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A G E N D A

WEST GREY POLICE SERVICES BOARD

SPECIAL MEETING

BUSINESS PLAN SUB-COMMITTEE

TUESDAY, JUNE 29, 2021

2:00 P.M.



1. Call to Order
2. Pecuniary Interest
3. Minutes
Minutes of June 7 and June 18, 2021
4. Business Arising
Discussion on comments received from Director of Administration/Clerk, Genevieve Scharback and Chief Administrative Officer, Laura Johnston on the proposed Community Survey.
5. Adjournment

**WEST GREY POLICE SERVICES BOARD
BUSINESS PLAN COMMITTEE
MONDAY, JUNE 7, 2021**

The West Grey Police Services Board Business Plan Committee met on Monday, June 7, 2021 via the ZOOM meeting format.

Present: Geoffrey Shea, Christine Robinson, Helen-Claire Tingling, Betty Moric, Chief Rob Martin, Secretary Heather Webb.

Meeting called to order at 9 a.m.

Pecuniary Interest

None declared at this time.

Minutes from

Minutes of May 17, 2021 were reviewed.

Resolution #008-2021

Moved by B. Moric

Seconded by H. Tingling

THAT the minutes of the West Grey Police Services Board -Business Plan Committee meeting of May 17, 2021, be approved as presented.

Carried.

Business Arising

H. Tingling provided notes from all previous stakeholder meetings as did secretary Webb for the May 17th meeting with the South Bruce-Grey Health Centre representatives. These will be reviewed again at an analysis meeting when all stakeholder notes and survey results are discussed prior to the Business Plan being compiled for publishing.

The “did you know piece?”, to be included in the Plan and prepared by H. Tingling was then discussed. An addition to this piece regarding Police Service members living in the community was suggested. It was determined that this information would be best suited for inclusion in the Chief’s introduction. This item set aside until all sections are ready for assimilation of the Plan.

The group then moved on to the statistics provided by Chief Martin. These consisted of three years, 2018-2020 Provincial Offences Act charges, Uniform Criminal Reporting (UCR) system data for 2016-2020, Traffic Charge comparisons and the Crime Severity index information for 2017-2019. West Grey currently sits at a 34% clearance rate with 30% being the provincial average. Reference was made to the 2019 MacLeans magazine article which did a year end review of 100 Safest Communities in Canada. There were a number of categories that communities were scored on. West Grey was listed as one of the safest in Canada.

Chief Martin was asked to provide the staffing levels for the last 3-5 years at next meeting.

C. Robinson then presented the Communication Plan which consisted of two documents. The first addressed tactical plans for the many avenues available for distribution of the survey and advising the public on where and how it can be accessed. The plan suggested a September launch to allow time for completion of the final version of the survey and permit testing of the online version.

H. Tingling agreed that the September timeline for launch was realistic. She provided some additional suggestions for the Communication Plan such as:

- for personal engagement have student(s) posted in high pedestrian traffic areas to hand out surveys and provide explanation of what survey is for
- radio spots with short interview
- use of all media formats for coverage
- request stakeholders groups to reach out to their members to complete and promote
- provide surveys at all library locations for pickup
- use of electronic signs to promote
- need to engage seniors with specific outreach as they use more traditional means of Communication
- be mindfully present in other areas of Municipality not just Durham

Second phase of the Plan communicates the completion of the project and circulation of the West Grey Police Services Business Plan.

Resolution #009-2021

Moved by H. Tingling

Seconded by B. Moric

THAT the proposed communication plan for the 2021-2023 Business Plan survey be approved acknowledging that it is a living document and further that assignment of responsibilities relative to the plan will occur at future meetings. Carried.

Staff was directed to prepare the insert for the July newsletter to accompany the mailout of tax bills. It is to be distributed to the members for approval prior to being submitted to print.

A meeting was then scheduled to obtain feedback from the Chief Administrative Officer, Laura Johnston and Genevieve Scharback, Director of Administration/Clerk for Friday, June 18, 2021. Secretary to confirm this meeting and time.

It was felt that questions regarding student help could be brought forward at that time.

C. Robinson will recirculate communication plan with eight additional suggestions provided by H. Tingling.

H. Tingling asked to combine, I am a resident of _____, and I rent my home/ I own my home. Change language from, How old are you? to Please tell us your age and the third request to change gender identification question to, " I identify as _____".

All business concluded the meeting adjourned at 11:05 a.m. on motion by H. Tingling

Next meeting of the committee will be June 18, 2021 at 9 a.m to hear comments from CAO and Clerk on proposed survey.also asked in student could be reassigned for short period of time



**MINUTES
WEST GREY POLICE SERVICES BOARD
BUSINESS PLAN SUB-COMMITTEE
SPECIAL MEETING**

FRIDAY, JUNE 18, 2021

A meeting of the West Grey Police Services Board –Business Plan Committee was held via ZOOM on Friday, June 18, 2021 for the express purpose of receiving comments from Director of Administration, Genevieve Scharback and Chief Administrative Officer, Laura Johnston on the proposed community survey.

Present: Geoffrey Shea, Mayor Christine Robinson, Betty Moric, Helen-Claire Tingling, Heather Webb, Secretary, Chief Rob Martin and guests Laura Johnston and Genevieve Scharback.

Meeting was called to order by G. Shea at 9:05 a.m.

Pecuniary Interest

None declared at this time.

Guests were thanked for their participation and allowing the Committee to use their communication expertise to critique the proposed survey in its current state.

L. Johnston started the conversation by questioning the length of the document, noting that there may be a need to simplify some of the language and suggesting that an introduction be included to explain what the Business Plan is, what it will look like as a final product and what the Committee hopes to get out of it. Numbering of the questions was also suggested.

G. Shea responded that although the Plan itself is for three years some of the questions have been designed to provide information for long term planning outside that three year window.

It was decided that the Committee would receive the comments today and discuss further at another meeting in order to accomplish what we need to in the time allotted today.

Question 1: fine as is.

Question 2: G. Scharback questioned the use of the word enforce in this question as the police are mandated to enforce the law under the Criminal Code of Canada. They do not enforce vehicle patrols, foot patrols or school safety programs. Maybe change

to, "what value do you place on?" Use of plain language such as domestic violence instead of Intimate Partner Violence.

Chief Martin was asked on whether the responses would change what is done. In prior survey that question was asked as, what do you see as a problem? The responses produced answers based on individual perception and did not correspond to actuality based on statistics.

Which service should receive the most attention? was another suggestion.

Question 3: Should how safe do you feel also have a component for day or night?

Question 4: Contact with Police, yes, no, not applicable. If No or Not Applicable chosen they should not have any other options to choose. Experience would be different if contact was related to home invasion, broken down on the side of road or stopped for speeding.

Question 5: Split the question as Victim, yes or no OR Witness, yes or no. This follows through Question 6 and Question 7. Do you also introduce day or night in this question as well?

Question 8: Maybe introduce, did you or someone else call. Why if they answered no is there a need to expand. H. Tingling advised this question was asked to gauge hesitancy in reporting.

Mayor Robinson left meeting at 9:30 due to a previous commitment.

Question 9: Does this question matter? Is it dispatch taking the call or Rhonda?

Question 11: Is this the expected practice or by asking are you setting yourself up to start this.

Propose, " Did you call WG Police and did you get resolution if needed ?" Some debate on meaning of call, is it phone call or call for service(incident)

Question 13: typos identified, 7th bullet "with" and 2nd last bullet"neighborhood". This question provides good opportunity to gauge perception against stats.

Question 15: is a repetition of Question 3 and is to be removed.

Question 17: Is this a measurement of police communications going out or media coverage of police? This question designed to find out where the public goes to find out about West Grey Police. Add WGPS website.

Question 18: How will knowing if a person rents or owns help. This and following questions give the Committee a snapshot of the community responding. This should be voluntary.

Question 19: Request for age should be voluntary. Want another age bracket or leave as Over 65?

Question 20: Business Owner?

Question 21: This will indicate how broadly survey was taken up.

The Committee was cautioned that if you are asking for personal information you need a good reason to do so. Should meet FIPPA with no tracking on email address once you hit submit.

H. Tingling asked for any suggestions from guests to encourage engagement. Most suggestions already captured in Communication Plan.

Genevieve and Laura were thanked again for their assistance.

All business completed the meeting adjourned on motion by H. Tingling at 9:55 a.m.