

**SOUTH COAST BRITISH COLUMBIA TRANSPORTATION AUTHORITY POLICE SERVICES  
REGULAR MEETING TRANSIT POLICE BOARD**

Minutes of a Regular Meeting of the South Coast British Columbia Transportation Authority Transit Police Board held on Friday, September 29, 2017 at TransLink Sapperton Main Offices, Room 423, 287 Nelson's Court, New Westminster, BC.

**DIRECTORS PRESENT:**

Mark Reder, **Chair**

Brad Birt

Pat Gallivan

Sara Levine (*by conference call until 9:19 a.m.*)

Adam Palmer, Chief Constable, VPD

Ali Pejman

**STAFF IN ATTENDANCE:**

Doug LePard, Chief Officer

Ed Eviston, Deputy Chief Officer

Barry Kross, Deputy Chief Officer

Oscar Allueva, Transit Police Service

Taryn Barton, Board Secretary

Lance Talbott, Transit Police Service

**GUESTS:**

Maria Howard, CEO Alzheimer Society of BC (exited at 9:35 a.m.)

Heather Cowie, Alzheimer Society of BC (exited at 9:35 a.m.)

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Prior to the call to order the Board Chair presented Lance Talbott with a commemorative plaque, thanking him for his service to the Board. In addition, the Board was advised of Director Birt's impending departure from the Board at the end of the year.

**1. Call to Order**

The regular meeting was called to order at 9:14 a.m. The record notes that the meeting was duly constituted and that a quorum was present.

**1.1 Consent Agenda**

The following items were considered in the consent agenda:

- a) Agenda for the meeting of September 29, 2017;
- b) Minutes from Board meeting of May 26, 2017;
- c) Approved Minutes from the Governance Committee meeting of April 6, 2017;

- d) Approved Minutes from the Finance Committee meeting of April 18, 2017;
- e) Board Report No.2017-21: Q2 Financial Operating Status (Reviewed by Finance Committee – for Information);
- f) Human Resources and Compensation Committee Terms of Reference (Reviewed by HR Committee – for Approval)
- g) Governance Committee Terms of Reference (Reviewed by Governance Committee – for Approval)
- h) Compliments Report; and
- i) 2017 Calendar of Board and Committee Meetings.

**1.2 It was MOVED and SECONDED**

THAT the South Coast British Columbia Transportation Authority Police Board of Directors approves or receives for information the following items on the consent agenda:

- a) Agenda for the meeting of September 29, 2017;
- b) Minutes from Board meeting of May 26, 2017;
- c) Approved Minutes from the Governance Committee meeting of April 6, 2017;
- d) Approved Minutes from the Finance Committee meeting of April 18, 2017;
- e) Board Report No.2017-21: Q2 Financial Operating Status (Reviewed by Finance Committee – for Information);
- f) Human Resources and Compensation Committee Terms of Reference (Reviewed by HR Committee – for Approval)
- g) Governance Committee Terms of Reference (Reviewed by Governance Committee – for Approval)
- h) Compliments Report; and
- i) 2017 Calendar of Board and Committee Meetings.

**CARRIED**

**2. Delegations – Community Remarks**

**2.1 Alzheimer Society of BC – Maria Howard, CEO**

Ms. Howard provided a presentation on the role of the Alzheimer Society of BC and the services offered, including those for first responders.

**\*9:19 am     *Director Levine entered the meeting room.***

Ms. Howard outlined the First Link program as well as the Dementia-Friendly Communities program. The Board was encouraged to refer to the website for more information and resource material. The Alzheimer Society of BC's 2017 Annual report was handed out on table.

**\*9:35 a.m.     *Ms. Howard and Ms. Cowie exited the meeting.***

### **3.1 Transit Police Professional Association – Sergeant Daffydd Hermann**

There was no report given.

### **3.2 Chief Officer Information Report – Chief Officer**

The Chief presented a PowerPoint presentation on recent activities of the Transit Police including:

- Continued focus on providing high quality service
- Positive feedback received on social media
- Texting number is now on Compass Cards following a suggestion from a Transit Police Chief's Community Council member
- Evergreen Extension - working closely with Coquitlam RCMP and Port Moody Police
- Rebranding of hub office at Broadway Commercial is welcoming and informative
- New recruits highlighted
- Media attention statistics for 2017
- Special events policing
- Community outreach

## **4. Other Business**

### **4.1 Report from Chair, Finance Committee**

There was no report given.

### **4.2 Report from Chair, Governance Committee**

The Board received an oral report from the Chair of the Governance Committee regarding recent activities of the Committee. The Committee continues to review the Orientation Manual in an effort to improve and streamline the information provided to new Board members. In regards to ongoing training for Directors, the Board was asked to consider if there should be a minimum amount of training Directors are expected to attend during their term. The Board was also asked to provide their thoughts on ridealongs and how often Directors should participate. Chief LePard offered to develop a program for the ridealongs to include a broad overview, time with NPOs, and anything else the Board may find of value. The Board was asked to send any further suggestions to the Committee Chair for consideration at the next Committee meeting.

**4.3 Canadian Association of Police Governance Annual Conference – Chair & Director Birt**

The Board received a report back on the CAPG Annual Conference and AGM held in Montreal, July 13-16, from the Board Chair and Director Birt, including their thoughts on some of the presentations. The 2018 conference will be held in Winnipeg.

**4.4 Police Services Pilot Training Program for Police Board Members**

This item was not discussed, but will be considered during the in camera meeting.

**4.6 Board Meeting Schedule**

The Board discussed the quarterly meeting schedule adopted for 2017 and offered their thoughts and concerns. There was a suggestion to hold more regular meetings for the 2018 schedule and to space the meetings out more evenly. The Board Chair will work with the Board Secretary and Chief Officer to draft a 2018 meeting schedule for consideration at the next Board meeting. The remaining Board meetings for 2017 are as follows:

- October 20, 2017 – placeholder for joint Board meeting
- November 17, 2017 – Q4 Board Meeting
- December 15, 2017 – Strategic Planning and Board Directions for 2018

The Chair advised that the joint meeting will not proceed on October 20<sup>th</sup>, but will be scheduled for early in the New Year. The Board Chair will review the remaining 2017 meeting schedule with the Board Secretary and provide an update to the Board once the schedule has been finalized.

**5. Next Meetings**

The next regular meeting of the Transit Police Board is being reviewed and Board members will be updated when confirmed.

**6. Closure**

There being no further business, the meeting was terminated at 10:30 a.m.

Certified Correct:

*Original Signed Minutes on File*

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Mark Reder, Chair

*Original Signed Minutes on File*

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Taryn Barton, Board Secretary