

## Halifax Board of Police Commissioners Work Plan - 2020

| Action Items |  |           |  |
|--------------|--|-----------|--|
| Objective    | Planned Action   | Timeframe | Responsible Lead   |
| 1            | Action Plan on Wortley Report Recommendations                                |           | <b>Commissioner Borden,<br/>Commissioner Smith</b><br><br>Assisted by:<br>Commissioner McDougall |
| 2            | Review BOPC Governance, Roles and Responsibilities to identify opportunities |           | <b>CAO and staff</b><br><br>Assisted by:<br>Commissioner McDougall                               |
| 3            | Explore increasing public participation in meetings                          |           | <b>Commissioner Smith</b><br><br>Assisted by:<br>Commissioner Mancini                            |
| 4            | Engage with the Foundation   |           | <b>Commissioner Borden</b>   |
| 5            | Provide training for BOPC members:   |           | <b>Commissioner Blackburn</b>  |

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| 6 | Determine Evaluation Process for Objectives | Establish a measurement for <ul style="list-style-type: none"> <li>• Transparency</li> <li>• Trust</li> <li>• BOPC function</li> <li>• Public education and awareness</li> </ul>  |  |  |
| 7 | Ongoing support for Commissioners           | <ul style="list-style-type: none"> <li>• Review the BOPC Policy Framework</li> <li>• Establish exit interviews</li> <li>• Implement a transition period for members (i.e., mentorship)</li> </ul>                                       |  | Assisted by:<br>Commissioner McDougall |
| 8 | Awareness of BOPC and its role              | <ul style="list-style-type: none"> <li>• Develop a Communications Plan for the BOPC</li> <li>• Define collaboration with HRP and RCMP in communications</li> <li>• Public education on and awareness of the role of the BOPC</li> </ul> |  | Assisted by:<br>Commissioner McDougall |

| Questions |   |   |
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| Question  | Response  |   |
| 1         | <p>Can BOPC meet in sessions other than the monthly meetings?<br/>Are all meetings required to be accessible to the public unless the topics are In Camera?</p> | <ul style="list-style-type: none"> <li>• The BOPC can arrange special meetings if necessary</li> <li>• The BOPC can meet privately if quorum is not reached</li> </ul>  |
| 2         | <p>How do we keep the communication link with Regional Council when the BOPC Chair is not a Councillor?</p>   | <ul style="list-style-type: none"> <li>• The Legislative Assistant will be updated by the Council Coordinator if/when items relevant to the BOPC are discussed at Council, the Legislative Assistant will then pass that information forward to the BOPC</li> </ul> |
| 3         | <p>How do we ensure continuity/institutional memory when there is staff turnover in the Clerk's office?</p>   | <ul style="list-style-type: none"> <li>• The Clerk's Office has an instructional guide prepared for the Legislative Assistant assigned to the BOPC should there be any staff turnover</li> </ul>  |