



**The following *draft* Minutes of the meeting of the Toronto Police Services Board held on January 11, 2006 are subject to adoption at its next regularly scheduled meeting.**

**The Minutes of the meeting held on December 15, 2005 previously circulated in draft form were approved by the Toronto Police Service Board at its meeting held on January 11, 2006.**

**MINUTES OF THE PUBLIC MEETING** of the Toronto Police Services Board held on **JANUARY 11, 2006** at 1:30 PM in the Auditorium, 40 College Street, Toronto, Ontario.

**PRESENT:**

**Dr. Alok Mukherjee**, Chair  
**Ms. Pam McConnell**, Councillor & Vice- Chair  
**Ms. Judi Cohen**, Member  
**Mr. John Filion**, Councillor & Member  
**Mr. Hamlin Grange**, Member  
**The Honourable Hugh Locke, Q.C.**, Member  
**Mr. David Miller**, Mayor & Member

**ALSO PRESENT:**

**Mr. William Blair**, Chief of Police  
**Mr. Albert Cohen**, City of Toronto - Legal Services Division  
**Ms. Deirdre Williams**, Board Administrator

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P1. ELECTION OF THE CHAIR AND VICE CHAIR**

***Election of the Chair, Toronto Police Services Board***

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

Councillor Pam McConnell nominated Dr. Alok Mukherjee. There were no further nominations and nominations were closed.

***The Board voted and, based upon one nomination for the office of Chair, Toronto Police Services Board, Dr. Alok Mukherjee was declared elected Chair of the Board for the year 2006 and until his successor is appointed.***

***Election of the Vice-Chair, Toronto Police Services Board***

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

Mr. Hamlin Grange nominated Councillor Pam McConnell. There were no further nominations and nominations were closed.

***The Board voted and, based upon one nomination for the office of Vice-Chair, Toronto Police Services Board, Councillor Pam McConnell was declared elected Vice-Chair of the Board for the year 2006 and until her successor is appointed.***

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P2. INTRODUCTION**

Superintendent Robert Clarke introduced the following Service members who were recently appointed or promoted by the Board:

Dr. Carol VIPARI  
Supt. Hugh FERGUSON  
Supt. Diane GAUTHIER  
Supt. Jeffrey MCGUIRE  
Supt. Wayne PEDEN  
Supt. Wes RYAN  
Supt. Frederick SMITH  
S/Insp. Steven IZZETT  
S/Insp. Wayne PYE  
S/Insp. Brian RAYBOULD  
S/Insp. Wes RYAN  
S/Insp. William WARDLE  
Insp. Mario DI TOMMASO  
Insp. Glenn HOLT  
Insp. Nicholas MEMME  
Insp. Frank RUFFOLO  
Insp. John TANOUYE  
S/Sgt. Kenneth BOYLE  
S/Sgt. Donald COLE  
S/Sgt. Jeffrey HOWELL  
S/Sgt. Savas KYRIACOU  
S/Sgt. Sandy O'GRADY  
S/Sgt. Thomas SHARKEY

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P3. DEPUTATION: VOLUNTARY POLICE SEARCHES OF PRIVATE  
RESIDENCES**

Ms. Alexi Wood, Director, Public Safety Project, Canadian Civil Liberties Association, was in attendance and delivered a deputation to the Board with regard to voluntary police searches of private residences. Ms. Wood indicated that, at the time the police request access to a residence, the police should advise the resident that no adverse consequences will occur should a resident refuse to allow the police to search the residence. Ms. Wood also provided a written submission of her deputation; copy on file in the Board office.

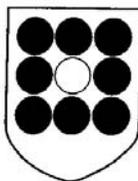
Chief of Police William Blair and Mr. Jerome Wiley, Senior Legal Counsel, responded to questions by the Board about this matter. Mr. Wiley advised the Board that, at the time the police approach a resident, each resident is provided with a form containing information about the voluntary search, including their right to consult legal counsel prior to agreeing to the search.

Chief Blair also advised the Board that, to date, the Toronto Police Service had not received any formal complaints about the manner in which the Service had conducted voluntary searches of private residences during some recent high-profile investigations.

**The Board received Ms. Wood's deputation and her written submission.**

CANADIAN  
CIVIL LIBERTIES  
ASSOCIATION

394 Bloor Street West, Suite 200  
Toronto, ON M5S 1X4  
Telephone (416) 363-0321  
FAX (416) 861-1291  
E-mail: mail@ccla.org



ASSOCIATION  
CANADIENNE DES  
LIBERTES CIVILES

394 rue Bloor Ouest, Suite 200  
Toronto, ON M5S 1X4  
Téléphone (416) 363-0321  
Télécopieur (416) 861-1291  
Courriel: mail@ccla.org

December 20, 2005

EXECUTIVE COMMITTEE  
COMITE EXECUTIF  
Past Presidents  
Présidents Précédents  
THE HON. J. KEILLER MACKAY  
(1888-1970)  
J. S. MIDANIK, Q.C.  
(1920-1997)  
JOHN NELLIGAN, Q.C.  
HARRY W. ARTHURS  
THE HON. WALTER TARNOPOLOSKI  
(1932-1993)  
WALTER PITMAN  
SYBIL SHACK  
(1911-2004)  
THE HON. ALLAN BLAKENBY  
President  
Présidente  
MARSHA HANEN  
Vice-presidents  
Vice-présidents  
JAMIE CAMERON  
GISELE CÔTÉ-HARPER, Q.C.  
MICHAEL dePENCIER  
MARLYS EDWARDS  
EDWARD I. GREENSPAN, Q.C.  
PATRICIA JACKSON  
JOHN D. McCAMUS  
DELIA OPERKIEW  
THE HON. HOWARD FAWLEY  
HUGUETTE PLAMONDON  
KENNETH F. SWAN  
DR. JOSEPH WONG  
Secretary  
Secrétaire  
SYDNEY GOLDENBERG  
Treasurer  
Trésorière  
ELAINE SLATER  
General Counsel  
Avocat Général  
A. ALAN BOROVOY

BOARD OF DIRECTORS  
CONSEIL D'ADMINISTRATION  
FRANK ADDARIO  
THE HON. WARREN ALLMAND, Q.C.  
BROMLEY ARMSTRONG  
THE HON. RONALD ATKIEF, Q.C.  
THE HON. THOMAS B. BERGER, Q.C.  
JUNE CALLEKROD  
LEAH CASSELMAN  
LARRY CHARTRAND  
THE HON. SAUL CHERNICK, Q.C.  
JANE CODDEN  
SUSAN COOPER  
DR. DEBBY COPEL  
DAVID CRONENBERG  
FERDINAND DAJUST  
PETER DESBARATS  
PARKER BASS DONHAM  
BRIAN A. E. EDY  
SUSAN ENG  
MIL FINKELSTEIN  
ROBERT FULFORD  
VICKI GABEREAU  
KENNETH V. GEORGETTI  
THE HON. CONSTANCE R. GILBE, Q.C.  
KATHERINE GOVIER  
LOUIS GREENSPAN  
MICHAEL IGNATIEFF  
HARISH JAIN  
SHEEMA KHAN  
JOY KOGAWA  
ANNE La FOREST  
ANDREW LOKAN  
KEN MANDZLUK  
JON OLIVER  
PENELOPE ROWE  
PAUL SCHARAS  
MARVIN SCHEFF  
DAVID SCHNEIDERMAN  
HUGH SEGAL  
JACK SHAPIRO  
HAROON SIDDIQUI  
ERIC TEED, Q.C.  
WALTER THOMPSON  
THE VERY REV. LOIS WILSON

Director of Education & Administration  
Directrice, Éducation et Administration  
D. S. McLAUGHLIN

Director, Freedom of Expression Project  
Directrice, Project de la liberté d'expression  
NOA MENDELSON AVIV

Director, Public Safety Project  
Directrice, Project de sécurité publique  
ALEXI NICOLE WOOD

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

Dear Mr. Mukherjee,

This is to advise you that the CCLA would like to appear in a deputation before the Police Services Board at its January 11, 2005 meeting. Our plan is to discuss the Toronto Police Service policy concerning voluntary police searches of private homes.

I will be accompanied by my colleague, Motek Sherman.

Sincerely,

*Alexi N. Wood*

Alexi Wood  
Director, Public Safety Project



**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P4. TORONTO POLICE SERVICE 2006 – 2010 CAPITAL PROGRAM  
SUBMISSION - REVISED**

The Board was in receipt of the following report December 21, 2005 from William Blair, Chief of Police:

Subject: TORONTO POLICE SERVICE 2006 - 2010 CAPITAL PROGRAM  
SUBMISSION – REVISED

Recommendation:

It is recommended that the Board approve the revised 2006 - 2010 Capital Program of \$171.7 million (M) with a 2006 request of \$31.92M, as recommended by City Council.

Background:

The Board, at its meeting of October 14, 2005 approved the Toronto Police Service's (TPS) 2006 - 2010 Capital Program of \$171.17M, which included a 2006 request of \$31.42M excluding cash carry forwards from 2005 (Board minute #P347/05 refers).

During the capital budget review process with the City's Budget Advisory Committee (BAC), a net increase of \$0.5M was made to the 2006 request. As a result, Toronto City Council, at its meeting held on December 9, 2005, approved the TPS's revised 2006 Capital Budget at a total expenditure of \$31.92M, and a total of \$171.7M for 2006 - 2010.

Attachment A reflects the revised 2006 - 2010 Capital Program as approved by City Council. The net increase of \$0.5M in 2006 is a result of cash flow adjustments (between Division 43 and Division 23) and the inclusion of costs associated with the joint projects (SmartZone and Centracom) with City Fire and Emergency Medical Services (EMS).

The cash flow adjustments between Division 43 and Division 23 resulted in a reduction of \$0.9M in 2006 to better reflect the construction schedules. The joint projects with City Fire and EMS resulted in an increase of \$1.4M for 2006. This adjustment was required as City Fire and EMS had not included these amounts in their capital budgets as a payment to TPS for their share of the project costs.

Conclusion

It is recommended that the Board approve the revised 2006 -2010 Capital Program of \$171.7 million (M) with a 2006 request of \$31.92M as recommended by City Council.

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

**The Board approved the foregoing.**

Project Name	Plan to end of 2005	2005 Carry Over	2006-2010					2006-2010 Proj. Total Plan	2011-2015 Proj. Total Plan	Total Project
			2006	2007	2008	2009	2010			
<b>Facility Projects</b>										
43 Division	14,700	0	0	0	0	0	0	0	0	14,700
23 Division (Kipling and Finch)	7,356	1,232	7,809	2,000	0	0	0	9,809	0	17,165
New Training Facility (Replacement of C.O. Bick College)	7,200	1,650	2,100	14,720	12,780	14,100	0	43,700	0	50,900
11 Division (640 Lansdowne Ave.)	1,300	500	6,300	3,960.0	3,540	1,800	0	15,600	0	16,900
14 Division	750	740	1,000	2,500	5,680	6,617	3,153	18,950	0	19,700
Intelligence / Special Investigation Facility (beyond 2006)	0	0	0	500	2,000	2,500	3,500	8,500	11,500	20,000
Property & Evidence Management Storage (beyond 2006)	0	0	0	250	400	2,000	5,000	7,650	10,950	18,600
54 Division (beyond 2006)	0	0	0	0	400	2,600	5,292	8,292	7,508	15,800
41 Division (beyond 2006)	0	0	0	0	400	2,500	5,950	8,850	6,300	15,150
13 Division (beyond 2006)	0	0	0	0	0	0	4,400	4,400	11,400	15,800
32 Division (beyond 2006)	0	0	0	0	0	0	4,000	4,000	4,050	8,050
Long Term Facility Plan (beyond 2006)	0	0	0	0	0	0	0	0	25,000	25,000
<b>Information Technology Projects</b>										
Police Integration Systems	5,250	1,924	0	0	0	0	0	0	0	5,250
Voice Logging Recording System	673	0	301	0	0	0	0	301	0	974
Investigative Voice Radio System	2,400	0	1,200	0	0	0	0	1,200	0	3,600
SmartZone Upgrade	500	0	1,000	0	0	0	0	1,000	0	1,500
CentreCom Upgrade	400	0	400	0	0	0	0	400	0	800
Replacement of Call Centre Management Tools	590	0	296	0	0	0	0	296	0	886
Automated Vehicle Location System Expansion	385	0	395	405	405	0	0	1,205	0	1,590

Project Name	Plan to end of 2005	2005 Carry Over	2006-2010					2006-2010 Proj. Total Plan	2011-2015 Proj. Total Plan	Total Project
			2006	2007	2008	2009	2010			
Strong Authentication-Computer Security	595	0	960	0	0	0	0	960	0	1,555
Jetform Replacement	1,200	900	0	0	0	0	0	0	0	1,200
HRMS Additional Functionality	500	350	1,415	200	545	500	0	2,660	0	3,160
TRMS Additional Functionality	550	350	1,903	215	0	0	0	2,118	0	2,668
In – Car Camera	538	0	124	5,225	5,146	0	0	10,495	0	11,033
Digital Video Asset Management II (New 2006)	0	0	2,350	2,300	1,015	0	0	5,665	0	5,665
Mobile Personal Communication to Police Information System (beyond 2006)	0	0	0	0	0	262	1,805	2,067	1,430	3,497
Radio Console Dispatch for Communication Centre (beyond 2006)	0	0	0	0	0	220	0	220	0	220
<b>Replacements/Maintenance/Other Projects</b>										
Facility Fencing	1,830	0	915	400	515	0	0	1,830		3,660
Occupational Health & Safety Furniture Lifecycle Replacement	1,500	0	750	375	375	0	0	1,500	0	3,000
State-of-Good-Repair – Police	9,130	0	1,600	1,700	1,800	1,900	1,900	8,900	9,000	27,030
Advanced TASER Deployment (New 2006)	0	0	1,100	0.0	0.0	0.0	0.0	1,100	0	1,100
<b>Total – 2006 Capital Budget Request</b>	<b>57,347</b>	<b>7,646</b>	<b>31,918</b>	<b>34,750</b>	<b>35,001</b>	<b>34,999</b>	<b>35,000</b>	<b>171,668</b>	<b>87,138</b>	<b>316,153</b>
<b>Other than debt expenditure (Draw from Reserve)</b>										

Project Name	Plan to end of 2005	2005 Carry Over	2006-2010					2006-2010 Proj. Total Plan	2011-2015 Proj. Total Plan	Total Project
			2006	2007	2008	2009	2010			
Vehicle and Equipment Replacement	10,066	0	5,033	5,033	5,033	5,033	5,033	25,165	25,165	60,396
Workstation, laptop, printer – lifecycle	5,318	0	1,900	0	0	0	0	1,900	0	7,218
Servers – lifecycle	3,079	0	1,589	0	0	0	0	1,589	0	4,668
IT business resumption – lifecycle plan	5,254	0	1,910	0	0	0	0	1,910	0	7,164
<b>Total – Other than debt expenditure (Draw from Reserve)</b>	<b>23,717</b>	<b>0</b>	<b>10,432</b>	<b>5,033</b>	<b>5,033</b>	<b>5,033</b>	<b>5,033</b>	<b>30,564</b>	<b>25,165</b>	<b>79,446</b>

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P5. TORONTO POLICE SERVICE 2006 OPERATING BUDGET  
SUBMISSION – REVISED: RESPONSE TO BOARD’S REQUEST FOR  
REDUCTIONS**

The Board was in receipt of the following report January 03, 2006 from William Blair, Chief of Police:

Subject: RESPONSE TO THE BOARD’S REQUEST FOR FURTHER REDUCTIONS  
TO THE 2006 OPERATING BUDGET

Recommendation:

It is recommended that:

- (1) the Board approve the revised 2006 net operating budget request of \$753M; and
- (2) the Board forward a copy of this report to the City’s Deputy City Manager and Chief Financial Officer and to the City Policy and Finance Committee for their information.

Background:

The Board, at its meeting of December 15, 2005, recommended that the Chief review the following two account groupings and report to the Board’s January 11, 2006 meeting on:

- (1) a further reduction to the 2006 budget requests for travel, conferences, courses, seminars; and
- (2) whether premium pay accounts can be similarly reduced for 2006.

Comments:

The total cost of courses, conferences and seminars for Toronto Police Service (TPS) members is as follows:

<b>2005 Budget</b>	<b>2005 Projected Actual</b>	<b>2006 Request</b>
\$1.0M	\$0.9M	\$1.2M

## 1) Courses, Seminars and Conferences

The TPS ensures its police officers and civilian members have the required and up-to-date skills to effectively carry out their duties by providing mandatory and non-mandatory training. Members of the Service receive training through a number of different means, which include training offered through the Training and Education Unit (T&E), unit specific training and courses taken externally.

The demand for training opportunities within the TPS continues to grow due to many factors. These factors include training for newly hired staff, training that is mandated by the Province to accredit members for specific jobs, training that is mandated by the Service in response to inquests or other civil remedies, and training that is in response to current issues and themes that impact the Service. In addition, the 2006 Budget request provides funding for training initiatives arising from the report prepared by the Honourable George Ferguson, Q.C.

To ensure that training is prioritized and delivered to members of the Service in a timely and appropriate manner, training is broken down and delivered according to the following priorities:

<b>Category of Training</b>	<b>Examples</b>
Training required by law, TPS standard or Provincially mandated	Use of Force Re-qualification, Management and Evaluation of Risk Investigations, Suspect Apprehension Pursuit, General Investigators, Sexual Assault Child Abuse, Ontario Major Case Management and Domestic Violence Investigators Courses.
Training required to enhance public and officer safety	Booking Officers Course, Introduction to Plainclothes and Drugs, Interview and Tactical Firearms Courses.
Training required to allow members to perform their current duties more effectively	Uniform and Civilian Professional Development; Crime Prevention Through Environmental Design and Instructional Techniques.
Training that is desirable to develop members for future work assignments and career development	This training is for college/university courses that are beneficial to the member and the Service. This training is supported by tuition reimbursement (50%).

The TPS devotes considerable resources to meeting the learning requirements of police officers and civilian members. Training is carried out in a systematic and thorough manner to ensure it meets all legislative requirements and the needs of the Service. Courses, seminars and workshops have to provide direct benefit and application to a current or future assignment of a member, and are authorized by the Unit Commander and Career Development Officer.

Attendance at conferences is also an effective way of training and developing staff, as well as identifying best practices and new opportunities that can be applied within the Service. A significant portion of these conferences are for specialized skills development such as Crisis Negotiation, Use of Force, Disaster Management, Airport Anti-Terrorism, Guns & Gangs, Public

Safety Communication, Criminal Harassment, and Crime Prevention. In addition, members attend annual conferences of the International Association of Chiefs of Police (IACP), Canadian Association of Chiefs of Police (CACP) and Ontario Association of Chiefs of Police (OACP).

The total 2006 budget request for courses, seminars and conferences is \$1.2M. The number of members (uniform and civilian) attending courses, seminars and conferences, reflected in the \$1.2M, is estimated at 3,000 for an average of \$400 per person per year. This average is minimal if one considers the need to maintain staff knowledge and skills (e.g. Information Technology area) and manage risk within the organisation. The TPS operates many technical and complex systems and deals with a variety of policing and community issues and staff training is a very important part of delivering services in the most effective and efficient manner.

Human resources are the largest and most important component of the Service's budget. It is therefore essential that an adequate level of training be provided to ensure Service members have up-to-date skills and knowledge to effectively perform their duties. However, due to the financial pressures faced by the Service and the City, I am prepared to reduce the training related budget for 2006 by \$0.1M.

## 2) Premium Pay

Premium pay is comprised of four accounts: overtime; callback; court; and lieu-time.

### (a) Overtime

Overtime includes the cost incurred when an Association member is asked to work beyond their regular shift and for Court Elect (i.e. when an officer is to attend court within three hours after his/her tour of duty ends, (s)he can elect to work overtime until the time of the court appearance). The member is compensated in accordance with the collective agreements, and has the option to elect cash or time off in lieu for the overtime worked.

Examples of where overtime is required include:

- During the course of their duties members become involved in activities that require them to stay "on duty" beyond the end of their shift (call for service/investigation). The member may be required to stay beyond their "reporting off" time because of the nature of the investigation or the necessity to complete and submit reports prior to "reporting off" duty (as required in TPS Rule 3.12.7).
- A member is scheduled to attend court while on duty. The duration of the member's requirement at court extends beyond the end of their regular shift.
- Members are required to attend meetings (e.g. community) or other functions that commence directly after their shift.

- Situations arise where members are provided with tasks that have very short deadlines. These tasks require the member to work beyond their normal shift to ensure that the specified deadline is met.

(b) Callback

Callback costs are incurred when a member is asked to work when off duty. The member is compensated in accordance with the collective agreements, and has the option to elect cash or time off in lieu.

Members work a scheduled shift, (normally consisting of either 8 or 10 hours) as dictated by the function they perform in their particular unit. If the member after reporting off duty is required to return to work while they are “off duty” or on a “day off”, they are entitled to be compensated in accordance with the collective agreements. Some examples of where callback is required are:

- specialized investigations
- execution of a search warrant
- appearance under subpoena at specified hearings
- Special Projects (eg. Community Action Policing (CAP)).

(c) Court

Court costs are incurred when a member is required to attend court when off duty for criminal, minor traffic, liquor, liquor tribunal, bylaw offences, as well as civil court proceedings. The member has the option to elect cash or time off in lieu.

Approximately half (\$17M) of all premium pay relates to court attendance. The Service has implemented many initiatives to control and reduce court spending. For example, the assignment of Detective Sergeants at court locations not only assists the Crown Attorney in the vetting of witnesses, but also reduces the need for the officer-in-charge of a case to attend the Judicial Pre-Trial. However; all such initiatives are subject to operational requirements and the justice system.

(d) Lieu-time

Lieu-time represents time earned as a result of over-time, callback or court and any other time entered into the lieu-time bank. Based on the collective agreements, unused lieu-time is paid out four times a year.

As lieu-time is a product of the above three accounts, any controls/initiatives implemented for those accounts will also impact this account. The utilisation of time earned reduces the payout requirements and therefore the Service attempts to accommodate member requests for time off, taking into account the exigencies of policing.

The following table summarizes the premium pay breakdown by category over the past five years. Based on the collective agreements, a portion of unused lieu time is paid out four times per year.

<b>Year</b>	<b>Court</b>	<b>Overtime</b>	<b>Callback</b>	<b>Total</b>
2002	\$15.7M (48.8%)	\$12.6M (39.5%)	\$3.7M (11.7%)	\$32.0M
2003	\$16.9M (50.6%)	\$13.4M (40.1%)	\$3.1M (9.3%)	\$33.4M
2004	\$17.3M (51.4%)	\$12.6M (37.2%)	\$3.9M (11.4%)	\$33.8M
2005	\$17.2M (52.0%)	\$13.0M (39.4%)	\$2.8M (8.6%)	\$33.0M
2006	\$18.2M (53.8%)	\$12.7M (37.8%)	\$2.8M (8.4%)	\$33.7M

Note: Lieu-time applicable to each category is estimated and included in the above. The costs in the table reflect the recent contract settlement.

The Service has taken the following actions to control/reduce premium pay costs:

- Developed a policy for overtime/callback (August 2002);
- Initiated the requirement for daily reporting of overtime;
- Works with the Crown to reduce the number of witnesses required for court;
- Enhancements to compress frequency of court attendance;
- “Spot checking” at court locations to ensure that only required members are in attendance;
- Improved planning for special events;
- Modify shift schedules, where possible, to reduce costs; and
- Regular monitoring of “no lunch hour taken” claims.

In addition, the following information is produced:

- Reports on premium pay expenditures are provided to the Staff Superintendent on a regular basis
- Reports that identify “high earners” for premium pay to all unit commanders and senior management
- Monthly variance reports are sent to each unit that identifies all areas of concern including premium pay.

These initiatives have enabled unit commanders to better monitor and control premium pay budgets so that any corrective action required can be taken.

Premium pay costs are impacted by salary settlement. As shown in the chart below, if salary settlements are excluded, premium pay has declined over the last four years and the 2006 request reflects a further reduction.

<b>Year</b>	<b>Budget (\$M) Excluding Salary Settlement – Budget</b>	<b>Budget (\$M) Cumulative Salary Settlement – Budget</b>	<b>Total Budget (\$M)</b>	<b>Actual (\$M)</b>
2002	26.4	4.8	31.2	32.0
2003	24.5	6.0	30.5	33.4

2004	24.4	7.6	32.0	33.8
2005	23.8	9.2	33.0	33.0
2006	23.7	10.0	33.7	

The premium pay portion of the 2004 budget was reduced by \$0.1M. In 2005, it was further reduced by \$1.0M and in 2006 it has again been reduced by a further \$0.5M. The Service has reached a level of premium pay where further reductions cannot be sustained. The redeployment of 200 officers to frontline duties will result in more enforcement and additional premium costs (which have not been included in the 2006 request).

Uncontrollable external factors (e.g. unforeseen events, major investigations) do affect the premium pay expenditures of the Service.

The 2006 premium pay budget has been scrutinized and represents the level required to provide the appropriate policing services for the City of Toronto. Given all of the factors identified above, I cannot recommend any further reduction in this category.

Conclusion:

Following numerous meetings with the Board's Budget Sub-Committee, I recommended a reduction of \$3.5M to the Service's 2006 original budget request. As requested by the Board, I have reviewed the training and premium pay accounts to determine if further reductions can be accommodated.

As a result of this review, I am prepared to reduce the requested funding for training by \$0.1M. No further reductions to the premium pay account are possible at this time. However, I am committed to conducting various reviews during 2006 to identify efficiencies and potential savings to future budget requests of the Service.

It is therefore recommended that the Board approve a revised 2006 net operating budget request of \$753M and that the Board forward a copy of this report to the City's Deputy City Manager and Chief Financial Officer and to the City Policy and Finance Committee for their information.

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

**The Board approved the foregoing and noted that the City of Toronto – Budget Advisory Committee will consider the 2006 net operating budget request of \$753M at its meeting on January 13, 2006. The Board requested Chair Mukherjee to provide a report for the Board's February 15, 2006 meeting on the status of the operating budget request following the January 13, 2006 Budget Advisory Committee meeting.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P6.           RESPONSE TO TORONTO CITY COUNCIL REQUEST FOR  
INFORMATION: STAFFING AND DEPLOYMENT ISSUES**

The Board was in receipt of the following report December 29, 2005 from William Blair, Chief of Police:

Subject:       RESPONSE TO CITY COUNCIL REQUEST FOR INFORMATION IN  
REGARDS TO STAFFING AND DEPLOYMENT AS REFERENCED IN THE  
COUNCIL MEETING OF DECEMBER 5, 2005

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 Policy and Finance  
Committee meeting on January 23, 2006, for information.

Background:

On August 12, 2005, The Honourable Monte Kwinter, Minister of Community Safety and Correctional Services announced the application process for the Safer Communities - 1,000 Officers Partnership Program. This program will provide \$37.1M a year, in perpetuity, to help municipalities hire 1,000 new police officers across the province by sharing the cost, up to half the salary and benefit costs, capped at \$35,000 per year, for each new hire. Across the province, half of the new officers will be assigned to community policing duties and the other half will be assigned to six key areas identified by the Province, specifically, youth crime, guns and gangs, organised crime (marijuana grow ops), dangerous offenders, domestic violence and protection of children from internet luring and child pornography. The Province will fund 400 of the 1,000 officers effective May 18, 2005 and the remaining 600 officers effective April 1, 2006.

The Toronto Police Service applied for cost-sharing for 250 additional officers under the program – 175 community policing officers and 75 officers to be assigned to the six key areas. On November 25, 2005, the Service was advised that the Province would share the cost of 250 additional police officers in Toronto, of which 99 would be funded retroactive to August 2005.

In September 2005, during the application process, the Toronto Police Services Board requested City Council to authorize the City to sign the application. City Council, on December 5, 2005 amended, added to and adopted a Policy and Finance Committee recommendation (Report 9, Clause 43b) that requested City Council to authorize the City of Toronto to sign, with the Toronto Police Services Board and the Toronto Police Service, an application to the Ministry of Community Safety and Correctional Services for funding for an additional 250 officers under the Safer Communities – 1,000 Officers Partnership Program.

Comments:

City Council adopted a number of motions in approving an additional 250 officers for the Service. Those motions and the response to each motion are provided below.

**Motion 1a**

*That the clause be amended by deleting staff recommendation (3) contained in the Recommendations Section of the report (October 18, 2005) from the Toronto Police Services Board and inserting instead the following:*

*“(3) the Toronto Police Services Board be requested to hire the entire 250 Police Officers including an additional 54 Police Officers to bring the authorized strength of the Toronto Police Service to 5,510 Police Officers, effective as early as possible.”*

This motion approves a revised authorized strength and no response is required.

**Motion 1b**

*That the Toronto Police Service be requested to report to the next meeting of the Policy and Finance Committee on January 23, 2006 on how quickly the entire 250 police officers can be recruited and trained.*

The chart below details the Toronto Police Service’s hiring strategy to hire the additional 250 officers and to achieve the Council authorised strength of 5,510 police officers.

Recruit Class	Total Recruit Class	Replacements	Grant	Deployment Date
August 2005	108	62	46	January 2006
December 2005	144	94	50	May 2006
April 2006	140	90	50	September 2006
August 2006	102	52	50	January 2007
December 2006	99	45	54	May 2007
TOTAL	593	343	250	

As the chart indicates, the additional 250 officers will all be recruited by December 2006 and deployed by May 2007. This is the earliest deployment date for the 250 officers, given the staff replacements that must also occur during this time period, the capacity of training classes and funding available.

### **Motion 1c**

*That the Toronto Police Services Board be requested to report to the January 23, 2006 meeting of the Policy and Finance Committee on a plan to return the complement of the Toronto Police Service to the same number of police officers as it had in 1992, such report to include all associated costs and the timetable to hire and train new police officers as expeditiously as possible.*

The uniform strength of the Toronto Police Service was at its highest level of 5,616 officers in 1992. To return to the 1992 staffing level, the Service would have to hire 106 officers in addition to the 250 officers to be hired under the Safer Communities – 1,000 Officers Partnership Program.

Due to a limited class size, recruitment of the additional 106 police officers can only start once the additional 250 have been hired under the Safer Communities Program.

As indicated in the table below, August 2006 is the earliest date the Service could start hiring recruits towards achieving an additional 106 officers. As a result, full deployment of the 106 officers would not be completed until September 2007.

Recruit Class	Total Recruit Class	Replacements	Grant	1992 Level	Deployment Date
August 2005	108	62	46	-	January 2006
December 2005	144	94	50	-	May 2006
April 2006	140	90	50	-	September 2006
August 2006	140	52	50	38	January 2007
December 2006	140	45	54	41	May 2007
April 2007	102	75	-	27	September 2007
TOTAL	774	418	250	106	

The additional cost to bring the uniform strength up to the 1992 level of 5,616 officers is \$1.6M in 2006 and annualizes to \$9.4M by 2011.

This cost would include salary, benefits, personal equipment, annualization and reclassifications and is summarized over the next five years, in the table below.

106 Additional Officers	2006 Cost	2007 Cost	2008 Cost	2009 Cost	2010 Cost	Full Cost (as at 2011)
Costs (recruiting, salary, and outfitting)	\$1.6M	\$6.1M	\$7.2M	\$8.2M	\$9.1M	\$9.4M

### **Motion 3**

*That the Toronto Police Service be requested to submit a report to City Council for its meeting on January 31, 2006, through the Policy and Finance Committee, on where the 1,000 officers, as it relates to the City of Toronto, will be deployed, the ratio between the number of police officers allocated per police division in the City and the actual crime rates related to those divisions.*

The City of Toronto is receiving 250 of the 1,000 new police officers to be deployed across the province.

Changes in the divisional uniform staffing levels early in 2006 will reflect a number of changes – the application of a new staffing model, a command direction to redeploy 200 officers to front-line uniform duties early in 2006, and the deployment of 175 additional officers under the Safer Communities – 1,000 Officers Partnership Program. As noted above, 75 of the 250 new officers will be assigned to youth crime, organized crime, guns and gangs, and protecting children from internet luring and child pornography.

The deployment of officers to divisions was, until very recently, based on the 60/40 Deployment Model. Late in 2005, however, the Toronto Police Service moved to the Demand Factor Model for the deployment of officers to divisions. This new model uses a range of credible data, including calls for service, street disorder index, service priorities, demographics, major crime indicators, and performance indicators, to determine the demands facing each front-line division. The staffing level of each division is then made commensurate with those demands. This model will ensure that the workload faced by each of the divisions is equalised on a per officer basis, and that service delivery to the public is equitable across the city.

In November 2005, the appropriate divisional staffing levels were determined using the Demand Factor Model. This benchmark staffing allocation will be achieved on January 16, 2006 with the deployment of recruits from the August 2005 class and the redeployment of officers. The additional 175 constables (received under the Safer Communities Partnership Program) dedicated to community policing will be deployed as summarized below:

Division	Additional Officers from Safer Communities Program	Non-Traffic Criminal Code Rates (Occurrences per 1,000 Population)
11 Division	8	63.3
12 Division	8	78.9
13 Division	7	55.2
14 Division	13	96.6
22 Division	10	63.6
23 Division	10	64.3
31 Division	12	72.3
32 Division	10	62.1
33 Division	7	46.3

Division	Additional Officers from Safer Communities Program	Non-Traffic Criminal Code Rates (Occurrences per 1,000 Population)
41 Division	11	73.8
42 Division	10	49.5
43 Division	20	n/a
51 Division	13	135.1
52 Division	10	524.2
53 Division	8	57.3
54 Division	9	55.4
55 Division	9	90.3
TOTAL	175	

It is important to note that these allocations are projections. Due to the dynamic nature of the model's components and the time frame over which the 250 additional officers will be hired and deployed, the demand factors will likely change and may somewhat impact the overall deployment plan.

The chart above also provides non-traffic criminal code rates, as requested in the motion adopted by City Council. However, when comparing the assignment of additional officers to various divisions, it is important to note that the rate of criminal code occurrences or, more specifically, major crime indicators, is only one of the elements in the Demand Factor Model. The criminal code rate does not, by itself, provide a complete or comparable representation of the workload of various divisions, and as previously indicated, a number of factors were taken into account in determining the allocation of the additional officers to the divisions.

#### **Motion 4**

*That the Toronto Police Services Board be requested to submit a report to the Policy and Finance Committee, for its meeting on January 23, 2006, on the number of officers in place at December 31, 2005 and the projected officers to be in place at the end of each quarter in 2006 and 2007.*

According to the Toronto Police Service's Human Resource Strategy, the projected number of deployed officers at year-end 2005 and the end of each quarter in 2006 and 2007 is as follows:

	Deployed Officers
December 2005	5,224
March 2006	5,254
June 2006	5,352
September 2006	5,446
December 2006	5,424

March 2007	5,448
June 2007	5,503
September 2007	5,587
December 2007	5,563

As of May 2007, the Service will achieve its targeted deployed strength of 5,510 police officers. Due to limited hire dates (i.e. to correspond with three Ontario Police College class intakes per year) and attrition that occurs throughout the year, the Service's hiring strategy targets an average deployed strength over the year consistent with the approved target. Consequently, the number of officers deployed will move above and below the approved target during the year.

### **Motion 5**

*That the Toronto Police Services Board be requested to report to City Council for its meeting on January 31, 2006, through the Policy and Finance Committee, on the number of new officers to be funded under this program that may be assigned to Scarborough Police Divisions 41, 42, and 43.*

It is estimated that a total of 41 new officers from the Grant Program will be assigned to Scarborough Police Divisions 41, 42, and 43. It should be noted that prior to the application of the Demand Factor Model, to become effective January 2006, the total constable strength of Divisions 41 and 42 was 567. With the application of the new model, together with the estimated deployment of new officers by May 2007, the combined constable strength of Divisions 41, 42 and 43 will be 667 constables, an increase of 100 officers or 17.6%.

### **Motion 7**

*That the Toronto Police Services Board be requested to report to the January 23, 2006 meeting of the Policy and Finance Committee, on the number of police officers specifically trained by the Police Training College in community policing, the maximum number of trainees in community policing that the Police Training College can accommodate per year, and a breakdown of the multicultural component of each trainee.*

For recruits, specific training for community policing is included in both the Ontario Police College and the C.O. Bick College curriculum. More importantly, the concepts and application of community policing is woven into the overall syllabus of the entire five months of training. Recruits are instructed on the general models and philosophy of community policing and a broad range of skills which are applicable to community policing (e.g. problem solving, partnership development, cultural diversity, communications and presentations, accommodation, hate crime recognition and impact, etc.). Assignments specific to community policing and community participation are required. As many as 420 recruits (three classes of 140 recruits) can be trained annually.

The C.O. Bick College also provides existing members with a number of community policing related courses – Crime Prevention Level 1, Crime Prevention Level 2 (Crime Prevention Through Environmental Design (CPTED)), Diversity (mandatory for all Service members), and a Community Policing Seminar.

The following chart provides a breakdown of the multicultural diversity of recruit classes for the years 2003, 2004 and 2005 to date. It is important to note that inclusion as visible minority or aboriginal is based on recruits’ self report.

	2003	2004	2005 to Date
Visible Minority Female	3	4	7
Visible Minority Male	46	64	73
Aboriginal Female	0	1	0
Aboriginal Male	4	4	4
Non-Minority Female	41	53	54
Non-Minority Male	93	117	223

Conclusion:

In approving an additional 250 police officers for the Toronto Police Service, City Council adopted a number of motions that required a response from the Board and or the Chief. This report responds to those motions and recommends that the Board receive this report and forward a copy to the City Police and Finance Committee for information.

Mr. Tony Veneziano, Chief Administrative Officer, Administrative Command and Deputy Chief Keith Forde, Human Resources Command, will be in attendance to answer any questions the Board members may have.

**Superintendent Darren Smith and Inspector Peter Lennox, Staff Planning & Development Unit, were in attendance and delivered a presentation to the Board on the new staffing and deployment model known as the “Demand Factor Model” that replaces the previous “60/40” Model.**

**The Board approved the foregoing Motions:**

- 1. THAT the Chief of Police provide a report to the Board for its February 15, 2006 meeting on the recruitment strategies and initiatives that are being used by the Service, specifically as they relate to the recruitment of visible minority women and Aboriginal men and women;**

- 2. THAT the Chief of Police develop a public information communiqué that explains the new Demand Factor Model of deployment, including the advantages to divisions and officer workload and, particularly, its ability to support neighbourhood safety and community policing; identify the factors that were taken into consideration; and how it will be reviewed and monitored;**
- 3. THAT the communiqué noted in Motion No. 2 be sent to the community and main stream press, City councillors and Community Policing Liaison Committees for information;**
- 4. THAT the Board receive the foregoing report, dated December 29, 2005, from the Chief of Police and request that he prepare a revised report and provide it to the Chair in time for the Chair to submit it to the City's Policy and Finance Committee for its January 23, 2006 meeting; and**
- 5. THAT, the revisions noted in Motion No. 4 include the following:**
  - include explanations of the terms "deployed", "redeployed" and "on-strength";**
  - revise the chart located on page four/five of the report by inserting a new column identifying the total number of additional officers that will be deployed to each division as the result of the Chief's redeployment of 200 officers within the Service;**
  - revise the chart located on page five/six of the report by inserting a new column identifying the total number of recruits-in-training not yet deployed and another column identifying the grand total of the existing "Deployed Officers" and the recruits-in-training; and**
  - enter a new paragraph immediately prior to the conclusion on page seven which accurately reflects the total number of deployed officers in January 2006 including the recruits-in-training who graduated on January 12, 2006.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P7.           AWARD OF CONSTRUCTION MANAGEMENT SERVICES FOR THE  
NEW TRAINING FACILITY**

The Board was in receipt of the following report January 03, 2006 from William Blair, Chief of Police:

Subject:       AWARD OF CONSTRUCTION MANAGEMENT SERVICES FOR THE NEW  
TRAINING FACILITY

Recommendation:

It is recommended that: the Board award construction management services to Eastern Construction Limited, up to the amount of \$4,319,678, which includes a fixed management fee, estimated disbursements, contingency and all taxes.

Background:

A new training facility was approved by the Board and City Council and is included in the 2006-2010 Capital Program. This facility will be located at 70 Birmingham Street in south Etobicoke. The facility will have a floor area of approximately 285,000 square feet. Parking will be provided for over 700 vehicles. The facility was designed in accordance with the Command and Board's direction and involved Toronto Police Service (TPS) front-line staff, community groups, TPS Facilities Management and City staff. The TPS will share a portion of the new facility with the Department of National Defence (DND).

Comments:

On November 16, 2005, the City's Purchasing and Materials Management Division issued a Request for Proposal (RFP) #3907-05-5321 (on behalf of the TPS) for the provision of construction management services for the new training facility. The RFP was issued to the pre-qualified construction management firms previously approved by the Board (BM# P230/04 refers).

The appropriate TPS, City, DND and consultant personnel reviewed the five proposals received. The submissions were evaluated independently using a weighted matrix format, and based on the following criteria:

1. Fee for Service
2. Construction Cost Estimate
3. Cost Estimate Sub-components
4. Qualifications of Field Personnel
5. Construction Schedule

Based on the evaluation performed, Eastern Construction Co. received the highest overall score and is the recommended proponent for these services. The final ranking of the various firms are:

1. Eastern Construction
2. Ledcor Construction
3. Aecon Construction
4. Ellis-Don Construction
5. Dineen Construction

The TPS intends to use a limited-risk method of construction management in the completion of this project. Under a limited-risk scenario the construction management firm will assume the role of the "Constructor" as defined by the Occupational Health & Safety Act. In order to accomplish this, the Construction Manager must retain the services of the various contractors required to complete the project. All tender documents will be reviewed by TPS and City staff to ensure they adhere to the City's various Union Agreements, Fair Wage Policies and other requirements and agreements. Additionally, no purchase order or other such agreement can be issued without the approval of TPS and City staff. The City's Facilities and Real Estate Division, which will provide the Project Manager for this project, is in agreement with this methodology. The City's Facilities and Real Estate Division will oversee the preparation and execution of any agreement(s) with and by Eastern Construction Company. The TPS will seek future Board approval for the expenditure of construction funding once a more detailed construction estimate is completed and once the DND funding contribution has been finalised by City's Facilities and Real Estate Division.

#### Financial Implications:

The recommended contract award to Eastern Construction of up to \$4,319,678 for construction management services will allow the Service to proceed with the new training facility project. The cost includes a fixed management fee, estimated disbursements, contingency and all taxes. The disbursements include costs for the operation of the site during construction such as trailer rental, temporary hydro, temporary heat (winter conditions), temporary fire protection, signage, washroom facilities, telephone, security, etc. Actual construction work is scheduled to commence in late 2006.

Funding for this project has been included in the Service's approved 2006-2010 Capital Program.

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

**Mr. Tony Veneziano, Chief Administrative Officer, Mr. Angelo Cristofaro, Director of Finance and Administration, and Mr. Michael Ellis, Manager of Facilities Management, were in attendance and responded to questions by the Board about this report.**

**Mr. Veneziano advised the Board that the first paragraph of the foregoing report contained the following sentence: “The TPS will share a portion of the new facility with the Department of National Defence (DND).” Mr. Veneziano further advised that it should have indicated: “The TPS will share a portion of the new facility with the Department of National Defence (DND), if a mutually acceptable agreement is reached with DND”.**

**Following a discussion, the Board considered the following Motions:**

- 1. THAT the foregoing report be approved;**
- 2. THAT the Chief of Police provide a report to the Board for its February 15, 2006 meeting containing an update on the status of negotiations with the Department of National Defence with regard to its portion of the new training facility;**
- 3. THAT the Board be advised prior to any further action that may be taken by the Service with regard to the new training facility; and**
- 4. THAT the Board authorize the Chair, if the City Solicitor advises the Chair that contracts or other legal agreements for the retention of construction management or other consulting services related to the new training facility are required, to execute all documents on behalf of the Board, subject to approval as to form by the City Solicitor.**

**Following a request for a recorded vote, the Board voted as follows:**

**FOR:**

**Chair Mukherjee  
Judge Locke  
Mr. Grange**

**AGAINST:**

**Councillor McConnell  
Ms. Cohen**

**The Motions passed.**

**Mayor Miller and Councillor Filion were not present for the consideration of the foregoing Motions.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P8. MICROSOFT ENTERPRISE LICENSING AGREEMENT WITH DELL  
CANADA INC.**

The Board was in receipt of the following report December 09, 2005 from William Blair, Chief of Police:

Subject: MICROSOFT ENTERPRISE LICENSING AGREEMENT WITH DELL  
CANADA INC.

Recommendations:

It is recommended that:

1. the Board approve the selection of Dell Canada Inc. as the vendor for Microsoft licensing, and the corresponding annual expenditure of \$1,072,499.13 (including taxes) for each of three (3) years (2006, 2007, 2008) at a total of \$3,217,497.39 (including taxes),
2. the Chief, or his designate, notify the Deputy City Manager and Chief Financial Officer of the specific recommendations contained herein, pursuant to the requirements of Section 65 of the Ontario Municipal Board Act and Board Minute No. P84/03.

Background:

The Management Board Secretariat (MBS) formed a master Microsoft Business Agreement #U83644444 for acquiring Microsoft software and licensing for the period October 1, 2004 to September 30, 2007. All municipalities and agencies in the province of Ontario can be included under the umbrella of this MBS agreement by enrolling with a vendor authorized by Microsoft as a large account reseller. Participation in the MBS agreement provides the largest discount available to an organization.

The Toronto Police Service (TPS) has previously entered into licensing agreements via a previous MBS master agreement (Board Minutes #P256/2001 and #P69/2002 refer).

Comments:

Microsoft software is used throughout TPS on almost all of the desktop and laptop computers. In addition, many of the development tools used by Information Technology Services (ITS) are Microsoft products.

The term of the proposed Microsoft Enterprise Agreement would begin at the point of enrolment with the vendor, for a period of three years. The agreement offers TPS advantages for Microsoft products that are not otherwise available, including:

- bundling a group of standard software products;
- entitlement rights to upgrade from the installed version of the software to the current version;
- rights to upgrade and downgrade versions;
- entitlement to all bug fixes and patches;
- permission to reinstall;
- ability to add additional products at an incremental cost; and
- early access to new versions of products.

The agreement also supports the continued strategy to maintain a standard software environment and centrally control software licenses and costs.

Toronto Police Service issued a Request for Quotation (RFQ) #1061926-05 for Microsoft licenses to all large account resellers authorized by Microsoft under the MBS Microsoft Business Agreement for Enterprise Agreement product licenses. The following five bids, excluding taxes, were received on December 6, 2005, and the lowest bid, Dell Canada Inc. (Dell) is being recommended for approval.

1	2	3	4	5
Dell Canada Inc.	Xwave	SoftChoice	ASAP	NexInnovations
\$932,607.94	\$957,540.31	\$961,007.55	\$1,172,523.20	\$1,193,636.94

Financial Implications:

The cost of the agreement with Dell is \$1,072,499.13 annually (including taxes), and \$3,217,497.39 (including taxes) for the three year term of the agreement, which ends December 31, 2008.

The Chief Administrative Officer, Administrative Command has certified that funding for the 2006 portion of this expenditure has been included in the Service's operating budget submission, and that the annual cost for 2007 and 2008 will be included in each year's respective operating budget.

Mr. Tony Veneziano, Chief Administrative Officer, Administrative Command, will be available to answer any questions that the Board Members may have.

**The Board approved the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P9. PURCHASE OF UNISYS SOFTWARE LICENSES**

The Board was in receipt of the following report December 30, 2005 from William Blair, Chief of Police:

Subject: PURCHASE OF UNISYS SOFTWARE LICENSES

Recommendations:

It is recommended that:

1. the Board approve the purchase of computer software licenses for two years from Unisys Canada at a total cost of \$107,346 (including all taxes), and maintenance costs from Unisys Canada for two years at a total cost of \$59,839 (including all taxes);
2. the Board authorize the Chair to execute all agreements and related documents, on behalf of the Board, subject to approval by the City Solicitor as to form; and
3. the Chief, or his designate, notify the Deputy City Manager and Chief Financial Officer of the specific recommendations contained herein, pursuant to the requirements of Section 65 of the Ontario Municipal Board Act and Board Minute No. P84/03.

Background

In September 2003, the Board received a report from the Chief of Police entitled "Purchase of Unisys Mainframe" (Board Minute No. P242/03 refers). The Board was advised that Information Technology Services (ITS) had negotiated the purchase of a small mainframe and two years of software licenses and maintenance with Unisys Canada for the continuance of its mainframe platform. The plan at that time was to retire the Unisys platform by the end 2005.

Comments

A significant application workload has been migrated away from the Unisys mainframe to date. In some cases, the mainframe applications have been displaced by newer and more economical systems. These include time resource management, police records, street checks, and pawn shop transactions. In the case of the Court Scheduling System (CASC), the Service was awaiting a decision by the City and Province on how this system will operate in the future, and as a result the CASC system is still running on the Unisys mainframe.

To avoid future costs related to the Unisys platform, plans are now in place for the remaining applications to be migrated over the next two years to the Service's standard UNIX platform, at which time the Unisys mainframe will no longer be required. In the interim, ITS has negotiated the purchase of an additional two years of software licenses and maintenance with Unisys Canada for the continuance of this platform until December 31, 2007. Unisys is the manufacturer and sole supplier of this equipment and services in Canada.

Financial Implications

The detailed costs (\$000's) to continue the Unisys platform for the next two years are as follows:

Unisys Platform	2006	2007	Total
Cost of Licence	107.3	-	107.3
Maintenance Cost	28.8	31.1	59.9
<b>Total</b>	<b>136.1</b>	<b>31.1</b>	<b>167.2</b>

Funding has been provided in the 2006 Operating budget for the purchase of the licence and annual maintenance cost. The maintenance cost for 2007 will be included in the Service's 2007 base operating budget.

Conclusion:

This report requests approval to enter into an agreement with Unisys Canada for the purchase of software licenses and maintenance for 2006 and 2007. The amount being requested for approval is within my delegated financial commitment authority. However, I am reporting the purchase to the Board for approval since the previous report approved by the Board in September 2003, had indicated we would no longer require the Unisys platform after December 31, 2005 (Minute No. P242/03 refers).

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

**The Board approved the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P10. SCHOOL CROSSING GUARD LONG SERVICE AWARDS - 2006**

The Board was in receipt of the following report December 28, 2005 from Alok Mukherjee, Chair:

Subject: SCHOOL CROSSING GUARD LONG SERVICE AWARDS - 2006

Recommendation:

It is recommended that: the Board approve an expenditure not to exceed \$4,000.00 from the Board's Special Fund to cover the costs associated with hosting the 2006 School Crossing Guard Long Service Awards Ceremony.

Background:

On Thursday, April 20, 2006, the Toronto Police Services Board will host the annual School Crossing Guard Long Service Awards honouring school crossing guards for their exemplary service. The ceremony will commence at 7:00 p.m. followed by a reception in the 4<sup>th</sup> floor cafeteria at Toronto Police Headquarters.

The proposed budget for this years' ceremony and reception has been estimated based upon 2005 actual costs, and information that has been received from the caterers, other suppliers and the number of eligible recipients.

The Board will present commemorative lapel pins to each of the school crossing guards who have completed 5, 10, 15, 20, 25, and 30 years of service with the School Crossing Guard Program. A special "School Crossing Guard of the Year" award will also be presented to the guard who has displayed outstanding enthusiasm, dedication and commitment to community safety.

The proposed budget for the 2006 ceremony and reception is appended to this report. The budget has been prepared by members of Traffic Services, who are co-ordinating this event on behalf of the Board. Any surplus funds will be returned to the Board's Special Fund.

Approximately 75 school crossing guards will be honoured at this years' ceremony. I encourage all members of the Board to attend this event so that we can officially recognize the exemplary service and dedication these individuals display on a daily basis to ensure the safety and well being of school children.

**The Board approved the foregoing.**

2006 Budget  
School Crossing Guard Long Service Awards

	2005 Actual Costs	2006 Budget
Refreshments	\$2,224.00	\$2,700.00
Cakes	\$169.00	\$190.00
Appreciation chocolates	\$540.00	\$640.00
School Guard of the Year plaque	\$15.00	\$15.00
35 Year Service plaque	\$15.00	N/A
Photo finishing	no cost	\$150.00
Frames for proclamation and certificates	\$22.00	\$25.00
Long Service Pins	sufficient quantity	sufficient quantity
Presentation boxes	sufficient quantity	sufficient quantity
Total:	\$2,985.00	\$3,720.00

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P11. REQUEST FOR FUNDING: TORONTO POLICE SERVICE 2006 BLACK  
HISTORY MONTH CELEBRATIONS**

The Board was in receipt of the following report December 12, 2005 from William Blair, Chief of Police:

Subject: REQUEST FOR FUNDING FOR THE TORONTO POLICE SERVICE 2006  
BLACK HISTORY MONTH CELEBRATIONS

Recommendation:

It is recommended that: the Board approve an expenditure not to exceed \$2,000.00 from the Board's Special Fund to cover expenses incurred for the Toronto Police Service 2006 Black History Month Celebrations.

Background:

The Toronto Police Service values the strong working relationship that has been established with the Black Community and began celebrating Black History Month in 1994. The celebrations in 1994 and 1995 focused on contributions made by African-Canadians since the 1800's. In 1996, Parliament officially declared February as Black History Month. The Toronto Police Service's participation in Black History Month celebrations serves to increase public awareness of significant contributions made by members of the Black Community to Canadian society. As well, Black History Month provides a unique opportunity to encourage members of the Toronto Police Service and the general public to recognize and value the diversity that exists within all communities across Toronto.

The Toronto Police Service, Community Mobilization Unit, will co-ordinate a ceremony and reception for the commemoration of Black History Month on January 31, 2006. The theme for this years Black History Month is "Know Your History...Know Where You Are Going."

The following is the proposed budget for the 2006 Black History Month Celebrations:

Honorariums and Miscellaneous	\$ 400.00
Refreshments	\$ 600.00
Black History Month Posters, Frames and Bookmarks	\$ 300.00
Exhibits and Display of Black Inventors and their inventions*	\$ 700.00
Total:	\$2,000.00

\*The exhibits referred to above will be on display in the front lobby of 40 College Street during one week in February.

It is therefore recommended that the Board approve expenditure not to exceed \$2,000.00 from the Board's Special Fund to cover expenses incurred for the Toronto Police Service 2006 Black History Month Celebrations.

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

**The Board approved the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P12. CORPORATE DONATION: \$5,000 FUNDING FOR THE 2005 TORONTO  
POLICE SERVICE ANNUAL SEXUAL ASSAULT SEMINAR**

The Board was in receipt of the following report December 04, 2005 from William Blair, Chief of Police:

Subject: CORPORATE DONATION

Recommendation:

It is recommended that the Board accept a cash donation of \$5,000 from McLean Watson Capital in support of the Toronto Police Service Annual Sexual Assault Seminar that was held from October 3 to 7, 2005.

Background:

The Sex Crimes Unit has conducted a number of conferences that have provided current and informative training for police representatives and members of the community on issues relating to the investigation of sexual assault occurrences. These conferences have been conducted successfully for the past twelve years.

The theme of this year's conference was "Sexual Assault An Ageless Crime". It was held from October 3 to 7, 2005 at the Toronto Marriott Eaton Centre Hotel situated at 525 Bay Street Toronto. The conference drew 368 law enforcement officers, social service workers and child care workers who investigate sexual offences in their particular areas of expertise.

The conference supported several of the Toronto Police Service – Service Priorities. The international nature of this conference is an example of the Service's efforts to continue partnerships with other law enforcement agencies (international, national and regional). It is a means to address the Service Priority to improve the safety and security needs of those most vulnerable to victimization, including children and youth.

This conference supported the Service's response to the exploitation of children involving the use of the Internet and crimes that involve computers. It provided a setting where partnerships developed between individuals working in the field of child exploitation and victimization (such as between police agencies, social service and children's aid workers).

The conference brought experts from various fields and focused on the latest information and techniques to assist in the investigation of offenders who commit sex crimes.

In 2004, McLean Watson Capital was a major contributor to the Sex Crimes Unit Conference. A large donation was made and approved by the Toronto Police Services Board. This Toronto based venture capital firm, founded in 1992, specializes in high-growth entrepreneurial ventures. Their global investors include pension funds, money managers and leading members of the technology and financial services industry. The managing partners of the firm are concerned citizens with young families who wish to contribute to a worthy cause and in particular the welfare of the children in our community.

In 2005, McLean Watson Capital again offered to provide financial assistance in support of the conference but no specific details were provided until September 27, 2005, one week before the conference began. This short notice did not provide an opportunity to submit a report to the Board for approval. The donation from McLean Watson Capital was \$5,000.00

This corporate donation will be used to support the financial responsibilities incurred in presenting the conference including the cost of training 130 Toronto Police Service members who attended the conference. It will also support the cost of training materials, fees for speakers and/or presenters.

The 12<sup>th</sup> Annual Sexual Assault Seminar was a tremendous success. It provided an opportunity to acquire the latest knowledge in the advancements of DNA science and computer technology as investigative aids.

Deputy Chief Tony Warr of Specialized Operations Command will be in attendance to respond to any questions.

**The Board approved the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P13. TERMS OF REFERENCE – TRAINING PROGRAM, TORONTO POLICE  
SERVICE**

The Board was in receipt of the following report December 21, 2005 from Jeffrey Griffiths, Auditor General:

Subject: Terms of Reference – Training Program, Toronto Police Service

Purpose:

This report presents the terms of reference for the audit of the Training Program, Toronto Police Service by the Auditor General's Office.

Financial Implications and Impact Statement:

There are no financial implications resulting from the adoption of this report.

Recommendations:

It is recommended that:

- (1) the attached terms of reference for the audit of the Training Program, Toronto Police Service, be received for information; and
- (2) the Toronto Police Services Board forward this report to the Audit Committee for information.

Background:

The Auditor General's 2005 Work Plan included a review of the Toronto Police Service's Training Program. The attached Terms of Reference is our preliminary assessment of the scope of this particular project. The scope of the work may change, depending on issues identified during the review.

Over the past number of years, the Auditor General has conducted the following reviews at the Toronto Police Service:

Review of the Investigation of Sexual Assaults – Toronto Police Service  
Review of the Metropolis Project  
Review of Controls Relating to Overtime and Premium Pay

Review of the Parking Enforcement Unit  
Information Technology Services Unit Review  
Evaluation of the Six Month Air Support Unit Pilot Project  
Audit of the Toronto Police Service's Public Complaints Process  
Revenue Controls Review  
Enterprise Case and Occurrence Processing System (eCOPS)  
Follow-up Review of the Investigation of Sexual Assaults – Toronto Police Service

A number of these reviews, particularly the review of the Investigation of Sexual Assaults, contain recommendations relating to training. In this context, and in view of the extent of funds expended on training at the Toronto Police Service, it was determined that a review of police training should be conducted.

Comments:

The Toronto Police Services Board has a statutory responsibility under Section 31(1) of the Police Services Act to provide adequate and effective police services in the City of Toronto.

The municipality has a statutory responsibility to provide the necessary infrastructure and administration for such services. Part of the police infrastructure includes an effective training program that ensures police officers can adequately perform required duties.

The focus of this audit will be to examine the mandate, the funding and the expenditures relative to the value of the training provided by the Toronto Police Service.

This audit will be conducted in accordance with generally accepted government auditing standards.

Conclusions:

The attached Terms of Reference provide the background, legislative environment, scope, objectives and time frame for our audit of the Toronto Police Service's Training Program. The overall goal of this audit is to determine whether the training complies with applicable legislation and policies established by the Toronto Police Services Board and renders value to the service in the most cost effective manner.

Contact:

Jeff Griffiths, Auditor General  
Tel: 416-392-8461  
Fax: 416-392-3754  
[JeffGriffiths@toronto.ca](mailto:JeffGriffiths@toronto.ca)

Bruna Corbesi, Senior Audit Manager  
Tel: 416-392-8553  
Fax: 416-392-3754  
[BCorbes@toronto.ca](mailto:BCorbes@toronto.ca)

List of Attachments: Auditor General's Office, Terms of Reference

Appendix 1: Terms of Reference – Training Program, Toronto Police Service

**Mr. Jeffrey Griffiths, Auditor General, was in attendance and responded to questions by the Board about this report.**

**The Board received the foregoing and agreed to forward a copy to the City of Toronto – Audit Committee for information. The Board also agreed to invite the Auditor General to attend a future in-camera meeting for a discussion with the Board regarding training issues.**

AUDITOR GENERAL'S OFFICE  
TERMS OF REFERENCE

Project Name: Training Program – Toronto Police Service  
Year of Audit: 2005

---

## A. Introduction/Background

The Police Services Act for the Province of Ontario stipulates that every municipality shall provide adequate and effective police services. The minimum police services to be provided include crime prevention, law enforcement, assistance to victims of crime, public order maintenance and emergency response.

The Police Services Act specifies that in providing adequate and effective police services, a municipality shall provide the necessary infrastructure and administration for such services. Part of the police infrastructure includes an effective training program that ensures police officers can adequately perform required duties.

The Auditor General's Follow-up Review on the October 1999 Report Entitled: "Review of the Investigation of Sexual Assaults, Toronto Police Service" identified a number of issues related to training that required improvement. A successful police training program protects the safety and security of the public while ensuring the occupational health and safety of police officers.

The risks associated with inadequate training are compromised public and officer safety, which may result in potential litigation. In addition, escalating costs present a financial risk when training is not economically planned and provided. Consequently, the Auditor General's 2005 Work Plan includes a review of the Training Program of the Toronto Police Service.

## B. Financial/Operational Highlights

The 2004 Annual Statistical Report, prepared by the Toronto Police Service, identifies 5,242 police officers and 2,204 civilians as part of the police personnel. The approved 2005 Budget for the Toronto Police Service was approximately \$693 million. Included in the 2005 budget was an approved allocation of \$14 million for the Training and Education Unit with 116 personnel. The budget reflects the direct costs of the police training college and does not take into account indirect costs such as the salaries of the attendees.

The mission of the Training and Education Unit is:

"Through partnerships and contemporary adult learning initiatives, the Training and Education Unit will deliver quality and relevant training to members of the Toronto Police Service in a timely and effective manner."

The organizational structure of the Training and Education Unit consists of the following seven sections which provide training on the respective subject matter:

1. Recruit Training
2. Criminal Investigations and Federal Statutes
3. Outreach Training and Leadership Development
4. Human Relations
5. Officer Safety
6. Tactical Training
7. Traffic and Provincial Statutes

In 2004, these sections provided 1,186 courses to approximately 21,000 personnel.

In addition to the training provided by the Training and Education Unit, there are certain specialized units (i.e., Parking Enforcement) within the Toronto Police Service which conduct their own training for their area of expertise.

#### C. Key Financial/Operational Issues and Controls

The Toronto Police Services Board is responsible for the provision of adequate and effective police services in the City of Toronto. According to the Police Services Act, after consultation with the Chief, the Board determines objectives and priorities with respect to police services in the City.

The duties of the Police Chief include administering the police service and overseeing its operations in accordance with the objectives, priorities and policies established by the Board while ensuring the members of the police service carry out their duties in accordance with the legislation. The Chief of Police has delegated the responsibility of the Training and Education Unit to the Human Resources Command.

Training poses a constraint on the scheduled work hours for police officers because, while officers are in training, they are not available to perform patrol or other operational duties. Other factors such as sick leave, vacation and court also further constrain officer availability. As reported by the Toronto Police Service, frontline officers were available for operational duties for approximately 75 percent of their scheduled time during 2001 and 2002. Five percent of the unavailable time was attributable to training.

#### D. Audit Objectives and Scope

A prerequisite to providing adequate and effective police services is ensuring that personnel are adequately trained to perform their work duties. The main objectives of this review are to assess the mandate, the funding and the expenditures for the training provided by the Toronto Police Service.

This audit will include, but may not be limited to, a review the value of the training provided by the Toronto Police Service in relation to:

- compliance with certain provincial legislation;
- compliance with current Board policies;
- courses developed and provided by the Training and Education Unit;
- the business procedures for identifying training needs, monitoring attendance, evaluating the training, ensuring the trainers are qualified; and
- identifying any opportunities for cost effective strategies.

The audit procedures will include a review of relevant legislation and policies, interviews with Toronto Police Service personnel, examination of police records, analysis of data and any other procedures deemed appropriate.

E. Expected Reporting Date

Toronto Police Services Board Meeting  
Audit Committee Meeting

August 2006  
September 2006

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P14. MOBILE CRISIS INTERVENTION TEAM – CRISIS RESPONSE  
TRAINING FOR FRONT LINE OFFICERS**

The Board was in receipt of the following report December 22, 2005 from William Blair, Chief of Police:

Subject: MOBILE CRISIS INTERVENTION TEAM

Recommendation:

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

Background:

At its meeting of November 17, 2005, the Board requested further information with respect to the Service training of front line officers in a crisis response, including how such training enhances officers' skills, crisis intervention and de-escalation techniques. (Board Minute # P370 /2005 refers)

Training Facility:

Crisis Intervention (C.I.) and Emotionally Disturbed Persons (E.D.P.) training is conducted through accredited Service trainers assigned to the officer Safety Section of the C.O. Bick College training facility. These topics form one module of a complete advanced patrol training curriculum delivered to front line members on a yearly basis. The training in these areas is mandatory and must be completed by service members prior to year's end.

The C.I. and E.D.P. training component was originally conceptualized in 1998 and currently makes part of the yearly curriculum. Training is continually revised for content and topical input. Each training session consists of an appropriate course length of 45 minutes utilizing PowerPoint presentations and various educational audio and visual aids.

The Course Training Standard, as indicated below, provides an example of the 2005 Emotionally Disturbed Persons Training. These lesson plans are reviewed on a continual basis to ensure they meet appropriate standards. Lesson plans provide consistent delivery of training to all Service members and eliminates any ambiguity of their meaning and content.

Refer to the 2005 Emotionally Disturbed Persons Training Lesson plan attachment.

Course Training Standards:

<b>Topic Name:</b>	Emotionally Disturbed Persons Training
<b>Duration:</b>	45 minutes
<b>Learning Objective:</b>	Enhance the student's ability to recognize and appropriately respond to the special needs of emotionally disturbed persons.
<b>Teaching Points:</b>	Causes of emotional disturbance Treatment options Signs/symptoms Practical strategies for officer safety and de-escalation techniques
<b>Evaluation Standard:</b>	Class participation and final examination
<b>References:</b>	Mental Health Act, Coroner's recommendations, and TPS procedure 06-04
<b>Resources Required:</b>	Classroom, 1 instructor, multimedia equipment

Lessons Plans

The Toronto Police Service Advanced Patrol training 2005 – Emotionally Disturbed Persons lesson plans consist of the four primary transferable goals:

- the causes of emotional disturbance.
- the treatment options for emotionally disturbed
- the signs/symptoms of emotional disturbance
- the practical strategies for officer safety, subject safety and de-escalation techniques

Lessons plans include areas of discussion, scenario building, causing of emotional disturbance, the treatment, signs and symptoms, and de-escalation strategies. Refer to Emotional Disturbed Persons Lesson Plan attachment.

Lesson plans compliment the adult learning cycle including interactions with Service members and real-time scenario building exercise.

Deputy Chief Kim Derry, Policing Operations Command and Deputy Chief Keith Forde, Human Resources Command will be available to answer any questions the Board may have.

**The Board received the foregoing.**

TIME	PROCESS	CONTENT	LEARNER RESPONSE
		<p align="center"><b>(Slide #1)</b></p> <p align="center"><b><u>Toronto Police Service</u></b></p> <p align="center"><b><u>APT 2005</u></b></p> <p align="center"><b><u>Emotionally Disturbed Persons</u></b></p>	
	<p><b>Orientation</b></p>	<p><b>(Slide #2)</b>  <b>Say:</b>  Members of the Toronto Police Service respond to approximately 30 000 emotionally disturbed person calls on an annual basis.  The front line police officer encounters many different forms of emotional disturbance including but not limited to: schizophrenia, major depression, bipolar disorder, suicidal behaviour, mute or passive behaviour and anxiety or panic.</p> <p><b>Ask:</b>  How many officers are knowledgeable in their dealings with emotionally disturbed people?</p> <p>Administer the mental health quiz.</p> <p><b>(Slide #3)</b>  <b>Say/Ask</b>  In reference to the Toronto Police Service Policies and Procedures (06-04), what is the definition of an emotionally disturbed person?</p>	<p>LISTEN</p> <p>RESPONSE</p> <p>ANSWER QUESTIONS</p> <p>An emotionally disturbed person includes any person who appears to be in a state of crisis and any person that is mentally disordered.</p>

TIME	PROCESS	CONTENT	LEARNER RESPONSE
		<p><b>Ask:</b> What is mental disorder?</p>	Mental disorder means any disease or disability of the mind.
	<b>Clarification</b>	<p><b>(Slide #4)</b> The major aims of this course is to discuss :</p> <ul style="list-style-type: none"> <li>• the causes of emotional disturbance.</li> <li>• the treatment options for the emotionally disturbed.</li> <li>• the signs/symptoms of emotional disturbance.</li> <li>• the practical strategies for officer safety, subject safety and de-escalation techniques.</li> </ul>	LISTEN
	<b>Experience</b>	<p><b>Say:</b> Emotional disturbance affects everyone, including young people. The top three causes of death for children in North America are accidents, homicides and suicides. In general, 90% of people who commit suicide suffer from some form of emotional disturbance.</p> <p>Show the video of a young person talking to a 911 operator after finding her brother dead due to suicide.</p> <p><b>Ask:</b> When responding to a radio call involving a suspected mentally ill person, what steps should be taken prior to arriving at the scene?</p>	<p>LISTEN</p> <p>WATCH AND LISTEN</p> <ul style="list-style-type: none"> <li>• collect information via e-cops (unified search)</li> <li>• any previous history of mental illness</li> <li>• any previous acts of violence</li> <li>• previous weapons or firearms</li> <li>• previous alcohol or drugs</li> <li>• weapons or firearms</li> </ul>

TIME	PROCESS	CONTENT	LEARNER RESPONSE
	<p data-bbox="425 1339 532 1367"><b>Reflection</b></p>	<p data-bbox="581 831 980 888"><b>Ask:</b> What steps would you take upon arrival?</p> <p data-bbox="581 1346 959 1461"><b>(Slide #5)</b> <b>Ask:</b> What might be the causes of emotional disturbance?</p> <p data-bbox="581 1524 1008 1635"><b>Say:</b> The cause of any form of mental illness is not truly known. Doctors can only speculate regards to these disorders.</p>	<p data-bbox="1073 373 1317 401">registered to the premise</p> <ul data-bbox="1040 407 1317 632" style="list-style-type: none"> <li>• when responding to a complaint of a suspected emotionally disturbed person and background checks indicate that the person has a history of violence or use of weapons:</li> </ul> <ol data-bbox="1040 638 1317 800" style="list-style-type: none"> <li>1. the police officer shall notify The Emergency Task Force (procedure 06-04)</li> <li>2. obtain sufficient backup officers (procedure 06-04)</li> </ol> <ul data-bbox="1040 869 1317 1335" style="list-style-type: none"> <li>• investigate regarding weapons/firearms at the scene</li> <li>• determine if subject has accessibility to weapons/firearms</li> <li>• alcohol or drug use</li> <li>• information from other people at the scene</li> <li>• assess the subject</li> <li>• if necessary apprehend under the mental health act or refer to an appropriate mental health service</li> <li>• notify victim services</li> </ul> <ul data-bbox="1040 1398 1317 1629" style="list-style-type: none"> <li>• emotional trauma</li> <li>• chemical imbalance in the brain</li> <li>• structural abnormalities of the brain</li> <li>• environment in which an individual was raised or currently resides</li> </ul>

TIME	PROCESS	CONTENT	LEARNER RESPONSE
			<ul style="list-style-type: none"> <li>• heredity</li> <li>• substance abuse</li> <li>• or a combination of any of the above</li> </ul>
		<p><b>(Slide #6)</b>  <b>Ask:</b>  How is emotional disturbance treated?</p> <p><b>(Slide #7)</b>  <b>Ask:</b>  What might be some of the signs and/or symptoms of schizophrenia? (affects 1% of Canadians)</p>	<ul style="list-style-type: none"> <li>• medication</li> <li>• counseling / psychotherapy</li> <li>• life skills training</li> <li>• addiction counseling</li> <li>• self help groups</li> <li>• education</li> <li>• peer and family support</li> <li>• or a combination of any of the above</li> </ul> <p><b>DEFINITION:</b> A biological brain disease believed to be related to faulty brain chemistry that affects thinking, perception, mood and behaviour. The two most prevalent symptoms of schizophrenia are hallucinations and delusions. Recognizing and understanding these symptoms will help you choose the appropriate response strategy. "Hallucinations" are when a person experiences perceptions that do not exist in the real world.</p> <ol style="list-style-type: none"> <li>1. FEEL-bugs crawling under the skin</li> <li>2. SMELL-smoke or gas</li> <li>3. TASTE-poison in food</li> <li>4. SIGHT-visions of God, other persons, etc.</li> </ol>

TIME	PROCESS	CONTENT	LEARNER RESPONSE
		<p>Show video of <u>A Beautiful Mind</u> starring Russell Crowe.</p>	<p>5. HEARING OR AUDITORY -voices telling the person to do something, <u>these are the most frequently encountered</u></p> <p>“Delusions” are false beliefs not grounded in reality. The person believes to be someone of importance (grandeur) and has the tendency to be excessively religious and extremely suspicious. Paranoid delusions are the most common. The person suffering from paranoid delusions has difficulty trusting others and is often very fearful. This person will frequently misinterpret ordinary things in his/her environment as a threat. The individual will often:</p> <ol style="list-style-type: none"> <li>1. act violent towards others</li> <li>2. avoid food/medication for fear of poisoning</li> <li>3. have sleep difficulties because of fear of being harmed</li> <li>4. misinterpret others, words and actions</li> <li>5. appear afraid</li> <li>6. isolate self</li> </ol> <p>WATCH AND LISTEN</p>

TIME	PROCESS	CONTENT	LEARNER RESPONSE
		<p><b>Slide #8</b>  <b>Ask:</b>            What practical strategies can be utilized for officer safety, subject safety and the de-escalation of a situation? (schizophrenia)</p>	<ul style="list-style-type: none"> <li>• first contact approach</li> <li>• proper reactionary gap</li> <li>• consider keeping something between the two of you ie. a piece of furniture</li> <li>• speak slowly and quietly using simple concrete language</li> <li>• speak one at a time</li> <li>• avoid verbal confrontation, whispering or laughing</li> <li>• instruct to “listen to my voice, do not listen to the other voices”</li> <li>• if possible explain your actions and move slowly</li> <li>• ask, “Are you hearing voices? What are they telling you? What do you see, feel and taste?”</li> <li>• reduce confusion ie. bright lights, television (if possible)</li> <li>• address the person by name, if he/she refuses to offer that information, ask how they want to be addressed</li> <li>• do not pretend that you are experiencing what they are</li> <li>• do not smile or nod when he/she is talking to avoid misunderstanding</li> <li>• the uniform, number of officers and/or approach might be extremely intimidating</li> </ul>

TIME	PROCESS	CONTENT	LEARNER RESPONSE
		<p><b>(Slide #9)</b>  <b>Ask:</b>            What might be some of the signs/symptoms of major depression? (affects 10 % of Canadians)</p> <p><b>(Slide #10)</b>  <b>Ask:</b>            What practical strategies can be utilized for officer safety, subject safety and the de-escalation of a situation? (major depression)</p>	<ul style="list-style-type: none"> <li>• assure them that they are safe</li> </ul> <p><b>DEFINITION:</b> A biological illness affecting brain chemistry that can lead to a state of morbid and extreme sadness, despair and hopelessness.</p> <ul style="list-style-type: none"> <li>• sad facial expression</li> <li>• teary eyes</li> <li>• sleep and appetite disturbance (increased or decreased)</li> <li>• lack of interest in everyday activities and relationships ie. housekeeping, personal hygiene, grooming</li> <li>• social withdrawal</li> <li>• lack of energy</li> <li>• agitation / irritability</li> <li>• poor concentration or impaired memory</li> </ul> <ul style="list-style-type: none"> <li>• first contact approach / build rapport</li> <li>• be patient</li> <li>• do not attempt to cheer the person up</li> <li>• recognize their pain by stating, "I know you are in pain and I would like to help."</li> <li>• convey hope by stating, "with help, you can feel better. You don't have to suffer like this."</li> <li>• assess for suicidal/homicidal behaviour</li> </ul>

TIME	PROCESS	CONTENT	LEARNER RESPONSE
		<p><b>(Slide #11)</b>  <b>Ask:</b>            What might be some of the signs/symptoms of bipolar disorder? (affects 10 % of Canadians)</p> <p><b>Slide #12)</b>  <b>Ask:</b>            What practical strategies can be utilized for officer safety, subject safety and the de-escalation of a situation? (bipolar disorder)</p>	<ul style="list-style-type: none"> <li>• if applicable apprehend under the M.H.A. or refer individual to an appropriate mental health service</li> </ul> <p><b>DEFINITION:</b> A state characterized by extreme mood swings, depression alternating with manic behavior.</p> <ul style="list-style-type: none"> <li>• elated, cheerful, playful, high mood</li> <li>• hyperactivity</li> <li>• inflated self image</li> <li>• inability to sleep</li> <li>• irritability, anger, rage</li> <li>• weight loss</li> <li>• increased activity and too busy to eat</li> <li>• easily distracted, short attention span</li> <li>• disorganized</li> <li>• boundless energy</li> <li>• bizarre dress</li> <li>• accelerated speech, difficult to interrupt</li> <li>• delusions</li> <li>• poor judgment</li> <li>• uninhibited sexual interest or sexual acting out</li> </ul> <ul style="list-style-type: none"> <li>• first contact approach / build rapport</li> <li>• isolate and contain (if possible)</li> <li>• decrease noise and confusion in the area, ie. radio/T.V.</li> <li>• allow pacing (within reason) if desired</li> </ul>

TIME	PROCESS	CONTENT	LEARNER RESPONSE
		<p><b>(Slide #13)</b>  <b>Ask:</b>            What might be some of the signs/symptoms of suicidal behavior? (affects 10% of Canadians)</p>	<ul style="list-style-type: none"> <li>• ask short, direct and concrete questions</li> <li>• do not engage in long conversations</li> <li>• determine if they are able to care for themselves</li> <li>• if applicable apprehend under the M.H.A. or refer individual to appropriate mental health service</li> </ul> <p><b>DEFINITION:</b> attempts or verbal threats that result in death, injury or pain consciously inflicted upon oneself.</p> <p><b>HIGH RISK INDICATORS:</b></p> <ul style="list-style-type: none"> <li>• failed relationships, feelings of isolation</li> <li>• holiday seasons, significant dates</li> <li>• no family ties</li> <li>• history of suicidal behavior or psychiatric illness</li> <li>• drug addiction/alcohol use</li> <li>• family history of suicide, depression or psychiatric illness</li> </ul> <p><b>RECOGNITION:</b></p> <ul style="list-style-type: none"> <li>• suicide increases, particularly when depression is lifting and there is more energy</li> <li>• preoccupation with death ie. continually talks and reads about it</li> <li>• giving things away</li> <li>• ending relationships or commitments</li> <li>• words or actions that are end oriented ie. checking</li> </ul>

TIME	PROCESS	CONTENT	LEARNER RESPONSE
		<p><b>(Slide #14)</b>  <b>Ask:</b>            What strategies can be utilized for officer safety, subject safety and the de-escalation of a situation? (suicidal behaviour)</p> <p><b>(Slide #15)</b>  <b>Ask:</b>            What might be some of the signs/symptoms of anxiety or panic? (affects 12% of Canadians)</p>	<p>on insurance policy, tidying up loose ends</p> <ul style="list-style-type: none"> <li>• ask questions, be direct and talk about death in clear language</li> <li>• do not be afraid that you are encouraging the thought of suicide</li> <li>• use direct language, "Do you want to kill yourself?" "How will you do it?" "When and where are you planning to do it?" "What preparations have you made?" ie. pills</li> <li>• have you ever tried to kill yourself in the past</li> <li>• if yes to any of the above- do not leave the person alone</li> <li>• if applicable apprehend under the M.H.A. or refer individual to appropriate mental health service</li> </ul> <ul style="list-style-type: none"> <li>• increased breathing / heart rate</li> <li>• wide eyed expression</li> <li>• sweating, shaking</li> <li>• feeling of impending doom</li> <li>• difficulty communicating</li> <li>• fear of losing it, going crazy, having a heart attack</li> <li>• racing, scary thoughts</li> <li>• subject might say, "I feel like I'm watching a movie".</li> </ul>

TIME	PROCESS	CONTENT	LEARNER RESPONSE
		<p><b>(Slide #16)</b>  <b>Ask:</b>            What strategies can be utilized for officer safety, subject safety and the de-escalation of a situation? (anxiety or panic)</p> <p><b>(Slide #17)</b>  <b>Ask:</b>            What might be some of the signs of mute or passive behaviour?</p> <p><b>(Slide 18)</b>  <b>Ask:</b>            What strategies can be utilized for officer safety, subject safety and the de-escalation of a situation?</p> <p><b>Say:</b>            What questions do you ask regarding medication?</p>	<ul style="list-style-type: none"> <li>• Subject might want to be alone</li> <li>• first contact approach / build rapport</li> <li>• speak slowly and calmly</li> <li>• encourage deep regular breathing to facilitate calming</li> <li>• use short simple sentences</li> <li>• assure that they are safe and you are there to help</li> <li>• explain all actions</li> <li>• remove from noise and confusion</li> <li>• if applicable apprehend under the M.H.A. or refer individual to appropriate mental health service</li> <li>• no response to questions</li> <li>• does not appear aware of their surroundings</li> <li>• may remain in one position</li> <li>• approach as you would a responsive person as opposed to isolating and containing etc.</li> <li>• do not assume the subject is not aware of their environment</li> <li>• if applicable apprehend under the mental health act or refer individual to appropriate mental health service</li> </ul>

TIME	PROCESS	CONTENT	LEARNER RESPONSE
			<ol style="list-style-type: none"> <li>1. Are you on any medication?</li> <li>2. Do you take pills?</li> <li>3. May I see the vials?</li> <li>4. Are you taking them as your doctor ordered?</li> <li>5. When did you last take your pills? How many?</li> <li>6. When did you last take your medication</li> </ol> <p>Try to take any medication with you if you are apprehending the subject under the mental health act or escorting a voluntary patient to hospital.</p>
	Generalization	<p><b>Ask:</b> What are the general guidelines for police?</p>	<p><b>WHAT TO DO:</b></p> <ul style="list-style-type: none"> <li>• utilize the first contact approach / build rapport</li> <li>• collect as much information as possible from all possible sources prior to intervening</li> <li>• ask permission first if reasonable</li> <li>• treat with dignity and respect as you would want a family member treated</li> <li>• keep your distance and respect personal space</li> <li>• speak slowly and quietly</li> <li>• identify yourself and explain your actions</li> <li>• explain that you want to help</li> <li>• develop a sense of</li> </ul>

TIME	PROCESS	CONTENT	LEARNER RESPONSE
			<p>working together “help me to understand what is happening to you”</p> <ul style="list-style-type: none"> <li>• if they are fearful of your equipment, take the time to explain that you carry the equipment to enable you to perform your job which is to protect the public and them</li> <li>• give choices whenever possible to allow some level of control</li> </ul>
		<p>Facilitator Note:</p> <p><b>Say:</b>  With every MHA apprehension a <b>TPS 710 (Emotionally Disturbed Person Information Form)</b> must be completed at the hospital and a copy must be left with the hospital staff. The original must be forwarded to the Community Policing Support Unit (CPSU) Mental Health Coordinator.</p> <p>The form is very important as it communicates to the hospital staff the reason(s) why the officer made the apprehension. The form remains with the patient file and the information is relayed to</p>	<p><b>WHAT NOT TO DO:</b></p> <ul style="list-style-type: none"> <li>• do not deceive</li> <li>• be honest and open in all situations, you may be the only link to reality</li> <li>• do not challenge</li> <li>• do not tease or belittle</li> <li>• do not forget the hurt and fear she/he is experiencing</li> <li>• do not violate personal space, if reasonable</li> </ul>

TIME	PROCESS	CONTENT	LEARNER RESPONSE
		<p>all medical personnel dealing with the individual following police involvement.</p> <p>The TPS 710 form is also used for tracking time spent at the hospital by police officers when involved with an MHA apprehension.</p> <p>Facilitator hands out statistics compiled by mental health coordinator.</p> <p><b>Say:</b> Refer to the APT manual for further information on emotionally disturbed persons.</p>	

Note: if you have any questions that arise, please ask? It is easier to correct at the beginning than at the end.

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P15. REPORTING ON SEARCH OF PERSONS**

The Board was in receipt of the following report December 28, 2005 from William Blair, Chief of Police:

Subject: REPORTING ON SEARCH OF PERSONS

Recommendation:

It is recommended that the Board receive this report.

Background:

At its meeting of October 14, 2005, the Board directed that the Chief submit a report identifying a process for providing regular reports on searches of persons (Board Minute P317/2005 refers). The Board originally requested that the Service begin record keeping and provide statistics on the number of strip searches in February 1998 (Board Minute #53/98 refers).

A history of the issues surrounding the gathering of statistics in relation to complete searches (now known as a Level 3 search) from 1998 through 2000 was received by the Board on December 14, 2000 (Board Minute P529/2000 refers). This report detailed the steps taken by the Service to capture and report search statistics to the Board and the challenges surrounding the collection and reporting of this information. The results of a six week study during which time complete search data was manually collected and analyzed was also reported. The Board directed that the Chief provide quarterly reports on the implementation of the Criminal Information Processing System (CIPS) enhancements into the new Records Management System, which was to include a reporting mechanism for Level 3 searches.

From 2001 to present, regular status reports have been submitted, providing the Board with information regarding the timelines for implementation of the Enterprise Case and Occurrence Processing System (eCOPS). On September 23, 2004, the Board received a report advising that the Case Management function in eCOPS could not be delivered within the existing budget (Board Minute P329/2004 refers). As a result, the promised mechanism for gathering statistics in relation to search cannot be delivered.

In light of this information, and the Board's recent direction to identify a process for providing regular reports on searches of persons, we reviewed ways in which to deliver the information in a way that is reliable and cost effective, until such time as a Case Management System capable of capturing and reporting this data is developed.

Since August 2000, police officers have been required to complete a report each time a Level 3 or 4 search is conducted. We searched all records of arrest for a string of words in the supplementary section that we believe would only be found in a search template. Consequently, we are able to provide the Board with what is, at best, a crude estimate of the numbers of Level 3 and 4 searches that have been conducted, i.e. the number of cases in which the string of words was found is interpreted to denote the number of cases in which a Level 3 or 4 search was conducted.

The statistical report found in Appendix 'A' provides information on the total number of arrests, total number and frequency of Level 3 or 4 searches, plus a breakdown of these searches by gender and age taken from the Record of Arrest, not from the search template. The reliability of this information is limited and based on the following assumptions.

Assumptions:

- The selected word string exists in the Supplementary field of CIPS only if a search template exists.
- A search template was completed only for Level 3 or 4 searches (or complete searches as they were known prior to April 2003).
- Officers completed the search template as required and inserted the completed template into the Supplementary field in CIPS.
- The official version of the search template containing the unique word strings was used.

In order to properly validate the reliability of this method of gathering data, we would have to manually sample approximately 10 % of all the records in CIPS from the reported time period, which is equivalent to approximately 28,000 records. This would require an individual to access each case, and search the Supplementary field for a search template. Based on past experiences with this type of data collection, this could take a full time employee well in excess of 100 working days to complete.

Conclusion:

The information provided in Appendix 'A' provides a good indication to the Board on the frequency of Level 3 and 4 searches being conducted by officers of the Toronto Police Service. The accuracy of the results is based on the information currently found in the CIPS database and subject to the assumptions outlined above. While this report provides the Board with statistical information in relation to searches, the development of a Case Management system designed to provide statistical information on searches of this nature will enhance the ability to provide detailed reporting, and remains a priority.

It is recommended that the Board receive this report.

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

**The Board received the foregoing.**

## APPENDIX 'A'

### Search of Person Report 2001 – 2004

\*Note:

Total number of reported arrests may differ from previously published TPS reports due to sample criteria used.

**Total Level 3/4 Searches by Gender (All Ages)**

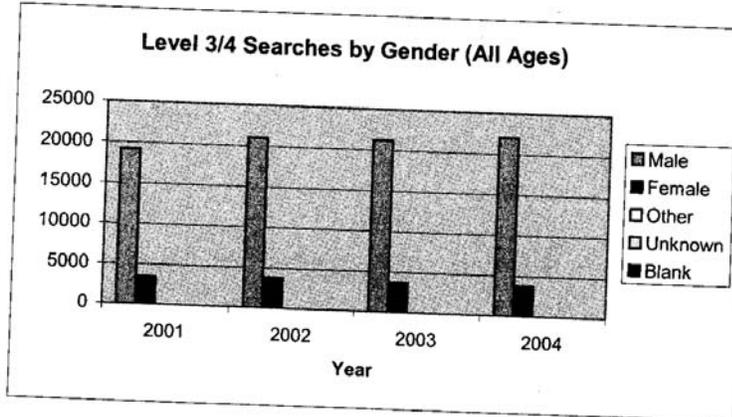
Arrest Year	Male	Female	Other	Unknown	Blank	Grand Total
2001	19175	3466	11			22659
2002	21002	3813	7		7	24831
2003	21224	3678	4	1	9	24913
2004	22022	3780	9		6	25824
Total	83423	14737	31	1	13	98227

**Total Level 3/4 Searches by Gender (Young Person - Age 17 and under)**

Arrest Year	Male	Female	Other	Unknown	Blank	Grand Total
2001	2549	631				3180
2002	2501	551	1			3053
2003	2527	517				3044
2004	2489	494				2983
Total	10066	2193	1	0	0	12260

**Total Level 3/4 Searches by Gender (Adult - Age 18 +)**

Arrest Year	Male	Female	Other	Unknown	Blank	Grand Total
2001	16626	2835	11			19479
2002	18501	3262	6		7	21778
2003	18697	3161	4	1	9	21869
2004	19533	3286	9		6	22841
Total	73357	12544	30	1	13	85967



**Frequency of Level 3/4 Searches (All Ages, All Genders)**

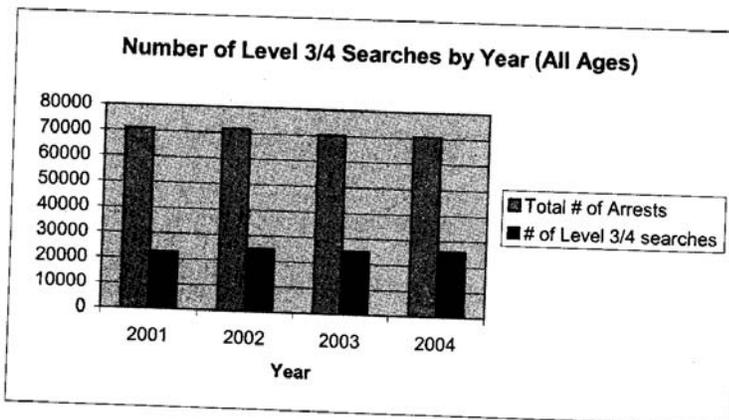
Arrest Year	Total # of Arrests	# of Level 3/4 searches	Frequency %
2001	70898	22659	31.96%
2002	71463	24831	34.75%
2003	70317	24913	35.43%
2004	70482	25824	36.64%
Total	283160	98227	34.69%

**Frequency of Level 3/4 Searches (Young Person - Age 17 and under)**

Arrest Year	Total # of Arrests	# of Level 3/4 searches	Frequency %
2001	10054	3180	31.63%
2002	9956	3053	30.66%
2003	10398	3044	29.27%
2004	9444	2983	31.59%
Total	39852	12260	30.76%

**Frequency of Level 3/4 Searches (Adult - Age 18 +)**

Arrest Year	Total # of Arrests	# of Level 3/4 searches	Frequency %
2001	60844	19479	32.01%
2002	61507	21778	35.41%
2003	59919	21869	36.50%
2004	61038	22841	37.42%
Total	243308	85967	35.33%



**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P16. INSURANCE CLAIMS ACTIVITY INVOLVING THE POLICE AND THE  
“ARRIVE-ALIVE” PROGRAM**

The Board was in receipt of the following report December 07, 2005 from William Blair, Chief of Police:

Subject: INSURANCE CLAIMS ACTIVITY INVOLVING THE POLICE AND THE  
"ARRIVE-ALIVE" PROGRAM

Recommendation:

It is recommended that: this report be received for information.

Background:

On July 12, 2005, the Board requested that the Chief of Police provide a public report identifying the corrective measures and improvements resulting from the use of the Professional Standards Information System (PSIS) and the “Guaranteed Arrival” program, in respect of police motor vehicle insurance claims (Board Minute C179/05, Motion 3 refers).

The Guaranteed Arrival program was presented to members of the Toronto Police Service (TPS) between December 4, 2003 and January 1, 2004. The PSIS database was implemented at the end of October 2003 and data entry for service vehicle collisions was backdated to January 1, 2003. This large backlog of data was completed in 2004, when the 2004 data was entered. Thus by the middle of 2004, the PSIS program began to produce valid alerts on members who had two or more “at fault” service vehicle collisions in a 12 month period. PSIS alert documents were produced for all valid alerts and forwarded to the pertinent Unit Commanders for their action.

Results

In 2003, the PSIS data indicated that there were 698 collisions of which 116 involved injuries to either a Service member and/or a member of the public. In 2004, the number of collisions, 696, varies by only 2 but there were fewer injury-involved collisions (100). To date in 2005, the numbers of collisions total 555 of which 87 involve injuries. If we look at these figures on a monthly basis it does appear that the combination of the “Guaranteed Arrival” training and the implementation of the early warning PSIS alerts have had some impact. The monthly figures are as follows:

- 2003 – 58.2 collisions, 9.7 involved injuries
- 2004 – 58.0 collisions, 8.3 involved injuries
- 2005 – 50.5 collisions, 7.9 involved injuries

The early warning alerts have made Unit Commanders more aware of their members' involvement in Service vehicle collisions and, as a result, they have provided remedial training for these members when it was deemed to be appropriate.

The "Guaranteed Arrival" program and the introduction of PSIS with its early warning provisions appears to have had some influence on both the overall number of collisions and those involving personal injuries.

As far as insurance claims for bodily injury and accident benefits are concerned, our claims adjusters at McLarens Brouwer International provided a breakdown of total payments involving accident benefit and bodily injury claims:

- 2001 – 68 claims, total paid \$599,934
- 2002 – 59 claims, total paid \$510,485
- 2003 – 40 claims, total paid \$79,547
- 2004 – 50 claims, total paid \$127,859
- 2005 – 22 claims, total paid \$31,357

The insurance claims data above indicates that the number of bodily injury and accident benefit claims and the amount paid out on behalf of the Toronto Police Service has reduced since 2001.

Deputy Chief Jane Dick of Executive Command will be in attendance to answer any questions the Board may have.

**The Board received the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P17. LEVEL OF DRIVER TRAINING**

The Board was in receipt of the following report November 23, 2005 from William Blair, Chief of Police:

Subject: LEVEL OF DRIVER TRAINING

Recommendation:

It is recommended that: the Board receive this report as information.

Background:

At its confidential meeting of February 10, 2005, the Board was in receipt of a report, dated February 1, 2005 from Mr. Joseph Pennachetti, Chief Financial Officer & Treasurer, City of Toronto, with regard to the annual statistical review of insured claims involving the Toronto Police Service, including information on trends or policy impacts. During its discussions on vehicle-related claims, the Board inquired about the level of training provided to Service members regarding the operation of police motor vehicles particularly given that many new officers may have had limited experience operating rear-wheel drive vehicles. The Board requested that the Service review whether inexperience with rear-wheel drive vehicles had been a factor in previous vehicle collisions involving police officers, and to determine whether the current level of driver training, specifically as it related to operating police vehicles, is adequate (Board Min. No. C22/05 and C248/05 refer).

**TORONTO POLICE VEHICLE COLLISIONS:**

The Toronto Police Service (TPS) has always placed a high priority on the safe, legal and courteous use of police vehicles. The TPS is the only Ontario Police Service with an internal driver licensing system. Upon successful completion members are issued an internal license referred to as a "Blue Card". All Service vehicle collisions are thoroughly investigated in accordance with TPS Procedure 07-05 (Collisions Involving Service Vehicles) by a traffic sergeant in consultation with a unit supervisor. Investigation reports are reviewed by Traffic Services and the member's Unit Commander and forwarded to Professional Standards where they are entered on the Professional Standards Information System (PSIS). Members involved in an at-fault Service vehicle collision may be subject to the following:

- criminal/provincial charges;
- disciplinary action;
- driving assessment/remedial driver training; and
- revocation of their Blue Card.

According to Superintendent Stephen Grant, Unit Commander of Traffic Services, there is no indication that inexperience with rear-wheel drive vehicles has been a factor in previous collisions involving police officers.

#### TORONTO POLICE SERVICE VEHICLE TRAINING:

The TPS uses the following systems, procedures and courses to ensure that recruits have the training they need to operate vehicles safely and in compliance with all laws and regulations.

#### POLICE RECRUIT POLICE VEHICLE OPERATIONS TRAINING:

##### Pre-employment Screening to Identify Novice Drivers.

Since 2000, the TPS has used a pre-employment screening questionnaire to identify novice drivers who are applying to become police officers. Novice drivers tend to be urban dwellers who use public transit for most transportation needs, college/university students who reside on campus and do not own a car, people from rural, north or non major city parts of Canada or are from other parts of the world where driving is not common/required.

The survey explores a number of topics, including the following:

- how long the candidate has had his/her license;
- frequency of driving and under what conditions;
- how others rate their driving skills;
- whether they have ever driven as part of a job;
- what types of vehicles they have driven; and
- accident and driving record history.

Since this process was initiated, there have been significantly fewer failures in the Ontario Police College Police Vehicle Operations Course.

##### The Ontario Police College Police Vehicle Operations Program.

Every police recruit must successfully complete the Ontario Police College (OPC) Police Vehicle Operations (PVO) Program. This is an advanced level driving program, which concentrates, on multitasking, or driving while doing other things such as patrolling, using the radio, responding to emergencies, suspect apprehension pursuits etc. It consists of nine sessions as follows:

1. 90 minutes (1 period) auditorium setting - introduction to PVO, instructor expectations, course outline, PVO evaluations;
2. 180 minutes (2 periods) on track - Skid Control, ABS Collision Avoidance, Reversing, Cooperative Driving Principles;
3. 180 minutes (2 periods) on road - Police Patrol Driving;
4. 180 minutes (2 periods) on track - Police Emergency Driving;

5. 180 minutes (2 periods) on road - Suspect Apprehension Pursuit (SAP) Alternatives;
6. 180 minutes (2 periods) on track – SAP Termination Methods;
7. 90 minutes (1 period) auditorium setting - review of program, review of questions in PVO workbook, PVO evaluation expectations;
8. 90 minutes (1 period) on track - Police Pursuit Evaluation; and
9. 180 minutes (2 periods) on road / classroom - Police Patrol Evaluation/SAP legislation & expectations, review of questions in SAP workbook.

#### The Toronto Police Service Vehicle Operations Recruit Training Course.

Recruits who fail the OPC PVO training must successfully complete the TPS Vehicle Operations Recruit Training Course of remedial training before they can be appointed as police constables. In specific cases, this training is also required of recruits who did pass the OPC program but have risk issues with their driving. This is intensive in-car training by TPS instructors who have been accredited by the OPC. The length of the training varies depending on the learning gap of each student.

#### In-Service Police Vehicle Operations Training.

TPS Procedure 15-11 (Use of Police Vehicles) governs the safe use of all Service vehicles. Procedure 15-11 provides that members with poor driving habits may be subject to:

- Unit Driving Assessment (TPS Vehicle Operations Driver Assessment Course);
- Remedial Driver Training Course (The TPS Vehicle Operations – Police Officers Course);
- Unsatisfactory Work Performance (Special Review);
- Revocation of their Blue Card (permission to drive TPS vehicles); and
- They may also be subject to disciplinary action.

#### The Toronto Police Service Vehicle Operations Driver Assessment Course.

This is an in-car assessment and training course delivered by Traffic Sergeants who themselves have completed a one-day TPS Vehicle Operations Driver Assessment Train the Trainer Course. This course is delivered pursuant to Section 6 of TPS Procedure 15-11 to members who are suspected of having poor driving skills due to a collision, complaint, or other information. It averages several hours depending on the issues arising. Twenty-four (24) members have successfully completed this course since April 2004. Depending on the results of this training, a member may be required to complete the TPS Vehicle Operations – Police Officers Course.

#### The Toronto Police Service Vehicle Operations – Police Officers Course.

This course is delivered pursuant to Section 6 of TPS Procedure 15-11 to members who are suspected of having poor driving skills. This is a two-day course delivered by TPS instructors who have been accredited by the OPC. It covers collision avoidance, defensive driving theory and emergency pursuit response with intensive in-car application. One hundred and eight (108) members have successfully completed this training since January 1, 2002. If a member fails this course, their blue card will be revoked. Similar training is provided to civilian members.

Ministry Mandated Suspect Apprehension Pursuit Training.

All front-line police officers are required to complete this one-day program pursuant to Ontario Regulation 546/99. It is included in the OPC PVO Program. It is taught by TPS instructors who have been designated by the Ministry. There is a significant in-car component. Three thousand and seven hundred (3700) members have received this training since the program started in 1999.

Vehicle Specific Training.

Members who operate special vehicles such as bicycles, motorcycles, off-road vehicles, buses, and large trucks must successfully complete specific training in the safe operation of these vehicles before a blue card is issued. TPS instructors have been granted signing authority on provincial driving licenses and endorsements in recognition of their skills and high standards.

All training is recorded in the Human Resource Management System (HRMS).

Effectiveness of Toronto Police Service Police Vehicle Operations Training.

The PSIS database includes information on police vehicle collisions. Six hundred and ninety nine (699) collisions were reported in 2003. A total of six hundred and seventy two (672) police vehicle collisions were reported in 2004. Collisions have been decreasing, indicated in table #1, in spite of the fact that the level of experience of front line police officers is lower than it has been in many years due to higher than average recruit hiring. Table #3 of Mr. Pennachetti's report (attached to Board Min. No. C22/05) illustrates a similar trend:

Table #1

Year	Number of Vehicle Claims Received
2001	1,140
2002	1,128
2003	1,026
2004	747

Toronto Police Service procedures and training have been and remain comprehensive and effective.

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

Deputy Chief Keith Forde , Human Resources Command, will be in attendance to answer any questions from Board members.

**The Board received the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P18.           RESPONSE TO CITY OF TORONTO'S AUDITOR GENERAL'S  
REPORT ON THE CITY'S FLEET OPERATION REVIEW – PHASE 2**

The Board was in receipt of the following report December 13, 2005 from William Blair, Chief of Police:

Subject:       RESPONSE TO THE CITY AUDITOR GENERAL'S REPORT ON THE  
CITY'S FLEET OPERATION REVIEW – PHASE 2

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 Audit Committee for information.

Background:

On July 12, 2005, the City Auditor General reported to the City's Audit Committee on the results of his review of the City's Fleet Operations (Phase Two). City Council subsequently adopted the Auditor General's report, including a recommendation that the report be forwarded to those City organizations who separately manage their own fleet operations in order to ensure that issues raised by the Auditor General are addressed by those organizations where appropriate. Council also requested the organizations to report back to the first 2006 meeting of the Audit Committee specifically addressing:

- (a) garage operations;
- (b) maintenance and repairs by private repair shops;
- (c) fleet management information systems; and
- (d) parts inventory controls

Comments:

Summarized below is the Toronto Police Service's response to City Council's request.

(a) Garage Operations

Toronto Police Service vehicles are maintained and serviced at three (3) strategic locations. These locations were identified to meet the needs of Service staff for travel to and from the garages and at the same time reduce officer downtime. The Service in the early 1990's had seven (7) garages. After a review and restructuring, the number of garages was reduced to three

(3) along with a corresponding staff reduction of fifteen (15). The locations are 2050 Jane Street, 18 Cranfield Road and 35 Strachan Avenue. The Jane Street location operates on a 24 hour/7days per week schedule while the other two locations are open 16 hours/day, 5 days per week. The garage facilities main function is the repair and maintenance of vehicles, however, they also maintain and provide all of the clothing and equipment needs of officers.

#### (b) Maintenance and Repairs by Private Repair Shops

The maintenance and repair of Service vehicles at private shops is limited to collision damage and specialised vehicles (e.g. marine vessels, armoured vehicles, prisoner buses). In the case of collision damage, the Service evaluates each occurrence and if it is estimated that the cost to have the repair done by a private shop is less than the cost of doing it in-house, then a private shop is used. The use of a private shop still requires adherence to all purchasing procedures and security requirements. The work performed by private repair shops is assessed by Fleet personnel for quality and completeness, based on the work requested and quote provided.

#### (c) Fleet Management Information System

The Service currently, and for the past 13 years, utilises the Ron Turley & Associates (RTA) fleet management system. RTA has a large user base throughout North America (approx 1,600 companies) including Pepsi Cola and the Federal Bureau of Investigation (FBI). The system is supported by RTA which also provide regular updates at no cost. This system provides real time information for vehicle maintenance, vehicle replacements and provides a perpetual inventory of automotive parts and clothing maintained by the garages.

#### (d) Parts Inventory Controls

The Service utilizes the RTA system to control and monitor parts inventory and issuance. All parts are acquired through a competitive bid process through the City of Toronto/TPS Purchasing, and are inventoried at the three garage facilities. Just in time delivery was implemented as part of the restructuring of the garages in order to keep stock levels at a minimum. An annual inventory count is done in November with random cycle counts conducted nightly. Any discrepancies are investigated by supervisory staff.

#### Conclusion:

This report responds to a request from City Council. Specifically, that issues identified by the City Auditor General in his review of the City's Fleet Operations are addressed by those City organizations that manage their own fleet operations. The Toronto Police Service fleet and materials management unit has taken various action over the years to improve the efficiency and cost-effectiveness of its operations. While many controls are in place, the unit will complete a risk/control analysis in the first half of 2006 to confirm that the existing controls are effective and working as intended. The adequacy of performance indicators for fleet operations will also be reviewed as part of that process. Appropriate action will be taken to address any gaps identified.

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

**The Board received the foregoing and agreed to forward a copy to the City of Toronto – Audit Committee for information.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P19. ANNUAL REPORT: 2006 REVIEW OF PUBLIC REPORTS SUBMITTED  
TO THE BOARD**

The Board was in receipt of the following report January 03, 2006 from Alok Mukherjee, Chair:

Subject: ANNUAL REPORT – 2006 REVIEW OF PUBLIC REPORTS SUBMITTED TO  
THE BOARD

Recommendation:

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

Background:

It is the policy of the Board that the Board review, on an annual basis and at its first meeting in each year, the annual, semi-annual and quarterly reports it requires from the Chief of Police unless otherwise noted.

The Board currently receives:

- 6 reports on a quarterly basis:
  - Special Fund
  - Criminal Information Processing System Enhancements
    - *(with respect to Searches of Persons)*
  - Enhanced Emergency Management Plan
  - Statistical Analysis of Conduct Complaints
  - Domestic Violence Quality Control
  - Municipal Freedom of Information and Protection of Privacy (MFIPPA)
  
- 6 reports on a semi-annual basis:
  - Professional Standards
  - Parking Enforcement Absenteeism
  - Legal Indemnification
  - Implementation Status of Board Directions
  - Audit - Sexual Assault Investigations
  - Grant Applications & Contracts

- 29 reports on an annual basis
  - Annual Review of Reports (*submitted by Chair, Toronto Police Services Board*)
  - CPLC Committees and Divisional Activity
  - Community and Corporate Donations
  - Use of Police Image and Crest
  - Victim Services
  - Hate Crimes
  - Race Relations Plan
  - Secondary Activities
  - Environmental Scan
  - Rule Changes
  - Secondments
  - Training Programs
  - Corporate Information Services Program Review
  - Special Constables Report (Toronto Transit Commission, Toronto Community Housing Corporation and University of Toronto)
  - Operating and Capital Budgets
  - Police Services Board Budget (*submitted by Chair, Toronto Police Services Board*)
  - Human Resources Strategy
  - Police Cooperative Purchasing Group
  - Parking Tag Issuance
  - Annual Audit Workplan
  - Audited Financial Statements of the Board's Special Fund and Trust Fund
  - Parking Enforcement Unit Budget
  - Uniform Promotion
  - Toronto Police Service Annual Report
  - Professional & Consulting Expenditures
  - Municipal Freedom of Information and Protection of privacy Act (MFIPPA)
  - Implementation of Internal and External Audit Recommendations
  - Use of Tasers within the Service
  
- 2 reports received every two years
  - Complaints – Board Policy Directive
  - Complaints against the Chief/Deputy Chiefs
    - (*both reports submitted by Chair, Toronto Police Services Board*)
  
- 2 reports received every three years
  - Business Plan
  - Environmental Scan

A list of all the current reports is appended as well as rationale for changes, if recommended, to the reporting requirements.

**The Board received the foregoing and approved the following Motion:**

**THAT the requirement for the Chief of Police to provide semi-annual reports identifying the implementation of various individual directions by the Board during that period of time – but which did not need to be formally reported back to the Board on a individual basis – be struck from the list of reports expected from the Chief of Police in the future.**

## QUARTERLY REPORTS

REPORT	BACKGROUND	CHANGES DURING 2005
<i>Special Fund</i>	The Board has asked for quarterly budget forecast of potential revenues and expenses.	
<b>*CIPS</b>	<i>As a result of the searches of persons data collection discussions, the Board asked for quarterly reports on the implementation of CIPS enhancements.</i>	<i>The Board approved the deletion of this quarterly report and that updates on CIPS enhancements be included in the quarterly Capital Budget Variance Report. (Min. No. P337/05 refers).</i>
<i>Enhanced Emergency Management Plan</i>	A report to the Board with respect to the Service's role in the City's enhanced emergency management plan.	
<b>*Statistical Analysis of Conduct Complaints</b>		<i>The Board approved the recommendation that future statistical reports be submitted to the Board on a quarterly basis. (Min. No. P129/05 refers).</i>
<b>*Domestic Violence Quality Control Report</b>		<i>The Board has requested that the Chief provide quarterly submissions of the Domestic Violence Quality Control Reports. (Min. No. P208/04 refers).</i>
<b>*Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)</b>		<i>The Board approved that the Chief of Police submit quarterly reports identifying the Service's MFIPPA compliance rates. (Min. No. P284/04 refers).</i>

**SEMI ANNUAL REPORTS**

<b>REPORT</b>	<b>BACKGROUND</b>	<b>CHANGES DURING 2005</b>
<i>Professional Standards</i>	The Board is required by legislation to review the Chief's administration of the complaints process. The Board receives statistical reports in May and November as well as monthly reports regarding allegations of serious misconduct.	
<i>Parking Enforcement Unit – Absenteeism</i>	Semi-annual statistics on absenteeism requested by the City of Toronto's Policy & Finance Committee.	
<i>Legal Indemnification</i>	A report relating to the payment of accounts for labour relations counsel, legal indemnification claims and accounts relating to inquests that are approved by HR and Labour Relations.	
<i>Implementation Status of Board Directions</i>	The Board requested this as a result of the OCCPS fact-finding mission. The Chief is required to report on the implementation status of the Board's directions.	
<i>Audit - Sexual Assault Investigations</i>	The Chief is required to report on the implementation of the City Auditor's recommendations in his report – Review of the Investigation of Sexual Assaults.	
<i>Grant Applications &amp; Contracts</i>	Grant applications and grant contracts require the signature of the TPSB Chairman through Board approvals. Many applications have short due dates for submission and, at times; contractual deadlines do not afford the opportunity for Board approval.	

## ANNUAL REPORTS

<b>REPORT</b>	<b>BACKGROUND</b>	<b>CHANGES DURING 2005</b>
<i>Annual Review of Reports to be submitted</i>	The Board has directed the Chairman to review all of the annual, semi annual and quarterly reports the Board has requested.	
<i>CPLC Committees &amp; Divisional Activity</i>	<p>The Board has requested the Chief to provide an annual report on the activities that were funded by the police divisions using Board grants.</p> <p>THAT, effective 2004, the schedule for reporting the activities by the consultative and CPLC committees, including the request for annual funding, be revised from the current March due date to the January Board meeting each year. The request for funds related to the annual CPLC conference continues to be submitted to the Board for consideration at its March meeting. (Min. No. P195/03 refers).</p>	
<i>Community &amp; Corporate Donations</i>	The report identifies all donations that were provided to the Service based upon approvals by the Board and Chief.	
<i>Use of Police Image and Crest</i>	The report is a summary of the requests for use of the Toronto Police image that were approved and denied during the year.	
<i>Victim Services Program</i>	The Board's (adequacy) policy on victim services requires annual reporting.	
<i>Hate Crimes</i>	The Board's (adequacy) policy on hate crimes requires annual reporting.	
<i>Race Relations Plan</i>	To report annually on the status of the Service's multi-year race relations plan and adjustments where necessary.	

**ANNUAL REPORTS (Cont'd)**

<b>REPORT</b>	<b>BACKGROUND</b>	<b>CHANGES DURING 2005</b>
<i>Secondary Activities</i>	The <u>Police Service Act</u> requires that the Board receive reports from the Chief regarding secondary activities.	
<i>Environmental Scan</i>	The Scan has been incorporated into the business planning process. The business planning process is based on a three-year cycle.	
<i>'Rule' Changes</i>	The Board has established rules for the effective management of the police service. The purpose of the report is to ensure that the rules are being regularly updated. Changes can be submitted on an as-needed basis if necessary.	
<i>Training Programs</i>	Annual reports that evaluate the effectiveness of internal Service training programs.	
<i>Police Services Board Budget</i>	To review and approve the estimates for the Board's operations.	
<i>Secondments</i>	A report of all secondments approved by the Chief and submitted in February each year.	
<i>Program Review - CIS</i>	The Board requested updates regarding the status of staffing changes and financial statement with savings-to-date.	
<i>Special Constables Annual Report -TTC, TCHC &amp; UofT</i>	The Board is the appointing body and has entered into legal agreements regarding special constables. The legal agreements require reporting.	
<i>Operating and Capital Budgets</i>	Annual operating and capital budgets are submitted for approval.	
<i>Human Resources Strategy</i>	Annual strategy coinciding with annual operating budget to be submitted to the Board for approval.	
<i>Police Co-operative Purchasing Group (PCPG)</i>	The report is a summary of specifications for police-related goods and services, what has been purchased and any savings identified.	

**ANNUAL REPORTS (Cont'd)**

<b>REPORT</b>	<b>BACKGROUND</b>	<b>CHANGES DURING 2005</b>
<i>Parking Tag Issuance</i>	Annual parking tag issuance statistics.	
<i>Annual Audit Workplan</i>	It is the policy of the Board to develop an annual audit workplan in conjunction with the City Auditor.	
<i>Audited Financial Statements – Board’s Special &amp; Trust Funds</i>	Audited financial statements of the Board’s Special Fund and Trust Fund by Ernst & Young.	
<i>Special Fund</i>	The Board’s Special Fund policy has been amended to grants standing authority to the Chair to approve funding for the Board’s share of equipment for Service fitness facilities. Additional that the Chair provides an annual reporting to the Board of approved requests (Min. No. P344/03 refers).	
<i>Parking Enforcement Unit Budget</i>	Annual budget for the Parking Enforcement Unit is submitted to the Board for approval.	
<i>Toronto Police Service Annual Report</i>	An annual report to the Board is required under the adequacy standards regulation.	
<i>Uniform Promotion</i>	<p>The Chair and Vice Chair have standing authority to sign off on civilian promotions with the exception of promotions to senior level positions which continue to be submitted to the Board.</p> <p>The Board approved Standing authority to the Chairman and Vice Chair, or their designate to sign, authorize and approve all uniform promotions to the ranks of Sergeant/Detective and Staff/Detective Sergeant. The Board will receive a summary report at its February meeting each year on the promotions made to these ranks in the previous year (Min. No. P136/03 refers).</p>	

**ANNUAL REPORTS (Cont'd)**

<b>REPORT</b>	<b>BACKGROUND</b>	<b>CHANGES DURING 2005</b>
<i>Professional &amp; Consulting Services</i>	<p>The City of Toronto Council requested all Agencies, Boards and Commissions (ABC's) review current policies and procedures to ensure they match the newly adopted City of Toronto policy (BM P80/02).</p> <p>The Board approved receiving the consulting expenditure report on an annual basis rather than a semi-annual basis. (Min No. P45/03 refers)</p>	
<i>Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)</i>	<p>The Board approved that the Chief of Police submit annually the year end statistical report for the Information and Privacy Commission to the Board (Min. No. P284/04 refers).</p>	
<i>Implementation of Internal and External Audit Recommendations</i>	<p>Annual report which tracks the implementation status of ongoing internal &amp; external audits recommendations originating from Chief's Administrative Reviews, Coroner's Jury Inquests.</p> <p>The Board approved that future annual reports be submitted in a format suitable for the public agenda and if necessary, any matters which the Service determines should not be contained in a public report be provided to the Board in a separate confidential report to be considered in conjunction with the public report. (Min. No. P264/03 refers)</p>	

**ANNUAL REPORTS (Cont'd)**

<b>REPORT</b>	<b>BACKGROUND</b>	<b>CHANGES DURING 2005</b>
<i>*Use of Tasers</i>		<i>The Chief of Police provide an annual report to the Board on the use of Tasers within the Service. (Min. No. P74/05 refers</i>

**Required Every 2 Years**

<b>REPORT</b>	<b>BACKGROUND</b>	<b>CHANGES DURING 2005</b>
<i>Complaints - Board Policy Directive</i>	Review policy directive every two years. The policy was approved in December 1999.	
<i>Complaints – Against Chief/Deputy Chiefs</i>	Review Board policy directive every two years.	

**REQUIRED EVERY THREE YEARS**

<b>REPORT</b>	<b>BACKGROUND</b>	<b>CHANGES DURING 2005</b>
<i>Business Plan</i>	The Board is required to approve a business plan every three years.	
<i>Environmental Scan</i>	A full Environmental Scan is completed every three years.	

*\*Indicates new report or amendment to existing reports*

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P20. QUARTERLY REPORT: ENHANCED EMERGENCY MANAGEMENT:  
OCTOBER TO DECEMBER 2005**

The Board was in receipt of the following report December 12, 2005 from William Blair, Chief of Police:

Subject: QUARTERLY REPORT: OCTOBER – DECEMBER 2005 - ENHANCED  
EMERGENCY MANAGEMENT

Recommendation:

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

Background:

At its meeting of December 13, 2001 (Board Minute #P356/01 refers), Chief of Police Julian Fantino was directed by the Board to report quarterly on the progress of Enhanced Emergency Management. This report is in response to that direction. The Board was last updated at the October 14, 2005 Board meeting (Board Minute #P339/05 refers).

The Emergency Management Operations Unit is responsible for the emergency preparedness of the Toronto Police Service (TPS), and the Service's capability to mitigate, plan/prepare, respond to, and facilitate the recovery from, all emergencies and disasters that may affect Toronto. The Emergency Management Operations Unit has been involved in the following activities since the last report.

General Operations:

**CBRN:**

The Joint Chemical, Biological, Radiological and Nuclear (CBRN) team continues to respond to calls for service, primarily involving suspicious package incidents. The CBRN Team has been invited to participate in several federally funded research initiatives sponsored by the CBRN Research and Technology Initiative, illustrating the high regard that the Toronto Team enjoys on a national level. Additionally, staff members continue to assist with the delivery of the Federal First Responder Training Programme in Ottawa.

## Emergency Management Operations Unit:

Emergency Management Operations Unit (EMOU) staff were involved in responses to hazardous material situations throughout the period. Additionally, EMOU staff members continue to monitor reportable events from the Pickering Nuclear Station, as prescribed through the Provincial Nuclear Emergency Response Plan (PNERP).

During this reporting period, EMOU staff continued to assist and advise TPS units with respect to potential escalation of emergent situations. This included the chemical fire at 30 Industrial Street in Leaside and a heavy water leak at the Pickering Nuclear Generating Station in December.

## HUSAR:

Heavy Urban Search and Rescue (HUSAR) is a Toronto Fire Service (TFS) led initiative with TPS and Emergency Medical Services (EMS) components. Joint HUSAR training with TFS is ongoing. Police Dog Services (PDS) and the Public Safety Unit (PSU) form the TPS portion of the team. TPS is maintaining its support with respect to staffing within the team (2 search technicians, 2 search specialists, 4 cadaver dogs with handlers, 4 general search dogs with handlers). All off-duty training and overtime costs are borne by the Toronto HUSAR budget.

A three day deployment exercise was executed September 26–28, 2005 in the greater Toronto area. The goal of the exercise was to evaluate all aspects of the “Team’s” deployment capability over a protracted period of time including returning back to a state of readiness upon return to Toronto. Team members were on site for the duration of the exercise so as to simulate a remote deployment. They worked 8-12 hour shifts, that were dependent upon the nature of the response scenarios and subject to emergent redeployment during the exercise. The nature of the exercise was to simulate deployment as accurately as possible.

It is important that TPS continue to maintain its involvement as an active partner in this venture, as well as enhance the depth of staff support so as to enable an expanded deployment of the joint HUSAR team.

No emergencies involving HUSAR occurred during this reporting period.

## Other Activities:

The Province of Ontario is preparing to enact legislation for a standardized Incident Management System (IMS) used to facilitate command and control for emergency and disaster situations. TPS adopted IMS many years ago and is currently providing assistance to the Province with the development of a Provincial IMS standard that will be implemented across Ontario some time in early 2006. The Ministry of Correctional Services and Community Safety is preparing to release its plan for the Provincial Incident Management System (PIMS). TPS continues to provide representation on various committees that Emergency Management Ontario (EMO) has formed, with the most recent meeting having taken place September 8, 2005 at the Ministry of

Community Safety and Correctional Services. The Service's continued representation will ensure that these new provincial standards will enhance and/or compliment what is already practiced by the Toronto Police Service.

Renovations to the Police Command Centre (PCC) are complete. The facility is fully operational should the need arise for EMOU to activate it.

The Emergency Management Operations Unit, the Occupational Health and Safety Unit and Toronto Public Health are continuing in their preparation of a Pandemic Influenza plan for the TPS. Public health authorities have advised that there is a potential for a major viral outbreak. Some possible influenzas, such as the Avian Bird Flu, may be imported from other countries. Potentially, other infectious outbreaks could also occur as a result of the devastation and highly unsanitary conditions caused by hurricane "Katrina." The potential effect from such diseases could pose serious risks to our capability to maintain effective policing operations. The EMOU has prepared a DRAFT Pandemic Influenza Plan and will brief TPS Command early in 2006.

The Emergency Management Operations Unit, along with the Toronto Office of Emergency Management, continues to identify, analyze and account for both City and TPS specific critical infrastructure. The purpose of this is to provide for the continuity of both operational and business activities, thereby ensuring that core city services continue if critical infrastructure is affected by an emergent or disastrous event.

The Joint Operations Steering Committee, made up of deputy chief level representatives from TPS, TFS, EMS, and Public Health, along with Works and Emergency Services, continues to meet in order to facilitate and harmonize emergency operations between the emergency response agencies. Joint emergency planning continues with respect to CBRN, HUSAR, medical pandemic planning and general joint emergency preparedness, including specific risk and hazard analysis for Toronto.

Deputy A.J. (Tony) Warr, Specialized Operations Command, will be in attendance to answer any questions.

**The Board received the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P21.           RESPONSE TO RECOMMENDATION THAT THE PROVINCE OF  
ONTARIO ASSUME RESPONSIBILITY FOR FINANCING COURT  
SECURITY**

The Board was in receipt of the attached correspondence, dated December 30, 2005, from Monte Kwinter, Minister of Community Safety and Correctional Services, containing a response to the Board's earlier request that the Province of Ontario assume the responsibility for financing court security.

**The Board received the foregoing and agreed to refer it to the Mayor to be included in the list that the City of Toronto is preparing regarding the services that the City will recommend be "up-loaded" back to the province.**

**Ministry of Community Safety  
and Correctional Services**

Office of the Minister

25 Grosvenor Street  
18<sup>th</sup> Floor  
Toronto ON M7A 1Y6  
Tel: 416-325-0408  
Fax: 416-325-6067

**Ministère de la Sécurité communautaire  
et des Services correctionnels**

Bureau du ministre

25, rue Grosvenor  
18<sup>e</sup> étage  
Toronto ON M7A 1Y6  
Tél.: 416-325-0408  
Télééc.: 416-325-6067



CU05-04323

**DEC 3 0 2005**

Mr. Alok Mukherjee  
Chair  
Toronto Police Services Board  
40 College Street  
Toronto ON M5G 2J3



Dear Mr. Mukherjee:

Thank you for your letter, also addressed to the Honourable John Gerretsen, Minister of Municipal Affairs and Housing, advising of the Toronto Police Services Board's request that the Province of Ontario assume the responsibility for financing court security. I am pleased to respond and apologize for the delay.

Under the *Police Services Act*, police services boards are responsible for ensuring the security of judges, persons taking part in or attending proceedings, court premises and persons in custody who are on court premises.

I appreciate the difficult situation that municipalities are facing with regard to funding court security. However, uploading court security costs to the provincial government is not an option. Due to fiscal realities facing us, our government will not consider assuming that responsibility.

It has always been my position that municipalities with regional court security obligations should not have to pay the full amount of court security costs. As you know, on July 14, 2005, I met with representatives from the Association of Municipalities of Ontario to discuss a process for changing the way court security is paid in Ontario. I am still hopeful that the municipalities will be able to work out a cost-sharing arrangement. I believe a consensus is possible, as we have seen some success in the cost-sharing agreement developed by the City of Sarnia and its neighbouring municipalities. The solution to funding court security in Ontario must be stable and long-term.

Again, thank you for expressing your concerns as we continue to examine this issue.

Sincerely,

A handwritten signature in black ink, appearing to read "Monte Kwinter".

Monte Kwinter  
Minister

c: The Honourable John Gerretsen  
Minister of Municipal Affairs and Housing



## Toronto Police Services Board

40 College Street, Toronto, Ontario, Canada. M5G 2J3  
(416) 808-8080 FAX (416) 808-8082  
www.torontopoliceboard.on.ca



October 31, 2005

✓ The Honourable Monte Kwinter  
Minister of Community Safety and Correctional Services  
18th Floor, 25 Grosvenor St.  
Toronto, Ontario  
M7A 1Y6

and to:

The Honourable John Gerretson  
Minister of Municipal Affairs and Housing  
777 Bay Street, 17<sup>th</sup> Floor  
Toronto, Ontario  
M5G 2E5

Dear Ministers:

**Re: Recommendation to the Province of Ontario to Assume the Responsibility for Financing Court Security**

At its meeting on September 06, 2005, the Toronto Police Services Board was in receipt of a report, dated August 25, 2005, from Chief of Police William Blair regarding the 2006 preliminary base budget estimate for the Toronto Police Service.

Following consideration of the abovenoted report, the Board approved, among others, the following Motion:

3. **THAT the Board send a recommendation to the province to assume the responsibility for financing court security, as it is properly part of the administration of justice, and that the City of Toronto be requested to raise this issue in its discussions with the provincial government regarding a five-year funding plan.**

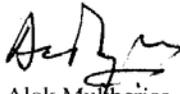
I am, therefore, requesting, that with regard to No. 3 above, you consider the Board's request that the Province of Ontario assume the responsibility for financing court security.

It would be appreciated if you would keep me informed at your convenience of any decisions that may be made by your ministries as the result of the Board's recommendation.

A separate request was sent to the City of Toronto recommending that the City raise the issue of funding for court security during its discussions with the provincial government regarding the five-year funding plan.

A copy of the Board Minute with regard to this matter is appended for your information.

Yours truly,



Alok Mukherjee  
Chair

attachment:

Minute No. P307/05

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P22. REQUEST FOR EXTENSION OF TIME TO SUBMIT REPORT: USE OF  
THE RIPP RESTRAINT HOBBLE – DEVICE TO RESTRAIN VIOLENT  
INDIVIDUALS**

The Board was in receipt of the following report November 25, 2005 from William Blair, Chief of Police:

Subject: RIPP RESTRAINT HOBBLE

Recommendation:

It is recommended that: the Board grant an extension of six months to conduct and report on an evaluation of the RIPP Restraint Hobble.

Background:

At its meeting on April 4, 2005 the Board received a report from Mr. Albert H. Cohen, City of Toronto – Legal Services Division. This report dealt with the inquest recommendations into the Death of Nicholas Blentzas and included the recommendation that: (Board Minute No. C109/05 refers)

*“The Board request the Chief to further investigate and report to the Board on the usefulness of a “Ripp Restraint Hobble” as a device to assist police officers in restraining violent individuals without placing them in the prone position and the costs associated with the implementation of the use of this device.”*

**RIPP RESTRAINT HOBBLE:**

The RIPP restraint hobble is a restraint strap made of 700 lbs. tensile strength polypropylene webbed belting with a bronze snap. There is a self-locking alligator clip that holds the strap tight when pulled. The strap is intended for use on ankles, knees and elbows to secure potentially violent subjects. The strap allows for transporting subjects in a seated, upright position while preventing them from kicking at vehicle doors or windows. Several Ontario Police Services are using this or similar devices, but there has been no systematic evaluation of their utility.

S/Sgt. Aldo Altomare of the Officer Safety Section of the Training and Education Unit has collected the following preliminary information, concerning the use of this device but actual testing has not been carried out

1. The strap does not necessarily prevent individuals from being placed in the prone position. The prone position has been linked to deaths caused by positional asphyxia;
2. In order for the strap to be placed over a subjects feet, the subject must be restrained;
3. The successful application of the strap is completely situational and dependent on several impact factors including:
  - a) the number of officers involved;
  - b) the size of the officers compared to the subject;
  - c) the state of mind of the subject ; or
  - d) whether the use of the restraint was a planned or spontaneous occurrence.
4. The subject will have to be restrained in the best position of disadvantage before application, which is probably a prone position;
5. Unless the officers are substantially bigger or stronger than the subject it would be unlikely that two officers could apply the strap; and
6. Due to its size, officers would not be able to carry the strap on their duty belt. It would be carried in the trunk of the police vehicle. This means that in an emergency situation the strap may not be readily available.

The use of the strap may result in the subject being restrained in the prone position for a shorter period of time. If there was a successful application of the strap and the subjects feet were restrained it would place the subject at a disadvantage but it does not prevent the subject from continuing to struggle. Nor would it necessarily stop the subject from inflicting injury to the officers. The manufacturer markets the strap as a means to prevent the subject from kicking out doors and windows. If there are sufficient officers on scene and the strap is applied properly and functioning then the officers could remove the subject from the prone position and maintain control but this is a use other than intended by the manufacturer. The large metal clip at the end of the strap is an officer safety concern and the ability of the strap to restrain feet in large loose fitting boots must also be examined.

The usefulness of the strap will be determined through physical tests by members of the Officer Safety Section at Training and Education. These physical tests will focus on the practicality of the device and how well the device functions in field applications.

The cost of the RIPP restraint hobble is listed as \$15.00 plus shipping costs. Similar devices are made by other manufacturers, and prices vary. Equipping two hundred (200) uniform police cars will cost about \$4,048.00. The adoption of this device will require approximately ninety (90) minutes of initial training for each of about three thousand, two hundred (3,200) front-line uniform officers. Annual refresher training will be about twenty (20) minutes long. This training would likely be incorporated within the Advanced Patrol Training Program.

Due to demands for the proper evaluation of this device and similar restraint devices in practical testing protocols, an extension to this Board report is requested. An extension of six months will provide the enough time to fully evaluate this and similar restraint devices more thoroughly.

It is recommended that the Board grant an extension of six months to conduct and report on an evaluation of the RIPP Restraint Hobble.

Deputy Chief Keith Forde, Human Resources Command, will be in attendance to answer any questions from Board members.

**The Board approved the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P23. REQUEST FOR EXTENSION OF TIME TO SUBMIT REPORT:  
QUARTERLY REPORT: DOMESTIC VIOLENCE STATISTICS: JULY  
TO SEPTEMBER 2005**

The Board was in receipt of the following report December 09, 2005 from William Blair, Chief of Police:

Subject: REQUEST FOR EXTENSION - QUARTERLY REPORT:  
JULY – SEPTEMBER 2005, DOMESTIC VIOLENCE

Recommendation:

It is recommended that: the Board approve an extension to the March 23, 2006, Board meeting for the submission of the July to September 2005, Quarterly Report for Domestic Violence and that these statistics be included as part of the Final Annual Report for 2005.

Background:

In February 2004, the Board received a report from the Chief of Police entitled “Response to Recommendations of the Community Safety Task Force”. This report was held by the Board pending a meeting with all key stakeholders to review and assess the status of the core issues and recommendations raised in the report by the Woman Abuse Work Group (WAWG) of the City of Toronto.

On June 18, 2004, a meeting of the key stakeholders was held to review the report and provide status updates on the core issues and recommendations. Following this meeting of the key stakeholders, the Board, at its meeting on June 21, 2004, approved the recommendations outlined in the report (Board Minute P208/2004 refers).

The following recommendation contained in that report is specifically directed towards the Toronto Police Service:

Recommendation 3:

“THAT the Board request from the Chief of Police, quarterly submissions of the Domestic Violence Quality Control Reports”.

The Toronto Police Service has been providing quarterly Domestic Violence Quality Control reports to the Ministry of Community Safety and Correctional Services since 2002. In an effort to ensure quality control and consistency in the collection and reporting of data, the Toronto Police Service is currently reviewing the process used to collect information relating to family

violence occurrences, specifically Domestic Violence, Child Abuse and Elder Abuse. As a result of this ongoing review, the third quarter results of the Domestic Violence Quality Control Reporting for the period July to September 2005, will not be available until early 2006. The third quarter statistics as well as any changes to information previously reported in the first two quarters will be captured in the Final Annual Report which will be presented at the March 23, 2006, Board meeting.

The collection of accurate information is a very important component in ensuring that victims of crime and violence receive timely assistance and the referrals they require. This approach to family violence is consistent with the Service Priority of Community Safety and Satisfaction.

It is therefore recommended that the Board approve an extension to the March 2006, Board meeting for the submission of the July to September 2005, Quarterly Report for Domestic Violence and that these statistics be included as part of the Final Annual Report for 2005.

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

**The Board approved the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P24. ESTABLISHMENT OF ADVISORY PANEL ON COMMUNITY SAFETY**

The Board was in receipt of the following report January 05, 2006 from Alok Mukherjee, Chair:

Subject: ESTABLISHMENT OF ADVISORY PANEL ON COMMUNITY SAFETY

Recommendation:

It is recommended that the Board establish an Advisory Panel on Community Safety to advise the Board on issues that the Board should act on or advocate for to address gun violence among youth and community safety.

Background:

Toronto has recently experienced increased levels of gun violence, resulting in a number of homicides. The Board recognizes the concerns of the public and is committed more than ever to doing all it can to end this spate of violence so that all residents of this city may regain their sense of safety. A proposed solution must be comprehensive and take a multi-pronged approach, so that we may address both the short- and long-term causes that contribute to gun violence in our communities.

The Board believes that community policing is vital to all that we do. We will continue to support the Chief as he strengthens and enhances the presence of uniform officers in our communities and neighbourhoods, ensuring that we have the maximum number of police on our streets, where we need them. The need for more officers on the street has been addressed through the Chief's redeployment of 200 officers to front-line duties in early 2006 and the hiring of an additional 250 officers during 2006/2007 through the provincial government's *Safer Communities - 1000 Officers Partnership* program.

Crime prevention is equally essential for stopping the violence. The Board supports programs by the Service, the City and other community agencies that provide opportunities to young people and deter them from criminal activities. Where gaps exist in such programming, the Board will advocate for new initiatives and will work with young people in our communities to create programs that succeed. The Board supports the initiatives of the Mayor's Community Safety Plan in this regard and will continue to work collaboratively with the City to develop and strengthen necessary preventive programs.

In addition, at its meeting on August 11, 2005 the Board took action to address the recent wave of gun violence in Toronto, and more importantly, to address the underlying causes of youth crime in Toronto (Min. No. P271/05 refers).

As a key component of the plan, the Board earmarked \$100,000.00 to fund cooperative police-community initiatives whose purpose is to mobilize our communities to take concrete steps toward the prevention of youth violence. At its September 6, 2005 meeting, the Board approved a process for determining the allocation of this funding (Min. No. P308/05 refers) and, at its November 17, 2005 meeting, the Board allocated some of the funding to two projects: \$30,000 to the HOODLINC project in the Empringham neighbourhood and other neighbourhoods in Malvern; and \$20,000 to the pilot diversion project for youth who are at risk in the Kingston Galloway neighbourhood (Min. No. P375/05 refers).

The Board also recognizes the urgent need for all partners in the criminal justice system to work together to end this violence. Enhancements to law enforcement activities and increased crime prevention programs are clearly important. However, the impact of such initiatives is diminished significantly without strong support from the criminal justice system. To that end, the Board is committed to advocating to both the provincial and federal levels of government so that those who would endanger the lives of our City's residents are dealt with swiftly, strongly and effectively.

As a result, I am recommending the establishment of an Advisory Panel on Community Safety to advise the Board on issues that the Board should act on or advocate for to address gun violence among youth and community safety. In addition to all interested Board members, it is proposed that the Panel include individuals from a wide diversity of backgrounds, interests and expertise. Among the areas represented on the Advisory Panel would be:

- law enforcement
- anti-racism and community
- youth
- education
- government
- faith
- media
- public housing
- academia
- business
- judiciary

In consultation with Board members, I will develop a proposed membership list and present it to the Board at the February 15, 2006 meeting.

The Panel will be co-chaired by myself, as Chair of the Board, and a youth member of the Panel. It will meet 3 to 4 times in the year, starting early in 2006, to complete its work. In between, the Panel will divide itself into workgroups, which will meet as necessary. The Panel will then conduct a self-evaluation, with recommendation to the Board in December 2006 on the possibility of becoming a standing committee of the Board.

Through the co-chairs, the Panel will coordinate its work with that of the Mayor's Community Safety Plan to ensure that there is a two-way flow of information, knowledge and strategies. It should be emphasized that the Panel's focus will be safety in terms of enforcement and prevention.

I believe that the establishment of this Advisory Panel represents an important and necessary element of the Board's comprehensive response to the issue of gun violence. Working in consultation with the community, the Board can propose an effective and wide-ranging course of action to combat this violence and ensure the safety of all of our communities.

**The Board approved the foregoing and requested Chair Mukherjee to provide a report for its February 15, 2006 meeting identifying potential candidates to participate on the Advisory Panel and including a recommended budget for the Board's approval.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P25. BARGAINING – SENIOR OFFICERS’ ORGANIZATION: 2005-2007  
UNIFORM AND CIVILIAN COLLECTIVE AGREEMENTS**

The Board was in receipt of the following report January 11, 2006 from Alok Mukherjee, Chair:

Subject: BARGAINING - SENIOR OFFICERS' ORGANIZATION UNIFORM AND  
CIVILIAN COLLECTIVE AGREEMENTS

Recommendation:

It is recommended that the Board receive the following report.

Background

At a special in-camera meeting held on December 21, 2005 the Toronto Police Services Board unanimously ratified the renewal of the collective agreement with the uniform and civilian Senior Officers. The new three-year collective agreements are effective January 1, 2005 and expire on December 31, 2007.

In a letter dated December 20, 2005, Robert Genno, President of the Senior Officers' Organization advised the Board that the uniform and civilian members of the Organization ratified the 2005-2007 collective agreements through mail-in ballots.

Bargaining Negotiations:

The bargaining committees of the Toronto Police Services Board and the Senior Officers' Organization commenced negotiations on June 21, 2005 and met on several occasions over several months reviewing wages, benefits and other terms of employment. The parties concluded negotiations and reached a tentative agreement on November 29, 2005.

Bargaining Committees:

Councillor Pam McConnell, current Vice Chair, and I participated in the Board's bargaining committee along with:

William Gibson, Director of Human Resources  
Maria Ciani, Manager of Labour Relations  
Wendy Ryzek, Analyst, Labour Relations

and the following members participated on the Organization's bargaining committee:

Robert Genno, President  
Freda Lochhead, Vice President  
Mike Federico, Treasurer  
Peter Howes, Past President

Conclusions:

I am pleased that the bargaining committees reached a settlement for new three-year collective agreements and extend my appreciation to all members who participated in the negotiations over the past several months.

A copy of the Memorandum of Agreement is appended to this report for information.

The percentage increases and other applicable terms reflected in the Memorandum of Agreement will also be extended to the excluded group.

**The Board received the foregoing.**

**MEMORANDUM OF AGREEMENT BETWEEN THE SENIOR OFFICERS' ORGANIZATION AND THE TORONTO POLICE SERVICES BOARD CONCERNING THE RENEWAL OF THE UNIFORM AND CIVILIAN SENIOR OFFICER'S COLLECTIVE AGREEMENTS WHICH EXPIRED ON DECEMBER 31, 2004.**

The Bargaining Committees of the Organization and the Board unanimously recommend settlement to their respective principals. This Memorandum of Agreement shall be without prejudice until ratified by both Parties.

Unless specifically amended by this Memorandum, the terms of the Uniform and Civilian Senior Officer Collective Agreements which expired on December 31, 2004 shall continue.

The Parties agree to resolve all outstanding matters as follows:

**UNIFORM AND CIVILIAN MEMBERS**

**1. Term, Salary and Retroactivity**

Term: January 1, 2005 to December 31, 2007

Salary: January 1, 2005 -- 3.75%  
January 1, 2006 -- 3.10%  
January 1, 2007 -- 3.00%

Retroactivity: All retroactive payments hereunder shall be paid as soon as practicable after ratification.

**2. Insurance Benefits**

- a. Vision Care – increase from \$275 to \$300 every 24 consecutive months, effective January 1, 2006. This benefit may be used for the purchase of eye glasses and/or applied toward the cost of laser eye surgery.
- b. Eye tests – increase from \$15 to \$60 every 24 consecutive months, effective January 1, 2006.
- c. Psychological/Family Counselling coverage – increase from \$1000 to \$1500 per year, effective January 1, 2006.
- d. Dental Maximum: Effective January 1, 2007 the annual limit for services shall increase to \$2400/per person/per calendar year.
- e. Effective January 1, 2006, the lifetime maximum for orthodontics shall be increased from \$3600 to \$3950 per lifetime.
- f. Pay Direct Drug Card, effective October 1, 2007.

- g. Massage Therapy – increase from \$7 per visit to \$50 per visit to a max. of \$500 per year, effective January 1, 2007.
- h. Generic Drugs -- Provided that a generic drug is listed in the Ontario Drug Benefit Formulary, reimbursement for drugs covered by the Plan will be based upon the cost of the lowest priced generic version of the drug that the dispensing pharmacist can readily provide, unless the prescribing physician stipulates no substitution, in which case the reimbursement will be based on the cost of the drugs prescribed. Effective January 1, 2006.
- i. Out-of-Country Coverage – lifetime coverage of \$1 million, effective January 1, 2006.
- j. Home-care Nursing -- \$60,000 per person per 3 benefit years, effective January 1, 2006. Claims already existing at January 1, 2006 are excluded from this provision.

### 3. Hours of Work and Lieu Time Provisions

Add new 5:02(b) Uniform and Civilian equivalent

When a member is required to work on a regularly scheduled day off, the member will work his/her regular 7 or 8 hour tour of duty as the case may be and shall be entitled to an alternate day off during the previous 5-day cycle or within the next 5-day cycle. If the alternate day off is not taken within the previous or next 5-day cycle, the member forfeits the day off.

Add new 5:03 Uniform and Civilian equivalent

Lieu time shall be credited to all senior officers at the commencement of the calendar year. Where a member leaves the Service prior to the completion of the calendar year, such days will be recovered at the rate of 1 1/4 days for each month of incomplete service and deducted from any monies owing to the member at the time of leaving the Service.

### 4. Acting Pay

The Memorandum of Understanding regarding permanent Acting Pay will be inserted into the Memorandum of Understanding section of both Uniform and Civilian collective agreements with the following additional paragraph:

“Absence(s) of not more than five (5) working days shall not break the period of the continuous acting rank assignment for the purposes of this clause.”

### 5. Welfare and Group Life Insurance

Add at the end of Uniform Art. 12:01 (b) and Civilian equivalent:

In the case of termination for cause, all benefits shall cease on the date termination is approved by the Board.

6. Sickness and Sick Pay Credits

- a. Amend Civilian Article 13:10 by substituting "Manager of Compensation and Benefits" for "Manager of Labour Relations".

- b. Amend Civilian Art. 13:13 by adding the following sentence:

Lieu time will be used for all other medical or dental appointments.  
Remove the words "(.25 deduction for each period of two hours absence or less).

- c. Amend Uniform Art. 14:07 and Civilian equivalents to read as follows:

The number of days for which a member receives "sick pay" shall be deducted from his/her cumulative sick pay credit, but no deduction shall be made on account of any day on which a member would normally be entitled to be off work. Absence on account of illness for less than a full day shall be deducted on a straight hourly basis to the nearest 15 minutes.

- d. Effective January 1, 2007, amend Uniform 14:12 as follows:

Payment for any time lost by reason of having to care, because of an urgent situation where no reasonable alternative arrangement is available, for an ill or injured dependant to a maximum of **thirty (30)** hours per calendar year provided that such sick pay credits are available to him or her at the time. A member who makes use of this provision has an obligation to make other arrangements for the care of the dependant at the earliest reasonable opportunity. In this article, "dependant" means a member of the member's immediate family who, by reason of age or infirmity, is dependent upon the member for daily care and supervision.

Effective January 1, 2007, amend Civilian 13:19 as follows:

Payment for any time lost by reason of having to care, because of an urgent situation where no reasonable alternative arrangement is available, for an ill or injured dependant to a maximum of **twenty (27)** hours per calendar year provided that such sick pay credits are available to him or her at the time. A member who makes use of this provision has an obligation to make other arrangements for the care of the dependant at the earliest reasonable opportunity. In this article, "dependant" means a member of the member's immediate family who, by reason of age or infirmity, is dependent upon the member for daily care and supervision.

- e. Add new Art. 14:13 Uniform and new Art 13:20 Civilian as follows:

In the event a member, in the performance of his or her duties, is quarantined as a result of a potential occupational exposure to a communicable disease, such member shall be compensated as if he/she were at work on the days they were scheduled to work but were in quarantine. No deduction from sick bank shall occur as a result of a member being quarantined.

7. Bereavement Leave

Amend Bereavement Leave provisions as follows:

- a. In respect of grandparents and grandchildren, members will be entitled to a maximum of four days' bereavement leave [i.e., grandparents and grandchildren will be removed from Uniform 15:02(a)(ii) and added to 15:01(a)(i) and Civilian equivalents]; and
- b. the following provision will be added to all collective agreements:

Where the member is attending the funeral but does not wish to commence his or her bereavement leave on the calendar day immediately following the death due to the exigencies of the Service, at the request of the member (with Unit Commander approval), the member may remain on duty and commence bereavement leave at a later date, provided that the bereavement leave is completed not more than ten (10) calendar days after the date of the death, and the member receives no greater bereavement leave entitlement than he /she would have been entitled to, had the leave commenced on the calendar day immediately following the day of death.

8. Benefits for Surviving Spouses and Dependents

The parties agree that participation in Service Benefits Plans (Semi-private, Dental and Major Medical) shall be available for surviving spouses and dependants as follows:

- a) If a member is killed in the performance of the member's duty, the member's surviving spouse, common law spouse, or surviving same sex partner ("the survivor") shall be entitled to Semi-Private, Dental and Major Medical coverage until the survivor reaches the age of 65. The member's dependants shall be entitled to benefits until they reach the age of 21, unless they qualify for coverage as "over-age dependants."
- b) If a member dies of natural causes/non work related accident, the survivor shall be eligible for the above noted benefits for one year from the date of such death, unless the member's dependants have not yet reached the age of 21 years, in which case the survivor shall be eligible for the above noted benefits for so long as the dependants remain eligible.

- c) To the extent that the survivor or the dependants become entitled to benefits from any other source ("the other benefit plan"), the survivor shall submit his/her claim to the other benefit plan first and then, if necessary, make a claim under the Service plan for any outstanding claims. The obligation of the Service shall be to provide benefits such that the entitlement of the survivor and the dependants is not less than it would have been under the Service Plan in respect of all benefits covered by the Service Plan. For clarity, the Service remains fully responsible where the survivor or dependants have no coverage under another benefit plan.

#### 9. Pension Benefits

Amend 13.04 and Civilian equivalent (12:04) by deleting the third sentence ("For this purpose salary shall include the premium costs of the Ontario Health Insurance Plan O.H.I.P., the Semi-Private and Comprehensive Medical Plans and the Dental Plan.").

#### 10. Insurance Coverage (Pregnancy/Parental Leave)

Amend Uniform Art. 12:09 and Civilian equivalent to read as follows:

The Board shall pay the premium and be responsible for maintenance of insurance coverages provided in this Article in accordance with the provisions of the *Employment Standards Act* for members on Pregnancy or Parental Leave provided the member has completed his/her probation period.

#### 11. Parental Leave

Effective January 1, 2007, the Board will top up weekly EI parental benefits to 75% of regular weekly earnings for 10 weeks.

#### 12. Workers' Compensation

Amend Uniform Art. 10:02 and civilian equivalents to provide that members may access their sick banks while internal WSIB appeals (not WSIAT appeals) are on-going.

#### 13. Compassionate Leave

Amend Uniform Art 16:04 and civilian equivalents as follows:

Existing collective agreement compassionate leave provision shall be increased to 30 days from 20 days with agreement of Director of Human Resources except for members who meet the Family Medical Leave provisions of the *Employment Standards Act* who shall be entitled to up to 8 weeks' leave without employer approval.

#### 14. Rehabilitative Employment

Members on rehabilitative employment will be paid at the current rate for their job as it exists from time to time for all hours worked and from the CSLB at their CSLB rate for all hours not worked.

#### 15. CSLB

Notwithstanding any other language in the collective agreements, the Board will make such additional contribution of funds to the CSLB in 2005 so that the unfunded liability is paid.

Effective January 1, 2006 amend the first paragraph of Article 11:01 (e) (i) Uniform and the Civilian equivalents as follows:

At the end of each pay period following the effective date, the Board will contribute to the Fund an amount equal to  $\frac{1}{2}$  of 1% of the regular straight time hourly earnings (excluding overtime and other premium payments or allowances) of each member covered by this collective agreement and enrolled in the Metropolitan Toronto Police Benefit Fund or OMERS.

Effective January 1, 2006 add new Article 11:01 (e)(ii) Uniform and Civilian equivalents as follows:

Effective January 1, 2006 each member shall contribute  $\frac{1}{2}$  of 1% of his/her regular straight time hourly earnings (excluding overtime and other premium payments or allowances) to the Central Sick Leave Bank Fund. Such contribution shall be made by way of bi-weekly payroll deductions.

Add the following new Articles:

Adequacy of the CSLB fund shall be revisited from time to time by both the Board and the Senior Officer Organization. Further, no monies shall be dispersed from the fund for any reason other than the payment of CSLB obligations under this agreement, without the expressed and written consent of the Organization and the Board.

Nothing in the foregoing shall preclude an alternative form of contribution by the Senior Officer Organization in order to satisfy its obligation herein.

#### 16. Employment and Family Assistance Program

The Board will provide the Organization with a letter confirming that the Board has no intention to outsource/contract out the EFAP service during the life of the collective agreements commencing January 1, 2005.

#### 17. Medi-pack

The parties agree to reintroduce into the collective agreements the provision in respect of medi-pack coverage for members retiring out-of-province who are required to pay premiums for their provincial health care coverage. This provision was omitted from the agreements as the result of a past drafting error.

18. College Transportation Allowance - Uniform

Increase from \$30 to \$40 effective January 1, 2005.

19. Policy

Policy - Uniform # 4, Civilian #3 - Sick Bank - Delete

Policy - Uniform #6, Civilian #5 - Change as follows:

**COURT ATTENDANCE:**

The Board will pay to a former member of this Service who is required by summons to attend court in connection with his/her duties as a member of this Service (but not where such individual is the person charged) the sum of \$75.00 for each day of required court appearance as a supplement to the regular court witness fee. This amount will be paid to members who do not receive payment from other sources.

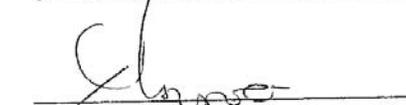
Policy - Uniform #9 - remove reference to Jerome Wiley. Language shall read:

All members who are currently green circled will continue to be green circled for the duration of this agreement.

DATED at Toronto, this 29<sup>th</sup> day of November, 2005.

SENIOR OFFICERS ORGANIZATION

TORONTO POLICE SERVICES BOARD

  
\_\_\_\_\_  
*Frederik Lochhead*  
\_\_\_\_\_  
*M. Leduc*  
\_\_\_\_\_

  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P26. ANNUAL REPORT: 2005 STATISTICAL REPORT - MUNICIPAL  
FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT**

The Board was in receipt of the following report January 05, 2006 from William Blair, Chief of Police:

Subject: ANNUAL REPORT: 2005 MUNICIPAL FREEDOM OF INFORMATION  
AND PROTECTION OF PRIVACY ACT

Recommendation:

It is recommended that:

- (1) the Board receive the 2005 Annual Freedom of Information Statistical Report; and
- (2) the Board forward the report to the Ontario Information and Privacy Commission.

Background:

In the past, the annual statistical report has been compiled internally by the Freedom of Information Unit and forwarded directly to the Information and Privacy Commission. At its September 23, 2004 meeting (Board Minute #P284/04 refers), the Board made the following motion:

- (1) Effective immediately, the Chief of Police adopt the practice of submitting the Year-End statistical Report for the Information and Privacy Commission to the Board each year and that the Board forward the report to the Commission.

The Toronto Police Service is legislated to provide this report on a yearly basis. The attached Year-End 2005 Statistical Report is anticipated by the Ontario Information and Privacy Commissioner on February 1, 2006.

The compliance rate based on a 30 day disclosure for 2005 is 74%. This percentage includes files carried over from 2004 and requests received in 2005. This rate is a significant improvement over the 2004 rate of 32%.

The 74% compliance figure is negatively impacted by the number of 2004 files which were carried over and completed in 2005. Without the 2004 files, the compliance rate for requests received and required to be completed in 2005 would be 80.12%. The total number of files carried over from 2004 was 465. The total number of files carried over from 2005 to 2006 has been reduced to 216. In itself, this is a substantial improvement which will positively affect the overall compliance rate for the 2006 Annual Statistical Report.

It is therefore recommended that the Board receive the 2005 Annual Freedom of Information Statistical Report and that the Board forward the report to the Ontario Information and Privacy Commission.

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

**The Board received the foregoing noting the significant improvement in the compliance rate in 2005 based upon a 30-day disclosure. The Board commended Chief Blair and, specifically, the members of the Freedom of Information Unit for this remarkable accomplishment.**



**F**REEDOM **O**F **I**NFORMATION  
2005 ANNUAL STATISTICAL REPORT FOR THE  
INFORMATION & PRIVACY COMMISSIONER/ONTARIO

SECTION 3: Number of Requests Completed

---

	Personal Information	General Records
3.1 New Requests received during reporting year	1978	528
3.2 Requests transferred in from other institutions	4	2
3.3 Requests carried forward from previous year( 2004 )	354	111
3.4 TOTAL REQUESTS RECEIVED ( 3.1+3.2+3.3 )	2336	641
3.5 TOTAL ( COPY BOX 3.4 )	2336	641
3.6 Requests transferred out to other institutions	14	6
3.7 Requests carried over to next year (2006 )	159	57
3.8 TOTAL REQUESTS NOT COMPLETED ( 3.6 + 3.7 )	173	63
3.9 TOTAL ( COPY BOX 3.8 )	173	63
3.10 TOTAL REQUESTS COMPLETED ( 3.5 - 3.9 )	2163	578



**FREEDOM OF INFORMATION**  
**2005 ANNUAL STATISTICAL REPORT FOR THE**  
**INFORMATION & PRIVACY COMMISSIONER/ONTARIO**

**SECTION 4 : Source of Requests**

**2005 Source of Requests :**

- 4.1 Individual / Public
- 4.2 Business
- 4.3 Academic / Researcher
- 4.4 Association / Group
- 4.5 Media
- 4.6 Government (all levels)
- 4.7 Other
- 4.8 Don't Know

**4.9 TOTAL REQUESTS**

	<b>Personal Information</b>	<b>General Records</b>
4.1 Individual / Public	1448	162
4.2 Business	625	380
4.3 Academic / Researcher	0	2
4.4 Association / Group	71	16
4.5 Media	0	5
4.6 Government (all levels)	3	6
4.7 Other	16	7
4.8 Don't Know	0	0
<b>4.9 TOTAL REQUESTS</b>	<b>2163</b>	<b>578</b>



**FREEDOM OF INFORMATION**  
2005 ANNUAL STATISTICAL REPORT FOR THE  
INFORMATION & PRIVACY COMMISSIONER/ONTARIO  
SECTION 5: Time to Completion

---

	Personal Information	General Records
5.1 15 days or less	461	133
5.2 16 - 30 days	1133	236
5.3 31 - 60 days	230	91
5.4 61 - 90 days	69	26
5.5 91 - 120 days	38	21
5.6 121 days or more	232	71
5.7 TOTAL REQUESTS	2163	578



**FREEDOM OF INFORMATION**  
2005 ANNUAL STATISTICAL REPORT FOR THE  
INFORMATION & PRIVACY COMMISSIONER/ONTARIO  
SECTION 6 : Compliance with the Act

		Personal information	General Records		
<b>A. No Notices Issued</b>					
6.1	Within 30 days	1576	340		
6.2	in excess of 30 days	499	146	Personal information	General Records
6.3	Total (6.1 + 6.2 = 6.3)	→		2075	486
<b>B. Both a Notice of Extension (s.20(1)) and a Notice to Affected Person (s.21(1)) Issued</b>					
6.4	Within the time limits permitted	0	0		
6.5	In excess of the time limits permitted	0	0	Personal information	General Records
6.6	Total (6.4 + 6.5 = 6.6)	→		0	0
<b>C. Only a Notice of Extension (s.20(1)) Issued</b>					
6.7	Within the time limit permitted	12	1		
6.8	In excess of the time limit permitted	7	4	Personal information	General Records
6.9	Total (6.7 + 6.8 = 6.9)	→		19	5
<b>D. Only a Notice to Affected Person (s.21(1)) Issued</b>					
6.10	Within the time limit permitted	41	56		
6.11	In excess of the time limit permitted	28	21	Personal information	General Records
6.12	Total (6.10 + 6.11 = 6.12)	→		69	87
<b>E. Total Completed Requests (sections A to D)</b>					
6.13	Overall Total (6.3 + 6.6 + 6.9 + 6.12 = 6.13)	→		2163	578



**F**REEDOM **O**F **I**NFORMATION  
2005 ANNUAL STATISTICAL REPORT FOR THE  
INFORMATION & PRIVACY COMMISSIONER/ONTARIO  
SECTION 7 : Disposition of Requests

	Personal Information	General Records
7.0 TRANSFER INTERNALLY (OUT)	0	0
7.1 All information disclosed	143	49
7.2 Disclosed in part - partly exempt	1482	270
7.3 Disclosed in part - no record exists	NOT KEPT	NOT KEPT
7.4 Nothing Disclosed - fully exempt	350	177
7.5 Nothing Disclosed - no record exists or outside the Act	134	36
7.6 Request withdrawn or abandoned	54	46
7.7 Withdrawn or abandoned after fee estimate	NOT KEPT	NOT KEPT
7.8 TOTAL REQUESTS	2163	578
7.9 TOTAL REQUESTS WITH EXEMPTIONS And EXCLUSIONS	1832	447



FREEDOM OF INFORMATION  
2005 ANNUAL STATISTICAL REPORT FOR THE  
INFORMATION & PRIVACY COMMISSIONER/ONTARIO

SECTION 8: Exemptions & Exclusions Applied

	Personal Information	General Records
8.1 Section 6 - Draft By-Laws, etc.	0	0
8.2 Section 7 - Advice Or Recommendations	0	0
8.3 Section 8 - Law Enforcement	756	162
8.4 Section 8(3) - Refusal To Confirm or Deny	0	0
8.5 Section 9 - Relations With Governments	0	0
8.6 Section 10 - Third Party Information	0	0
8.7 Section 11 - Economic/Other Interests	0	0
8.8 Section 12 - Solicitor-Client Privilege	3	4
8.9 Section 13 - Danger To Safety Or Health	0	0
8.10 Section 14 - Personal Privacy (Third Party)	1477	321
8.11 Section 14(5) - Refusal to Confirm Or Deny	7	4
8.12 Section 15 - Information Soon To Be Published	7	3
8.13 Section 20.1 - Frivolous or Vexatious	0	0
8.14 Section 38 - Personal Information (Requester)	1329	94
8.15 Section 52(2) - Act Does Not Apply	0	0
8.16 Section 52(3) - Labour Relations & Employment Related Records	0	0
8.17 Section 53(2) - Other Acts	0	0
8.18 TOTAL EXEMPTIONS	3579	588



**FREEDOM OF INFORMATION**  
2005 ANNUAL STATISTICAL REPORT FOR THE  
INFORMATION & PRIVACY COMMISSIONER/ONTARIO  
SECTION 9 : Fees

	Personal Information	General Records	Total
9.1 No. of Requests where Additional Fees collected	118	11	129
9.2.1 Application Fees collected	\$ 1853.62	\$ 135.84	\$ 1989.46
9.2.2 Additional Fees collected	\$ 0.00	\$ 0.00	\$ 0.00
9.2.3 TOTAL FEES COLLECTED	\$ 1853.62	\$ 135.84	\$ 1989.46
9.3 Number of Requests where fees were waived in full	146	29	175
9.4 Number of Requests where fees were waived in part	N/A	N/A	N/A
9.5 Total number of Requests where fees were waived	146	29	175
9.6 Total Amount of Fees waived	\$ 360.51	\$ 63.40	\$ 423.91



**FREEDOM OF INFORMATION**  
**2005 ANNUAL STATISTICAL REPORT FOR THE**  
**INFORMATION & PRIVACY COMMISSIONER/ONTARIO**  
**SECTION 11: Corrections & Statements of Disagreement**

---

	<b>Personal Information</b>
11.1 Correction Requests received	2
11.2 Corrections carried forward from ( 2004 )	0
11.3 Corrections carried over to (2006 )	0
11.4 TOTAL CORRECTIONS COMPLETED	0
11.5 Correction(s) made in whole	2
11.6 Correction(s) made in part	0
11.7 Correction(s) Refused	0
11.8 Correction(s) Withdrawn by Requestor	1
11.9 TOTAL	3
11.10 Statements Of Disagreement attached:	0
11.11 Notifications Sent:	0

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P27.           2006 – 2008 BUSINESS PLAN – STATUS UPDATE**

The Board was in receipt of the following report January 9, 2006 from Alok Mukherjee, Chair:

Subject:       2006-2008 BUSINESS PLAN – STATUS UPDATE

Recommendation:

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

Background:

The Board is required to develop a business plan every three years, pursuant to section 30 of O. Reg 3/99 made under the *Police Service Act*. The business plan shall address the objectives, core business and functions of the police service.

The Board, at its meeting of October 21, 2004, approved a recommendation from the Acting Chair to extend the 2002-2004 Business Plan to December 31, 2005 (Min. No P340/04 refers).

At this time, the 2006-2006 Business Plan is in the process of being finalized. A great deal of work has already gone into this document. The Service's Corporate Planning Unit has researched extensively and engaged in public consultation in developing the draft Business Plan. The Board has also contributed to the ongoing development of the Business Plan, and, in November 2005, held two additional community consultations to seek input from the public. These consultations were valuable and resulted in changes being made to the document.

Additional time is now required to finalize the 2006-2008 Business Plan. The Business Plan is a vital component in the governance of the Service as it represents our priorities over the next three years. In addition, the Board is currently in the process of finalizing other important policies and initiatives that will have a bearing on the Business Plan.

A final draft version of the Business Plan will be brought forward at the Board meeting of February 15, 2006 for the Board's consideration.

**The Board received the foregoing.**

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P28. IN-CAMERA MEETING – JANUARY 11, 2006**

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

The following members attended the in-camera meeting:

Chair Alok Mukherjee  
Vice Chair Pam McConnell  
The Honourable Hugh Locke, Q.C.  
Ms. Judi Cohen  
Mr. Hamlin Grange  
Councillor John Filion  
Mayor David Miller

**THIS IS AN EXTRACT FROM THE MINUTES OF THE PUBLIC MEETING OF THE  
TORONTO POLICE SERVICES BOARD HELD ON JANUARY 11, 2006**

**#P29. ADJOURNMENT**

---

Alok Mukherjee  
Chair