



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Annual Report – Skills Development and Learning Plan – January 1 to December 31, 2020

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2021-03-18

Recommendation(s)

That the Niagara Police Services Board receives this report for information.

Key Facts

- The purpose of this report is to advise the Board that the Service is in compliance with Board By-law 250-2000 – A By-law respecting the Skills Development and Learning Plan (AI-002).
- The Chief is required to ensure that the Skills Development and Learning Plan ensures the development and maintenance of knowledge, skills and abilities of members consistent with Ontario Regulation 3/99 and is reviewed on an annual basis and amended as required.
- This report sets out a summary of the Plan as called for in the reporting requirements of the By-law.

Financial Considerations

Not applicable.

Analysis

The By-law details specific requirements that are to be reported on by the Chief as follows:

- a. a summary of the Skills Development and Learning Plan; and
- b. the status of Service compliance with the said Plan.

The following is a detailed response to the above requirements:

- a. a summary of the Skills Development and Learning Plan*

The objective of the Skills Development and Learning Plan is to ensure the highest quality service to the residents and visitors of the Niagara Region by identifying, developing and effectively utilizing the knowledge, skills and abilities of our members. The plan focuses

on staff development in a planned, coordinated and continuous manner to optimize efficiency and promote safety, professional confidence and effective operations. Through the plan, the Service acknowledges the responsibilities it shares with members, supervisors and senior leaders for the development and maintenance of knowledge, skills and abilities to ensure the provision of adequate and effective policing.

Implementation of a Program to Coach or Mentor New Officers

General Order 017.06 – Coach Officer. This General Order sets out the procedure and criteria for senior staff in the selection process for Coach Officers. Coach Officers are selected once it has been identified that they possess the knowledge, experience and competencies to convey the best philosophies of the Police Service. The officers also serve as positive role models for Recruit Constables. Coach Officers' responsibilities are to observe the duties performed by the Recruit Constable over a minimum 60 working days. The Coach Officer provides guidance, direction and correction as needed.

The Coach Officer regularly reports to the Supervisor in charge of the platoon, with regard to the Recruit's performance. A Recruit Field Training Manual is completed by the Recruit and Coach Officer on a daily basis. At specified intervals (15, 30 and 60 days) a progress report is completed by the Coach Officer and Supervisor, then reviewed by the District Commander and Superintendent of District Operations.

The assessment is a comprehensive review of the Recruit's progress in relation to the identified core competencies i.e. Knowledge of the law, Officer Safety, Police Vehicle Operations, etc. Any identified deficiencies are dealt with immediately or through planned training activities.

A quarterly performance appraisal is also completed, initially by the responsible Coach Officer with subsequent quarterly appraisals by the recruit's immediate supervisor, throughout the first year of the recruit officer's probationary period.

At the completion of the coaching period, a final report is completed by the Coach, Sergeant and Staff Sergeant. This comprehensive review summarizes the Recruit's demonstrated knowledge, skills and abilities, and recommends either completion or extension of the field training stage of learning.

The completed Field Training Manual is forwarded through the Chain of Command to the Deputy Chief of Operations who will determine the suitability for independent placement.

Police Service's Criminal Investigation

Through the Career Development Officer in consultation with District and Unit Commanders each Criminal Investigative position within the Service has knowledge, skills and abilities identified. Officers are required to present with an acceptable level of KSA's in order to apply for a Criminal Investigative position. Those selected and assigned to Criminal Investigative positions will continue to enhance their skills development. In consultation with the District and Unit Commanders, the Superintendent of Executive Services and the Training Unit determine the assignment of the skill development courses

for criminal investigations that are held at both the Ontario Police College and the Canadian Police College.

- District Detective Offices
- Sexual Assault Unit
- Domestic Violence Unit
- Internet Child Exploitation Unit
- Investigative Analysis
- Cyber Crime Unit
- Homicide Unit
- Child Abuse Unit
- Intelligence Unit
- Centralized Fraud
- Offender Management Unit
- DNA Unit

The Niagara Regional Police Service provided several opportunities for members of investigative units to attend the Ontario Police College and/or the Canadian Police College to become qualified, re-qualified and to further develop their skills through various courses. Below are examples of courses routinely attended by members of the Service:

- Sexual Assault Investigation
- Search Warrant
- Investigating Offences Against Children
- IACP: Leadership in Police Organizations
- Investigative Interviewing Techniques
- Criminal Investigators Training
- Investigating Offences Against Children
- CEW Master Trainer
- Coaching Police Professionals
- Digital Technologies for Investigators (DTIC)
- Death Investigation
- Homicide Investigations
- Human Trafficking Investigation
- Drug Investigation
- Facilitating and Assessing Police Learning
- Ontario Major Case Management
- Managing Investigations Using Powercase

The Niagara Regional Police Service Training Unit provides the main source of all skills and knowledge development, through competent instructors who themselves have to be certified by the Ontario Police College. Throughout 2020, the Training Unit offered several courses pertaining to a variety of subjects. The majority of these courses were directed towards the members of the Niagara Regional Police Service, but on occasions where space permitted classes were supplemented by members of outside police agencies. The following are courses either instructed or facilitated by the Training Unit:

- Crown Brief Training
- Coach Officer Course
- Special Constable UOF In Service Training
- Shotgun Qualification & Requalification
- Search Warrant Course
- Criminal Investigators Training
- Use of Force Trainer
- CEW Master Trainer
- C8 Qualification & Requalification
- NRPS Supervisor Course
- Police Bicycle Qualification & Bicycle Refresher
- PEACE Model Interviewing
- Supervisor R2MR
- UOF & Firearms
- CEW Qualification & Requalification
- Domestic Violence Investigators Course

Investigative Support Functions

Those areas designated by adequacy as providing an Investigative Support function include scenes of crime analysis, forensic identification, canine tracking, technical collision investigation and reconstruction, breath analysis, physical surveillance, electronic interception, video and photographic surveillance, polygraph and behavioral science.

Those members who are assigned to Investigative Support functions must possess the required knowledge, skills and abilities in order to enter into any of these specialty positions. Once assigned these Investigators continue to develop their skills through attendance at accredited training. In many cases, designations, basic qualification and regular requalification is required and provided. Depending on the field of specialty such training may be provided in-house through the Training Unit, individual support unit, CISO, the Ontario Police College and/or the Canadian Police College.

- Applied Forensic Videography
- Advanced Friction Ridge Analysis
- Basic Bloodstain Pattern Recognition
- Forensic Identification Officer
- Forensic Collection and Recovery of Human Remains
- Forensic Shooting Scene Examination
- Using the Internet as an Intelligence Tool (INTINT)
- Standardized Field Sobriety Testing (SFST)
- Technical Collision Investigation Level III
- Scenes of Crime officer (SOCO)

Public Order Unit

The Niagara Regional Police Service has a protocol agreement with the Hamilton Police Service and the Waterloo Regional Police Service for the providing of these services when called upon.

Emergency Response

Regulation 3/99 – Adequacy and Effectiveness of Police Services defines those units that may provide an emergency response function as Tactical Unit; Hostage Rescue Team; Major Incident Commanders; Crisis Negotiators; Police Explosive Forced Entry Technicians; Explosive Disposal Technicians. The Emergency Service Unit provides emergency response on a daily basis for the Service. Members that are assigned to emergency services must possess the knowledge, skills and abilities as prescribed by the adequacy standards. They are also provided with a high level of training both internally and externally to meet with current requirements according to international, national and provincial standards. Ministry accredited training is conducted in-house to develop new members of the Emergency Task Unit to the accepted standards for Hostage Rescue.

General Order 089.07 – Emergency Task Unit details the procedures and training for the Service in incidents involving emergency situations.

The majority of training required for Major Incident Command, Negotiators and Explosives is provided through the Canadian Police College. Officers who are engaged in such activities are required to maintain their qualifications through continuous training both internal and external and through practical work in the field.

- Critical Incident Commanders
- Crisis Negotiators
- Police Explosives Technicians Course
- Critical Incident Scribe
- Crisis Negotiators - Refresher
- Explosives Familiarizations Course (EFC)

The Niagara Regional Police Service also has given the opportunity for members to develop professionally through the achievement of a higher level of formal education, as per the policy of the Tuition Assistance Program General Order, 011.10. Throughout 2020 courses were taken by 27 sworn members and 10 civilian members. These courses were for the completion of University Degrees and College Diplomas in a variety of police and business related topics.

The Niagara Regional Police Service is committed to the continuous development of our sworn and civilian members. As such the Career Development Officer and Training Unit continue to refine and update the Skills Development and Learning Plan to provide a framework for short and long range career planning for members to ensure proper development and training at each stage of their career.

b. the status of Service compliance with the said Plan

The Niagara Regional Police Service is in compliance with Board Bylaw 250-2000 A By-law respecting the Skills Development and Learning Plan as well as Ontario Regulation 3/99 Adequacy and Effectiveness of Police Services.

Alternatives Reviewed

Not applicable.

Relationship to Police Service/Board Strategic Priorities

The Skills Development and Learning Plan directly supports the Board's Strategic Objective 3.4 Enhance employee training and development as stated in the 2019-2021 Strategic Plan.

Relevant Policy Considerations

- By-law No. 250-2000 – Skills Development and Learning Plan (AI-002)
- Ontario Regulation 926 – Equipment and Use of Force

- General Order 030 – Training and Career Development
- General Order 017 – Coach Officer
- General Order 089 – Emergency Task
- General Order 011 – Tuition Assistance Program

Other Pertinent Reports

114.2020 – Annual Report – Skills Development and Learning – January 1 to December 31, 2019

This report was prepared by Jay Nesbit, Staff Sergeant, Career Development, and reviewed by Todd Waselovich, Inspector Labour Relations and Career Development, and by David Meade, Superintendent, Executive Services and recommended by Bill Fordy, Deputy Chief of Police, Support Services.



Submitted by:

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Chief of Police

Appendices

Not applicable.