



WOODSTOCK POLICE SERVICE BOARD

PUBLIC MEETING AGENDA

DATE: Monday, April 12, 2021

Time: 3:00 p.m.

LOCATION: Via Zoom and Woodstock Police Service Headquarters

1. Call to Order
2. Welcome
3. Approval of Agenda
Recommendation: The Board approves the agenda as circulated (or with the following additions)
4. Declaration of Pecuniary Interest
5. Approval of Minutes from March 8, 2021
Recommendation: That the Board approves the minutes of March 8, 2021 as circulated.
6. Business arising from the minutes
7. Verbal Report from the Chair
8. Verbal Report from the Chief
9. Statistics/Reports – Deputy Chief
 - a. Calls for Service Statistic
 - b. Calls for Service Report
 - c. Charge Comparison
 - d. Report on Complaint Investigations
 - e. Other reports as necessary**Recommendation: That all statistics and reports under item 9 be received**
10. Financial Statements – Summary for period ending March 31, 2021
Recommendation: That the Financial Statements as presented be accepted for information
11. Nomination for Pincombe Memorial Bursary
12. Unfinished Business
13. Closed Session
14. **Recommendation: That the Board adjourns to Closed Session at _____ pm to discuss intimate financial or personal matters or other matters may be disclosed of such a nature having regard to the circumstances, that the desirability of avoiding their disclosure in the interest of any person affected or in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public. R.S.O. 1990, c. P15, S. 35 of the Ontario Police Services Act.**
15. Motions arising from Closed Session
16. New Business (if necessary)
17. Date of Next Board meeting Monday, May 10, 2021 @ 3p.m. at Woodstock Police Service, via Zoom
18. Adjournment



WOODSTOCK POLICE SERVICES BOARD

The Woodstock Police Services Board met on March 8, 2021 at Woodstock Police Service headquarters and via ZOOM at 3:00 p.m.

Present were: Ken Whiteford, Provincial Appointee; Mayor Trevor Birtch, Provincial Appointee; Balwant Rai, Community Member; Leslie Farrell, Provincial Appointee; Deb Tait, City Councilor; and Amy Hartley, WPSB EA

Also in attendance were Chief Daryl Longworth; Deputy Chief Rod Wilkinson; Kristi Lampman, Human Resources Coordinator; Kevin Talsma, Acting Inspector; Greg Colgan, Woodstock Sentinel Review; Duane Sprague, Police Service Advisor, Zone 4; Scott Taylor, The Woodstock Local (attended at 3:18pm)

1. CALL TO ORDER

Ken WHITEFORD called the meeting to order at 3:00 p.m.

2. WELCOME

Ken WHITEFORD welcomed everyone

3. APPROVAL OF AGENDA

Moved by Trevor BIRTCH

Seconded by Deb TAIT

Resolved that the Board approve the agenda as circulated.

CARRIED

4. There were no declarations of pecuniary interest.

5. MINUTES –February 8, 2021

Moved by Leslie FARRELL

Seconded by Deb TAIT

Resolved that the Board approve the minutes of February 8, 2021 save and except for the following change:

8. VERBAL REPORT FROM THE CHIEF

- (paragraph #2) Meeting with local Ministers in regards to COVID concerns went well. Pleasant dialogue and those concerned

understand the position that the WPS holds. Commented that the legislation is in place by a duly elected government and is reasonable under the circumstances. OIPRD (Office of the Independent Police Review Director) is available if they take issue with decisions made. The local Ministers are contacting police to ensure that they are following guidelines and procedures.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES

None

7. VERBAL REPORT FROM CHAIR

- Introduced Duane Sprague as the interim replacement for Chris Herapath as Police Service Advisor for Zone 4

- Budget presentation occurred March 4, 2021, positive comments were received as a result of the Chiefs presentation. Trevor Birtch advised that discussion will occur at the next council meeting on March 18, 2021 for finalization and potential approval of proposed budget

8. VERBAL REPORT FROM CHIEF

- The Containment Team and Command Structure were very busy with four calls for prolonged negotiations recently. The four incidents resulted in 95 hours of overtime required, this does not include hours and overtime required from officers and communications staff. The Chief provided compliments to the WPS as these calls are infrequent but have been dealt with efficiently and effectively;

- There have been ten overdose calls in the last two weeks which resulted in 4 deaths. The Chief advised that all deaths are treated as suspicious major cases and dedicate a great deal of investigative resources to them;

- A number of the WPS Auxiliary members participated in the Coldest Night of the Year fundraising walk in support of The Inn. Our Woodstock team raised a total of \$5,300.00 and came second out of 45 teams, the Oxford Community Health Centre finished in first;

- The replacement of radio consoles in the Communications Centre and Backup Centre that were delayed projects are moving forward in April;

- Hosting Human Trafficking Conference this weekend. Venues have

had to be changed but the event will ultimately proceed. This event is in correlation with SVU launch and enforces WPS commitment to provide a more victim focused response;

- In addition to the calls received for overdose deaths, WPS attended 14 calls where naloxone and CPR was administered. The Chief advised that patrol officers and those who provide medical care have been identified as front line workers and will be included in those to be vaccinated;
- As of January 1, 2021, 114 calls related to COVID. Examples of these calls include too many people gathering or individuals refusing or unable to wear masks.

9. STATISTICS/REPORTS – Deputy WILKINSON

- A) Calls for Service Statistics
- B) Calls for Service Report
- C) Charge Comparison Report
- D) Report on Complaint Investigations

Moved by Leslie FARRELL

Seconded by Balwant RAI

resolved that the Board receive all statistics and reports presented in Item 9.

CARRIED

10. FINANCIAL STATEMENTS

- The final statement for the 2020 budget was received. Revenue shortfall was approximately \$100,000.00 due to added expenses related to COVID. The Chief advised that there was still a \$42,000.00 surplus which is expected to be transferred to the sick time reserve;
- A budget review process has begun to look at variances and pinpoint strengths and weaknesses;
- Current financial statement has not been provided for 2021 yet as budget has not been approved.

Moved by Deb TAIT

Seconded by Leslie FARRELL

resolved that the Board receive the financial statements ending March 2, 2021.

CARRIED

11. 2020 ANNUAL REPORT ON THE COLLECTION OF IDENTIFYING INFORMATION- Deputy Wilkinson

- Advised the Board that this report is mandated by the Ministry to be completed annually
- Total number of regulated interactions was zero
- Members of Police Service received training in 2016 for collection of identifying information
- A refresher/follow up course is required 3 years later for this type of training

Moved by Deb TAIT

Seconded by Trevor BIRTCH

Resolved that the Board receives the Annual Report on the Collection of Identifying information as information.

CARRIED

12. NOMINATION FOR PINCOMBE MEMORIAL BURSARY- Chief

Moved by Balwant RAI

Seconded by Trevor BIRTCH

Resolved that the Board support the Nomination of WPS Cst. Pritpal Thind for the Pincombe Memorial Bursary.

CARRIED

13. 2020 WOODSTOCK POLICE AUXILARY – Deputy Chief

No resolution required

14. UNFINISHED BUSINESS

None

15. CLOSED SESSION

Moved by Balwant RAI

Seconded by Deb TAIT

resolved that the Board adjourns to Closed Session at 3: 32 pm to discuss intimate financial or personal matters or other matters may be disclosed of such a nature, having regard to the circumstances, that the desirability of avoiding their disclosure in the interest of any person affected or in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public. R.S.O. 1990, c.P15, s.35 of the Ontario Police Services Act.

CARRIED

16. CLOSED SESSION RISES

Moved by Balwant RAI

Seconded by Deb TAIT

resolved that the Board does now rise from Closed Session and reconvenes at 4:15 pm

CARRIED

17. MOTIONS ARISING FROM CLOSED SESSION - # 1 - # 10

CLOSED SESSION # 1 - CLOSED SESSION AGENDA

Moved by Trevor BIRTCH

Seconded by Leslie FARRELL

resolved that the Board approve the Closed Session Agenda as circulated.

CARRIED

CLOSED SESSION # 2 - PERSONNEL REPORTS

a) STAFFING REPORT and b) STAFFING ACTIVITY

Moved by Deb TAIT

Seconded by Balwant RAI

resolved that the Board receives for information the Staffing Report and Staffing Activity Report dated as of March 15, 2021.

CARRIED

CLOSED SESSION # 3 - COVID-19 - CHIEF

Covered in Open Session

CLOSED SESSION # 4 - OVERTIME - CHIEF

Moved by Trevor BIRTCH

Seconded by Balwant RAI

resolved that the Board receive the monthly tracking report for information.

CARRIED

CLOSED SESSION # 5 – Status of Legal Cases

Moved by Deb TAIT

Seconded by Leslie FARRELL

resolved that the Board receive for information the Status of Legal Cases as presented by Deputy WILKINSON.

CARRIED

CLOSED SESSION # 6 – 2020 Public Sector Salary Disclosure Report

Moved by Trevor BIRTCH

Seconded by Leslie FARRELL

Resolved that the board receives the report on the 2020 Public Sector Salary Disclosure dated March 1, 2021.

CARRIED

CLOSED SESSION # 7 – MOU with WPSB and WPA

Moved by Balwant RAI

Seconded by Deb TAIT

resolved that the Board authorize the Chair and Vice-Chair to sign the attached Memorandum of Understanding between the WPSB and the WPA.

CARRIED

CLOSED SESSION #8– OTHER ITEMS IF NECESSARY

None

CLOSED SESSION #9 – AMENDING AGREEMENT

Moved by Balwant RAI

Seconded by Trevor BIRTCH

Resolved that the board receive Report #04-2021 dated February, 2021.

CARRIED

CLOSED SESSION #10 – BOARD ONLY SESSION

The Chief departed the meeting at 4:07 pm and the Board briefly discussed other senior management related matters to be acted upon before the April meeting.

18. NEW BUSINESS

None

19. Date of Next Board Meeting MONDAY, April 12, 2021 at 3pm at the Woodstock Police Service Headquarters.

20. ADJOURNMENT

Moved by Deb TAIT

Seconded by Balwant RAI

resolved that the Board does now adjourn at 4:17 pm

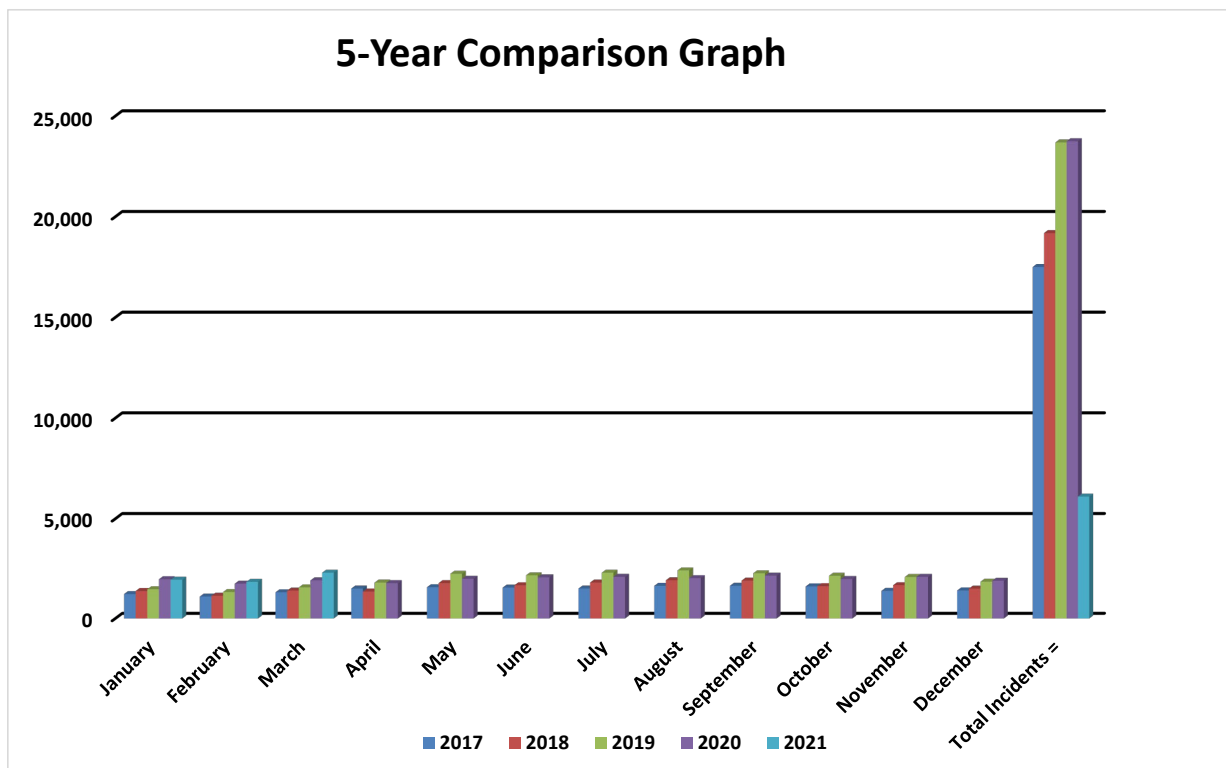
CARRIED

Ken Whiteford, Chair
Woodstock Police Service Board

Trevor Birtch, Vice-Chair
Woodstock Police Service Board

Calls For Service Report - 5 Year Comparison

	2017	2018	2019	2020	2021	<i>5-Year Monthly Average</i>
January	1,229	1,384	1,473	1,977	1,954	1,603
February	1,105	1,147	1,332	1,752	1,844	1,436
March	1,318	1,405	1,567	1,918	2,303	1,702
April	1,506	1,357	1,808	1,779		1,613
May	1,575	1,782	2,250	1,998		1,901
June	1,556	1,672	2,171	2,069		1,867
July	1,508	1,809	2,304	2,095		1,929
August	1,643	1,923	2,419	2,029		2,004
September	1,647	1,907	2,275	2,155		1,996
October	1,615	1,625	2,150	1,986		1,844
November	1,391	1,675	2,089	2,094		1,812
December	1,412	1,503	1,852	1,898		1,666
Total Incidents =	17,505	19,189	23,690	23,750	6,101	18,347
Overall Difference		1,684	4,501	60	-17,649	
% (+/-)		9.62%	23.46%	0.25%	-74.31%	

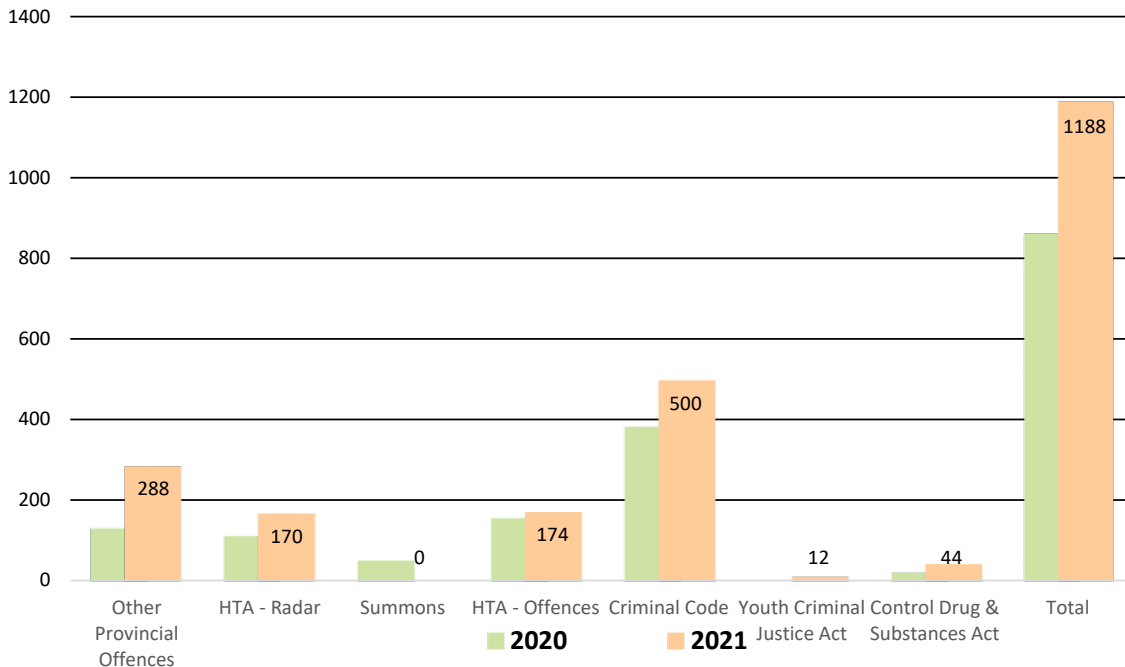




2020/2021 Charge Comparison - January - March

Total	Other Provincial Offences	HTA - Radar	Summons	HTA - Offences	Criminal Code	Youth Criminal Justice Act	Control Drug & Substances AC	Total	
2020 (Jan-Mar)	132	113	52	157	384	0	22	860	
2021 (Jan-Mar)	288	170	0	174	500	12	44	1188	
2021 % Totals	24.24%	14.31%	0.00%	14.65%	42.09%	1.01%	3.70%	38.14%	2 Year % Difference

2020/2021 Charge Comparison - January - March



2021 Officer Stats

March

	HTA - Offences	Other Provincial Offence (LLA, CAIA, TPA)	Traffic - Parking Violations & Bylaw	HTA - Radar	Summons	Criminal Code	Criminal Code - Impaired Charges	Youth Criminal Justice Act	Control Drug & Substanc es Act	Observati ons	Complian ce Checks	Total
Total	66	27	26	49	0	244	2	0	25	16	33	488



2021 Report Complaint Investigations

Total Officers (actual authorized strength)	77	
Total Chief's Complaints	0	
Total Public Complaints	0	
- Conduct	3	
- Service		
- Policy		
TOTAL CHIEF INITIATED COMPLAINTS UNDER INVESTIGATION	0	
TOTAL PUBLIC COMPLAINTS UNDER INVESTIGATION	3	
<u>Allegations</u>		
Incivility/Insubordination	0	
Neglect of Duty	1	
Discreditable Conduct	2	
Excessive/Unnecessary Use of Force	0	
Unlawful/Unnecessary Exercise of Authority	1	
Unsatisfactory Work Performance	0	
Other Service Complaints - Unknown		
<u>Resolutions</u>		
Not Dealt with- Section 59 (frivolous, vexatious, bad faith, outdated, not affected)	0	
Informal Resolution without a Hearing	0	
- Conduct	0	
- Service	0	
- Policy	0	
Withdrawn by Complainant	0	
Unsubstantiated through investigation	0	
Police Service Act Hearing	0	
Lost jurisdiction	0	
****ONE COMPLAINT IS CARRY OVER FROM 2020****		

Time: 10:28:31 AM

Woodstock Police Service Board

<u>Account</u>	<u>Description</u>	2021 BUDGET	<u>ACTUAL</u> Y.T.D.	DIFFERENCE	Percentage Spent
<u>Revenues</u>					
0500-63027-0000	ONTARIO - RIDE PROGRAMME	\$15,000.00	\$0.00	15000.00	0.00%
0500-63033-0000	ONTARIO - COURT SECURITY COSTS RECOV.	438,457.00	0.00	438457.00	0.00
0500-63034-0000	CRUISER COSTS RECOVERED CISO	8,000.00	0.00	8000.00	0.00
0500-63035-0000	ONTARIO - HCEIT GRANT	7,000.00	0.00	7000.00	0.00
0500-63036-0000	COMMUNITY SAFETY & POLICING GRANT - LOCAL	266,250.00	66,562.50	199687.50	25.00
0500-63037-0000	COMMUNITY SAFETY & POLICING GRANT - PROV	100,000.00	100,000.00	0.00	100.00
0500-63038-0000	PROV - PROVINCIAL STRATEGY GRANT	12,750.00	12,573.46	176.54	98.62
0500-63039-0000	ONTARIO YOUTH IN POLICING GRANT	10,000.00	0.00	10000.00	0.00
0500-63040-0000	POLICE - PROFILE SCREENING	27,000.00	3,744.00	23256.00	13.87
0500-63042-0000	ONT STRATEGY TO END HUMAN TRAFFICKING	17,400.00	0.00	17400.00	0.00
0500-69202-0000	TRANSPORTATION OF PRISONERS-	60,000.00	2,990.00	57010.00	4.98
0500-69203-0000	ACCIDENT REPORTS & MISCELLANEOUS-	95,000.00	7,660.97	87339.03	8.06
0500-69204-0000	DISPATCH SERVICES RECOVERED - VARIOUS	254,900.00	29,283.53	225616.47	11.49
0500-69205-0000	COUNTY 911	46,169.00	0.00	46169.00	0.00
0500-69207-0000	RECOV. FROM COUNTY COURT SECURITY	95,088.00	0.00	95088.00	0.00
0500-69215-0000	POLICE - ALARM BYLAW REVENUE	0.00	300.00	(300.00)	0.00
0500-69216-0000	POLICE - ALARM REVENUE	80,000.00	49,519.50	30480.50	61.90
0500-69219-0000	REVENUE - PAID DUTY	20,000.00	4,111.44	15888.56	20.56
0500-69220-0000	REVENUE - PAID DUTY - ADMINISTRATION	2,500.00	267.20	2232.80	10.69
0500-69221-0000	POLICE - PRIOR YEAR SURPLUS	46,940.00	0.00	46940.00	0.00
0500-69222-0000	PROV. OFFENCES COURT SECURITY	6,000.00	0.00	6000.00	0.00
0500-69225-0000	REFUND SURPLUS GREAT WEST LIFE	50,000.00	50,000.00	0.00	100.00
0500-69229-0000	DONATIONS - CANINE UNIT	0.00	4,500.00	(4500.00)	0.00
0500-69244-0000	TRANS FROM RESERVE FOR CAPITAL PROJECTS	60,000.00	0.00	60000.00	0.00
0500-69248-0000	SECONDMENT PAYMENTS - VARIOUS	155,000.00	41,175.21	113824.79	26.57
0500-69261-0000	DONATIONS - DIRECTIVE 130WPS	8,500.00	0.00	8500.00	0.00
0500-69265-0000	WSIB REIMBURSEMENTS	400,000.00	70,300.71	329699.29	17.58
0500-69508-0000	POLICE-GAIN/LOSS ON SALE OF FIXED ASSETS	3,000.00	0.00	3000.00	0.00
Total Revenues		\$2,284,954.00	\$442,988.52	1841965.48	19.39%
<u>Expenditures</u>					
0500-72211-0000	POLICE - COURT SECURITY EXPENSES	\$743,460.00	\$159,327.10	584132.90	21.43%
0500-72212-0000	POLICE COMMUNICATIONS EXPENSES	\$1,518,591.00	\$311,426.52	1207164.48	20.51%
0500-72210-0000	POLICE - CIVILIAN EXPENSES	\$1,798,256.00	\$378,196.80	1420059.20	21.03%
0500-72220-0000	POLICE - ENFORCEMENT EXPENSES	\$11,611,082.00	\$2,661,729.52	8949352.48	22.92%

Woodstock Police Service Board

<u>Account</u>	<u>Description</u>	2021 BUDGET	<u>ACTUAL</u> <u>Y.T.D.</u>	DIFFERENCE	Percentage Spent
0500-72230-0000	POLICE SERVICES BOARD EXPENSES	\$100,814.00	\$17,524.41	83289.59	17.38%
0500-72240-0000	POLICE - GENERAL ADMINISTRATION EXPENSES	\$2,806,391.00	\$932,738.00	1873653.00	33.24%
0500-72244-0000	ONTARIO YOUTH GRANT EXPENSES	\$10,000.00	\$0.00	10000.00	0.00%
0500-72250-0000	POLICE - BUIDING MAINTENANCE EXPENSES	\$309,350.00	\$62,161.09	247188.91	20.09%
0500-72298-0000	POLICE - GENERAL CRUISER EXPENSES	\$321,696.00	\$49,823.75	271872.25	15.49%
	Total Expenditures	19,219,640.00	\$4,572,927.19	14646712.81	23.79%
	Total Revenues	(\$2,284,954.00)	(\$442,988.52)	(1841965.48)	19.39%
	Net Difference	16,934,686.00	\$4,129,938.67	12804747.33	24.39%
		=====	=====	=====	=====



March 29, 2021

Board Report – April, 2021 – OPEN SESSION

RE: *Pincombe Bursary Nomination – Cst. Darrin Johnson*

Background:

In 2003, Robert Hardie formed the Hardie Family Foundation with a desire to give back to the community and support community initiatives. In 2004, Robert Hardie's nephew, Oxford Community Police (OCPS) Officer Jeff Pincombe was killed in an off-duty motor vehicle collision. Shortly thereafter, the Hardie Family Foundation established the Jeff Pincombe Memorial Bursary to assist graduating police recruits with the costs of attending the Ontario Police College. The foundation believed the eligible recruits should display Enthusiasm; Passion for Policing; Respect; Professionalism; Academic Excellence; Sense of Humour; Sensitivity to Victims of Crime; Competitiveness; Physical Preparedness; and Joy for Life

The following eligibility requirements were established for the Jeff Pincombe Bursary:

- Hired as a recruit by the OCPS (Currently the Woodstock Police Service (WPS));
- Attend the Ontario Police College;
- Complete the Basic Training Program;
- Achieve an overall minimum average of 90%; and
- Following a successful three-month training period with a coach officer, the coach officer reports to the Chief of Police outlining how the recruit meets the criteria

Proposal for Constable Darrin Johnson:

Constable Johnson grew up in the City of London and has been actively involved in the community as a hockey coach, a driver for Meals on Wheels and a volunteer with London Search and Rescue. Darren has a Certificate in Risk Management from Fanshawe College and graduated from the University of Western Ontario in 2015 with a B.A. in Political Science with a minor in Sociology.

Darrin commenced his employment as a Police Constable with the Woodstock Police Service on January 2nd, 2020 and after a brief orientation period began his Basic Constable training at the Ontario Police College on January 7th. On March 26th, 2020, Johnson graduated from the Ontario Police College with a **90% average**. He was further successful in completing all mandated physical skill training courses achieving the Ontario Police Fitness PIN.

Upon graduation, Darrin returned to the Woodstock Police Service and was assigned to Constable Theresa Mutsaers as his Training/Coach Officer. During their time together, Darrin quickly and confidently began to demonstrate his skills and learning obtained through his training at OPC. He displayed professionalism and exhibited enthusiasm and dedication through his work and contact with the public. During his time with Constable Mutsaers, Darrin became involved in many investigations involving both criminal and provincial offences.

After successfully completing the Coach Officer portion of his training in September, 2020, Darrin was authorized to perform regular uniform duties on his own and assigned to a Uniform Platoon. The following excerpt was taken from a report received from his Coach Officer, Cst. Mutsaers which outlines the characteristics Darrin brings with him to work every day that make him a suitable candidate for the bursary:

Darrin always displays an enthusiastic attitude, and will never be caught without a smile on his face. Darrin is eager to learn, and continues to learn new things while on his own. Darrin strives to gain trust from those he interacts with by respecting and treating all people fairly. Darrin has a strong moral character and has a passion to help others and support his colleagues.

Darrin has a background in sport, in particular hockey, which brings out his competitiveness and drive to be successful. With that, Darrin strives to be in his best shape and continues to lead a healthy active lifestyle outside of work.

Darrin's background has allowed him to be compassionate, and sensitive towards victims of crime. He shows empathy to those struggling with mental health issues and maintains professionalism while dealing with the public.

Darrin's sense of humour has been an ice breaker for incidents on the road but also with his own colleagues, he strives to help those around him and is a great team player.

Darrin has a seven-year old son, and enjoys coaching hockey and teaching his son new things and being positive role model.

Darrin's optimism and positive attitude made him a pleasure to coach, and will assist him in his career in policing.

It is with great pride that I recommend Constable Darrin Johnson for the Jeff Pincombe Bursary. Please find attached the supporting documentation from OPC regarding his marks at OPC. I believe you will concur that he is a deserving candidate.

Recommendation

That the board support the nomination of WPS Cst. Darrin Johnson for the Pincombe Memorial Bursary.

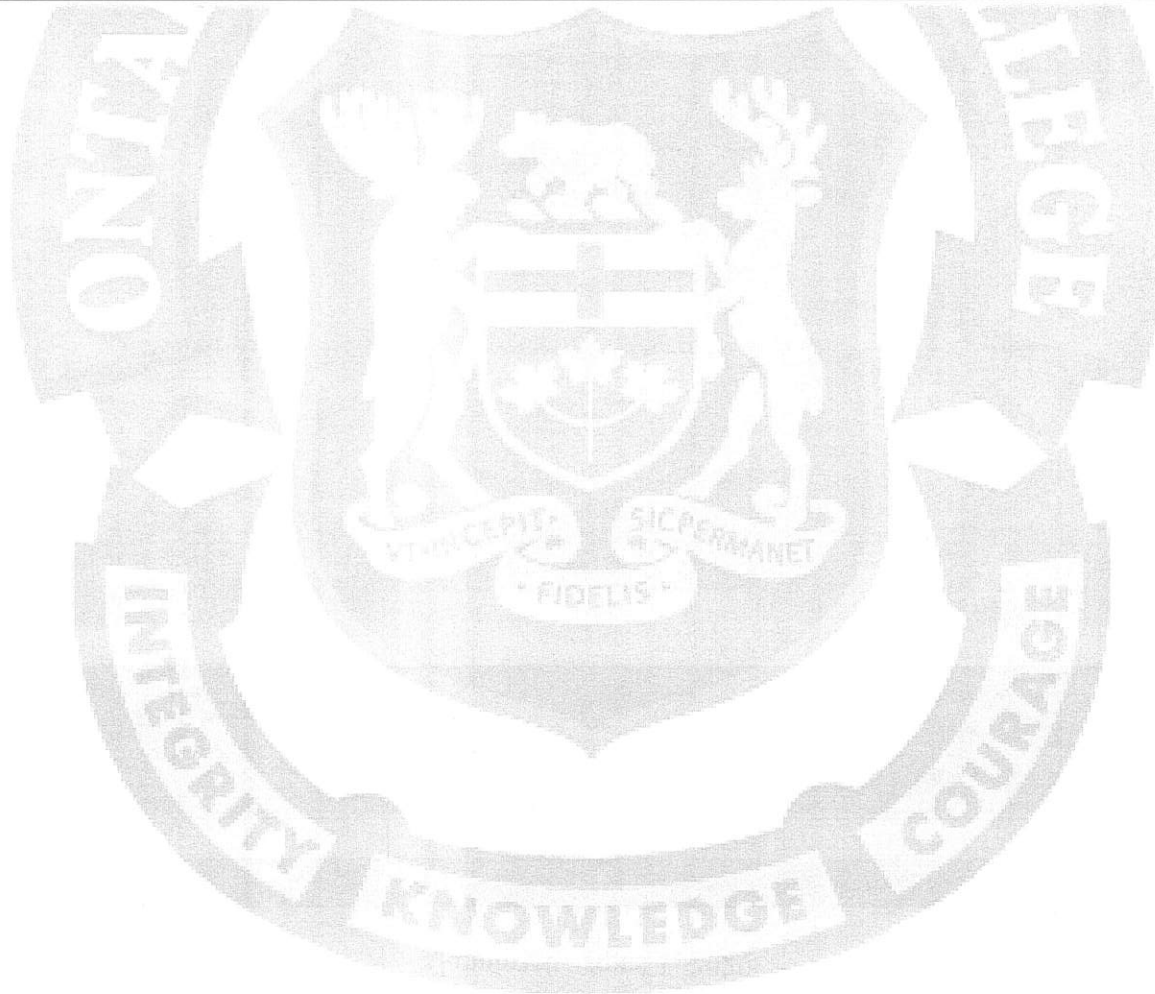
Daryl Longworth
Chief of Police

Basic Constable Training

January 8 - April 1, 2020

Woodstock Police Service

Last Name	First Name	Federal Law (Closed Book)	Provincial Law (Closed Book)	Traffic Law / Federal Law (Open Book)	Mixed (Closed Book)	Traffic Law (Closed Book)	Average
JOHNSON	Darrin	88	93	82	100	87	90



Basic Constable Training

January 8 - April 1, 2020

Woodstock Police Service

Final Marks

Last Name	First Name	IMS 100	SAP	OC Spray
JOHNSON	Darrin	Complete	Complete	Complete

