



**SAINT JOHN BOARD OF POLICE COMMISSIONERS
OPEN SESSION – MINUTES
DECEMBER 14, 2021 – 5:00 P.M.
MEETING CONDUCTED BY ELECTRONIC PARTICIPATION**

PRESENT

Commissioners

Douglas Jones, Vice Chair
Joanna Killen
Maika White
Katelin Dean
Tamara Kelly

Staff

Chief Robert Bruce
Deputy Chief Tony Hayes
Craig Lavigne, Asst. Comptroller Finance, CSJ
Laurett Nwaonumah, Wellness / Crisis Intervention Coordinator, SJPF
Daphne Waye, Recording Secretary

Media

Michael Landry, Brunswick News
Tamara Steele, CHSJ / Wave News

Absent

Michael Costello, Secretary
Greg Norton

Other

Dr. Mary Ann Campbell

1. Call to Order

Due to COVID-19, the December 14, 2021, Saint John Board of Police Commissioners meeting was held by MS Teams, and Vice Chair Jones mentioned that the meeting was being recorded.

2. Approval of Minutes

2.01 Minutes of November 9, 2021

On motion of Commissioner Dean
Seconded by Commissioner Kelly

RESOLVED, that the November 9, 2021, Open Session minutes be approved.

(02112-01)

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Question being taken, the motion was carried.

3. Adoption of Agenda

On motion of Commissioner Kelly
Seconded by Commissioner Killen

RESOLVED, that December 14, 2021, agenda, be adopted. (O2112-02)

Question being taken, the motion was carried.

4. Disclosure of Conflict of Interest

5. Consent Agenda

5.01 That the letter dated November 30, 2021, from the Director of Legislative Services / City Clerk informing the Saint John Board of Police Commissioners that Common Council ratified the reappointment of Douglas Jones for a three-year term from December 3, 2021, to December 3, 2024, be received and filed.

On motion of Commissioner Dean
Seconded by Commissioner Killen

RESOLVED, that the recommendation set out in the consent agenda be adopted. (O2112-03)

Question being taken, the motion was carried.

6. Delegations and Presentations – Laurrett Nwaonumah, Wellness / Crisis Intervention Coordinator – Saint John Police Force



**PSYCHOLOGICAL
HEALTH
STRATEGY
PROPOSAL**

SAINT JOHN POLICE FORCE

Prepared by: Wellness
Coordinator

November 09, 2021

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Why is a Psychological Health Strategy Needed?

Exposure to cumulative operational, organizational, and personal stressors over the course of a police staff career (including officers, 911 staff, other civilian staff)

Hazards of the job **increases** likelihood of physical health injuries including heart disease, diabetes, obesity, chronic pain problems.

Hazards of the job **increases** likelihood of psychological health injuries including PTSD, anxiety, suicidal thinking, and substance use problems.

Absenteeism

Sick time use

Presenteeism

Professional Misconduct

How Did We Inform Our Psychological Health Strategy?



Input from employees



Consulting with research for evidence-based practice on organizational and employee wellness



Wellness committee consultation

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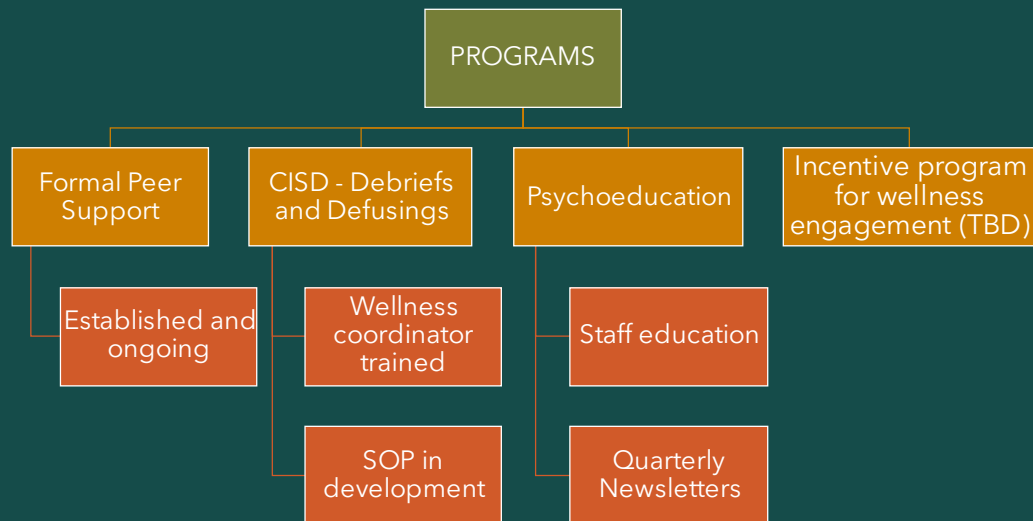
VISION

To foster a psychologically and physically healthy Saint John Police Force

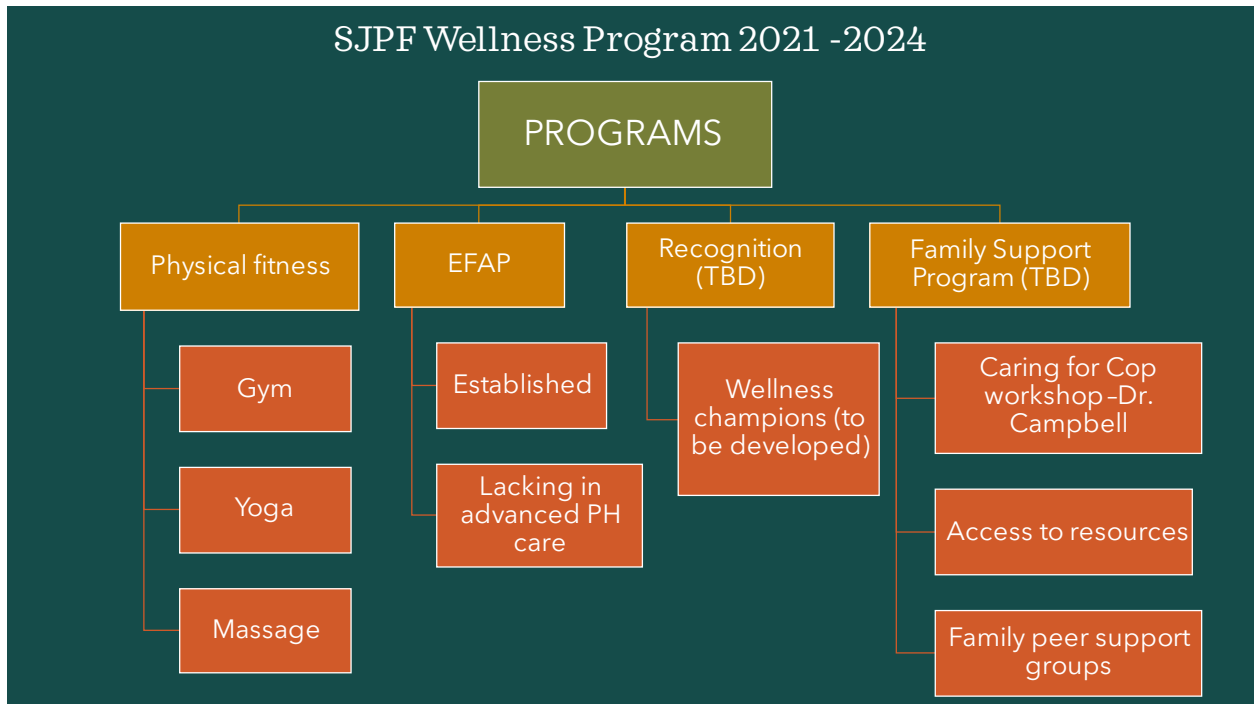
MISSION

To support employees' personal wellness and organizational wellness across all levels of SJPF by developing, promoting, and advocating for resources and supports to foster health

SJPF Wellness Programs 2021-2024



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Questions

Suggestions



Ms. Nwaonumah went through the slides and provided the board with an overview of a proposal for the psychological health at the Saint John Police Force (SJPF). A person’s psychological health influences how they think, how they feel, and how they behave as such, a

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work environment that promotes psychological wellness and the opportunity to engage in healthy activities can positively shape an employee’s willingness and ability to contribute all their resources to work.

An effective psychological health strategy at its core, preserves, protects, and retains human capital. It supports employees’ mental health so that they can leave work in the same or better mental health as when they arrived. An effective mental health strategy also aims to prevent psychological injury, promote psychological well-being, and supports employees who are experiencing a psychological health problem or illness. Supporting a psychological health strategy is a good business decision.

She mentioned that she received input from the membership through a couple of wellness surveys that were conducted in 2015 and 2018 about sources of stress that police staff experiences, psychological concerns, and wellness strategies that they would like to see. Then they looked to see what the research is on evidence-based practice on organizational and employee wellness, and finally consulted with the wellness committee to arrive at this updated strategic plan.

At this time the media were invited to ask questions around the presentation.

On motion of Commissioner Dean
Seconded by Commissioner Kelly

RESOLVED, that the Psychological Health Strategy Proposal be received and filed. (O2112-04)

Question being taken, the motion was carried.

7. Consideration of issues Separated from Consent Agenda

8. General Correspondence

8.01 Internal Monthly Report / November 2021

Chief Bruce reported that during the month of November there were zero (0) complaints, two (2) complimentary correspondences and one (1) grievance.

On motion of Commissioner Dean
Seconded by Commissioner White

RESOLVED, that the Internal Monthly Report / November 2021 be received and filed. (O2112-05)

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Question being taken, the motion was carried.

8.02 SJBPC Unaudited Financial Results as of October 31, 2021

Craig Lavigne, Senior Finance Manager reported that the Commission's preliminary October 31, 2021, financial results are anticipated to be **(\$11,571)** or **(12.51%)** negative variance. Expenditures are overbudget by **(\$6,678)** and wages and benefits are over budget by **(\$4,893)**. Overall year end projections show the Commission being overbudget in Wages and Benefits by **(\$3,836)** and underbudget in expenditures by \$1,300.

On motion of Commissioner Killen
Seconded by Commissioner Kelly

RESOLVED, that the Saint John Board of Police Commissioners Unaudited Financial Results as of October 31, 2021, be received and filed. (O2112-06)

Question being taken, the motion was carried.

8.03 SJPF Unaudited Financial Results as of October 31, 2021

Craig Lavigne, Senior Finance Manager reported that the Force's preliminary October 31, 2021, financial results are anticipated to be \$145,102 (0.71%) positive variance. Salaries and wages are underbudget by \$308,977 and expenditures are overbudget by **(\$163,875)**.

Year-end projections are estimated to show salaries and wages to be underbudget by \$111,662, due to retirements and vacancies. Goods and services are projected to be overbudget by **(\$160,509)**. This is a result of insurance costs being overbudget by \$31,000; Computer charges due to the cyberattack being overbudget by \$57,000.

On motion of Commissioner Kelly
Seconded by Commissioner Dean

RESOLVED, that the Saint John Board of Police Commissioners receive, and file as presented the Saint John Police Force Unaudited Financial Results as of October 31, 2021. (O2112-07)

Question being taken, the motion was carried.

8.04 Public Safety Communication Centre (PSCC) Unaudited Financial Results as of September 30, 2021

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Craig Lavigne, Senior Finance Manager reported that the PSCC’s preliminary October 31, 2021, financial results are anticipated to be a deficit of **(\$205,577)**, or **(23.20%)**. Expenditures as of October 31, 2021, are overbudget by **(\$23,616)** and wages and benefits are over budget by **(\$67,003)**.

Overall year end projections show the Centre being over budget by **(\$543,220)**. Approximately **(\$115,000)** of the shortfall related to revenue estimates. The budget was based on providing services to additional service areas; however, the onboarding of these areas will likely not occur in 2021.

Year-end estimates for wages and benefits are overbudget by **(\$416,565)** a large portion of this is salary adjustment and retroactive pay for operators which occurred in November. The remainder is due to overtime. Year-end estimates for expenditures show a deficit of **(\$11,717)**. The deficit is a result of Computer Expenditures increasing because of the cyberattack and meals being overbudget.

On motion of Commissioner Dean
Seconded by Commissioner Killen

RESOLVED, that the Saint John Board of Police Commissioners receive, and file as presented the Public Safety Communications Centre (PSCC) Unaudited Financial Results as of October 31, 2021. (O2112-08)

Question being taken, the motion was carried.

8.05 Highlights of Monthly Activity Report: November 2021

The Highlights of Monthly Activity Report has not been able available since the cyberattack. The following information was presented for November 2021.

Activity	November	YTD – 2021	YTD - 2020
Calls for Service – PSCC (<i>SJPF only</i>)	4,279	51,231	49,172
Incident Reports (<i>police files generated</i>)	632	8,413	8,033
Violent Crimes (<i>Assault, Robbery, Weapons Offences, Threats</i>)	72	785	766
Property Crimes (<i>Thefts, Break & Enter, Possession of Stolen Property, Mischief</i>)	141	2,148	1,593
Mental Health Act	38	366	368
Mental Health <i>RELATED</i> Calls for Service	150	1,625	1,486
Arrests (<i>Data not available for November</i>)		1,369	1,338
Impaired Driving	7	86	66

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Activity	November	YTD – 2021	YTD - 2020
Motor Vehicle Accidents	189	not available	not available
Tickets Issued (POPA)	91	1,002	1,296
Training	439	12,671	12,476
Auxiliary	28	722.5	748.5

On motion of Commissioner Dean
Seconded by Commissioner Killen

RESOLVED, that the Highlights of Monthly Activity Report: November 2021, be received and filed. (O2112-09)

Question being taken, the motion was carried.

8.06 Proposed 2022 Saint John Board of Police Commissioners Meeting Schedule

The draft Proposed 2022 Saint John Board of Police Commissioners meeting schedule has been submitted to the board for review and approval.

Pursuant to Section 4, item 4.1 of the By-Law Respecting the Procedures of the Saint John Board of Police Commissioners 2012:

“4.1 Except as otherwise provided, regular meetings of the Board shall be held monthly on the first Tuesday of each month except the month of August for the purpose of transacting all Board business. Business which was originally scheduled for a Regular Board meeting and is left unfinished or is to be reconsidered shall be rescheduled for the next Regular Board meeting.”

On motion of Commissioner Dean
Seconded by Commissioner White

RESOLVED, that the Proposed 2022 Saint John Board of Police Commissioners Meeting Schedule, be approved as presented. (O2112-10)

Question being taken, the motion was carried.

8.07 2022 Vehicle Replacement

Craig Lavigne, Senior Finance Manager reported that the Saint John Police Force as part of its fleet replacement requirements need to replace four patrol vehicles in 2022. The vehicles being replaced will surpass end of life in 2022 and it is critical to replace vehicles to ensure operational needs are met and to minimize excessive maintenance

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cost. The Saint John Police Force will need to replace four patrol vehicles that will surpass their useful life in 2022. It is critical that replacing vehicles at the end of their life to minimize the excessive maintenance costs that can occur after end of life.

Staff are recommending the purchase of four 2022 Dodge Chargers AWD Police Interceptors to align with the Forces fleet strategy and to meet the operational needs of the Force. The City's procurement department has reviewed the vehicle request and facilitated the pricing and procurement of the vehicles. The cost of the vehicles will be funded from the Saint John Police Force's vehicle reserves.

On motion of Commissioner Dean
Seconded by Commissioner Kelly

RESOLVED, that the Saint John Board of Police Commissioners approve the purchase of four 2022 Dodge Charger AWD Police Interceptors at a tender price of \$217,340 (plus applicable HST) and authorize the City of Saint John to issue a purchase order to Dobson Chrysler. (O2112-11)

Question being taken, the motion was carried.

At this time the media were invited to ask questions of the board.

9. Adjournment

On motion of Commissioner Dean
Seconded by Commissioner Killen

RESOLVED, that the Saint John Board of Police Commissioners December 14, 2021, Open Session meeting be adjourned at 5:46 p.m.

Question being taken, the motion was carried.

Vice Chair Douglas Jones