



## **HAMILTON POLICE SERVICES BOARD**

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

Thursday, March 26, 2015  
2:00 o'clock p.m.  
Hamilton City Hall  
Council Chambers

Lois Morin  
Administrator

### **AGENDA**

**1. CALL TO ORDER**

**2. PRESENTATIONS & DEPUTATIONS**

- 2.1 Hamilton Police Service Twenty-five Year Fitness Pin
- 2.2 Year End Report: Hate Crime – 2014 (PSB 15-029)
- 2.3 Year End Report: Crimes Against Seniors Unit (CASU) 2014 (PSB 15-033)

**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 – February 26, 2015**

The minutes of the meeting held Thursday, February 26, 2015, be adopted as printed.

**4.3 Hamilton Police Service Monthly Report (PSB 15-036)**

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 Gratitude and Recognition for Retirees (PSB 15-032)**

- a) That a cheque in the amount of \$1,000.00 be forwarded to the Retirees' Association, with the money to be disseminated to those members who volunteer their time to assist with the Studebaker Program, and the police *Tuck Shop*. This amount is consistent with the funds that were released in 2014.
- b) That these funds be taken from the Police Services Board Auction Account.

**4.5 For the Information of the Board:**

- a) Year End Report: Traffic Statistics 2014 (PSB 15-020)
- b) Year End Report: Paid Duties 2014 (PSB 15-021)
- c) Year End Report: Towing 2014 (PSB 15-022)
- d) Year End Report: False Alarm Reduction Unit 2014 (PSB 15-023)
- e) Year End Report: Freedom of Information Branch Statistics 2014 (PSB 15-024)
- f) Year End Report: Police Auction Revenue 2014 (PSB 15-025)
- g) Year End Report: Communications 2014 (PSB 15-027)
- h) Year End Report: Active Rewards 2014 (PSB 15-031)
- i) Year End Report: Hamilton Police Auxiliary Unit 2014 (PSB 15-035)
- j) 2014 Business Plan Goals Update (PSB 14-041)

**5. DISCUSSION AGENDA**

**6. NEW BUSINESS**

**7. ADJOURNMENT**

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

**MINUTES OF THE HAMILTON  
POLICE SERVICES BOARD**

**4.2**

Thursday, February 26, 2015  
2:21pm  
Hamilton City Hall  
Council Chambers

The Police Services Board met.

There were present: Lloyd Ferguson, Chair  
Madeleine Levy, Vice Chair  
Fred Eisenberger  
Walt Juchniewicz  
Irene Stayshyn  
Terry Whitehead

Absent with regrets: Stanley Tick

Also Present: Chief Glenn DeCaire  
Deputy Chief Eric Girt  
Deputy Chief Ken Weatherill  
Superintendent Jamie Anderson  
Superintendent Dave Calvert  
Superintendent Debbie Clark  
Superintendent Nancy Goodes-Ritchie  
Superintendent Dan Kinsella  
Superintendent Paul Morrison  
Superintendent Mike Shea  
Inspector Ryan Diodati  
Inspector Greg Huss  
Inspector Scott Rastin  
Inspector Mike Worster  
Staff Sergeant Maggie Schoen  
Staff Sergeant Hennick  
Marco Visentini, Legal Counsel  
Dan Bowman, Manager, Fleet & Facilities  
Catherine Martin, Corporate Communicator  
Ted Mason, Manager, Finance  
Ross Memmolo, Manager, Computer Services  
John Randazzo, Assistant Manager, Finance  
Yakov Sluchenkov, Acting Manager, Human Resources  
Peter Osinga, Policing Advisor, MCSCS  
Lois Morin, Administrator

Member Ferguson called the meeting to order.

**Presentations**

**2.1 Members of the Month**

Chair Ferguson and Chief DeCaire presented the Member of the Month Award to Constable Ryan Howard. Constable Howard was commended for his willingness to be involved and the tremendous assistance given to a very young, and seriously injured victim.

Chair Ferguson and Chief DeCaire presented the Member of the Month Award to George Novoselac. Constable Novoselac was commended for his dedication, determination and work ethic.

**2.2 Deputation: Mr. John Neary, with respect to the proposed Investigative Services Facility**

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 proposed Investigative Services Facility, as provided.

**Carried**

**2.3 Ontario Domestic Assault Risk Assessment (ODARA)**

Staff Sergeant Dave Hennick provided a presentation to the Board with respect to the Ontario Domestic Assault Risk Assessment Tool.

After the presentation the board approved the following.

Moved by: Member Eisenberger  
Seconded by: Member Juchniewicz

That the Board receive the presentation with respect to the Ontario Domestic Assault Risk Assessment (ADARA), as provided.

**Carried**

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

None

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

Moved by: Member Stayshyn  
Seconded by: Member Juchniewicz

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

**Carried**

**4.2 Adoption of Minutes – January 22, 2015**

The minutes of the meeting held Thursday, January 22, 2015, be adopted as printed.

**4.3 Hamilton Police Service Monthly Report (PSB 15-017)**

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) Mladen (Steve) Mesic Inquest (PSB 13-104a) (See also PSB 13-104)

Chief DeCaire provided comments on PSB 13-104a and requested Superintendent Morrison to provide further information with respect to the Hamilton Police Service response to the recommendations included in the Mesic Inquest

After discussion, the Board approved the following:

Moved by: Vice Chair Levy

Seconded by: Member Whitehead

That the Board receive the presentation provided by Chief DeCaire and Superintendent Morrison with respect to the Mladen (Steve) Mesic Inquest (PSB 13-104a).

**Carried.**

- b) Hamilton Police Service Safe Driving Program (PSB 15-010)
- c) Year-End Report: Hamilton Police Retirees' Activities – 2014 (PSB 15-014)
- d) Correspondence from Mr. Ken East, President, Ontario Association of Police Services Board (OAPSB) with respect to the 2015 Membership in the OAPSB.
- e) Correspondence from the Canadian Association of Police Governance with respect to a Call for Nominees for the 2015 Emil Kolb Award for Excellence in Police Governance.

**Discussion  
Agenda****5.1 City Council Meeting – January 21, 2015**

Chief DeCaire reminded Board Members of the request to the City of Hamilton to review and report back on the processes and practices of the Hamilton Police Service as outlined in correspondence from Mr. Chandrashekar. He further reminded the Board of the areas that were included in the audit and advised the Board that the audit found no abnormalities. Chief DeCaire stated that he has great confidence in the work ethics and integrity of our finance staff.

Chair Ferguson indicated to the Board that he asked the City Auditor if there were any areas that the Board should be concerned about and was told absolutely not.

After discussion, the Board approved the following:

Moved by: Member Eisenberger  
Seconded by: Member Juchniewicz

That the Hamilton Police Services Board receive the Audit, Finance & Administration Committee Report 15-001, Item 11 with respect to Report 2014-2015 – Review of Hamilton Police Service (HPS) Issues Identified by Mr. Chandrashekar (AUD15001) City Wide), as printed.

**Carried.**

**5.2 Reward for Information – Unsolved Homicide – Michael Sullivan (PSB 15-016)**

After discussion, as recommended by Chief DeCaire in PSB 15-016 dated February 26, 2015, the Board approved the following:

Moved by: Member Eisenberger  
Seconded by: Member Stayshyn

- a) That the Board authorize a reward in the amount of \$50,000.00 for information leading to the arrest and conviction of person(s) unknown, responsible for the death of Michael Sullivan.
- b) That 20% of the reward money offered be transferred to Police Reward Reserve Account #11225, for a total of \$10,000.00.

**Carried.**

**New Business**

**6.1 Update: Interval House**

Chief DeCaire provided an update with respect to the meeting with the Board and Executive Director of Interval House. On June 6, 2014, Board Members Ferguson, Collins, and Whitehead received correspondence from the Executive Director of the Interval House. In July, 2014 the Board received a comprehensive report with respect to the 5 Year Summary of Hamilton Police Service Work with Women's Services Groups. After this presentation to the Board, Chair Ferguson and Chief DeCaire were instructed to meet with the Board and Executive Director of Interval House and that meeting took place on September 30, 2014. At that meeting the Executive Director of Interval House apologized for the misinformation contained within the correspondence and sited publicly. Chief DeCaire reiterated that it is important to remain relentlessly focused on domestic violence and sexual assault and maintain strong partnerships within the community.

Chair Ferguson provided further comments with respect to the request to meet with the Board of Interval House. At that time a copy of the report that had been referenced and was of concern to this Board was requested and received. After the report was received it was reviewed for the information that was a concern to the Board. At that meeting with the Interval House Board, the Executive Director did apologize for misquoting the report within the correspondence which was cited publicly.

After discussion, the Board approved the following:

Moved by: Member Whitehead  
Seconded by: Member Eisenberger

That the Board receive the verbal report provided.

**Carried.**

## **6.2 National Coalition Against Contraband Tobacco**

Member Eisenberger asked Chief DeCaire what the Hamilton Police Service is doing with respect to the issues surrounding contraband tobacco.

Chief DeCaire stated that he is working with the Mr. Grant and the Coalition and will provide a report to the Board at a later date.

## **6.3 Electronic Agendas**

Member Eisenberger asked if the Board would consider the usage of iPads or other technology and a new approach for a new age getting away from the reams of paper that are used monthly.

After discussion, the Board approved the following:

Moved by: Member Eisenberger  
Seconded by: Vice Chair Levy

That the Board Administrator research Big 12 Board usage and the feasibility of going to a paperless agenda for the Board's monthly meetings.

**Carried.**

## **6.4 In Camera Meeting Structure**

Member Eisenberger requested clarification with respect to holding the in camera sessions first noting the amount of staff and public waiting for the open session. He further stated that it would make more sense to hold the public session first with the in camera session to follow.

Chair Ferguson provided an explanation with respect to the intent of holding in camera meetings first.

**Chair Ferguson asked Vice Chair Levy to take the Chair. Chair Ferguson was excused for the remainder of the meeting.**

Member Whitehead mentioned that this is a relatively new pilot and requested that the Board have a few more meetings in order to review the process.

Member Juchniewicz brought forward his concerns with respect to the number of e-mails that Board Members receive requesting whether Board Members could receive these e-mails by way of an alternate method.

Chief DeCaire provided comments on the Meeting Structure.

It was decided that further discussions will take place on these issue.

#### **6.5 Wellness Strategy Conference**

Vice Chair Levy congratulated Chief DeCaire for participating in the recent Wellness Strategy Conference and the strategies that the Hamilton Police Service is utilizing for our own service members. She also expressed her interest in hearing further about Best Practices in this area.

#### **6.6 Next Meeting of the Board**

Chair Ferguson announced that the next meeting of the Board is scheduled for Thursday, March 26, 2015, 2:00pm, at Hamilton City Hall, Council Chambers.

#### **Adjournment**

Moved by: Member Whitehead  
Seconded by: Member Stayshyn

There being no further business, the public portion of the meeting then adjourned at 4:11pm.

**Carried.**

\*\*\*\*\*

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

Taken as read and approved

---

Lois Morin  
Administrator

---

Lloyd Ferguson, Chair  
Police Services Board

February 26, 2015  
lem:



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

**DATE:** 2015 March 26

**REPORT TO:** Chair and Members  
Hamilton Police Services Board

**FROM:** Glenn De Caire  
Chief of Police

**SUBJECT:** *Hamilton Police Service Monthly Report*  
*(PSB 15-036)*

**RECOMMENDATION:**

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



Glenn De Caire  
Chief of Police

**FINANCIAL / STAFFING / LEGAL IMPLICATIONS:**

**FINANCIAL –** n/a

**STAFFING –** n/a

**LEGAL –** n/a

**BACKGROUND:**

**LiveScan Fingerprinting**

LiveScan fingerprinting refers to both the technique and the technology used by police, CBSA, Transport Canada and some private facilities to capture mug shots, fingerprints and palm prints electronically, without the need for the more traditional method of ink and paper.

In Canada, most law enforcement agencies now use LiveScan as their primary tool in the recognition of individuals. LiveScan is used for criminal bookings, civil applications and background checks.

The HPS mug rooms and Forensics are now equipped with four (4) LiveScan machines, which allow for suspects' fingerprints to be instantly compared with the RCMP national database with results usually reported in less than ten minutes. The units can confirm identity during name deception or in a John/Jane Doe scenario. This is predicated on the suspect already having prints in the national database of the RCMP, FBI or international available databases. Our LiveScan system is also compatible with our Records Management System.

Fingerprints are submitted by police agencies to support the creation of a criminal record or to search the criminal record repository (which in Canada is maintained by the RCMP) during a criminal investigation or civil security screening. Now that we have deployed our LiveScan units they streamline these services, facilitating information sharing internationally, and permit an improved tracking of criminals by condensing identification turnaround times from months to hours or minutes.

At Forensic Services *"...to connect all the dots... we must first collect all the dots."* The LiveScan units will certainly assist in accomplishing this.

#### **First Responders Need You To #MoveOver**

Members of the Hamilton Police Service developed a social media campaign and message to educate the community about the importance of making the effort to slow down and #MoveOver when approaching first responders and people who find themselves working along our roadways.

Coincidentally, the message comes after a Hamilton Police Service officer was recently struck by a driver while assisting with an investigation on Highway 6 and Upper James Street recently. The officer is recovering with minor injuries.

The analytics on this campaign are very encouraging. The Facebook post has shown a reach of 97,000+. Through a series of related Tweets, there have been 20,000+ impressions.

GD/C. Martin

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

**DATE:** 2015 March 26  
**REPORT TO:** Chair and Members  
Hamilton Police Services Board  
**FROM:** Glenn De Caire  
Chief of Police  
**SUBJECT:** *Gratitude and Recognition for Retirees*  
(PSB 15-032)

**RECOMMENDATIONS:**

- a) That a cheque in the amount of \$1,000.00 be forwarded to the Retirees' Association, with the money to be disseminated to those members who volunteer their time to assist with the Studebaker Program, and the police *Tuck Shop*. This amount is consistent with the funds that were released in 2014.
- b) That these funds be taken from the Police Services Board Auction Account.



Glenn De Caire  
Chief of Police

**FINANCIAL / STAFFING / LEGAL IMPLICATIONS:**

**FINANCIAL –** Funds will be taken from the Hamilton Police Services Board Auction Account.

**STAFFING –** n/a

**LEGAL –** n/a

## **BACKGROUND:**

Each year a devoted core of members from the Hamilton Police Retirees Association donate a significant amount of their own time by attending numerous police and community volunteer events.

The "Call Box" tuck shop, located within Station 10, is staffed throughout the year by the retirees and it remains one of the primary sources of revenue for their Association. In 2014, the retirees expanded and the newest Tuck Shop is located at the Ancaster Police Museum site on Friday afternoons and Saturday mornings. Not only does the Tuck Shop offer a wide variety of products for purchase, but it also provides an opportunity for current serving members to meet with and to engage in conversation with those members who served before them.

The refurbished Hamilton Police Studebaker cruiser makes numerous appearances throughout the city. Through the Community Mobilization Unit, the retirees have undertaken the responsibility of maintaining the cleanliness of the Studebaker and its delivery to the various events. In 2014, the Studebaker was brought to 14 community events.

A major event for 2014 was the unveiling of the Hamilton Police Service Mobile Police Museum in May. Many hours of work has resulted in capturing over 20,000 negatives and photos scanned at the museum in the ongoing effort to capture and identify every officer who has served for future retrieval. The Museum was at various venues during the year, which included the Fairs and Festivals in Ancaster, Binbrook, Mt. Hope, and Gore Park. Over 10,000 people experienced the Museum and were exposed to the rich heritage that is the Hamilton Police Service. In 2015, the Retirees have set a goal to attend the archive section of the Hamilton Library to copy, scan, and photograph all inventory related to the Hamilton Police Service. They will continue to serve as ambassadors to the community and display the rich history and heritage of the great Police Service they once served as working members.

The retirees, through countless hours of volunteerism, have made these initiatives possible. In an effort to recognize the continuous support and dedication to the community, it is recommended that a cheque in the amount of \$1,000.00 be provided to the Retiree Association through the Executive Officer to the Chief of Police.

GD/M. Schoen

**HAMILTON POLICE SERVICES BOARD**  
**- INFORMATION -**

**DATE:** 2015 March 26

**REPORT TO:** Chair and Members  
Hamilton Police Services Board

**FROM:** Glenn De Caire  
Chief of Police

**SUBJECT:** *Year End Report: Traffic Statistics 2014*  
*(PSB 15-020)*

**BACKGROUND:**

The Service has developed a year-long Road Safety Education and Awareness Campaign. The goal is to raise understanding of driver and pedestrian safety rules and gain compliance on the use of safety equipment. The goal of these programs was to reduce motor vehicle collisions (MVC's) in Hamilton.

The 2014 Traffic Safety Program targeted seasonal issues. In the spring/summer months, the focus was on distracted driving, seat belts, aggressive driving and speeding. In the fall, emphasis was directed again at distracted driving and speeding. In addition, the Hamilton Police Service joined the provincial Seat Belt Campaign. During the holiday season, R.I.D.E. lanes were emphasized.

This report is a statistical presentation of the Service's traffic efforts.

**Seven-Year Motor Vehicle Collision Chart**

| <b>Motor Vehicle Collisions</b> | <b>2008</b>   | <b>2009</b>   | <b>2010</b>   | <b>2011</b>   | <b>2012</b>   | <b>2013</b>   | <b>2014</b>   |
|---------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Total MVC's                     | 10,887        | 10,105        | 9,441         | 9,437         | 8,800         | 8,714         | 9,513         |
| Property Damage                 | 1,455         | 1,486         | 1,657         | 1,659         | 1,600         | 1,316         | 1,608         |
| Personal Injury                 | 1,539         | 1,577         | 1,647         | 1,688         | 1,448         | 1,364         | 1,513         |
| Citizen Reports                 | 7,893         | 7,042         | 6,137         | 6,090         | 5,752         | 6,034         | 6,392         |
| Fatal Collisions                | 15            | 14            | 23            | 20            | 18            | 14            | 17            |
| Resulting Deaths                | 15            | 17            | 24            | 21            | 20            | 15            | 19            |
|                                 |               |               |               |               |               |               |               |
| <b>Total PONs</b>               | <b>49,342</b> | <b>55,500</b> | <b>59,579</b> | <b>61,439</b> | <b>69,197</b> | <b>67,522</b> | <b>65,839</b> |

### **Motor Vehicle Collisions**

In 2014, 9,513 MVC's were reported. This figure is up from 8,714 in 2013 (9.1% increase), up from 8,800 in 2012 (8.1% increase), and up from 9,437 in 2011 (0.8% increase).

The reported MVC data is obtained by compilation of the three (3) reporting methods that are available to the community. They can report property damage collisions by attending the Collision Reporting Centres (CRC's), during business hours, by having an Officer attend the scene of a property damage collision, and by having an Officer attend the scene of a personal injury collision.

### **Fatalities**

In 2014, there were 17 fatal MVC's, resulting in 19 deaths, which is a 21.4% increase over 2013. Of the 17 fatal collisions, five (5) involved multiple vehicles, five (5) involved a motor vehicle and a pedestrian, six (6) involved a single motor vehicle and one (1) involved a single motorcycle. In five (5) of the 16 collisions alcohol was a factor, and in five (5) of the 16 speed was a factor.

### **Total Provincial Offence Notices in 2014 - Comparison to 2013**

In 2014, 65,839 Provincial Offence Notices (PONs) were issued. This represents a decrease of 2.5% over 2013's total of 67,522 and is the third highest one year total recorded for Hamilton Police Service.

The PON statistic is a combined total of all PONs given out at the Division level.

### **Hazardous Moving Violations**

Hazardous Moving Violations (red light infractions, stop sign infractions, speeding, careless driving offences, distracted driving, etc.), decreased 4.31% over 2013. In 2014, 46,488 were issued in comparison to 48,583 in 2013.

### **Non-Hazardous Violations**

Non-Hazardous Violations (seat belt violations, fail to surrender permits, validation tag offences, etc.), increased 2.18% over 2013. In 2014, 19,351 violations were issued, in comparison to 18,939 in 2013.

### **Alcohol-Related Driving Offences**

In 2014, there were 882 alcohol-related driving offences, which represent an increase of 6.5%, over 2013. In 2013, there were 828 Alcohol-Related Driving Offences.

There were 116 Motor vehicle collisions that involved alcohol in 2014 as compared to 121 in 2013, a decrease of 4.1%.

| Type of Charges                  | 2014 | 2013 | % Change |
|----------------------------------|------|------|----------|
| Impaired                         | 350  | 353  | -0.8%    |
| Over 80 mg                       | 447  | 419  | 6.7%     |
| Impaired C.B.H.                  | 2    | 0    | 200%     |
| Impaired by Drugs                | 18   | 4*   | 350%     |
| Impaired Cause Death             | 1    | 1    | 0.0%     |
| Refuse Breath                    | 60   | 39   | 53.8%    |
| Refuse Blood                     | 0    | 0    | 0.0%     |
| Refuse A.S.D                     | 18   | 12   | 50.0%    |
| Blood Samples Taken              | 3    | 4    | -25.0%   |
| Alcohol Related Driving Offences | 882  | 828  | 6.5%     |

### **R.I.D.E. Program**

R.I.D.E. is a year-long educational and enforcement program for the Hamilton Police Service. The Service also participates in the Provincial Policing Community's annual R.I.D.E. focus that starts in December.

The Provincial Government provides annual funding to support the R.I.D.E. Program. In 2014 / 2015, the Service received \$43,962.00 and, as of the date of this report, most monies have been exhausted. This funding is used to enhance day-to-day R.I.D.E. Programs, by employing off-duty Officers to focus on R.I.D.E., during the holiday season.

This report is a statistical presentation of the Services' R.I.D.E. Program.

### **R.I.D.E. 2014 Statistical Information**

| R.I.D.E Program | 2014    | 2013   | 2012    | 2011    | 2010    | 2009    | 2008    |
|-----------------|---------|--------|---------|---------|---------|---------|---------|
| R.I.D.E. Stops  | 240,344 | 238,45 | 228,315 | 167,766 | 150,256 | 152,833 | 132,508 |
| R.I.D.E. Tests  | 391     | 376    | 438     | 445     | 460     | 518     | 494     |

In 2014, there were a total of 240,344 vehicles stopped by the R.I.D.E Program. This represents an increase of 0.8%, above 2013. This is the highest number of vehicles stopped in R.I.D.E. lanes ever recorded by the Hamilton Police Service.

R.I.D.E. will again be a focus of the 2014 *Traffic Management Plan*.

|                               | 2014 Yearly<br>Total | 2013 Yearly<br>Total | % Difference |
|-------------------------------|----------------------|----------------------|--------------|
| Stopped                       | 240,344              | 238,454              | 0.8%         |
| Pass                          | 294                  | 294                  | 0.0%         |
| Warn                          | 70                   | 61                   | 14.7%        |
| Fail                          | 24                   | 16                   | 50.0%        |
| Impaired                      | 11                   | 11                   | 0.0%         |
| Over .08                      | 28                   | 24                   | 16.7%        |
| Refuse A.S.D.                 | 3                    | 5                    | -40.0%       |
| Ref Breath                    | 4                    | 3                    | 33.3%        |
| Other C.C.                    | 31                   | 30                   | 3.3%         |
| Roadside Demand               | 391                  | 376                  | 3.9%         |
| Alcohol Warn Range Suspension | 70                   | 61                   | 14.7%        |



Glenn De Caire  
Chief of Police

GD/D. Calvert



**HAMILTON POLICE SERVICES BOARD**  
**- INFORMATION -**

**DATE:** 2015 March 26

**REPORT TO:** Chair and Members  
Hamilton Police Services Board

**FROM:** Glenn De Caire  
Chief of Police

**SUBJECT:** *Year End Report: Paid Duties 2014*  
(PSB 15-021)

**BACKGROUND:**

The Hamilton Police Service contracted 2,084 Paid Duty events in 2014. The Hamilton Police Service recovered a total of \$611,436.56 in Administration Fees and Cost Recovery for cruiser and motorcycle deployment. This is a 1.8% increase over the total 2013 Cost Recovery collected, which was \$547,112.88.

The following chart provides a breakdown of equipment and personnel used:

| <b>Equipment Name</b>    | <b>Count</b> | <b>Total Cost</b>     | <b>HST</b>          | <b>Admin. Fees</b>  |
|--------------------------|--------------|-----------------------|---------------------|---------------------|
| Bicycle                  | 2            | \$84.00               | \$12.56             | \$12.60             |
| Communications Personnel | 76           | \$23,122.86           | \$3,456.87          | \$3,468.43          |
| Canine                   | 0            | \$0                   | \$0                 | \$0                 |
| Cruiser                  | 867          | \$236,635.00          | \$35,376.93         | \$35,495.25         |
| Motorcycle               | 80           | \$31,570.00           | \$4,719.72          | \$4,735.50          |
| Patrol Officer           | 2326         | 1,857,807.02          | \$277,742.15        | \$278,671.05        |
| Police Boat              | 1            | \$225.00              | \$33.64             | \$33.75             |
| Sergeant                 | 249          | \$115,502.31          | \$17,267.60         | \$17,325.35         |
| Staff Sergeant           | 41           | \$23,264.22           | \$3,478.00          | \$3,489.63          |
| <b>Totals</b>            |              | <b>2,288,210.41</b>   | <b>\$342,087.46</b> | <b>\$343,231.56</b> |
| <b>GRANT TOTAL</b>       |              | <b>\$2,973,529.43</b> |                     |                     |

**Hamilton Police Service Total Cost Recovery**

Motorcycle: \$ 31,570.00

Cruiser: \$236,635.00

Administration: \$343,231.56 Includes Bicycle

**TOTAL:** **\$611,436.56**

### **Paid Duties/Special Events**

Paid Duty policing assignments are primarily special events occurring throughout the year. For these events, the HPS is contracted by the event sponsors to help provide security, vehicle and pedestrian control or escorts.

Organizers may hire off duty police officers for dances, parades, festivals, sporting events and other duties that are outside our regular patrol parameters.

The Hamilton Police Service is committed to providing quality policing to the communities it serves. On occasion, however, requests for service exceed the requirements mandated by the *Police Services Act*. To provide additional service to our communities for special events (def.), the Police Service has adopted a Voluntary Paid Duty Policy.

Situations or circumstances which, due to their nature, or by reason of the fact that they may involve significant vehicular or pedestrian activity, require additional trained security and/or supervision, or any other event as authorized by the Superintendent of Support Services or designate.

### **Paid Duty Office**

This is an office staffed by a Civilian member in the role of Paid Duty Coordinator, a Civilian member in the role of Paid Duty Clerk and a Police Officer in the role of Special Events Coordinator. Responsibilities include receipt, review, coordination and assignment of all Paid Duty requests, and for the planning of special events. This office is also responsible for invoicing the organizers, processing of payments and Officer payroll.

### **Administrative Fee**

The fee charged by the Police Service to recover costs associated with the administration of Paid Duties. The fee shall be a percentage (currently 15%) of the total amount charged for Officers and equipment, as determined by the Police Services Board.



Glenn De Caire  
Chief of Police

GD/D. Calvert

**HAMILTON POLICE SERVICES BOARD****-INFORMATION-**

**DATE:** 2015 March 26

**REPORT TO:** Chair and Members  
Hamilton Police Services Board

**FROM:** Glenn De Caire  
Chief of Police

**SUBJECT:** *Year End Report: Towing 2014*  
*(PSB 15-022)*

**BACKGROUND:**

The Hamilton Police Service currently has 12 towing companies under contract for the towing of Security and Non-Security vehicles, as required. The contract commenced on the 30<sup>th</sup> of June 2014 and is for three (3) years, with two (2) one-year options.

The new contract implemented a Vehicle Management System (VMS), which is maintained by Extend Communications. It provides an inventory of all vehicles in the tow yards and is updated by the individual tow yards. The VMS is user friendly and has been endorsed by all contracted tow companies.

In 2014, revenue was \$119,190.00 as compared to \$116,800.00 for 2013, representing an increase of 2.0%.

This equates to 3,901 vehicles towed as compared to 3,896 the previous year. The revenue included the issuance of 59 tow operator cards at \$1,760.00. All tow operators, owners and drivers have photo identification cards and their photos are kept on file with the Hamilton Police Service.

In 2014, 185 vehicles were not picked up by the registered owners as compared to 308 in 2013.

Hamilton Police Service paid out \$16,751.49 in towing fees to tow companies and registered owners. This compares to \$22,603.22 in 2013. This substantial decrease was due to fewer complex Major Criminal Investigations.