



Police Services Board Meeting

Constable Colin McGregor Building
February 26, 2025 – 8:00 a.m.

AGENDA

CALL MEETING TO ORDER

DECLARATION OF CONFLICT

ADDITIONS TO AGENDA

NEW HIRES/PROMOTIONS/CONTRACT RENEWALS

Name	Position	Start Date
Eric Oakes	Cadet	24-Feb-25
Tyler Pol	Cadet	24-Feb-25
Farhad Dost Muhammad	Cadet	10-Feb-25
Eston Smith	Cadet	10-Feb-25
Maddy Marcinkiewicz	Communicator	10-Feb-25
Keltie Talbot	CMHA MOST Member	06-Feb-25
Pamela Pepping	Clerk	31-Aug-25 (1 Year Contract Renewal)

MINUTES

Confirmation of the minutes of the meeting held January 22, 2025.

Pages 3 - 7

DEPUTATIONS

REPORTS

Revenues and Expenditures

Pages 8 - 14

Financial Statements (YTD Performance) for 2025 as of January 15, 2025.

Annual Reports

- 2024 Sexual Assault Investigations

Pages 15 - 22

STPS Mentorship Program

A report (**CHIEF-2025-11**) from Chief Roskamp re: a new STPS Mentorship Program effective 2025.

Pages 23 - 24

PETITIONS AND COMMUNICATIONS

King Charles Coronation Medal | Chief Marc Roskamp

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Pictures from the King Charles Coronation Medal ceremony which was presented to Chief Roskamp on January 16, 2025.

Provincial Announcement – Encampment/Housing Funds | City of St. Thomas

- [Click here](#) to view article.

Blue Line National Publication | Spotlight – STPS Wellness Navigation Project

- [Click here](#) to view article.

Thank You – Christmas Care Toy Organizers

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A thank you card from Christmas Care thanking the St. Thomas Police Service for the recent donation of toys that was given towards their 2024 campaign from the Stuff the Cruiser event.

UNFINISHED BUSINESS

NEW BUSINESS

Andrew M. Bennett Scholarship | 2025

A request for Chief Roskamp for Board donation of up to \$1500.00 towards the Andrew M. Bennett Scholarship.

MOVE TO THE COMMITTEE OF THE WHOLE

ACTIONS OF THE COMMITTEE OF THE WHOLE

ADJOURNMENT



Police Services Board Meeting

Constable Colin McGregor Building

January 22, 2025

MINUTES

ATTENDANCE:

D. Reith	Chair
L. Coates	Vice Chair
J. Preston	Member
T. McCaulley	Member
J. Jackson	Member

OFFICIALS:

M. Roskamp	Chief of Police
S. Barnes	Deputy Chief of Police
T. Terpstra	Executive Administrator

REGRETS:

GUESTS:

J. Cosby	Inspector
M. Lobsinger	Staff Sergeant
P. Tunks	President, St. Thomas Police Association
R. LeClair	Inspectorate of Policing Advisor – Zone 6

MEDIA:

None.

DECLARATION OF CONFLICT

APPOINTMENT OF CHAIR AND VICE CHAIR FOR THE YEAR 2025

Nominations to elect members to the positions of Chair and Vice Chair for 2025.

Moved By: L. Coates
Seconded By: T. McCaulley

THAT: The Police Services Board appoint Dan Reith as Chair of the Police Services Board for 2025.

Carried.

Moved By: J. Preston
Seconded By: T. McCaulley

THAT: The Police Services Board appoint Lynn Coates as Vice-Chair of the Police Services Board for 2025.

Carried.

APPOINTMENT TO FINANCE/BARGAINING COMMITTEE

Moved By: T. McCaulley

Seconded By: L. Coates

THAT: The Police Services Board appoint the following for the Finance/Bargaining Committee of the Police Services Board for 2025.

- Dan Reith
- Jason Jackson
- Joe Preston
- Lynn Coates
- Tara McCaulley

Carried.

Guests

Name	
Paul Tunks	President – St. Thomas Police Association

P. Tunks thanked the Police Services Board and Chief Roskamp for their continued support for the members of the St. Thomas Police Service.

NEW HIRES/PROMOTIONS

Moved By: L. Coates

Seconded By: T. McCaulley

THAT: The Police Services Board approve the following new hires:

<u>NEW HIRES/PROMOTIONS</u>		
Name	Position	Start Date
John Cosby	Inspector of Policing	06-Jan-24 (promotion)
Matt Lobsinger	Staff Sergeant	01-Feb-24 (promotion)
Jacob Beaton	Sergeant	01-Feb-24 (promotion)
Kaitlyn Johnson	Cadet	21-Nov-24 (Mooney)
Joshua Reda	Cadet	21-Nov-24 (James)
Dave Kilbreath	Information Technology Manager	06-Jan-25 (promotion)
Eston Smith	Cadet – direct to college	10-Feb-25 (Johnson)
Paula Hill	Communications Centre Manager	01-Apr-25 (promotion)

Carried.

SPECIAL CONSTABLE APPOINTMENT

Moved By: T. McCaulley

Seconded By: L. Coates

THAT: Report #CHIEF-2025-SPCST1; Special Constable Application for Re-Appointment for Jessica Piekny be received for information as prepared and submitted by Chief Roskamp, and further, that the Police Services Board approve the required appointment for the Special Constable designations for Jessica Piekny as per the Community Safety and Policing Act - Ontario Regulation 396/23.

Carried.

MINUTES

Moved By: T. McCaulley
Seconded By: L. Coates

THAT: The minutes of the meeting held November 20, 2024 be confirmed.

Carried.

DEPUTATIONS

REPORTS

Revenues and Expenditures

Moved By: L. Coates
Seconded By: T. McCaulley

THAT: The Police Services Board approve the Financial Statements (YTD Performance) for 2024 as of January 15, 2025.

Carried.

Report (CHIEF-2025-02) Staff Announcements/Promotions/Lateral Processes

Moved By: T. McCaulley
Seconded By: L. Coates

THAT: That report (CHIEF-2025-02); Staffing Announcements / Promotions / Lateral Processes, be received for information, and further, that the Police Services Board approve the report as prepared by Chief Roskamp.

Carried.

Protective Services Report

Moved By: L. Coates
Seconded By: T. McCaulley

THAT: The Police Services Board approve the Protective Services Report for September – December 2024.

Carried.

Report (CHIEF-2025-01) Strategic Plan | 2024 Year End Reporting

Moved By: J. Preston
Seconded By: J. Jackson

THAT: That report (CHIEF-2025-01) Strategic Plan – 2024 Year-End Reporting Update, be received for information, and further, that the Police Services Board approve the report as prepared by Chief Roskamp.

and

That report (CHIEF-2025-06) Strategic Plan – Metrics on Police Assistance to Victims of Crime – Section 36(1)(3)(vii) CSPA, be received for information, and further, that the Police Services Board approve the report as prepared by Chief Roskamp.

and

That report (CHIEF-2025-08); Strategic Plan - Metrics on Police Interactions with persons who appear to have a mental illness or a neurodevelopmental disability - Section 39(1)(5) CSPA, be received for information, and further, that the Police Services Board approve the report as prepared by Chief Roskamp.

Carried.

Annual Reports

Moved By: J. Jackson

Seconded By: J. Preston

THAT: The Police Services Board approve the following annual reports are presented:

- 2024 Body Worn Camera Report
- 2024 CCTV Report
- 2024 CIICC Report
- 2024 Crime Stoppers Report
- 2024 STPS Impaired Driving Statistical Report
- 2024 OT Court Budget
- 2024 Professional Standards
- 2024 Pursuit Report
- 2024 Speed Safety Annual Report
- 2024 STATs
- 2024 Use of Force

Carried.

Inspectorate of Policing – Data Collection

Moved By: J. Preston

Seconded By: J. Jackson

THAT: The Police Services Board approve the verbal update re: Inspectorate of Policing – Data Collection a presented by Chair Reith and Chief Roskamp.

Carried.

Destruction – Donation Request ; Decommissioned IT Assets

Moved By: Joe Preston (previously on November 25, 2025 – virtually)

Seconded By: Jason Jackson (previously on November 25, 2025 – virtually)

THAT: The report (CHIEF-2024-13); Destruction Request; Decommissioned IT Assets, be received for information, and further, that the Police Services Board approve the report and recommendations as prepared by Chief Roskamp.

Carried.

PETITIONS AND COMMUNICATIONS

Moved By: J. Preston

Seconded By: J. Jackson

THAT: The Police Services Board receive and file the following correspondence items:

- Letter of Thanks – Family of Michael Moule (dated November 1, 2024)
- Letter of Thanks – Optimist Club of St. Thomas re: St. Thomas Parade (dated December 2024)
- Letter of Support – St. Thomas & District Chamber of Commerce (dated December 16, 2024)
- News Article – CTV News London – St. Thomas Police Chief concerns about rise in assaults on officer (dated January 13, 2025).

Carried.

UNFINISHED BUSINESS

NEW BUSINESS

MOVE TO THE COMMITTEE OF THE WHOLE

Moved By: L. Coates

Seconded By: T. McCaulley

THAT: The Police Services Board move to closed session to discuss subject matter as outlined in the CSPA section 44(2).

Carried.

ACTIONS OF THE COMMITTEE OF THE WHOLE

Moved By: T. McCaulley

Seconded By: L. Coates

THAT: We adopt the actions of the Committee of the Whole.

Carried.

ADJOURNMENT

Moved By:

Seconded By:

THAT: We do now adjourn at 11:37 a.m.

Carried.

Dan Reith
Police Services Board Chair

YTD Budget vs. Actual

Years
2025

Months
0 1 2 3 4 5 6 7 8 9 10 11 12

Department
20 Police Services

Refreshed: Feb 14, 2025

Sub-Department	Program	Rev/Exp	Account	Description	YTD Actual	YTD Budget	YTD Variance	Yearly Budget		
20 Police Services Board	100 General	Expense	1-20-20-100-3011	Reg Part-time Salaries & Wages	(496)	1,525	2,021	9,152		
			1-20-20-100-3120	Statutory Benefits	(40)	98	138	590		
			1-20-20-100-4005	Receptions & Public Relations	1,054	833	(221)	5,000		
			1-20-20-100-4040	Legal Fees & Expenses	0	333	333	2,000		
		Expense Total					519	2,790	2,272	16,742
20 Police Services Board Total					519	2,790	2,272	16,742		
21 Police Services	100 General	Revenue	1-20-21-100-2240	OPC Recoveries	0	(210,104)	(210,104)	(1,260,627)		
			1-20-21-100-2252	RCMP Prints Recovery	0	1,667	1,667	10,000		
			1-20-21-100-2255	Paid Duty Recovery	0	(6,667)	(6,667)	(40,000)		
			1-20-21-100-2510	Police Recoveries	(8,709)	(14,167)	(5,457)	(85,000)		
		Revenue Total					(8,709)	(229,271)	(220,562)	(1,375,627)
		Expense	1-20-21-100-3010	Reg Full-time Salaries & Wages	897,789	2,383,321	1,485,531	14,299,924		
			1-20-21-100-3011	Reg Part-time Salaries & Wages	3,300	7,386	4,086	44,316		
			1-20-21-100-3012	Paid Duty Wages	2,362	1,667	(695)	10,000		
			1-20-21-100-3039	Premium overtime/Standby	(30)	9,550	9,580	57,300		
			1-20-21-100-3090	Overtime	9,184	50,000	40,816	300,000		
			1-20-21-100-3091	Statutory Holiday Pay	(10)	16,000	16,010	96,000		
			1-20-21-100-3120	Statutory Benefits	121,836	219,815	97,979	1,318,890		
			1-20-21-100-3130	Employer Benefits	125,019	317,486	192,466	1,904,913		
			1-20-21-100-3135	OMERS	105,152	244,199	139,046	1,465,192		
			1-20-21-100-3210	Car Allowance	13,000	2,000	(11,000)	12,000		
1-20-21-100-3211	Clothing/Uniform Allowance		17,750	4,450	(13,300)	26,700				
1-20-21-100-4005	Public Relations	384	2,167	1,783	13,000					
1-20-21-100-4020	Tuition Reimbursement	0	833	833	5,000					
1-20-21-100-4023	Association Membership Fees	3,013	833	(2,180)	5,000					
1-20-21-100-4024	Employee Assistance Program	321	683	362	4,100					
1-20-21-100-4027	Training	6,519	29,167	22,648	175,000					
1-20-21-100-4036	Member Wellness	0	11,667	11,667	70,000					

21 Police Services

100 General

Expense	1-20-21-100-4040	Legal Fees & Expenses	0	833	833	5,000
	1-20-21-100-4051	Advertising, Marketing & Prom.	0	1,333	1,333	8,000
	1-20-21-100-4057	Forensic Analyst	10,687	2,000	(8,687)	12,000
	1-20-21-100-4089	RCMP Prints Expense	0	833	833	5,000
	1-20-21-100-4147	Operating Equip. Maint/Repair	0	500	500	3,000
	1-20-21-100-4168	OPTIC	0	20,000	20,000	120,000
	1-20-21-100-4170	Downtown Satellite Office	1,425	3,333	1,909	20,000
	1-20-21-100-4176	Operating Equipment Rent/Lease	344	2,000	1,656	12,000
	1-20-21-100-4240	Telephone/Fax Services	845	10,000	9,155	60,000
	1-20-21-100-4257	Regular Postage	0	250	250	1,500
	1-20-21-100-4259	Courier	1,092	833	(259)	5,000
	1-20-21-100-4272	Printing	425	1,000	575	6,000
	1-20-21-100-4503	Pipes & Drum Band	0	833	833	5,000
	1-20-21-100-4504	CCTV Surveillance Systems	5,754	833	(4,920)	5,000
	1-20-21-100-5010	General Supplies	3,427	7,500	4,073	45,000
	1-20-21-100-5011	Office Supplies	0	1,667	1,667	10,000
	1-20-21-100-5040	Safety Supplies	446	833	387	5,000
	1-20-21-100-5041	Body Amour	0	833	833	5,000
	1-20-21-100-5045	Uniforms/Supplies	7,183	13,333	6,150	80,000
	1-20-21-100-5060	Major Crime Expenses	350	2,500	2,150	15,000
	1-20-21-100-5061	Forensic Identification Supplies	945	1,667	721	10,000
	1-20-21-100-5062	Canine Unit Supplies	0	6,667	6,667	40,000
	1-20-21-100-5063	Critical Incident Response Team	0	7,500	7,500	45,000
	1-20-21-100-5071	Office Furniture Purchases	0	833	833	5,000
	1-20-21-100-5073	Equipment Purchases - Axon	8,484	20,000	11,516	120,000
	1-20-21-100-5075	Equipment Maint/Repair Supply	2,210	5,833	3,624	35,000
	1-20-21-100-5510	Books & Subscriptions	0	167	167	1,000
	1-20-21-100-5580	IT Systems	91,803	29,167	(62,636)	175,000
	1-20-21-100-5700	Vehicle Purchases	26,616	29,167	2,550	175,000
	1-20-21-100-7011	Transfer to/from Police Reserve	0	(33,333)	(33,333)	(200,000)
	1-20-21-100-7700	Expenditures from Police Reserve	1,756	0	(1,756)	0
Expense Total			1,469,381	3,440,139	1,970,758	20,640,835

210 RIDE

Revenue	1-20-21-210-2035	RIDE Grant	0	(2,500)	(2,500)	(15,000)
Revenue Total			0	(2,500)	(2,500)	(15,000)

211 CSP - Local

Revenue	1-20-21-211-2035	CSP Grant - Local Priorities	65,577	(71,038)	(136,616)	(426,231)
Revenue Total			65,577	(71,038)	(136,616)	(426,231)

21 Police Services

211 CSP - Local							
212 CSP - Provincial	Revenue	1-20-21-212-2035	CSP Grant - Prov Priorities	(23,114)	(94,705)	(71,590)	(568,228)
	Revenue Total			(23,114)	(94,705)	(71,590)	(568,228)
213 Dispatching	Revenue	1-20-21-213-2075	Aylmer Police Dispatching Revenue	0	(17,500)	(17,500)	(105,000)
	Revenue Total			0	(17,500)	(17,500)	(105,000)
215 Victim Support	Revenue	1-20-21-215-2035	Victim Support Grant	0	(20,833)	(20,833)	(125,000)
	Revenue Total			0	(20,833)	(20,833)	(125,000)
	Expense	1-20-21-215-5012	VSG Expenditures	0	20,833	20,833	125,000
	Expense Total			0	20,833	20,833	125,000
218 CISO	Revenue	1-20-21-218-2035	CISO Membership Grant	0	(1,333)	(1,333)	(8,000)
	Revenue Total			0	(1,333)	(1,333)	(8,000)
220 NG911	Revenue	1-20-21-220-2035	NG911 Special Project Grant	(900,852)	(244,344)	656,508	(1,466,063)
	Revenue Total			(900,852)	(244,344)	656,508	(1,466,063)
	Expense	1-20-21-220-5012	NG911 Special Project Expenditures	17,170	133,333	116,164	800,000
	Expense Total			17,170	133,333	116,164	800,000
221 MCRT	Revenue	1-20-21-221-2035	MCRT Grant	0	(13,227)	(13,227)	(79,359)
	Revenue Total			0	(13,227)	(13,227)	(79,359)
222 PAT	Revenue	1-20-21-222-2035	PAT Grant	(28,146)	(45,007)	(16,861)	(270,042)
	Revenue Total			(28,146)	(45,007)	(16,861)	(270,042)
223 BCWA	Revenue	1-20-21-223-2035	BCWA Grant	11,601	(77,853)	(89,454)	(467,118)
	Revenue Total			11,601	(77,853)	(89,454)	(467,118)
	Expense	1-20-21-223-5012	BCWA Expenditures	7,191	0	(7,191)	0
	Expense Total			7,191	0	(7,191)	0
800 Building	Expense	1-20-21-800-4063	Garbage Collection	121	1,167	1,046	7,000
		1-20-21-800-4075	Service Contracts	306	5,833	5,528	35,000
		1-20-21-800-4120	Janitorial Services	8,775	14,167	5,392	85,000
		1-20-21-800-4141	Contracted Building Maintenance	136	9,167	9,030	55,000

21 Police Services	800 Building	Expense	1-20-21-800-4147	Operating Equip. Maint/Repair	0	1,667	1,667	10,000
			1-20-21-800-5020	Building Maintenance Supplies	41	833	793	5,000
			1-20-21-800-5410	Electricity (Hydro)	0	10,833	10,833	65,000
			1-20-21-800-5415	Utilities - Water/Sewer	0	2,500	2,500	15,000
			1-20-21-800-5421	Natural gas	771	3,333	2,563	20,000
		Expense Total					10,149	49,500

21 Police Services Total					620,246	2,826,195	2,205,948	16,957,167
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22 PS Fleet	900 Vehicles	Expense	1-20-22-900-4145	Vehicle Repairs & Maintenance	1,385	41,833	40,448	251,000
		Expense Total					1,385	41,833

901 Vehicle 1	Expense	1-20-22-901-4145	Vehicle Repairs & Maintenance	571	0	(571)	0	
		1-20-22-901-5435	Gasoline - Operating	621	0	(621)	0	
	Expense Total					1,192	0	(1,192)

902 Vehicle 2	Expense	1-20-22-902-4145	Vehicle Repairs & Maintenance	2,591	0	(2,591)	0	
		1-20-22-902-5435	Gasoline - Operating	1,584	0	(1,584)	0	
	Expense Total					4,175	0	(4,175)

904 Vehicle 4	Expense	1-20-22-904-4145	Vehicle Repairs & Maintenance	639	0	(639)	0	
		1-20-22-904-5435	Gasoline - Operating	280	0	(280)	0	
	Expense Total					919	0	(919)

905 Vehicle 5	Expense	1-20-22-905-5435	Gasoline - Operating	49	0	(49)	0	
	Expense Total					49	0	(49)

906 Vehicle 6	Expense	1-20-22-906-4145	Vehicle Repairs & Maintenance	419	0	(419)	0	
		1-20-22-906-5435	Gasoline - Operating	1,952	0	(1,952)	0	
	Expense Total					2,372	0	(2,372)

907 Vehicle 7	Expense	1-20-22-907-4145	Vehicle Repairs & Maintenance	3,279	0	(3,279)	0	
		1-20-22-907-5435	Gasoline - Operating	1,448	0	(1,448)	0	
	Expense Total					4,726	0	(4,726)

908 Vehicle 8	Expense	1-20-22-908-4145	Vehicle Repairs & Maintenance	277	0	(277)	0	
		1-20-22-908-5435	Gasoline - Operating	1,755	0	(1,755)	0	
	Expense Total					2,033	0	(2,033)

22 PS Fleet

908 Vehicle 8							
910 Vehicle 10	Expense	1-20-22-910-5435	Gasoline - Operating	546	0	(546)	0
	Expense Total			546	0	(546)	0
911 Vehicle 11	Expense	1-20-22-911-5435	Gasoline - Operating	162	0	(162)	0
	Expense Total			162	0	(162)	0
912 Vehicle 12	Expense	1-20-22-912-4145	Vehicle Repairs & Maintenance	61	0	(61)	0
		1-20-22-912-5435	Gasoline - Operating	872	0	(872)	0
	Expense Total			933	0	(933)	0
914 Vehicle 14	Expense	1-20-22-914-4145	Vehicle Repairs & Maintenance	162	0	(162)	0
		1-20-22-914-5435	Gasoline - Operating	1,376	0	(1,376)	0
	Expense Total			1,538	0	(1,538)	0
915 Vehicle 15	Expense	1-20-22-915-5435	Gasoline - Operating	54	0	(54)	0
	Expense Total			54	0	(54)	0
917 Vehicle 17	Expense	1-20-22-917-5435	Gasoline - Operating	87	0	(87)	0
	Expense Total			87	0	(87)	0
918 Vehicle 18	Expense	1-20-22-918-5435	Gasoline - Operating	198	0	(198)	0
	Expense Total			198	0	(198)	0
919 Vehicle 19	Expense	1-20-22-919-5435	Gasoline - Operating	141	0	(141)	0
	Expense Total			141	0	(141)	0
920 Vehicle 20	Expense	1-20-22-920-5435	Gasoline - Operating	125	0	(125)	0
	Expense Total			125	0	(125)	0
921	Expense	1-20-22-921-4145	Vehicle Repairs & Maintenance	242	0	(242)	0
		1-20-22-921-5435	Gasoline - Operating	1,334	0	(1,334)	0
	Expense Total			1,576	0	(1,576)	0
922	Expense	1-20-22-922-5435	Gasoline - Operating	179	0	(179)	0
	Expense Total			179	0	(179)	0
936 Vehicle 36	Expense	1-20-22-936-5435	Gasoline - Operating	287	0	(287)	0

22 PS Fleet	936 Vehicle 36	Expense Total		287	0	(287)	0	
	947 Vehicle 47	Expense	1-20-22-947-5435	Gasoline - Operating	113	0	(113)	0
		Expense Total		113	0	(113)	0	
	951 Vehicle 51	Expense	1-20-22-951-4145	Vehicle Repairs & Maintenance	65	0	(65)	0
			1-20-22-951-5435	Gasoline - Operating	1,035	0	(1,035)	0
		Expense Total		1,100	0	(1,100)	0	
	960 Vehicle 60	Expense	1-20-22-960-5435	Gasoline - Operating	155	0	(155)	0
		Expense Total		155	0	(155)	0	
	961 Vehicle 61	Expense	1-20-22-961-4145	Vehicle Repairs & Maintenance	3,456	0	(3,456)	0
			1-20-22-961-5435	Gasoline - Operating	790	0	(790)	0
	Expense Total		4,247	0	(4,247)	0		
962 Vehicle 62	Expense	1-20-22-962-5435	Gasoline - Operating	937	0	(937)	0	
	Expense Total		937	0	(937)	0		
964 Vehicle 64	Expense	1-20-22-964-5435	Gasoline - Operating	356	0	(356)	0	
	Expense Total		356	0	(356)	0		
966 Vehicle 66	Expense	1-20-22-966-5435	Gasoline - Operating	75	0	(75)	0	
	Expense Total		75	0	(75)	0		
967 Vehicle 67	Expense	1-20-22-967-4145	Vehicle Repairs & Maintenance	161	0	(161)	0	
		1-20-22-967-5435	Gasoline - Operating	120	0	(120)	0	
	Expense Total		280	0	(280)	0		
22 PS Fleet Total				29,940	41,833	11,893	251,000	
23 PS Courthouse	100 General	Revenue	1-20-23-100-2035	CSPT Court Security Prisoner Trans. Grant	0	(124,074)	(124,074)	(744,446)
			1-20-23-100-2510	Courthouse Recoveries	0	(10,000)	(10,000)	(60,000)
		Revenue Total			0	(134,074)	(134,074)	(804,446)
	Expense	1-20-23-100-3010	Reg Full-time Salaries & Wages	38,074	106,201	68,127	637,203	
		1-20-23-100-3011	Reg Part-time Salaries & Wages	22,686	52,926	30,240	317,557	
	1-20-23-100-3090	Overtime	228	833	606	5,000		

23 PS Courthouse	100 General	Expense	1-20-23-100-3120	Statutory Benefits	7,478	9,833	2,356	58,999		
			1-20-23-100-3130	Employer Benefits	6,290	13,845	7,555	83,069		
			1-20-23-100-3135	OMERS	4,703	14,410	9,707	86,457		
			1-20-23-100-4024	Employee Assistance Program	0	83	83	500		
			1-20-23-100-4027	Police College Training	0	83	83	500		
			1-20-23-100-4168	OPTIC	0	1,667	1,667	10,000		
			1-20-23-100-4176	Operating Equipment Rent/Lease	0	333	333	2,000		
			1-20-23-100-4240	Telephone/Fax Services	1,018	3,333	2,316	20,000		
			1-20-23-100-4272	Printing	529	333	(196)	2,000		
			1-20-23-100-5010	General Supplies	1,018	833	(184)	5,000		
			1-20-23-100-5011	Office Supplies	0	417	417	2,500		
			1-20-23-100-5040	Safety Supplies	1,342	333	(1,009)	2,000		
			1-20-23-100-5045	Uniforms/Supplies	486	833	347	5,000		
			1-20-23-100-5071	Office Furniture Purchases	0	167	167	1,000		
			1-20-23-100-5075	Equipment	0	333	333	2,000		
			1-20-23-100-5580	IT Systems	0	833	833	5,000		
		Expense Total					83,850	207,631	123,781	1,245,785
23 PS Courthouse Total					83,850	73,557	(10,294)	441,339		
24 PS Courthouse Fleet	100 General	Expense	1-20-24-100-4145	Vehicle Repairs & Maintenance	0	1,333	1,333	8,000		
		Expense Total					0	1,333	1,333	8,000
		946 Vehicle 46	Expense	1-20-24-946-4145	Vehicle Repairs & Maintenance	291	0	(291)	0	
	1-20-24-946-5435		Gasoline - Operating	296	0	(296)	0			
Expense Total					587	0	(587)	0		
963 Vehicle 63	Expense	1-20-24-963-5435	Gasoline - Operating	33	0	(33)	0			
	Expense Total					33	0	(33)	0	
24 PS Courthouse Fleet Total					620	1,333	713	8,000		
Grand Total					735,175	2,945,708	2,210,533	17,674,249		

Review of Sexual Assault Investigations



Submitted by:

Sergeant Matt Lobsinger #301

January 2025

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Objectives of the Review

The purpose of this review is to ensure that the St. Thomas Police Service conducts comprehensive investigations into reported sexual assault cases, upholding the highest standards to protect victims' rights and ensure fair treatment throughout the process. Additionally, this review aims to confirm that the service's practices and policies consistently align with current legislation and established best practices. This in-depth assessment will specifically examine incidents of sexual assault, domestic sexual assault, and sexual offences against children reported to the St. Thomas Police Service in 2024. The key objectives of this review are as follows:

- **Review of Policies:**
Evaluate the existing policies governing the investigations of sexual assaults, domestic-related sexual assaults, and sexual offences against children.
- **Mechanisms For Tracking Offences:**
Recognize and assess the mechanisms employed to track incidents of sexual assault, particularly those related to domestic and child cases.
- **Incident Clearance Analysis:**
Identify and analyze incidents categorized as "unfounded," exploring the circumstances and factors contributing to this outcome.
- **Unfounded Investigations Review:**
Conduct an in-depth review of investigations labeled as "unfounded" to discern the specific factors that facilitated this particular outcome.

This report aims to provide insights into the current investigative procedures and policies, offering recommendations for potential improvements to further ensure the effectiveness and sensitivity of the St. Thomas Police Service's approach to handling sexual assault cases.

Method

This review of sexual assault investigations was conducted by the supervisor of Criminal Investigations was commenced in January of 2024.

A review of sexual assault investigations takes place daily, monthly and yearly.

A review of all sexual assaults, threshold and non-threshold offences, was conducted semi-monthly and those incidents that met the submission criteria were added to Provincial Approved Software (Powercase) by trained investigators.

These statistics are garnished from the Uniform Crime Reporting (UCR) within the Niche Records Management System (RMS) and from tracking of ViCLAS (Violent Crime Linkage Analysis System) submissions.

- In 2024, the St. Thomas Police recorded 55 incidents that were investigated as sexual related offences. These incidents include all alleged reported incidents of a sexual nature. 52 of these complaints (sexual assaults, invitation sexual touching, sexual interference, luring and sexual exploitation) resulted in the submission to ViCLAS (Violent Crime Linkage Analysis System)
- There were 19 charges of adult sexual assault laid in 2024.
There were 0 charges of aggravated sexual assault.
There were 0 charges of sexual assault with a weapon.
There were 30 charges relating to sexual offences against children in 2024
 - 10 charges of sexual assault on a person under 16 years of age
 - 5 charges of Invitation to Sexual Touching
 - 1 charge of luring a child
 - 13 charges of sexual interference
 - 0 charges of sexual exploitation
 - 0 charges of indecent exposure to person under 16 years of age
 - 1 charge of makes, prints, publishes or possesses for the purpose of publication any child pornography
- PowerCase is a crucial tool for managing major case incidents, including sexual offences. The St. Thomas Police Service reviews all sexual offence allegations to determine if they meet the criteria for entry into this ministry-approved software. PowerCase streamlines case management, enhances data analysis, and simplifies evidence disclosure, ensuring thorough and efficient investigations. Its structured methodology supports all investigative stages, automatically linking entities and identifying patterns across cases. Built-in analysis tools provide clear visualizations of relationships, helping investigators quickly assess connections and advance their cases effectively.
- Of the 55 incidents that were investigated as sexual related offences, 52 of the investigations were entered onto PowerCase. The entries into PowerCase include all victims, all persons that are suspected/accused/charged, all offence locations, as well as all Officer reports relating to the incident. This ensures that the St. Thomas Police Service are doing their part to share important information to other police services.

Incident Clearance Analysis

A comprehensive review was conducted regarding the clearances of all sexual-related offenses, and the following was noted:

- Out of 55 investigations analyzed, 29 resulted in the laying of criminal charges, accounting for 52.73% of all sexual-related offense investigations.
- Additionally, 17 investigations concluded with the victim/complainant declining to proceed, constituting 30.90% of sexual-related offenses.
- Furthermore, in 8 investigations, insufficient evidence was found to support criminal charges, representing 14.55% of sexual-related offenses. For further confidential clarification on these cases, see Appendix 'A'
- Lastly, one investigation initially categorized as a sexual assault was reclassified as a regular assault following thorough examination, which also led to its exclusion from PowerCase as previously mentioned. This singular instance represents 1.82% of reported sexual-related offenses

Current Policies and Procedures Relating to Sexual Assault Investigations

The following policies and procedures have been implemented by the St. Thomas Police Service for reports of sexual assault, domestic sexual assaults and sexual offences against children.

- LE-034 Sexual Assault Investigations
- LE-046 Sexual Offender Registry
- LE-024 Domestic Violence Occurrences
- LE-027 Child Abuse and Neglect
- LE-006 Criminal Investigation Management Plan
- LE-020 Collection of Evidence
- LE-021 Elder and Vulnerable Adult Abuse
- LE-036 Child Pornography
- PR-11 DNA
- PR-48 Victim's Rights
- PR-49 ViCLAS
- PR – 80 Human Trafficking
- VA-001 Witness Assistance

Objective Findings and Recommendations

Objective

To review the related policies and procedures

Findings

The policies and procedures governing sexual assault investigations maintain their relevance and are consistently followed by all members of the Service. These policies underwent a thorough review by supervisors in the Criminal Investigations division in 2024. Additionally, members of the St. Thomas Police Service, including those in criminal investigations, underwent training on Intimate Partner Violence, Human Trafficking, and gender based occurrences.

The Service continues to work closely with community partners involved in victim's rights and resources.

Recommendations

- All members of Criminal Investigations attend two week intimate partner violence course provided by the Ontario Police College.

Objective Findings and Recommendations

Objective

Tracking Mechanisms

Findings

Reported Sexual Assaults are tracked through the Uniform Crime Reporting (UCR) within the Niche Records Management System (RMS).

Recommendations

All reported incidents were analyzed and found to be categorized correctly. No recommendations required.

Objective Findings and Recommendations

Objective

Review all “unfounded” incidents.

Findings

- There were no unfounded incidents in 2024

Recommendations

There are no recommendations identified.

Training

Sexual assault investigation training is incorporated at the recruit level. Adequacy levels are tracked by coach officers and approved by the recruit's direct supervisor. A stand- alone component of a recruit's training is designated for sexual assault investigations.

All threshold offences are reassigned to the Criminal Investigations Unit as per the Criminal Investigations Management plan (LE-006). All members of Criminal Investigations have completed Sexual Assault Investigations as of December 2024. One new member is joining Criminal Investigations in 2025 and will require the Sexual Assault Investigations course.

These officers are members of the Sexual Assault Investigators Association of Ontario (SAIAO). All members of the unit are provided with additional training provided by local and regional Crown Attorneys who specialize in sexual violence prosecutions.

Designated members of the unit participate in "community partner" committees created and designed to address the sensitive nature and issues confronting victims and survivors of sexual assault.

As of February 2025 a new member will be joining the unit. This new member will require the ministry accredited training as per the Criminal Investigations Management plan (LE-006).

Recommendations As A Result of This Review

- Maintain and Monitor the St. Thomas Police Service's on-line reporting tool for sexual assaults, and make improvements and/or changes as required.
- Ensure those members (both front-line and investigators) involved in investigating Sexual Violence Offences receive continuous and ongoing training. (ie. SAIAO conferences, Crimes Against Women Conferences, etc). Training such as this helps keep members current and is an excellent opportunity to network for future development.
- Ensure members of the Criminal Investigations Branch receive training opportunities in the areas of motivational interviewing as well as trauma informed interviewing as they become available.
- Continuing to prioritize and support ongoing professional development initiatives is recommended to ensure that members of the Criminal Investigations Unit stay abreast of the latest investigative techniques and best practices. Additionally, periodic evaluations and feedback mechanisms can be implemented to gauge the direct impact of the training on the unit's investigative outcomes.

UPDATE :

2024

- In the year 2024, members of the Criminal Investigations Unit actively engaged in specialized training courses to augment their proficiency in key investigative areas. The diverse array of courses attended included:

Major Case Management: Equipping detectives with comprehensive skills and strategies essential for handling major and complex cases efficiently.

Sexual Assault Investigations: Specialized training to enhance understanding, sensitivity, and investigative techniques related to sexual assault cases.

Human Trafficking Investigations: Focused coursework addressing the nuances of human trafficking investigations, aiming to better combat this critical issue.

Domestic Violence Investigations: Training aimed at improving responses to domestic violence cases, with an emphasis on victim support and investigative procedures.

Powercase Investigations: Advanced coursework focusing on leveraging technology and data analysis in the investigative process.

The knowledge gained from these courses directly translates into improved investigative capabilities for the CIB detectives. Whether dealing with sensitive cases such as sexual assaults or addressing the complexities of major cases, the acquired expertise enhances the unit's ability to conduct thorough, efficient, and victim-centered investigations.

This report reflects the commitment of the St. Thomas Police for its continuous improvement and excellence in their investigative endeavors. The skills acquired through these specialized courses further position the unit to effectively navigate and address the evolving challenges of modern-day investigations, specifically in relation to sexual offences investigations.



Police Services Board Meeting

Constable Colin McGregor Building
REPORT

DIRECTED TO:	<u>St. Thomas Police Services Board</u>
PREPARED BY:	<u>Chief M. Roskamp</u>
SUBJECT:	<u>STPS Mentorship Program; NEW Policy HR-33</u>
MEETING DATE:	<u>February 26, 2025</u>
REPORT #	<u>CHIEF-2025-11</u>
REPORT TITLE:	<u>STPS Mentorship Program; NEW Policy HR-33</u>

Recommendation:

That: Report #CHIEF-2025-11; STPS Mentorship Program; NEW Policy HR-33, be received for information, and further, that the Police Services Board approve Policy HR-33 as recommended by Chief Roskamp.

Background:

The St. Thomas Police Service will be establishing a new *Mentorship Program*, which will be volunteer-based with two avenues for potential mentorship opportunities for both civilian and sworn members of the police service. The program is intended to build relationships, strengthen professional development and support a robust internal succession plan. The STPS Mentorship Program is divided into two options: The Promotional Development Network and the Professional Mentorship Program.

The STPS Mentorship Program is not intended to provide personal support or counselling although the mentor may act as a sounding board or may support the mentee as a confidante with the expectation that confidentiality will be maintained so long as information divulged will not bring harm to any member of the service or public should it remain confidential. The STPS Mentorship Program is not considered to be formal training or education. Each term of a mentorship program can last between six (6) months and one (1) year.

The Promotional Development Network program allows for one-to-one professional relationships in which an experienced member (mentor) supports another member (mentee) that has aspirations of learning and developing themselves for future growth and potential promotion. This avenue would be specific to mentoring for leadership growth and to help facilitate understanding of higher-ranking positions prior to entering these roles. This avenue would help develop knowledge, skills, and abilities to prepare mentees for assuming roles in the future. This is not job-shadowing or specific to a specialized branch, job title or area of the service.

The Professional Mentorship Program allows for one-to-one personal relationships in which an experienced member (mentor) supports another member (mentee) with daily work-related topics or concerns. For direct questions regarding Collective Agreement, Labour Relations, or Human Resources, members will still seek answers from the appropriate members (ELT or Association Representatives). The Professional Mentorship Program will serve as an avenue to help develop and foster a positive workplace culture by supporting members informally to continue personal growth and development.

Analysis:

A process has been developed whereby interested members will submit an application to participate as a mentee or mentor to the Mentorship Committee. The committee will review applications and match participants based on relevant and available information. After being matched, the mentee and mentor will engage in the selected mentorship stream and will follow the recommended steps of meeting, establishing goals of the relationship and terms of their relationship including frequency and location of meetings. The mentee and mentor will abide by their agreement as overseen by the Mentorship Committee.

The Mentorship Program is designed as a professional development program as per the Chief of Police and is overseen and carried out by designates on the Executive Leadership Team. At no time should the program or relationships developed through the program cross boundaries into personal issues where professional intervention would be deemed the more appropriate method for resolution. The St. Thomas Police Service's Mentorship Program shall not overlap or overtake the functions of the St. Thomas Police Service's Peer to Peer Program. A mentor shall not allow discussions with the mentee cross over boundaries where a mental health or medical professional should be intervening. If a mentor or mentee discloses information during the course of a mentorship relationship where either the mentor or mentee feel that professional intervention is required, that individual must bring that concern to the attention of the Executive Leadership Team.

The STPS Mentorship Program is designed to aid individuals in professional development and growth in two streams – either for specific lateral and promotional goals or for professional development on a day-to-day basis. If at any point in the process, a mentor or mentee is informed of confidential information disclosed in the course of their participation in the Mentorship Program, that if kept confidential, could cause harm to themselves or another individual, the agreement of confidentiality is immediately deemed as void and the information divulged must be reported to a Senior Leader and the Mentorship Program Committee.

Financial Impact

n/a

Respectfully,



Marc Roskamp
Chief of Police



King Charles III _____ 2025
CORONATION MEDAL

St. Thomas Police

Christmas Care
Toy Organizers would
like to thank you for
the wonderful donation
of toys for our
2024 campaign. Thanks
so much for organizing
the "Fill the Cruiser"

The Toy
ladies

