



NEW WESTMINSTER POLICE BOARD

OPEN AGENDA

Tuesday, April 16, 2024 at 0930

Join in-Person:

555 Columbia Street, New Westminster

Join via Zoom: <https://us02web.zoom.us/j/89515111199>

Webinar ID: 895 1511 1199

+1 778 907 2071

✓ Indicates Attachment

We recognize and respect that New Westminster is on the unceded and unsundered land of the Halkomelem speaking peoples. We acknowledge that colonialism has made invisible their histories and connections to the land. As a City, we are learning and building relationships with the people whose lands we are on.

1	ADOPTION & PRESENTATIONS	
	1.1 Land Acknowledgement	<i>Police Board</i>
✓	1.2 Adoption of Open Agenda: April 16, 2024	<i>Police Board</i>
	1.3 Police Officer Commission	<i>Chief Constable Jansen</i>
	1.4 Alexa Awards Presentation	<i>Chief Constable Jansen</i>
	1.5 Civilian Presentations: Finance & Admin and IT	<i>Dairon/ San</i>
2	CONSENT AGENDA	
✓	2.1 Approval of Open Minutes: February 20 & March 21, 2024	<i>Police Board</i>
	2.2 Police Board Member Reports	
✓	2.3 Statistics: February & March 2024	
✓	2.4 Monthly Report on NWPD Overtime	
✓	2.5 GOVERNANCE: Annual Communications Report	
✓	2.6 GOVERNANCE: Annual Report on Integrated Activities	
✓	2.7 2023 Q4 Financial Update	<i>Jacqueline Dairon</i>
✓	2.8 Policy: AB10 and OD35	
✓	2.9 Police Board Correspondence (a) EComm Update from George Madden: March 2024	
3	ONGOING BUSINESS	
	3.1 Appointment of BCAPB Representative	<i>Patrick Lalonde</i>
4	NEW BUSINESS	
	None	
	NEXT MEETING	
	Date: May 21, 2024 @ 0930	
	Location: Blue Room, 555 Columbia Street	
	ADJOURNMENT OF OPEN MEETING	



NEW WESTMINSTER MUNICIPAL POLICE BOARD

February 20, 2024 at 09.30 am

In-Person and via ZOOM

New Westminster Police Department, 555 Columbia Street, New Westminster

MINUTES of Regular Meeting

PRESENT:	Mayor Patrick Johnstone	Chair
	Ms. Heather Boersma	
	Mr. Drew Hart	
	Mr. Patrick Lalonde	
	Ms. Mary Trentadue	
	Mr. Alejandro Diaz	
STAFF:	Chief Constable Dave Jansen	
	Deputy Chief Constable Paul Hyland (Via Zoom)	
	Inspector Trevor Dudar	
	Inspector Aman Gosal	
	Inspector Eamonn Ward	
	Ms. Jacqueline Dairon	Finance Supervisor
	Ms. Daisy Dyer	Police Board Secretary
	Ms. Hailey Finnigan	Communications

The meeting was called to order at 09:30 a.m.

1. **ADOPTION**

1.1 **Land Acknowledgement**

We recognize and respect that New Westminster is on the unceded and unsundered land of the Halkomelem speaking peoples. We acknowledge that colonialism has made invisible their histories and connections to the land. As a City, we are learning and building relationships with the people whose lands we are on.

1.2 **Adoption of Regular Agenda: February 20, 2024**

MOVED AND SECONDED

THAT The New Westminster Police Board approve the February 20, 2024, Regular Agenda

CARRIED

2. CONSENT AGENDA

- 2.1 Approval of Open Minutes: January 16, 2024**
- 2.2 Police Board Member Reports**
- 2.3 Statistics: January 2024**
- 2.4 Monthly Report on NWPB Overtime: December 31, 2023**
- 2.5 GOVERNANCE: Report on Human Resources**
- 2.6 GOVERNANCE: Report on Training**
- 2.7 Promoting Unbiased Policing Audit**
- 2.8 Police Board Correspondence**
 - 2.8 (a) BCAPB 2024 – Notice of AGM and Resolutions**
 - 2.8 (b) BCAPB 2024 Conference and AGM - Registration**
 - 2.8 (c) E-Comm January Update from George Madden**

MOVED AND SECONDED

THAT items 2.5, 2.7 and 2.8 be removed from the Consent Agenda; and

THAT the New Westminster Police Board approve the remaining Consent Agenda items.

CARRIED

ITEMS REMOVED FROM THE CONSENT AGENDA

2.5 Report on Human Resources

Mr. Hart enquired into the definition of 'operational with restriction'. Chief Constable Jansen explained that it means not fully operational. I.e. an individual can perform some police duties, but is not fully operational on the road.

Ms. Trentadue enquired into the demographics of the report, noting that categories such as gender and ethnicity alone are outdated. Ms. Trentadue asked if we collect additional data such as language and sexual orientation. Chief Constable Jansen explained that we have not historically captured this data, but that we have the ability to collect more data with the move to a new software. Chief Constable Jansen further stated that it is likely that we will see these categories expand, but that staff are not required to disclose some of this information. Ms. Trentadue thanked Chief Constable Jansen and noted that she would like to see how the department reflects the community.

Discussion ensued regarding tenure options between municipal departments and the RCMP, noting that there has been a surge in members leaving for the RCMP as they have been offered tenure in a preferred spot for duration of their career.

Received for information.

2.7 Promoting Unbiased Policing Audit

Ms. Trentadue thanked management for the report and information. Ms. Trentadue sought clarity as to whether the information within the report is only related to prisoner bookings. Chief Constable Jansen confirmed that the information pertains to prisoner bookings only.

Ms. Trentadue asked how the ethnicity of the statistics compare to the ethnicity of New Westminster, and why an individual would be booked in New Westminster if they don't live in the City. Chief Constable Jansen explained that individuals would be booked in New Westminster if the crime is committed in the City. Ms. Trentadue expressed an interest in data that reflects how bookings reflect the population.

Ms. Trentadue asked if this kind of reporting will take place on a regular basis. Chief Constable Jansen answered that this report is part of a new provincial policing standard that was introduced in July 2023. The Board have the ability to direct management on what kind of information they would like to see going forward.

Mr. Lalonde asked for more detail relating to residential status and where the individuals are coming from in order to identify trends, noting that as other populations grow, New Westminster would presumably see an increase in offenders from outside the community, which would inevitably affect the department's strength.

Mr. Hart enquired into how residential status is determined. Chief Constable Jansen explained that it is self-reported and that the computer self populates. Additionally, Chief Constable Jansen explained that there are many different situations which cause individuals to be lodged in cells and that current system is not the most efficient way to collect residential status. More often than not, it comes down to the individual self-reporting where they live.

Chief Constable stated that this is not standardized data collection and believes that it will develop over several years.

Management will revisit this report in the fall of 2024 to seek input from the Board on which categories they would like to see reported in 2025.

Received for information.

2.8 BCAPB Conference

Discussion ensued regarding resolutions and how the process has typically been managed historically.

Mr. Lalonde reported that the two main talking points at present are E-Comm and the JIBC, both of which have been flagged with the province. Mr. Lalonde felt it would be redundant to consider advocacy of these two matters via BCAPB resolutions.

Mayor Johnstone reminded the Board that this may be an avenue for advocating other matters in the future, and suggested that the Board keep this in mind.

Board members were invited and encouraged to attend the BCAPB Conference, and should let Ms. Dyer know for registration purposes.

Received for information.

3. ONGOING BUSINESS

3.1 Request for Board Direction on Public Engagement for NWPD Annual Budget

Chief Constable Jansen explained that this matter is being brought forward from a discussion that took place last year around engagement. Management is seeking direction from the Board on how they would like to proceed with public engagement for the 2025 NWPD Annual Budget.

Mayor Johnstone explained to the Board that the City have dedicated public engagement staff that are separate from the Communications team. They are actively involved in community engagement, surveys, online portals and events. Additionally, there has been much discussion at the City in regards to mindful engagement. Mayor Johnstone suggested that allowing the City to do this work might be logical, given the resources available to them. However, the Board would need to define what questions they want to ask and how the collected information is utilized. The Board were in agreement.

It was agreed that the Board and the City's Public Engagement team would meet in March for a workshop on how to proceed. Ms. Dyer will liaise with all parties to determine a suitable date.

4. NEW BUSINESS

4.1 BCAPB 2024 Conference and AGM – Sponsorship Request

Discussion ensued amongst the Board.

MOVED AND SECONDED

THAT The New Westminster Police Board sponsor a coffee break at the BCAPB 2024 Conference and AGM at the cost of \$575.

CARRIED

Ms. Dyer will advise the BCAPB and arrangement payment.

ADJOURNMENT of Regular Meeting

Chair Johnstone adjourned the meeting at 1010 hrs.

Next meeting

The next meeting will take place on Tuesday, 16 April, 2024, at 0930 at 555 Columbia Street, New Westminster.

PATRICK JOHNSTONE
CHAIR

DAISY DYER
RECORDING SECRETARY



NEW WESTMINSTER MUNICIPAL POLICE BOARD

March 21, 2024 at 09.30 am

In-Person and via ZOOM

New Westminster Police Department, 555 Columbia Street, New Westminster

MINUTES of Special Open Meeting

PRESENT:	Mayor Patrick Johnstone	Chair
	Ms. Heather Boersma	
	Mr. Drew Hart	
	Mr. Patrick Lalonde	
	Ms. Mary Trentadue	
	Mr. Alejandro Diaz	
STAFF:	Deputy Chief Constable Paul Hyland	
	Ms. Jacqueline Dairon	Finance Supervisor
	Ms. Daisy Dyer	Police Board Secretary
	Ms. Hailey Finnigan	Communications
GUESTS:	Ms. Jennifer Miller	CNW Public Engagement
	Ms. Zaria Alibhai	CNW Public Engagement

The meeting was called to order at 09:30 a.m.

1. ADOPTION

1.1 Land Acknowledgement

We recognize and respect that New Westminster is on the unceded and unsurrendered land of the Halkomelem speaking peoples. We acknowledge that colonialism has made invisible their histories and connections to the land. As a City, we are learning and building relationships with the people whose lands we are on.

1.2 Adoption of Special Meeting Agenda: March 21, 2024

MOVED AND SECONDED

THAT The New Westminster Police Board approve the March 21, 2024, Special Meeting Agenda

CARRIED

2. NEW BUSINESS

2.1 Public Engagement Workshop

Ms. Jennifer Miller and Ms. Zaria Alibhai from the City of New Westminster Public Engagement were invited to facilitate a public engagement workshop with the New Westminster Police Board (NWPB). The purpose of the meeting was to discuss how the NWPB can engage the residents of New Westminster in the 2025 Police Budget process.

Ms. Miller provided context to the role of the Public Engagement team. The team is a distinct department and deliberately separate from the Communications team. Whilst Public Engagement work very closely with Communications, they are in distinct contrast. Public engagement pertains to listening to the community and the people who are affected by our decisions, whereas communications relates to the sharing of information. The Public Engagement team provide a support role, and do not drive the engagement that needs to happen. The team works alongside the teams working on projects. Ms. Alibhai noted that, most importantly, engagement is shared decision making.

Ms. Miller explained to the Board that there is such a thing as engagement fatigue, and that people are more likely to participate in engagement exercises when they see the impact of their participation and their voice being heard.

The Public Engagement Team have recently been helping their colleagues define the difference between a communication process and an engagement process, noting that it can erode trust if engagement takes place and nothing is done with the information.

Discussion ensued amongst the Board.

After much discussion, Mayor Johnstone stated that he believes that an intense public engagement process on budget may not be the direction that the Board should take, but that there are certainly some communication opportunities. Mayor Johnstone would like to ensure that the police department is included in City engagement going forward. Ms. Miller stated that she would be happy to facilitate a further workshop should that be the direction that the Board wishes to take, and will assist the Board in determining what is open for influence and what is open within the scope of engagement to talk about objectives for engagement.

The Mayor thanked the Public Engagement team for their time and for facilitating a workshop with the New Westminster Police Board.

ADJOURNMENT of Special Open Meeting

Chair Johnstone adjourned the meeting at 1030 hrs.

Next meeting

The next meeting will take place on Tuesday, 16 April, 2024, at 0930 at 555 Columbia Street, New Westminster.

PATRICK JOHNSTONE
CHAIR

DAISY DYER
RECORDING SECRETARY



March 2024 - Statistics

Crime Type Category ¹	2024 February	2024 March	March 3YR Avg	YTD 2022	YTD 2023	YTD 2024	YTD 3YR Avg	% Change 2023-2022
Persons Offences								
HOMICIDE	0	0	0	0	0	0	0	N/A ²
ATTEMPTED HOMICIDE	0	0	0	1	0	0	0	N/A
SEXUAL ASSAULTS	5	7	5	17	21	14	17	-33%
ASSAULT-COMMON	27	32	32	86	84	101	90	20%
ASSAULT-W/WEAPON OR CBH	13	12	14	36	46	37	40	-20%
ASSAULT-AGGRAVATED	0	0	1	2	4	0	2	-100%
ROBBERY	3	5	4	9	20	8	12	-60%
Total Monitored Persons Offences	48	56	55	151	175	160	162	-9%
Domestic Violence								
DOMESTIC VIOLENCE	40	34	49	145	179	103	142	-42%
FAMILY VIOLENCE	16	21	21	65	75	55	65	-27%
Property Offences								
BREAK & ENTER-BUSINESS	4	10	13	40	29	28	32	-3%
BREAK & ENTER-RESIDENCE	6	4	9	21	26	15	21	-42%
BREAK & ENTER-OTHER	4	8	6	10	16	20	15	25%
THEFT OF VEHICLE	7	6	10	41	35	23	33	-34%
THEFT FROM VEHICLE	13	37	49	190	162	67	140	-59%
THEFT-OTHER OVER \$5000	1	2	1	2	9	5	5	-44%
THEFT-OTHER UNDER \$5000	33	52	39	101	96	123	107	28%
MISCHIEF OVER \$5000	0	0	1	2	4	0	2	-100%
MISCHIEF \$5000 OR UNDER	31	34	41	124	112	106	114	-5%
Total Monitored Property Offences	99	153	169	531	489	387	469	-21%
Traffic Offences								
Collisions								
COLLISION-FATAL	0	0	1	2	2	0	1	-100%
COLLISION-NON-FATAL INJURY	14	5	5	21	26	36	28	38%
COLLISION-ALL OTHERS	41	37	43	160	124	131	138	6%
Total Collision Offences	55	42	49	183	152	167	167	10%
215 Impaired								
215 ALCOH-24HR & DRUG	1	11	6	11	6	13	10	117%
215 ALCOH IRP FAIL & REFUSE ASD-90 DAY	2	8	13	47	49	15	37	-69%
215 ALCOH IRP WARN	5	5	6	17	19	12	16	-37%
IMPAIRD OP MV (DRUGS & ALCOH)	2	12	11	53	29	22	35	-24%
Weapons Offences								
WEAPONS	7	5	5	21	20	19	20	-5%
Other Non-Criminal Offences								
BYLAW	15	19	24	70	86	53	70	-38%
FALSE ALARMS	61	63	58	205	193	180	193	-7%
MISSING PERSONS	11	18	20	60	58	51	56	-12%
MENTAL HEALTH RELATED	71	83	70	142	170	245	186	44%
DISTURBED PERSON/ATT SUICIDE	44	49	56	134	164	142	147	-13%
SUDDEN DEATH	11	11	13	33	40	31	35	-23%
DOMESTIC DISPUTE-NO ASSAULT	25	35	35	72	120	82	91	-32%

¹ The above statistics were extracted from LMD PRIME, General Occurrences (GOs) with CCIS Status: <>A (all files except unfounded) or B:Z (founded). Please note that the figures reflect police records as of the day the data was originally extracted; therefore, the figures may have changed over time. The PRIME data was last reviewed on: 2024-04-03. Please contact the New Westminster Police Department - Criminal Intelligence Unit for more information.

² Undefined. Percent Change = ((new value – initial value / initial value) x 100). Division by zero is division where the divisor (denominator) is zero, where the expression has no meaning; therefore, division by zero is undefined.



Downtown Statistics

<i>Crime Type Category¹</i>	2023 March	2024 March	March 3YR Avg	YTD 2022	YTD 2023	YTD 2024	YTD 3YR Avg	% Change 2023-2024
ASSAULT-COMMON	13	9	11	30	35	33	33	-6%
ASSAULT-W/WEAPON or CBH	8	7	8	18	23	19	20	-17%
ASSAULT-AGGRAVATED	1	0	1	1	3	0	1	-100%
ROBBERY	1	1	1	5	11	2	6	-82%
BNE-BUSINESS	5	5	5	8	11	11	10	0%
BNE-RESIDENCE	3	2	2	1	5	4	3	-20%
THEFT FROM AUTO - OVER AND UNDER \$5000	8	6	9	46	25	19	30	-24%
THEFT-OTHER - OVER AND UNDER \$5000	11	18	14	42	38	43	41	13%
MISCHIEF - OVER AND UNDER \$5000	22	10	14	37	33	26	32	-21%
MENTAL HEALTH RELATED	19	31	23	34	60	77	57	28%

¹ The above statistics were extracted from LMD PRIME, General Occurrences (GOs) with CCJS Status: <>A. The data was mapped in ArcMap 10.8.2, and the Downtown statistics were extracted using the *Select By Location* function – “are completely within the source layer feature”. Please note that the figures reflect police records as of the day the data was originally extracted; therefore, the figures may have changed over time. The PRIME data was last reviewed on: 2024-04-03. Please contact the New Westminster Police Department - Criminal Intelligence Unit for more information.

Overtime Report to March 15, 2024

	2024 Annual Budget	YTD Budget	2024 Actual	YTD Variance	Budget Remaining	2023 Prior YTD Actual
Management	2,000	410	-	410	2,000	-
Admin Services	25,000	5,123	8,965	(3,842)	16,035	5,808
Community & Spec Res	36,000	7,377	561	6,816	35,439	5,173
	61,000	12,500	9,526	2,974	51,474	10,981
Patrol Admin	65,000	13,320	3,355	9,965	61,645	7,320
Patrol A Platoon	63,000	12,910	8,240	4,670	54,760	11,577
Patrol B Platoon	63,000	12,910	17,330	(4,421)	45,670	25,479
Patrol C Platoon	63,000	12,910	8,846	4,064	54,154	12,383
Patrol D Platoon	63,000	12,910	11,803	1,107	51,197	8,776
	317,000	64,959	49,574	15,385	267,426	65,535
Major Crime	250,000	51,230	31,409	19,820	218,591	57,335
Forensic Ident	90,000	18,443	11,836	6,607	78,164	13,798
Street Crime	65,000	13,320	3,429	9,891	61,571	281
	405,000	82,992	46,674	36,318	358,326	71,414
Total Sworn Overtime	785,000	160,861	105,774	55,087	679,226	147,930

Civilian Overtime

	2024 Annual Budget	YTD Budget	2024 Actual	YTD Variance	Budget Remaining	2023 Prior YTD Actual
Management	500	102	-	102	500	-
Admin/Finance	5,000	1,025	-	1,025	5,000	525
Admin Services	21,000	4,303	4,348	(44)	16,652	7,544
Records Services	67,500	13,832	16,857	(3,025)	50,643	15,951
Community & SR	5,000	1,025	-	1,025	5,000	-
Victim Services	10,000	2,049	4,679	(2,630)	5,321	1,245
	103,500	21,209	25,884	(4,675)	77,616	24,740
Major Crime	1,500	307	-	307	1,500	-
Forensic Ident	5,500	1,127	1,009	118	4,491	1,074
	7,000	1,434	1,009	425	5,991	1,074
Total Civilian Overtime	116,000	23,770	26,893	(3,123)	89,107	26,338

Total NWPD OT - Excluding Secondments	901,000	184,631	132,667	51,964	768,333	174,268
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New Westminster Police Department

REPORT

To: Mayor Johnstone and Members of the New Westminster Police Board
Date: April 16, 2024

From: Strategic Communications Officer
Hailey Finnigan
Item #:

Subject: New Westminster Police Department Communications Update

RECOMMENDATION

That the New Westminster Police Board accepts this report for information.

PURPOSE

The purpose of this report is to provide the New Westminster Police Board (NWPB) with relevant information about the current work of the Strategic Communications Team.

BACKGROUND

The New Westminster Police Department values two way, transparent communication with residents as a cornerstone of public safety. We use numerous tactics to share public safety information including media releases, media events, social media, CityPage, print newsletters, lobby TV monitors, brochures, and our website. In order for an event or police incident to be considered for sharing it must fulfill one of the below criteria which is decided on by the Communications Team.

- The communication will help further a police investigation (missing persons files, appeal for additional witnesses).
- The communication will help prevent crime (scams, crime prevention information shared based on trends).
- The communication will serve as the source for factual information on the event (school lock downs, investigations into fires, major collisions).

- The communication will serve to connect people to victim services (an incident happens and we believe victims may have fled before police arrived on scene).
- The communication will highlight internal work the police department is doing that we believe is of interest to the public or others working in the field of public safety (awards to officers, events for the public, creation of new units).

There are instances where we communicate something that doesn't meet one of the five criteria above. These kinds of communications are nearly always informal social media posts that serve the purpose of building a connection between police and local residents.

The Communications Team supports the entire police department and is part of the City of New Westminster Corporate Communications Team. A civilian Communications Officer works in partnership with the Sergeant of the Community Engagement Unit and is supported by a small cadre of staff.

Meeting the Expectations of the Public

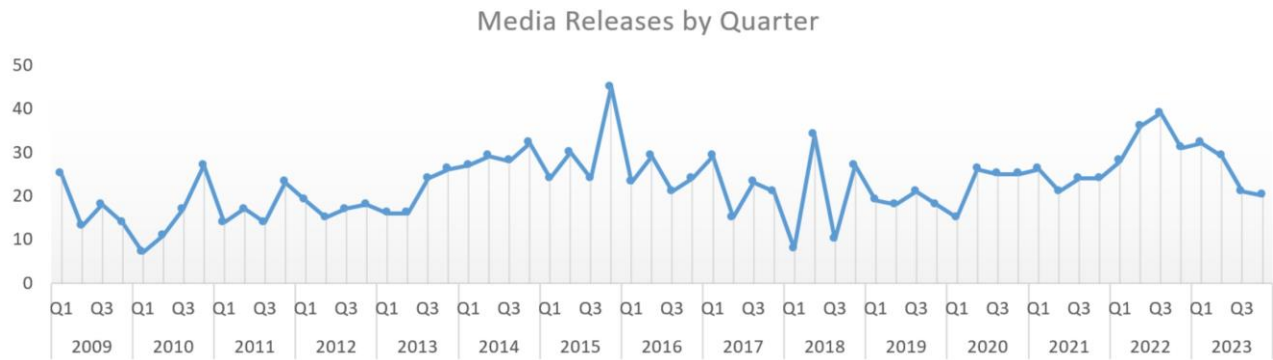
Many residents communicate about crime as they see it unfolding in New Westminster. In following with best practices of police communications NWPD meets these residents where they're having these conversations with factual information about what has taken place in their city, and provide them with resources, reassurance, and crime prevention information.

The New Westminster Police Department is aware of increasing calls for police transparency. Past public opinion survey results have stated that residents want to see increased frequency of communications from their local police. The most recent public opinion survey pointed to opportunities for increased focus:

- The survey identified a lack of familiarity with day-to-day policing.
- The survey identified uncertainty if police provide the same quality of service to all.
- The survey identified uncertainty if police exceed their authority.
- The survey identified uncertainty in response time.

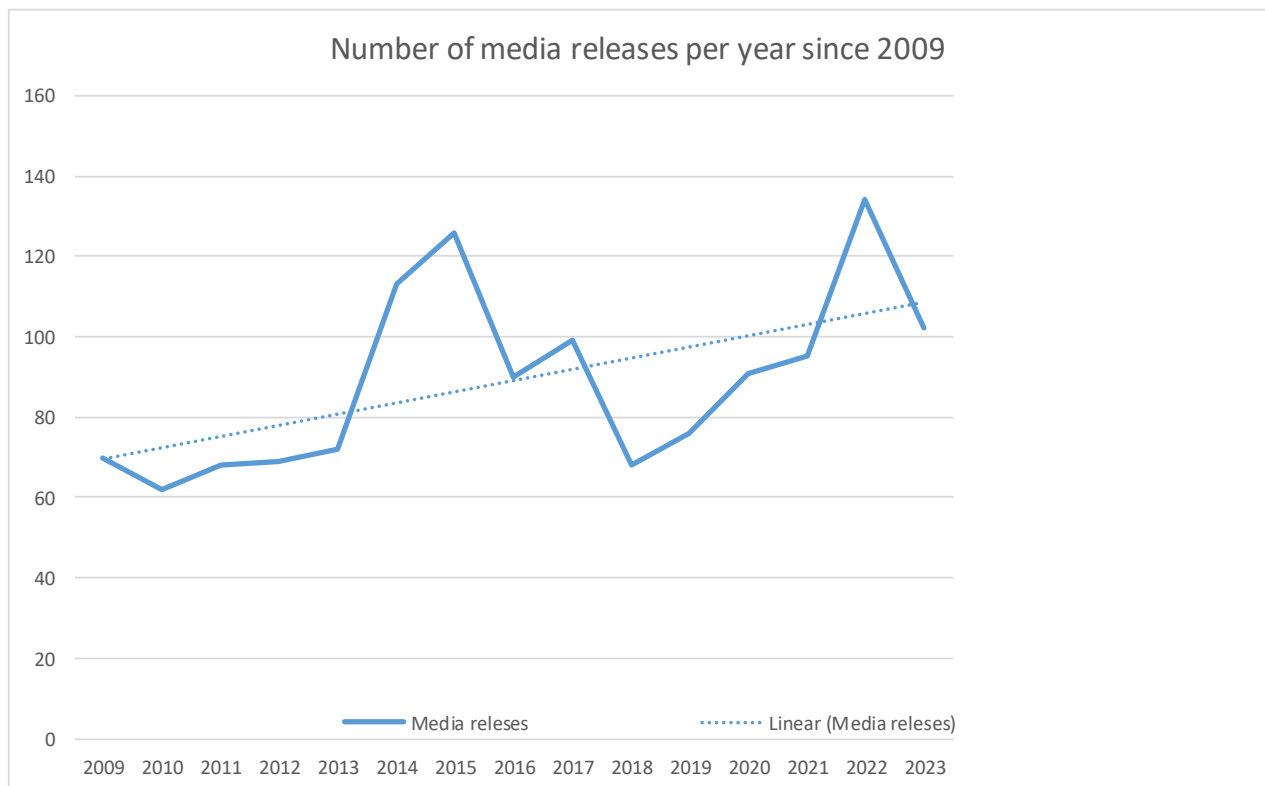
Media Release Frequency

The New Westminster Police Department has been posting media releases to our website since 2009. Monthly frequency can vary dramatically depending on the needs at the time. Quarterly distribution of media releases can vary from as low as 7 to as many as many as 45. In the first quarter of 2024 the New Westminster Police Department distributed 16 media releases.



Media releases by Year

The annual number of media releases typically remains between 60 and 80 per year, with a notable increase in 2014, 2015, and 2022.



Reaching More Residents in New Westminster

The New Westminster Police Department has a communication function that not only takes a strategic approach, but takes full advantage of the range of tactics, and ensures consistency of purpose and message, identifying and tailoring information to specific audiences. The New Westminster Police Department has adopted best practices to make communications more accessible. Some of the efforts to improve accessibility include: providing accessibility information on our website, using cards to assist in communicating with the deaf and hard of hearing

community, the use of captions in videos, sharing translations of safety information, adding alt text to images, and working towards an internationally accepted standard for web accessibility developed by the World Wide Web Consortium (W3C), an international team of experts in accessibility.

Evaluation and Measurement

Measuring results of communications has been a long-standing challenge for even the most seasoned communications professionals. Communications activities interact with all sorts of factors. Despite best efforts, it can be difficult to pinpoint why something did or did not occur, what outside influences might have played a role in the success or failure of an initiative, or how much credit should be given to a communications campaign as opposed to an operational change. The New Westminster Police Department monitors basic social media analytics and community knowledge of police messages at checkpoints during a communications campaign. These mini-evaluations enable the department to make adjustments to the communications campaign as conditions warrant.

This report has been prepared by:

A handwritten signature in black ink, appearing to read 'Hf' followed by a long horizontal stroke.

Hailey Finnigan
Communications Officer



New Westminster Police Department

REPORT

To: Mayor Johnstone and Members of the New
Westminster Police Board

Date: April 16, 2024

From: Inspector Aman Gosal

Item #:

Subject: Annual Review of Integrated Activities

RECOMMENDATION

That the New Westminster Police Board receives this report for information.

PURPOSE

The New Westminster Police Board Governance Manual calendar lists an “Annual review of integrated activities and plan to optimize” as an item to be included in the April Police Board agenda.

Many opportunities exist to participate in integrated policing units in the Metro Vancouver area. In order to ensure the optimal integration model is achieved, the NWPD has developed four criteria that must be met before we participate. These include (in order of importance):

1. There must be no loss of opportunity for NWPD members;
2. The integration must enhance or, at minimum, maintain the level of service to the community;
3. The management philosophy of the unit must match that of the NWPD; and
4. The integration must be financially viable.

There are currently 26 members assigned to secondments positions with an estimated salary and benefits costs of \$5 million, which is fully recoverable. Following is a list of the units that the NWPD is integrated with, a brief overview of the unit, and the 2024 costs.

Integrated Municipal Provincial Auto Crime Team (IMPACT)

IMPACT was established as the Auto Theft Task Force (ATTF) in 1998, and is the result of a cooperative agreement entered into by the Attorney General of British Columbia, Royal Canadian Mounted Police (RCMP), Independent Municipal Police Departments, and the Insurance Corporation of British Columbia (ICBC).

NWPD currently has one Constable at this unit; member costs are recoverable which include wages, benefits and overtime.

Integrated Road Safety Unit (IRSU)

IRSU was formed in 2004 and is made up of over 110 traffic enforcement officers from the RCMP and Municipal Police agencies across the Province. Its mandate includes reducing harm on BC roadways, conducting strategic traffic enforcement in high collision areas, providing focused enforcement for seatbelt compliance, aggressive driving and impaired drivers, and commercial vehicle enforcement.

NWPD currently has five members (three Constables, one Sergeant and one Staff Sergeant) at this unit. Costs are recoverable which include wages, benefits and overtime.

Integrated Homicide Investigation Team (IHIT)

IHIT is responsible for investigating homicides, high-risk missing persons and suspicious deaths. IHIT is an integrated team with collaboration from the RCMP, Abbotsford, Port Moody, West Vancouver and New Westminster police departments.

NWPD currently has three members assigned to IHIT (two Constables and one technical position) Member costs are recoverable which include wages, benefits and overtime. The 2024 budget includes a service contract fee of \$570,000.

Combined Forces Special Enforcement Unit (CFSEU)

CFSEU is the province's anti-gang agency. It is an integrated joint forces operation that develops and draws highly specialized officers from federal, provincial and municipal agencies. This integrated approach enhances intelligence sharing, coordination and strategic deployment against threats of violence posed by organized crime groups and gangs in our province.

NWPD currently has five Constables at this unit. Member costs are recoverable which include wages, benefits and overtime.

Lower Mainland District Emergency Response Team (LMD ERT)

LMD ERT is responsible for enhanced response to front line policing by assisting and dealing with tactical and technical situations where extreme danger is present.

The 2024 budget includes a service contract fee of \$340,000. NWPDP currently has one Sergeant at this unit. NWPDP also has two vacant Constable positions. Member costs are recoverable which include wages, benefits and overtime.

Real Time Intelligence Centre (RTIC)

In May 2014, law enforcement agencies across the Lower Mainland launched the RTIC, providing a coordinated regional response to serious crimes. The RTIC provides immediate analytical support relating to crimes that pose a substantial risk to public safety, such as armed robberies, high-risk missing persons or gang violence.

The NWPDP has one position in this unit. The 2024 budget includes a service contract fee of \$65,000.

Lower Mainland District Police Dog Service (LMD PDS)

In August 2014, the NWPDP joined the LMD PDS integrated unit. This unit provides canines that are trained for tracking and searching for suspects, evidence, drugs and explosives.

NWPDP has three Constables in this unit. Member costs are recoverable which include wages, benefits and overtime. The 2024 budget includes an annual service contract fee of \$460,000.

BC Hate Crime Team (BCHCT)

The BCHCT was created in 1996 with a mandate to ensure the effective identification, investigation and prosecution of crimes motivated by hate.

NWPDP has one position in this unit, however it is currently vacant.

Federal Serious and Organized Crime (FSOC)

Federal Serious and Organized Crime (FSOC) is an integrated unit that works closely with international, national and municipal police forces and agencies to ensure the safety and security of Canadians and their institutions, at home and abroad. They support federal and international operations to enforce federal statutes.

NWPDP currently has four Constables positions in this unit, however one position is vacant.

Member costs are recoverable which include wages, benefits and overtime.

Integrated National Security Enforcement Team (INSET)

INSET is an integrated unit focused on national operational priorities involving criminal national security terrorist related threats, other domestic national security threats, foreign based/influenced national security threats and emerging threats of chemical, biological, radiological and nuclear, and cyber-terrorism.

NWPD has one position in this unit, however it is currently vacant.

Police Academy - Justice Institute of British Columbia (JIBC)

The Justice Institute of British Columbia – Police Academy is responsible for training all municipal police recruits in British Columbia.

NWPD currently has no members seconded to the JIBC.

British Columbia Municipal Undercover Program (BCMUP)

This unit coordinates a number of covert investigative techniques on behalf of municipal departments.

The NWPD currently has two members (one Constable and one Sergeant) assigned to the BCMUP, member costs are recoverable which include wages, benefits and overtime.

National Weapons Enforcement Support Team (NWEST)

The National Weapons Enforcement Support Team (NWEST) is part of the Canadian Firearms Program. It is an integrated unit consisting of the RCMP and municipal police services, in the Western region that includes BC, Alberta, Saskatchewan and Manitoba.

NWEST is designed to combat gun crime, smuggling of firearms and to support law enforcement agencies during firearms investigations. It was established to support front line police agencies in the gathering of evidence in order to assist them in successfully prosecuting persons involved in the illegal movement and criminal use of firearms.

NWPD currently has one Sergeant at NWEST; member costs are recoverable which include wages, benefits and overtime.

Integrated collision analysis and reconstruction service (ICARS)

The Integrated Collision Analysis & Reconstruction Service (ICARS) is responsible for the

forensic reconstruction of fatal or serious injury collisions. Depending on the circumstances, ICARS may also investigate collisions that are complex in involve multiple vehicles, and hit-and-runs where additional investigate expertise may be required.

The team consists of 22 RCMP and municipal police officers. ICARS covers the Lower Mainland District and everywhere from Pemberton to Boston Bar, with periodic coverage of other regions around the province and the far north.

NWPD currently has one Constable at the ICARS; member costs are recoverable which include wages, benefits and overtime. The 2024 budget includes an annual service contract fee of \$160,000.

DISCUSSION

The NWPD continues to maintain a significant staffing footprint in seconded units, at the Federal, Provincial and Integrated Level. Our involvement in these units is often cited by police applicants as a reason for interest in our Department; the ability to pursue a wide variety of career options in a smaller police organization.

The benefits to the community are significant given the access the organization can have to substantial specialty policing resources, not to mention the invaluable experience members gain, and bring back to the Department at the conclusion of their respective secondment.

The NWPD will continue to pursue available secondment opportunities based on need and our ability to maintain adequate staffing levels for Core Operations.

This report has been prepared by:



Inspector Aman Gosal



New Westminster Police Department

REPORT *Financial Services*

To: Mayor Johnstone, Chair, and Members
New Westminster Municipal Police Board

Date: April 16, 2024

From: Jacqueline Dairon
Financial Services

Subject: December 31, 2023 Preliminary Financial Report

RECOMMENDATIONS

That the New Westminster Police Board receive the December 2023 preliminary financial report.

PURPOSE

The purpose of this report is to provide information to the Board on the preliminary financial position of the police department for the year ending December 31, 2023.

DISCUSSION

The Police Department is anticipated to finalize the 2023 fiscal year with a budget surplus of 0.31%, approximately \$88,000. The 2023 financial projections were calculated, taking into consideration all received invoices, as well as accruals for both expenses and revenues relevant to the year 2023. This projection includes provisions for retroactive salary adjustment for sworn members as the current contract expired in 2022. It is important to note that these findings are preliminary, and a comprehensive reconciliation of the Police Board Financials with the City's Financial Statement will be presented as soon as it becomes available. Below, I have outlined key highlights for major

expense and revenue categories, along with detailed explanations for variances to provide additional context.

Salary and Benefits

The Salaries and Benefits accounts are projected to exceed the budget by \$325,000. Several factors have contributed to this variance, with the key drivers outlined below:

1. Seconded salaries, encompassing overtime and file assist salaries, exceeded the budget by \$326,000. It is important to note that all of these overages were recouped through sales of service.
2. Heightened activity on special assignment files resulted in increased overtime costs. However, all overtime expenses have been recovered through grants through programs such as Provincial Tactical Enforcement Priority (PTEP) and Special Investigations and Targeted Enforcement Program (SITE).
3. Clerical salaries realized savings due to vacancies. However, these savings were partially offset by increases in clerical auxiliary salary and overtime expenditures.
4. Benefits actualized slightly higher as a percentage of salaries.
5. Budgeted salary increases for 2022 and 2023 fell below target. To rectify this, an adjustment of \$400,000 was recorded in 2023 to capture the updated retroactive payment estimate. The majority of this short fall was captured in the 2024 budget process; however, there may be a small adjustment when the final NWOPA contract finalizes.

Contracted Services

Within Contracted Services, all accounts exceeded the budget by varying degrees. Costs associated with services from other departments included several expenses related to a high-profile file; however, a significant portion of these costs were recuperated through a grant from PTEP. Additionally, E-Comm costs within Operational 3rd party expenses surpassed the budget, primarily due to the original 2023 budget incorporating a reduction for internal non-emergency costs.

Education and Training

The Education and Training accounts exceeded the budget by a total of \$135,000. The majority of this overage is within the recruitment expense category. Similar to the trends observed in previous years, the department continues to face increased hiring needs along with increased costs. To address this ongoing challenge, an additional \$75,000 was requested as part of the 2024 budget process to ensure that recruitment efforts can be sustained at the necessary service levels.

While the overall Education and Training costs were only \$17,000 over budget, it's important to note that the expenses for recruit training at the Justice Institute of British Columbia (JIBC) exceeded the budget by \$50,000. This increase was attributed to growing needs and cost escalations that occurred after the finalization of the 2023 budget. However, it's worth highlighting

that this \$50,000 overrun in JIBC costs was partially mitigated by a reduction in other training expenses.

For improved transparency in the 2024 budget, the department has separated the JIBC recruit training costs from regular internal and mandatory training costs within the education and training expense category.

General Office and Administration

General Office and Administration costs are anticipated to be close to the target with a projected overrun of \$25,000. Notably, legal fees have posed a consistent challenge in 2023, resulting in a budget overrun of \$160,000. To address this, an additional \$27,000 was added to the legal budget during the 2024 budget process.

There were both overages and savings in several general accounts, particularly within computer equipment and license fees. A shifting trend has been observed, the department is purchasing less hardware and software. However, costs related to licensing and usage are increasing. In response to this, a reallocation of costs among these accounts was implemented in 2024, aligning with the changing dynamics in technology expenses.

Operational Equipment

Expenses for Operational Equipment are expected to exceed the budget by \$27,000. The majority of this overage is due to additional equipment that was purchased and funded through grants.

Other Costs

Other Costs are expected to be on target for 2023 with a positive variance of \$17,000. Some costs within special investigation were recovered within grants.

Sales of Service

The department has experienced a surplus of \$520,000 in the sales of service category. This is largely attributed to increases in Secondment salaries and overtime as noted within Salary and Benefits. Other sales of services also has a positive variance of \$180,000, which is due to increased prices in third party checks that was finalized after the 2023 budget was approved.

Grants from Other Government

The department relies on funding from two primary grants. The Traffic Fine Revenue Grant experienced a decrease of \$54,000 in 2023. The Gang Suppression Unit (GSU) grant, exceeded expectations by \$120,000 compared to the budget. This surplus in the GSU grant occurred because the grant was not confirmed when the 2023 budget was created, leading staff to be conservative in their estimate. In addition to these main grants, the department unexpectedly received additional

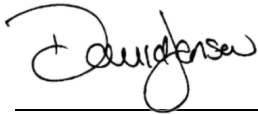
grants from PTEP and SITE in 2023, designated for a high-risk file and various ongoing special files, as detailed throughout this report. The overall surplus in grants for the year amounted to \$327,000.

ATTACHMENT:

2023 Preliminary Financial Report

This report has been prepared by: Jacqueline Dairon

Approved for Presentation

A handwritten signature in black ink, appearing to read "Dave Jansen", written over a horizontal line.

Dave Jansen
Chief Constable



NEW WESTMINSTER POLICE DEPARTMENT 2023 PRELIMINARY FINANCIAL RESULTS

	2023 Annual Budget	2023 Budget	Actual 2023	Budget to Actual Variance
Salaries and Benefits				
Salaries Police	18,788,791	18,787,861	18,875,697	(86,906)
Salaries Clerical	2,750,670	2,750,670	2,303,826	446,844
Auxiliary Salaries	341,000	341,000	468,646	(127,646)
Overtime Police	1,628,340	1,628,343	1,917,217	(288,877)
Overtime Clerical	103,000	103,004	156,115	(53,115)
Overtime ICBC	21,200	21,200	37,782	(16,582)
Overtime Movies	115,000	115,000	21,991	93,009
Benefits Police	5,102,000	5,101,994	5,423,856	(321,856)
Benefits Clerical	854,100	854,098	814,093	40,007
Employer Health Tax	450,100	451,035	460,400	(10,300)
Estimate for Cost Increases	-	-	-	-
Total Salaries and Benefits	30,154,201	30,154,205	30,479,623	(325,422)
Contracts Services				
Services from Other Departments	36,225	36,225	132,726	(96,501)
Transcription Costs	41,400	41,400	43,938	(2,538)
Op Services - 3rd Party	3,292,762	3,292,762	3,458,800	(166,038)
Prisoner Custodial Services	335,000	335,000	335,540	(540)
Total Contracts Services	3,705,387	3,705,387	3,971,005	(265,618)
Education and Training				
Education and Training	365,500	365,500	382,649	(17,149)
Conferences and Seminars	75,000	75,000	97,011	(22,011)
Dues and Membership Fees	11,500	11,500	7,661	3,839
Subscription and Reference	11,500	11,500	5,785	5,715
Employee Services	25,000	25,000	27,674	(2,674)
Recruitment	100,000	100,000	202,383	(102,383)
Service Excellence	5,000	5,000	5,500	(500)
Total Education and Training	593,500	593,500	728,663	(135,163)
General Office				
Office Supplies	56,925	56,925	37,813	19,112
Printing and Forms	15,525	15,525	11,490	4,035
Business Lines	18,630	18,630	16,817	1,813
Cellular	119,025	119,025	114,032	4,993
Equipment and Furniture	36,225	36,225	34,907	1,318
Computer Equipment	173,340	173,340	17,574	155,766
Computer Operating Costs	138,195	138,195	93,299	44,896
System Usage Fee	382,950	382,950	522,446	(139,496)
Office Operating Costs	20,700	20,700	7,106	13,594
Records Management	10,350	10,350	11,539	(1,189)
Courier and Delivery	7,245	7,245	7,815	(570)
Postage	5,485	5,485	3,945	1,540
Advertising and Promotion	15,525	15,525	11,613	3,912
Total General Office	1,000,120	1,000,120	890,396	109,724
General Administration				
Unscheduled Maintenance	40,365	40,365	16,639	23,726
Security Systems	20,700	20,700	18,961	1,739
Consultants and Studies	122,450	122,450	124,247	(1,797)
Legal	72,450	72,450	231,946	(159,496)
Volunteer and Community Engagement	20,183	20,183	19,400	783
Bank Charges	1,552	1,552	1,228	324
Total General Administration	277,700	277,700	412,421	(134,721)



NEW WESTMINSTER POLICE DEPARTMENT 2023 PRELIMINARY FINANCIAL RESULTS

	2023 Annual Budget	2023 Budget	Actual 2023	Budget to Actual Variance
Operational Equipment				
Equipment Operating Costs	26,910	26,910	18,493	8,417
Radio Communications	310,500	310,500	252,054	58,446
Photographic	10,350	10,350	7,489	2,861
Firearms	62,100	62,100	93,798	(31,698)
Operational Costs - Other	77,120	77,120	142,818	(65,698)
Total Operational Equipment	486,980	486,980	514,653	(27,673)
Other Costs				
Appreciation and Hospitality	13,868	13,868	2,411	11,457
Other Grants and Donations	30,000	30,000	30,907	(907)
Special Investigations	25,875	25,875	32,495	(6,620)
Clothing Allowance	58,613	58,613	62,053	(3,440)
Clothing Issue	175,775	175,775	172,436	3,339
Laundry	56,925	56,925	43,172	13,753
Total Other Costs	361,056	361,056	343,474	17,582
Total Operating Expenditures	36,578,944	36,578,948	37,340,235	(761,291)
Revenues				
Sale of Services				
Custodial Services	(35,000)	(35,000)	(32,325)	(2,675)
Other Sales of Services	(160,000)	(160,000)	(339,358)	179,358
3rd Party Cost Recovery Charge	(5,762,800)	(5,762,800)	(6,089,699)	326,899
City Special Event Recovery	(105,000)	(105,000)	(121,570)	16,570
Sale of Services	(6,062,800)	(6,062,800)	(6,582,952)	520,152
Grants from Other Governments				
Grants - Revenue Sharing	(1,711,100)	(1,711,100)	(2,039,016)	327,916
Grants from Other Governments	(1,711,100)	(1,711,100)	(2,039,016)	327,916
Other Revenue				
False Alarm Fines	(12,500)	(12,500)	(18,400)	5,900
Auction Proceeds	(10,000)	(10,000)	(5,555)	(4,445)
Other Revenue	(22,500)	(22,500)	(23,955)	1,455
Total Revenues	(7,796,400)	(7,796,400)	(8,645,922)	849,522
Net Operating Expenditures	28,782,544	28,782,548	28,694,312	88,232

Recruitment

Recruitment and Selection

AB10

Revised: April 2024

AB10

RISK ASSESSMENT: ~~LOW~~ MEDIUM

POLICY

Recruitment Program

1. ~~The New Westminster Police Department (NWPD) will provide a recruitment program that will:~~
 - a) ~~Be designed to attract applicants for actual or forecasted police officer vacancies,~~
 - b) ~~Provide a description of the qualifications required,~~
 - c) ~~Access areas of recruitment potential, including educational institutions and community organizations,~~
 - d) ~~Advertise through the media, and~~
 - e) ~~Will demonstrate our commitment to be an equal opportunity employer.~~

Minority Recruiting

2. ~~The NWPD supports a minority representation within the NWPD that reflects the community and will actively pursue and document recruiting activities that will facilitate minority representation.~~

Gender Equity

3. ~~The NWPD supports gender equity within the NWPD and will actively pursue and document recruiting activities that will facilitate gender equity.~~

1. The New Westminster Police Department (“NWPD”) will provide a recruitment and selection process intended to attract, promote, and retain the best candidates in accordance with the B.C. Human Rights Code, B.C. Provincial Policing Standards, and other applicable legislation.
2. Recruitment and selection decisions will be based on individual assessment, on the basis of job-related criteria and without discrimination, unless such regard is based on a Bona Fide Occupational Requirement (“BFOR”).
3. This process is administered under the authority of the Deputy Chief Constable and is the responsibility of the Inspector, Administration Division.

Duty to Warn Investigations

OD35

New: April, 2024

OD35

RISK ASSESSMENT: High

POLICY

1. The New Westminster Police Department (NWPD) will conduct timely and structured Duty to Warn (DTW) investigations consistent with the direction in this policy when it is reported that a specific person's life is at risk of death or serious bodily harm.

REASON FOR POLICY

2. A Duty to Warn arises the moment the police become aware that a person has been identified as an intended victim of death or serious bodily harm.
3. There are times that the duty of care to an intended victim and the community may supersede an individual's privacy rights granted under section 25 of the BC Freedom of Information and Protection of Privacy Act (FIPPA).
4. The safety of the intended victim and potential unintended victims must take priority over all other police related interests, including ongoing investigations that may be driven by covert and/or sensitive investigative techniques, and which may be compromised by the DTW being conducted.

E-COMM MARCH UPDATE FOR POLICE AND LOCAL GOVERNMENT PARTNERS

We are writing to share with you our monthly update on key activities at E-Comm to strengthen and improve our services on behalf of our police and local government partners, and the public we serve.

Service level update:

- *9-1-1 and police emergency call-taking service levels remain strong* – 9-1-1 service levels were 99% in February (target: 95% of calls answered within 5 seconds). Police emergency call-taking service levels were 95% in the Lower Mainland and 91% on the Island (target: 88% of calls answered within 10 seconds). Overall, both 9-1-1 and emergency call volumes decreased compared to February 2023.
- *Police non-emergency (NER) call-taking service levels met target* – Lower Mainland police NER service levels were 83% in February and 84% on Vancouver Island (target: 80% of calls answered within 3 minutes). NER service levels for YTD February met target for the first time since 2016. While overall non-emergency call volumes continued a downward trend, some police agencies experienced an increase in February (ie. VPD +19% in calls received and +26% in calls answered compared to last year).
- *Note on Q1 service levels:* Historically we see lower call volumes and higher staffing in Q1 (January to March). Service levels will inevitably fluctuate throughout the year, with spring and summer traditionally being the busiest periods.

Operations Updates:

- *Transition of North Vancouver RCMP emergency calls to E-Comm* – On February 21 emergency call takers successfully processed the first North Vancouver RCMP file, as part of a phased transition. Having dispatchers and call takers located in the same place streamlines information flow and speeds service.
- *Extended non-emergency coverage and 12 new fully trained NER call takers* – Our fourth cohort of 12 NER call takers completed their training and are now taking non-emergency calls. With this latest cohort the NER team is staffed to its budgeted strength of 45 FTEs. We can now provide 7 day/week coverage with extended hours of 7 am to 11 pm to address peak call volume times.
- *Finalizing cutover plan for launch of Genesys* – The implementation of our new NER call-handling technology platform is set for early May with the “go live” plans in final stages. We are excited to see how this new system will help improve NER caller experience by offering wait time estimates, call back options and improved call menus.
- *New e-learning training program launched for call takers* – Our interactive e-learning modules for new police call takers was launched in February, to create a more autonomous, modern learning experience, and applies research-based methodology and adult-learning best practices.
- *Streamlined internal recruitment process for Operations positions* – With a goal of increased retention and greater transparency for staff considering full-time police or fire call-taking positions, we have streamlined our internal recruitment process to include set cycles for postings and a condensed assessment/interview timeline.

E-Comm 9-1-1

MARCH 2024 UPDATE

OPERATIONS UPDATES



TRANSITION OF
EMERGENCY CALL TAKING
FROM NORTH VAN RCMP
TO E-COMM



NEW NON-EMERGENCY CALL-
TAKERS MEANS EXPANDED
HOURS FOR PEAK CALL TIMES

NEW TRAINING & RETENTION INITIATIVES



E-LEARNING MODULES FOR
POLICE CALL-TAKING TRAINING



STREAMLINED INTERNAL JOB
APPLICATION PROCESS FOR OPS
POSITIONS



EXPANDED "RESILIENT MINDS" TRAINING FOR ALL EMPLOYEES

FEB YEAR-TO-DATE SERVICE LEVELS

LOWER MAINLAND

VANCOUVER ISLAND

	Target	2022	2023	2024	2022	2023	2024
9-1-1	95%/5s	94%	99%	99%	94%	99%	99%
Police Emergency	88%/10s	81%	93%	95%	93%	90%	94%
Police Non- Emergency	80%/180s	50%	69%	83%	93%	81%	84%
Fire Emergency	90%/15s	89%	95%	95%			

Note, detailed quarterly service level results will be provided in E-Comm Q1 update.