

**SOUTH COAST BRITISH COLUMBIA TRANSPORTATION AUTHORITY
POLICE BOARD**

Minutes of a Public Meeting of the South Coast British Columbia Transportation Authority Police Board held at 1:00 p.m. on Tuesday, December 15, 2009 in Suite 1220, 4720 Kingsway, Burnaby, British Columbia.

DIRECTORS PRESENT:

Peter W. Webster
Bill Brown
Viginia Hasselfield
Ian Jarvis
Doug LePard
Baj Puri

STAFF IN ATTENDANCE:

Ward Clapham, Chief Officer
Ken Allen, Deputy Chief Officer
George Beattie, Deputy Chief Officer
Shirley Shankar, Board Secretary
Lance Talbott, Manager, Strategic Services
Beth Nielsen, Manager, Policy & Planning
Tom Smolic, Manager, Financial Services
Charmaine Turner, Senior Human Resources Advisor
Oscar Allueva, Manager, Labour Relations

1. ADOPTION OF THE AGENDA

1.1 Call to Order

The Board Chair called the meeting to order at 1:00 pm. Due notice having been given and a quorum being present, the Secretary affirmed that the meeting was properly constituted.

1.2 Sandra Hentzen

Sandra Hentzen, Vice-President, Human Resources joined the meeting.

The Police Board was introduced to Sandra Hentzen, the new Vice-President of Human Resources at TransLink as of December 10, 2009. The Police Board welcomed Ms. Hentzen and looked forward to working with her.

Ms. Hentzen left the meeting.

1.3 Public Meeting Agenda

It was MOVED and SECONDED

That the South Coast British Columbia Transportation Authority Police Board adopts the agenda for the December 15, 2009 Public Meeting, as circulated.

CARRIED

1.3 Public Meeting Minutes

It was MOVED and SECONDED

That the South Coast British Columbia Transportation Authority Police Board adopts the minutes of the October 5, 2009 Public Meeting, as circulated.

CARRIED

2. INFORMATION REPORTS

2.1 Bi-Monthly Operations Report

Report dated November 30, 2009 from Chief Officer Ward Clapham

Chief Officer Clapham reviewed the highlights of the report and responded to questions from the Police Board. Chief Officer Clapham noted that the report was more detailed than previous reports and encouraged board members to provide their input and suggestions regarding the format and the information provided. It was suggested that comparisons with 2008 data be provided in future reports for trend analysis.

2.2 2009 Third Quarter Financial Operating Status

Report dated November 24, 2009 from Chief Officer Clapham

Tom Smolic reviewed the highlights of the report and responded to questions from the board members. It was noted that the Transit Police is approximately \$2.4 million under budget in the third quarter of 2009 largely related to the timing of payments and salaries.

A surplus of \$310,000 is forecasted for year-end for the Transit Police and savings are anticipated in the following areas:

- Savings in salary costs due to unfilled positions, hiring delays, timing of overtime and staff being on income continuance;
- Savings in the area of training and education;
- Unanticipated recoveries as a result of two additional constable secondments;

Mr. Smolic noted expenditures exceeding the budget in the following areas:

- Administrative expenditures;
- Additional renovation costs for the 307 Columbia Street and Bridgeport offices;
- Additional professional fees; and
- Costs associated with purchases relating to pandemic planning and rental costs.

Director Puri noted that the Finance Committee would meet to discuss the report further including the additional costs of renovation and the salary accrual for OCC dispatch and provide a report at a future Police Board meeting.

It was MOVED and SECONDED

That the South Coast British Columbia Transportation Authority Police Board receives Items 2.1 and 2.2 for information.

CARRIED

3. REPORT FROM CHIEF OFFICER

The highlights of Chief Officer Clapham's report included:

- Hiring of two officers for the two previously vacant inspector positions. The successful candidates are experienced officers formerly with the Royal Canadian Mounted Police. Chief Officer Clapham noted that although municipal applicants were strongly encouraged to apply, few applications were received likely due to the timing of the hires.
- The refreshed Transit Police website is now live.

4. TERMINATION

There being no further business, the meeting was terminated at 1:35 p.m.

Certified Correct:

Shirley Shankar, Board Secretary

Peter W. Webster, Chair