

**LACOMBE POLICE COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, MAY 28, 2014**

Attendees: Tammy Gagnon, Chairperson
Peter Bouwsema, City of Lacombe Councillor
Robert Huff, Commission Member at Large
Jonathan Jacobson, Commission Member at Large
Casey Kooyman, Commission Member at Large
Donna Korpress, Commission Member at Large
Tom Tack, Commission Member at Large

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

1. Call to Order

Tammy Gagnon called the meeting to order at 9:02 AM.

2. Adoption of Agenda

MOVED by Donna Korpress that the agenda be adopted as amended (with the addition of items under New Business 7.1 AAPG Report, 7.2 Year end social).

CARRIED

3. Adoption of Minutes

3.1 April 16, 2014 Meeting Minutes

MOVED by Peter Bouwsema that the April 16, 2014 Minutes be adopted as circulated.

CARRIED

4. Presentations

(None)

5. Reports

5.1 Chief of Police Monthly Report-April 12, 2014 – May 23, 2014:

- 5.1 a PROS Mayor's Report – April 2014.
- 5.1 b Lacombe Police Service CPO1 Traffic Unit Report – April 2014
- 5.1 c SRO Report – April 2014
- 5.2 Public Complaints Director Report (to April 30, 2014).
- 5.3 General Ledger Department Report – May 2014

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:

- Chief Murray reported on training conducted for LPS Members during May and scheduled for June.
- Chief Murray reported on costs associated with necessary conversion to another telecommunications provider for mobile workstations.
- Chief Murray informed Commission members of support staff required for shift work dispatch coverage during an outage of the existing telecom provider. Follow up on service improvements with current provider in addition to alternate future partnerships for police dispatch will be researched.
- Chief Murray reported on office space constraints and solutions to re-purpose offices to permit primary staff to be located together.
- Chief Murray requested commission consideration and endorsement of Lacombe Police Service medal awards to recognize LPS staff for long service, meritorious service and dedication to the community.
- Chief Murray provided a verbal report to the Commission that he had received the public complaint director report for April with zero items recorded.
- Commission Members were informed by Chief Murray that the new LPS Service Directive was intended to increase LPS community presence and interactions.
- Chief Murray informed Commission members that the month of June will focus on distracted driving and tinted windows, including a media awareness campaign.
- Chief Murray reported on school education efforts regarding imitation weapons.
- Commission members discussed budgeted revenue and expenses, with a view to proactive long-term budgeting for fall budget discussions/presentation. Chair Gagnon will follow up with the CAO for current and past year financial data.

MOVED by Peter Bouwsema to accept all reports (5.1/5.2/5.3) as presented.

CARRIED

5.4 Oversight Standards Audit

Deferred pending a scheduled meeting with CAO/Chair to complete the audit.

5.5 Police Facility Design Committee

Councillor Bouwsema provided a verbal report of the police facility tours and options to consider for Lacombe's community police station, and updated Commission members on an upcoming meeting June 10 to review RFPs for obtaining architectural/engineering firms.

MOVED by *Bob Huff* to research and investigate the feasibility of the City of Lacombe establishing alternate dispatch capability, with investigation completed and recommendation(s) to the Commission by the end of 2014.

CARRIED

MOVED by *Peter Bouwsema* that the Commission endorse a new long service and/or meritorious service and dedication to the community award program for LPS members.

CARRIED

6. Old Business

6.1 LPC Draft Strategic Plan – 2014 - 2017

Chair Gagnon distributed the Draft Strategic Plan, with the plan to be reviewed by members, for discussion at the next LPC meeting in June.

6.2 LPS Annual Report

Commission members were informed the LPS Annual Report will be reviewed at the June 18 LPC meeting.

6.3 LPS Business Plan Annual Review

Commission members agreed to defer the LPS Annual Business Plan to a subsequent meeting, (with updates to the LPC Annual Work Plan dates during November's LPC Policy Manual Review) to accommodate release of Statistics Canada information and City budget approvals and allow the most accurate reporting, with both the LPS Annual Report and LPS Business Plan done in conjunction with one another, by end of August.

7. New Business

7.1 2014 AAPG Annual General Meeting Update

Commission Members received a brief update on items of interest from Tom Tack and Donna Korpass who attended the May 3 Annual General meeting of the Alberta Association of Police Governance (AAPG).

7.2 LPC Year-end meeting

Commission members agreed to meet on June 20 at a private location.

8. Information

8.1 Next Meeting

June 18, 2014

8.2 Mail to Chair

Two letters were received for information. The Commission agreed to nominate Chief Steve Murray as a senior officer eligible for commissioning. The Chair will follow up with Alberta Justice/Solicitor General's office by May 29.

MOVED by Tom Tack that the Commission Chair nominate Chief Steve Murray for a Commission.

CARRIED

MOVED by Peter Bouwsema to accept the letters from Alberta Justice and Solicitor General as information.

CARRIED

In Camera

MOVED by Peter Bouwsema that the Commission move *in camera* to discuss a personnel issue at 11:45 a.m.

CARRIED

Casey Kooyman departed the meeting at 12:06 a.m.

MOVED by Peter Bouwsema that the Commission return to open meeting at 12:12 a.m.

CARRIED


Adjournment

MOVED by Peter Bouwsema to adjourn the meeting at 12:13 a.m.

CARRIED

NEXT MEETING of the LPC is scheduled for 9:00 AM, June 18, 2014.


Chairperson


Secretary