



# SURREY POLICE BOARD

## Regular Meeting Agenda

Venue: Virtual  
Date: February 23, 2022  
Time: 4:00 PM

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	ITEM	PRESENTER
A.	<b>CALL TO ORDER</b>	Chair McCallum

The Surrey Police Board recognizes that our work takes place on the ancestral, traditional, and unceded territories of the Coast Salish Peoples.

B.	<b>ADOPTIONS</b>	
1.	Adoption of the Agenda – February 23, 2022	Chair McCallum
2.	Adoption of Minutes – January 19, 2022	Chair McCallum

C.	<b>DELEGATIONS</b>	
1.	Foundry Surrey – Jennifer Lowrey and Melissa Lee	Chair McCallum

D.	<b>REPORTS</b>	
	<b>CHIEF CONSTABLE REPORTS</b>	
1.	<b>SPS Integrated Communications and Tactics Training (ICAT)</b> Report No. 2022-R001 – For Information (Presentation)	Chief Lipinski
2.	<b>BCPPS 2.2.1 (6) Reporting Requirements</b> Report No. 2022-R002 – For Information	Chief Lipinski
3.	<b>Training Testimonials</b> Report No. 2022-R003 – For Information	Chief Lipinski
4.	<b>Diversity and Hiring</b> Report No. 2022-R004 – For Information	Chief Lipinski
5.	<b>Purchase of Twenty-Eight Additional 2022 Ford Explorer Police Interceptor Vehicles</b> Report No. 2022-R005 – For Decision	Chief Lipinski

**EXECUTIVE DIRECTOR REPORTS**

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| 1. <b>Board Per Diems for 2021</b><br>Report No. 2022-R006-- For Information | Melissa Granum |
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**COMMITTEE REPORTS**

**FINANCE COMMITTEE**

- |  |                 |
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| 1. <b>Budget Update Year to Date Expenditures</b><br><b>**Note:</b> The Report for final 2021 Year to Date Expenditures will be presented at the March 30, 2022 Board meeting. | Elizabeth Model |
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**E. INFORMATION**

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| 1. Letter to Director Gill – Appointment to the Human Resources and Compensation Committee | Melissa Granum |
| 2. Canadian Association of Police Governance (CAPG) - 2022 Memberships Fees                | Melissa Granum |

**F. CORRESPONDENCE**

- |  |                |
|--|----------------|
| 1. Letter from ADM Rideout – BCPPS Compliance Evaluation                           | Chief Lipinski |
| 2. Letter from ADM Rideout – Major Case Management Standards Training Requirements | Chief Lipinski |
| 3. Letter from City of Abbotsford – Thank you                                      | Melissa Granum |

**G. NEW BUSINESS**

No new business.

**H. NEXT MEETING**

The next meeting of the Surrey Police Board will be held on March 30, 2022.	Chair McCallum
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**I. MOTION TO HOLD A MEETING IN A CLOSED SESSION**

It is in order for the Board to pass a motion to close the meeting to the public pursuant to Section 69 (2) (c), and (d) of the <i>Police Act</i> , which states:	Chair McCallum
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- (2) if it believes that any of the following matters will arise in a meeting or hearing held by it, a board or committee may order that the portion of the meeting during which the matter will arise be held in private:

- (c) a matter concerning labour contract discussions, labour management relations, layoffs or another personnel matter;

- (d) a matter concerning information that a person has requested he or she be allowed to give in private to the board or committee.

**J. ADJOURNMENT**

Chair McCallum



# SURREY POLICE BOARD

## Regular Meeting Minutes

Venue: Virtual  
Date: January 19, 2022  
Time: 4:00 PM

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**Present:**

Doug McCallum, Chair  
Cheney Cloke  
Elizabeth Model  
James Carwana  
Manav Gill  
Jessie Sunner  
Meena Brisard

**Regrets:**

Harley Chappell

**Province:**

Mark Reder

**Guest:**

Avtar Johl

**Staff Present:**

Norm Lipinski, Chief Constable  
Jennifer Hyland, Deputy Chief  
Michael LeSage, Deputy Chief  
Todd Matsumoto, Deputy Chief  
Kyle Friesen, General Counsel  
Melissa Granum, Executive Director  
Marion Chow, Executive Assistant  
Forouzan Rezazadeh, IT Senior Project Mgr.  
Gayle Armstrong, Executive Service Manager  
Lisa Eason, Strategic Communications Mgr.  
Sukh Sidhu, S. Sgt.  
Andrew Whitson

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The Surrey Police Board recognizes that our work takes place on the ancestral, traditional, and unceded territories of the Coast Salish Peoples.

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**A. CALL TO ORDER**

The January 19, 2022 Regular Board meeting was called to order at 4:00 PM.

**B. ADOPTIONS**

1. Adoption of the Agenda – January 19, 2022.

It was

Moved by Meena Brisard  
Seconded by Jessie Sunner

That the agenda of the Surrey Police Board meeting of January 19, 2022 be adopted.

Carried.

2. Adoption of Minutes – November 30, 2021

It was

Moved by Manav Gill  
Seconded by Jessie Sunner

That the minutes of the Surrey Police Board meeting of November 30, 2021 be adopted.

Carried.

**C. DELEGATIONS**

No Delegations.

**D. REPORTS**

**CHIEF CONSTABLE REPORTS**

- 1. Chief Constable Updates - Verbal**  
- For Information  
(Presentation)

It was

Moved by Manav Gill  
Seconded by James Carwana

That the Surrey Police Board receive the Chief Constable's verbal update.

Carried.

**COMMITTEE REPORTS**

**FINANCE COMMITTEE**

- 1. Budget Update Year to Date Expenditures**  
Report No. 2022-FIN001 – For Information  
(Presentation)

It was

Moved by Manav Gill  
Seconded Jessie Sunner

That the Surrey Police Board receive the report for information.

Carried.

**E. INFORMATION**

1. Letter from ADM Rideout – December 2, 2021 - Revocation of BCPPS Suspension
2. Thank You for Support Letter from Abbotsford Police Department
3. Renewal of British Columbia Association of Police Boards 2022 Annual Membership – For Information

It was

Moved by Jessie Sunner  
Seconded by Manav Gill

That the Surrey Police Board receive the above noted items for information.

Carried.

**F. CORRESPONDENCE**

No correspondence.

**G. NEW BUSINESS**

No new business.

**H. NEXT MEETING**

The next meeting of the Surrey Police Board will be held on February 23, 2022.

**I. MOTION TO HOLD A MEETING IN A CLOSED SESSION**

It is in order for the Board to pass a motion to close the meeting to the public pursuant to Section 69 (2) (a), (c), and (d) of the *Police Act*, which states:

It was

Moved by James Carwana  
Seconded by Manav Gill

That the Board close the meeting to the public pursuant to Section 69 (2) (a), (c) and (d) of the *Police Act*, which states:

- (2) if it believes that any of the following matters will arise in a meeting or hearing held by it, a board or committee may order that the portion of the meeting during which the matter will arise be held in private:
- (a) a matter concerning public security, the disclosure of which could reasonably be expected to seriously impair effective policing or law enforcement;
  - (c) a matter concerning labour contract discussions, labour management relations, layoffs or another personnel matter;
  - (d) a matter concerning information that a person has requested he or she be allowed to give in private to the board or committee.

Carried.

**J. ADJOURNMENT**

It was

Moved by James Carwana  
Seconded by Cheney Cloke

That the January 19, 2022 Regular Board meeting be adjourned.

Carried.

The Surrey Police Board regular meeting adjourned at 4:18 PM.

Certified correct:

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Marion Chow, Executive Assistant

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Doug McCallum, Chair

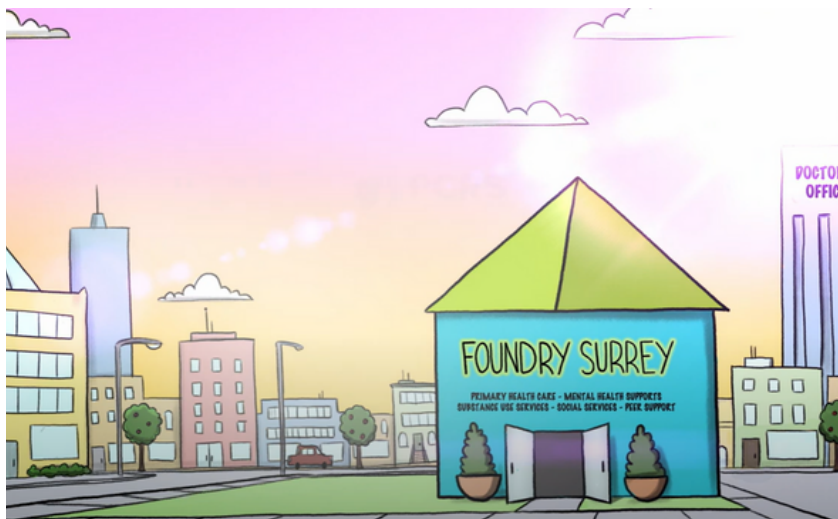


# • FOUNDRY •

SURREY

## Where Wellness Takes Shape

The Foundry offers young people ages 12-24 health and wellness resources, services, and supports both online and at services centres in communities across BC. Foundry BC, in partnership with Pacific Community Resources Society (PCRS) and Surrey community partners, are supporting youth and families by bringing a Foundry centre to Surrey.



Foundry Surrey will make it easy to get help by providing a one-stop centre for young people to access mental health care, substance use services, primary care, social services, and youth and family peer support. The centre will ensure that all young people in Surrey can get the care and support they need when they need it in one place.

## Foundry Surrey's vision statement:

A safe and inclusive place where young people and families find flexible, accessible, non-judgmental support and care to meet their needs.





# It's a place where youth feel good.

Foundry's approach:

- We focus on wellness, empowering young people to live a balanced and fulfilling life.
- We offer services created with, and for, young people and their families.
- We provide the right support for what each young person needs when they need it
- We ensure our services meet the changing needs of young people.

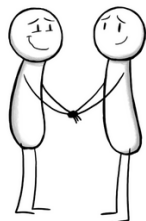


INCLUSIVE, SAFE  
& WELCOMING

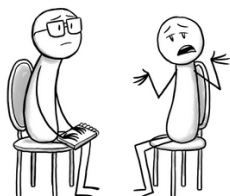
ACCESSIBLE  
& FLEXIBLE



INTEGRATED  
& PROACTIVE



RELATIONSHIPS  
& CONNECTION



DYNAMIC &  
EVOLVING



APPRECIATIVE &  
CAPACITY FOCUSED



Together, we will provide safe, non-judgemental care, information, resources, and support for young people and their caregivers as life challenges arise. Health and social services will be brought together in a single place to make it easier for young people to find care, connections, and support for their needs. Whether a young person needs support for anxiety or depression, wants to see a family doctor, or is struggling with a stressful situation, we will make it easier for them to find the care, connection, and support they need.

Visit [www.foundrybc.ca/surrey](http://www.foundrybc.ca/surrey) to learn more.

Follow us on Instagram [@foundrysurrey](https://www.instagram.com/foundrysurrey)

Access virtual services through the [Foundry BC app](#).

PCRS has a 37-year history of providing a breadth of quality, social services across British Columbia, including education, employment, housing, substance use, mental health, and youth and family support services.

We are excited to be the host agency with our community partners to provide youth & families a wellness centre in Surrey.

REPORT DATE: February 17, 2022

REGULAR

BOARD MEETING DATE: February 23, 2022

BOARD REPORT # 2022-R001

TO: **Surrey Police Board**FROM: **Chief Constable**FILE: **60550-20-03**SUBJECT: **SPS Integrated Communications and Tactics Training (ICAT)**

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**RECOMMENDATION**

The Chief Constable recommends that the Surrey Police Board (the "Board") receive this report for information.

**BACKGROUND**

Over the past 20 years policing has seen a steady rise in calls related to persons in crisis and officer involved shootings. A group of police executives and subject matter experts analysed the data related to these types of calls and identified a gap in the way officers are trained. The Police Executive Research Forum (PERF) is an independent research organization that focuses on critical issues in policing. Since its founding in 1976, PERF has identified best practices on fundamental issues such as reducing police use of force; developing community policing and problem-oriented policing; using technologies to deliver police services to the community; and evaluating crime reduction strategies.

**DISCUSSION**

Through this study PERF developed Integrated Communications and Tactics training (ICAT). ICAT has been adopted by many large police agencies in the US, including NYPD and LAPD. This training provides police officers with alternate approaches and safer solutions for dealing with persons in crisis, resulting in better outcomes. Surrey Police Service provides this 8-hour training to all its members during on-boarding and will integrate the ICAT principles into annual reality-based training days.

Additional information on ICAT training may be found here: [ICAT \(policeforum.org\)](https://www.policeforum.org)

**CONCLUSION**

The above matters are for the Board's awareness and information.



Norm Lipinski, OOM, LLB, MBA  
Chief Constable

REPORT DATE: February 17, 2022

REGULAR

BOARD MEETING DATE: February 23, 2022

BOARD REPORT # 2022-R002

TO: **Surrey Police Board**

FROM: **Chief Constable**

FILE: **60550-20-03**

SUBJECT: **BCPPS 2.1.1 (6) Reporting Requirements**

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## RECOMMENDATION

The Chief Constable recommends that the Surrey Police Board (the "Board") receive this report for information.

## BACKGROUND

BC Provincial Policing Standard (BCPPS) 2.1.1 (3) defines the requirements for the appointment of Experienced Applicants. BCPPS 2.1.1 (6) sets out requirements for municipal police departments to report on the recruit training of Experienced Applicants, and the approved Canadian institutions for police recruit training (Appendix I).

2.1.1 (3) The Board may appoint an Experienced Applicant as an Officer under s. 4.1, 18.1 or 26 of the Police Act without requiring completion of the Police Recruit Training Program provided that the Chief Constable or Chief Officer, or in the case of the appointment of a Chief Constable or Chief Officer, the Board, is satisfied that:

- (a) The applicant successfully completed the Police Recruit Training Program or an Accepted Equivalent prior to their appointment;
- (b) the applicant has been employed as a police officer with a Canadian police service within the previous three years;
- (c) a background investigation concerning the applicant has been successfully completed which included, at minimum: (i) verifying the training and experience claimed; and (ii) unless the Officer is being appointed to the role of Chief Constable or Deputy Chief Constable, verifying, through a professional assessment or through testing using a recognized protocol, that the applicant is physically fit to perform the duties of a police officer; and
- (d) the applicant is required to complete a probationary period.

2.1.1 (6) The Board must ensure that a report is provided to the Director of Police Services within 30 days of the end of each calendar year, summarizing the appointments made as permitted by Standard (3). The report must include the following information:

- (a) the number of Experienced Applicants appointed; and
- (b) a list of the police recruit training programs where the experienced applicants completed their recruit training.

## DISCUSSION

SPS has provided the required report to the Director of Police Services (Appendix II), including the following:

<b>TRAINING CENTER SUMMARY (2021)</b>	<b>Count</b>
RCMP Training Academy (Depot)	81
Justice Institute of BC	48
Canadian Forces Military Police Academy	5
Chief Crowfoot Learning Centre	2
Edmonton Police Service, Basic Recruit Training	1
Ontario Police College	2
<b>TOTAL</b>	<b>139</b>

Note: the Chief Constable is not on this list as his hire date was in December, 2020.

## CONCLUSION

The above matters are for the Board's awareness and information.



Norm Lipinski, OOM, LLB, MBA  
Chief Constable

Appendix I – BCPPS 2.1.1 Recruit and Advanced Training

Appendix II – Letter from Chief Lipinski to the Director of Police Services



## PROVINCIAL POLICING STANDARDS

Section 2.0 – <b>Training for Police Officers</b>	Page 1 of 5
Sub Section 2.1 – <b>Recruit and Advanced Training</b>	<b>Effective: January 30, 2012</b>
Subject 2.1.1 – <b>Recruit and Advanced Training</b>	<b>Revised effective: March 12, 2021</b>

### Definitions

**“Accepted Equivalent”** – police recruit training, including any and all field training required as part of that training, provided by any of the following:

- RCMP Training Academy (Depot)
- Ontario Police College
- Chief Crowfoot Learning Centre (Calgary Police Service)
- Edmonton Police Service, Basic Recruit Training
- Lethbridge College
- Winnipeg Police Service, Police Recruit Training Academy
- Royal Newfoundland Constabulary
- Saskatchewan Police College
- École Nationale de Police du Québec
- Atlantic Police Academy
- Canadian Forces Military Police Academy

**“Certified Constable”** - an Officer appointed under section 4.1, 18.1 or 26 of the *Police Act* who is certified by the Director of the Police Academy to have:

- (i) Successfully completed the Police Recruit Training Program (blocks 1-4), or
- (ii) Been exempted from blocks 1-3 of the Police Recruit Training Program and successfully completed block 4 of the Police Recruit Training Program.

**“Director of Police Services”** – the Director of Police Services referred to in section 39 (1) of the *Police Act*.

**“Director of the Police Academy”** - the person employed to administer the Police Academy and to ensure that the training of recruits, Qualified and Certified Constables complies with the standards set by the Director of Police Services under section 40 (1) (a.1) of the *Police Act*, as amended from time to time.

**“Experienced Applicant”** – a person whose previous police training and experience satisfies the conditions set out in the BC Provincial Policing Standards for appointment as an Officer under section 4.1, 18.1 or 26 of the *Police Act* without completion of the Police Recruit Training Program or a request for an exemption.

**"Field Trainer"** - a Certified Constable who is appointed by his/her Chief Constable or Chief Officer to supervise students of the Police Recruit Training Program during their practicum periods.

**"Officer"** – a constable appointed under the *Police Act* or an Enforcement Officer appointed under s. 18.1 of the *Police Act*.

**"Police Academy"** - the entity authorized by the Director of Police Services to administer provincially-approved recruit and advanced training for Municipal Constables, Designated Constables and Enforcement Officers.

**"Police Recruit Training Program"** - periods of training at or under the auspices of the Police Academy during which recruits will acquire the knowledge, skills, experience and understanding to function as police officers. The Police Recruit Training Program is divided into 4 distinct blocks of training:

- (a) The first and third are comprised of curriculum developed by the Police Academy in consultation with the Police Training Advisory Committee and in compliance with standards set by the Director of Police Services;
- (b) The second block is a practicum monitored by the Director of the Police Academy or designate, during which the recruit works under the direct supervision of a Field Trainer; and
- (c) The fourth block is a minimum 1 year field practicum requiring a satisfactory competency-based assessment of performance by the recruit's supervisor and approved by the recruit's Chief Constable or Chief Officer and Training Officer and certified by the Director of the Police Academy.

**"Police Training Advisory Committee"** – a committee chaired by a member of the Police Academy Chiefs Committee and comprised of police representatives, to advise on the training programs conducted by the Police Academy.

**"Training Officer"** – an Officer who has been appointed by their Chief Constable or Chief Officer to administer the training obligations of the police force and attend meetings of the Police Training Advisory Committee.

**"Qualified Constable"** – an Officer appointed under section 4.1, 18.1 or 26 of the *Police Act* who is certified by the Director of the Police Academy to have:

- (i) Successfully completed blocks 1, 2, and 3 of the Police Recruit Training Program, or
- (ii) Been exempted from blocks 1, 2, and/or 3 of the Police Recruit Training Program.

## Standards

### Training requirements following appointment

- (1) The Board must ensure that any Officer it has appointed under section 4.1, 18.1 or 26 of the *Police Act*, either:
  - (a) Completes blocks 1-4 of the Police Recruit Training Program; or

- (b) Satisfies the conditions and requirements for hiring an Experienced Applicant set out in Standard (3); or
- (c) Receives an exemption from blocks 1-3 of the Police Recruit Training Program following the process set out in BCPPS 2.2.1P and completes block 4.

### Training - Certified Constable

- (2) Further to Standard (1)(a), the Board must ensure that Officers required to complete the Police Recruit Training Program:
  - (a) Complete blocks 1-3 and attain the status of Qualified Constable within 18 months of their appointment; and
  - (b) Complete block 4 and attain the status of Certified Constable within 36 months of their appointment; or
  - (c) Receive an extension to either or both of the above time limits from the Director of the Police Academy, upon application by the Chief Constable or Chief Officer.

### Experienced Applicants

- (3) The Board may appoint an Experienced Applicant as an Officer under s. 4.1, 18.1 or 26 of the *Police Act* without requiring completion of the Police Recruit Training Program provided that the Chief Constable or Chief Officer, or in the case of the appointment of a Chief Constable or Chief Officer, the Board, is satisfied that:
  - (a) The applicant successfully completed the Police Recruit Training Program or an Accepted Equivalent prior to their appointment;
  - (b) the applicant has been employed as a police officer with a Canadian police service within the previous three years;
  - (c) a background investigation concerning the applicant has been successfully completed which included, at minimum:
    - (i) verifying the training and experience claimed; and
    - (ii) unless the Officer is being appointed to the role of Chief Constable or Deputy Chief Constable, verifying, through a professional assessment or through testing using a recognized protocol, that the applicant is physically fit to perform the duties of a police officer; and
  - (d) the applicant is required to complete a probationary period.
- (4) The Chief Constable or Chief Officer must ensure that any Experienced Applicant appointed by the Board as permitted by Standard (3) successfully completes the following courses within 12 months of their appointment:
  - (a) Advanced Operational Policing Skills (AOPS) VII- Immediate Rapid Deployment;
  - (b) AOPS I- Subject Behavior Officer Response Training (SBORT) Building Containment and Searching; High Risk Encounters;
  - (c) Provincially-mandated domestic violence training; and

- (d) Core Operational Policing Skills (COPS) Crisis Intervention de-escalation (CID).
- (5) Further to Standard (4), the Chief Constable or Chief Officer must also ensure compliance with any training requirements set out in other BC Provincial Policing Standards that are relevant to the Officer's function and equipment or weapons they will be authorized to carry or use.
- (6) The Board must ensure that a report is provided to the Director of Police Services within 30 days of the end of each calendar year, summarizing the appointments made as permitted by Standard (3). The report must include the following information:
  - (a) the number of Experienced Applicants appointed; and
  - (b) a list of the police recruit training programs where the experienced applicants completed their recruit training.

### Exemptions

- (7) A Chief Constable or Chief Officer must successfully apply to the Director of Police Services to exempt a person whose previous policing experience does not meet the conditions for appointment as an Experienced Applicant under Standard (3) from attending the Police Recruit Training Program, prior to that person's appointment by the Board under s. 4.1, 18.1 or 26 of the *Police Act*.

**NOTE:** the exemption process is outlined in BCPPS Policy Directive 2.2.1P – Exemption Process.

### Training function

- (8) The Chief Constable or Chief Officer must ensure that a training function is established for the police force. At minimum, the responsibilities of the training function must include:
  - (a) Maintaining training records;
  - (b) Ensuring that all required training, requalification and recertifications are completed; and
  - (c) Ensuring that training is provided through a provincially-approved training course where required. This includes recruit, core advanced and fee-for-service training.

### Training records

- (9) The Chief Constable or Chief Officer must ensure that records are maintained of each training class, including:
  - (a) Course content;
  - (b) Names of attendees; and
  - (c) Performance of individual attendees, as measured by tests, if administered.

### Municipal constable registry

- (10) The Board must ensure that Officers of the police force it governs are registered with the



Police Academy by submitting, within 30 days of the commencement of their employment, and keeping current the following information:

- (a) Full name and date of birth;
- (b) Date of appointment;
- (c) The location(s) and dates of any previous policing experience;
- (d) Successfully completed training or educational courses which are prerequisite to an appointment, status or rank, including but not limited to police recruit training; and
- (e) Termination of employment.

### Termination of training

(11) Where the Director of the Police Academy has determined, in consultation with the Training Officer of the police force of which the student is a member, that a student's participation in a course or program is unsatisfactory and the Director of the Police Academy so terminates the student's participation in the course or program, the Chief Constable must:

- (a) Inform the Board; and
- (b) Accept the decision; or
- (c) Appeal the decision to the Director of Police Services.

**NOTE:** *the appeal process is outlined in BCPPS Police Directive 2.3.1P – Process for Appealing Decisions of the Director of the Police Academy.*



January 24, 2022

Wayne Rideout  
Assistant Deputy Minister and Director of Police Services  
Police Services Division, Policing and Security Branch  
Ministry of Public Safety and Solicitor General

Dear ADM Rideout,

**Re: SPS 2021 Appointments**

As per British Columbia Provincial Policing Standard 2.1.1(6) this letter provides required information of 2021 appointments of experienced applicants by the Surrey Police Board. As directed in British Columbia Provincial Policing Standard 2.1.1(3), Surrey Police Service have assured that all experienced officers:

- successfully completed a Police Recruit Training Program or an Accepted Equivalent prior to their appointment with the Surrey Police Service;
- were employed as a police officer with a Canadian police service within the previous three years;
- background investigations were successfully completed which included:
  - confirmation of training and experience claimed; and
  - verification that applicants are physically fit to perform the duties of a police officer; and
- are being required to complete a probationary period.

All experienced applicants appointed have completed or within 12 months of their appointment will complete the courses outlined in British Columbia Provincial Policing Standard 2.1.1(4). The Surrey Police Service also ensured compliance with any training requirements set out in other BC Provincial Policing Standards that are relevant to the officer's function and equipment or weapons they have been authorized to carry or use.

From January 1, 2021 to December 31, 2021 the Surrey Police Board appointed 139 experienced applicants with training from an accepted equivalent police recruit training center as defined in British Columbia Provincial Policing Standard 2.1.1. Summary of the experienced appointments as follows:

TRAINING CENTER	Count
RCMP Training Academy (Depot)	81
Justice Institute of BC	48
Canadian Forces Military Police Academy	5
Chief Crowfoot Learning Centre	2
Edmonton Police Service, Basic Recruit Training	1
Ontario Police College	2
<b>TOTAL</b>	<b>139</b>

The Surrey Police Service is committed to the hiring standards outlined in the British Columbia Provincial Policing Standards and should further information be required please contact my office.

Regards,



Norm Lipinski, OOM, MBA, LLB  
Chief Constable

cc: Jenni Bard, Director, Standards and Evaluations



**REGULAR**

**REPORT DATE:** February 17, 2022  
**BOARD MEETING DATE:** February 23, 2022  
**BOARD REPORT #** 2022-R003

**TO:** Surrey Police Board  
**FROM:** Chief Constable  
**SUBJECT:** Training Testimonials

**FILE:** 60550-20-03

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## **RECOMMENDATION**

The Chief Constable recommends that the Surrey Police Board (the "Board") receive this report for information.

## **BACKGROUND**

All newly hired SPS officers attend a five-week onboarding training program where they are recertified in mandatory skills, taught new techniques, and introduced to SPS' community policing philosophy. Feedback from officers who have attended the onboarding training has been overwhelmingly positive. Some examples are provided below.

## **DISCUSSION**

"The training I received during the experienced member on-boarding class for SPS was eye-opening. The [Operational Skills Unit] team went over advanced police tactics which was always the gold standard when it came to officer and public safety. Moreover, the Gracie Ji-Jitsu (GST) tactics taught by BJJ black belt instructor and SPS member has made me more comfortable in de-escalating physical confrontation while using minimum level of force due to the leverage techniques that were taught to us.

The SPS staff really make you feel a part of one big family that cares about you, your family, and your career right from day 1. The advanced investigational training taught to us by subject matter experts in the field of judicial authorizations, traffic, and major crime scene management, really enhanced my development as a Police Officer.

...The Employee Services Section (ESS) and Executive Leadership Team (ELT) are really invested in your career and get to know you as a person. The on-boarding training experience was amazing."

“The tactical training that is often reserved for specialty units, was given to all members in a manner that made sense. Not just a whiteboard exercise, but live simulations, with class members broken into pods, working through problems with the most up to date police tactics in a manner that everyone could understand.

SPS - ICAT training (Integrated communications and tactics) is reminiscent of the specialized training that I received as a Police Crisis/hostage negotiator. I can't say enough about how valuable this type of training is for front line police officers...”

“The specific subject material that I found to be exceptional: The Tac Med First-Aid Training, ICAT, High Risk Arrest / Containment, Building Search... Each of these subjects took a new, more advanced approach to what I had experienced in the past. The instructors did an excellent job of not just demonstrating but explaining the reasoning behind many of the changes to what we've been doing for years.”

“... a traffic presentation that Inspector Anderson made in regard to treating people with respect and improving overall satisfaction...I was taught (and used) the old philosophy of ticket or lecture. So you were talked down to or given a punitive fine. Sadly, I always thought traffic tickets did more harm to our (police) reputation. But, like I said I took a lot away from the presentation, as well as our commitment to Community Policing with SPS.”

## **CONCLUSION**

The feedback received from previously highly trained and experienced officers clearly demonstrates that SPS is on the right track in its delivery of training to support our community policing philosophy. The SPS Operational Skills Training Unit continues to research and develop cutting edge training that will ensure SPS officers are prepared to face the challenges of policing in Surrey with a community focused perspective.

The above matters are for the Board's awareness and information.



Norm Lipinski, OOM, LLB, MBA  
Chief Constable



**REGULAR**

**REPORT DATE:** February 17, 2022  
**BOARD MEETING DATE:** February 23, 2022  
**BOARD REPORT #** 2022-R004

**TO:** Surrey Police Board

**FROM:** Chief Constable

**FILE:** 60550-20-03

**SUBJECT:** Hiring and Diversity

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## **RECOMMENDATION**

The Chief Constable recommends that the Surrey Police Board (the "Board") receive this report for information.

## **BACKGROUND**

SPS continues to attract and hire high quality applicants with diverse backgrounds, skills and qualifications.

## **DISCUSSION**

### **Hiring**

As of February 15, 2022, SPS has hired 207 employees, comprised of 178 sworn and 29 civilian staff. Our 6<sup>th</sup> Swearing-In Ceremony was held on February 7, where 20 new Surrey Police officers and 3 new civilian staff formally joined SPS. Officers joining SPS have come from 19 different police agencies across Canada. Of the 178 sworn officers hired, 78 came from the RCMP.

On February 10<sup>th</sup>, the next group of recently hired SPS officers graduated from the five-week onboarding course and have been assigned to support the administrative development of SPS while they await their turns to be deployed operationally alongside the RCMP.

### **Diversity**

Our Recruiting Unit strives to ensure that the composition of SPS reflects the diversity that exists in the city of Surrey. A diverse workforce will help SPS to engage meaningfully with citizens and ensure that SPS hears and understands their concerns, perspectives and needs. SPS believes it is important for the public and potential applicants to know about the organization and people that have chosen to work at SPS.

The evolving role of law enforcement in today's environment creates a need for understanding a multicultural society. It is the SPS's responsibility to share knowledge with all community members about personal safety, crime prevention, and when and how to call the police. Additionally, the SPS will rely on the community to engage police at the start of a problem, for example calling police when suspicious behaviour is first seen. This is dependent on a trusting relationship between the police and the community and ultimately help SPS to keep the community safe and to reduce and prevent crime.

A current representation of SPS sworn officers includes:

- **40% culturally diverse backgrounds, including:**
  - **7.3% Indigenous**
  - **20% South Asian**
- **20% female**
- **28 languages spoken**

## CONCLUSION

As one of the core principles of SPS culture and values, we will continue to strive for diversity in recruiting and hiring practices including strong representation of women in the organization. Our goal is to achieve organizational diversity that truly reflects the community.

The above matters are for the Board's awareness and information.



Norm Lipinski, OOM, LLB, MBA  
Chief Constable



**CLOSED**

**REPORT DATE:** February 17, 2022

**BOARD MEETING DATE:** February 23, 2022

**BOARD REPORT #** 2022-R005

**TO:** Surrey Police Board

**FROM:** Chief Constable

**FILE:** 60550-20-03

**SUBJECT:** Purchase of Twenty-Eight Additional 2022 Ford Explorer Police Interceptor Vehicles

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## **RECOMMENDATION**

The Chief Constable recommends that the Surrey Police Board (the "Board")

- A. Receive this report for information; and
- B. Approve an expenditure of \$2,600,000 for the purchase of twenty-eight 2022 Ford Explorer Police Interceptor Vehicles, which is included in the 2022 SPS annual budget approved by City Council.

## **SUMMARY**

The purpose of this report is to obtain approvals for an expenditure of \$2,600,000 which will result in an increase to the overall value of Contract No. 1220-041-2021-007 from \$1,210,000 to \$3,800,000. This contract value increase will enable Surrey Police Service ("SPS") to purchase twenty-eight additional 2022 Ford Explorer Police Interceptor vehicles from Mainland Ford Ltd. Funding for this purchase is included in the SPS 2022 Annual Budget.

## **DISCUSSION**

In October, 2021, SPS entered into standing offer agreement (one year initial term with up to 4 one-year renewal periods) with Mainland Ford Ltd. for the supply of Ford Interceptor vehicles, and thereafter placed an order for fourteen vehicles at a total cost within the original budgeted expenditure authorization limit of \$1,210,000. That acquisition was within the Chief Constable's spending authorization limit as delegated by the Police Board.



SPS requires additional vehicles to ensure its officers are adequately equipped and able to perform their duties upon deployment within the community. SPS now intends to order twenty-eight additional Ford Interceptor vehicles to meet operational requirements based on its proposed deployment modelling and recognizing the long lead times associated with the manufacture, customization, fit-up and branding of the vehicles. The purchase of these additional vehicles occurs within the initial one-year term of the contract with Mainland Ford Ltd. Despite the contract being between SPS and Mainland Ford Ltd., and as provided in the contract, the vehicles, upon purchase, will be registered in the name of the City of Surrey and covered by the City's fleet insurance policy(ies).

The estimated expenditure limit for these additional vehicles exceeds the Chief Constable's delegated spending authority and accordingly requires approval of the Board. The cost of these vehicles has been included in the SPS 2022 annual budget, which was approved by Council on December 24, 2021. Although the vehicles can be acquired without further approval of City Council pursuant to section 27 of the *Police Act*, in accordance with the following motion passed by the Board at its May 18, 2021 meeting (which motion has been incorporated into SPS Policy AD 8.3 (*Acquisition of Goods and Services*) approved by the Board at its December 18, 2021 meeting):

"For the acquisition of major capital assets (fleet, accommodations, and information technology infrastructure) having a value of at least \$500,000 and included in SPS's approved budgets, that the expenditure request be forwarded to City Council for payment authorization upon the Board having approved the expenditure, unless security, confidentiality or safety issues necessitate otherwise."

it is recommended the increase in expenditure limit be forwarded to City Council for payment authorization.

## CONCLUSION

It is recommended that the Board approve this purchase so the order for the vehicles can be placed without delay.



Norm Lipinski, OOM, LLB, MBA  
Chief Constable

**REGULAR**

**REPORT DATE:** February 17, 2022

**BOARD MEETING DATE:** February 23, 2022

**BOARD REPORT #** 2022-R006

**TO:** Surrey Police Board

**FROM:** Executive Director

**FILE:** 60550-20-02

**SUBJECT:** Surrey Police Board – 2021 Per Diems

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## **RECOMMENDATION**

The Executive Director recommends the Surrey Police Board (the "Board") receive this report for information.

## **SUMMARY**

This report provides information regarding Police Board per diems to year end 2021.

## **BACKGROUND**

The Surrey Police Board Governance Manual outlines a per diem structure that is aligned with Vancouver and Delta Police Boards. The per diem is not to be considered 'payment' for board work, rather it is a recognition that Board members are required to commit time to the SPB that may take away from work and personal time.

## **DISCUSSION**

Board directors have committed significant personal time to supporting the establishment of the Surrey Police Service. Many milestones and noteworthy accomplishments have been achieved including the deployment of the first 50 police officers into Surrey.

Under the Police Act, the Board is required to:

1. Appoint and monitor the performance of the Chief Constable
2. Approval all administrative and operational SPS policies
3. Investigate Service or Policy Complaints
4. Develop, approve and monitor the SPS Budget.

In addition, the Board has a significant oversight role in the development of the SPS Strategic Plan. The metrics developed from the Strategic Plan will be used by the Board to monitor the performance of the SPS and its executive team.

By way of the approved Surrey Police Board Manual, the Board adopted the same per diem structure as both Delta and Vancouver Police Boards. The volume of work in 2021 and into early 2022 will continue to be significant as SPS works towards becoming Police of Jurisdiction in the City of Surrey.

Appendix I shows detailed per diem charges per Director from January to end of December, 2021.

Meetings - January to December 2021

Type of meeting	Total for 2021
Board Meetings	9
Special Board Meetings	11
Finance Committee	17
Governance Committee	12
Human Resources & Compensation Committee	34
Communications Committee	11
Workshops and Training	16
**Other	22
<b>TOTAL MEETINGS</b>	<b>132</b>

\*\* Includes meetings with provincial government, BCAPB, CAPG and others.

The Board budgeted \$150,000 in 2021 for Board remuneration recognizing the volume of work required to stand up the Surrey Police Service. For 2022, the approved budget includes \$180,000 for Board remuneration due to the work that will be required to support the SPS as it works towards becoming Police of Jurisdiction in Surrey.

A high level snapshot of the Board's work in 2021 includes:

- Ongoing oversight of SPS development
- Collective Bargaining oversight
- Policy development and approval
- 2022 Budget development and approval
- Ongoing budget oversight (one time and operational budgets)
- Oversight of Service or Policy complaints
- Oversight of Freedom of Information requests
- Ongoing Board communications strategies
- Stakeholder relations
- SPS Strategic Plan development and approval

**CONCLUSION**

Per diems will continue to be monitored and will be reported publicly on an annual basis.



Melissa Granum  
Executive Director

Appendix I - Detailed Per Diems by Director

**Appendix I**

**Detailed Per Diems by Director – January, 2021 – December, 2021**

Board Member	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Brisard, Meena	\$3,003	\$2,061	\$2,609	\$1,292	\$2,980	\$1,192	\$746	\$1,788	\$1,894	\$2,261	\$2,238	\$1,692	\$23,756
Carwana, James	\$3,003	\$1,938	\$2,088	\$746	\$2,434	\$796	\$896	\$1,515	\$1,594	\$2,534	\$2,238	\$1,692	\$21,474
Chappell, Harley	\$1,092	\$969	\$819	\$323	\$1,515	\$646	\$596	\$546	\$623	\$1,638	\$546	\$996	\$10,309
Cloke, Cheney	\$1,365	\$1,119	\$1,911	\$896	\$2,584	\$1,069	\$623	\$1,242	\$1,894	\$1,415	\$1,965	\$1,419	\$17,502
Gill, Manav	\$819	\$969	\$1,638	\$596	\$1,938	\$919	\$1,019	\$546	\$1,319	\$1,688	\$1,788	\$1,569	\$14,808
Model, Elizabeth	\$819	\$1,242	\$1,638	\$1,046	\$2,734	\$1,342	\$1,169	\$819	\$2,294	\$1,838	\$2,388	\$1,569	\$18,898
Rolls, Bob	\$1,365	\$1,242	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,607
Sunner, Jessie	\$3,003	\$1,938	\$2,088	\$1,346	\$2,584	\$946	\$1,019	\$1,242	\$1,321	\$1,565	\$696	\$1,569	\$19,317
Total for month	\$14,469	\$11,478	\$12,791	\$6,245	\$16,769	\$6,910	\$6,068	\$7,698	\$10,939	\$12,939	\$11,859	\$10,506	\$128,671

January 28, 2022

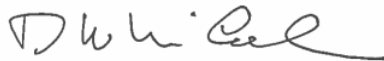
Manav Gill, Director  
Surrey Police Board

Dear Director Gill,

This letter is to inform you that effective immediately you are appointed to the Human Resources and Compensation Committee (HRCC) of the Surrey Police Board. Since your appointment you have been committed to building the Surrey Police Service and your efforts are appreciated.

I am confident that you will bring great value to the HRCC and I thank you for your continued service. If you have any questions regarding HRCC and its past work, please contact Executive Director, Melissa Granum and she can support your onboarding.

Sincerely,



Doug McCallum  
Chair, Surrey Police Board

## SURREY POLICE BOARD - CAPG 2022 Membership Dues

### 2022/2023 CAPG Membership × 1

Police Boards & RCMP/Municipal Advisory Committees - Service size: 101 to 250 **\$1,530.00**

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Subtotal	<b>\$1,530.00</b>
Shipping	<b>\$0.00</b>
Taxes	<b>\$0.00</b>
<hr/>	
Total	<b>\$1,530.00 CAD</b>

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### Customer information

#### Shipping address

Marion Chow

Surrey Police Board

13450 104 Avenue

Surrey BC V3T 1V8

Canada

#### Billing address

Marion Chow

Surrey Police Board

13450 104 Avenue

Surrey BC V3T 1V8

Canada



December 21, 2021  
Ref: 626811

Chief Constables of Independent Municipal Police Departments  
Chief Officer SCBCTA Police Service  
Chief Officer, Stl'atl'imx Tribal Police Service  
Deputy Commissioner, Commanding Officer, "E" Division

Dear Sirs/Madams:

I am writing in follow up to my correspondence of October 21, 2021 (reference 623947), advising of my intention to undertake a compliance evaluation focussed on BC Provincial Policing Standards (BCPPS) 6.2.1 Police Stops.

As noted in that correspondence, the evaluation process will include reviewing existing documents such as police agency policies and procedures and relevant internal audits or data analyses; interviews; and reviewing a sample of PRIME records. At this time, I am requesting the following information to assist in advancing the evaluation:

- Current policies and procedures related to police stops. These may include chapters or sections dealing with arrests, detentions, 'street checks', or other types of stops. Please be sure to include all policies and procedures that should be considered by the evaluation team when assessing your agency's alignment with BCPPS 6.2.1. Similarly, you are welcome and encouraged to include information about any draft or planned revisions to these policies and procedures that you wish to be considered.
- The results of any internal audits or analyses of aggregate data related to 'voluntary' interactions, as required by BCPPS 6.2.1 (11)-(13).
- The number of interactions your agency scored as a 'street check' in PRIME in 2019, 2020 and 2021. Please report the totals separately for each year. This information will be used to assist in planning the approach for auditing a sample of records later in the evaluation. If scoring was adjusted following internal audit or review, please include both original and adjusted numbers wherever possible.
- A contact person in your police agency who can assist the evaluation team with the above and subsequent information requests, such as identifying key respondents for interviews.

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Ministry of Public Safety and  
Solicitor General

Policing and Security Branch

Mailing Address:  
PO Box 9285 Stn Prov Govt  
Victoria BC V8W 9J7

Telephone: 250 387-1100  
Facsimile: 250 356-7747  
Website: [www.gov.bc.ca/pssg](http://www.gov.bc.ca/pssg)

Page 2

I acknowledge that many police agencies regularly file updates to their policies and procedures with my office. However, the above request is important to ensure you have the opportunity to identify which policies and procedures are relevant for the purpose of this evaluation.

I would also like to acknowledge the Office of the BC Human Rights Commissioner's recent submission to the *Special Committee on Reforming the Police Act*, and more specifically, the accompanying study by Dr. Scot Wortley which examined street check data for certain British Columbia police agencies. Both are available here:

<https://bchumanrights.ca/news/b-c-s-human-rights-commissioners-police-act-submission-data-reveals-disturbing-pattern-of-discrimination-in-b-c-policing/>

Policing and Security Branch staff have reviewed this study and will endeavour to minimize duplication and overlap. I anticipate that the review of PRIME records in our compliance evaluation will be more qualitative in nature.

Please ensure that the information requested above is provided to my office by January 31, 2022, attention Jenni Bard, Director, Standards and Evaluations ([Jenni.Bard@gov.bc.ca](mailto:Jenni.Bard@gov.bc.ca)). If you require additional time for any of the items, or have any questions, please contact Ms. Bard.

Further information requests associated with this compliance evaluation will be routed through the contact person you identify. If desired, updates on the progress of the evaluation can be obtained through Jenni Bard and through Policing and Security Branch updates at British Columbia Association of Chiefs of Police meetings.

Thank you in advance for your cooperation.

Regards,



Wayne Rideout  
Assistant Deputy Minister  
And Director of Police Services  
Policing and Security Branch

Pc: Chairs of Municipal Police Boards  
Chair, SCBCTA Police Service Board  
Chair, Stl'Atl'Imx Tribal Police Services Board  
David Pilling, A/Executive Director, Municipal Police Oversight and Governance Division,  
Policing and Security Branch

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Ministry of Public Safety and  
Solicitor General

Policing and Security Branch

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Telephone: 250 387-1100  
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Website: [www.gov.bc.ca/pssg](http://www.gov.bc.ca/pssg)





January 21, 2022  
Ref: 627801

Deputy Commissioner, Commanding Officer, RCMP "E" Division  
Chief Constables of Municipal Police Departments  
Chairs of Municipal Police Boards  
Chief Officer, SCBCTA Police Service  
Chair, SCBCTA Police Services Board  
Chief Officer, Stl'atl'imx Tribal Police Service  
Chair, Stl'atl'imx Tribal Police Services Board

Dear Sirs/Madams:

I am writing in regards to the *BC Provincial Policing Standards* (BCPPS) on major case management. As you may be aware, these Standards were approved by the Solicitor General on February 14, 2017 and the majority have been in effect since January 2019. One of the exceptions to the January 2019 effective date relates to command triangle training.

I am writing to update you on recent developments that support bringing the command triangle training requirements in BCPPS 5.2.2 into effect, as well as to request an update from your respective police agencies regarding the reporting requirements set out in BCPPS 5.2.1.

The changes related to command triangle training were discussed with the Advisory Committee on Provincial Policing Standards and benefited from the input of a working group and a contractor with subject matter expertise in Major Case Management. An overview of the changes is as follows:

**BCPPS 5.2.2 (2) to (7) (Attachment 1)**

Effective January 12, 2023, officers newly assigned to Team Commander, File Coordinator, and Primary Investigator roles must have taken Provincially-approved training. This will not apply to officers who have previously been assigned to a command triangle role on a major case investigation and had completed other similar training, prior to January 12, 2023. These officers may continue to be assigned to the same command triangle role without completing a Provincially-approved course.

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**BCPPS 3.2.7 Major Case Management Training for Command Triangle roles (Attachment 2)**

This is a new BCPPS to list the command triangle training that has received Provincial-approval from the Director of Police Services and is acceptable for compliance with BCPPS 5.2.2. The effective date is also January 12, 2023.

These courses were identified through a submission and review process. The submission process and the criteria for Provincial approval were developed with the assistance of subject-matter experts. BCPPS 3.2.7 may be amended from time to time if additional training courses receive Provincial approval.

The new BCPPS 3.2.7 and amended BCPPS 5.2.2 (amended by adding the coming-into-force timeline) will be posted on <https://www2.gov.bc.ca/gov/content/justice/criminal-justice/policing-in-bc/policing-standards>.

**Update request: BCPPS 5.2.1 Threshold and Reporting**

Under existing BCPPS 5.2.1 Standard (7), police agencies are expected to prepare and submit an annual report to the Director of Police Services that includes the following information:

- (a) The number of new major case investigations initiated during the year of the report, including a breakdown of these investigations by:
  - (i) The type of offence or incident involved, using Uniform Crime Reporting rules regarding the most serious offence, and
  - (ii) The status of the investigation (i.e., ongoing/concluded) at the time the report was prepared; and
- (b) The number of investigations referred to a Team Commander, Primary Investigator or File Coordinator for assessment as required by the process referred to under BCPPS 5.2.1 Standard (3).

I am therefore requesting that an annual report summarizing the above information for the period of January 1, 2021 to December 31, 2021 be provided to my office by March 31, 2022.

If you have any questions about the above command triangle training or annual reporting requirements, please contact Lucie Vallieres, Senior Program Manager, Policing and Security Branch ([lucie.vallieres@gov.bc.ca](mailto:lucie.vallieres@gov.bc.ca)).

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Page 3

Thank you in advance for your attention to these matters.

Regards,



Wayne Rideout  
Assistant Deputy Minister  
And Director of Police Services  
Policing and Security Branch

Pc Deborah Bourne, Officer In Charge, Pacific Regional Training Centre, RCMP  
Jennifer Keyes, Director, Police Academy, Justice Institute of BC

Enclosures Attachment 1 - BCPPS 5.2.2 (amended – effective date applied)  
Attachment 2 - BCPPS 3.2.7 (new standards)

Section 5.0 – <b>Specialized Investigations</b>	Page 1 of 3
Sub Section 5.2 – <b>Major Case Management</b>	<b>Effective:</b> <b>Standard (1), (8)-(11):</b> January 1, 2019 <b>Standards (2)-(7):</b> January 12, 2023 <b>Revised:</b> n/a
Subject 5.2.2 – <b>Command Triangle and Investigative Team</b>	

## Definitions

**“Command Triangle”** – consists of the Team Commander, Primary Investigator and File Coordinator for a major case investigation, who, in addition to their individual responsibilities, are jointly involved in making key decisions about the investigation.

**“File Coordinator”** – a member of the Command Triangle that reports directly to the Team Commander and is responsible for establishing the business rules and system protocols; assessing investigative material and ensuring complete tasking which includes that investigative strategies are completed; and where applicable, disclosure and prosecution support is provided.

**“investigative team”** – police officers and civilian staff assigned to a major case investigation on a permanent or temporary basis, including the Command Triangle.

**“major case”** – for the purpose of these standards, includes:

- (a) The types of investigations listed in Standard (1) of *BCPPS 5.2.1 Threshold*;
- (b) Any other investigation, including a type or category of investigation, or a particular investigation, which the chief constable, chief officer, or commissioner, or a delegate thereof, has determined, with due regard to the factors listed in Standard (3) of *BCPPS 5.2.1 Threshold and Reporting*, requires major case management.

**“Team Commander”** – a member of the Command Triangle and the person to whom overall, responsibility and accountability for an investigation are conferred, including its resources (human and physical) and mandate, and adherence to the principles of major case management.

**“Primary Investigator”** – a member of the Command Triangle that reports directly to the Team Commander and is responsible for controlling the speed, flow and direction of the overall investigative process.

## Standards

The chief constable, chief officer or commissioner must ensure that:

### **Command Triangle**

- (1) A Command Triangle is formed for all major case investigations, as soon as reasonably possible given the circumstances and the needs of the investigation, with officers assigned to the following roles:
  - (a) Team Commander;
  - (b) Primary Investigator; and
  - (c) File Coordinator.

The chief constable, chief officer, commissioner or chief civilian director must ensure that:

### **Team Commander**

- (2) An officer assigned to the role of Team Commander for a major case investigation, or an IIO investigator assigned to the role of Team Commander for the investigation of an incident where a person may have died as a result of the actions of an officer, whether on or off duty:
  - (a) Has experience relevant to the type of investigation; and
  - (b) Meets each of the following criteria:
    - (i) Successful completion of a provincially-approved Team Commander training course;
    - (ii) Previous experience in the role of Primary Investigator or File Coordinator;
    - (iii) Previous investigative experience in a supervisory or management role; and
    - (iv) No disciplinary records of serious misconduct that would affect his/her ability to perform the duties of Team Commander.
- (3) Notwithstanding Standard (2) (b) (i) above, an officer assigned to the role of team commander on a major case investigation prior to the effective date of these Standards, who has completed other Team Commander or major case management training, may continue to be assigned to the role of Team Commander.

### **Primary Investigator**

- (4) An officer assigned to the role of Primary Investigator for a major case investigation, or an IIO investigator assigned to the role of Primary Investigator for the investigation of an incident where a person may have died as a result of the actions of an officer, whether on or off duty:
  - (a) Has investigative experience relevant to the type of investigation; and
  - (b) Has successfully completed:
    - (i) A provincially-approved major case management training course; and
    - (ii) Training in major crime investigative techniques.

- (5) Notwithstanding Standard (4) (b) above, an officer assigned to the role of primary investigator prior to the effective date of these Standards, who has completed other major case management and major crime investigative techniques training, may continue to be assigned to the role of primary investigator.

#### **File Coordinator**

- (6) An officer assigned to the role of File Coordinator for a major case investigation, or an IIO investigator assigned to the role of File Coordinator for the investigation of an incident where a person may have died as a result of the actions of an officer, whether on or off duty:
- (a) Has appropriate experience for the anticipated complexity of the investigation; and
  - (b) Has successfully completed a provincially-approved file coordination training course.
- (7) Notwithstanding Standard (6) (b) above, an officer assigned to the role of file coordinator prior to the effective date of these Standards, who has completed other file coordination training, may continue to be assigned to the role of file coordinator.

The chief constable, chief officer or commissioner must ensure that:

#### **Investigative team**

- (8) The Team Commander establishes, maintains and adjusts an investigative team commensurate with the needs of the investigation, prosecution and disclosure.
- (9) The Team Commander ensures that all members of the investigative team have the appropriate knowledge, skills and abilities required to undertake their assigned role(s) or function(s).
- (10) All persons participating in the investigation, their role(s) or function(s), and the dates of their involvement are documented.

#### **Policies and procedures**

- (11) Policies and procedures are consistent with these *BC Provincial Policing Standards*.

Section 3.0 – <b>Training Courses and Development</b>	Page 1 of 2
Sub Section 3.2 – <b>Provincially-Approved Training Courses</b>	Effective: January 12, 2023 Revised: n/a
Subject 3.2.7 – <b>Major Case Management Training for Command Triangle roles</b>	

## Definitions

**“File Coordinator”** – a member of the Command Triangle that reports directly to the Team Commander and is responsible for establishing the business rules and systems protocols; assessing investigative material and ensuring complete tasking which includes that investigative strategies are completed; and where applicable, disclosure and prosecution support is provided.

**“Provincially-approved training”** – training that has been acknowledged by the Director of Police Services as adequate to meet BC requirements pertaining to training on a specific topic or set of topics.

**“Primary Investigator”** – a member of the Command Triangle that reports directly to the Team Commander and is responsible for controlling the speed, flow and direction for the overall investigative process.

**“Team Commander”** – a member of the Command Triangle and the person to whom overall authority, responsibility and accountability for an investigation are conferred, including its resources (human and physical) and mandate, and adherence to the principles of major case management.

## Standards

The Chief Constable, Chief Officer, Commissioner, or Chief Civilian Director of the Independent Investigations Office (“IIO”) must ensure that:

### Provincially-approved training course for Team Commanders

- (1) Consistent with the requirements in Standards 5.2.2 (2)(b)(i), officers or IIO investigators have successfully completed the following provincially-approved training course before being assigned to a Team Commander role:
  - (a) Canadian Police College *Major Case Management: Team Commander* training course.

### **Provincially-approved training courses on Major Case Management for Primary Investigators**

- (2) Consistent with the requirements in Standards 5.2.2 (4)(b)(i), officers or IIO investigators have successfully completed one of the following provincially-approved training courses before being assigned to a Primary Investigator role:
- (a) RCMP *Introduction to Major Case Management*; or
  - (b) Vancouver Police Department *Foundational Principles of Major Case Management*.

### **Provincially-approved training courses for File Coordinators**

- (3) Consistent with the requirements in Standards 5.2.2 (6)(b), officers or IIO investigators have successfully completed one of the following provincially-approved training courses before being assigned to a File Coordinator role:
- (a) Victoria Police Department *Major Case Management File Coordination* course;
  - (b) Vancouver Police Department *The Fundamentals of File Coordination* course;
  - (c) RCMP *Introduction to File Coordination in BC* course; or
  - (d) Independent Investigations Office *IIO Major Case Management File Coordination* course.

### **Training records**

- (4) Written records are maintained of the training required by these standards that has been completed by each police officer in the police force, or each IIO investigator in the case of the IIO.

### **Policies and procedures**

- (5) Policies and procedures are consistent with these *BC Provincial Policing Standards*.



## Councillors

Les Barkman  
Sandy Blue  
Kelly Chahal  
Brenda Falk



## CITY OF ABBOTSFORD

Mayor, Henry Braun

## Councillors

Dave Loewen  
Patricia Ross  
Dave Sidhu  
Ross Siemens

February 7, 2022

File: 0220-02

*Via Email – mayor@surrey.ca*

Mayor Doug McCallum  
City of Surrey

Dear Mayor McCallum:

### **Re: Thank you from the City of Abbotsford**

On November 14, 2021, the City of Abbotsford experienced a catastrophic flooding event when the Nooksack River in Washington State USA breached its banks and overflowed into the Sumas Prairie. The flood waters covered an area of approximately 90 square kilometres, and forced the closure of the Trans-Canada Highway, Sumas International Border Crossing, disrupted rail and utility services, severely damaged agriculture services, and forced the evacuation of more than 3,000 people from more than 1,100 properties.

Overnight, City of Abbotsford leaders, staff, and emergency support services had to shift their entire focus toward supporting the emergency response, and we needed help.

From contractors to volunteers to community organizations and business partners who provided staff to work in our Emergency Operations Centre, the help that our City required was significant. In the face of what felt insurmountable at the time, you and your team were there to help and support us, and for that I, and everyone at the City of Abbotsford is deeply grateful.

On behalf of the Abbotsford City Council and everyone at the City of Abbotsford, thank you for going above and beyond in providing support for the City of Abbotsford when we needed it most. We would not have been able to make it through without you.

Yours truly,

A handwritten signature in black ink, appearing to read 'Henry Braun'.

Henry Braun  
Mayor

c. Council members  
Peter Sparanese, City Manager