	52	FLS	Assault Related	AL + D + EDP	N	AS	N	N	M	22	DSM	S	1	Y	N	N	NONE
186	52	FLS	Assault Related	AL + D	N	AS	N	N	M	19	FD	M	1	Y	N	N	NONE
187	51	ETF	EDP	EDP	Y	SBH/D	Y	N	M	45	DFP	N/A	2	Y	N	N	F
188	11	FLS	Domestic Disturbance	N/A	N	AS	N	N	M	29	DSM	M	1	Y	N	N	PC
189	43	ETF	EDP	AL	N	AS	Y	N	M	25	FD	M	1	Y	N	N	F
190	41	E+F	Weapons Call	EDP	N	SBH/D	Y	Y	M	24	FD	M	6	N	N	N	NONE
191	31	FLS	Suspicious Person/Disturbance	AL + EDP	N	AS	Y	N	M	31	FD	M	1	N	N	N	NONE
192	42	ETF	EDP	D + EDP	Y	SBH/D	Y	N	M	27	DFP	N/A	1	Y	N	N	F
193	54	ETF	Prisoner Related	EDP	N	AS	N	N	M	27	FD	M	2	Y	N	N	SHIELD
194	13	FLS	Suspicious Person/Disturbance	EDP	Y	AS	Y	N	M	29	DFP	N/A	1	Y	N	N	NONE
195	51	FLS	Assault Related	AL	N	AS	N	N	M	48	DSM	M	1	Y	N	N	PC
196	51	FLS	Prisoner Related	AL + EDP	N	AS	N	N	M	43	DFP	N/A	1	Y	N	N	PC
197	43	ETF	Warrant Related	EDP	N	SBH/D	Y	N	M	58	DFP	N/A	1	Y	N	N	F
198	42	FLS	Weapons Call	EDP	Y	SBH/D	Y	Y	M	32	FD	M	1	Y	N	N	NONE
199	33	FLS	Assault Related	AL	N	AS	N	N	M	25	FD	M	1	Y	N	N	NONE
200	31	ETF	Weapons Call	N/A	N	SBH/D	Y	N	M	28	DFP	N/A	1	Y	N	N	F + PC

INCIDENTS	DIVISION OF INCIDENT	USERS	INCIDENT DESCRIPTION	SUBJECT CONDITION	MHA APPREHENSION	SUBJECT BEHAVIOUR	SUBJECT BELIEVED ARMED	SUBJECT CONFIRMED ARMED	SUBJECT DESCRIPTION	AGE	USAGE	CYCLES (single/multiple)	NUMBER OF CEWs USED	CEW EFFECTIVE	INJURIES	TRAINING ISSUE	OTHER FORCE OPTION USED PRIOR TO CEW
201	51	FLS	Drug Related	N/A	N	AS	N	N	M	27	FD	M	1	Y	Y	N	B
202	22	FLS	Weapons Call	D + EDP	N	AS	Y	N	M	24	DFP	N/A	1	Y	N	N	PC
203	14	ETF	Warrant Related	N/A	N	SBH/D	Y	N	M	26	DFP	N/A	1	Y	N	N	F
204	22	ETF	Prisoner Related	EDP	Y	AS	N	N	M	24	DSM	S	1	Y	N	N	PC
205	43	FLS	EDP	EDP	Y	SBH/D	N	N	M	16	FD	S	1	Y	N	N	NONE
206	43	FLS	Assault Related	AL + D + EDP	N	AS	N	N	M	19	DFP	N/A	1	N	N	N	NONE
207	13	FLS	Robbery	AL	N	AS	Y	Y	M	34	DSM	M	1	Y	N	N	NONE
208	13	FLS	Domestic Disturbance	AL	N	AS	N	N	M	37	DFP	N/A	1	Y	N	N	NONE
209	13	FLS	Weapons Call	EDP	Y	SBH/D	Y	Y	M	14	DFP	N/A	1	Y	N	N	NONE
210	22	FLS	Unlawful / Unauthorized use	N/A	N	N/A	N	N	MULT	N/A	DFP	N/A	1	N/A	N	N	NONE

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P57. ACQUISITION OF AN INTEGRATED DIGITAL VIDEO DISCLOSURE  
SYSTEM AND SERVICES**

The Board was in receipt of the following report February 16, 2011 from William Blair, Chief of Police:

Subject: ACQUISITION OF AN INTEGRATED DIGITAL VIDEO DISCLOSURE  
SYSTEM AND SERVICES

Recommendations:

It is recommended that:

- (1) the Board approve the acquisition of software and professional services from MediaSolv Solutions Corporation for the implementation of an integrated Digital Video Disclosure system at a cost of \$640,887 (including all taxes);
- (2) the Board approve the acquisition of annual maintenance services from MediaSolv Solutions Corporation related to the software installation in recommendation No. 1, for a five year period commencing January 1, 2012 and ending December 31, 2016, at a total cost for the five years of \$126,732 (including all taxes); and
- (3) the Board authorize the Chair to execute all required agreements and related documents on behalf of the Board, subject to approval by the City Solicitor as to form.

Financial Implications:

The cost to implement an integrated Digital Video Disclosure system (iDVD) is \$640,887 (including all taxes). Funding for this purpose is available in the Toronto Police Service's (TPS) approved In-Car Camera (ICC) capital project.

The annual maintenance cost for the iDVD system, over the five year period, is detailed in the chart below. This maintenance will commence in 2012 and end in 2016 with a total cost over the five years of \$126,732 (including all taxes). Funds for the annual maintenance requirements will be included in the TPS' future operating budget requests.

**Summary of Annual Maintenance Costs (including all taxes)**

	2011	2012	2013	2014	2015	2016	Total
Annual Maintenance Costs		\$24,279	\$24,795	\$25,332	\$25,900	\$26,426	\$126,732

### Background/Purpose:

The ICC project is in the Service's approved capital program, and is currently in the process of being implemented. The ICC system provides benefits such as: increased officer and community safety; improved public perception of police accountability; a reduction in false complaints; increased guilty pleas and convictions; a training/debriefing tool; and a record of traffic stops. As of December 2010, 252 ICC systems have been installed. Project completion is scheduled for July 2011, with ICC systems installed in 400 front-line patrol cars by project end.

The Digital Video Asset Management System (DVAMS II) is an approved capital project that was successfully completed in 2010, slightly below budget. This system provides the extension of network-based digital video data file technology to acquire, transport, index, search, disclose, archive and purge digital video assets over a secured network-based system at Traffic Services, Video Services, Homicide, Sex Crimes, as well as Divisions 22, 32, and 41.

Both the ICC and DVAMS II capital projects envisioned an integrated evidence disclosure and tracking management component as a future requirement. Accordingly, the purpose of this report is to obtain Board approval for the acquisition of an integrated digital video disclosure system, as well as related annual maintenance required.

### Discussion:

As a result of the successful implementation of both the ICC and DVAMS II projects, TPS is now undertaking to centralize evidence disclosure and tracking management functionality into one integrated solution. The goal is to implement an integrated iDVD system for centralized evidence disclosure and work order tracking management for both the ICC and DVAMS II digital video assets. This will streamline the evidence disclosure process and reduce the time involved in investigations by consolidating, within one system, access to all videos associated to a case.

### *Issuance of Request for Proposals:*

To this end, a Request for Proposals (RFP) #1115055-10 was issued by Purchasing Support Services, inviting proposals from qualified vendors to provide the products and services required for an iDVD system suitable for law enforcement.

The objectives of the RFP were:

- to deliver a solution that will leverage existing ICC and DVAMS II functionality;
- to provide evidence disclosure for DVAMS and ICC videos for Crown Attorneys and other agencies and maintain work order history for tracking and management;
- to provide the ability to search and update evidence disclosure data from iDVD;
- to provide the ability to query and retrieve videos for investigative or court purposes;
- to acquire a reliable system that best meets TPS performance expectations and protects the integrity of the digital video assets;
- to provide the ability to validate existing or capture additional metadata information;

- to leverage the existing ICC and DVAMS audit and tracking systems which record all activity of all users who modify and view information;
- to provide vendors with an equitable opportunity to propose suitable solutions to meet TPS requirements; and
- to achieve the best solution at a competitive cost.

The RFP was posted on the TPS and Merx Canadian Public Tenders websites. A total of 15 companies, located in both Canada and the United States, requested and received the package. Two proposals were subsequently received.

#### *Evaluation Process:*

A preliminary review conducted by Purchasing Support Services resulted in one of the proposals being disqualified. Consequently, only the proposal from MediaSolv Solutions Corporation met the mandatory requirements and was provided to the ICC evaluation team for evaluation. The ICC evaluation team consisted of representatives from Information Technology Services and the Video Services Unit .

The evaluation was completed based on the weighted criteria below, and MediaSolv scored well in all categories:

- record of performance and stability (20%);
- proposed solution cost (20%);
- response to RFP requirements (40%); and
- proposed approach and project plan (20%).

The proposal was also reviewed and approved by TPS' Enterprise Architecture unit, who confirmed that MediaSolv's proposal met TPS's technology requirements.

#### Conclusion:

As a result of the evaluation performed, the solution proposed by MediaSolv is being recommended, and includes the acquisition of software as well as professional and maintenance services for the implementation and on-going support of an integrated iDVD system.

The awarding of this contract will provide the TPS with an integrated iDVD system for evidence disclosure and work order tracking management of digital videos from the TPS DVAMS and ICC systems. The integrated system will streamline the evidence disclosure process and reduce the time involved in investigations by consolidating, within one system, access to all videos associated to a case, thereby reducing the effort involved in preparing court documentation by investigative officers and Video Services unit staff.

Deputy Chief Kim Derry, Policing Operations Command, and Mr. Tony Veneziano, Chief Administrative Officer, Administrative Command, will be in attendance to answer any questions from the Board.

**Mr. Angelo Cristofaro, Acting Chief Administrative Officer, was in attendance and responded to questions about this report.**

**The Board noted that two proposals were submitted in response to the Request for Proposals and that after one proposal was disqualified, MediaSolv was the only proposal that met the mandatory standard terms and conditions. The Board asked if there were specific reasons for the limited response to the RFP. Mr. Cristofaro said that vendors were not compelled to provide their reasons for declining to submit a proposal, but that, in some cases, the vendors indicated they were very busy and did not want to engage in a long project at this time.**

**The Board agreed to move consideration of this matter into an in-camera session for the purpose of receiving detailed information from Mr. Cristofaro on the reasons for the disqualification of the second proposal.**

**Following an in-camera discussion with Mr. Cristofaro, the Board resumed its public meeting (Min. No. C81/11 refers).**

**The Board approved the following Motions:**

- 1. THAT recommendation nos. 1 and 2 in the foregoing report be approved; and**
- 2. THAT recommendation no. 3 be approved with an amendment indicating that the Board authorize the Chair *and the Vice-Chair* to execute all the required agreements and related documents on behalf of the Board, subject to approval by the City Solicitor as to form.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P58. INDEPENDENT CIVILIAN REVIEW (ICR) OF THE POLICING OF THE  
G20 SUMMIT – ACCOUNT FOR PROFESSIONAL SERVICES**

The Board was in receipt of the following report February 17, 2011 from Alok Mukherjee, Chair:

Subject: INDEPENDENT CIVILIAN REVIEW INTO MATTERS RELATING TO THE  
G20 SUMMIT (ICR) - ACCOUNT FOR PROFESSIONAL SERVICES

Recommendation:

It is recommended that the Board approve payment of an account dated February 16, 2011 in the amount of \$43,165.19 and that such payment be drawn from the Special Fund.

Financial Implications:

This is the fifth account to be submitted by Justice Morden. The total amount invoiced to date is \$174,938.27. The balance of the Special Fund as at December 31, 2010 is approximately \$430,000.00.

Background/Purpose:

At its meeting on September 23, 2010, the Board approved the appointment of Justice John W. Morden to conduct the Independent Civilian Review (ICR) into matters relating to the G20 Summit. The Board also approved the use of the Special Fund as the source of funding for the ICR (Board Minute P271/10 refers).

Discussion:

Justice Morden has submitted an account for services rendered up to and including February 10, 2011 in the amount of \$43,165.19 (copy attached). A detailed statement is included on the in-camera agenda for information. It should be noted that a reduction of \$1,427.90 for fees and disbursements have been applied to this account.

Conclusion:

It is, therefore, recommended that the Board authorize payment in the amount of \$43,165.19 for professional services rendered by Justice Morden.

**The Board approved the foregoing report, noting that a detailed statement of account was considered during the in-camera meeting (Min. No. C62/11 refers).**

# Heenan Blaikie LLP

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LAWYERS

N<sup>o</sup> 23001897

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February 16, 2011

## PRIVATE & CONFIDENTIAL

Toronto Police Services Board  
40 College Street  
Toronto, ON, Canada  
M5G 2J3

Attention : Joanne Campbell

Reference: File: 058057-0001 Confidential

**FOR PROFESSIONAL SERVICES RENDERED** for the period ending February 10, 2011

<b>FEES</b>	\$ 37,883.20
<b>DISBURSEMENTS (TAXABLE)</b>	\$ 316.08
<b>SUB-TOTAL</b>	<u>\$ 38,199.28</u>
HST (13%)	\$ 4,965.91
<b>AMOUNT DUE</b>	<u>\$ 43,165.19</u>

HEENAN BLAIKIE LLP

  
Litigation Toronto

**TERM:** Payment due upon receipt in accordance with section 33 of the *Solicitors Act*. Interest will be charged at the rate of 3.3% per annum on unpaid fees, charge or disbursements calculated from a date that is one month after this statement is delivered.

We have made every effort to include fees and disbursements incurred on your behalf for the current billing period. In the event additional fees or disbursements are subsequently incurred and/or recorded, a subsequent account will be forwarded.

Reference / File: 058057-0001

GST / HST N<sup>o</sup> 864865936

Initials: Tlt

**PAYABLE UPON RECEIPT**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P59. TORONTO POLICE SERVICES BOARD – 2010 OPERATING BUDGET  
VARIANCE REPORT – YEAR-ENDING DECEMBER 2010**

The Board was in receipt of the following report February 21, 2011 from Alok Mukherjee, Chair:

Subject: OPERATING BUDGET VARIANCE REPORT FOR THE TORONTO POLICE SERVICES BOARD – YEAR ENDING DECEMBER 31, 2010

Recommendation:

It is recommended that:

- (1) the Board receive this report; and
- (2) the Board forward a copy of this report to the City's Deputy City Manager and Chief Financial Officer for information.

Financial Implications:

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

Background/Purpose:

The Board, at its meeting on December 17, 2009 (Min. No. P334/09 refers), approved the Toronto Police Services Board Operating Budget at a net amount of \$2,347,800. Subsequently, Toronto City Council, at its meeting of April 15 and April 16, 2010, approved the Board's 2010 Operating Budget at the same amount.

The purpose of this report is to provide information on the Board's 2010 year-end variance.

Discussion:

The following chart summarizes the variance by category of expenditure.

<b>Expenditure Category</b>	<b>2010 Budget (\$000s)</b>	<b>Year-End Actual (\$000s)</b>	<b>Fav / (Unfav) (\$000s)</b>
Salaries & Benefits (incl. prem.pay)	\$909.3	\$881.8	\$27.5
Non-Salary Expenditures	<u>\$1,438.5</u>	<u>\$1,251.8</u>	<u>\$186.7</u>
<b>Total</b>	<b><u>\$2,347.8</u></b>	<b><u>\$2,133.6</u></b>	<b><u>\$214.2</u></b>

The final year-end favourable variance is \$214,200. Details are discussed below.

*Salaries & Benefits (including Premium Pay)*

The Board experienced a small savings in salaries and benefits.

*Non-salary Budget*

Non salary accounts were under spent by \$186,700.

The majority of the costs in this category are for arbitrations / grievances and City charge backs for legal services.

The Toronto Police Services Board cannot predict or control the number of grievances filed or referred to arbitration, as filings are at the discretion of bargaining units. In order to deal with this uncertainty, the 2010 budget includes a \$600,000 contribution to a Reserve for costs of independent legal advice. Fluctuations in legal spending will be dealt with by increasing or decreasing the budgeted reserve contribution in future years' operating budgets.

The favourable variance is attributable mainly to less than anticipated charge backs from City Legal Services.

Conclusion:

The year-end favourable variance is \$214,200. This variance is mainly attributable mainly to less than anticipated charge backs from City Legal Services.

**The Board received the foregoing report and agreed to forward a copy to the City's Deputy City Manager and Chief Financial Officer for information.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P60. SEMI-ANNUAL REPORT: LABOUR RELATIONS COUNSEL AND  
LEGAL INDEMNIFICATION: JULY – DECEMBER 2010**

The Board was in receipt of the following report February 15, 2011 from William Blair, Chief of Police:

Subject: LABOUR RELATIONS COUNSEL AND LEGAL INDEMNIFICATION:  
SEMI-ANNUAL REPORT JULY 1 - DECEMBER 31, 2010 AND  
CUMULATIVE LEGAL COSTS FROM JANUARY 1 - DECEMBER 31, 2010

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 on January 25, 2001, the Board approved a Policy governing payment of legal accounts which provides for a semi-annual report relating to payment of all accounts for labour relations counsel, legal indemnification claims and accounts relating to inquests which were approved by the Director, Human Resources Management and the Manager, Labour Relations (Min. No. P5/01 refers).

This report will provide a semi-annual update for the period of July 1 to December 31, 2010, and cumulative legal costs from January 1 to December 31, 2010.

Discussion:

1) Semi-Annual Summary: July 1 – December 31, 2010

During the period of July 1 to December 31, 2010, seventeen (17) accounts from Hicks, Morley, Hamilton, Stewart and Storie LLP (Hicks Morley) for labour relations counsel totalling \$187,201.41 were received and approved for payment by the Director, Human Resources Management.

During the same period, the accounts of external counsel were paid, as follows:

- Twenty-eight (28) accounts relating to legal indemnification were paid totalling \$102,575.31;

- Three (3) accounts relating to inquests were also paid totalling \$134,483.94; and
- No payments were made relating to civil actions.

In addition to the above, fifteen (15) accounts from external counsel relating to legal indemnification, totalling \$605,590.78, were submitted for payment and denied.

## 2) Cumulative Summary for 2010

For the period January 1 to December 31, 2010, legal costs incurred by Labour Relations totalled \$1,035,976.77 and were as follows:

<b>Number</b>	<b>Type of Account Paid</b>	<b>Costs Incurred in 2010</b>
27	Payments to Hicks Morley *	\$ 386,756.10
	Arbitration Costs related to Grievances and Bargaining **	\$ 71,090.72
77	Legal Indemnifications	\$ 364,367.20
5	Inquests	\$ 213,762.75
0	Civil Actions	Nil
	<b>Total Cost for 2010</b>	<b>\$1,035,976.77</b>

\* The breakdown of the 27 payments to Hicks Morley are:

- 2 Payments for Bargaining - \$2,052.00 (Compressed Work Week and Central Sick Leave Bank)
- 25 Payments for monthly Labour Relations Counsel - \$384,704.10 (Of this total, \$357,974.47 relates to grievance activity and \$26,729.63 was for general file and non-grievance legal services.)

\*\* The breakdown of Arbitration costs are:

- Arbitration costs pertaining to all Grievance Activity - \$68,896.92
- Arbitration costs pertaining to Bargaining (Compressed Work Week and Central Sick Leave Bank) - \$2,193.80

### Conclusion:

In summary, this report provides the Board with a semi-annual update for the period July 1 to December 31, 2010, of all labour relations counsel and legal indemnification claims, and the total cumulative legal costs from January 1 to December 31, 2010.

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

**The Board received the foregoing report.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P61. SEMI-ANNUAL REPORT: WRITE-OFF OF UNCOLLECTIBLE  
ACCOUNTS RECEIVABLE BALANCES: JULY – DECEMBER 2010**

The Board was in receipt of the following report January 19, 2011 from William Blair, Chief of Police:

Subject: SEMI-ANNUAL REPORT 2010: WRITE-OFF OF UNCOLLECTIBLE  
ACCOUNTS RECEIVABLE BALANCES - JULY TO DECEMBER 2010

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

There are no financial implications as a result of the write-offs processed. The write-off amount of \$8,502 in the second half of 2010 has been expensed against the allowance for uncollectible accounts. The current balance in the allowance for uncollectible accounts is approximately \$248,800. The adequacy of this account is analyzed annually and any adjustment required will be included in operating expenses.

Background/Purpose:

At its meeting of May 29, 2003, the Board approved the new Financial Control By-law 147. Part IX, Section 29 – Authority for Write-offs, delegates the authority to write-off uncollectible accounts of \$50,000 or less to the Chief, and requires that a semi-annual report be provided to the Board on amounts written off in the previous six months (Min. No. P132/03 refers).

This report provides information on the amounts written off during the period of July 1 to December 31, 2010.

Discussion:

External customers receiving goods and/or services from Toronto Police Service units are provided with an invoice for the value of such goods or services. The Service's Financial Management unit works closely with divisions, units and customers to ensure that some form of written agreement is in place with the receiving party prior to work commencing and an invoice being sent, and that accurate and complete invoices are sent to the proper location, on a timely basis.

*Accounts Receivable Collection Process:*

Customers are given a 30 day payment term for all invoices and receive monthly statements showing their outstanding balances if the 30 day term is exceeded. They are provided with progressively assertive reminder letters every 30 days if their accounts are outstanding, and accounts receivable staff also make regular telephone calls to customers to request payment. Customers with outstanding balances have an opportunity to make payment arrangements with Financial Management or they can be denied additional services. The Service offers several payment options, including paying through VISA and Mastercard to facilitate the payment process for our customers.

Customers are sent a final notice when their accounts are in arrears for more than 90 days. They are provided with a ten day grace period from receipt of the final notice to make payment on their account before the balance is sent to an outside agency for collection. The Service's collection agency applies its standard collection practices to all outstanding balances, and has been successful in collecting many accounts on behalf of the Service. In situations where amounts are small, company principals can not be located, organizations are no longer in business or circumstances indicate that no further work is warranted, the collection agency may recommend write-off.

During the six month period of July 1 to December 31, 2010, a number of accounts totalling \$8,502 were written off, in accordance with By-law 147. The write-offs are related to paid duty administrative fees, marihuana grow operation enforcement fees and employee receivables. Additional information on the accounts written off is provided in the sections that follow.

*Paid Duty Administrative Fees and Equipment Rentals (\$1,213):*

Paid duty administrative fees and equipment rentals generate an average annual recovery for the Toronto Police Service of about \$4.6 million. The amount of \$1,213 written off in the last six months of 2010 represents a very small percentage of the overall recovery.

Eight invoices from six customer balances were written off during the second half of 2010, and ranged in value from \$65 to \$441. The amounts written off were outstanding from organizations holding one-time special events. The Service followed our normal collection procedures, including increasingly assertive collection letters, before ultimately sending the accounts to the Service's collection agency. Attempts to collect were made by the collection agency. However, since the organizers disbanded after the event, it was difficult to locate the principals. Further work on the part of the collection agency was not warranted, given the size of the receivables.

*Employee Receivables (\$6,445):*

All employee overpayment balances are recorded as receivables in the Service's financial system. Former members are sent overpayment letters and are pursued by Financial Management in the same manner as other receivables. Accounts which remain outstanding after they are 120 days old are submitted to the Service's collection agency as per normal practice.

Two member overpayments, discovered in 2009, have been written off. Both overpayments occurred as a result of data entry timing relative to the member's forecasted pay. The members had both terminated by the time the overpayments were discovered. Despite collection efforts by both the Service and our collection agency, neither balance could be collected. One individual has since passed away, and the collection agency determined that the second individual has limited financial resources. Consequently, any further action would likely not have resulted in full payment to the Service. As a result, the collection agency recommended that the balances be written-off.

Financial Management, in consultation with Human Resources, continues to work towards ensuring that timely repayment of monies owed is actively sought from all members. In addition, steps are being taken to reduce the risk of overpayments to employees.

*Marihuana Grow Operation invoices (\$844):*

City of Toronto By-law No. 1076-2007, as amended, provides for the recovery of administration and enforcement costs for city agencies in relation to marihuana grow operations located at properties within the City of Toronto. The total recoverable cost of \$1,785 is contained in Schedule 2 to By-law No. 1076-2007. The by-law allows the Toronto Police Service to invoice the property owner, the tenant or the property management company, based on the circumstances.

All payments are due within 30 days of the invoice date. Late payment charges accrue at a monthly rate of 1.25%, and a \$35 processing charge applies to all dishonoured cheques returned by the bank.

If fees and any accumulated interest are not received within 90 days, the outstanding amount is transferred to the City of Toronto Revenue Services Division where the balance is applied to the tax roll attached to the property. The tax roll transfer provision only applies where the individual invoiced continues to own the property on which the grow operation was found. In situations where the original property owner was not invoiced or the property changes hands, the amount follows the normal collection process applied by the Service, including referral to our collection agency. Since the By-law allows flexibility with respect to charging fees to those accountable for the grow operations, there may be some exposure and collection risk to the Service for amounts that can not be transferred to the City's tax roll.

The Service began retroactively invoicing for such fees to the by-law enactment date in early 2010. Fees invoiced to date approximate \$573,000, and include approximately \$45,000 in interest.

The amount (\$844) written off represents the balance on one receivable for which payment was negotiated with the owner. The individual no longer owned the property but was willing to pay a reduced amount in order to settle the account. The arrangement was accepted since the outstanding balance could not be transferred to the property taxes because of the ownership change.

Conclusion:

In accordance with Section 29 – Authorization for Write-offs of By-law 147, this report provides information to the Board on the amounts written off by the Service during the period July 1, 2010 to December 31, 2010. The write-off of these accounts eliminates those outstanding receivables where collection efforts have been fully exhausted.

Action has been taken to reduce the risk of amounts owing to the Service from becoming uncollectible and to more aggressively pursue amounts owing, in accordance with the Service's Accounts Receivable collection procedures.

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.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P62. SPECIAL CONSTABLES - UNIVERSITY OF TORONTO –  
SCARBOROUGH CAMPUS: APPOINTMENT**

The Board was in receipt of the following report February 17, 2011 from William Blair, Chief of Police:

Subject: APPOINTMENT OF SPECIAL CONSTABLE FOR THE UNIVERSITY OF  
TORONTO SCARBOROUGH CAMPUS.

Recommendation:

It is recommended that the Board approve the appointment of the individual listed in this report as a special constable for the University of Toronto, subject to the approval of the Minister of Community Safety and Correctional Services.

Financial Implications:

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

Background/Purpose

Under Section 53 of the *Police Services Act* of Ontario (the PSA), the Board is authorized to appoint and re-appoint special constables, subject to the approval of the Minister of Community Safety and Correctional Services (the Minister). Pursuant to this authority, the Board entered into an agreement with the University of Toronto (U of T) for the administration of special constables (Min. No. 571/49 refers).

At its meeting on January 29, 1998, the Board approved a recommendation that requests for appointment and re-appointment of special constables, who are not members of the Toronto Police Service, be forwarded to the Board with the Chief's recommendation, for the Board's consideration (Min. No P41/98 refers).

The Service has received a request from the U of T to appoint the following individual as a special constable.

**Alexander MACAULAY**

Discussion:

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

The agreement between the Board and the U of T requires that background investigations be conducted on all individuals recommended for appointment and re-appointment as special constables. The Service's Employment Unit completed a background investigation on this individual and there is nothing on file to preclude him from being appointed as a special constable for a five year term.

The U of T has advised that the individual satisfies all the appointment criteria as set out in the agreement between the Board and the U of T for special constable appointment. This appointment will not reflect any change in the U of T special constable strength, as this individual will be filling a vacancy created in 2010.

Conclusion:

The Toronto Police Service and the U of T work together in partnership to identify individuals for the position of special constable who will contribute positively to the safety and well-being of persons engaged in the activities on U of T property. The individual currently before the Board for consideration has satisfied the criteria contained in the agreement between the Board and the University of Toronto.

Deputy Chief A. J. (Tony) Warr, Specialized Operations Command, will be in attendance to answer any questions that the Board may have.

**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 MARCH 03, 2011**

**#P63. REVIEW OF THE HIRING & SCREENING PROCESSES USED BY  
POLICE SERVICES IN QUEBEC**

The Board was in receipt of the following report January 10, 2011 from William Blair, Chief of Police:

Subject: REVIEW OF THE HIRING / SCREENING PROCESSES USED BY POLICE  
SERVICES IN QUEBEC AS RECENTLY REPORTED IN THE MEDIA

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:

The Board at its meeting on September 23, 2010, requested the Chief of Police to review the hiring / screening processes used in Quebec to screen potential police candidates, as reported in the article, "*Quebec Police Cadets Subject to a Suitability Testing*," written by Ms. Ingrid Peritz of the Globe and Mail newspaper dated September 16, 2010. (Min. No. C293/10 refers)

The Board inquired whether the Toronto Police Service could benefit from such an instrument referred to in the article as "M-pulse psychological testing device" to screen potential Toronto applicants.

Discussion:

The following report provides an analysis of the hiring processes, screening processes and the psychological instruments used by the Provinces of Quebec and Ontario when hiring police applicants. For the most part, the results of the descriptive analysis show most screening / hiring processes conducted by the police services in Quebec and Ontario follow similar protocols and include physical testing, cognitive skills testing, job related interview, background investigations, and medical tests. The differences in protocols between the two provinces were found in the type of psychological tests used, and at what stage of the hiring process (i.e. pre-application phase or post-application phase) these psychological tests are administered on potential applicants.

Accordingly, the scope of this report is to examine the criteria used by the Quebec and Ontario police services, including the Toronto Police Service, for screening police applicants seeking employment. The three subject areas discussed in this report are:

- The legislative authorities that govern hiring police officers in Ontario and Quebec including the educational pathways required for employment;
- A summary of the battery of tests involved in the hiring / testing process in both Ontario and Quebec; and
- A description of the psychological tests used by police services in Ontario called the *Minnesota Multiphasic Personality Inventory-2 psychological instrument* (MMPI-2) and the ones used in Quebec called *M-Pulse inventory psychological instrument* (*M-Pulse*).

In Ontario, under section 42 and 43 (1, 2, & 3) of the Police Services Act (PSA)(R.S.O., 1990, Chapter 15), to be hired as a police officer a person must meet the following criteria:

- Is a Canadian citizen or a permanent resident of Canada;
- Is at least eighteen years of age;
- Is physically and mentally able to perform the duties of the position, having regard to his or her own safety and the safety of members of the public;
- Is of good moral character and habits; and
- Has successfully completed at least four years of secondary school education or its equivalent.

In Quebec, under article 115 of the Police Act (R.S.Q., c. P-13.1), to be hired as a police officer a person must meet the following requirements:

- Be a Canadian citizen;
- Be of good moral character;
- Not have been found guilty, in any place, of an act or omission defined in the Criminal Code (Revised Statutes of Canada, 1985, chapter C-46) as an offence, or of an offence referred to in section 183 of that Code under one of the Acts listed therein; and
- Hold a diploma awarded by the École nationale de police du Québec or meet the standards of equivalence established by by-law by the school.

The statutory requirements reviewed show the educational pathways needed to apply for police employment in Quebec is a three step process. First, applicants successfully complete a high school diploma, followed by a three year college program in French (*Collège d'enseignement général et professionnel* [CEGEP]) and at the conclusion of their college program, students wishing to pursue a career in policing can then apply to the École nationale de police du Québec for a period of 15 weeks.

It is important to note that in Quebec students attending the École nationale de police du Québec, which is similar in curriculum design to the Ontario Police College (OPC), have not yet been hired to a police service. In Ontario, police recruits attending OPC have been hired by the various police services. This is an important distinction when discussing at what stage of the hiring process psychological tests are administered to potential applicants by the different provinces.

The statutory requirement under the PSA requires an applicant to have completed the minimum educational requirements of at least four years of high school education or its equivalent as part of the criteria to apply to any police service in Ontario. In Ontario, no applicant is admitted to OPC unless he / she has been hired by a police service in Ontario. This means that all screening and psychological testing are administered during the hiring process. In Quebec, the psychological tests are administered to applicants prior to being employed while still in school.

The second part of this report briefly identifies the stages of the screening tests conducted by the different provinces when making decisions to hire applicants. Although the types of battery tests are similar in both provinces, at what stages of the hiring process the tests are administered is different.

In Ontario, the majority of police services outsource applicant testing to a company called Applicant Testing Services (ATS). The ATS test battery includes physical attributes tests and basic comprehension tests, such as writing, math, spacial and analytical thinking tests. Only after applicants successfully complete the required testing, are they issued with an Ontario Association of Chiefs of Police (OACP) valid certificate of results needed to be eligible to apply to Ontario police services.

In Quebec, the test batteries are not outsourced to a third party, but instead conducted internally by individual police services. For example, the Quebec City Police Service, Human Resource department administers written tests, general aptitude tests, and physical readiness tests.

The final area in this report will discuss the psychological tests referred to as the M-Pulse psychological tests used in Quebec, and the MMPI-2 psychological tests used in Ontario, which includes the Toronto Police Service.

At the outset, it is worth mentioning that the M-Pulse psychological tests used in Quebec are administered prior to an applicant making application for employment whereas in Ontario, the MMPI-2 psychological tests are administered after an applicant makes application for employment.

In Quebec, the psychological screening test known as the M-Pulse Inventory is an acronym for Matrix-Predictive Uniform Law Enforcement Selection Evaluation Inventory. This instrument is considered a screening instrument designed for law enforcement officer selection to gauge attitudes, values, beliefs, and assess response bias. The M-Pulse is in its first year of use at the École nationale and is limited to individuals applying to be police officers prior to application while still in college.

In Ontario, the M-Pulse is presently being piloted by the Ontario Provincial Police and plans are underway for a limited trial basis involving the Toronto Police Service. In terms of policy regarding psychological tests in both Québec and Ontario, psychological testing is not conducted throughout the civilian hiring processes.

For police applicants in Ontario, the MMPI-2 is the psychological instrument of choice and is administered by professional psychologists to help identify suitable candidates for high-risk public safety positions (i.e. nuclear power plant workers, police officers, airline pilots, and firefighters). The MMPI-2 is a broad-band test designed to assess a number of major patterns of personality and psychological disorders. It has been used extensively in the pre-selection screening process for law enforcement personnel and has been shown to improve the employment selection process by screening out officers who exhibit personality characteristics that would interfere with job performance. It is noteworthy that some Services such as the Surete du Québec and the Montreal Police also administer the MMPI-2 tests in conjunction with the M-Pulse test.

The review of both psychological testing instruments, the MMPI-2 and M-Pulse, used and at what stages in the hiring process they are administered is an important consideration when evaluating the effectiveness of the instruments. For example, the Toronto Police Service collects complete biographical data of candidates at the pre-hiring phase and administers the MMPI-2 psychological tests during the final phases of the hiring process in order to glean important data of applicants from interviews conducted by trained policing experts. This information collected can then be used by police personnel to support selection decisions.

In Quebec, the M-Pulse psychological tests are administered on applicants while they are still in their educational phases at college. The psychological testing during the training phase may cause blind interpretation errors, as limited supporting information about the applicants is known at the pre-interview phase. It is challenging to make decisions about the suitability of applicants without the full benefit of the biographical data.

There is no Service policy in place to administer any type of psychological screening to civilian applicants at this time. Currently, the Toronto Police Service only conducts psychological screening on police applicants who have progressed to the final stages of the hiring process.

#### Conclusion:

The M-Pulse Psychological Testing Device is a newly developed instrument without long term research results to support its use. To date, the École nationale de police du Québec has tested over 1,000 potential applicants and has yet to report any empirical research results. The MMPI-2, currently utilized by the Toronto Police Service and others throughout the province, is a more reliable and proven psychological assessment instrument within the law enforcement field. The Psychological Services Unit of the Toronto Police Service will be in position to report any finding on the use of M-Pulse at a future date.

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

**The Board received the foregoing report.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P64. QUARTERLY REPORT – OCCUPATIONAL HEALTH AND SAFETY  
UPDATE: OCTOBER TO DECEMBER 2010**

The Board was in receipt of the following report February 17, 2011 from William Blair, Chief of Police:

Subject: OCCUPATIONAL HEALTH AND SAFETY UPDATE: OCTOBER 1, 2010 TO  
DECEMBER 31, 2010 AND YEAR-END SUMMARY

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

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

Background/Purpose:

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

Discussion:

This quarterly update report is for the period from October 1 to December 31, 2010 and includes a year-end summary. This public report corresponds to additional information provided in the confidential agenda.

Accident and Injury Statistics

From October 1 to December 31, 2010, 303 members reported that they were involved in 335 workplace accidents/incidents resulting in lost time from work or health care which was provided by a medical professional. These incidents were reported as claims to the Workplace Safety and Insurance Board (WSIB). During this same period, 47 recurrences for previously approved WSIB claims were reported. Recurrences can include, but are not limited to, on-going treatment, re-injury and medical follow-ups ranging from specialist appointments to surgery.

A workplace incident may have several attributes and can be reported in more than one category. For example, an officer can be assaulted and sustain a laceration injury at the same time. Each attribute would be reported. For this reporting period, the 335 workplace or work-related accidents/incidents were categorized according to the following attributes:

- 235 arrest incidents involving suspects
- 12 vehicle incidents (member within vehicle as driver or passenger)
- 5 bicycle accidents (falls)
- 51 assaults
- 72 cuts/lacerations/punctures
- 39 traumatic mental stress incidents
- 8 slips and falls
- 236 communicable diseases and possible exposures
- 9 inhalations of other substances.

As a Schedule 2 Employer, the Toronto Police Service paid \$58,425.36 in health care costs for civilian members and \$220,814.31 in health care costs for uniform members for the fourth quarter of 2010. The costs represent a decrease of 26.8 % for civilian members and a decrease of 18.0 % for uniform members from the third quarter.

### Critical Injuries

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

For the fourth quarter of 2010, there were four (4) “Critical Injury Incidents” reported to the Ministry of Labour.

### Communicable Diseases

As part of the Communicable Disease Exposure Surveillance Program, members of Occupational Health and Safety (OHS) reviewed reported exposures during the months indicated. The majority of these reports did not result in claim submissions to WSIB; however, there is an obligation to ensure the surveillance program maintains its administrative requirements and that there is a communication dispatched to members of the Service from a qualified “designated officer” from the Medical Advisory Services (MAS) team.

<b>Reported Exposures</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>Q4 Total</b>
1. Hepatitis A, B, & C & HIV	13	13	3	29
2. Influenza (including A/H1N1)	0	0	0	0
3. Tuberculosis (TB)	0	2	2	4
4. Meningitis (All)	0	0	0	0

5. Lice and Scabies	8	0	9	17
6. Other*	61	79	46	186
<b>Total</b>	<b>82</b>	<b>94</b>	<b>60</b>	<b>236</b>

\* This category can include, but is not limited to exposures to:

- infectious diseases not specified above including smallpox, severe acute respiratory syndrome (SARS), rubella, and measles;
- respiratory condition/irritations;
- bites (human, animal or insect);
- varicella (chickenpox);
- Methicillin-Resistant Staphylococcus Aureus (MRSA, also known as multidrug-resistant bacteria); and,
- bodily fluids (blood, spit, vomit, etc.).

As a result of a determination made at the Central Joint Health and Safety Committee (CJHSC) meeting of March 29, 2010, OHS monitors incidents where members report exposure to bed bugs. There were 34 reported exposures to bed bugs in the fourth quarter.

#### Implementation of Health and Safety Policies, Including Training Policies, by various Departments or Divisions

During the week of October 18 to 22, 2010, 26 members participated in the Basic Certification and Sector Specific Training at the Toronto Police College. Twelve were worker representatives and fourteen were management representatives.

The course originally scheduled for the first quarter of 2010 was rescheduled to the fourth quarter due to the G8/G20 Summit and the demands on the Service.

A second Basic Certification and Sector Specific Training course was held during the week of November 15 to 19, 2010 and 20 members participated. Thirteen were worker representatives and seven were management representatives.

Currently, the Service has 362 certified members comprised of 218 worker representatives and 144 management representatives. For administrative purposes, uniform management representatives consist of the rank of Staff/Detective Sergeant and higher.

#### Other Occupational Health and Safety Matters

##### Influenza A/H1N1

In the fourth quarter, there were no Injured on Duty (IOD) reports received from members regarding possible exposure to influenza A/H1N1 or other influenza. There were no known occupational-related cases reported within the Service.

### Seasonal Influenza Vaccination Clinics

This year the influenza vaccine or flu shot protects against three strains, influenza A/H3N2, A/H1N1 and a B strain.

The Service, in partnership with Toronto Emergency Medical Services, hosted ten seasonal influenza vaccination clinics at eight different units/divisions across the Service. A total of 333 members of the Service were immunized during these clinics.

In addition, the Service partnered with Toronto Public Health (TPH) in its 2010-2011 campaign “Let’s Beat the Flu” by hosting a community seasonal influenza vaccination clinic at Toronto Police Headquarters on November 17, 2010. The community clinic was open to members of the public, as well as Service members. A total of 359 persons were immunized during the community clinic, including 92 Service members.

A total of 425 Service members were immunized during the EMS and TPH partnered vaccination clinics held in the fourth quarter of 2010.

### Workplace Violence and Harassment

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

- Workplace Violence Risk Assessments

*Assessment of Risks of Violence*, S. 32.0.3(1) of the *OHS Act*, states that an employer shall assess the risks of workplace violence that may arise from the nature of the workplace, the type of work or the conditions of work.

Occupational Health and Safety has compiled completed Workplace Violence Risk Assessments (TPS 697) from divisions and units throughout the Service. OHS is collating the results of the assessments for further review by the Safety and Security Advisory Committee (SACC) in the first quarter of 2011.

- Workplace Violence/Harassment Complaints

In the fourth quarter of 2010, there were two documented complaints which have been categorized by Professional Standards to meet the criteria of workplace harassment as defined in the *OHS Act*. Both of these complaints are currently under investigation.

## Respiratory Protection Program

The Service's Respiratory Protection Plan Working Group, chaired by OHS, has drafted a Respiratory Protection Program procedure and Emergency Scene/Respiratory Hazard Assessment Form. The draft Respiratory Protection Program procedure and Emergency Scene/Respiratory Hazard Assessment Form will be reviewed in the first quarter of 2011 by the Public Safety and Emergency Management Unit and Corporate Planning prior to being finalized.

## Ontario Police Health and Safety Association

On December 2, 2010, a meeting of the Ontario Police Health and Safety Association was hosted by the Waterloo Regional Police. The main focus of the meeting was a presentation from Waterloo Regional Police highlighting their *Police Health & Safety Training – A Shared Responsibility*. The meeting was concluded with a round table discussion of issues prevailing in the respective jurisdictions.

## Section 21 Committee

The Ministry of Labour Section 21 Committee for the police sector was held on November 19, 2010, in Toronto. This Committee is appointed by the Minister of Labour under *Section 21* of the *OHSA*. Items of note in the agenda included:

- Draft Advisory for Musculoskeletal (MSD) Prevention in Police Services

The committee was in receipt of a draft advisory prepared by a MOL ergonomist with respect to MSDs in the policing sector. MSDs are the most common type of workplace injury reported in Ontario and the MOL is promoting workplace prevention in health and safety programs and further recommending that employers provide adequate training on this hazard. Completion is expected in the first quarter of 2011 with distribution later in 2011 as an All Chiefs Memorandum from the Ministry of Community Safety and Correctional Services (MCSCS).

- Guidance Note No. 12 – Supervisor Training

The Supervisor Training guidance note was updated to comply with the workplace violence and harassment amendment to the *OHSA*. The updated note is continuing through the MOL approval process. Once approved, the guidance note will be forwarded to MCSCS requesting that it be distributed across the province through an All Chief's Memorandum.

- Incident Management System (IMS) and the Role of the Safety Officer

In 2009, the Ontario Association of Chiefs of Police (OACP) adopted the provincial IMS as the recommended system for emergency management in policing across Ontario. Although the IMS includes a general section on a command structure and the role of a safety officer at an emergency, there is a need to specifically address this role in the context of police occupational health and safety.

An incident commander for a large scale emergency could be an individual from outside of policing, such as, the local fire service. It is within their purview to appoint a safety officer to have oversight for all emergency responders at the scene. It is important that the specific health and safety risks related to the role of police at the scene also be considered.

It is being recommended that a safety officer representing the health and safety concerns of police personnel should be available at all times to respond to an emergency situation. This would typically be a police supervisor or senior officer. Further, a safety officer should have the appropriate level of training and maintain sufficient knowledge to represent the health and safety of police personnel. This is particularly important for the first responders attending a scene, as well as, any specialized response teams, such as diving, clandestine drug labs, etc.

At the outset, the committee is recommending an Advisory only, not a Guidance Note.

- First Responders and Chemical Exposures

Northern Region MOL representatives presented the committee with an overview of three events investigated by the MOL involving hazardous substances and potential/actual exposures of police first responders.

Although the incidents occurred in the Northern Region, the findings and concerns are relevant to any police service across the province.

The incidents are summarized as follows:

- Transport trailer on a highway carrying dangerous chemicals on fire (worker exposed to fumes);
- Derailment of a rail car carrying propane gas tankers (no leaks or fire); and
- Motor vehicle incident resulting in a fatality where the vehicle was carrying a radiation source (soil density meter).

The committee decided to develop a future guidance note that speaks to these issues and would include the range of hazards such as chemical, electrical, radioactive, etc.

In the interim, an advisory on these hazards would raise awareness and assist smaller and rural communities that typically do not have the same resources and inter-operability of emergency response service providers as larger urban communities. At the same time, an advisory would reinforce the fact that these concerns are not limited to just smaller communities. A draft advisory is to be developed and shared with the committee for review at the next meeting.

- Police Personnel Entry into Workplaces that are Construction Projects

A Western Region MOL representative presented an overview of hazards that police personnel could be exposed to at a construction project.

Typical high risk hazards include:

- Falls from heights
- Trenching and excavations
- Electrical hazards
- Strike hazards from falling objects

Police personnel might enter a construction project to conduct planned or unplanned activities including criminal investigations, securing the scene of a workplace injury or controlling traffic as paid duty officers. Further discussion will take place at the next Section 21 Committee meeting on the available steps with respect to possible short-term and long-term actions.

#### Toronto Police Service Occupational Health and Safety Awareness Day

The Board and the CJHSC have designated the first Wednesday in October of each year as the Toronto Police Service Occupational Health and Safety Awareness Day. On Wednesday, October 6, 2010, the third annual Toronto Police Service Occupational Health and Safety Awareness Day was held at the Toronto Police College. A worker and management representative from each of the Service's Local Joint Health and Safety Committees (LJHSC) were invited to attend.

OHS, on behalf of the CJHSC, surveyed the Service's local committees for input to determine the topics of interest to be discussed at this year's event. OHS arranged for guest speakers to promote the importance of a health and safety in the workplace. Program agenda highlights included the following presentations:

- Workplace Violence and Harassment Update by Robert Boswell LLB, of Craig Boswell McDermot Barristers and Solicitors
- Nutrition Basics with Erin Moore, Toronto Police Service Nutritionist
- The Personal Protection Strategy for Infection Prevention and Control in Policing by Police Constable Natalie Hiltz, Peel Regional Police Service
- Communicable Disease Exposure and Personal Protective Equipment by Dr. Simon Kingsley, Deputy Chief Operations, Department of Emergency Medicine St. Michael's Hospital

In addition, Police Constable Michael Warwar (9429) of No. 33 Division received the International Association of Chiefs of Police/Dupont Kevlar Survivors' Club® award which is presented in recognition of officers who have survived life-threatening incidents through the wearing of personal body armour.

In January 2010, Constable Warwar and other officers were attempting to arrest a suspected drug dealer. The suspect pushed the plain clothed Constable Warwar through a 9 foot by 9 foot plate glass window covering the officer with shards of glass. Fortunately, Constable Warwar was spared serious injury as he was wearing his Service issued body armour which was sliced by the broken glass. The Toronto Police Service received a corresponding award, the 3<sup>rd</sup> time in the Toronto Police Service's history, since the formation of the Survivors' Club in 1987.

#### Ontario Labour Relations Board Decision

The Ontario Labour Relations Board forwarded the Name Tags Decision dated December 20, 2010 to the parties. It was concluded that the evidence did not establish that the wearing of name tags was related to any material increase in the risk of harm to police officers. The Toronto Police Association's appeal against the mandatory wearing of name tags was dismissed.

#### Ministry of Labour Orders, Charges & Issues

There were no Ministry of Labour Orders or Charges during the fourth quarter of 2010.

#### Year-End Summary

##### Annual Workplace Safety and Insurance Board Claims and Costs

For the year 2010, the Service processed 3,458 Injured on Duty (IOD) reports, of which 1,621 were reported to WSIB as workplace injury or illness claims. For 2008 and 2009, there were 1505 and 1504 claims that were reported respectively which was consistent from year to year. In 2010, there was an approximate 7.8 % increase in claims from 2009.

WSIB claims must be reported when workers receive medical attention, lose time or are absent from work and any recurrences due to a work-related injury or illness. First aid instances do not meet the threshold for reporting to the WSIB.

The following chart lists WSIB claims for the Service for the last three years for comparison purposes.

<b>WSIB Claims for Toronto Police Service</b>			
<b>Claim Description</b>	<b>2008</b>	<b>2009</b>	<b>2010*</b>
Medical (no time lost)	799	851	844
Lost Time Incidents	510	461	518
First Aid Incidents	2,321	2,067	1,837
Recurrences	196	192	259
<b>Total</b>	<b>3,826</b>	<b>3,571</b>	<b>3,458</b>

\* Claims can be reported at any time. This is accurate as of the date of this report. It is anticipated that there will be few reports forthcoming.

The cost to the Service for workplace injuries and illnesses, as a Schedule 2 employer, including income replacement up to 85% of net, healthcare costs, administration fees and all other pensions and awards for the last three years was as follows:

<b>WSIB Costs</b>	<b>2008</b>	<b>2009</b>	<b>2010*</b>
Total	\$7.57 M	\$8.49 M	\$8.34 M

\* The cost is accurate as of the date of this report. The Service experienced minor savings for 2010.

#### Annual Year-end Accident and Injury Statistics

The selected 2010 year-end statistics when compared to 2009 show a total increase of 6 %. The following selected information has also been reported to WSIB, as per protocol, and each category percentage difference has been calculated as year-end, over year-end.

<b>Reason</b>	<b>2009</b>	<b>2010</b>	<b>% difference*</b>
Arrest incidents involving suspects	319	385	20
Vehicle incidents (member within vehicle as driver or passenger)	77	52	(32)
Bicycle accidents (falls)	25	42	68
Assaults	156	136	(13)
Cuts/lacerations/punctures	133	140	6
Traumatic mental stress incidents	35	40	14
Slips and falls	35	29	(17)
Exposures to communicable diseases	46	52	13
Inhalations of other substances	9	6	(33)
<b>Total</b>	<b>835</b>	<b>882</b>	<b>6</b>

\* Percentage is rounded off to the nearest whole number.

#### Annual Year-end Communicable Disease Statistics

For the year 2010, as part of the Communicable Disease Exposure Surveillance Program, OHS processed 572 reported incidents involving exposures or, more prevalently, possible exposures. These would include WSIB claims and non-reportable first aid incidents. The following table details the type of exposures arising from the reported 572 incidents.

<b>Reported Exposures</b>	<b>2009</b>	<b>2010</b>	<b>% difference<sup>1</sup></b>
Hepatitis A, B, & C & HIV	169	122	(28)
Influenza (including A/H1N1)	54	0	(100)
Tuberculosis (TB)	72	72	0
Meningitis (All)	35	27	(23)

Lice and Scabies	30	32	7
Other*	349	506	45
<b>Total</b>	<b>709</b>	<b>759</b>	<b>7</b>

<sup>1</sup> Percentages rounded to the nearest whole number.

\* This category can include, but is not limited to exposures to:

- infectious diseases not specified above including smallpox, severe acute respiratory syndrome (SARS), rubella, and measles;
- respiratory condition/irritations;
- bites (human, animal or insect);
- varicella (chickenpox);
- Methicillin-Resistant Staphylococcus Aureus (MRSA, also known as multidrug-resistant bacteria); and,
- bodily fluids (blood, spit, vomit, etc.).

As a result of a determination made at the CJHSC meeting of March 29, 2010, OHS monitors incidents where members report exposure to bed bugs. Existing protocols and unit specific procedures are currently proving sufficient. OHS will continue to monitor bed bug exposures in the event further strategies need to be considered by the Service.

<b>Reported Exposures to Bed Bugs - 2010</b>				
<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>2010 Total</b>
5	5	21	34	65

#### Annual Year-end Critical Injury Statistics

<b>Year</b>	<b>Critical Injury Incidents Reported to the MOL</b>	<b>Critical Injury Incidents Confirmed</b>
<b>2008</b>	18	15
<b>2009</b>	19	9
<b>2010</b>	19	19

The Service continually monitors critical injury incidents and follows up thereafter, as required. In 2010, the number of confirmed critical injury incidents is more consistent with earlier years.

#### Conclusion:

In summary, this report will update the Board on matters relating to occupational health and safety issues for the fourth quarter in 2010 and provide year-end totals.

The next quarterly report for the period of January 1 to March 31, 2011 will be submitted to the Board for its meeting in May 2011. Deputy Chief Mike Federico, Human Resources Command, will be available to respond to any questions the Board may have regarding this report.

**The Board received the foregoing report.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P65. ANNUAL REPORT – 2010 AWARDS GRANTED BY THE BOARD**

The Board was in receipt of the following report January 31, 2011 from Alok Mukherjee, Chair:

Subject: AWARDS GRANTED BY THE TORONTO POLICE SERVICES BOARD:  
JANUARY TO DECEMBER 2010

Recommendation:

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

Financial Implications:

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

Background/Purpose:

The following Toronto Police Services Board awards were presented to members of the Toronto Police Service during the period from January to December 2010:

MEDAL OF MERIT:

PC	BLAKELY, Scott (9200)	41 Division
PC	BULBROOK, Calvin (9536)	11 Division
PC	GUERREIRO, Joseph (8539)	11 Division
PC	HODGINS, Mark (8448)	43 Division
PC	JOHNSTON, Brent (8744)	43 Division
PC	KOVIC, Victor (9289)	41 Division
PC	LEE, James (8940)	11 Division
PC	LORIMER, Troy (90033)	11 Division
Sgt.	NORTH, Robert (7560)	23 Division

COMMENDATION:

PC	BRESSE, Jean (8833)	53 Division
PC	CHASE, William (8784)	32 Division
Civ.	DI MICHELE, Jason (87088)	Customer Services
Sgt.	DUFFUS, Richard (1233)	54 Division
PC	GEORGOPOULOS, Kevin	32 Division
PC	HOLLAND, Mark (5480)	Drug Squad
PC	HOLLINGSHEAD, Danielle (7565)	22 Division

CTO	HUNTE, Yvon (90495)	Central Courts
PC	POH, Raymon (10312)	22 Division
Civ.	SHEPHERD, Susan (89466)	55 Division
PC	TAMBER, Moe (65525)	33 Division
PC	WASHINGTON, Katharine (89280)	32 Division
Sgt.	WEHBY, Peter (7965)	14 Division

TEAMWORK COMMENDATION:

PC	ALI, Asif (87298)	Employment Unit
PC	ALLEN, Hillary (9280)	23 Division
Det.	ALLEN, Michael (7587)	23 Division
PC	ANTONELLI, Gianpiero (1139)	52 Division
Civ.	ARMSTRONG, Richard (87134)	Radio & Electronics
Sgt.	ARODA, Sanjee (5159)	31 Division
PC	ASTOLFO, Robert (7985)	33 Division
Civ.	AYLING, Pamela (88880)	Homicide Squad
Det.	BACKUS, Leslie (1063)	Organized Crime Enforcement
PC	BALAGA, Artur (8390)	23 Division
PC	BOWLES, William (10341)	41 Division
Det.	BRAUND, Michael (2710)	Homicide Squad
Sgt.	CHAN, Gregory (4060)	Emergency Task Force
PC	CLARKE, Wayne (9643)	41 Division
Det.	COOPER, Robert (5703)	Communications Services
PC	CORREA, Robert (6418)	HRUGS
PC	COUTTS, Bradley (9608)	53 Division
D/Sgt.	CRONE, Donald (7341)	Organized Crime Enforcement
PC	CURRIE, Wayne (6352)	22 Division
Det.	DOMINEY, Paul (5115)	31 Division
PC	DORAZIO, David (6622)	52 Division
PC	DUNCAN, Phillip (7580)	Organized Crime Enforcement
Sgt.	ELLIOT, Shawn (742)	52 Division
PC	ERDIS, Ian (7435)	22 Division
PC	FADI, Steven (1671)	Marine Unit
Sgt.	FYNES, Bronagh (5213)	23 Division
Civ.	GEARHART, Sandra (88124)	Radio & Electronics
Civ.	GETTY, Josephine (86995)	Emergency Task Force
Civ.	GOMERSALL, Jonathon (88664)	Communications Centre
Sgt.	GRIFFIN, Shain (5277)	53 Division
PC	HANSEN, Peter (5094)	Intelligence Services
PC	HAWKINS, Robert (8017)	32 Division
PC	HEASMAN, David (5745)	Organized Crime Enforcement
Det.	HIGGINS, Christopher (1244)	54 Division
Sgt.	HOCHRADL-ZORKO, Stephanie (89955)	54 Division
Det.	HOOPER, Kevin (8652)	55 Division

PC	HOPKINSON, David (3856)	52 Division
S/Sgt.	HOWELL, John (1824)	Emergency Task Force
Det.	HUTCHEON, William (6103)	22 Division
PC	JITTA, Robert (5011)	54 Division
PC	LANDRY, Darryl (8061)	23 Division
PC	LAWSON, Nicholas (10005)	41 Division
Det.	LEUNG, Sheung (6523)	13 Division
Sgt.	LOCKE, Donovan (7949)	22 Division
PC	LOUCKS, Wilson (5728)	Organized Crime Enforcement
Civ.	MARCOVICI, Cristian (88366)	Radio & Electronics
PC	MAU, Richard (8825)	Intelligence Services
PC	MC DONALD, James (7895)	23 Division
PC	MC GINN, Michael (8378)	23 Division
PC	MC LAUGHLIN, Cameron (7425)	23 Division
PC	MEANCHOPOULOS, Patricia (5399)	Organized Crime Enforcement
PC	MITCHELL, Jodi (7463)	Organized Crime Enforcement
Det.	MOORE, Brett (99528)	22 Division
Civ.	MOORE, Kelly (89161)	Records Management
PC	MRAHAR, Jasbir (10113)	22 Division
PC	MURRAY, David (8085)	Organized Crime Enforcement
Civ.	NACCARATO, Domenico (89225)	Radio & Electronics
PC	NEILL, Kevin (9070)	22 Division
PC	O'RIORDAN, Wayne (99871)	Organized Crime Enforcement
PC	PAK, Andrew (8574)	23 Division
PC	PARNEY, Christopher (7728)	23 Division
PC	PLUNKETT, Patrick (7831)	Organized Crime Enforcement
Sgt.	REID, Ronald (884)	23 Division
Civ.	ROMANOV, Yury (87496)	Radio & Electronics
PC	SALIBA, Rachel (9533)	22 Division
PC	SEGUIN, Christian (7833)	54 Division
Civ.	SHAH, Azeem (87590)	Radio & Electronics
S/Sgt.	SILLIKER, Garry (2123)	Emergency Task Force
Det.	SINOPOLI, Domenic (6868)	23 Division
PC	SKINNER, Kelly (5268)	Organized Crime Enforcement
PC	SPRIGGS, Brett (5008)	Organized Crime Enforcement
Civ.	STOICESCU, Tudorel (89619)	Radio & Electronics
PC	STOREY, Todd (7457)	22 Division
PC	STRATTON, Donald (9445)	Divisional Policing Command
PC	VOLLMAR, William (8428)	23 Division
Civ.	WANG, Benyu (87571)	Radio & Electronics
PC	WATSON, Adam (8484)	22 Division
PC	WHALEN, Christopher (8455)	54 Division
PC	WILLIAMS, Steven (8523)	23 Division
PC	WILLIAMSON, Sheri (7731)	Organized Crime Enforcement
Sgt.	WILSON, David (1829)	41 Division

PC	WILSON, Michael (8569)	41 Division
Det.	WRIGHT, Lester (4672)	22 Division
PC	YIM, Dennis (9543)	32 Division
Det.	ZAJAC, David (2014)	32 Division
Det.	ZELENY, John (836)	Drug Squad

**AUXILIARY COMMENDATION:**

S/Sgt.	CULLEN, John (50236)	55 Division
PC	WEBER, Michael (51271)	55 Division

Members who were unable to attend the ceremonies were presented with their awards at the unit level.

In summary, there were a total of 9 Medals of Merit, 13 Commendations, 86 Teamwork Commendations and 2 Auxiliary Commendations during 2010.

The following Community Member Awards were presented to members of the community during the period from January to December 2010:

NAME	SUBMITTED BY:
ABDULLAHI, Barwaqo	13 Division
ADAMS, Matthew	55 Division
BALLOUTINE, Charbel	51 Division
BOISSEAU, Geoff	13 Division
BURRELL, David	23 Division
CHUDOBA, Robert	31 Division
CRADDOCK, Graham	TAVIS
CULLUM, Michael	53 Division
CURRY, Michael	53 Division
DAVIS-ROTMAN, Aaron Daniel	54 Division
DELGADO, Diego	41 Division
DENLIN, Leslie	Traffic Services
FAHEL, Stephan	55 Division
FAIRMAN, David	43 Division
FEDOR BAAN, Ida	53 Division
GALO, Rujohn	53 Division
GOKMAN, Murat	Traffic Services
HALL, Conrad	Traffic Services
HOWES, Andrew	51 Division
KRETSCHMER, Bob	55 Division
LALICON, Christian	Sex Crimes Unit
LENGYEL, Georgeline	Traffic Services
LUCAS, Benjamin	41 Division
MAC LELLAN, Edward	54 Division

MAC MULLIN, Eric	43 Division
MARCICCA, Loredana	31 Division
MATUSHEWSKI, Brad	43 Division
MC LEOD, Ross	55 Division
MINO, Wilfrido	11 Divison
MINO, Yolanda	11 Division
MORIARITY, Justin	55 Division
MUENCH, Thomas	32 Division
NYULI, Ronald	Traffic Services
OTOYA, Sergio	41 Division
SIBUL, Kyle Andrew	Traffic Services
SILVA, Steven	14 Division
SISCO, Matthew	55 Division
SOCH, Laura	14 Division
SOUARESOY, Mouctar	54 Division
THOMPSON, Kristy	43 Division
THORNTON, Richard	51 Division
WYERS, Tim	23 Division
YACOUBOV, Yonatan	Sex Crimes Unit

In summary, there were a total of 43 Community Member Awards presented during 2010. Members of the community who were unable to attend the ceremonies were presented with their awards by the units who had submitted them for nomination.

Conclusion:

The purpose of the report is to provide a record of awards granted by the Toronto Police Services Board during the period from January to December 2010.

**The Board received the foregoing report.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P66. ANNUAL REPORT – 2010 SUMMARY OF GRIEVANCES**

The Board was in receipt of the following report February 15, 2011 from William Blair, Chief of Police:

Subject: 2010 ANNUAL REPORT: SUMMARY OF GRIEVANCES

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 confidential meeting on February 20, 2003, the Board requested that an annual summary report on grievances be provided for the public meeting in February of each year (Min. No. C30/03 refers). The Board further requested that the public report include the cost of the grievances, the total costs for the year and the number of arbitrations where the Board, Association or both were successful.

Discussion:

During the year 2010, there were twenty-three (23) new grievances filed. Of this number, nine (9) grievances were either withdrawn or resolved by the parties, and fourteen (14) remain ongoing.

In addition to the above, twenty-two (22) grievances that were outstanding from previous years were resolved in 2010. Four (4) grievances were resolved through arbitration decisions. Two (2) decisions were in favour of the Board, and two (2) decisions were in favour of the Association. Eighteen (18) grievances were either settled, withdrawn or abandoned.

The overall legal costs expended in 2010 for all grievance activity, including matters which commenced prior to 2010, amounted to \$429,065.19. The following is an itemization of costs by type of grievance:

<b>Number</b>	<b>Type of Grievance</b>	<b>Costs Expended in 2010</b>
1	Transfers	\$20,450.75
7	Suspensions	\$107,703.29
7	Policy Cases	\$45,953.39
8	Abuse of Benefits (Sick, WSIB, CSLB)	\$96,231.59
2	Resignation/Retirement	\$37,881.76
2	Management Rights	\$3,120.00
1	Compressed Work Week (CWW)	\$2,193.80
1	Secondary Activity	\$3,677.00
1	Legal Indemnification	\$9.57
5	Terminations	\$89,686.27
7	Harassment	\$9,494.86
3	Acting Pay/Demotion/Reclassification	\$10,812.41
2	Promotional Process	\$1,690.50
1	Accommodation	\$160.00
<b>48</b>	<b>TOTAL COSTS 2010 *</b>	<b>\$429,065.19</b>

\* These costs include interim or final billings for cases filed prior to 2010 as well as new cases filed in 2010. These costs also include fees for legal counsel, disbursements and arbitrator fees related to the arbitration hearings. The breakdown is as follows:

- Legal Counsel and Disbursement Fees - \$357,974.47
- Arbitrator Fees - \$71,090.72

Conclusion:

In summary, this report provides the Board with the total costs and the number of grievances for the year 2010.

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

**The Board received the foregoing report.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P67.           REQUEST FOR FUNDING:   2011 NORTH AMERICAN POLICE  
EQUESTRIAN CHAMPIONSHIPS**

The Board was in receipt of the following report January 12, 2011 from William Blair, Chief of Police:

Subject:       REQUEST FOR FUNDING:   2011 NORTH AMERICAN POLICE  
EQUESTRIAN CHAMPIONSHIPS

Recommendation:

It is recommended that the Board approve an expenditure in the amount of \$15,000 from the Board's Special Fund to support the hosting of the 2011 North American Police Equestrian Championships.

Financial Implications:

Funds to cover the costs of hosting this event would be drawn from the Board's Special Fund and would not exceed \$15,000.00. Any funds not utilized will be returned to the Board.

Background/Purpose:

The North American Police Equestrian Championships (NAPEC) has been an annual mounted police training and competition event since 1983. The Toronto Police Service (TPS) Mounted Unit has consecutively attended and competed in every NAPEC competition since 1987. Since its inception in 1983, NAPEC has emerged as the pre-eminent mounted policing training and competition event in North America. Each year, over 100 mounted police officers from over 35 law enforcement agencies from the United States and across Canada attends NAPEC. Officers and their equine mounts attend seminars, clinics, and aggressively compete in the traditional categories of Dress & Department (Uniform Class), Riding Skill and Technique (Equitation Class), Sensory Skills and Crowd Management (Obstacles Class).

NAPEC and its Executive Committee were formed in 1982, with the sole purpose of providing mounted police officers with an annual forum in which mounted policing skills could be showcased and advancements in training, equipment and technology can be demonstrated

Traditionally NAPEC is held in the United States, only twice in its history has it been hosted in Canada by a Canadian law enforcement agency. In 2004 and 2008, the Kingston Police Service proudly served as the host agency.

## Discussion:

In the last 23 years of NAPEC competition the (TPS) Mounted Unit has established itself as the most successful and dominant Mounted Unit at the competition winning in more individual categories and overall championships than any other competing police Service. In fact, in 2003, and 2008, the (TPS) Mounted Unit was the reigning champions taking home the grant prize trophy of two horses, now members of the (TPS), mounts 'Kingston' and 'Blue Moon'. At the 2010, NAPEC in Hamburg, New York, the (TPS) Mounted Unit emerged once again as the overall first place champions.

During the past 23 years, the (TPS) mounted unit was hosted by numerous police Services in both the United States and Canada, yet to date the (TPS) has never hosted NAPEC. In 2006, the (Mounted Unit) attempted to host NAPEC however; they had to withdraw their commitment due to administrative difficulties, and ongoing changes within the management team. Presently the (TPS) Mounted Unit has a strong and dedicated management team and corps of officers who are committed to bringing this long overdue and prestigious event to the City of Toronto.

In fact, preliminary discussions have already taken place the Board of Directors and management at Exhibition Place with respect to the hosting of this event. Management at Exhibition Place are very excited at the prospect of hosting this event and are eager to partner with the (TPS). Exhibition Place has already reserved all needed facilities required for this event, and has graciously offered the use of the facilities at no charge. However, the (TPS) will be solely responsible for any costs associated with equipment rentals and set-up, cleaning costs and miscellaneous equipment and services. The (TPS) Mounted Unit management team has an excellent relationship with the Board of Directors and management at Exhibition Place.

Significantly, 2011 will mark the 125<sup>th</sup> anniversary of the (TPS) Mounted Unit (1886 - 2011). In recognition of this milestone of the unit's history, the (TPS) Mounted Unit is optimistic that bringing the NAPEC event to Toronto will be the pinnacle of the 125<sup>th</sup> anniversary celebrations.

NAPEC's 2011 event will take place during the latter part of September over a three day period tentatively, September 16<sup>th</sup> to 18<sup>th</sup>, 2011, at the Horse Palace Facility on the grounds of Exhibition Place. The Horse Palace is home to the Mounted Unit Headquarters and is aptly suited to provide all of the required amenities (stabling, competition area, and equine care).

NAPEC will provide an open forum for community members who may wish to participate and share an interest mounted demonstrations, as well as witness the riding abilities and skills of mounted officers from across North America. It is anticipated that well over 100 mounted officers and their mounts will travel from across North America to Toronto to attend this event, bringing with them their families, friends and support staff necessary to facilitate their participation in this event. Their attendance will also benefit Toronto's economy and tourism industry.

On Friday, September 16, 2010, the (TPS) Mounted Unit and their mounted guests will parade through the city from Exhibition Place to Toronto City Hall. An official ceremony will take place at 12:00 noon and will include; politicians, Command Officers, members of the Toronto

Police Services Board and the media. The impressive mounted parade and ceremony will provide an opportunity to highlight the 125 years of dedicated service provided by the (TPS) Mounted Unit.

The (TPS) Mounted Unit will be utilizing their volunteer cadre and numerous community volunteers to assist with the event. In particular, one of the mounted unit's long time supporters, Ms. Dorothy Keith, who has attended many NAPEC event's, is also looking forward to participating and supporting this event in September. The possibility of NAPEC coming to Toronto has generated excitement with our strategic partners in the equestrian community. The Governor General's Horse Guards, Royal Regiment Historical Mounted Squad, Heritage Toronto, Riding Academy at the Horse Palace, Fort York, Ontario Equestrian Federation and Therapeutic Riding have all offered their support and participation.

Conclusion:

In closing, hosting the NAPEC event provides the Service with a unique opportunity to share the history and traditions of the TPS with the communities we serve.

Deputy Chief A.J. (Tony) Warr, Specialized Operations Command will be in attendance to respond to any questions that the Board may have in regards to this report.

**The Board noted that it had previously approved a recommendation that no additional discretionary expenditures would be made from the Special Fund until the Chair reviews the status of the Special Fund and reports back to the Board in April 2011 (Min. No. P315/10 refers).**

**The Board agreed to defer the foregoing report to its next meeting to consider in conjunction with the Chair's report on the status of the Special Fund.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P68. BUSINESS TRAVEL – CHAIR ALOK MUKHERJEE**

The Board was in receipt of the following report February 22, 2011 from Alok Mukherjee, Chair:

Subject: BUSINESS TRAVEL - CHAIR ALOK MUKHERJEE

Recommendation:

It is recommended that the Board receive this report.

Financial Implications:

There are no financial implications arising from this report. No expenditures related to the business travel noted in this report will be charged to the Board's operating budget.

Background/Purpose:

I am in receipt of an invitation to speak at a workshop hosted by the Danish Institute of Human Rights (DIHR) to be held in Copenhagen, Denmark and to attend a symposium co-hosted by the Canadian Police College (CPC), the Canadian Association of Chiefs of Police (CACP) and the Police Sector Council (PSC) at the Canadian Police College in Ottawa. The following are the dates when I will be in attendance at these events:

March 7 – 9 DIHR workshop, Copenhagen

May 25 – 26 Executive Symposium on the Economics of Policing: Ensuring a Sustainable Future, Ottawa

Discussion:

**Copenhagen Workshop, Copenhagen, Denmark**

The DIHR, which is a creation of the Danish Parliament, in cooperation with a number of international civil society organizations such as the Greenpeace International, is holding a 3-day international workshop on the topic, "Public Participation and Peaceful Protest: Rights and Responsibilities of Civil Society in a Globalised World," from March 7-9, 2011. This is a "by invitation" gathering at which members of police organizations, civil society organizations and governments from North America, Europe, Africa and Asia will engage in a dialogue to develop recommendations on ways in which democratic societies can balance the need for maintaining public safety with expression of lawful and peaceful dissent at international events. It is intended that recommendations from this dialogue will be provided to the newly appointed UN Special Rapporteur on Freedoms of Assembly and Association.

I have been invited to participate as a speaker and a workshop presenter.

My attendance at this event will have no financial impact on the Board's operating budget as I will be responsible for all costs.

### **Canadian Police College Symposium, Ottawa, Ontario**

I have been invited to participate in an "invitation only" Executive Symposium on "The Economics of Policing: Ensuring a Sustainable Future" co-hosted by CPC, CACP and PSC at the Canadian Police College in Ottawa on May 25-26, 2011. This symposium will provide a forum for dialogue among police organizations, local, federal and provincial governments, academics and private sector representatives who are equally concerned about how the economics of policing are driving the need for change, and to explore strategies that might be employed to ensure police can continue to provide the high quality services expected by Canadians in a way that is financially sustainable.

There is no fee for attending the symposium. Expenses related to travel and accommodation will be borne by the Ontario Association of Police Services Board (OAPSB).

### Conclusion:

I am, therefore, requesting that the Board receive this report for information only.

**Councillor Chin Lee assumed the position of Chair of the Board for the consideration of this matter.**

**Chair Mukherjee responded to questions by the Board about the nature of the business travel that is scheduled for March and May 2011.**

**Following a discussion, the Board received the foregoing report.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P69. APPOINTMENTS: ACTING VICE-CHAIR**

The Board was in receipt of the following report February 24, 2011 from Alok Mukherjee, Chair:

Subject: Appointments – Acting Vice-Chair During the Period Between March 6, 2011 and March 10, 2011, inclusive, and on May 25, 2011 and May 26, 2011

Recommendation:

It is recommended that the Board appoint one member to act as Acting Vice-Chair during the period between March 6, 2011 and March 10, 2011, inclusive, and on May 25 and 26, 2011 for the purposes of the execution of all documents that would normally be signed by the Vice-Chair on behalf of the Board and other duties as may be required during those times.

Financial Implications:

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

Background:

In a separate information report on the agenda for today's meeting, I have advised the Board that I will be engaged in business travel on two occasions in the near future which will prevent me from performing my duties as Chair of the Board. On these two occasions, the Vice-Chair, Councillor Michael Thompson, will automatically assume the role of Acting Chair and will perform the duties of Chair in my absence. The authority for this transition is set out in section 4 of the Board's Procedural By-Law.

Given that Councillor Thompson will be Acting Chair, it will be necessary to appoint an Acting Vice-Chair for the purposes of the execution of all documents normally signed by the Vice-Chair on behalf of the Board, including legal contracts, personnel and labour relations documents.

In addition to those duties, the member who is appointed Acting Vice-Chair in March will also be asked to attend the International Women's Day – Inspiration through Education and Technology celebration hosted by the Toronto Police Service and to deliver an address on behalf of the Board. The event will take place at 11:00 AM on Tuesday, March 8, 2011 at Toronto Police Headquarters.

Conclusion:

I am requesting that the Board appoint one member to act as Acting Vice-Chair during the period between March 6, 2011 and March 10, 2011, inclusive, and on May 25 and 26, 2011 for the purposes of the execution of all documents that would normally be signed by the Vice-Chair on behalf of the Board and other duties as may be required during those times.

**The Board received the foregoing report and approved the appointment of Councillor Chin Lee as Acting Vice-Chair of the Board for the periods of time noted in the report.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON MARCH 03, 2011**

**#P70. ADJOURNMENT**

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Alok Mukherjee  
Chair