

**BRANTFORD POLICE SERVICES BOARD**  
**MINUTES**  
**THURSDAY, FEBRUARY 16, 2012**  
**11:30 A.M., BOARDROOM**

**ROLL CALL**

**PRESENT:** Jean Anderson, Chair  
Todd Glaves, Vice Chair  
Cheryl Antoski, Member  
Mayor Chris Friel, Member  
Councillor Larry Kings, Vice Chair

**ALSO PRESENT:** Chief Jeff Kellner  
Deputy Chief Geoff Nelson  
Margaret Eves, Executive Assistant

**1. PRESENTATIONS**

**1.1 Police Exemplary Service Awards**

Constable Kevin Cabral and Constable Kris Holt were presented with Police Exemplary Service Awards for their response to a citizen requiring medical assistance. Chair Anderson thanked the officers for their quick thinking and professional manner.

**1.2 CALEA Accreditation**

Inspector Scott Easto gave a presentation on the status of the CALEA accreditation process. He indicated that 2012 was the third of a three-year accreditation cycle and that the on-site inspection would be scheduled for December 2012. This inspection will include a three-day review by two assessors. The results of the inspection will be presented at a hearing of CALEA in South Carolina in March of 2013.

**1.3 2013-2015 Business Plan**

Inspector Scott Easto gave a presentation on a proposal for the development of the next three-year business plan of the Police Service. He indicated that a community survey had already been conducted in December 2011, and further surveys of businesses, community partners and the courts will be completed in June 2012. Workload studies are to be considered in the development of the plan and a workload assessment is currently being conducted. He also provided a timeline for the development of the plan.

It was agreed that Chair Anderson, on behalf of the Board, will work with Inspector Easto on the development of the business plan.

## **2. DECLARATION OF CONFLICTS OF INTEREST**

There were no declarations of conflicts of interest.

## **3. MINUTES**

Moved by                Larry Kings  
Seconded by            Vice Chair Todd Glaves

THAT the minutes of the meeting held January 24, 2012, be adopted.

CARRIED

## **4. REPORTS**

### **4.1 Statistical Reports**

#### **4.1.1 Monthly Report – January 2012**

Deputy Chief G. Nelson highlighted points of interest in the January report. Of note was an upward trend in motor vehicle thefts. Discussion followed on Project Shutdown, a multi-jurisdictional initiative to combat auto theft. Chief Kellner reported that the OPP were again participating, but the Hamilton Police Service would now be the lead agency in the operation. Discussion followed on the City's initiative to use data analytics to identify and correct problems within the City. The Service will participate in this initiative.

#### **4.1.2 Five-Year Statistical Report**

Deputy Chief Nelson presented this report. He noted that although the theft of motor vehicle category has increased 18% over 2010, it is still far below the five-year average. He reported decreases in impaired driving incidents, assaults, offensive weapons and robbery charges, while there was an increase in drug and narcotic charges.

### **4.2 Budget Report**

The Monthly Operating Budget Report, for the period ending February 8, 2012, was received. There was a slight variance of 1.3%. Chief Kellner advised that the final 2011 report would be presented at next month's Board meeting.

### **4.3 Annual Reports**

The following reports were received:

#### **4.3.1 Use of Force Report**

This report, prepared Sergeant Gary Potts, was received and reviewed by Deputy Chief Nelson. The report summarized the Use of Force reports submitted by officers during 2011. Sgt. Potts concluded that no incidents of non-compliance with the law had been found to have occurred during the year and noted adherence to Service policy and training. He advised the report was used to identify training issues.

#### **4.3.2 Complaints Report**

This report, prepared by Inspector Kent Pottruff, was received. He noted that 24 complaints had been received from the public, which was a decrease of five over 2010; however, the OIPRD determined that 10 of these complaints would not be investigated. Of the remaining complaints, one was substantiated.

### **4.4 Citizens' Police Academy**

Information was received that the Service will be running a Citizens' Police Academy from April 4 to May 23, 2012, in the Community Room. The Academy was started in 1998 as a way to familiarize citizens with the Service.

### **4.5 Shared Services – County of Brant**

A letter was received from Mayor Chris Friel, City of Brantford, and Mayor Ron Eddy, County of Brant, indicating a joint City-County committee has been formed to examine shared services, and requested the Board consider submitting a completed form on policing. Staff indicated there are very few services which could be shared due to our involvement in the PRIDE system, which includes our computer, radio and records systems.

Staff was asked to complete the form for the Board's approval.

<b>5. NEXT MEETING DATE</b>
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The next meeting of the Board will be held on March 22, 2012.

**6. NEW BUSINESS**

**6.1 2011 Annual Report to City Council**

The Board was invited to submit an annual report to City Council highlighting the Board's achievements in 2011. The Board will submit a report, but will not attend the annual meeting or present the report to Council.

**6.2 Honour Guard**

Deputy Chief Nelson was pleased to advise that the Service was proceeding with the formation of an honour guard, reporting that 20 Service members had been chosen and Sergeant Chuck Wheeler had been selected to head the honour guard. He advised a media release would be forthcoming.

**7. ADJOURNMENT**

Moved by Vice Chair Todd Glaves  
Seconded by Cheryl Antoski

THAT the meeting be adjourned. (12:55 p.m.)

CARRIED

The minutes of this meeting were adopted this 22<sup>nd</sup> day of March, 2012.

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Jean Anderson, Chair

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Margaret Eves, Executive Assistant