

**LACOMBE POLICE COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, February 8, 2017**

Attendees: Robert Huff, Chair
John Walker, Commission Member at Large
Sonja Dykslag, Commission Member at Large
Susanne West, Commission Member at Large

Regrets: Peter Bouwsema, City of Lacombe Councillor
Judy Lucht, Vice-Chair
Luke Bannis, Commission Member at Large

Others: Acting Chief Lorne Blumhagen, Lacombe Police Service
Barbara Wilton, Human Resources Manager
Kristin Teskey, Recording Secretary

1. Call to Order

Chair Huff called the meeting to order at 9:01 AM.

2. Adoption of Agenda

MOVED by Susanne West to adopt the agenda as amended: add items 6.8 FOIP Bulletin and 6.9 Council meeting - February 13, 2017.

CARRIED UNANIMOUSLY

3. Adoption of Minutes

MOVED by John Walker that the January 10, 2017 Regular Meeting minutes be adopted as presented.

CARRIED UNANIMOUSLY

No business arising from minutes.

4. Reports

4.1 Chief of Police Monthly Report - January 1, 2017 – January 31, 2017

4.1 a PROS Occurrence Statistics Report –January, 2017

4.1 b Lacombe Police Service Community Peace Officer Traffic Unit Report – no report

4.1 c School Resource Officer Report and Statistics – January, 2017

4.2 General Ledger Department Report/Payments - to January 31, 2017

4.3 Public Complaints Director Report – January, 2017

Discussion Items / Action Plans:

Acting Chief Blumhagen provided the Commission with an overview of activities, statistical information, and human resources. The following items from the above reports were discussed further:

- The Acting Chief advised that final adjustments to the 2016 budget to be complete by end of February.
- DARE program being replaced with Safe in Six. The SRO attended training program in Edmonton. Chair Huff requested a 1-2 page synopsis so the Commission can better understand the new program. Acting Chief Blumhagen to request the SRO provide a presentation to the Commission.
- Working with iNet to integrate PROS/CPIC into LPS network.
- The PCD did not receive any complaints in January.

4.4 Chair Report

Met with the Vice-Chair to discuss professional development for the Commission members. Met with the City's HR department to review personnel items.

MOVED by John Walker to accept all reports (4.1/4.2/4.3/4.4) as presented.

CARRIED UNANIMOUSLY

5. Old Business

5.1 Chief's Update on 3rd party security checks

The Acting Chief advised that the Police Service began conducting third party security checks, as per the contract, on January 16, 2017 and the level of activity has been as anticipated.

6. New Business

6.1 Member appointments to sub-committees

The Chair stated that sub-committees will be created to build capacity and share the workload involved in updating all of the Commission's plans and reports.

6.2 Annual Strategic Plan Review

Commissioner Walker advised that the Alberta Government has a department called Community Development which can provide facilitators for strategic planning sessions.

The Commission reviewed two documents, Lacombe Police Service 2016-2018 Business Plan and Lacombe Police Commission 2014-2017 Strategic Plan. The Chief suggested combining the two documents into one shared Strategic Plan that aligns with the 3-year budget cycle. A sub-committee will update the current plan for 2017 and create a new plan for 2018-2020.

MOVED by *Susanne West* that a sub-committee be established to create a strategic plan template.

CARRIED UNANIMOUSLY

MOVED by *John Walker* to appoint Sonja Dykslag, Susanne West and John Walker to the Strategic Plan sub-committee.

CARRIED UNANIMOUSLY

First meeting of the Strategic Plan sub-committee scheduled for Thursday, February 23, 2017 at 3pm at the Lacombe Police Department.

6.3 2016 LPC Annual Report

Acting Chief Blumhagen suggested that the Lacombe Police Service Annual Report be combined with the Lacombe Police Commission Annual Report going forward. He will present a combined Annual Report in May.

6.4 LPC Annual Plan Discussion

The Annual Plan (workplan) to be updated once the strategic plan is finalized.

6.5 Annual Policing Plan

To be presented to Council once updated. Scheduled for completion in the fall of 2017.

6.6 LPC Policy Manual Annual Review

MOVED by *John Walker* that a sub-committee be established to update the LPC Policy Manual.

CARRIED UNANIMOUSLY

MOVED by *Sonja Dykslag* to appoint Judy Lucht and Councillor Bouwsema to the LPC Policy Manual sub-committee.

CARRIED UNANIMOUSLY

6.7 AAPG Conference Attendance

Conference scheduled for May 12-13, 2017 in Edmonton. Members to confirm attendance with Administrative Coordinator.

6.8 FOIP Bulletin

New members require copies of FOIP bulletin documents.

6.9 Council Meeting – February 13, 2017

Chair Huff to attend Council meeting on February 13, 2017 to present recommendations on the Chief position and to introduce new members.

7 Information

7.1 Next Meeting

Commission members confirmed the next regular meeting for March 8, 2017 at 9 am.

8 In Camera

MOVED by John Walker to enter *In Camera* at 10:57 AM.

CARRIED UNANIMOUSLY

MOVED by Sonja Dykslag to return to Open Meeting at 11:50 AM.

CARRIED UNANIMOUSLY

MOVED by John Walker that the Lacombe Police Commission recommend to Lacombe City Council the appointment of Lorne Blumhagen to the position of Chief of Police of the Lacombe Police Service with the corresponding terms and conditions of employment.

CARRIED UNANIMOUSLY

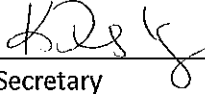
10 Adjournment

MOVED by John Walker to adjourn the meeting at 11:55 AM.

CARRIED UNANIMOUSLY



Chairperson



Secretary