

**LACOMBE POLICE COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, MARCH 25, 2015**

Attendees: Tammy Gagnon, Vice-Chair
Peter Bouwsema, City of Lacombe Councillor
Robert Huff, Commission Member at Large
Donna Korposs, Commission Member at Large
Tom Tack, Commission Member at Large
John Walker, Commission Member at Large

Regrets: Jonathan Jacobson, Chair

Others: Chief Steve Murray, Lacombe Police Service
Inspector Lorne Blumhagen, Lacombe Police Service
Ross Pettibone, Recording Secretary

1. Call to Order

Tammy Gagnon called the meeting to order at 9:01 A.M.

2. Adoption of Agenda

The Agenda was adopted as amended to defer all of Item 6.0 (Old Business Items) to the next meeting..

MOVED by Robert Huff that the agenda be adopted as amended.

CARRIED

3. Adoption of Minutes

3.1 February 18, 2015 Meeting Minutes.

MOVED by John Walker that the February 18, 2015 Minutes be adopted as presented.

CARRIED

4. Presentations

None

5. Reports

5.1 Chief of Police Monthly Report-February 13, 2015 – March 20, 2015

5.1 a PROS Mayor's Report – February 2015.

5.1 b Lacombe Police Service CPO1 Traffic Unit Report – February 2015.

5.1 c SRO Report – February 2015.

5.2 Public Complaints Director Report (Verbal/None received).

5.3 General Ledger Department Report (Period 2 March 18, 2015)

Discussion Items / Action Plans:

Chief Murray provided the Commission with an overview of activities, complaints, policy/operational statistical information, and human resources. The following items from the above reports were discussed by Commission members:

- A service directive was included in the Agenda Package to address police vehicle idling for the LPS/Bylaw fleet.
- Chief Murray reported on the past month trends in crime, and recent robbery arrests made.
- Chief Murray reported on increased average clearance rates for violations.
- Chief Murray reported he had met with the School Resource Officer who was implementing a Calendar to show and facilitate allocations for requests for service from schools.
- Chief Murray reported that revenue allocations from fines are now being posted to the GL Report in time for Commission meetings.
- Chief Murray reported on the recently completed Wolf Creek School District threat assessment protocol.
- Chief Murray reported on the 10 week DARE program and its delivery in partnership with schools.
- It was reported there were no public complaints received against members for the period.
- Commission members were informed that complaints regarding dispatch matters are being directed to the Lacombe Police Commission.
- Chief Murray reported on LPS building maintenance items that had been addressed.
- Chief Murray reported that a customer support staff member was hired as of July 1.
- Chief Murray reported on the Community Survey for March 31 roll out. Commission members provided minor updates to Questions 10 and 11.
- Councillor Bouwsema reported that Council had recently approved extending the existing dispatch contract for a three year term, with options to discontinue if necessary.

MOVED by Robert Huff that the Community Survey be accepted with amendments to Item 10 (“In which order of priority should the Lacombe Police Service address the following issues” and to the last sentence in Item 11 (“The Lacombe Police Commission meets monthly in Council Chambers at City Hall and the meetings are open to the public. Dates and times are posted on the City website.”))

CARRIED

MOVED by Donna Korpess to accept all reports (5.1/5.2/5.3) as presented.

CARRIED

5.4 Policy Facility Update

Chief Murray informed Commission members that upcoming police facility meetings will include discussion of a range of options to keep the project on budget. Following the meeting, further updates will be provided to Commission members.

6. Old Business

Deferred to April 15.

7. New Business

7.1 Review of LPS Operational Policy

Chief Murray reported that an updated Policy 121.03 (Employee Evaluation and Records) was included in the Agenda Package. The Policy completely aligns with the Provincial Policing Standards PA 4.1 to 4.7, and includes annual assessment as a minimum.

MOVED by *John Walker* that the LPC accept and approve the LPS Policy 121.03 (revision 2 0315) Employee Evaluation and Records as current policy, as presented.

CARRIED

7.2 Confirmation of LPC Member Attendance at April 10-11 Trade Show

Chief Murray would e-mail commission members soliciting attendees to coordinate time slots at the tradeshow alongside LPS members. Commission members Gagnon, Korpress, Huff and Tack were available to attend.

7.3 Request for Commission Members to Volunteer in the Creation of the Provincial Police Commission Policy & Procedures Manual

Commission members solicited a volunteer to work with Lesley Kelly, Manager of Policing Oversight and Funding Programs, Alberta Solicitor General and Public Security, in the development of the Provincial Commission Manual.

MOVED by *Tammy Gagnon* that Robert Huff be appointed to represent the Lacombe Police Commission for the creation of the Provincial Police Commission Policy and Procedures Manual.

CARRIED

8. Information

None

8.1 Next Meeting

April 15, 2015, 9:00 a.m.

9. In Camera

MOVED by *Peter Bouwsema* that the Commission move In Camera at 10:16 a.m. to discuss a personnel item.

CARRIED

MOVED by *Peter Bouwsema* that the Commission return to open meeting at 10:55 a.m.

CARRIED

Adjournment

MOVED by *Peter Bouwsema* to adjourn the meeting at 10:56 a.m.

CARRIED

NEXT MEETING of the LPC is scheduled for 9:00 A.M., April 15, 2015.



Chairperson



Secretary