



## **HAMILTON POLICE SERVICES BOARD**

### **NOTICE OF MEETING PUBLIC AGENDA**

Friday, August 26, 2016  
2:00 o'clock p.m.  
Hamilton City Hall  
Council Chambers

Lois Morin  
Administrator

### **AGENDA**

#### **1. CALL TO ORDER**

- 1.1 Moment of Silence
- 1.2 Changes to the Agenda

#### **2. PRESENTATIONS & DEPUTATIONS**

- 2.1 Forensic / Investigative Services Building

#### **3. GENERAL**

- 3.1 Declarations of Interest

#### **4. CONSENT AGENDA**

##### **4.1 Approval of Consent Items**

That the Board approve and receive the consent items as distributed.

##### **4.2 Adoption of Minutes – June 23, 2016**

The minutes of the meeting held Thursday, June 23, 2016, be adopted as printed.

##### **4.3 Hamilton Police Service Monthly Report (PSB 16-095)**

That the Board direct the Administrator of the Board to refer this report, in its entirety, to the City of Hamilton, for information.

**4.4 For the Information of the Board:**

- a) Memorandum from Stephen Beckett, Assistant Deputy Minister, Public Safety Division, Ministry of Community Safety and Correctional Services with respect to O.Reg. 58/16 Collection of Identifying Information in Certain Circumstances – Prohibition and Duties: Board Policy Development Considerations.
- b) Memorandum from Stephen Beckett, Assistant Deputy Minister, Public Safety Division, Ministry of Community Safety and Correctional Services with respect to O.Reg. 58/16 Collection of Identifying Information in Certain Circumstances – Prohibition and Duties: Training.
- c) Correspondence from Ron McKerlie, President, Mohawk Foundation with respect to the Hamilton Police Services Board Bursary.
- d) Correspondence from the D.A Hillman, Detective Inspector, Ontario Provincial Policy, Multijurisdictional Major Case Management with respect to the dedication and investigative excellence shown by the Hamilton Police Service during the Timothy Bosma homicide investigation and prosecution.
- e) Correspondence from Archdeacon Ken Patterson thanking the Hamilton Police Service for participating in the Pride Parade.
- f) Correspondence from Kim Van Mourik, Chairperson, Board of Directors, London Military Family Resources Centre thanking the Hamilton Police Service for the generous donation made to the Centre.
- g) Correspondence from Jennifer Fraser, Manager of Fundraising / Development, John Howard Society of Hamilton thanking the Hamilton Police Service for the attendance at Sippin' at the Dock of the Bay.
- h) Correspondence from Bill Wilcox, Founder and Chair, Hamilton sustainable Victory Gardens thanking the Hamilton Police Service for the recent donation to the Hamilton victory Gardens.
- i) Correspondence from Chief Stephen Tanner, Halton Regional Police Service with respect to Project Skyway.
- j) Outstanding Issues as of August 26, 2016

**5. DISCUSSION AGENDA**

**5.1 Correspondence from Mr. Bob Gale, Chair, Regional Municipality of Niagara Police Services Board with respect to Shared Service Opportunities**

That the Board receive the correspondence as printed and that the Chair, Vice Chair, Chief and Deputy Chief be directed to meet with the Regional Municipality of Niagara Police Services Board.

**5.2 2016 Capital Expenditure Report – Facilities Space Needs (PSB 10-064c; see also PSB 10-064b; PSB 10-064a; PSB 10-064, PSB 10-01; PSB 10-039 and PSB 10-066)**

- a) That the Board request the City of Hamilton approve the Investigative Services Division Project through the 2017 Capital Budget process.
- b) That the financing strategy attached as "ISD Finance Plan" be approved and referred to the City for the 2017 Capital Budget Process.

**5.3 City Clerk's Division Council Follow-up Notice with respect to Hamilton Police Service's Investigative Services Division**

That the Board receive the correspondence as printed and direct it to legal counsel for review.

**6. NEW BUSINESS**

**6.1 Policy Review of the Personal use of the Internet and Social Media**

That the Chief be directed to review the Policy with respect to the Personal use of the internet and social media.

**7. ADJOURNMENT**

<p><b>THE POLICE SERVICES BOARD WILL ADJOURN THE PUBLIC PORTION OF THE MEETING AND MAY RECONVENE IN CAMERA FOR CONSIDERATION OF PRIVATE AND CONFIDENTIAL MATTERS.</b></p>
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**MINUTES OF THE HAMILTON  
POLICE SERVICES BOARD**

**4.2**

Thursday, June 23, 2016  
2:01am  
Hamilton City Hall  
Council Chambers

The Police Services Board met.

There were present:       Lloyd Ferguson, Chair  
                                  Madeleine Levy, Vice Chair  
                                  Walt Juchniewicz  
                                  Don MacVicar  
                                  Stanley Tick  
                                  Terry Whitehead

Absent with regrets:       Fred Eisenberger

Also Present:               Chief Eric Girt  
                                  Deputy Chief Ken Weatherill  
                                  Acting Deputy Chief Dan Kinsella  
                                  Superintendent Jamie Anderson  
                                  Superintendent Debbie Clark  
                                  Superintendent Ryan Diodati  
                                  Superintendent Nancy Goodes-Ritchie  
                                  Inspector Glenn Bullock  
                                  Inspector Greg Huss  
                                  Inspector Scott Rastin  
                                  Inspector Mike Worster  
                                  Staff Sergeant Maggie Schoen  
                                  Marco Visentini, Legal Counsel  
                                  Rosemarie Auld, Manager, Human Resources  
                                  Peter Bailey, Supervisor, Records  
                                  Dan Bowman, Manager, Fleet & Facilities  
                                  Catherine Martin, Corporate Communicator  
                                  Ted Mason, Assistant Manager, Finance  
                                  John Randazzo, Manager, Finance  
                                  Yakov Sluchenkov, Labour Relations  
                                  Lois Morin, Administrator

Chair Ferguson called the meeting to order.

- Additions to Agenda
  - PRESENTATION FROM Mr. Bob Roddie and the LGBTQ ISN Network Members
  - PRESENTATION: COPLOGIC
  - CONSENT ITEM: 4.4(F) DRAFT Policy – Collection of Identifying Information in Certain Circumstances – Prohibition and Duties

After discussion, the Board approved the following:

Moved by: Vice Chair Levy

Seconded by: Member Tick

That the Agenda for the Hamilton Police Services Board Public meeting be adopted, as amended.

**Carried.**

## **Presentations**

### **2.1 Presentation from Mr. Bob Roddie and the LGBTQ ISN Network Members**

Ms. Joanne Cain, Co-chair of the Hamilton Police Service LGBTQ ISN network provided an outline of the work and events that the committee have been participated in and have attended. Mr. Bob Roddie thanked the Hamilton Police Services Board, the Hamilton Police Service and Councillor Whitehead for their support and presented each with a framed memento.

### **2.2 Year-End Report: Use of Force - 2015 (PSB 16-089)**

Sergeant Darren Murphy provided a presentation to the Board with respect to the Year-End Report: Use of Force - 2015 (PSB 16-089).

After the presentation the Board approved the following.

Moved by: Member Whitehead

Seconded by: Vice Chair Levy

That the Board receive the presentation with respect to the Year-End Report: Use of Force-2015 (PSB 16-089), as provided.

**Carried.**

### **2.3 Coplogic**

Constable Margaret Couch and Mr. Peter Bailey provided a presentation to the Board with respect to the COPLOGIC.

After the presentation the Board approved the following.

Moved by: Member Whitehead

Seconded by: Member MacVicar

That the Board receive the presentation with respect to COPLOGIC, as provided.

**Carried.**

**General****3.1 Declarations of Interest**

None.

**Consent Agenda****4.1 Approval of Consent Items**

Moved by: Member MacVicar  
Seconded by: Member Tick

That the Board approve and receive the consent items as distributed.

**Carried.**

**4.2 Adoption of Minutes – May 26, 2016**

The minutes of the meeting held Thursday, May 26, 2016, be adopted as printed.

**4.3 Hamilton Police Service Monthly Report (PSB 16-080)**

That the Board direct the Administrator of the Board to refer this report, in its entirety, to the City of Hamilton, for information.

**4.4 For the Information of the Board:**

- a) Budget Variance Report as at April 30, 2016 (PSB 16-079)
- b) Correspondence from the Honourable Yasir Naqvi, Minister, Community Safety and Correctional Services with respect to the submission on police collections of identifying information on behalf of the Hamilton Police Services Board.
- c) Correspondence from Stephen Beckett, Assistant Deputy Ministry, Public Safety Division, Ministry of Community Safety and Correctional Services with respect to O. Reg. 58 / 16 Collection of Identifying Information in Certain Circumstances – Prohibition and Duties: In Force Dates.
- d) Correspondence from the Staff Sergeant Kevin MacBean, Director, Ontario Law Enforcement Torch Run with respect to the 29 year history of the Ontario Law Enforcement Torch Run.
- e) Outstanding Issues as of June 23, 2016

Moved by: Member Juchniewicz  
Seconded by: Vice Chair Levy

That Item 5 & 6 from Outstanding Items as of June 23, 2016, be removed.

**Carried.**

- f) **DRAFT Policy – Collection of Identifying Information in Certain Circumstances – Prohibition and Duties**

**Discussion  
Agenda****5.1 Request from Mirle (SHEKAR) Chandrashekar, to Provide a Deputation to the Board**

After discussion, the Board approved the following:

Moved by: Member Whitehead  
Seconded by: Member Juchniewicz

That the request from Mirle (Shekar) Chandrashekar to provide a deputation to the Board with respect to comments made by Chair Ferguson on May 26, 2016, be referred to a later date and, that Member Whitehead meet with Mirle Chandrashekar to discuss his deputation.

**Carried.**

**New Business****Chair Ferguson provided the following comments:**

- Last month Mr. David Lane passed away. Mr. Lane contributed great things to this community and the Hamilton Police Service. I wanted to recognize him at this time and thank his family for everything that he has done for this service and the community at large.
- On June 13 of this month, the Hamilton Police Service celebrated with our LGBTQ community and raised the PRIDE Flag for our second year.
- This month the Hamilton Police Service also celebrated "Support Our Troops" month at a ceremony held on Tuesday, June 14, 2016 which included the raising of the Canadian Forces Ensign. Several members of Hamilton Police are currently in the military reserves and in addition to their demanding police duties, these members devote countless hours to their military units in their off-time.
- On behalf of the Board I would like to thank everyone for the great work. Congratulations!!
- Congratulations to the Hamilton Police Service and the number of services and agencies that worked together on the Bosma Trial. Great work!
- Next meeting of the Board will be **Thursday, July 21, 2016 – 2:00pm –Hamilton City Hall Council Chambers**

**Other comments:**

- Member Whitehead apologized in advance for not being available to attend the upcoming Swearing In Ceremony noting that he looked forward to an ongoing relationship with the new command staff.
- Member Whitehead further reminded everyone to stay safe over the summer months.



**Adjournment**

Moved by: Member Juchniewicz  
Seconded by: Member Tick

There being no further business, the public portion of the meeting then adjourned at 3:29pm

**Carried.**

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The Board then met in camera to discuss matters of a private and confidential nature.

Taken as read and approved

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Lois Morin  
Administrator

June 23, 2016  
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Lloyd Ferguson, Chair  
Police Services Board

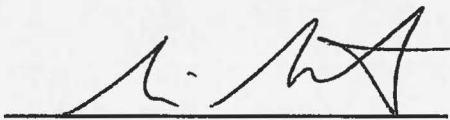


**HAMILTON POLICE SERVICES BOARD**  
**- RECOMMENDATION -**

**DATE:** 2016 August 26  
**REPORT TO:** Chair and Members  
Hamilton Police Services Board  
**FROM:** Eric Girt  
Chief of Police  
**SUBJECT:** *Hamilton Police Service Monthly Report*  
(PSB 16-095)

**RECOMMENDATION:**

That the Board, direct the Administrator of the Board to refer this report, in its entirety, to the City of Hamilton, for information.



Eric Girt  
Chief of Police

**FINANCIAL / STAFFING / LEGAL IMPLICATIONS:**

**FINANCIAL –** n/a

**STAFFING –** n/a

**LEGAL –** n/a

## **BACKGROUND:**

### **Hamilton Police warn Residents about Fraud Scams**

Hamilton Police are warning residents to be aware of fraud scams where fraudsters request payment through the purchase of iTunes gift cards.

There has been an increase in the number of complaints involving suspects who are telephoning victims and directing them to pay a debt or fee by purchasing iTunes gift cards.

Several of the scenarios that are used for this are:

- Tax scam in which someone, claiming to be a representative from the Canada Revenue Agency, calls to inform you that you owe the government money and that payment has to be made immediately.
- Immigration scam in which caller claims to be with Immigration Canada and advises the victim they have failed to complete or register certain immigration documents. If victim does not pay immediately they will face deportation, loss of passport and citizenship.
- Lottery scam in which caller advises you need to send money to collect a large lottery or sweepstakes prize.

iTunes gift cards are used by consumers to purchase music and movies. In these frauds the caller pressures that the payment must be made immediately. The only way to avoid the consequences is if the payment is made promptly and individuals are instructed to attend locations, purchase and activate iTunes gift cards and provide the codes back to the fraudsters.

The Hamilton Police are reminding people to be vigilant when they or their family receive a telephone call about a debt and if you are asked to pay for any debt or service with an iTunes gift card, do not do it. It is a scam.

If you have received one of these types of calls and fell victim to this fraud, please report the information to the Hamilton Police at 905-546-4925.

To provide information anonymously call Crime Stoppers at 1-800-222-8477 or submit your anonymous tips online at <http://www.crimestoppershamilton.com>

**Hell in the Harbour 2016**

On Saturday, August 6, 2016, the Service hosted the 2<sup>nd</sup> Annual Hell in the Harbour Endurance Mud Run to raise money for the Law Enforcement Torch Run Ontario and Special Olympics. Last year we raised over \$50,000 with a turnout of 400 participants. This year our goal was to reach 800 participants and everyone was encouraged to participate.

The Hell in the Harbour event was a remarkable one. Hundreds gathered to have fun and raise funds. The event included more obstacles this year than last, and Hamilton's HMCS Haida was a featured part of the course.

Hamilton Police members were strong supporters. Many participated in the run and many more donated. The Chief's team raised over \$2,400. Run organizers have shared that the overall amount raised at the event was \$60,000. This is a very significant contribution that will go directly to Special Olympics.

EG/C. Martin

**Ministry of Community Safety  
and Correctional Services**

**Ministère de la Sécurité communautaire  
et des Services correctionnels**

Public Safety Division

Division de la sécurité publique

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**MEMORANDUM TO:** All Chiefs of Police and  
Commissioner J.V.N. (Vince) Hawkes  
Chairs, Police Services Boards

**FROM:** Stephen Beckett  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:** O. Reg. 58/16 Collection of Identifying Information in  
Certain Circumstances – Prohibition and Duties: Board  
Policy Development Considerations

<b>DATE OF ISSUE:</b>	July 4, 2016
<b>CLASSIFICATION:</b>	General Information
<b>RETENTION:</b>	Indefinite
<b>INDEX NO.:</b>	16-0044
<b>PRIORITY:</b>	High

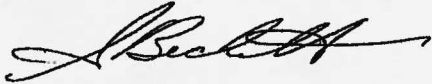
Further to the All Chiefs/Chairs Memorandum of June 7, 2016, regarding O. Reg. 58/16 Collection of Identifying Information in Certain Circumstances – Prohibition and Duties: In-Force Dates, I am pleased to provide the attached document to assist municipal police services boards in the development of policies required through s. 12 of the Regulation. In addition to the policy elements required by the legislation, this document sets out considerations that boards may wish to take into account when developing said policies.

Once board policies are established, the chief of police must create procedures that are consistent with the Regulation and relevant board policies. Boards should be mindful of providing chiefs with enough time to develop procedures. All policies and procedures must be finalized and in place by January 1, 2017, to align with the in-force date mandated by the Regulation.

The Regulation does not require a chief to include information in his/her annual report about anything that occurred before January 1, 2017. The Regulation also does not require that the information referred to in s. 14(2) to (4) be included in a chief's annual report for the 2016 fiscal year. The information referred to in ss. 14(2) to (4) must form part of the chief's annual report to the board relating to the activities of the police force

during the previous fiscal year, as set out in s. 31 of O. Reg. 3/99 Adequacy and Effectiveness of Police Services.

I trust the above information and attached document are helpful. If you have any questions regarding this material, please contact your Zone Advisor.

A handwritten signature in black ink, appearing to read 'S. Beckett', with a stylized flourish at the end.

Stephen Beckett  
Assistant Deputy Minister  
Public Safety Division

Attachment

Board policy area	Relevant provisions of the Regulation	Considerations
In establishing Board policies in the areas addressed below, consideration should be given to the overall objectives of the Board's policy in each area, as well as key goals and outcomes to be achieved via the policy. It is important to be mindful of the policies that are required in the Regulation. Boards also have discretion to consider whether any additional policies should also be instituted.		
Document to be given to individuals (s. 7)	<p>The document shall contain at least the following information:</p> <ol style="list-style-type: none"> <li>officer's name;</li> <li>officer identification number;</li> <li>date, time and location of the attempted collection;</li> <li>information about how to contact the Independent Police Review Director;</li> <li>an explanation that the individual can request access, under the <i>Freedom of Information and Protection of Privacy Act</i> (FIPPA) or the <i>Municipal Freedom of Information and Protection of Privacy Act</i> (MFIPPA), to information about himself or herself that is in the custody or under the control of a police force; and</li> <li>information about how to contact persons to whom such a request may be given.</li> </ol>	<ul style="list-style-type: none"> <li>Key goals and outcomes may include ease of officer ability to offer, and subsequently provide, a standard document with only minimal need for officer to transcribe, and concise and clear information to the public on whom to contact and for what purpose.</li> <li>Whether additional information should be included that would be valuable to the community beyond the minimum requirements of the regulation (e.g., a broad policy statement or other public messaging).</li> <li>Whether the document should provide additional information in relation to the Office of the Independent Police Review Director (e.g., mandate).</li> <li>The format the document will take and whether there are there specific public impacts to be considered with respect to different types of formats.</li> <li>Whether direction is required to ensure the document remains consistent with board policy and whether the board should review the document on a given frequency to ensure no inconsistencies.</li> <li>The process required for the board to conduct community consultation if/when the document is reviewed.</li> <li>How the board will ensure the document is effective in achieving its intended purpose (e.g., obtaining data and reports from the chief to analyze, etc.).</li> </ul>

Board policy area	Relevant provisions of the Regulation	Considerations
Contents of the annual report (s. 14(1))	<p>Annual report to include the following:</p> <ul style="list-style-type: none"> <li>a. number of attempted collections and number of attempted collections in which information was collected;</li> <li>b. number of individuals from whom information was collected;</li> <li>c. number of times each of the following was relied upon to not do something that would otherwise be required under subsection 6 (1) (informing individual before collection attempt): <ul style="list-style-type: none"> <li>• 6 (2) (compromise safety)</li> <li>• 6 (3)(a) (compromise ongoing investigation)</li> <li>• 6 (3)(b) (informant may be identified)</li> <li>• 6 (3)(c) (disclose person's identity unlawfully such as young person contrary to <i>Youth Criminal Justice Act</i> (YCJA));</li> </ul> </li> <li>d. number of times individual was not given document because they did not want it;</li> <li>e. number of times each of the following was relied upon to not do something that would otherwise be required under subsection 7 (1): <ul style="list-style-type: none"> <li>• 7 (2)(a) (continued interaction may compromise safety of an individual)</li> <li>• 7 (2)(b) (continued interaction may delay officer's response to another urgent matter);</li> </ul> </li> <li>f. number of attempted collections from individuals perceived as: <ul style="list-style-type: none"> <li>• male</li> <li>• female;</li> </ul> </li> <li>g. number of attempted collections from individuals</li> </ul>	<ul style="list-style-type: none"> <li>• Key goals and outcomes may include establishing a fulsome picture of how street checks are undertaken in the jurisdiction to identify trends and/or patterns, and to further inform Board policies and chief's procedures.</li> <li>• Whether the board should direct the chief of police to report on the established age groups, racialized groups and neighbourhoods/areas.</li> <li>• Whether the board should provide guidance to the chief on how those groups and neighbourhoods/areas are to be defined.</li> <li>• Whether the board should require more frequent reporting by the chief of police to provide opportunities to identify and address issues as they arise.</li> <li>• The existence of supports (e.g., analytical resources) that may be leveraged to assist with the development of this plan.</li> <li>• Does the board wish to consider receiving additional details from the chief (e.g., Items J and K – does the board want the chief to include in the report what action was taken if non-compliance was determined to have occurred)?</li> <li>• Does the board want to provide guidance to the chief regarding the types of issues that should be taken into account if the chief is providing an explanation as to a disproportionate impact (item H)?</li> </ul>



Board policy area	Relevant provisions of the Regulation	Considerations
	<p>perceived to be:</p> <ul style="list-style-type: none"> <li>• within age groups (established by chief)</li> <li>• within racialized groups (established by chief);</li> </ul> <p>h. statement as to whether there were disproportionate collection attempts from a certain group(s) based on age, sex, racialized group or a combination of these, and if so, explanation as to why;</p> <p>i. neighbourhoods or areas where collections were attempted and the number of attempted collections in each neighbourhood or area;</p> <p>j. number of determinations in relation to information entered into a database that s. 5 (limitations on collection of certain information) and 9 (4)(a) (officer indicates that various requirements of the regulation were complied with) were not complied with;</p> <p>k. number of determinations as a result of a detailed review of a sample of database entries that s. 5 (limitations on collection of certain information), 6 (duties to inform before collecting information), 7 (document for individual) were not complied with; and</p> <p>l. number of times members were permitted to access restricted information.</p>	
Report following review of practices (s.15)	<p>a. If the annual report reveals information was attempted to be collected disproportionately from certain groups, the chief shall review the police force's practices and prepare a report with the results of the review and proposals, if any, to address the disproportionate collection of information;</p> <p>b. Chief shall provide the report to the board;</p>	<ul style="list-style-type: none"> <li>• Key goals and outcomes may include enhancing transparency, increasing public confidence, demonstrating accountability of the police services and identifying, reducing and eliminating any inappropriate, disproportionate impact.</li> <li>• Whether additional policy should be established (e.g., defining how the board will consider such</li> </ul>

Board policy area	Relevant provisions of the Regulation	Considerations
	<p>c. Board:</p> <ul style="list-style-type: none"> <li>• shall publish the report on the internet in a manner that makes it available to the public free of charge;</li> <li>• in addition to above, may make the report available to the public free of charge in any other manner considered appropriate; and</li> <li>• shall consider the report and proposals, and consider whether to give directions to the chief.</li> </ul>	<p>reports and any factors to consider when determining whether to give direction to the chief).</p> <ul style="list-style-type: none"> <li>• Whether to outline submission deadlines of the report by the chief of police.</li> <li>• Whether the board currently has the ability to publish on the Internet (e.g., does the police service have a website on which the report can be published and if not, should the board direct that one be established).</li> <li>• Whether there are methods of making the report available that are appropriate for the community, in addition to the Internet.</li> <li>• Does the board wish to outline what the objectives of a chiefs review are, if one is undertaken?</li> <li>• Does the board also wish to create a mechanism through policy to better understand how the police service will be making the assessments required by s. 15?</li> </ul>
Identifying information collected on or after January 1, 2017 (s. 12, 4)	<p>a. Retention of, access to, and disclosure of information collected on or after Jan 1, 2017, including information collected contrary to the regulation;</p> <p>b. Information collected contrary to the regulation shall not be retained longer than is reasonably necessary to ensure the information is available in the circumstances in which access may be permitted under para. 2 of s. 9 (10) (conditions for accessing restricted information: ongoing police investigation, legal proceedings, complaint, annual report, legal requirement, evaluating officer performance).</p>	<ul style="list-style-type: none"> <li>• The presence of any technological barriers and/or resource implications with respect to records management and differing retention periods and if so, how they can be addressed. Whether any parameters should be established for how the chief should seek to address such barriers.</li> <li>• The relevance of current records retention schedules and any other legal requirements for the police service in establishing the board's policy in this area.</li> <li>• Whether parameters should be established in relation to what is "reasonably necessary".</li> </ul>

Board policy area	Relevant provisions of the Regulation	Considerations
Identifying information collected before January 1, 2017 (s. 12, 5)	a. Retention of, access to, and disclosure of information collected before Jan 1, 2017 with respect to which the regulation would have applied had the collection taken place on Jan 1, 2017.	<ul style="list-style-type: none"> <li>Whether the policy should include information regarding the destruction of records.</li> </ul>
General (s. 16)	a. The Minister of Community Safety and Correctional Services may request, and a chief of police shall provide, information in the possession/under control of the police force that is relevant to duties and powers under clauses 3(2)(b), (d), (e) or (h) of the Act in relation to matters to which the Regulation applies.	<ul style="list-style-type: none"> <li>Whether there is a need for notification if the chief of police is required to provide information pursuant to this section.</li> </ul>

**Ministry of Community Safety  
and Correctional Services**

**Public Safety Training Division**

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**Ministère de la Sécurité communautaire  
et des Services correctionnels**

**Division de la formation à la  
sécurité publique**

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**MEMORANDUM TO:** All Chiefs of Police and  
Commissioner J.V.N. (Vince) Hawkes  
Chairs, Police Services Boards

**FROM:** Stephen Beckett  
Assistant Deputy Minister  
Public Safety Division and Public Safety Training Division

**SUBJECT:** O. Reg. 58/16 Collection of Identifying Information in  
Certain Circumstances – Prohibition and Duties:  
Training

<b>DATE OF ISSUE:</b>	August 05, 2016
<b>CLASSIFICATION:</b>	General Information
<b>RETENTION:</b>	Indefinite
<b>INDEX NO.:</b>	16-0048
<b>PRIORITY:</b>	High

Further to the All Chiefs/Chairs Memorandum of July 4, 2016, regarding O. Reg. 58/16 Collection of Identifying Information in Certain Circumstances – Prohibition and Duties: Board Policy Development, I am pleased to provide information on Collection of Identifying Information in Certain Circumstances – Prohibition and Duties: Training, which has been developed in consultation with the Ontario Police College (OPC), the Canadian Police Knowledge Network (CPKN) and the expert roundtable appointed by the Ministry of Community Safety and Correctional Services (ministry) made up of experts in the areas of human rights, community needs, youth issues, curriculum development, policing and other relevant fields.

O. Reg. 58/16 Collection of Identifying Information in Certain Circumstances – Prohibition and Duties, requires that a chief of police ensure that every police officer on his or her police force, who attempts to collect identifying information about an individual, from the individual in circumstances to which the regulation applies, or who acts as the designate of the chief under the regulation, has successfully completed the training required under the regulation. The regulation requires that officers be trained on the following topics:

- The right of an individual not to provide information to a police officer, the limitations on this right, and how to ensure that this right is respected.