

MINUTES
CHATHAM-KENT POLICE SERVICES BOARD MEETING
(REGULAR)

Boardroom

January 23, 2018

Chatham-Kent Police Headquarters

Time: 10:03 A.M.

PRESENT:

Motion #

Mrs. Diane Daly, Chair
Mr. Pat Weaver, Vice Chair
Councillor Bryon Fluker
Mrs. Kathryn Biondi
Chief Gary Conn
Deputy Chief Littlewood

ABSENT: Mayor Randy Hope

The Chief welcomed everyone and guests:

The Chief announced the Election of Chair and Vice-Chair for the Chatham-Kent Police Services Board for 2018:

Chair-Pat Weaver
Vice-Chair-Diane Daly

1. **Call to Order**

Welcome everyone and Guests

2. a) **Declaration of Conflict of Interest**

None declared

b) **Approval of Agenda**

Moved by Councillor Fluker and seconded by Diane Daly

"MOTION TO APPROVE THE AGENDA"

#2455

Carried

c) **Approval of Minutes of December 19, 2017**

Moved by Councillor Fluker and seconded by Diane Daly

"MOTION TO APPROVE THE MINUTES OF December 19, 2017"

#2456

Carried

3. **Business Arising from Previous Minutes:** None

4. **Reports from Chief of Police:**

4.1 **Thirty Year Ontario Police Fitness PIN Award**

Guest-Lori Neufeld from the Police College Team- Leader of Physical Training and Wellness Educator, is very honored to be here today and to be a part of presenting this reward to Sergeant Paul Pomajba. Lori Neufeld and the Chief both spoke of Sergeant Paul Pomajba's accomplishments. Sergeant Paul Pomajba, has earned special distinction of achieving the fitness award over each of the last thirty years. Paul is one of only three officers in the province to achieve this award. The personal commitment to health and fitness demonstrated by Sergeant Paul Pomajba is noteworthy, and he has done much to champion this lifestyle across our entire organization.

CONGRATULATIONS!

The Chief and Lori Neufeld presented Sergeant Paul Pomajba with his Thirty Year Ontario Police Fitness Pin Award and a Plaque to honour his 30 years of commitment.

Moved by Councillor Fluker and seconded by Diane Daly

"MOTION TO ACCEPT THE REPORT FOR INFORMATION AND RECOGNITION OF AWARD RECIPIENT"

#2457

Carried

The Family of Sergeant Paul Pomajba was in attendance for the presentation.

4.2 **Retirement, New Hires**

The Chief presented the report regarding the Retirements and New Hires.

Moved by Diane Daly and seconded by Kathryn Biondi

"MOTION TO APPROVE THE FOLLOWING RETIREMENTS AND NEW HIRES:

-THAT CONSTABLE AMY FINN'S RETIREMENT NOTICE BE EFFECTIVE ON AUGUST 31, 2018

-THAT CONSTABLE BILL BERGSMA'S RETIREMENT NOTICE BE EFFECTIVE ON MAY 13, 2018

-THAT SERGEANT BOB MUGRIDGE'S RETIREMENT NOTICE BE EFFECTIVE DECEMBER 22, 2017

-IT IS RECOMMENDED THAT MS.TABITHA JENNINGS, MR. CHAD REEB AND MS ASHLEY HOPE BE HIRED AS TEMPORARY PART-TIME EMERGENCY COMMUNICATION OPERATORS, LEVEL I EFFECTIVE JANUARY 23, 2018"

#2458

Carried

4.3 **Narcan Nasal Spray Update**

The Chief presented the report regarding an update relating to the Narcan Nasal Spray kits.

The Chief brought a sealed Narcan nasal Spray kit to show the Board what it actually looks like.

The Narcan/Naloxone kits are now accessible if officers become exposed to fentanyl while on duty, or if they need it to use it on a member of the public. The initial purchase of 166 Narcan nasal spray kits cost \$8,217.00. The supplier also agreed to provide 15 Narcan nasal spray reusable demo kits for training purposes as well as training material at no additional costs. The antidote will expire in 2 years before it will be required to be replaced. Training and issuing of the Narcan spray began at our In-service Training days held in November of 2017. We employed the services of Dr. Anthony Dixon (CKHA) who provided a very thorough overview of Naloxone including its application and minimal side-effects. All our front line officers, supervisors, Criminal Investigation Branch, Intelligence and Drug Unit as well as our front desk officers and court staff have been trained. The kits are assigned to the officer, not to the vehicle, because the medication must be kept at a moderate temperature. The kit is not just for victims, but also for officers, if one of our officers is exposed to (fentanyl) during the execution of their duties, they can self-administer.

A new nasal spray kit, plus the quick actions of an officer are credited with saving a woman's life last month. Early in the morning of Dec. 24, police found the woman unconscious on the floor of an apartment living room.

According to a report, she had a pulse but her breathing was shallow. Police learned she had taken fentanyl and an officer administered a four-milligram dose of spray, police Chief Gary Conn told the board. Emergency medical services then arrived and gave a second dose. After several minutes, the woman regained consciousness and was able to speak to police and paramedics.

EMS said the officer's dose in the early stages saved the woman's life. The officer, Const. Chris Baillargeon, has since received a deputy chief's letter of recommendation for his actions. The incident would've resulted in an overdose death.

On December 7, 2017, the government of Ontario announced an expansion to the Ontario Naloxone Program to provide access to police and fire services. The kits will be available in early 2018 following the enrollment process outlined in the All Chief's Memo and the cost associated to naloxone will now be incurred by the provincial government.

Moved by Kathryn Biondi and seconded by Councillor Fluker
"MOTION TO RECEIVE THE REPORT FOR INFORMATION"

#2459

Carried

4.4 Board Auction Account – 4th Quarter

The Chief presented the Board Auction Account – 4th Quarter covering the period of October 1 to December 31, 2017, prepared by Executive Assistant, Emily Murphy. The Balance of the Auction Account as of December 31, 2017 was \$9,467.41.

The Chief advised we received a gift of \$100.00 for the Officers at Christmas and advised the money was placed in the Auction Account until Board made a decision regarding the gift/donation.

Moved by Diane Daly and seconded by Councillor Fluker

"MOTION TO RECEIVE THE DONATION OF \$100.00 TO BE PLACED INTO THE ACUTION ACCOUNT AND THE MONIES WILL BE SET ASIDE AS A RESERVE FOR OFFICER APPRECIATION"

#2460

Carried

Moved by Kathryn Biondi and seconded by Diane Daly
“MOTION TO RECEIVE THE REPORT FOR INFORMATION”

#2461

Carried

4.5 MADD and World of Choices Sponsorship

The Chief presented the report outlining the publication of the MADD Message Yearbook to raise awareness and funds for the many programs MADD Canada provides. The publication is made available free of charge in high traffic locations and via mail to the supporters of the various programs. By advertising in the publication it will demonstrate Chatham-Kent Police Service promotes and support for stopping impaired driving. The price for the year is \$149.00, which can be funded through our Auction Account.

The Chief further presented the World of Choices Sponsorship. World of Choices invites hundreds of high school girls for a day of career mentorship from established, local female professionals in a round-table forum. Throughout the day the students will circulate through five sessions and interact with women from various career sectors based on areas of future growth and opportunity in the community. The event takes place on April 11, 2018 at the J.D.Bradley Convention Place from 9:30 am to 1:30 pm. Our sponsorship will help facilitate women in law enforcement. The Career Mentorship is \$500.00, which can be funded through our Auction Account.

Moved by Councillor Fluker and seconded by Kathryn Biondi
“MOTION TO RECEIVE THE REPORT FOR INFORMATION PURPOSES AND TO AUTHORIZE \$149.00 FOR THE PUBLICATION OF THE MADD MESSAGE YEARBOOK AND \$500.00 TOWARDS WORLD OF CHOICES CAREER MENTOR SPONSORSHIP, BOTH DONATIONS TO BE FUNDED THROUGH THE AUCTION ACCOUNT”

#2462

Carried

5. Reports from Deputy Chief: None

6. Acknowledgement Letters:

- 6.1 Merry Christmas and Happy New Year Card from George A. Lammers
- 6.2 Merry Christmas to the Chief of Police, All Officers and Dispatchers from Catherine Bellaire
- 6.3 Thank you letter dated December 24, 2017 together with a donation of \$40.00, Wishing All Police Officers a Merry Christmas and Bright Blessings. (The name has been redacted for privacy regarding the cash donation)
- 6.4 Thank you and Acknowledgment Letter form Kiwanis Club of Chatham-Kent-Bed Kit to Sleeping Children Around the World donated in your name Chief Gary Conn.

Moved by Diane Daly and seconded by Kathryn Biondi

“MOTION TO RECEIVE THE CARDS/THANK YOU LETTERS IN ITEMS #6.1, 6.2, 6.3 AND 6.4”

#2463

Carried

7. **Consent Agenda:** None

8. Schedule of Chatham-Kent Police Services Board Meetings for 2018

Board Member Kathryn Biondi raised questions regarding the determination of the scheduled times (meeting not filling the 3 hours allotment time and possibly a later start time) together with the determination of the dates and asked why one Meeting could not be designated solely to Annual Reports. She further asked if it was possible to have a preliminary agenda or an outline for the year as to what the meetings would typically pertain (for example March and April are typically Annual Reports). If we had a year at a glance, then we would pre-plan or adjust our planning and/or timing to ensure all the information is presented in a timely fashion. Upon that review possibly a meeting for the month of May, may not be required and some items that are not time sensitive could be put off to the following month in June.

The Chief addressed the questions raised by Kathryn Biondi. Under the Police Services Act we are directed to conduct four (quarterly) meetings a year. Some smaller forces could get away with holding only quarterly meeting, but when you get into the medium size and larger forces it would be very difficult to only hold four meetings a year. Historically and traditionally we do not have meetings in July and August, due to scheduling during the summer months due to vacation. However this is the first time that we are not having a meeting in February and it will be trial and error, but to lessen the number of the Board meetings to quarterly meeting, the Chief would not support that. Our profession is very complex and fluid and it fluctuates and yes I agree sometimes saying we are not filling the full time slots, but there are times we have gone over the allotted time as well. We have in the past done Annual Reports all at once with only the Deputy Chief or Chief presenting, but we have opted out to have the Sergeant and Staff Sergeants, the boots on the ground who oversee the Specialty Units to come and present the annual reports. This is an opportunity for the Board to meet some of the officers and also provides an opportunity for the officers to meet the board members. It is hard to schedule a full day of presentations due to everyone's busy work schedule that is why we spread it out over two or three months to ensure all parties are available to present.

Draft agenda for the year are determined by Budget, Outstanding HR Items, Annual Reports (March, April and May), Operational and Items that arise during the year. The chief could provide a template layout highlighting each month for example January-Budget, March-Annual Meeting for example but as you know there are many issues that arise at the spur of the moment and they will need to be addressed, but I can certainly provide an outline.

Kathryn Biondi raised the issue to ensure we are meeting our deliverables on an annual basis. The Chief commented the monthly meetings ensure that we are meeting our deliverables. If we reduced our meetings to quarterly we would not be meeting our deliverables.

Vice-Chair-Diane Daly has also commented that the time we are spending on our meeting, and today was a good example that we finished one-half ahead. But each Board Member is prepared and expected

to read the reports and time has to be included for the discussion and contentious items. Maybe we could look at reducing the times but not the overall number of meetings to be efficient.

The Chair-Pat Weaver commented all issues raised were all good points and he would not like to prevent the presenters from attending the Annual Meetings as it is very beneficial and informative for the Board. The Chair asked the Chief to provide an annual monthly sketch/outline of possible issues as requested by Kathryn Biondi and then we can decide what the length of each meeting could be based on what is on the agenda at a later date.

Moved by Diane Daly and seconded by Councillor Fluker
"MOTION TO RECEIVE THE 2018 SCHEDULE OF MEETINGS"

#2464

Carried

9. Letter from Knights of Pythias of Wallaceburg, Events Treasurer Charles Masefield, thanking the police service for their help with the annual Easter Egg Hunt and the Wallaceburg Christmas Parade. The Knights of Pythias rely on the community to help raise funds for their projects and they are asking/requesting for a donation/level of sponsorship to assist with their fund raising to sponsor the events. Silver-any amount up to \$100.00 or Gold-\$100.00 and up.

Moved by Diane Daly to donate the sum of \$500.00, there was not a Seconder to the Motion- **MOTION DEFEADED.**

Moved by Councillor Fluker and seconded by Diane Daly
"MOTION TO DONATE THE SUM OF \$300.00 TO THE KNIGHTS OF PYTHIAS OF WALLACEBURG FROM THE AUCTION ACCOUNT"

#2465

Carried

10. **Non-agenda items:**

11. **Date and time of next meeting (tentatively scheduled for March 6, 2018**

The date and time of the next regular meeting is scheduled for March 6, 2018 at 10:00 A.M.

Board Resolution re: Next Closed Session Meeting-MOTION
THE BOARD WILL CONVENE IN CLOSED SESSION TO DISCUSS MATTERS THAT IT IS OF THE OPINION FALLS UNDER SECTION 35 (A) OR (B) OF THE POLICE SERVICES ACT AND THAT THE NEXT CLOSED SESSION MEETING WILL BE HELD TUESDAY, MARCH 6, 2018.

Moved Diane Daly and seconded by Kathryn Biondi

#2466

Carried

12. **Adjournment**
Moved by Diane Daly

"MOTION TO ADJOURN"
Carried

Time: 10:44 a.m.

Pat Weaver, Chair
Chatham-Kent Police Services