



**Stl'at'imx Tribal Police Board
Regular Board Meeting Minutes
Thursday September 16, 2021 at 10:00 hours
Teleconference
879 Main Street, Lillooet, BC**

PRESENT BY CALL-IN:

Chief Dean Nelson	Lil'wat Nation
Rebecca Barley, CHAIR	N'Quatqua
Howard "Howie" Smith	Samahquam
Patricia "Trish" Andrew	Sekw'el'was
Henry "Hank" Williams	Skatin
Raquel Kane	Ts'kw'aylaxw
Pauline Michell, VICE CHAIR	Xaxli'p
Jane Sam	Xa'xtsa
Deborah "Dee" Doss-Cody	STPS Chief Officer
Pam Lancaster	STPS Finance Clerk
Shireen Sumariwalla	STPS Executive Assistant to the Board

REGRETS:

Genevieve "Genny" Humphreys	T'it'q'et
Verne Adrian	Tsal'alh

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;

Item #1: Adoption of Regular Board Meeting Agenda for September 16, 2021

Motion #1 2021-09-16:

Moved by STPS board member Howie Smith, second by board member Trish Andrew, to approve the regular meeting agenda of September 16, 2021. **All in favour/CARRIED.**

Item #2: Approval of Regular Board Meeting Minutes of August 19, 2021

Motion #2 2021-09-16:

Moved by STPS board member Pauline Michell, Vice Chair, second by board member Howie Smith to approve the minutes of August 19, 2021 with corrections to Item #6 and Item #7. **All in favour/CARRIED.**

- Action Item #7 2020-12-17: South-East District RCMP and Sea to Sky RCMP are expected to review and sign the STPS and RCMP Memorandum of Understanding (MOU);

- Action Item #1 2021-08-19 & Action Item #2 2021-08-19: the STPS Strategic Planning session will be held on Wednesday September 29, 2021 via ZOOM or by teleconference from 1 PM to 2:30 PM; the focus will be on priority issues from the 2017-2021 STPS Strategic Plan; the current plan will be reviewed item by item and noted as Completed, Incomplete or Ongoing; the board will determine which items should carry into the new plan; the board will meet again in January 2022 with a facilitator for a 2-day strategic planning session following engagements with the participating St'at'imc communities, employees and the St'at'imc Chiefs Council (SCC);

10:10 hours – board member Jane Sam joins the meeting via teleconference call;

10:19 hours – board member Chief Dean Nelson joins the meeting via teleconference call;

10:32 hours – Shireen Sumariwalla, Executive Assistant to the Board, leaves the meeting via teleconference call;

10:34 hours – Shireen Sumariwalla, Executive Assistant to the Board, joins the meeting via teleconference call;

Item #3: Approval of In-Camera Meeting Minutes of August 19, 2021

Motion #3 2021-09-16:

Moved by STPS board member Trish Andrew, second by board member Chief Dean Nelson, to approve the in-camera minutes of August 19, 2021.

All in favour/CARRIED

10:42 hours – Shireen Sumariwalla, Executive Assistant to the Board, leaves the meeting via teleconference call;

10:43 hours – Shireen Sumariwalla, Executive Assistant to the Board, joins the meeting via teleconference call;

Item #4: Peter Lepine Report

- started preparing for the Strategic Planning session; assisted the Chief Officer with operational matters; received three of the four reviews of job descriptions of office support staff; and, the draft forms of these descriptions will be presented to the employees for their approval; the Human Resources Committee will receive the employee-approved drafts in this next month; the Board will have the opportunity to approve them at the October 21, 2021 regular board meeting; updated the 32 recommendations included in the Report on Respectful Workplace and Leadership;

Item #5: Committee Reports

5.1 Finance Committee

a) Detailed Governance Budget Revenue over Expense; the committee will meet on Monday October 18, 2021 at 1:00 PM; the committee recommended to the Board the approval of the Detailed Governance Budget Revenue over Expense April 2021 – March 2022;

Motion #4 2021-09-16:

Moved by STPS board member Jane Sam, second by board member Howie Smith, to approve the Detailed Governance Budget Revenue over Expense April 2021 – March 2022. **All in favour/CARRIED**

5.2 Policy & Governance Committee

- the committee recommended the acceptance 11 policies; 10 policies had only the date changed and the 11th policy, “Accommodations” was a new policy;

Motion #5 2021-09-16:

Moved by STPS board member Chief Dean Nelson, second by board member Jane Sam, to accept the following policies:

AC 190 STPS POLICE BUILDING SLEEPING QUARTERS

AB 210 AVAILABILITY FOR DUTY

AE 030 EMPLOYEE ALLOCATION & TRANSFER OF PERSONNEL

AE 040 INFORMATION MANAGEMENT

AF 060 RECORDS SECURITY & CONFIDENTIALITY

AF 070 FREEDOM OF INFORMATION

AF 080 CENTRALIZED INFORMATION SERVICES

AF 090 INTRA & INTERNET USAGE

AG 030 BUILDING SECURITY

OD 040 NOTEBOOKS / JOURNALS

All in favour/CARRIED

5.3 Human Resources Committee

- the Chair of the HR Committee met with the Executive Assistant to the Board on September 15, 2021 via teleconference;

5.4 Special Purposes - Website Committee

- links to Online Reporting continue to be on hold; however, the STPS has approved a Flyer and an Informational Document which will allow the Online Reporting to get linked to the STPS website with the appropriate information;

5.5 Special Purposes Committee - New Office Buildings

a) Mount Currie New Office Building; the STPS office has been transferred over to the new building; the Open House celebration has been postponed; the southern staff held a closing ceremony for the old building;

b) Lillooet New Office Building; the building construction is moving ahead on schedule; requests with telecommunication providers have been made well ahead of time for the March 2022 completion;

5.6 Special Purposes - STPS Employee Wellness & Morale Committee

- of the 32 recommendations included in the Report on Respectful Workplace and Leadership 17 have been completed; 9 recommendations are still in progress; 3 actions have yet to be started; these 3 actions deal with succession planning, board member indigenous training, and the process for the Chief Officer's annual assessment;

Items #6: Employee Wellness & Morale Report

- an all-staff employee meeting with the Board scheduled to take place on September 10, 2021 had been cancelled; the meeting will take place at a later date, possibly through Zoom; the newest STPS officer recruit has started Block 2 field training and has shown excitement to learn about the communities and policies; members still want to come together to celebrate the new building;

Item #7: Recruiting Report by the Chief Officer

- 6 officer recruit applications had been received and 2 will be discontinued; that leaves 4 officer recruit candidates who will write the Ethos exam in October; of the 4 ongoing recruits one individual is a St'at'imc candidate;

Item #8: Chief Officer's Report

- please refer to the written report; the new truck is in and is being decaled; then it will be outfitted; the officers have been requalified with pistols; and some with carbine; West Vancouver members came up to STPS communities for requalification; Block 4 is complete; the STPS RCMP MOU is pending; the members are choosing between Zoom and Teams for online meetings; the Chief Officer's Report for the Annual Report 2020-2021 will be ready by the 24th; new rules regarding COVID and Vax Passports will be fanned out to officers; one lower southern community had a call-out regarding a child; recruit is in Block 2, week 1 and 2; CID De-escalation complete; Use of Force and Carbine complete; LFC VAP luncheon; the staff and board member meeting was cancelled; the Open House celebration was cancelled; the Chief Officer and the Chair attended a virtual Focus Group of Governance for Stand-Alone Police Services; staff is recognizing importance of community reports; plus the information can be good for the Annual Reports; these reports answer to what the STPS is doing month to month; the Chief Officer put out an email to the St'at'imc Chiefs Council (SCC) regarding the St'at'imc Nation flag; following "215" and the Residential School findings the members did not want to wear a Canadian flag; instead of wearing a Canadian

flag the members will wear a St'at'imc Nation flag; its worn on the vest uniform; the medicine wheel is in there so its inclusive;

Item #9: Board Chair Report

- the Board Chair participated in a Focus Group discussing First Nation police programs; 15 participants attended; she commented on the program as it is and the need to move towards essential service status; the Chair has been organizing the up-coming Strategic Planning session; and, the Board Chair will be away starting October 15 but she will continue to participate in Zoom calls;

Item #10: Executive Assistant to the Board Report

a) Monthly report for August 2021;

Item #11: Correspondence & Information

- board members continued to get emails forwarded to their STPS email accounts that were addressed to them via the Executive Assistant;

11:28 hours – board member Hank William leaves the meeting via teleconference call;

Item #12: New & Other Business

- the lapel pins have arrived and are being stored in the Mount Currie office; all 10 board members have been registered into the FNP GC conference on Monday September 27, 2021 starting at 7:45 AM Pacific Time; Chief Officer Doss-Cody has been invited to speak at the House of Commons; she will share information on Stand-Alone Police Services and the STPS; September 30 is a designated federal holiday for federally regulated employee; its not a holiday for the province of BC and for provincial workers; schools will be closed; the STPS can focus to honour the significance of the day without it being a holiday for members; the Board can discuss this at a future date;

Item #13: Public Question Period

- none;

11:30 hours In-Camera

11:41 hours Out of In-Camera

Item #14: In-Camera

- in-camera took place during this meeting from 11:30 hours to 11:41 hours;

Item #15: Motion to Adjourn at 11:43 hours on September 16, 2021

Motion #6 2021-09-16:

Moved by STPS board member Howie Smith, second by board member Chief Dean Nelson, to adjourn the meeting at 11:43 hours on September 16, 2021. **All in favour/CARRIED**

Next meeting on Thursday October 21, 2021 in Mount Currie;

Action Items

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 #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	Completed
3	<u>Action Item #3 2021-08-19</u> Distribute the Board Governance Manual once the amendments are completed	S Sumariwalla, Executive Assistant to the Board	Completed
4	<u>Action Item #1 2021-09-16</u> Fan out to members the outline of the Strategic Planning session planned for Wednesday September 29, 2021 at 1:00 – 2:30 PM	S Sumariwalla, Executive Assistant to the Board	Completed
5	<u>Action Item #2 2021-09-16</u> Finance committee to meet on Monday October 18, 2021 to go over the 2 nd Quarter financials	Verne Adrian Rebecca Barley Raquel Kane Howie Smith Chief Officer Doss-Cody Pam Lancaster, Finance Clerk	Completed
6	<u>Action Item #3 2021-09-16</u> Determine policy number for the newly written Accommodations Policy and forward to Executive Assistant	Chief Officer Doss-Cody	Completed
7	<u>Action Item #4 2021-09-16</u> Email approved policies to PSSG	S Sumariwalla, Executive Assistant to the Board	Completed