

**SOUTH COAST BRITISH COLUMBIA TRANSPORTATION AUTHORITY POLICE SERVICE  
DESIGNATED POLICING UNIT BOARD  
REGULAR MEETING**

Minutes of a Regular Meeting of the South Coast British Columbia Transportation Authority Transit Police Service Designated Policing Unit Board held on Friday, February 10, 2023 at the main offices of TransLink, 4<sup>th</sup> Floor Meeting Rooms 427/428 - 287 Nelson's Court, New Westminster, BC.

**DIRECTORS PRESENT:**

Marnie Larson, **Chair**  
Bill Chan  
Murray Dinwoodie  
Carla Hotel  
George Madden  
Shan Parmar

**REGRETS:**

Adam Palmer, Chief Constable, VPD  
Maureen Levy, Asst. Commissioner, RCMP

**TECHNICAL SUPPORT:**

Emmett Choi, Transit Police Service  
Linda Tobias, Transit Police Service

**STAFF IN ATTENDANCE:**

Dave Jones, Chief Officer  
Mike Cumberworth, Deputy Chief Officer  
Anita Furlan, Deputy Chief Officer  
Bryce Graham, Inspector  
Michelle Hansen, A/Inspector  
Suzanne Muir, Inspector  
Chris Mullin, Inspector  
Amanda Steed, Transit Police Services  
Oscar Allueva, Transit Police Service  
Taryn Barton, Board Secretary

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**1. Land Acknowledgment and Call to Order**

Chair Larson called the meeting to order at 9:00 a.m. and acknowledged that Metro Vancouver Transit Police and the Police Board respects the Indigenous Nations within Vancouver and acknowledges all First Nations, Inuit and Métis Peoples for their continued resilience, sustainable stewardship and as active members of the community for generations to come. It was recognized that working within the region's transportation system, we have a role to play in supporting reconciliation with Indigenous Peoples. The meeting was duly constituted and a quorum was present.

**1.1 Consent Agenda**

The following items were considered in the consent agenda:

- a) Agenda for the meeting of February 10, 2023;
- b) Minutes from the Board meeting of November 18, 2022 and special meeting of December 6, 2022;
- c) Approved Minutes from the Governance Committee meetings of Oct. 24, 2022;
- d) Board Report No. 2023-03: 2022 Year-End Complaint Statistical Report (reviewed by HR, for information);

- e) Board Report No. 2023-08: Policy Manual Amendment/OI010-Prisoner Care, Control & Transport (reviewed by Governance, for approval);
- f) Compliments Report (for information);
- g) Amended Human Resources Committee Terms of Reference (reviewed by HR; for approval)
- h) Board/Committee Attendance for 2022 (reviewed by Governance, for information);
- i) Ministerial Order #M386 appointing Chair Larson (for information);
- j) BCAPB Annual Membership Invoice (for information); and
- k) 2023 Calendar of Board Meetings (for information).

The following items were removed from the Consent Agenda:

- (f)** Compliments Report
- (j)** BCAPB Annual Membership Invoice

## **1.2 It was MOVED and SECONDED**

THAT the South Coast British Columbia Transportation Authority Police Service Designated Policing Unit Board approves or receives for information the following items on the consent agenda:

- a) Agenda for the meeting of February 10, 2023;
- b) Minutes from the Board meeting of November 18, 2022 and special meeting of December 6, 2022;
- c) Approved Minutes from the Governance Committee meetings of Oct. 24, 2022;
- d) Board Report No. 2023-03: 2022 Year-End Complaint Statistical Report (reviewed by HR, for information);
- e) Board Report No. 2023-08: Policy Manual Amendment/OI010-Prisoner Care, Control & Transport (reviewed by Governance, for approval);
- g) Amended Human Resources Committee Terms of Reference (reviewed by HR; for approval)
- h) Board/Committee Attendance for 2022 (reviewed by Governance, for information);
- i) Ministerial Order #M386 appointing Chair Larson (for information);and
- k) 2023 Calendar of Board Meetings (for information).

**CARRIED**

## **1.3 Items Removed from the Consent Agenda**

**(f) : Compliments Report:** The Board gave recognition to leadership, officers and staff for their good work.

**(j): BCAPB Annual Membership Invoice:** The Board discussed the annual membership cost and considered if there is more that police boards can do to support the service that the British Columbia Association of Police Boards (“BCAPB”) provides. Director Dinwoodie provided an overview of the evolving nature of the work and services that the BCAPB provides with limited resources and staffing.

**1.4 It was MOVED and SECONDED**

THAT the South Coast British Columbia Transportation Authority Police Board of Directors receives for information:

- (f) Compliments Report; and
- (j) BCAPB Annual Membership Invoice

**CARRIED**

**2. Public Delegations – Written Submissions/Community Remarks**

There were no public delegations.

***\*The record notes the agenda will be renumbered so the Board may receive the Chief Officer Information Report while the presentation is being set up.***

**2.1 Chief Officer Information Report – Chief Officer**

Deputy Chief Furlan provided an update on the first Women’s Leadership Day at Metro Vancouver Transit Police. It was very well received and included presentations and panel discussions.

Staff Sgt. Michelle Hansen provided an Operations update on the following:

- Insp. Huber’s recent participation in the World Observer Program to look at safety and security for the FIFA World Cup
- Patrol Update: work with jurisdictional police agencies highlighted; life saving measures provided in response to numerous medical emergencies
- New Years Eve flash mob at Waterfront Station: worked with Vancouver Police to ensure no issues or injuries
- Recent participation in a training exercise with Metrotown

Inspector Muir provided a PowerPoint presentation with an update from the Operational Support section on the following:

- Community Engagement Team: Cst. Ben Hayward is the new Mental Health Liaison (“MHL”); looking at options to make the uniform more identifiable as a MHL; exploring potential funding opportunities to partner MHL with a nurse
- Accredited facility dog Norquay: now on social media
- TMET Update: looking to introduce a drone pilot project
- Operations Communications Centre: Six-week project to examine expansion opportunities with upcoming system growth.

The Board deliberated and asked questions about the Operational Communication Centre, the MHL position and the flash mob from New Years Eve.

Inspector Graham provided an update from the Recruiting section on the following:

- Training update: preparing for the Digital Evidence Management System; training day with Blue Eagle Cadets
- Audit complete and all members are up to date on their qualifications
- Community Safety Officer (CSO) recruitment is underway
- Recruiting update: four new hires started in January; Recruiting Information Sessions for both police officer positions as well as CSO are being held soon; presentations at an immigrant job fare and the Justice Institute
- Facilities: New training area at Sapperton is complete
- Fleet update: 2021 vehicles have finally arrived, still waiting on 2022 vehicles

Deputy Chief Cumberworth provided an update from the Administrative and Support Services Division on the following:

- Received funding from the TransLink enterprise contingency fund for a IT service desk position
- KPMG interim financial audit and Work Safety payroll records audit complete with no negative findings
- Q4 Financials to be shared with Finance Committee later this month
- New Enterprise Resource Planning system user acceptance testing has started and expect to go live in April subject to feedback
- CSO update: development of the ten-week training program continues; interviews are scheduled for the Sergeant position to supervise the CSOs; kit and clothing are being finalized

***\*Director Parmar exited***

- CSO update (continued): Inspector Hicks presented to BCTRC Executive and representatives from the OPCC; vehicle decal has been approved by Chief

***\*Director Parmar returned***

- IT Update: Installation of two-factor authentication is half-way complete; virtual desktop machines being replaced with physical desktops for patrol; printers are being refreshed at sub-offices; audio/visual technology is set up in the new training and multipurpose room at Sapperton; WiFi upgrades will be live soon at Bridgeport and Sapperton
- Hybrid workers will receive camera to support work from home
- Exempt compensation review and job reviews for various manager and advisor positions underway
- Wellness challenge launched by MVTP Human Resources

The Board asked questions in regards to CSO applicants, long-term planning for facility and deployment considerations, disaster management communication and external auditors. The Board requested that Disaster Planning and Facility Requirements for Future Growth be added to a future agenda.

**2.2 Presentation: General Investigation Unit & Crime Suppression Team – Insp. Chris Mullin**  
Inspector Mullin presented a PowerPoint presentation to the Board titled “GIU, CST and CIU” that included the following:

General Investigations Unit (GIU):

- 2022 statistics provided including number of charges, types of crime and number of arrests, jurisdictions
- Solve rate is 89%
- Notable files highlighted

Criminal Intelligence Unit (CIU):

- Provides information to all levels of the department
- Protects TransLink infrastructure
- Helps solve and assist with investigations for patrol and specialized units

Crime Suppression Team (CST)

- Recent files and projects highlighted
- Training overview provided
- Team Commander accreditation outlined

Inspector Mullin answered a question from the Board in regards to the process for being assigned to a specialized team or unit. Tenure is generally three years for a specialty position. The Board discussed recent national issues regarding safety around transit systems. Chief Jones provided some additional information noting that Vancouver is not experiencing the same issues. Cst. Steed provided a brief update in regards to media requests coming in to discuss the nuances of how Transit Police keep the system safe. Insp. Mullin answered a question from the Board in regards to resources and partnerships. A/Insp. Hansen provided a brief update on the first ten days of the new BC exemption to the Controlled Drugs and Substances Act (decriminalization of personal possession of small amounts of certain illegal drugs). Insp. Mullin provided additional information in regards to one of the files highlighted during his presentation.

## **2.3 Strategic Plan Update – Chief Jones**

### **Board Report No. 2023-05: 2022 Year End Strategic Plan Report**

Chief Jones provided an overview of the Year-End Strategic Plan report and highlighted some of the significant items such as the approval of the Community Safety Officer program, additional safety campaign signage at busy stations and the completion of a new Equity Diversity and Inclusion policy and training for staff. Chief Jones also highlighted the substantial increase over the last year in partnerships and attendance at community events. There was also an increase in mental health apprehensions and turnover amongst police officers. Chief Jones noted that there are some key performance indicators (“KPIs”) that are new so do not have a baseline established yet. The Board deliberated and shared comments noting that the volume of work going into the KPIs and Pillars is substantial and the Board may want to consider having a meeting specifically dedicated to the Strategic Plan. Inspector Graham answered a question from the Board in regards to turnover rates and provided some additional information. The Board noted the high quality of the report and suggested that the Chief consider having the content presented to various Chambers of Commerce and jurisdictional partners. Chief Jones advised that he presents to City Councils and Police Boards on the role of the Transit Police.

## **2.4 Vancouver Police Department Report to the Vancouver Police Board re: Service or Policy Complaint – Thin Blue Line Patch**

The Board received a copy of a Vancouver Police Department report provided to the Vancouver Police Board regarding a Service or Policy Complaint in regards to a thin blue line patch. The Board shared comments and considered policy differences. The Board would like to have further discussion in the presence of Directors Levy and Palmer who are absent today and refer this to the Governance Committee for further review.

### It was MOVED and SECONDED

THAT the South Coast British Columbia Transportation Authority Police Service Designated Policing Unit Board refer further review of the Thin Blue Line patch to the Governance Committee, following discussion with the full Board when Directors Levy and Palmer are present.

**CARRIED**

## **3.0 Other Business**

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

#### **Board Report No. 2023-02: Transit Police 2023 Final Budget Submission**

Director Dinwoodie provided an update on the Finance Committee’s special meeting to review the 2023 Final budget submission. Following a detailed review and discussion, the Committee was in support of the final budget submission going forward to the Board. The

Committee also received a preliminary update from the Finance Manager on the year-end report that will be reviewed at the Committee's upcoming meeting. The Board received Report No. 2023-02: Transit Police 2023 Final Budget Submission and accordingly:

**3.2 It was MOVED and SECONDED**

THAT the South Coast British Columbia Transportation Authority Police Service Designated Policing Unit Board approve the Transit Police 2023 Final Budget in the amount of \$45,827,533.

**CARRIED**

**3.3 Report from Chair, Governance Committee**

Director Madden provided a verbal update on recent activities of the Committee. The Committee met in January and one of the main priorities for the Committee will be on policy and policy authority.

**3.4 Committee Membership for 2023 – Chair**

The Board approved the following Committee Membership for 2023:

**3.5 It was MOVED and SECONDED**

THAT the South Coast British Columbia Transportation Authority Police Service Designated Policing Unit Board approve:

- A) The appointment of Director Hotel as Chair of the Human Resources and Compensation Committee and that Directors Palmer and Parmar are reappointed for 2023.
- B) The reappointment of George Madden as Chair of the Governance Committee and that Directors Dinwoodie, Levy and Hotel are reappointed for 2023.
- C) The reappointment of Director Dinwoodie as Chair of the Finance Committee and Directors Chan and Madden are reappointed for 2023.

**CARRIED**

**3.5 British Columbia Association of Police Boards –Awards Program and Annual Conference**

Director Dinwoodie provided an overview of the intent behind the Awards Program developed by the BCAPB. The Awards Program is not mandatory and may require further discussion and consideration at a committee. The Board discussed the annual conference taking place in Nelson on May 25<sup>th</sup> and 26<sup>th</sup> and shared observations from past conferences. Directors Dinwoodie and Chan both expressed an interest in attending the conference pending any scheduling conflicts. The Awards Program will be assigned to the Human Resources and Compensation Committee to review and consider.

**3.6 It was MOVED and SECONDED**

THAT the South Coast British Columbia Transportation Authority Police Service Designated Policing Unit Board:

- A) Approve the registration and related travel costs for Directors Dinwoodie and Chan to attend the annual BCAPB Conference on May 25/26, 2023 in Nelson, BC.
- B) Approve the sponsorship request for the annual BCAPB Conference on May 25/26, 2023 in the amount of \$500.

**CARRIED**

**4. Next Meeting**

The next regular meeting of the Transit Police Board is scheduled for April 14, 2023 at 9:00 a.m.

**5. Closure**

There being no further business, the meeting was terminated at 10:37 a.m.

Certified Correct:

*Original Signed Minutes on File*

*Original Signed Minutes on File*

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Marnie Larson, Chair

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Taryn Barton, Board Secretary