



SURREY POLICE BOARD

Regular Meeting Agenda

Venue: Virtual
Date: July 6, 2022
Time: 4:00 PM

ITEM	PRESENTER
A. CALL TO ORDER	Jessie Sunner
The Surrey Police Board recognizes that our work takes place on the ancestral, traditional, and unceded territories of the Coast Salish Peoples.	
MOTION TO APPOINT AN ACTING CHAIR	Melissa Granum
It is in order for the Board to pass a motion to appoint an “Acting Chair” pursuant to Section 25 (2) of the Police Act, which states:	
(2) If the mayor is absent or unable to act, the municipal police board members present at a meeting of the municipal police board must elect from among themselves a chair to preside at the meeting.	
B. ADOPTIONS	
1. Adoption of the Agenda – July 6, 2022	Jessie Sunner
2. Adoption of Minutes – June 1, 2022	Jessie Sunner
C. DELEGATIONS	
1. Progressive Intercultural Community Services (PICS) Society - Satbir Cheema, President and CEO	Jessie Sunner
2. Office of the Police Complaint Commissioner - Commissioner Clayton Pecknold	Jessie Sunner
D. REPORTS	
CHIEF CONSTABLE REPORTS	
1. 2022 Strategic Plan – Q2 Update – LATE DISTRIBUTION Report 2022-R017 – For Information	Chief Lipinski
2. Surrey OCC and E-Comm 911 Report 2022-R018 - For Information	Chief Lipinski
3. Mental Health – New Brunswick Coroner’s Jury Recommendations Report 2022-R019 - For Information	Chief Lipinski
4. Chief Updates – Verbal - -For Information	Chief Lipinski

EXECUTIVE DIRECTOR REPORTS

1. **CAPG Conference Sponsorship** Melissa Granum
Report 2022-R020 - For Decision

COMMITTEE REPORTS

FINANCE COMMITTEE

1. **Financial Update - Year to Date Expenditures (May 31, 2022)** Elizabeth Model
Report 2022-FIN007 - For Information
(Presentation)

E. INFORMATION

1. Letter from OPCC – File No. 2022-21233 – June 1, 2022,
File Concluded Melissa Granum

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 Jessie Sunner
September 21, 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 Jessie Sunner
pursuant to Section 69 (2) (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:
- (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** Jessie Sunner



SURREY POLICE BOARD

Regular Meeting Minutes

Venue: Virtual
Date: June 1, 2022
Time: 4:00 PM

Present:

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

Regrets:

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.
Donna Smith, SPB Legal Counsel
Nathan Wong, Senior Manager, Finance
Nicola Webb, HR Consultant
Andrew Whitson, Communications Specialist

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

A. CALL TO ORDER

The June 1, 2022 Regular Board meeting was called to order at 4:00 PM.

B. ADOPTIONS

1. Adoption of the Agenda – June 1, 2022.

It was

Moved by Harley Chappell
Seconded by Manav Gill

That the agenda of the Surrey Police Board meeting of June 1, 2022 be adopted.

Carried.

2. Adoption of Minutes – April 27, 2022

It was

Moved by Meena Brisard
Seconded by Avtar Johl

That the minutes of the Surrey Police Board meeting of April 27, 2022 be adopted.

Carried.

C. DELEGATIONS

No Delegations.

D. REPORTS

CHIEF CONSTABLE REPORTS

1. Community Consultation Recommendations

Report 2022-R012 - For Information

It was

Moved by James Carwana
Seconded by Meena Brisard

That the Surrey Police Board receive the report for information.

Carried.

2. SPS Training Records and Policy Attestations

Report 2022-R013 - For Information

It was

Moved by Manav Gill
Seconded by Meena Brisard

That the Surrey Police Board receive the report for information.

Carried.

3. SPS Employee Wellness and Supports

Report 2022-R014 - For Information

It was

Moved by Meena Brisard
Seconded by Harley Chappell

That the Surrey Police Board receive the report for information.

Carried.

4. Hiring and Diversity

Report 2022-R015 - For Information

It was

Moved by Manav Gill
Seconded by Meena Brisard

That the Surrey Police Board receive the report for information.

Carried.

EXECUTIVE DIRECTOR

- 1. Police Research- Request to Participate**
Report 2022-R016 - For Decision

It was

Moved by Cheney Cloke
Seconded by James Carwana

That the Surrey Police Board approve the recommendation
in the report.

Carried.

COMMITTEE REPORTS

FINANCE COMMITTEE

- 1. Year to Date Expenditures – One Time and Operational**
Report 2022-FIN005 - For Information
(Presentation)

It was

Moved by James Carwana
Seconded by Manav Gill

That the Surrey Police Board receive the report for
information.

Carried.

Comments were put forward by the Chair on the role of the Chair and the conflict of a Mayor as the Police Board Chair. The Board will select an Acting Chair for the Surrey Police Board.

The Board thanked the Chair for his comments and appreciated his decision to allow the process to move forward in the best interest of the Board to continue advancing the transition in an effective manner.

E. INFORMATION

No information.

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 July 6, 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) (c), and (d) of the *Police Act*, which states:

It was Moved by Meena Brisard
Seconded by James Carwana

That the Board close the meeting to the public pursuant to Section 69 (2) (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:

- (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 Meena Brisard
Seconded by Harley Chappell

That the June 1, 2022 Regular Board meeting be adjourned.

Carried.

The Surrey Police Board regular meeting adjourned at 4:45 PM.

Certified correct:

Marion Chow, Executive Assistant

Doug McCallum, Chair

Report R017 - 2022 Strategic Plan -
Q2 Update - LATE DISTRIBUTION



REPORT DATE: June 9, 2022

REGULAR

BOARD MEETING DATE: July 6, 2022

BOARD REPORT # 2022-R018

TO: **Surrey Police Board**

FROM: **Chief Constable**

FILE: **60550-20-03**

SUBJECT: **Surrey OCC and E-COMM 911**

RE-COMMENDATION

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

BACKGROUND

Municipalities in BC are responsible for providing 911 and non-emergency call taking and dispatching as part of comprehensive police services. Municipalities may provide these services through their own Operational Communication Center (OCC), use one of the RCMP's provincial OCCs (outside of Metro Vancouver), or contract the services to E-Comm (Emergency Communications for BC). In the Metro Vancouver region, four municipalities provide their own internal OCCs: Surrey, Langley, Coquitlam, and North Vancouver. These OCCs are staffed with municipal employees and are managed by the City's Police Support Services. The remaining police agencies in Metro Vancouver contract these services to E-Comm.

DISCUSSION

911 PSAP (Public Safety Answering Point), Call-Taking and Dispatch

E-Comm is the primary answering point for all 911 calls placed in BC. Initial 911 call screening is contracted to E-Comm by the Regional Districts who fund the service through property taxes and other methods such as call-answer levies. Once received at E-Comm, 911 calls are screened for police, fire or ambulance. E-Comm Operators either downstream calls to the appropriate agency or retain the call for processing if the agency and jurisdiction are contracted to E-Comm.

When E-Comm receives a 911 call from a person requiring police assistance in Surrey, the caller is downstreamed to Surrey OCC where municipal staff record the details and dispatch the police. All non-emergency calls for police in Surrey ring directly into the Surrey OCC and are not managed by E-Comm.

Radio System

In addition to managing 911 services, E-Comm also provides and manages the radio system infrastructure across Metro Vancouver for police, fire, ambulance and other critical services. All participating agencies pay a levy to E-Comm to cover the costs for system maintenance and leases of radio equipment including dispatch consoles, mobile (in-vehicle) and portable radios connected to the system. The E-Comm Wide-Area Radio Network is a multi-jurisdictional radio system covering Metro Vancouver and parts of the Fraser Valley. The E-Comm radio system provides enhanced coverage, interoperability, clarity and reliability through an earthquake resistant infrastructure and enhanced security.

CONCLUSION

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



Norm Lipinski, OOM, LLB, MBA
Chief Constable



REPORT DATE: June 9, 2022

REGULAR

BOARD MEETING DATE: July 6, 2022

BOARD REPORT # 2022-R019

TO: **Surrey Police Board**

FROM: **Chief Constable**

FILE: **60550-20-03**

SUBJECT: **Mental Health - New Brunswick Coroner's Jury Recommendations**

RECOMMENDATION

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

BACKGROUND

On May 20, 2022, the Attorney General of New Brunswick posted the Coroner's Jury recommendations following the police shooting death (June 4, 2020) of Chantal Moore, in Edmundston, New Brunswick. Ms. Moore was fatally shot by a police officer that was responding to a request to check on her welfare.

The Jury's recommendations pertain to police interventions, training, and equipment. While it is important that all police agencies review and learn from these recommendations, this information is critical to consider as SPS builds its capacities, training and relationships. In particular, respecting the development of our Indigenous policing strategy, policy on mental health and wellness checks, training, and availability of less-lethal enforcement tools.

RECOMMENDATIONS

The five-member Coroner's Jury heard from 16 witnesses during the inquest and made a number of recommendations. Some of the recommendations, including those respecting independent oversight, are already well managed in BC. Each recommendation is followed by SPS' strategy to address the issues.

General

- **That New Brunswick have one independent agency to oversee serious incidents involving the use of force by police, and;**
- **That a clear, concise protocol is in place for activating the process of an independent review of serious incidents**
 - In BC, these events are investigated by the Independent Investigations Office (IIO) and the Office of the Police Complaints Commissioner (OPCC)

- **That officers be assessed on their comprehension of current procedures and policies**
 - SPS is utilizing the Learning Management System (LMS) through the Canadian Police Knowledge Network (CPKN) to ensure officers review and understand policies, and attest to their understanding
- **That police undertake relationship-building actions with First Nations communities, including cultural sensitivity training and having a First Nations community liaison**
 - SPS is currently building our Indigenous strategy and working towards creating a standalone Indigenous Wellness Unit
 - SPS is working toward creating an Indigenous cultural safety training program
 - Cultural sensitivity training is in development, both for onboarding exempt officers and for new recruits in Block 2, during core patrol training

Training

- **That police officers should be trained and maintain certification in standard CPR and first aid**
 - All SPS members receive AED/CPR training and certification and will re-certify every 3 years
- **That police officers should be trained and provided the necessary equipment to provide combat casualty care**
 - All SPS members are completing a full day of operational medicine training which covers the following:
 - Tourniquet application
 - Chest seal application
 - Wound packing training
 - Combat casualty care
 - All frontline SPS members are provided with an individual first aid kit which includes:
 - Tourniquet
 - Chest Seal
 - Israeli Bandage
 - Scissors
 - Wound packing gauze
- **That officers be provided with crisis intervention/de-escalation training**
 - ALL SPS members complete the BC Crisis Intervention/De-escalation (CID) course
 - In addition to the standard CID training, all SPS members complete an 8-hour training day on Integrated Communication and Tactics (ICAT)
 - This training expands on the standard CID course and layers on proper police tactics to slow down and be able to use CID techniques to attempt to resolve a situation
 - This training is conducted with paid professional actors to allow the scenarios to be as realistic as possible

- **That officers be provided scenario training that emphasizes situational awareness and repositioning and disengagement options**
 - The ICAT training emphasizes positioning members appropriately to create time and distance to allow for members to attempt to de-escalate the situation. Other options are also discussed during scenario training, such as disengagement options

Policies

- **That police policy on medical emergencies be reviewed, and:**
- **That police policy on providing first aid after force has been applied be reviewed so that officers begin emergency medical aid as soon as possible and continue that aid until medical responders arrive and take over**
 - During the Operational Medicine Training Day, this topic is discussed. During immediate rapid deployment (IRD) training, casualty collection points (CCP) are set up as soon as possible and members are trained to shift, once there is no longer an immediate threat, to providing first-aid to injured victims
- **That police be provided training about the proper procedures following a serious incident involving serious injury or death and that front line supervisors be provided training on the critical aspects of immediate scene command and control to ensure the integrity of evidence and witnesses**
 - All SPS members receive an 8-hour training day on Incident Command where scene command is taught
 - OSU is also running an in-house 5-day course for all frontline supervisors
- **That police have a policy on the maintenance of equipment and the reporting of broken or non-functional equipment**
 - Inventory control reports directly to the Operational Skills Unit (OSU) any broken or non-functional equipment. OSU then attends and deals with the equipment
- **That police have a policy mandating the wearing of use-of-force equipment**
 - SPS Use of Force policy sets out lethal and less than lethal equipment issued to Members and requirements for what members may carry. Professional Department policy sets out requirements for Members to carry use of force equipment

Best Practices

- **That officers have more access to less-lethal tools**
 - SPS provides all frontline members with access to Conducted Energy Weapons (CEWs)
 - SPS has the 40mm less lethal launcher accessible for frontline members from inventory control
- **That police agencies have a process in place to learn from and make continuous improvement after every use-of-force event**
 - All Subject Behaviour-Officer Response (SBOR) Reports are reviewed by OSU to ensure there are no gaps in training or additional training needed

- Every critical incident regardless of the outcome, requires a debrief to ensure compliance with policy, best practices, and wellbeing of Members
- **That protocols, where possible, require a minimum of two officers respond to mental health and welfare check requests**
 - SPS Check Wellbeing policy requires two members to attend these calls. It also requires an assessment of whether police and mental health services or other agencies may be required in addition to, or instead of, police attendance
- **That officer training reinforces the importance of making verbal police announcements**
 - SPS CID training focuses on effective communication strategies, ensuring people know they are dealing with a police officer
 - SPS Search Warrant policies require announcement of police presence prior to entering a premises unless exigent and emergent issues justify a "no knock" entry

CONCLUSION

Police Officer training and compassionate response to calls are of the utmost importance to SPS. Ongoing attention, research and program development will ensure that SPS is a leader in police training and service.

On-line source: https://www.agnb-vgnb.ca/content/gnb/en/news/news_release.2022.05.0255.html

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



Norm Lipinski, OOM, LLB, MBA
Chief Constable



REGULAR

REPORT DATE: June 23, 2022

BOARD MEETING DATE: July 6, 2022

BOARD REPORT # 2022-R020

TO: Surrey Police Board

FROM: Executive Director

FILE: 60550-20-02

SUBJECT: CAPG Sponsorship Request

RECOMMENDATION

The Executive Director recommends that the Surrey Police Board (the "Board") consider sponsoring the Canadian Association of Police Governance conference (CAPG) as a 'Peer Sponsor' at value of \$500.

DISCUSSION

The Surrey Police Board is a member of the CAPG and realizes a number of benefits from membership including training and education resources and access to a network of board members, commissioners and executive directors from across Canada. The Board will soon be the oversight body of one of the largest municipal police agencies in BC, and the learning and networking opportunities of the CAPG are invaluable.

This year, the CAPG conference is planning for an in-person conference and is hosted by the Saskatoon Board of Police Commissioners. The conference theme is 'Community Partnerships and Engagement' and the sponsorship package can be found in Appendix I.

The sponsorship range is from \$10,000 to \$250 and it is recommended that the Board support the CAPG conference by way of the \$500 'Peer Sponsor' category.

CONCLUSION

Once the Board decides, the Executive Director will follow up with the CAPG.

A handwritten signature in cursive script, appearing to read "Melissa Granum".

Melissa Granum
Executive Director

Jun 20, 2022

Surrey Police Board
13450 104 Avenue,
Surrey, BC V3T 1V8

Dear Chair McCallum,

RE: Support for the 33rd Annual Conference of the Canadian Association of Police Governance

On behalf of the CAPG Board of Directors and the Conference Planning Committee, I am writing to request your support for the 33rd Annual Conference of the Canadian Association of Police Governance (CAPG). The Conference, hosted by the Saskatoon Board of Police Commissioners will take place in Saskatoon from September 9-11, 2022 with a virtual option to accommodate any budget or travel constraints.

"COMMUNITY PARTNERSHIPS & ENGAGEMENT" is the theme of our conference. This year, delegates will be given the opportunity to explore the various ways other police boards and services have collaborated creatively and meaningfully to cultivate safer communities. Our thoughtfully curated program aims to leverage the insights you have given us into police governance, along with that of policing leaders and emerging figures in the field, to give delegates a firm foundation on which to make informed policy decisions that enhance public safety.

The planning committee is asking for your support to help us offset the cost of putting on this first-rate conference. The funds raised in support of our annual conference are used to help minimize the cost for members to attend, offset the substantial expenses associated with delivering an in-person event, and support marketing and outreach activities to communicate with our community. In return, we offer our sponsors recognition on our website and other marketing materials as well as during the event, both at the venue and on our virtual platform. **This is a unique opportunity for the Surrey Police Board to showcase its leadership in governance on the national stage.**

Our members have shown a great deal of generosity and commitment throughout the years by contributing varying amounts of funds. There are several exceptional sponsorship opportunities

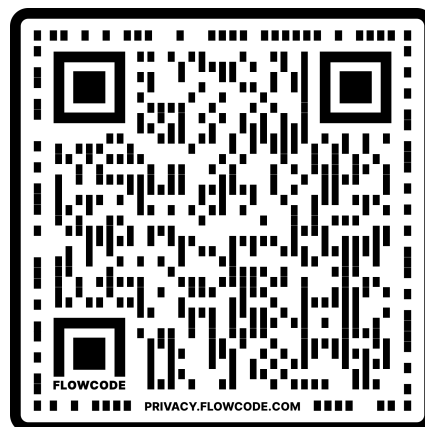
available that have been tailored to a combined virtual and in-person experience that provide a high level of visibility for your organization. You can review our 2022 Prospectus to find a package that fits your organization's budget and preferences.

We are sincerely grateful for any contributions you can make. We commit to making the conference experience unique and rewarding for everyone who attends. I look forward to your positive reply.

Sincerely,



Jennifer Malloy
CAPG Executive Director
Att: [Sponsorship Prospectus](#)



**Scan to download
Sponsorship Prospectus**



SPONSORSHIP



**CAPG
Conference
SASKATOON 2022**

Hosted by

**SASKATOON BOARD OF
POLICE COMMISSIONERS**

CAPG's 33rd Annual Conference

September 7-11, 2022

Delta Bessborough, Saskatoon, SK

The CAPG/FNPGC Conference is the leading event in the police governance sector. The Annual CAPG Conference is held over a three-day period during which delegates are encouraged to network, discuss, engage, and discover the rich community we continue to foster. With a primary focus on building capacity, the FNPGC has developed a one-day national conference in addition to the CAPG conference for self-administered First Nations Police Governance Authorities, Commissions and Community Consultative Committees.

In 2020, the pandemic forced us to move from a physical experience to a virtual one. Engaging our delegates in meaningful ways required adjusting our programs and seeking help from experts. We were thrilled to have registered over 400 delegates for our 2020 virtual conference which proved to be a huge success. In 2021, we held a second, even more popular virtual conference.

This year, we will return to our highly regarded in-person conference format. However, to maintain the affordability, ease, and interactive nature of our virtual events, we will simultaneously offer in-person and virtual options to our delegates.

Sponsorship Benefits



BRAND VISIBILITY

Get Cross-Canada Exposure

Elevate your company's brand through CAPG Events. Your company name and logo will be promoted on publications, such as CAPG's public website and social media sites, as well as at the event itself.

About CAPG

WHO WE ARE:

The Canadian Association of Police Governance (CAPG) is the only national organization dedicated to excellence in police governance in Canada. Founded in 1989 with the goal to improve the effectiveness of civilian bodies that govern local police services, we have since grown to represent 80% of municipal police service oversight bodies throughout Canada.

OUR MISSION:

The Canadian Association of Police Governance works collaboratively and proactively with members and partners to enhance civilian governance of policing in Canada.

OUR REACH:

As a national association, the CAPG has a wide reach with a diverse audience. We connect with decision makers, police board executives, Chiefs of Police, business leaders, academics, and government officials throughout the country. The Canadian Association of Police Governance has over 80 active member organizations.



CREDIBILITY

Consumer Influence and Perception

Enhance your reputation and forge a stronger relationship with your target audience by aligning your support for causes or missions that your target audience is passionate about.



BUILD CONNECTIONS

Connect with a National Audience:

Engage with leading voices in police governance and gain access to the latest research, discussions and interests within the community.

Why Choose Us?



Public scrutiny of policing has placed increased demands on municipal police services, and consequently on their boards and commissions, resulting in a need for constant information exchange and education for members of police governing bodies. The CAPG is the sole venue for this exchange. The CAPG offers many resources to Canada's police governance community, including a variety of webinars, events, publications, and an eLearning portal that is exclusively for members.

Since 1989, we have helped develop a network for police governance throughout Canada. Policing is a 15 billion dollar sector, and the CAPG works diligently to help improve this sector by engaging with the community and by being the trusted voice of police governance in Canada.



Communications Strategy

Communications and marketing efforts will create maximum awareness and position the event on the national stage. The strategy will combine and integrate the following elements:

WEBSITE

In addition to serving as a key marketing tool, it is the premier source of conference information and is regularly updated.

DIRECT MARKETING

Frequent email blasts update registered delegates with general information, latest news, key dates, and program and speaker details. This ensures delegates remain engaged leading up to the conference.

MARKETING COLLATERAL

Branded electronic and printable materials will be used to endorse our conference, highlighting key activities and speakers. These will be shared via direct email and the conference website.

MEDIA COVERAGE

Our events are covered by various media publications.

SOCIAL MEDIA

This will be used to create excitement around the event and speakers. LinkedIn, Twitter, and Facebook will all play a major role in the campaign. Event hashtags will be utilized to encourage delegate interaction and create an additional layer of engagement.



CAPG 2022 Sponsor Streams

CHAMPION SPONSOR \$10,000

Prioritized listing as a Champion Sponsor on all printed and online media, including the conference website, program and/ or schedule- at-a-glance, e-blasts, and post-conference report. Also includes:

1. Five (5) minute speaking opportunity to introduce one keynote speaker.
2. Two (2) complimentary conference registrations including evening activities.
3. One (1) insert in delegate welcome bags.
4. Company logo featured on main page of website and virtual attendee hub.
5. Logo on banner in plenary room.
6. Logo on poster at registration desk.
7. Logo and recognition at one (1) evening activity.
8. Prioritized Recognition on social media.
9. Option of exhibitors' table

We strive to make all of our events a valuable experience for our sponsors. We offer five unique levels of sponsorship to meet a variety of budgets and objectives. Additionally, we recognize that your sponsorship needs may be unique, and we look forward to working directly with you to create a customized package.

ADVOCATE SPONSOR \$5,000

Prioritized listing as Advocate Sponsor on all printed and online media, including the conference website, program and/ or schedule- at-a-glance, e-blasts, and post-conference report. Also includes:

1. Listing on website and virtual attendee hub.
2. One (1) complimentary conference registration, including evening activities.
3. Logo on banner in plenary room.
4. Recognition on CAPG's social media profiles.

CULTIVATOR SPONSOR \$2,500

Listing as a Cultivator Sponsor on all printed and online media, including the conference website, program and/ or schedule- at-a-glance, e-blasts, and post-conference report. Also includes:

1. Logo on banner in plenary room.
2. Recognition on CAPG's social media profiles.

FRIEND SPONSOR \$1,000

Listing as a Friend Sponsor on all printed and on-line media, including the conference website, program and/ or schedule- at-a-glance, e-blasts, and post-conference report.

PEER SPONSOR \$250-500

1. Listing on the CAPG website.
2. Listing in conference program.
3. Listing in post-conference report.

FOCUS YOUR RESOURCES.

Police services, Municipalities, and Canadians support outsourcing non-core police services



A public opinion poll revealed:

- 89% of municipal decision makers and 95% of police services polled consider private security providers a good fit for their community.

- 95% of municipal decision makers and 97% of the police services polled would hire Commissionaires over private security providers with the same qualifications.



Stay Connected & Informed:

EXHIBITOR PACKAGE \$500

Exhibitors are given an exclusive opportunity to build a dedicated space to express themselves and personally connect with delegates.

SHOWCASE YOUR BRAND



PERSONAL CONTACT

Bringing a face and name to your brand will foster relationships with your audience.



EDUCATION

Learn what's happening in Police Governance and how you can be part of it.



GENERATE LEADS

A one-stop exhibition enables you to secure qualified leads in one place.



SALES

Promote new services or demonstrate new products and equipment.



PRESENCE

Show your commitment and support the community that supports your business.



BUZZ

With the undivided attention of your audience, launch a new product, service or marketing campaign!

Sponsor the 8th Annual First Nations Police Governance Conference

September 8, 2022

The First Nations Police Governance Council (FNPGC) was established in 2014 by directors and members of the Canadian Association of Police Governance (CAPG). With a primary focus on building capacity, the FNPGC has developed an annual national conference for self-administered First Nations Police Governance Authorities, Commissions and Community Consultative Committees. *Over 300 delegates registered to attend the 2021 Virtual FNPGC One-Day Conference*

FNPGC ALLY SPONSOR PACKAGE - \$1,000

Prioritized listing as Ally Sponsor on all printed and online media, including the conference website, program and/or schedule- at-a-glance, e-blasts, and post-conference report. Also includes:

1. One (1) complimentary conference registration
2. Logo on banner in plenary room.
3. Recognition on CAPG's social media profiles.





Additional Sponsorship and Cross-Promotion opportunities

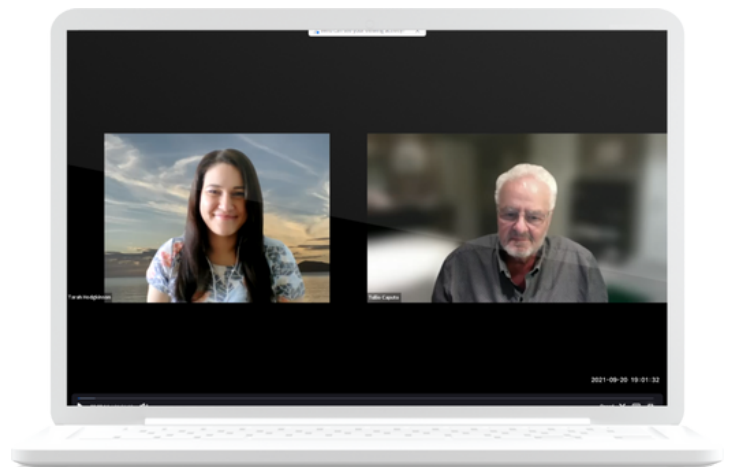
Promote your event/business on our platform and vice versa. Contact us for specific pricing and sizes or our contra packages.

BECOME A MEDIA SPONSOR

Promote our events on your platform and have your logo showcased as a "Media Sponsor" during on our website and in conference promotional material

MONTHLY WEBINARS SERIES

Our webinars bring CAPG stakeholders and partners together to explore a variety of themes of interest to our community. Our aim is to provide concrete resources to boards and other stakeholders to help in the development of effective governance.



QUORUM - Weekly Governance Newsletter

CAPG's popular in-depth weekly news clipping service offered to our growing extended community of over 1400 subscribers. Through Quorum, you have the chance to build awareness and recognition of your brand among hundreds of police governance professionals. Quorum offers an open rate 3 percent higher than that of the industry average.

Host Canada's only national police governance conference in your city!

A UNIQUE OPPORTUNITY TO SHOWCASE THE WORK YOU'RE DOING IN POLICE GOVERNANCE

Together, the Host and CAPG have a unique opportunity to showcase Canadian governance of policing at its very best. That's why your branding and expertise will be featured throughout the conference in order to provide insight, support, credibility and networking opportunities for everyone. Some of those opportunities include:



- Working with the CAPG Conference Committee and the CAPG Executive Director to oversee all aspects of planning, budgeting and the development of the conference program.
- Showcase your organization with opportunities such as speaker introductions, exhibitor tables and off-site functions.
- Enjoy complimentary conference registrations for your Board, including evening activities.
- Have your logo featured in all promotional material, on any virtual platforms and in person throughout the venue

For more information on the current benefits, duties and financial obligations involved in hosting a future conference, please view our [2023 Request for Proposals](#) or contact us.

Contact the CAPG

MORE ADVERTISING = MORE DISCOUNTS

If you are interested in advertising through multiple CAPG outlets please contact us to discuss how we can meet your advertising needs and to apply further discounts to your unique package.



JENNIFER MALLOY, Executive Director

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REPORT DATE: June 28, 2022

REGULAR

BOARD MEETING DATE: July 6, 2022

BOARD REPORT # 2022-FIN007

TO: Surrey Police Board

FROM: Finance Committee

FILE: 60540-20-04

SUBJECT: Financial Update – Year-To-Date Expenditures (May 31, 2022)

RECOMMENDATION

The Finance Committee recommends that the Surrey Police Board receive this report for information.

PURPOSE

This report presents a summary of 2022 year-to-date expenditures incurred up to the period ended May 31, 2022.

BACKGROUND

The Five-Year Financial Plan 2022 – 2026 adopted by City Council in December 2021 provided the 2022 budget allocations for policing services, which included the annual budget for SPS and the one-time policing transition project budget.

The City's 2022 – 2026 operating budgets for policing is presented in the following table (in thousands):

SUMMARY	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
Policing Services Operating Budget	\$ 194,807	\$ 202,465	\$ 211,015	\$ 216,160	\$ 221,459

For 2022, \$72.53M was allocated to SPS; \$96.66M for the RCMP and \$25.62M for City Police Support Services. SPS' budget is detailed as follows:

	<u>2022 Budget</u>
Remunerations, Salaries and Benefits	\$48,862,320
Other Expenditures	25,587,666
Federal Subsidy	(4,200,000)
2022 Capital	<u>2,275,000</u>
	\$72,524,986
2021 Capital Carry Forward/Reserve	\$ 2,275,000
Total Available	\$74,799,986

In addition to the budget for regular SPS operations above, \$63.68M has been allocated by the City for the one-time policing transition to SPS, presented in the following table (in thousands):

SUMMARY	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	TOTAL
One-time Policing Transition Project	\$ 25,200	\$ 23,084	\$ 5,400	\$ 5,000	\$ 5,000	\$ 63,684

The available funds for one-time policing transition expenditures during 2021 was \$43.72M (including carried forward amounts from 2020), of which \$28.12M was unspent and carried forward into 2022. The 2022 budget allocation for the transition project is \$5.40M; a total of \$33.52M is available for 2022, presented in the Discussion section below.

SPS and the City of Surrey are working collaboratively with both the Province of BC and the Government of Canada on the policing transition. The specific timing of SPS becoming the police of jurisdiction is dependent on decisions made by all three levels of government, which may affect the timing of expenditures.

DISCUSSION

SPS Operations

As of May 31, 2022, year-to-date net expenditures were \$6.94M favourable compared to budget; SPS incurred net expenditures of \$22.80M compared to \$29.74M budgeted, presented in the following table:

Year-to-Date Expenditures Summary - May 31, 2022 (Budget vs. Actual)

	YTD BUDGET	YTD ACTUAL	VARIANCE	ANNUAL BUDGET
<i>SPS Operations</i>				
Board Remunerations	75,000	48,598	26,402	180,000
Salaries and Benefits	16,606,156	14,632,482	1,973,674	48,682,320
Lower Mainland Integrated Teams	6,918,140	6,918,140	-	16,603,537
Other Expenditures	3,839,393	726,407	3,112,986	8,984,129
Total SPS Operations	\$ 27,438,689	\$ 22,325,627	\$ 5,113,062	\$ 74,449,986
Capital Expenditures**	\$ 3,222,917	\$ 472,628	\$ 2,750,289	\$ 4,550,000
TOTAL SPS EXPENDITURES	\$ 30,661,606	\$ 22,798,255	\$ 7,863,351	\$ 78,999,986
Recovery - Federal/RCMP Subsidy	(919,106)	-	(919,106)	(4,200,000)
NET EXPENDITURES	\$ 29,742,500	\$ 22,798,255	\$ 6,944,245	\$ 74,799,986

** Capital Expenditures include a \$2.275M unused reserve carry forward from 2021 and an additional \$2.275M budgeted for 2022.

As of May 31, 2022, SPS has expended \$15.88M (excluding \$6.92M contributed to Lower Mainland Integrated Teams), of which \$49K was for board remuneration, \$14.63M for employee salaries and benefits, \$473K of capital expenditures, and \$726K of other expenditures. Appendix I provides a breakdown of expenditures by Bureau.

Lower Mainland Integrated Teams (LMIT) are funded by each jurisdiction within the region for their services, including:

- Integrated Homicide Investigation Team (IHIT)

- Emergency Response Team (ERT)
- Integrated Forensic Identification Services (IFIS)
- Integrated Police Dog Services (IPDS)
- Integrated Collision Analysis and Reconstruction Service (ICARS)

Surrey's contribution to LMIT was included in SPS' budget; as such, the associated costs are captured as part of SPS' expenditures. The LMIT budget and expenses also include contributions to the Real Time Intelligence Centre (RTIC) and the Independent Investigations office (IIO).

On May 31, 2022, there were a total of 278 SPS employees (235 sworn members and 43 civilians). Of these employees, 26 were assigned to temporary recruitment, security clearance, and various other positions required for the policing transition project; their salaries and benefits are currently allocated to the One-time Policing Transition Project fund.

Included in SPS Operations, are salaries and benefits of \$14.63M for 252 employees (223 sworn members and 29 civilians). These employees are engaged in activities, such as:

- Community policing
- Community engagement
- Develop and maintain policies and procedures
- Develop and manage training programs, including operational and leadership skills
- Occupational health and safety development and organization
- Procurement (equipment, uniforms, firearms, etc.)
- Staffing coordination and financial planning
- Tri-lateral coordination (human resources, asset transfer, facilities, etc.)

Other expenditures of \$726K included: \$230K for supplies and materials; \$235K paid to JIBC for recruits; \$61K of telecommunication expenses; \$49K for training; \$119K for outsourced services; \$11K of publications and media expenses; \$14K of memberships and professional dues; \$4K of travel expenses; and \$3K for recruiting activities.

One-Time Policing Transition Project

The one-time policing transition project expenditures to date are summarized in the following table:

One-Time Policing Transition Fund Summary - May 31, 2022

	TOTAL FUND AVAILABLE	YTD ACTUAL EXPENSES	REMAINING FUND BALANCE	FORECASTED EXPENDITURES (Prepared May 2022)	PROJECTED FUND CARRY FORWARD
	2022	2022	2022	2022	2023
Project Summary					
One-Time Policing Transition**	\$ 33,524,926	\$ 5,657,107	\$ 27,867,819	\$ 27,167,767	\$ 6,357,159

** Total fund available in 2022 includes \$28.125M carried forward from 2021.

Appendix II presents the detail on the policing transition project costs, related to establishing SPS. Year-to-date expenditures as of May 31, 2022, totalled \$5.66M of the \$33.52M available; details of significance are presented below:

- Recruitment, Assessment, and Training expenses include costs incurred to support the recruiting surge for SPS, security clearances, testing and assessment of candidates, and training of new hires. As of May 31, 2022, resources currently assigned to temporary recruitment and security clearance

processing include 18 employees (12 sworn members and 6 civilians). The year-to-date expenditure totalled \$1.28M (27% of forecasted amount for 2022).

- Information Technology Systems costs include IT operating systems setup and external consultants for project management. The year-to-date expenditure totalled \$382K (30% of forecasted amount for 2022).
- Human Resources expenses include personnel in various temporary roles to support establishing SPS; currently there are 8 civilians as of May 31, 2022. The year-to-date expenditure totalled \$268K (8% of forecasted amount for 2022).
- Communications and Marketing expenditures include consultants managing public relations and brand development to support the establishment of SPS. The year-to-date expenditure totalled \$68K. (26% of forecasted amount for 2022). Amount decreased from prior month due to an adjustment to a cost allocation from the City.
- Financial Services expenses include outsourced financial service consultants and personnel to support setting up SPS' finance and payroll systems and databases. The year-to-date expenditure totalled \$65K (26% of forecasted amount for 2022).
- Legal expenditures are specialized services, for matters related to collective bargaining, human resources, trademarks, and other establishment legal costs. Also included in Legal is the cost of in-house counsel seconded from the City. The year-to-date expenditure totalled \$139K (29% of forecasted amount for 2022).
- Information Technology Capital expenditures are related to building the data centre, dispatch systems, administrative systems, and telecommunication assets. The year-to-date expenditure totalled \$2.35M (21% of forecasted amount for 2022).
- Armoury, Outfit, and Other Equipment Capital costs are related to firearms, uniforms, personal issue kits, and other speciality equipment needed for policing. The year-to-date expenditure totalled \$1.07M (27% of forecasted amount for 2022).
- Facilities Capital include retrofit costs for SPS to occupy facilities owned or leased by the City of Surrey. The year-to-date expenditure totalled \$26K (29% of forecasted amount for 2022).

CONCLUSION

Expenditures to date, supporting SPS' operations and the One-time Policing Transition Project, are within the available funding for 2022.



Elizabeth Model
Chair, Finance Committee

Appendix I Surrey Police Service Year-to-Date Expenditures – May 31, 2022 (Budget vs. Actual)
Appendix II One-Time Policing Transition Project Fund Reconciliation – May 31, 2022

APPENDIX I

**Surrey Police Service
Year-to-Date Expenditures - May 31, 2022
(Budget vs. Actual)**

	YTD BUDGET	YTD ACTUAL	VARIANCE	ANNUAL BUDGET
<i>Surrey Police Board</i>				
Board Remunerations	75,000	48,598	26,402	180,000
Salaries and Benefits	146,000	125,707	20,293	346,072
Other Expenditures	116,250	12,194	104,056	279,080
Surrey Police Board	\$ 337,250	\$ 186,499	\$ 150,751	\$ 805,152
<i>Office of the Chief Constable</i>				
Salaries and Benefits	1,072,923	1,029,320	43,603	2,538,477
Other Expenditures	146,102	74,347	71,755	395,555
Office of the Chief Constable	\$ 1,219,025	\$ 1,103,667	\$ 115,358	\$ 2,934,032
<i>Community Policing Bureau</i>				
Salaries and Benefits	9,025,989	8,324,137	701,852	27,262,420
Lower Mainland Integrated Teams	6,918,140	6,918,140	-	16,603,537
Other Expenditures	976,403	66,547	909,856	1,913,774
Community Policing Bureau	\$ 16,920,532	\$ 15,308,824	\$ 1,611,708	\$ 45,779,731
<i>Investigative Services Bureau</i>				
Salaries and Benefits	1,865,235	1,491,960	373,275	6,310,238
Other Expenditures	203,826	20,580	183,246	680,690
Investigative Services Bureau	\$ 2,069,061	\$ 1,512,540	\$ 556,521	\$ 6,990,928
<i>Support Services Bureau</i>				
Salaries and Benefits	4,496,009	3,661,358	834,651	12,225,113
Other Expenditures	2,396,812	552,739	1,844,073	5,715,030
Support Services Bureau	\$ 6,892,821	\$ 4,214,097	\$ 2,678,724	\$ 17,940,143
Total Operation Expenditures	\$ 27,438,689	\$ 22,325,627	\$ 5,113,062	\$ 74,449,986
Capital Expenditures**	\$ 3,222,917	\$ 472,628	\$ 2,750,289	\$ 4,550,000
TOTAL SPS EXPENDITURES	\$ 30,661,606	\$ 22,798,255	\$ 7,863,351	\$ 78,999,986
Recovery - Federal/RCMP Subsidy	(919,106)	-	(919,106)	(4,200,000)
NET EXPENDITURES	\$ 29,742,500	\$ 22,798,255	\$ 6,944,245	\$ 74,799,986

** Capital Expenditures include a \$2.275M unused reserve carry forward from 2021 and an additional \$2.275M budgeted for 2022.

**One-Time Policing Transition Project
Fund Reconciliation - May 31, 2022**

EXPENDITURES	FUND CARRIED FORWARD	CURRENT YEAR BUDGET (\$5,400,000)	TOTAL FUND AVAILABLE	YTD ACTUAL EXPENSES	FORECASTED EXPENDITURES (Prepared May 2022)	% of Forecast Spent	PROJECTED FUND CARRY FORWARD
	2021	2022	2022	2022	2022		2023
	(a)	(b)	(a) + (b) = (c)	(d)	(e)		(c) - (e) = (f)
Recruitment, Assessment, and Training	-	-	4,699,182	1,283,937	4,699,182	27%	-
Infrastructure and Fleet Conversion	-	-	460,000	-	460,000	0%	-
Information Technology Systems	-	-	1,254,093	382,253	1,254,093	30%	-
Human Resources	-	-	3,447,015	267,543	3,447,015	8%	-
Communications and Marketing	-	-	264,500	67,927	264,500	26%	-
Financial Services	-	-	253,000	65,489	253,000	26%	-
Legal	-	-	478,934	139,256	478,934	29%	-
Strategy and Policy	-	-	57,500	-	57,500	0%	-
SPS TRANSITION - OPERATION SUBTOTAL	\$ -	\$ -	\$ 10,914,224	\$ 2,206,405	\$ 10,914,224	20%	\$ -
Information Technology Capital	-	-	11,063,541	2,353,545	11,063,541	21%	-
Armory, Outfit and Other Equipment Capital	-	-	4,026,643	1,070,746	4,026,643	27%	-
Fleet Capital	-	-	1,073,359	-	1,073,359	0%	-
Facilities Capital	-	-	90,000	26,411	90,000	29%	-
SPS TRANSITION - CAPITAL SUBTOTAL	\$ -	\$ -	\$ 16,253,543	\$ 3,450,702	\$ 16,253,543	21%	\$ -
Unallocated Funds	28,124,926	5,400,000	6,357,159	-	-		6,357,159
SPS TRANSITION- UNALLOCATED BUDGET SUBTOTAL	\$ 28,124,926	\$ 5,400,000	\$ 6,357,159	\$ -	\$ -		\$ 6,357,159
TOTAL BALANCE	\$ 28,124,926	\$ 5,400,000	\$ 33,524,926	\$ 5,657,107	\$ 27,167,767	21%	\$ 6,357,159

June 1, 2022

OPCC File No. 2022-21233

His Worship Mayor Doug McCallum
Chair, Surrey Police Board
13450 104 Ave
Surrey, BC V3T 1V8

Dear Mayor McCallum,

Re: Service or Policy Complaint of anonymous complainant ("A Surrey resident")

On April 26, 2022, the Office of the Police Complaint Commissioner received a copy of the Board's concluding correspondence to an anonymous complainant ("A Surrey resident"), attaching a copy of Deputy Chief Constable Jennifer Hyland's report that recommended concluding the above-noted Service or Policy file. The report outlined the reasons for concluding this matter in consideration of the Surrey Police Department's current policies regarding uniforms and dress standards.

Having had the opportunity to examine the Board's decision, this office is satisfied with the outcome and will not be making any recommendations for further investigation, study, courses of action or changes to service or policy respecting this particular matter. Accordingly, our file will now be closed.



Eric Chown
Investigative Analyst

cc: Anonymous complainant ("A Surrey resident")
Chief Constable Norm Lipinski, Surrey Police Department
Deputy Chief Constable Jennifer Hyland, Surrey Police Department