



WOODSTOCK POLICE SERVICES BOARD MINUTES

The Woodstock Police Services Board met on Monday, April 08, 2013 at the Woodstock Police Service Headquarters, 615 Dundas Street, Woodstock at 4:00 p.m. Present were Chair Sandra J. Talbot, Mary Anne Silverthorn, Vice Chair & Provincial Appointee; Nancy O'Grady, Provincial Appointee; Mayor Pat Sobeski, and Daryl Stevenson, Community Member. Also in attendance were Chief Rodney Freeman, Deputy Chief Daryl Longworth, Inspector William Renton, and Marilyn Pearson, Executive Assistant.

CALL TO ORDER

Chair Talbot called the meeting to order at 4:00 p.m.

1. APPROVAL OF AGENDA

Moved by Mary Anne Silverthorn

Seconded by Nancy O'Grady

resolved that the Board approves the Agenda with the following additions:

Under #7, Communications add:

c) Don E. McKay, Warden, County of Oxford, dated April 2, 2013, re: Support for the creation of a Police Office within the Woodstock Court Facility.

d) Louise Gartshore, City Clerk, City of Woodstock, dated April 05, 2013, re: Support for the creation of a Police Office within the Woodstock Court Facility. CARRIED

2. APPROVAL OF MINUTES – MARCH 11, 2013

Moved by Daryl Stevenson

Seconded by Pat Sobeski

resolved that the Board approves the Minutes of March 11, 2013 as typed and circulated.

CARRIED

3. COMMUNICATIONS

Moved by Pat Sobeski

Seconded by Nancy O'Grady

resolved that the following communications be received by the Board:

a) Ontario Homicide Investigators Association dated March 11, 2013, re: Note of Thanks - January 2013 OHIA Membership Meeting

b) Jane McFarlane, Manager, Municipality of Port Hope Police Services Board, dated March 8, 2013, re: Communications/Dispatch Request for Proposal invitation

c) Don E. McKay, Warden, County of Oxford, dated April 2, 2013, re: Support for the creation of a Police Office within the Woodstock Court Facility.

d) Louise Gartshore, City Clerk, City of Woodstock, dated April 05, 2013, re: Support for the creation of a Police Office within the Woodstock Court Facility. CARRIED

4. MEDIA ACTIVITIES REPORT

Moved by Mary Anne Silverthorn

Seconded by Daryl Stevenson

resolved that the March 2013 Public Relation Activities Report and Media Releases covering Radio, Newspaper, & Rogers TV be received by the Board. CARRIED

5. STATISTICS

Moved by Daryl Stevenson

Seconded by Pat Sobeski

resolved that the following reports be received by the Board:

- a) 2012 vs 2013 Woodstock Police Calls for Service
- b) 2012/2013 Charge Comparison Report
- c) 2013 Report on Complaint Investigations Report CARRIED

NEW BUSINESS:

6. OAPSB SPRING CONFERENCE & ANNUAL GENERAL MEETING

Moved by Nancy O'Grady

Seconded by Daryl Stevenson

resolved that the Board approves the attendance of Mary Anne Silverthorn at the Ontario Association of Police Services Board (OAPSB) Spring Conference & Annual General Meeting May 29 - June 1, 2013 in Toronto. CARRIED

7. MEMORANDUM OF UNDERSTANDING FOR THE TRANSPORTATION OF PRISONERS

Moved by Mary Anne Silverthorn

Seconded by Nancy O'Grady

resolved that the Board authorizes Board Chair to sign the Memorandum of Understanding (MOU) with the Ontario Provincial Police for the Transportation of Prisoners between the Courts of Ontario and Provincial Correctional Institutions. CARRIED

8. EMPLOYEE COMPUTER PURCHASE PROGRAM

Moved by Daryl Stevenson

Seconded by Pat Sobeski

resolved that the Board supports Woodstock Police Service Members participating in the City of Woodstock's Employee Computer Purchase Program as per the report dated April 4, 2013. CARRIED

9. CLOSED SESSION

Moved by Daryl Stevenson

Seconded by Nancy O'Grady

resolved that the Board adjourns to Closed Session at 4:15 pm to discuss:

- Personal matters about identifiable individuals, including Woodstock Police Service Members
- Labour relations or employee negotiations
- Intimate financial matters CARRIED

10. CLOSED SESSION RISES

Moved by Mary Anne Silverthorn

Seconded by Pat Sobeski

resolved that the Board does now rise from Closed Session and reconvenes at 5:15 p.m.

CARRIED

MOTIONS ARISING FROM CLOSED SESSION - #11 - #26

11. CLOSED SESSION AGENDA

Moved by Mary Anne Silverthorn

Seconded by Nancy O'Grady

resolved that the Board approves the Closed Session Agenda. CARRIED

12. STAFFING REPORT

Moved by Daryl Stevenson

Seconded by Nancy O'Grady

resolved that the Board receives the Staffing Report dated April 2013. CARRIED

13. PERSONNEL – PART-TIME CIVILIAN MEMBER

Moved by Nancy O'Grady

Seconded by Pat Sobeski

resolved that the Board receives Personnel Order #07/2013 regarding the hiring of a part-time Civilian Member. CARRIED

14. PERSONNEL – PROMOTION TO SERGEANT

Moved by Mary Anne Silverthorn

Seconded by Daryl Stevenson

resolved that the Board receives Personnel Order #08/2013 promoting a Constable to the rank of Sergeant effective March 23, 2013. CARRIED

15. PERSONNEL - PARENTAL LEAVE REQUEST

Moved by Daryl Stevenson

Seconded by Pat Sobeski

resolved that the Board receives parental leave request of a Member from July 13-July 24, 2013. CARRIED

16. PERSONNEL - LEAVE OF ABSENCE – AUXILIARY MEMBER

Moved by Nancy O'Grady

Seconded by Mary Anne Silverthorn

resolved that the Board receives leave of absence notice from an Auxiliary Member from March 04-May 04, 2013. CARRIED

17. CLOSED SESSION – REPORT #7

Moved by Daryl Stevenson

Seconded by Mary Anne Silverthorn

resolved that the Board receives report dated March 15, 2013 under #7 in Closed Session. CARRIED

18. CLOSED SESSION – REPORT #8

Moved by Mary Anne Silverthorn

Seconded by Pat Sobeski

resolved that the Board receives report under #8 in Closed Session. CARRIED

19. CLOSED SESSION – REPORT #9

Moved by Pat Sobeski

Seconded by Daryl Stevenson

resolved that the Board receives report under #9 in Closed Session. CARRIED

20. OPERATING STATEMENT – APRIL 03, 2013

Moved by Daryl Stevenson

Seconded by Nancy O'Grady

resolved that the Operating Statement dated April 03, 2013 be received by the Board. CARRIED

21. CLOSED SESSION – REPORT #11

Moved by Pat Sobeski

Seconded by Mary Anne Silverthorn

resolved that the Board receives report under #11 in Closed Session. CARRIED

22. CLOSED SESSION – REPORT #12

Moved by Nancy O'Grady

Seconded by Daryl Stevenson

resolved that the Board receives report under #12 in Closed Session. CARRIED

23. TRANSFER FROM INSURANCE LOSS RESERVE ACCOUNT

Moved by Daryl Stevenson

Seconded by Nancy O'Grady

resolved that the Board approves the transfer of \$4,123.67 from the Insurance Loss Reserve account to the revenue account Transfer from Insurance Loss Reserve 0500-69236-0000 to pay Frank Cowan Company a deductible claims billing dated January 31, 2013. CARRIED

24. DRAFT REQUEST FOR PROPOSAL – EFFICIENCY REVIEW 2013

Moved by Mary Anne Silverthorn

Seconded by Daryl Stevenson

resolved that the Board approves the Request for Proposal document for the 2013 Woodstock Police Service Efficiency Review as circulated. CARRIED

25. DRAFT 2013-2015 BUSINESS PLAN

Moved by Mary Anne Silverthorn

Seconded by Pat Sobeski

resolved that the Board approves the 2013-2015 Woodstock Police Business Plan as circulated. CARRIED

26. RADIO SYSTEM PHYSICAL SITE SURVEY

Moved by Daryl Stevenson

Seconded by Nancy O'Grady

Resolved that the Board receives the Radio System Physical Site Survey Report dated April 04, 2013. CARRIED

27. ADJOURNMENT

Moved by Daryl Stevenson

Seconded by Mary Anne Silverthorn

resolved that the Board does now adjourn at 5:20 p.m. CARRIED

Our next meeting is scheduled for Monday, May 13, 2013 starting at 4:00 p.m. at Woodstock Police Service Headquarters.



Sandra J. Talbot, Chair
Woodstock Police Services Board



Mary Anne Silverthorn, Vice Chair
Woodstock Police Services Board