

REPORT OF THE POLICE SERVICE

CKPSB REGULAR

TO

ITEM #

4.1

THE CHATHAM-KENT POLICE SERVICES BOARD

Board Report Number: 4.1 (Regular)
Date of Report: September 30, 2019
Date of Board Meeting: October 8, 2019

Reference:

Hires

As a result of a hiring process, it is recommended that Grant Renders be hired as Cadet, Level 1, effective September 16, 2019.

Elevation

Executive Assistant, Emily Murphy, is eligible for elevation to Executive Assistant Level 4, effective October 24, 2019.


Auxiliary Resignation

Auxiliary member Justin Richardson tenured his resignation effective September 30, 2019.

Recommendation:

A Board resolution approving the above-mentioned hire, elevation and Auxiliary resignation.

Recommended by:



Chief Gary Conn

REPORT OF THE POLICE SERVICE

TO


THE CHATHAM-KENT POLICE SERVICES BOARD**Board Report Number: 4.2 (Regular)****Date of Report: September 30, 2019****Date of Board Meeting: October 8, 2019****Reference: Board Auction Account – 2nd Quarter**

Please find attached the Reconciliation Report of the Board Auction Account for the period of April 1st, 2019 to June 30th, 2019, prepared by Executive Assistant, Emily Murphy.

The report indicates a total of \$66.88 in funds generated from Police Auctions Canada Inc. There were disbursements of \$2,000.00 for an ending balance of \$17,532.67 when 2019's 1st Quarter balance is carried forward and taken into account.

Recommendation: Receive the report for information.

Submitted by:



Chief Gary Conn

**Chatham-Kent Police Services Board - Auction Account
from April 1, 2019 to June 30, 2019.**

| Revenue: | | |
|--|-----------|---------------------|
| Auction revenue (April, May, June) | \$ | 66.88 |
| TOTAL REVENUE: | \$ | 66.88 |
| Deductions: | | |
| 2019 CKPS Public Safety Scholarship – Video Winner Abigail Thompson | \$ | 1,000.00 |
| 2019 CKPS Public Safety Scholarship – Video Winner Kayla Coates | \$ | 1,000.00 |
| TOTAL DEDUCTIONS: | \$ | 2,000.00 |
| Sub-total | | \$ 1,933.12 |
| Balance carried forward | | \$ 19,465.79 |
| | | |
| Auction Account balance as of March 31, 2019 | | \$ 17,532.67 |

REPORT OF THE POLICE SERVICE
TO
THE CHATHAM-KENT POLICE SERVICES BOARD

Board Report Number: 4.3 (Regular)
Date of Report: October 1, 2019
Date of Board Meeting: October 8, 2019

Reference: CKPS/Salvation Army Toy Drive
Recommendation: Receive the report for information purposes and authorize request of funding from Auction Account

Overview:

This is our fifth annual event to collect toys for underprivileged children, in conjunction with the Salvation Army. The Salvation Army chooses the children in need from our community and arranges the distribution of the toys prior to Christmas. We advertise and collect items from police service members at headquarters, outlying areas and courts.

Ms. Kris Herfest and Ms. Karen Baillargeon have chaired these efforts for the past four years. This year they are asking the Chatham-Kent Police Association for a \$400.00 donation. They have also appealed to the public, via media relations.

It was hailed as a success over the past 4 years. We are looking to build on it further this coming season and to continue the productive partnership with the Salvation Army in bringing the spirit of Christmas to our Chatham-Kent Community.

Subsequently, the Co-Chairs have requested that the Chatham-Kent Police Services Board generously match the donation provided by the Chatham-Kent Police Association of \$400.00.

Prepared and Recommended by:


Chief Gary Conn

**REPORT OF THE POLICE SERVICE
TO
THE CHATHAM-KENT POLICE SERVICES BOARD**

CKPSB REGULAR

ITEM #

5.1

Board Report Number: 5.1 (Regular)
Date of Report: September 30, 2019
Date of Board Meeting: October 8, 2019
Reference: Chatham Kent Police - Multi Facility Security Enhancements
Recommendation: Motion to approve the costs associated to enhancing security in all Chatham-Kent Police Service buildings, to be funded through the Police IT Reserve

Overview

As the Chatham Kent Police Service continues to change and adapt to the ever-growing needs of our community and police service, so does the need to analyze the safety and security of our Police buildings. As an organization we must ensure we have the capability to monitor and maintain safety and security of Police buildings, property and personnel. The Chatham Kent Police Service is recognized throughout the Province, as a progressive and forward thinking leader in technological advances. Police facility security and personal safety is vital for the successful day to day operations, and although great strides and advancements have been made, there is a need to modernize and enhance our current platform.

We live in an age of computer hacking, and a wide variety of sophisticated internet, technological crimes threaten the very safety, security and integrity of Police information systems. There are very strict guidelines and security expectations from Law enforcement agencies and Police intelligence providers to ensure that these information systems are not compromised.

An internal review has identified the need to enhance our current security system at Police Headquarters and in our outlining substations. This enhancement will address the physical aspect of safety and security as well as the technological security measures set forth by various external partners. It is our responsibility to ensure that security measures in all stations meet or exceed industry standards.

Industry Standards

NCACR - National Police Services Network Connection Authorization Change Request and CISC - Criminal Intelligence Service Canada regulates the industry and ensures compliance relating to Police information systems. These agencies require a biennial blueprint of all of the technological security features. Further any upgrades or changes to this blueprint must be approved by the above agencies. Further, the security must meet or exceed the Canadian Police Information Centre (CPIC) security standards. The CKPS must keep all system documentation and supplied software secure and ensure that it is not copied or duplicated in any form or distributed to anyone other than the intended agency.

As per NCACR standards any police facility that does not have personnel present 24/7, they must have adequate monitoring and security of said facility. The substations located in: Wallaceburg, Ridgetown, Blenheim, Tilbury and the Dillon Road facility lack adequate security and video surveillance. In order to adhere to the NCACR standard and requirement, each substation requires an enhanced door code access system and security camera monitoring system. Further, the door code access system currently in place at Police Headquarters is antiquated and outdated. The system does not allow for proper tracking of individuals throughout the building.

CKPS- Headquarters

The Avigilon camera/ security system at Headquarters is of a high standard and quality and has served our Police Service very well. We have the ability to monitor and record all activities inside the building and

outside the building. This is the proposed system for all substations, which will allow for proper monitoring and recording of all CKPS buildings.

The current secure door access system is however antiquated and cumbersome. The existing key pad system can easily be manipulated and random codes can be generated, which does not allow for proper tracking of visitors, volunteers and staff. Further, the software which operates the current system is no longer supported by the original vendor. The door access system has also reached its maximum capabilities in term of door swipes, making the system no longer feasible for our needs.

Moving to an Avigilon card swipe/key pad system, allows for future growth and heightened secure access control, which leads to enhanced security of all police buildings. The Avigilon system, provides each member a personal employee access card and employee number. Each card and number is programmed to permit or restrict movements within the facility. Assigned cards also allows for administrators to track, record and monitor individual movement within a facility.

CKPS- Substations

All outlining CKPS substations currently have an old and antiquated keypad security system. In fact, this system requires a general code for entry used by every member. Further, as per NCACR standards a facility without 24/7 occupancy must require a security system. All CKPS substations, must be outfitted with proper door security and camera security, to ensure compliance with our NCACR. As well, over the last several years we have experienced an increase in acts of mischief to staff property. We currently have no self-contained surveillance system at any CKPS substations and the secure door access keypad system is over twenty years old. Moving to the Avigilon system for both surveillance cameras and door security will provide similar coverage as CKPS Headquarters. This will also satisfy the requirements of our NCACR.

Conclusion

Enhancements to the Avigilon system have greatly advanced over the years and as such we should harness these advancements to augment our ability to maintain the safety and security of our employees and our property. Upgrading and enhancing our camera and security system service wide will not only ensure we are compliant with our NCACR, it will also provide our staff and community with peace of mind that the service understands the need to protect the public and its personnel.

Cost

Phase 1 – Security Cameras

| STATION | COST |
|----------------|--------------|
| Blenheim | \$ 6,905.00 |
| Tilbury | \$ 6,905.00 |
| Ridgetown | \$ 8,482.00 |
| Dillon | \$ 9,847.00 |
| Wallaceburg | \$ 18,571.40 |

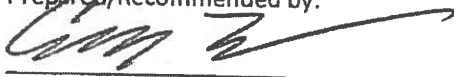
Phase 1- Total cost - \$ 50,710.40 (see appendix A - for itemized cost)

Phase 2 – Door Access / Card Reader Security System

| STATION | COST |
|----------------|--------------|
| Headquarters | \$ 68,018.25 |
| Blenheim | \$ 2,566.34 |
| Dillon | \$ 6,267.99 |
| Ridgetown | \$ 2,566.34 |
| Tilbury | \$ 2,566.34 |
| Wallaceburg | \$ 6,462.99 |

Phase 2- Total cost - \$ 88,448.25 (see Appendix B – for itemized cost)

Prepared/Recommended by:



S/Sgt. Tetrault

Reviewed by:



Inspector Kirk Earley

Approved by:



Chief Gary Conn

"Appendix A"

SECURITY CAMERAS

BLENHEIM

Avigilon 8 port/channel pro appliance 8TB storage (1) \$3,545.00
Milesight 8MP IP cameras (2) \$1,130.00
Milesight 5MP Wide angle IP cameras (1) \$530.00
Material- \$750.00
Labour- \$950.00
Total- \$6,905.00

TILBURY

Avigilon 8 port/channel pro appliance 8TB storage (1) \$3,545.00
Milesight 8MP IP cameras (2) \$1,130.00
Milesight 5MP Wide angle IP cameras (1) \$530.00
Material- \$750.00
Labour- \$950.00
Total- \$6,905.00

RIDGETOWN

Avigilon 8 port/channel pro appliance 8TB storage (1) \$3,545.00
Milesight 8MP IP cameras (1) \$565.00
Milesight 5MP Wide angle IP cameras (3) \$795.00
Avigilon MH 3X3MP multi-Head dome camera (1) \$1,677.00
Material- \$850.00
Labour- \$1,050.00
Total- \$8,482.00

DILLON

Avigilon 8 port/channel pro appliance 8TB storage (1) \$3,545.00
Milesight 8MP IP cameras (1) \$565.00
Milesight 5MP Wide angle IP cameras (4) \$1,860.00
Avigilon MH 3X3MP multi-Head dome camera (1) \$1,677.00
Material- \$950.00
Labour- \$1,250.00
Total- \$9,847.00

WALLACEBURG

Avigilon 16 port/channel pro appliance 12TB storage (1) \$8,022.30
Avigilon ACC 6 Standard to Enterprise software upgrade (1) \$2,687.10
Milesight 8MP IP cameras (2) \$1,130.00
Milesight 5MP IP cameras (2) \$930.00
Milesight 5MP mini dome cameras (5) \$1,325.00
Avigilon MH 3X3MP multi-Head dome camera (1) \$1,677.00
Material- \$1,250.00
Labour- \$1,550.00
Total- \$18,571.40

PHASE 1 PROJECT TOTAL- \$50,710.40

"Appendix B"

Door Access / Card Reader Security System

HEADQUARTERS

Avigilon ACM 64 reader virtual (1) \$4,800.60
Software- ACM memory reader licence (64) \$0
LDAP directory connectivity software licence (1) \$2,484.00
Mercury 16 door dual voltage power system (2) \$2,203.20
Mercury 2 door controller (2) \$2,381.40
2 Reader interface module (13) \$8,550.36
HID iClass se r10 mini mullion (26) \$3,650.40
HID iClass se keypad/reader (3) \$1,297.29
iClass se contactless smart card (300) \$1,626.00
Door hardware, material (1) \$12,250.00
Access control, door contact, material (1) \$11,875.00
Labour to install all cables (180) \$11,700.00
Labour system set and configuration (80) \$5,200.00 Total 68,018.25

BLenheim

ACM Mercury door controller (1) \$633.53
Mercury E5 enclosure (1) \$110.38
HID iClass se keypad/reader (1) \$432.43
MISC. cable, materials (1) \$350.00
Labour to install access control (1) \$1,040.00 Total 2,566.34

DILLON

Mercury 2 door controller (1) \$1,190.70
Mercury 2 door power enclosure (1) \$432.43
HID iClass se keypad/reader (2) \$864.86
Misc. material, hardware etc. (1) \$1,700.00
Labour to install access control (32) \$2,080.00 Total 6,267.99

RIDGETOWN

ACM mercury 1 door controller (1) \$633.53
Mercury E5 enclosure for 1501 controller (1) \$110.38
HID iClass se keypad/reader (1) \$432.43
MISC. material, hardware etc. (1) \$350.00
Labour to install access control (16) \$1,040.00 Total 2,566.34

TILBURY

ACM mercury 1 door controller (1) \$633.53
Mercury E5 enclosure for 1501 controller (1) \$110.38
HID iClass se keypad/reader (1) \$432.43
MISC. material, hardware etc. (1) \$350.00
Labour to install access control (16) \$1,040.00 Total 2,566.34

WALLACEBURG

Mercury 2 door controller (1) \$1,190.70
Mercury 2 door power enclosure (1) \$432.43
HID iClass se keypad/reader (2) \$864.86
MISC. material, hardware etc. (1) \$1,700.00
Labour to install access control (35) \$2,275.00 Total 6,462.99

PHASE 2 PROJECT TOTAL- \$88,448.25

**REPORT OF THE POLICE SERVICE
TO
THE CHATHAM-KENT POLICE SERVICES BOARD**

Board Report Number: 5.2 (Regular)

Date of Report: September 30, 2019

Date of Board Meeting: October 8, 2019

Reference: Police Check Adjustment 2020

Recommendation: Motion to approve the increase in fees charged for police clearance checks for employment reasons only

The Chatham-Kent Police Services provides its citizens, police clearance checks that help them to secure employment, volunteer and educational opportunities. Citizens submit their application online through the CKPS website and civilian staff conduct the necessary checks of the Canadian Police Information Centre database and local police indices. Staff then provide a written report that the citizen can provide to the requesting organization.

Completed Police Clearance Checks Per Year

| Year | Employment | Student | Volunteer | TOTAL |
|--------|------------|---------|-----------|-------|
| 2016 | 2582 | 1251 | 2412 | 6245 |
| 2017 | 2862 | 1255 | 2107 | 6224 |
| 2018 | 3317 | 1162 | 1996 | 6475 |
| 2019** | 2264 | 976 | 1530 | 4770 |

In September 2013, the Board approved the implementation of the online police clearance check system including a nominal increase in the fees that citizens are charged.

Fee Increases in 2013

| | |
|--------------------|---|
| Employment reasons | Increased from \$25.00 to \$35.00 per (including 9.95 cost to CKPS per check) |
| Student | Increased from \$10.00 to \$15.00 per (including 9.95 cost to CKPS per check) |
| Volunteer | Increased from \$10.00 to \$15.00 per (including 9.95 cost to CKPS per check) |

This fee increase was to help offset costs associated with offering a more convenient online system for citizens to submit their check request as well as inflation increases. The main cost increase to the CKPS was that our vendor for the online clearance check system would be charging the CKPS \$9.95 for every online check completed. The CKPS chose to absorb that per check fee within our fee increases for employment checks and partly for student/volunteer checks.

So in effect, the \$10.00 increase added to all police check fees resulted in an actual 0% increase in revenue per check for the CKPS.

Proposed Increase

To help offset annual rate of inflation increases as well as increased labour burden costs incurred since 2013, the recommendation is to increase the police clearance check fee for employment related checks only from \$35.00 to \$40.00 effective January 2020. There would be zero increase for volunteer or student fees.

Two factors support the increase:

- 1) Based on 2018 figures, if we were to increase only the employment based clearance check fees \$5.00 per, the CKPS would see an approximate revenue increase of \$16,500.

This increase in revenue would help the CKPS work towards actual cost recovery for the services of completing police clearance checks for its citizens while at the same time helping to slowly cover off annual rate of inflation increases.

- 2) The fee increase is not unreasonable at only \$5 per check and still keeps the CKPS fee close to the provincial average of \$40 per.

Comparison of Employment Police Check Fees

| Service | Cost |
|-------------------|---------|
| Guelph | \$40.00 |
| Halton | \$30.00 |
| Hamilton | \$50.00 |
| London | \$45.00 |
| OPP | \$41.00 |
| Sarnia | \$43.00 |
| St. Thomas | \$40.00 |
| Stratford | \$25.00 |
| Strathroy-Caradoc | \$42.00 |
| Waterloo | \$40.00 |
| Windsor | \$55.00 |
| Woodstock | \$40.00 |

Prepared/Recommended by: 

A/S/Sgt. Chickowski

Reviewed by:


Inspector Kirk Earley

Approved by:


Chief Gary Conn