



**Stl'at'imx Tribal Police Board
Regular Board Meeting Minutes
Thursday July 15, 2021 at 10:00 hours
Teleconference
879 Main Street, Lillooet, BC**

PRESENT BY CALL-IN:

Rebecca Barley, Chair	N'Quatqua
Howard "Howie" Smith	Samahquam
Patricia "Trish" Andrew	Sekw'el'was
Henry "Hank" Williams	Skatin
Genevieve "Genny" Humphreys	T'it'q'et
Verne Adrian	Tsal'alh
Raquel Kane	Ts'kw'aylaxw
Pauline Michell, Vice Chair	Xaxli'p
Pam Lancaster	STPS Finance Clerk
Shireen Sumariwalla	STPS Executive Assistant to the Board

REGRETS:

Chief Dean Nelson	Lil'wat Nation
Jane Sam	Xa'xtsa
Deborah "Dee" Doss-Cody	STPS Chief Officer

GUESTS AND DELEGATION BY CALL-IN:

Peter Lepine	Peter Lepine Professional Services
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10:05 hours - meeting called to order by board member Rebecca Barley, Chair;

10:06 hours – board member Pauline Michell, Vice Chair, joins the meeting via teleconference call;

Item #1: Adoption of Regular Board Meeting Agenda for July 15, 2021

Motion #1 2021-07-15:

Moved by STPS board member Trish Andrew, second by board member Verne Adrian, to approve the regular meeting agenda of July 15, 2021. **All in favour/CARRIED.**

Item #2: Approval of Regular Board Meeting Minutes of June 17, 2021

Motion #2 2021-07-15:

Moved by STPS board member Trish Andrew, second by board member Howie Smith to approve the minutes of June 17, 2021 with corrections to Item #6 and Item #7. **All in favour/CARRIED.**

Item #3: Approval of In-Camera Meeting Minutes of June 17, 2021

Motion #3 2021-07-15:

Moved by STPS board member Pauline Michell, Vice Chair, second by board member Howie Smith, to approve the in-camera minutes of June 17, 2021 with corrections to line 13 on page 2. **All in favour/CARRIED**

Item #4: Peter Lepine Report

- created correspondence for Board addressed to the staff regarding their salary and job descriptions; assisted the Chief Officer regarding an Access of Information Request that concerns the December 2020 Motor Vehicle Fatality; worked on two policies, Annual Leave and Shift Scheduling; attended a Policy & Governance Committee meeting; corresponded with staff regarding their salary; reviewed job descriptions with staff; and provided assistance to the Chief Officer regarding wild fires;

Item #5: Committee Reports

5.1 Finance Committee

- the committee did not meet in the last month; a meeting was scheduled for Wednesday July 21, 2021 at 11 AM to review the 1st Quarter financial statements;

5.2 Policy & Governance Committee

- a meeting was held on Tuesday, July 6, 2021 to review the draft Board Manual, ten policies, and membership with the Canadian Association of Police Governance (CAPG); the committee will schedule another meeting date to complete these tasks;

10:43 hours – board member Hank Williams joins the meeting via teleconference call;

5.3 Human Resources Committee

10:50 hours In-Camera

10:55 hours Out of In-Camera

5.4 Special Purposes - Website Committee

- Online Reporting is on hold to enable staff to prepare the community education information sheet and website information piece; other police departments in the province present their links for Online Reporting usually on their municipality websites under city services or public safety & bylaw; STPS board members agree that all ten participating communities should be alerted of the STPS Online Reporting links once its live on the STPS website; also, the board members saw the benefits of the communities announcing on their websites the STPS Online Reporting links;

5.5 Special Purposes Committee - New Office Buildings

- a) Mount Currie New Office Building; the building should be ready to move into between August 1 – 15; coordination of the telephone reconnection has proved to be difficult; specialized lines are needed for the new system to the new building; timing has to be precise as the old line gets cut off immediately as soon as the new one gets connected;
- b) Lillooet New Office Building; none;

5.6 Special Purposes - STPS Employee Wellness & Morale Committee

- the Board has steadily worked on the achieving the recommendations from the September 26, 2020 Report on Respectful Workplace and Leadership within the STPS; policies have been implemented, updated with more to come; job descriptions are currently being made; the Chief Officer has reviewed shift schedules and has an Annual Leave in place; an employee meeting will take place next month with the board members;

Items #6: Employee Wellness & Morale Report

- none due to Chief Officer's absence;

Item #7: Recruiting Report by the Chief Officer

- none due to Chief Officer's absence;

Item #8: Chief Officer's Report

- refer to attached written report;

Item #9: Board Chair Report

- the Board Chair attended the Policy & Governance Committee meeting; she is concerned with the number of deaths in the communities and with the wild fires that are affecting the communities;

Item #10: Executive Assistant to the Board Report

a) Monthly report for June 2021;

Item #11: Correspondence & Information

- tabled;

Item #12: New & Other Business

- tabled;

Item #13: Public Question Period

- none;

Item #14: In-Camera

- in-camera took place during this meeting from 10:50 to 10:55;

Item #15: Motion to Adjourn at 11:11 hours on July 15, 2021

Motion #4 2021-07-15:

Moved by STPS board member Howie Smith, second by board member Pauline Michell, Vice Chair, to adjourn the meeting at 11:11 hours on July 15, 2021. **All in favour/CARRIED**

Next meeting on Thursday August 19, 2021 by teleconference

Ongoing Action Items from Past Regular Board Meetings

1	<u>Action Item #7 2020-12-17</u> Send copy of RCMP MOU to board members once its finalized	D Doss-Cody, CO	Ongoing
2	<u>Action Item #3 2021-05-20</u> Distribute to board members the link to the House of Commons discussion that CO Doss-Cody participated in regarding First Nations Policing Enforcement	D Doss-Cody, CO	Completed
3	<u>Action Item #1 2021-06-17</u> Provide Info Sheet outlining COP Program and fan out to Board members to distribute to their community members	D Doss-Cody, CO	Completed
4	<u>Action Item #4 2021-06-17</u> Upload quarterly financial statements to the website	S Sumariwalla, Executive Assistant to the Board	Ongoing
5	<u>Action Item #5 2021-06-17</u> Finance committee to meet in July to discuss the 1 st Quarter financials	V Adrian R Barley R Kane H Smith D Doss-Cody, CO P Lancaster, Finance Clerk	Completed

Action Items from the Regular Board Meeting of July 15, 2021

6	<u>Action Item #1 2021-07-15</u> Consult with staff and determine a convenient date other than a regular board meeting day to hold a special meeting with the board members regarding Employee Wellness & Morale	D Doss-Cody, CO	Completed
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7	<u>Action Item #2 2021-07-15</u> Set a meeting date for the Policy & Governance Committee to continue its review of the draft Board Manual, CAPG membership and ten policies	T Andrew R Barley, Chair D Nelson, Chief P Mitchell, Vice D Doss-Cody, CO	Completed
8	<u>Action Item #3 2021-07-15</u> Human Resources Committee member to meet with Executive Assistant to the Board on Wednesday September 15, 2021 at 3 PM	P Mitchell, Vice S Sumariwalla, Executive Assistant to the Board	Ongoing
9	<u>Action Item #4 2021-07-15</u> Alert the ten participating St'at'imc communities about the upcoming Online Reporting links once they go live	S Sumariwalla, Executive Assistant to the Board	Ongoing