



## WOODSTOCK POLICE SERVICES BOARD MINUTES

The Woodstock Police Services Board met on Monday, April 14, 2014 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; Daryl Stevenson, Community Member; and Mayor Pat Sobeski. 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 as amended by adding Under New Business 11 f) Anonymous Suggestion Box and 11g) Chief Freeman's Update.

CARRIED

#### 2. APPROVAL OF MINUTES – MARCH 10, 2014

Moved by Daryl Stevenson

Seconded by Pat Sobeski

resolved that the Board approves the Minutes of March 10, 2014 as typed and circulated.

CARRIED

#### 3. COMMUNICATIONS

Moved by Nancy O'Grady

Seconded by Daryl Stevenson

resolved that the following communications be received by the Board:

- a) Geraldine Tai, MCSCS dated March 11, 2014 re: Reappointment Mary Anne Silverthorn for a further period of 3 years effective May 30, 2014 as per Order in Council 775/2012
- b) Louise Gartshore, Clerk, City of Woodstock dated March 10, 2014 re: 2014 Police Budget Approval
- c) Jerilee Baby & Nic, dated March 2014 re: note of thanks to Constable Wilkinson for her compassion and amazing heart
- d) CUPE 4222, CUPE 7575 Planning Committees, and Thames Valley District School Board dated March 2014, re: thanks for presentation and expertise - Constable Hiiuvain
- e) Big Brothers Big Sisters dated March 2014 re: thank you to Constable Hiiuvain for his time and insight at career night.
- f) Angela, Woodstock Home Owner, dated March 27, 2014, re: thank you to Constable Dicola for checking and securing property & safe community appreciation CARRIED

4. MEDIA ACTIVITIES REPORT

Moved by Mary Anne Silverthorn

Seconded by Pat Sobeski

resolved that the March/April Media Releases covering Radio, Newspaper, & Rogers TV be received by the Board. CARRIED

5. STATISTICS

Moved by Daryl Stevenson

Seconded by Mary Anne Silverthorn

resolved that the following reports be received by the Board:

- a) 2013 vs 2014 Woodstock Police Service Calls for Service
- b) 2010-2014 Annual Incident Trend Report
- c) 2013/2014 Charge Comparison
- d) 2014 Report on Complaint Investigations CARRIED

NEW BUSINESS

6. OAPSB ZONE 4 MEETING REPORT

Moved by Nancy O'Grady

Seconded by Pat Sobeski

resolved that the Board receives Zone 4 March 4, 2014 Minutes, Election of New Zone 4 Officers Report and Zone Police Services Advisor Assignment Change Report.

CARRIED

Congratulations was extended to Mary Anne who was elected Chair of the Ontario Association of Police Services Board (OAPSB) Zone 4 for 2014/2015.

Mary Anne noted that the next Zone 4 Meeting will be held June 5, 2014 hosted by Oxford OPP at the Elmhurst. Fall meeting dates have been rescheduled to September 09, and December 02, 2014.

7. YOUTH IN POLICING INITIATIVE (Y.I.P.I.) - 8 WEEK SUMMER EMPLOYMENT OPPORTUNITY

Moved by Mary Anne Silverthorn

Seconded by Daryl Stevenson

resolved that the Board receives the Woodstock Police Service Youth in Policing Initiative (Y.I.P.I.) Report. CARRIED

BUILDING ADDITION – STANDING ITEM

A meeting with the Architect is scheduled for April 17, 2014 at Woodstock Police Service with senior administration. A tour of the building is also arranged for this date.

ANONYMOUS SUGGESTION BOX

There was a discussion on consideration of an anonymous suggestion box at WPS. From discussion, it was evident that the open door policy, open transparent communication and positive environment that exists between members and senior administration, along with structured Non-Commissioned Officer (NCO) Meetings and internal surveys, that an anonymous suggestion box was not something to consider. It was also noted that the Boards' role is governance, and operational matters are handled by senior administration.

8. RETIREMENT NOTICE – CHIEF ROD FREEMAN

Moved by Mary Anne Silverthorn

Seconded by Daryl Stevenson

resolved that the Board accepts Chief Freeman's Retirement Notice effective December 31, 2014, with regret. CARRIED

9. CLOSED SESSION

Moved by Daryl Stevenson

Seconded by Nancy O'Grady

resolved that the Board adjourns to Closed Session at 4:50 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 Daryl Stevenson

Seconded by Nancy O'Grady

resolved that the Board does now rise from Closed Session and reconvenes at 5:55 p.m. CARRIED

MOTIONS ARISING FROM CLOSED SESSION - #11 - #20

11. CLOSED SESSION AGENDA

Moved by Pat Sobeski

Seconded by Mary Anne Silverthorn

resolved that the Board approves the Closed Session Agenda as amended. CARRIED

12. STAFFING REPORT

Moved by Daryl Stevenson

Seconded by Nancy O'Grady

resolved that the Board receives the Staffing Report dated April 2014. CARRIED

13. CLOSED SESSION – REPORT #3

Moved by Mary Anne Silverthorn

Seconded by Daryl Stevenson

resolved that the Board receives reports and approves recommendation made under #3 in Closed Session. CARRIED

14. PERSONNEL – PARENTAL LEAVE

Moved by Pat Sobeski

Seconded by Nancy O'Grady

resolved that the Board approves parental leave request of a uniform member as requested in correspondence dated March 14, 2014. CARRIED

15. CLOSED SESSION – REPORT #5

Moved by Daryl Stevenson

Seconded by Pat Sobeski

resolved that the Board receives report under #5 in Closed Session. CARRIED

16. CLOSED SESSION – REPORT #6

Moved by Mary Anne Silverthorn

Seconded by Pat Sobeski

resolved that the Board receives report under #6 in Closed Session. CARRIED

17. 45 METCALFE STREET – LEASE RENEWAL

Moved by Mary Anne Silverthorn

Seconded by Daryl Stevenson

resolved that the Board approves the lease increase at 45 Metcalfe Street as amended; further that proposal be sent to Mr. Spina for his consideration and approval. CARRIED

18. OPERATING STATEMENT – APRIL 09, 2014

Moved by Nancy O'Grady

Seconded by Daryl Stevenson

resolved that the Operating Statement dated April 09, 2014 be received by the Board. CARRIED

19. CLOSED SESSION – REPORT #9

Moved by Daryl Stevenson

Seconded by Pat Sobeski

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

20. CLOSED SESSION – REPORT #10

Moved by Mary Anne Silverthorn

Seconded by Nancy O'Grady

resolved that the Board receives report under #10 in Closed Session. CARRIED

21. ADJOURNMENT

Moved by Daryl Stevenson

Seconded by Nancy O'Grady

resolved that the Board does now adjourn at 6:01 p.m. CARRIED

The next meeting is scheduled for Monday, May 12, 2014 starting at 4:00 p.m. at Woodstock Police Service Headquarters.