



PUBLIC- WPS Board July Meeting
July 22, 2021



Start: Thursday, July 22, 2021 - 1:00pm

End: Thursday, July 22, 2021 - 2:00pm

| | | |
|--|--------------|--------------|
| 1. Call to Order | Chair | 1 min |
| 2. Declarations of Conflict & Pecuniary Interest by Members | Chair | 1 min |
| 3. Approval of Agenda | Chair | 1 min |
| 4. Approval of Minutes – Public Minutes May 20, 2021 | Chair | 1 min |
|  Public Meeting Minutes May 2021 2021-05-22.pdf | | |
| 5. Business Arriving from the Minutes | Chair | 1 min |
| 6. Delegations | | |
| 6.1. 2021 OWLE Leadership Award Recipient -Sue Garrett-Bural | Chief Mizuno | 3 mins |
|  OWLE Leadership.pdf | | |
| 6.2. St. John Ambulance Lifesaving Awards | Chief Mizuno | 10 mins |
|  St John Ambulance Awards.pdf | | |
| 6.3. Dennis R. Latten Award | | Chief Mizuno |
|  Dennis R Latten Award.pdf | | |



20 m.....

7. General Reports

7.1. OCPC Update



OCPC Recommendations-Progress Chart-WPSB July2021.pdf

7.2. Professional Standards Branch



7.2 Cover Memo PSB Monthly Report to WPSB.pdf



7.2 Public Monthly Board Report-May 2021.pdf



Public Monthly Board Report-June 2021.pdf

7.3. Crime Stoppers



Police Service Board Crime Stoppers Statistics May & June 2021.pdf

7.4. Crime Statistics



Crime Stats May June 2021.pdf

7.5. Referral Tracking



Referral Tracking for May WPSB Meeting - PUBLIC Agenda.pdf

7.6. ROA/EMCPA Enforcement Stats



7.7 May ROA Enforcement Stats.pdf



7.7 ROA EMCPA Memo Report for WPSB - May June.pdf



June ROA.pdf

7.7. Amherstburg Policing Activities Report



Amherstburg 2nd Quarter 2021 Statistics.pdf

7.8. MCRRT Statistics Report



Cover Memo Deputy Chief Bellaire MCRRT Stats May June 2021 WPSB.pdf



May MCRRT Stats.pdf



MCRRT June 2021.pdf

7.9. Naloxone Quarterly Report



7.9 2021 Second Quarter Naloxone Report.pdf

7.10. Use of Force - Quarterly Report



2021 Q2 Use of Force Report.pdf

7.11. POP and CCP Quarterly Statistics



POP and CCP Stats _ Public.pdf

7.12. All Chief Memos



21-0067 - All Chiefs Memo - Step One of Roadmap to Reopen.pdf



21-0070 - All Chiefs Memo - Proposed Regulations under the Community Safety and Policing Act.pdf



21-0071 - All Chiefs Memo - Requests for Occurrence Reports by the Private Security and Investigative Services Branch.pdf




21-0072 - All Chiefs Memo - Amendments to the Exemption Regulation under the PRCRA.pdf





21-0072 - Attachment - Fact Sheet - Regulatory Amendments to the PRCRA.pdf




 21-0073 - All Chiefs Memo - Provincial Strategies that Align with CSWB Planning.pdf

 21-0073 - Attachment - Resource Document - Provincial Strategies-Frameworks that Align with CSWB Planning.pdf

 21-0059 - All Chiefs Memo - 2021 Promotional Exams.pdf


 21-0061 - All Chiefs Memo - Legal Advice for Victims of Sexual Assault Program.pdf

 21-0061 - Attachment 2 - Fact Sheet - ILA May 2021 (EN).pdf


 21-0061 - Attachment 1 - Memo from Deputy Dave Corbett.pdf

 21-0061 - Attachment 3 - Fact Sheet - ILA May 2021 (FR).pdf


 21-0063 - All Chiefs Memo - Extension of Orders Under the EMCPA.pdf


 21-0064 - Attachment 1 - Memo from Jody Young.pdf

 21-0064 - All Chiefs Memo - Respiratory Protection Policy and Program.pdf

 21-0064 - Attachment 2 - Memo from OPHSC Chairs.pdf


 21-0064 - Attachment 3 - OPHSC GN 15 (Respiratory Protection Policy and Program).pdf


 21-0065 - Attachment 1 - Memo from David Mitchell.pdf


 21-0065 - All Chiefs Memo - Increasing Awareness about the Youth Cannabis Diversion Program.pdf

 21-0065 - Attachment 2 - Referral Form.PDF





 21-0065 - Attachment 5 - Poster_Final_English.PDF


 21-0065 - Attachment 3 - Program Referral Guide_English.PDF


 21-0065 - Attachment 4 - Brochure_Final_English.pdf


 21-0065 - Attachment 7 - Program Preview Instructions.pdf


 21-0065 - Attachment 6 - QA Reference- Youth Cannabis Diversion Program_Final_English.pdf

 21-0052 - All Chiefs Memo - Second Dose of COVID-19 Vaccine for Frontline Police Officers and Special Constables.pdf


 21-0053 - All Chiefs Memo - Changes to the Ontario Sex Offender Registry.pdf

 21-0056 - All Chiefs Memo - Launch of OIPRD Service-by-Service Page.pdf


 21-0056 - Attachment - Memo from Stephen Leach.pdf

 21-0058 - All Chiefs Memo - Collection of Occurrence Data Related to the Animals Left in Motor Vehicles.pdf

 21-0070 - All Chiefs Memo - Proposed Regulations under the Community Safety and Policing Act.pdf

 21-0066 - All Chiefs Memo - 2021-22 to 2022-2023 Call for VSG Applications (Re-issue).pdf

 21-0066 - Attachment 1 - VSG Grant Guidelines (Re-issue).pdf

 21-0068 - Attachment - Memo from Shelley Unterlander.pdf



21-0068 - All Chiefs Memo - Class A Manual Transmission Restriction.pdf



21-0069 - All Chiefs Memo - Changes to Cargo E-bike Pilot.pdf



21-0069 - Attachment - Memo from Shelley Unterlander.pdf



21-0074 - Attachment 1 - 2021-22 - Ontario CCTV - Application Guidelines.pdf



21-0075 - Attachment - Use of Force and Firearms Training Plan Template.docx



21-0075 - All Chiefs Memo - Use of Force and Firearms Training Order.pdf



21-0076 - All Chiefs Memo - Amendments to the HTA and O Reg 455-07 on Races, Contests, and Stunts.pdf



21-0076 - Attachment 1 - Memo from Shelley Unterlander.pdf



21-0076 - Attachment 2 - HTA Amending Regulation 455_07.pdf



21-0077 - All Chiefs Memo - Entering Step Two of the Roadmap to Reopen.pdf



21-0055 - All Chiefs Memo - Provincial Antigen Screening Program.pdf



21-0055 - Attachment 2 - PASP Key Messaging and Updates.pdf



21-0055 - Attachment 1 - PASP Information Document.pdf



21-0057 - All Chiefs Memo - Changes to Existing Emergency Orders and Information Regarding Ontarios Roadmap to Reopen.pdf



374-21.pdf



21-0057 - Attachment 1 - O. Reg. 344-21.pdf



21-0062 - All Chiefs Memo - 2021-22 CJMPSOSSF.pdf



21-0062 - Attachment 2 - CJMPSOSSF 2021-22 Application Guidelines Appendix A (Student Living Allowances).pdf



21-0062 - Attachment 1 - CJMPSOSSF 2021-22 Application Form.pdf



21-0049 - All Chiefs Memo - Temporary Regulation For Additional Commodities for Reduced Load Period Exemption.pdf



21-0049 - Attachment - Memo from Shelley Unterlander.pdf



21-0050 - All Chiefs Memo - SPCIC Secondment Opportunity.pdf



21-0050 - Attachment - SPCIC Job Specification 2021.pdf



21-0051 - All Chiefs Memo - Phase 2 COVID-19 Vaccinations for Frontline Police Officers.pdf

8. Policy Items

8.1. WPS Board Policy Review Plan 2021-2022



Board Policy Review 2021-2022 Workplan 2021-06-03.pdf

8.2. Policy 2021- 05: Grant Applications - Delegation of Signing Authority



MEMO Policy 2021-05 Delegation of Signing Authority 2021-07-22.docx



2021-05 Grant Applications Delegation of Signing Authority 2021-07-22.pdf

8.3. Update: Community Safety and Policing Act, 2019

8.3.1. Proposed Regulations under the Community Safety and Policing Act, 2019



PUBLIC - All Chiefs Memo - Proposed Regulations under the Community Safety and Policing Act.pdf



PUBLIC CSPA Ottawa Comment CSPA Regulations.pdf



PUBLIC CSPA Toronto Comments regulations - 26 May 2021.pdf

9. Financial Items

Chair

5 mins

9.1. H1 WPS Board Financial Statement



H1 Income Statement 2021-06-14.pdf

10. Human Resources

Chair

5 mins

10.1. Retirement



Retirement Sworn Police Personnel 2021-07-05.pdf

10.2. Promotions



10.2 Promotions.pdf

11. Communications

Chair

5 mins

11.1. Request for Donation - Fibromyalgia Association Canada



Request for Donation 2021-06-08.pdf

11.2. Information: The Independent Civilian Review into Missing Person Investigations



PUBLIC The Independent Civilian Review into Missing Person Investigations.pdf

11.3. 2020-2021 John Hughes Memorial Scholarship Recipient



11.3 John Hughes Memorial Scholarship.pdf



6086 THANK YOU TO CHIEF.pdf

12. New Business

Chair

15 mins

12.1. City Council Resolution 99/2021



PUBLIC CR 99 2021 WPS BOARD.pdf

12.2. Delegation Report Back: Waived Volunteer Record Check



12.2 Report Regarding Waived Volunteer Record Check.pdf

12.3. NG911 Telephone System



NG911 Telephone System - Public.pdf

13. Adjournment

13.1. Next Meeting September 23, 2021



Public Meeting Minutes

Date: Thursday May 20, 2021

Time: 1:00pm

Location: Zoom Video Conference

PRESENT:

Mayor Drew Dilkens, Chair

Mayor Aldo DiCarlo, Vice Chair

Councillor Rino Bortolin

Mr. Robert de Verteuil

Ms. Denise Ghanam

Chief Pamela Mizuno

Deputy Chief Frank Providenti

Deputy Chief Jason Bellaire

REGRETS:

RECORDER: Sarah Sabihuddin, Administrative Director

1. General

1.1. Call To Order

The Chair called the meeting to order at 1:40pm

2. Regrets

None

3. Disclosure Of Pecuniary Interest And The General Nature Thereof

None

Councillor Bortolin would like to add 12.7 Noise Bylaw Campaign

4. Approval of Minutes Of The Regular Public Meeting – April 22, 2021

Moved by Ms. Denise Ghanam, seconded Mr. Robert de Verteuil, to APPROVE the PUBLIC Meeting Minutes as presented. CARRIED

5. Business Arriving from the Minutes

6. Delegations

6.1. Community Group - Fees Associated with Police Clearances

Delegation enters: 1:42 - Cindy Hazael-Gietz, Kathy DiBartolomeo, Joanne Fear, Blanche Durocher

Delegation representing community groups made a presentation and request for the Board to consider reducing fees associated with obtaining police clearances for community volunteers.

Ms. Denise Ghanam asks for an approximate estimate for how many clearances per year are requested that have costs associated with them.

Cindy Hazael-Gietz replies that there are hundreds annually requested

Vice Chair Mayor Aldo DiCarlo asks if the Chief could explain the costs

Deputy Chief Providenti notes that the total cost is \$25 for a vulnerable sector check (\$11.24 is for the service fee that goes towards the online request to the 3rd party and the WPS receives the rest)

Vice Chair Mayor Aldo DiCarlo: Appreciating the cost to the WPS, I would like to put forward a motion to reduce the costs to make it cost neutral.

Chair Drew Dilkens asks if the WPS Board can, we get a financial report from WPS to understand the costs of moving in that direction before making a decision. Proposed next meeting – July.

Moved by Ms. Denise Ghanam, seconded Councillor Bortolin, to request a WPS report related to the proposed costs with a report back expected for the next Board meeting, which is scheduled for July 22 2021. CARRIED

7. General Reports

- 7.1. OCPC Report Tracking
- 7.2. Professional Standards Branch
- 7.3. Crime Statistics
- 7.4. Crime Stoppers
- 7.5. Referral Tracking Report
- 7.6. Amherstburg Policing Activities Report
- 7.7. ROA/EMCPA Enforcement Stats
- 7.8. MCRRT Statistics Report
- 7.9. All Chief Memos

Moved by Mr. Robert de Verteuil, seconded Councillor Bortolin, to RECEIVE the information as presented. CARRIED

8. Policy Items

9. Financial Matters

10. Human Resources

10.1. Provincial Human Trafficking Intelligence-Led Joint Forces Strategy (IJFS)

Moved by Vice Chair Mayor Aldo DiCarlo, seconded Mr. Robert de Verteuil, to RECEIVE the information as presented. CARRIED

10.2. Retirements

- Constable Anthony Coughlin – 30 years, 4 months of Service
- Constable Timothy Harrington – 22 years of service

Moved by Ms. Denise Ghanam, seconded Vice Chair Aldo DiCarlo, to APPROVE the following resolution as presented below. Carried.

| | |
|----------------------|---|
| RESOLVED THAT | the Windsor Police Services Board ACCEPT the retirement of Constable Anthony Coughlin and Constable Timothy Harrington from the Windsor Police Service. |
|----------------------|---|

10.3. Promotions

Moved by Ms. Denise Ghanam, seconded Councillor Bortolin, to RECEIVE the information as presented. CARRIED

11. Communications

11.1. Deepak Anand, MPP Mississauga Malton re: Bill 231 Protecting Ontarians by Enhancing Gas Station Safety to Prevent Gas and Dash Act,2020

Moved by Mr. Robert de Verteuil, seconded Councillor Bortolin to send a letter to support Bill 231. CARRIED

11.2. John Atkinson Scholarship – St. Clair College

11.3. Public Consultation: Community Safety and Policing Act, 2019 (CSPA) Regulations

Moved by Ms. Denise Ghanam, seconded Vice Chair Aldo DiCarlo, to ACCEPT the communication items as presented. Carried.

12. New Business

12.1. Reward Extension and Increase Request

Moved by Councillor Rino Bortolin, seconded Vice Chair Aldo DiCarlo, to APPROVE the following resolution as presented below. Carried.

| | |
|-------------------------|---|
| RESOLVED THAT | the Windsor Police Services Board (“Board”) APPROVES a reward in the amount of \$10,000 for information leading to the arrest and prosecution of the parties responsible for the murder of Gerardine BUTTERFIELD; |
| FURTHER RESOLVED | that the portion, if any, of the reward to be paid shall be determined by the Board after consultation with the Chief of Police. This consultation shall be for the purpose of examining the value of the information received and the number of claimants; |
| FURTHER RESOLVED | that the reward offer is to expire on May 28, 2022. |

12.2. DiliTrust Governance Software

Moved by Ms. Denise Ghanam, seconded Councillor Rino Bortolin, to APPROVE the following resolution as presented below. Carried.

| | |
|------------------------------|---|
| RESOLVED THAT | The Windsor Police Services Board APPROVES the use and implementation of DiliTrust Exec digital suite for Board purposes. |
| FURTHER RESOLVED THAT | The Windsor Police Services Board APPROVES the costs associated including the one-time set-up fee and the annual subscription fee as presented. |

FURTHER RESOLVED THAT The Windsor Police Services Board AUTHORIZES the Chair of the Board to sign and execute the Agreement/Contract on behalf of the Board.

12.3. Noise Bylaw Enforcement

Councillor Bortolin: What does this enforcement blitz look like? Is it targeted or across the entire jurisdiction?

Deputy Chief Bellaire: This past year with the passage of the new noise bylaw that had specific fines we are now able to educate and enforce. There is an art between communicating, awareness and then enforcement. This will be jurisdiction wide.

13. Adjournment

13.1. Next Regular Public Meeting: July 22, 2021

There is no further business, the meeting adjourned at 2:02 PM

Moved by Mr. Robert de Verteuil, seconded Ms. Denise Ghanam to adjourn meeting.

SARAH SABIHUDDIN
ADMINISTRATIVE DIRECTOR

APPROVED THIS 22 DAY OF JULY 2021.

MAYOR DREW DILKENS, CHAIR
WINDSOR POLICE SERVICES BOARD



WINDSOR POLICE SERVICE

Chief's Executive Office

Chief P. Mizuno
Deputy Chief F. Providenti
Deputy Chief J. Bellaire

MEMORANDUM

Date: July 14, 2021

To: Chair and Members of the Windsor Police Services Board

From: Chief Pamela Mizuno

Re: Ontario Women in Law Enforcement (OWLE) – Leadership Award

The OWLE Leadership Award is a provincial award that is presented annually to a female member of law enforcement. The criteria for the award is as follows: *Includes, but is not limited to: inspiration to others; an excellent role model; positively influences the actions and opinions of others; encourages and supports colleagues; shows initiative; perseveres in the face of criticism or adversity; has high ethical standards; is willing to "go that extra mile"; builds trust and is able to form partnerships to resolve issues; positive outlook.*

I am pleased to advise that Windsor Police Staff Sergeant Sue Garrett-Bural was selected as this year's recipient of the OWLE Leadership Award. As a member of the OWLE Awards selection committee, I had an opportunity to read the outstanding nomination submitted for Staff Sergeant Garrett-Bural, along with the nominations for other worthy women in our Province. I can assure you that the selection committee was truly impressed by the glowing recommendation provided and overwhelmingly felt that she was the deserving recipient.

Staff Sergeant Garret-Bural is a leader and mentor within the ranks. She is always willing to help and provide guidance for those seeking assistance. She has been a supporter of increasing female recruitment, often assisting in initiatives for recruitment outreach. She currently oversees Emergency Services Unit, K-9, Explosive Disposal, Marine Unit, Remote Piloted Aircraft System and Crisis Negotiators. S/Sgt Garrett-Bural is a respected member of the Windsor Police Service who is dedicated to the profession of policing, and is a role model to all officers.

We have been advised that the physical awards presentation has been delayed due to COVID, and awards will be presented when circumstances allow.

Please join me in congratulating Staff Sergeant Garrett-Bural for this much-deserved recognition.

Sincerely,

Pamela Mizuno
Chief of Police



WINDSOR POLICE SERVICE

Chief's Executive Office

Chief P. Mizuno
Deputy Chief F. Providenti
Deputy Chief J. Bellaire

MEMORANDUM

Date: July 14, 2021

To: Chair and Members of the Windsor Police Services Board

From: Chief Pamela Mizuno

Re: St. John Ambulance Life-Saving Awards

The St. John Ambulance Life-saving Awards Program was established over 30 years ago to acknowledge those who have administered first aid while saving or attempting to save a life. The Windsor Police Service Honour and Awards Committee monitors the actions of our members and submits nominations for on or off-duty responses that are worthy of these awards.

On May 22, 2021, I received notification that a number of Windsor Police Service members would be awarded the St. John Ambulance Lifesaving Award. It is my pleasure to share the relevant information below:

GOLD LEVEL AWARD

Presented to Sergeant Matt Capel-Cure, Constable BJ Wiley and EMS Paramedic Kenneth Jacobs

Gold Level Award – recognizes individuals, or groups of individuals, who have saved or attempted to save a life through the administration of first aid knowledge and skills, where a degree of risk to life exists. Recipients are awarded a Certificates and a gold lapel pin.

Incident Details

On October 26, 2019 WPS Officers were dispatched to a call near Amherstburg where a vehicle was upside down in a ditch. Upon their arrival, officers found Mr. Kenneth Jacobs, the paramedic who had also responded to the call, on top of the undercarriage of the vehicle. With water rushing in, the panicked occupant was trapped with only a little air space left. Sergeant Capel-Cure and Constable Wiley entered the water. Working together, they were able to break a window and pull the occupant of the vehicle to safety. Without this immediate intervention the male would not have survived.

Silver Level Award and Commendation Certificate

Sliver Level Award presented to Constable Kaitlyn Leffelhoc and Constable Mo Mroue

Silver Level Award– recognizes individuals, or groups of individuals, who have saved or attempted to save a life through the application of first aid knowledge and skills, where no risk to life exists. Officers are awarded a Certificate and silver lapel pin.

Certificate of Commendation presented to Constables Fast and Constable Alexi Bircakovic

HONOUR IN SERVICE

Incident Details

On Tuesday June 16, 2020, members of the Windsor Police Service were dispatched to an assist Ambulance call for service on Mill Street. Information provided was that a male party with severe health issues had pulled out a surgically implanted arterial tube.

Responding Officers PC Kaitlyne Leffelhoc, Constable Mouhamad Mroue, Constable Bethany Fast and Constable Alexi Bircakovic, arrived and observed a male party in medical distress. Constable Leffelhoc immediately realized the severity of the circumstances and began applying pressure to the injury to stem the heavy bleeding. Constable Mroue provided assistance until the arrival of EMS. While the other officers tended to the victim, Constables Fast and Bircakovic ensured that they had the supplies necessary to render assistance.

Officers continued their life saving efforts in excess of 12 minutes prior to the arrival of EMS in spite of the fact that the male party resisted their attempts to assist. It is estimated that the victim lost between 450ml- 600ml of blood during this event. Ambulance transported the victim to hospital where staff confirmed that the efforts of these officers were instrumental in saving his life.

I hope you will join me in congratulating all of the award recipients for their heroic actions.

Sincerely,



Pamela Mizuno
Chief of Police



WINDSOR POLICE SERVICE

Chief's Executive Office

Chief P. Mizuno
Deputy Chief F. Providenti
Deputy Chief J. Bellaire

MEMORANDUM

Date: July 14, 2021

To: Chair and Members of the Windsor Police Services Board

From: Chief Pamela Mizuno

Re: Police Association of Ontario - Dennis R. Latten Award

The Police Association of Ontario (PAO) awards the Dennis R. Latten Award to recognize long-standing excellence to the police association community. The individual should through his or her actions, have demonstrated a devotion to the Core Values of the PAO: Unity, Co-operation, Leadership and Accountability. I am pleased to advise that Windsor Police Constable Jason Dejong, was recently presented this award by the PAO to recognize his dedication and commitment to the membership of the Windsor Police Service.

Constable Dejong dedicated many years to the Windsor Police Association and the membership of the WPS serving as Director and President. He also held a role on the Police Association of Ontario as a Director where he provided strategic leadership to member associations in Ontario, specifically responsible for liaising with associations in the Southwest Region of Ontario.

Please join me in congratulating Constable Dejong for this much deserved recognition.

Sincerely,

A handwritten signature in blue ink, appearing to read "P. Mizuno".

Pamela Mizuno
Chief of Police

| | Recommendation | Responsibility | Individual Assigned | Action Plan | Status/Progress |
|-----|--|----------------|--|--|---|
| | The Alleged Interference in Specific Legal Proceedings | | | | |
| R.1 | The Commission recommends that a policy be created that provide direction on whether and when an investigation should be done externally or internally. Sometimes, it is imperative that matters be dealt with externally to enhance the appearance of accountability, professionalism and fairness in the minds of those directly affected or the public. At present, the decision whether to investigate matters internally or externally is largely uninformed by existing policies or procedures. Decision-making around how an investigation will be conducted should be guided by a list of factors and clear direction as to how certain types of cases must be dealt with (pp. 12-14). | WPS | Inspector K. Cribley | WPS to create a list of factors and direction to guide decision-making, which will be included in applicable WPS Directives, including Directive 141-02 Conflict of Interest | <p>Amended Directives to be prepared for January 2021 WPSB meeting</p> <p>The completion date for R.1 and R.4 is extended to March 2021 to provide time for the WPSB to amend WPSB Policy AR-A1021 and for the Service to amend <i>Directive 141-02 Conflict of Interest</i> to complement WPSB policy amendments.</p> <p>The completion date for R.1 and R.4 is extended to April 2021 to provide time additional time for the WPSB to amend WPSB Policy AR-A1021. Once completed, <i>Directive 141-02 Conflict of Interest</i> is to be amended to complement WPSB policy amendments.</p> <p>WPSB Policy AR-A1021 is being presented at the April 2021 WPSB Meeting. The completion date for R.1 and R.4 is extended to May 2021 to provide time for the WPS to amend <i>Directive 141-02 Conflict of Interest</i>.</p> <p>COMPLETE: WPSB Policy AR-A1021 is being presented at the July 2021 WPSB Meeting. WPS <i>Directive 141-02 Conflict of Interest</i> has been amended to complement the Board Policy.</p> |
| R.2 | In addition to a policy or procedures on how such investigations should be conducted, the Commission recommends that the Windsor Police Services Board ("Board") consider what its expectations are for Board members whose family members face criminal charges. In this context, the Board's policy on its own conflicts of interest should be re-examined (p. 14). | WPSB | McTague Law & Administrative Director Sarah Sabihuddin | Board staff to provide complete copy of all currently existing WPSB policies to McTague for review. McTague to provide advice on amending existing policy(s) or creating new policy. | <p>Being presented at the April 2021 WPSB Meeting</p> <p>COMPLETE By-law 2021-01 was presented to the Board. Includes Section 12 Disclosures of Conflict/Pecuniary Interest</p> |
| R.3 | The Commission recommends that the Windsor Police Service ("Service") create a policy that addresses the surreptitious recording of conversations by its members | WPS | Staff Sergeant J. Crosby | WPS to create Directive After review and scan for best practices, S/Sgt Crosby | <p>Directive to be prepared for January 2021 WPSB meeting.</p> <p>COMPLETE:</p> |

| | Recommendation | Responsibility | Individual Assigned | Action Plan | Status/Progress |
|-----|--|-----------------|--------------------------|--|--|
| | of other members, where such recording is unrelated to an official investigation (p. 19). | | | recommended amending Directive 141-01 in lieu of creating a new Directive. This recommendation was accepted. | Directive 141-01 Conduct Requirements was amended to address surreptitious recording of conversations by members of other members, where such recording is unrelated to an official investigation and was provided to WPSB at January 2021 meeting for information. |
| | Call to Service at Chief Al Frederick's Residence | | | | |
| R.4 | The Commission recommends that the Service's Conflict of Interest Directive 141-02 identify those circumstances in which the Service is to refer investigations to an external agency or service. It should also identify circumstances in which the Service's own officers must respond to an incident. The Service's Directive fails to adequately address investigations concerning the Chief or Deputy Chiefs. The Services Directive should complement a policy developed by the Board that provides direction to the Service (pp.23-24). | WPS (Part 1 R1) | Inspector K. Cribley | Amend Directive 141-02 Conflict of Interest to consider all points in R.4 | <p>Amended Directive to be prepared for January 2021 WPSB meeting</p> <p>The completion date for R.1 and R.4 is extended to March 2021 to provide time for the WPSB to amend WPSB Policy AR-A1021 and for the Service to amend <i>Directive 141-02 Conflict of Interest</i> to complement WPSB policy amendments.</p> <p>The completion date for R.1 and R.4 is extended to April 2021 to provide time additional time for the WPSB to amend WPSB Policy AR-A1021. Once completed, <i>Directive 141-02 Conflict of Interest</i> is to be amended to complement WPSB policy amendments.</p> <p>The completion date for R.1 and R.4 is extended to May 2021 to provide time additional time for the WPSB to amend WPSB Policy AR-A1021. Once completed, <i>Directive 141-02 Conflict of Interest</i> is to be amended to complement WPSB policy amendments.</p> <p>WPSB Policy AR-A1021 is being presented at the April 2021 WPSB Meeting. The completion date for R.1 and R.4 is extended to May 2021 to provide time for the WPS to amend <i>Directive 141-02 Conflict of Interest</i>.</p> <p>COMPLETE: WPSB Policy AR-A1021 is being presented at the July 2021 WPSB Meeting. WPS Directive 141-02 Conflict of Interest has been amended to complement the Board Policy.</p> |
| R.5 | The Commission recommends the Board amend Policy AR-A1021 and the Chief create complementary procedures or amend the | WPSB | McTague Law & Administra | McTague to amend policy AR- A1021 | Being presented at the April 2021 WPSB Meeting |

| | Recommendation | Responsibility | Individual Assigned | Action Plan | Status/Progress |
|-----|---|----------------|---|--|--|
| | existing Directive based on the commentary contained in this Report. The current Policy does not provide meaningful policy guidance to the Chief (p. 26). | | tive Director Sarah Sabihuddin | | Approval of policy deferred to July 2021 WPSB Meeting pending re-write of policy COMPLETE: Board Policy AR-1021 has been amended in accordance with the recommendation. <i>WPS Directive 141-02 Conflict of Interest</i> has been amended to complement the Board Policy. |
| R.6 | The Commission recommends that the Board and Service develop a communications strategy and related procedures around investigations of the Chief or Deputy Chiefs and analogous situations. Those procedures should be captured in the appropriate policy, Directive or procedures (p. 27). | WPS & WPSB | Inspector K. Cribley Sgt. S. Betteridge McTague Law & Administra tive Director Sarah Sabihuddin | Amend Directive 141-02 Conflict of Interest and Directive 831-01 Media Relations and all other appropriate Directives. Engage an independent contractor to provide recommendations for the communications strategy and related procedures. McTague to amend policy AR- 1021 (R. 5) and incorporate communications strategy | Amended Directives to be prepared for January 2021 WPSB meeting WPSB approved the engagement of an independent contractor with expertise in public relations to evaluate the current communications strategies, provide recommendations for the enhancement and/or development of a comprehensive internal and external organizational communications strategy; and assist in the implementation of the media strategy. The completion date for R.6 is extended until June 2021 to allow time for the WPS to engage an independent and to provide recommendations for the communications strategy and related procedures, and amendments to <i>Directive 831-01 – Media Relations</i> and <i>Directive 141-02 Conflict of Interest</i> . Further discussions scheduled and alignment meeting needed with WPS plan RFP Process for Communications Consultant (Independent Public Relations Contractor) commenced. <i>RFP 55-21 - Windsor Police Service Communications Strategy Consultant</i> was posted on February 25, 2021, and closed on March 19, 2021. The Evaluation Committee is to convene with City Purchasing to identify the successful proponent. <i>RFP 55-21 - Windsor Police Service Communications Strategy Consultant</i> was posted on February 25, 2021, and closed on April 13, 2021, instead of March 19, 2021. The Evaluation Committee is |

| | Recommendation | Responsibility | Individual Assigned | Action Plan | Status/Progress |
|-----|---|----------------|----------------------|--|---|
| | | | | | <p>to convene with City Purchasing to identify the successful proponent.</p> <p>RFP 55-21-Windsor Police Service Communications Strategy Consultant was closed with 5 proponents submitting for the position. The Evaluation Committee is to convene with City Purchasing to identify the successful proponent. Completion Date of June 2021</p> <p>July 2021</p> <p>RFP 55-21- Windsor Police Service Communications Strategy Consultant. Crestview Strategy was hired as the successful proponent. The initial stages of the consulting process has occurred. Estimate of three months from time of consultation to implementation process.</p> |
| | The Fairness of Promotional Processes, Recruitment and Workplace Equity | | | | |
| R.7 | The Commission recommends the Service re-evaluate its promotional process on a regular basis, in consultation with the Association and the membership at large (p. 31). | WPS | Director B. Chandler | <p>Amend Directive 352-01 Promotional Process to require Promotional Process Committee to review Directive and competencies annually in addition to the scheduled Directive review by the Director of Human Resources</p> <p>Determine method/frequency to consult membership at-large</p> | <p>Amended Directive to be prepared for the January 2021 WPSB meeting.</p> <p>The Promotional Process Committee has been meeting since 2019 to re-evaluate the promotional process and as a result several changes have been implemented. The committee is currently re-evaluating the process for 2022. The committee is comprised of members of WPA and WPS</p> <p>The WPSB notified the WPA the Promotional Process Committee would be an advisory committee as it pertains to promotion decisions effective for the 2022 Promotional Process and Directive 352-01 was amended to reflect this decision.</p> <p>COMPLETE: <i>Directive 352-01</i> was amended to require Promotional Process Advisory Committee to re-evaluate promotional process annually following each promotional process cycle, including a review of the competencies for promotion and was provided to WPSB at January 2021 meeting for information.</p> |

| | Recommendation | Responsibility | Individual Assigned | Action Plan | Status/Progress |
|-----|---|----------------|----------------------|--|--|
| R.8 | The Commission recommends that the Service examine, in a comprehensive way, the competencies for promotion. As police services move from more traditional, paramilitary models to community-based policing, they must evaluate the emphasis placed on certain competencies in preference to others (p. 32). | WPS | Director B. Chandler | WPS to contract outside vendor to review and implement a process that evaluates existing competencies and is pro-active in addressing equity and diversity in the Service for 2022 Promotional Process | <p>In-progress: Selection of vendor to be completed by January 2021, with evaluation of competencies completed by July 2021</p> <p>WPSB approved negotiations with, and engagement of, a third party vendor to review and implement a field-tested and legal defensible promotional process that evaluates existing competencies and is pro-active in addressing equality and diversity within the Service.</p> <p>The completion date for R.8 is amended as follows: selection of vendor is extended until March 2021 to allow WPS to engage a third party vendor in accordance with City of Windsor Purchasing Bylaw. Evaluation of competencies completion date remains at July 2021.</p> <p>RFP Process for External Promotional Process Consultant commenced.</p> <p><i>RFP 43-21 - Windsor Police Service- Employee Assessment Initiatives Consultant</i> was posted, and closes on April 12, 2021. The Evaluation Committee is to convene with City Purchasing to identify the successful proponent.</p> <p><i>RFP 43-21 - Windsor Police Service- Employee Assessment Initiatives Consultant</i> was posted, and closed on April 12, 2021. The Evaluation Committee is to convene with City Purchasing to identify the successful proponent. The selection of the vendor is extended to May 2021.</p> <p><i>RFP 43-21 - Windsor Police Service- Employee Assessment Initiatives Consultant</i> was posted. The closing date was extended to April 30, 2021, at the request of a proponent. The Evaluation Committee is to convene with City Purchasing to identify the successful proponent. The selection of the vendor is extended to June 2021.</p> <p>July 2021</p> |

| | Recommendation | Responsibility | Individual Assigned | Action Plan | Status/Progress |
|------|--|----------------|---|---|---|
| | | | | | The selection of the successful candidate is in the final stages; if the proponent passes the reference check it is expected that the proponent will be named shortly and work will begin by the end of July 2021. |
| R.9 | The Commission recommends the Board play an important role in overseeing how the Service re-evaluates how competencies are weighed and evaluated (p. 33). | WPSB | McTague Law & Administra tive Director Sarah Sabihuddin | Pending the WPS work on R.8 the WPSB will then be in a position to address this recommendation | Pending WPS status update on R.8. Completion date extended until August 2021 |
| R.10 | The Commission recommends the Service do a much better job of communicating with its officers and civilian employees about its decision-making around promotions as part of an ongoing dialogue (p. 33). | WPS | Director B. Chandler | Promotional Process Committee to determine how we best achieve ongoing dialogue (training, policy, debrief, survey of membership) | <p>To be discussed as an agenda item at November 2020 Promotional Process Committee meeting.</p> <p>Policy – PP Directive 352-01 has been amended to ensure the WPA participation through the PP Advisory Committee.</p> <p>Debrief – Debriefs were performed in 2021; a standardized format was used to provide candidates with better information regarding their performance in the process. All members who participated in the 2021 promotional process debrief were asked questions about both the PP training and the process itself; results are being collated and will be discussed with the Promotional Process Advisory Committee.</p> <p>Training – promotional process training has been completed in the past two years.</p> <p>Survey of Membership – see R.8 and R.9 re: selection of vendor to review / amend current PP based on research and consultation with membership.</p> <p>July 2021</p> <p>The selection of the successful candidate is in the final stages; if the proponent passes the reference check it is expected that the</p> |

| | Recommendation | Responsibility | Individual Assigned | Action Plan | Status/Progress |
|------|--|----------------|--|---|---|
| | | | | | proponent will be named shortly and work will begin by the end of July 2021. |
| R.11 | There is underrepresentation of female sworn officers in the Service. The Commission recommends that the Board and the Service create a new strategic plan, with outside expert assistance, for recruiting women as a high priority. The strategic plan must identify existing barriers to recruitment and new ways to overcome those barriers. For example, the Commission recommends the Service consider waiving the fees for job applicants who take physical tests (pp. 33-34). | WPS & WPSB | Director B. Chandler EDI Coordinator | <p>Create a new strategic plan in consultation with outside expertise</p> <p>Engage a vendor to develop strategic plan to recruit and promote women and candidates who represent the diversity of the community</p> | <p>In-progress</p> <p>EDI is currently working on strategic plan and will work with vendor once identified. Selection to be completed by January 2021.</p> <p>The WPSB entering into negotiations with, and engagement of, a third party vendor to develop a strategic plan to recruit and promote woman and candidates who represent the diversity of the community we serve.</p> <p>The completion date for R.11 and R.12 is amended as follows: selection of vendor is extended until March 2021 to allow WPS to engage a third party vendor in accordance with the City of Windsor Purchasing Bylaw. The strategic plan completion date set for July 31, 2021.</p> <p>Equity, Diversity and Inclusivity (EDI) consultant – WPS PROPOSAL No. 35-21 RFP was process published, with a closing date of March 8, 2021. There were no responses to the RFP.</p> <p>Pursuant to section 111 of the City of Windsor Purchasing Bylaw (93-2012), as there were no responses to the competitive process, the WPS is permitted to directly award a contract to purchase the deliverables, as a Sole Source. The WPS is currently undertaking a process to engage a third party vendor in accordance with the City of Windsor Purchasing Bylaws. The strategic plan completion date remains set for July 31, 2021.</p> <p>EDI contract has been executed based on deliverables outlined in RFP 35-21 with Senomi Solutions Inc. located in London, Ontario. The project is anticipated to take approximately 3-4 months; the first meeting was held May 2021.</p> <p>July 2021</p> |

| | Recommendation | Responsibility | Individual Assigned | Action Plan | Status/Progress |
|------|---|----------------|--|---|---|
| | | | | | <p>Senomi Solutions have presented the membership with a survey to evaluate the Service. In addition to the membership survey, Senomi Solutions Inc. is also conducting town hall sessions with members and individual one-on-one consultations with members for the purposes of data collection. Senomi Solutions is also working with the WPS Community Consultative Committee members to collect data from individuals outside of the organization. During this time, Senomi Solutions is concurrently reviewing WPS policies and procedures to assist in removing barriers to EDI in the workplace. Upon completion of the survey, town halls, and policy review, Senomi Solutions will provide a report containing survey results which will also provide recommendations to the Service. This report is expected in August. The WPS will then assess and implement the recommendations.</p> |
| R.12 | <p>The Commission recommends that this strategic plan must form part of a larger conversation about the role of women within the Service. The Service has yet to prove that officers are truly made accountable for discriminatory conduct (pp. 34-35).</p> | WPS & WPSB | <p>Director B. Chandler EDI Coordinator Staff Sergeant J. Crosby</p> | <p>Review of Directives, data, reporting, communications, training and any other area identified impacting organizational culture surrounding women within the Service</p> <p>Engage Service members/WPA through various means (focus groups. Survey) to identify issues</p> <p>Identify areas of change based on the review and consultation with WPA/members, EDI coordinator and vendor identified in R. 11</p> <p>Revise Directive 310-01 Human Rights to</p> | <p>Identify areas of review by February 2021 WPSB meeting</p> <p>Identify means and engage service members by January 2021 WPSB meeting</p> <p>The completion date for R.11 and R.12 is amended as follows: selection of vendor is extended until March 2021 to allow WPS to engage a third party vendor in accordance with the City of Windsor Purchasing Bylaw. The strategic plan completion date set for July 31, 2021.</p> <p>Equity, Diversity and Inclusivity (EDI) consultant – WPS PROPOSAL No. 35-21 RFP was process published, with a closing date of March 8, 2021. There were no responses to the RFP.</p> <p>Pursuant to section 111 of the City of Windsor Purchasing Bylaw (93-2012), as there were no responses to the competitive process, the WPS is permitted to directly award a contract to purchase the deliverables, as a Sole Source. The WPS is currently undertaking a process to engage a third party vendor in accordance with the City of Windsor Purchasing Bylaws. The strategic plan completion date remains set for July 31, 2021.</p> |

| | Recommendation | Responsibility | Individual Assigned | Action Plan | Status/Progress |
|------|---|----------------|---------------------|--|---|
| | | | | incorporate disciplinary measures for discriminatory conduct | <p>EDI contract has been executed based on deliverables outlined in RFP 35-21 with Senomi Solutions Inc. located in London, Ontario. The project is anticipated to take approximately 3-4 months; the first meeting was held May 2021.</p> <p>July 2021</p> <p>Senomi Solutions launched a membership survey to evaluate the Service with respect to EDI issues. In addition to the membership survey, Senomi Solutions Inc. is conducting town hall sessions with members and individual one-on-one consultations with members for the purposes of data collection. Senomi Solutions is also working with the WPS Community Consultative Committee members to collect data from individuals outside of the organization. During this time, Senomi Solutions is concurrently reviewing WPS policies and procedures to remove barriers to EDI in the workplace. Upon completion of the survey, town halls, and policy review, Senomi Solutions will provide a report containing survey results and recommendations to the Service. This report is expected in August. The WPS will assess and implement the recommendations</p> |
| R.13 | The Commission recommends that the Service should more formally engage the community, perhaps through an advisory group, in developing a partnership to recruit Women. Its strategic plan should develop ways in which to engage female Service members in this process, beyond how they are currently involved. Such engagement might take place through committee work, and anonymous surveys. The strategic plan should be made available to the public (p. 34). | WPS | EDI coordinator | <p>Establish an internal and external advisory committee</p> <p>Once WPSB approval for CPAC TOR and Application is received, EDI coordinator will post Request for Letters of Application.</p> | <p>EDI coordinator has been tasked with creating an internal and external EDI advisory committees along with vendor identified in R.11</p> <p>Community Policing Advisory Committee Terms of Reference and a Request for Letters of Application, have been developed and were provided for approval by WPSB at January 2021 WPSB meeting.</p> <p>Request for Applications – Windsor Police Service Community Policing Advisory Committee – published – January 29, 2021</p> <p>Applications to be received no later than Friday March 5, 2021 at 2:00 pm.</p> <p>Letters of applications were received from 177 eligible community members. The Windsor Police Service Senior Administration, together with the Windsor Police Services Board</p> |

| | Recommendation | Responsibility | Individual Assigned | Action Plan | Status/Progress |
|------|---|----------------|----------------------|---|--|
| | | | | | <p>are to review the applications and appoint community applicants to the CPAC. A member of the community and the Windsor Police Service EDI Coordinator will be consulted with respect to the selection of applicants. Successful candidates are to be identified for the May 2021 WPSB Meeting.</p> <p>Committee members have been identified. Currently waiting selection of WPS co-chair to schedule first meeting date.</p> <p>July 2021</p> <p>The first meeting of the Windsor Police Service Community Consultative Committee was completed, where terms of reference were discussed. A 2nd meeting is scheduled for September 15, 2021, at which point a Co-chair will be selected and results from the EDI survey and CCC input will be discussed for the purposes of generating potential community-based recommendations.</p> |
| R.14 | The Commission recommends that the new Diversity, Inclusion and Equity Coordinator should figure prominently in the development of a new strategic plan for recruiting women. The priority to be given to this work would also support a line of direct reporting to the Chief or Deputy Chief (pp. 34-35). | WPS | Director B. Chandler | | <p>Complete: EDI reports to Chief's Executive Officer and HR Director EDI has been assigned to work on new strategic plan</p> |
| R.15 | The Commission recommends that the Board and Service be proactive in addressing equity within the Service. For example, exit interviews should be conducted, in confidence, with every departing officer and employee. The Service should employ anonymous surveys, expertly designed, as another tool in that evaluative process. This proactive approach should form part of the Service's strategic plan for recruitment (p.36). | WPS | Director B. Chandler | Engage a vendor to develop a survey as part of a proactive part of the Service's strategic plan | <p>Complete: The opportunity for an exit interview is an existing part of the retirement/resignation process</p> <p>In-progress: Selection of a vendor to be completed by February 2021</p> <p>The EDI consultant RFP is to include a deliverable re: survey to address equity in the workplace. The completion date for the selection of vendor is extended until March 2021 to allow WPS to engage a third party vendor in accordance with the City of</p> |

| | Recommendation | Responsibility | Individual Assigned | Action Plan | Status/Progress |
|--|----------------|----------------|---------------------|-------------|--|
| | | | | | <p>Windsor Purchasing Bylaw. Therefore the completion date for R.15 is extended to March 2021 for selection of a vendor.</p> <p>Equity, Diversity and Inclusivity (EDI) consultant – WPS PROPOSAL No. 35-21 RFP process published, with a closing date of March 8, 2021. A copy was provided to WPSB at the February 2021 meeting for information.</p> <p>Equity, Diversity and Inclusivity (EDI) consultant – WPS PROPOSAL No. 35-21 RFP was process published, with a closing date of March 8, 2021. There were no responses to the RFP.</p> <p>Pursuant to section 111 of the City of Windsor Purchasing Bylaw (93-2012), as there were no responses to the competitive process, the WPS is permitted to directly award a contract to purchase the deliverables, as a Sole Source. The WPS is currently undertaking a process to engage a third party vendor in accordance with the City of Windsor Purchasing Bylaws. The strategic plan completion date remains set for July 31, 2021.</p> <p>EDI contract has been executed based on deliverables outlined in RFP 35-21 with Senomi Solutions Inc. located in London, Ontario. The project is anticipated to take approximately 3-4 months; the first meeting is scheduled for May 12 at 0930.</p> <p>July 2021</p> <p>Senomi Solutions launched a membership survey to evaluate the Service with respect to EDI issues. In addition to the membership survey, Senomi Solutions Inc. is conducting town hall sessions with members and individual one-on-one consultations with members for the purposes of data collection. Senomi Solutions is also working with the WPS Community Consultative Committee members to collect data from individuals outside of the organization. During this time, Senomi Solutions is concurrently reviewing WPS policies and procedures to remove barriers to EDI in the workplace. Upon completion of the survey, town halls, and policy review, Senomi Solutions will provide a report containing survey results and recommendations to the Service. This report is</p> |

| | Recommendation | Responsibility | Individual Assigned | Action Plan | Status/Progress |
|------|--|----------------|---|--|--|
| | | | | | expected in August. The WPS will assess and implement the recommendations |
| R.16 | The Commission recommends that the Service be equally proactive in addressing the racial diversity of its workforce. The Commission expects the new Diversity, Inclusion and Equity Coordinator to play an important role in developing a proactive strategy to increase diversity within the Service (pp. 36-37). | WPS | Director B. Chandler EDI Coordinator | Recommendations 11 through 15 are related to gender in the WPS. The strategic plan currently being developed and the work being completed with respect to the other recommendations will focus on increasing diversity within the Service. | COMPLETE: The EDI coordinator and Director B. Chandler have included increased diversity in the strategy and work with respect to the other recommendations |
| R.17 | The Commission recommends that the Service re-evaluate whether physical tests for the TAC Unit can be further modified in a way consistent with provincial adequacy standards to remove unnecessary barriers for women (p. 37) | WPS | Staff Sergeant Garrett Director Chandler | Review local and Provincial standards to identify and remove any unnecessary barriers for women. EDI Consultant, EDI Coordinator and Director Chandler to review | Patrol Operations Support Staff Sergeant S. Garrett conducted a review of physical testing standard for the ESU unit. Target completion date: April 2021 EDI contract has been executed based on deliverables outlined in RFP 35-21 with Senomi Solutions Inc. located in London, Ontario. The project is anticipated to take approximately 3-4 months; the first meeting is scheduled for May 12 at 0930. July 2021 Senomi Solutions launched a membership survey to evaluate the Service with respect to EDI issues. In addition to the membership survey, Senomi Solutions Inc. is conducting town hall sessions with members and individual one-on-one consultations with members for the purposes of data collection. Senomi Solutions is also working with the WPS Community Consultative Committee members to collect data from individuals outside of the organization. During this time, Senomi Solutions is concurrently reviewing WPS policies and procedures to remove barriers to EDI in the workplace. Upon completion of the survey, town halls, and policy review, Senomi Solutions will provide a report containing survey results and recommendations to the Service. This report is |

| | Recommendation | Responsibility | Individual Assigned | Action Plan | Status/Progress |
|------|---|----------------|--|---|--|
| | | | | | expected in August. The WPS will assess and implement the recommendations |
| R.18 | The Commission recommends that more be done to make the TAC Unit truly inclusive. One approach is to create a formal mentoring initiative to encourage and assist members, particularly women, who express interest in joining the TAC Unit. Such a formal mentoring program could also form part of a larger plan to encourage women to apply for promotion and overcome remaining barriers (pp. 37-38). | WPS | Staff Sergeant Garrett EDI Coordinator Director Chandler | Review Directive, ESU recruitment process and ESU selection process to identify barriers for women seeking transfer into the unit Develop a mentoring initiative in strategic plan that includes mentoring program with respect to new officers, promotion. Plan to include ESU, specific to female recruitment EDI Consultant, EDI Coordinator and Director Chandler to review | In-progress: Mentoring program to be developed in conjunction with development of Strategic Plan Review of Directive, recruitment process and selection process to be completed by January 2021. The completion date for R. 18 is amended as follows: the review of applicable directives, recruitment process and selection process is extended until April 2021 to allow time for EDI consultant (R.11, R.12) to be retained and conduct review. Patrol Operations Support Staff Sergeant S. Garrett conducted a review of physical testing standard and mentoring for the ESU unit. Equity, Diversity and Inclusivity (EDI) consultant – WPS PROPOSAL No. 35-21 RFP process published, with a closing date of March 8, 2021. A copy was provided to WPSB at the February 2021 meeting for information. Equity, Diversity and Inclusivity (EDI) consultant – WPS PROPOSAL No. 35-21 RFP was process published, with a closing date of March 8, 2021. There were no responses to the RFP. Pursuant to section 111 of the City of Windsor Purchasing Bylaw (93-2012), as there were no responses to the competitive process, the WPS is permitted to directly award a contract to purchase the deliverables, as a Sole Source. The WPS is currently undertaking a process to engage a third party vendor in accordance with the City of Windsor Purchasing Bylaws. The strategic plan completion date remains set for July 31, 2021 . EDI contract has been executed based on deliverables outlined in RFP 35-21 with Senomi Solutions Inc. located in London, Ontario. The project is anticipated to take approximately 3-4 months; the first meeting is scheduled for May 12 at 0930. |

| | Recommendation | Responsibility | Individual Assigned | Action Plan | Status/Progress |
|------|--|----------------|---------------------|--|--|
| | | | | | <p>July 2021</p> <p>Senomi Solutions launched a membership survey to evaluate the Service with respect to EDI issues. In addition to the membership survey, Senomi Solutions Inc. is conducting town hall sessions with members and individual one-on-one consultations with members for the purposes of data collection. Senomi Solutions is also working with the WPS Community Consultative Committee members to collect data from individuals outside of the organization. During this time, Senomi Solutions is concurrently reviewing WPS policies and procedures to remove barriers to EDI in the workplace. Upon completion of the survey, town halls, and policy review, Senomi Solutions will provide a report containing survey results and recommendations to the Service. This report is expected in August. The WPS will assess and implement the recommendations</p> |
| R.19 | <p>The Commission recommends that consideration should be given to a duty rotation regime that:</p> <p>a. lengthens the tenure for certain officers within certain units to reflect the considerations noted in the Report, including the value in cultivating expertise in specialized areas and the time and financial resources needed to cultivate that expertise.</p> <p>b. creates certain "anchor positions within units that is, recognizes that a certain number of high-performing officers within a unit remain critical to the Service's success;</p> <p>c. recognizes the impact that some late-career rotations may have on officers and morale; and</p> <p>d. also recognizes that compelling officers to seek accommodation to address an overly rigid rotation protocol can have a negative impact on morale (p. 39).</p> | WPS | DC Providenti | Amend Directive 342-02 Duty Rotation to reflect OCPC recommendations and considerations that were already being discussed. | <p>In-progress: Directive to be amended for February 2021 WPSB meeting</p> <p>The completion date for R.19 is extended to March 2021 to provide time for a review, and amendments to be made to Directive 342-02 Duty Rotation.</p> <p>The completion date for R.19 is extended to April 2021 to provide additional time for a review, and amendments to be made to Directive 342-02 Duty Rotation.</p> <p>The completion date for R.19 is extended to May 2021 to provide additional time for a review, and amendments to be made to Directive 342-02 Duty Rotation.</p> <p>The completion date for R.19 is extended to June 2021 to provide additional time for a review, and amendments to be made to Directive 342-02 Duty Rotation.</p> <p>July 2021 Completed</p> <p>The WPS Duty Rotation Directive 342-02 has been finalized and completed</p> |

| | Recommendation | Responsibility | Individual Assigned | Action Plan | Status/Progress |
|--|--|----------------|--|---|--|
| The Process of Selecting Chiefs and Deputy Chiefs | | | | | |
| R.20 | The Commission recommends that the selection process for Chief and Deputy Chief be designed to ensure that the Board is fully aware of potential issues. This is true whether the applicant is a candidate from within or outside the Service. This can be done in a variety of ways that remain compatible with the Police Services Act. For example, candidates for the Chief or Deputy Chief positions should respond to a standardized series of questions that probe whether there are any issues (outstanding complaints, prior history, disputes with other officers etc.) that might reflect adversely on the service or its reputation, or the candidate's character. | WPSB | Administrative Director Sarah Sabihuddin | Engage HR consultant services to create policy to address this. Policy will be created in consultation with McTague Law | <p>Plan of action to be created and search to begin in January/February 2021</p> <p>Expected - April 2021</p> <p>The completion date of this has been extended to May 2021.</p> <p>Policy documents have been created but require a review. Task completion date moved to June 2021</p> <p>COMPLETE: Board Policy 2021-04 Process of Selecting Chiefs and Deputy Chiefs has been developed to be presented for approval at the July 2021 WPSB meeting.</p> |
| R.21 | The Commission recommends that the Board closely question candidates on their answers. The Board should also obtain legal advice from its counsel on how to probe these issues and obtain relevant information about candidates in a way compatible with existing legislation. The process should ensure the Board has an accurate sense of how applicants are regarded within the Service. This can be done in a variety of ways that also, to the extent possible, respect confidentiality. (p. 43). | WPSB | Administrative Director Sarah Sabihuddin | Engage HR consultant services to create policy to address this. Policy will be created in consultation with McTague Law | <p>Plan of action to be created and search to begin in January/February 2021</p> <p>Expected - April 2021</p> <p>The completion date of this has been extended to May 2021.</p> <p>Policy documents have been created but require a review. Task completion date moved to June 2021</p> <p>COMPLETE: Board Policy 2021-04 Process of Selecting Chiefs and Deputy has been developed to be presented for approval at the July 2021 WPSB meeting.</p> |
| R.22 | The Commission recommends that the Board's selection process for Chief and Deputy Chiefs, including the type of due diligence done in relation to each candidate—as opposed to their identities or personal information-- should be known | WPSB | Administrative Director Sarah Sabihuddin | Engage HR consultant services to create policy to address this. Policy will be created in consultation with McTague Law | <p>Plan of action to be created and search to begin in January/February 2021</p> <p>Expected - April 2021</p> <p>The completion date of this has been extended to May 2021.</p> |

