We acknowledge that the land on which we gather is the traditional territory of the Coast and Straits Salish Peoples, specifically we recognize the Lekwungen-speaking Peoples, known today as the Songhees and Esquimalt First Nations, and that their historic connections to these lands continue to this day.

1. CALL TO ORDER:
2. APPROVAL OF AGENDA
3. ADOPTION OF MINUTES:
   3.1 Regular Meeting - June 22, 2021
      Minutes - 2021.06.22
3.2 Accountability Report - Deputy Chief Constable Fisher
   Accountability Report Sept 2021
4.3 BCAPB Update - Chair Murdoch
4. STANDING ITEMS
   4.1 Strategic Plan Update - Wendy Zink
   4.2 Accountability Report - Deputy Chief Constable Fisher
   Accountability Report Sept 2021
   4.3 BCAPB Update - Chair Murdoch
5. DEPARTMENT REPORTS:
   5.1 Chief Constable's Monthly Update - Chief Constable Ray Bernoties
   5.2 Overtime Reports - Deputy Chief Constable Fisher
      June to August OT reports
   5.3 Special Municipal Constables Year to Date Overview
      Chief Constable Bernoties
      Special Municipal Constables Overview
6. NEW BUSINESS:

6.1 Provincial Policing Standards on the Promotion of Unbiased Policing
Chair Murdock
Provincial Policing Standards

6.2 PRIME CORP - Digital Evidence Management System
Chief Constable Bernoties
Letter to Police Chiefs - DEMS Update 2021-07-23

6.3 Integrated Unit Governance update - Chair Murdoch

6.4 Recognition - Chief Constable Bernoties

6.5 Policy Updates - Deputy Chief Constable Fisher
Policy - SUDDEN DEATHS Draft Sept 2021
Policy - VICTIM SERVICES draft 3

6.6 Police Foundation - Chief Constable Bernoties
Vancouver Police Foundation - Our Commitment Video

7. ADJOURNMENT:

Recommendation:
That the open portion of the Police Board meeting be adjourned and that a closed session be convened to discuss personnel issues, which may be dealt with in private under the Police Act.
MINUTES of the open portion of the regular meeting of the OAK BAY POLICE BOARD held by Zoom Video Conference on Tuesday, June 22, 2021 at 4:00 p.m.

PRESENT: Board Members: Kevin Murdoch, Chair (via Zoom)
Blair Littler
Wendy Zink
Christine Hall
Mary Kelly
Deputy Chief Constable
Mark Fisher
Police Board Secretary
Barbara Sherman / Paula Kully
REGrets:
Chief Constable
Ray Bernoties

1. CALL TO ORDER:

Chair called the meeting to order at 4:12 p.m.

2. APPROVAL OF AGENDA

MOVED and seconded: To adopt the agenda of the June 22, 2021 regular board meeting as circulated.

CARRIED

3. ADOPTION OF MINUTES:

MOVED and seconded: That the Minutes from the open portion of the regular meeting of the Oak Bay Police Board, held on April 27, 2021 be adopted as circulated.

CARRIED

4. STANDING ITEMS:

4.1 Strategic Plan Update

W. Zink provided an overview of the draft Strategic Plan. Suggested amendments:

- It was noted that the Vision Statement is the same as Victoria PD. To avoid any confusion “Oak Bay” will be added to the Vision Statement.
- Values to be amended as: Service – Accountability – Fairness – Empathy

MOVED and seconded: That the amended Strategic Plan will be included on the September 28, 2021 meeting agenda.

CARRIED

4.2 Accountability Report

Deputy Chief Fisher presented the Accountably Report and reported one amendment – under OPCC Complaints there are no new complaints rather than 2.

MOVED and seconded: That the May 2021 Accountability Report be received.

CARRIED
4.3 BCAPB Update

Chair Murdoch advised that there were no updates for the BCAPB.

5. COMMUNICATIONS:

5.1. BCAPB Resolutions

Chair Murdoch provided the April 23, 2021 letter from Mike Farnsworth, Minister of Public Safety and Solicitor General to Charla Huber, President of the BC Association of Police Boards for information. D/C Fisher noted that there has been a great deal of discussion among the Chiefs in regards to JIBC Funding from the province and there may be some possible changes on that front.

(B. Littler arrives at 4:26 pm)

6. NEW BUSINESS:

6.1. Policy Updates

Deputy Chief Fisher advised that Policy amendments come before the Police Board for approval before they are implemented. There are four policies brought forward this month:

1. OD 180 Young Persons - has been amended due to changes in the Act which needed to be incorporated into the policy.
2. OB 150 Industrial Accidents – name change from Workers Compensation to WorkSafe BC. As well, any major industrial accidents should be treated as a major crime callout.
3. OK 040 Special Events – change in the name of the Federal unit in the RCMP that deals with VIPs, a change of the term crime problem to policing issues and a change to who is assigned to supervision of the event.
4. OM 050 Victim Services – Victims of Crime Acts and requirements for police officers to notify victims of certain right. Updated to Ecomm dispatch services and requirements around PRIME the police database. The Board would like to see language related to trauma informed practices included in this policy.

MOVED and seconded: That the proposed changes to Policies OD 180 Young Persons, OB 150 Industrial Accidents, OK 040 Special Events and OM 050 Victim Services be approved as presented.

CARRIED

ADJOURNMENT:

MOVED and seconded: That the open portion of the meeting be adjourned and that a closed session be convened to discuss personnel issues, which may be deal with in private under the Police Act.

CARRIED

The open portion of the meeting adjourned at 4:40 p.m.

Certified Correct:

______________________________  ________________________________
Secretary, Oak Bay Police Board  Chair, Oak Bay Police Board
ACCOUNTABILITY REPORT

Reporting Period: September 2021

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*Not accepted by OPCC and/or IIO
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Deputy Chief Constable
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OAK BAY POLICE DEPARTMENT
Monthly Overtime Report
Month of: July 2021

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OAK BAY POLICE DEPARTMENT
Monthly Overtime Report
Month of: August 2021

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August 19, 2021
Ref: 622499

Chief Constables of Independent Municipal Police Departments
Deputy Commissioner, Commanding Officer, “E” Division
Chief Officer, SCBCTA Police Service
Chief Officer, Stl’atl’imx Tribal Police Service
Chief Officer, Combined Forces Special Enforcement Unit BC
Chairs of Municipal Police Boards
Chair, SCBCTA Police Service Board
Chair, Stl’Atl’Imx Tribal Police Services Board

Dear Sirs/Madams:

Re: Provincial Policing Standards on the Promotion of Unbiased Policing

I am writing to advise you that BC Provincial Policing Standards (hereafter the Standards) on the Promotion of Unbiased Policing were approved by the Minister of Public Safety and Solicitor General on July 30, 2021. The Standards feature various coming-into-effect dates to allow time for implementation and are enclosed here for your convenience; the Standards will be posted on the government website shortly (http://www2.gov.bc.ca/gov/content/justice/criminal-justice/policing-in-bc/policing-standards).

The Standards will require police agencies and police boards to have policies and procedures on specific matters and to take specific actions to ensure that policing services throughout BC are delivered equitably, and in a manner that is responsive to the needs and realities of racialized or otherwise marginalized persons and communities. Specifically, the standards when in effect will include requirements on Police Boards and on Chief Constables related to:

- emphasizing the duty of all employees to provide services impartially and equitably, in a manner that upholds human rights, and without discrimination;

- the overall approach to policy development, including considering the potential impacts of the policy on different groups and on public trust, and seeking input from service providers or others outside policing who have relevant expertise and experience;

.../2
specific topics for which policies and/or procedures must be in place to protect rights, improve responses to socially or racially marginalized individuals, and address barriers to reporting to police and access to service;

- auditing and data analysis in areas relevant to equitable policing, and the reporting of findings to the police board and Director of Police Services;

- promoting community awareness amongst police officers and members of police boards and requiring where possible experiential learning opportunities, and engaging with a broad section of the community on policing priorities and service delivery;

- enhancing and monitoring the diversity of the police force and requiring policies and processes to ensure workplaces are diverse and free of harassment; and

- training for police officers on key foundational aspects of police responses to racialized or marginalized persons, including trauma-informed practice, Indigenous cultural safety, responses to and investigations of intimate partner violence, and skills to recognize and minimize biases (fair and impartial policing).

As you may also know, the process of developing these Standard began a number of years ago. I recognize that there are currently several broad and interconnected Ministerial mandate commitments and government-wide initiatives that will address related matters. Specifically, priorities, commitments and initiatives related to reconciliation, accessibility, anti-racism, and diversity, inclusion and gender equity. In addition, and moving forward, my office will also monitor the work of and outcomes from the Special Committee on Reforming the Police Act whose scope is to examine, inquire into, and make recommendations to the Legislative Assembly on reforms related to the modernization and sustainability of policing under the Police Act, including the role of police with respects to complex social issues, including mental health and wellness, addictions and harm reduction; the scope of systemic racism within BC’s police agencies; and whether there are measures necessary to ensure a modernized Police Act is consistent with the United Nations Declaration on the Rights of Indigenous Peoples.

My office will ensure alignment of the Standards with the outcomes of these initiatives and with the work of the First Nations Justice Council in relation to the First Nations Justice Strategy. These are important initiatives and dialogues that will guide the work of the Policing and Security Branch as we move forward.
In the meantime, the Branch’s work on other Standards continues. For example, Standards on the police responses to and investigations of sexual assaults are currently in early phases of development. Further, the criteria and process for approving training for police officers related to First Nations and Indigenous communities in BC will need to be determined. If you have any questions about these standards, please contact Lucie Vallieres, Senior Program Manager, Policing and Security Branch (lucie.vallieres@gov.bc.ca).

Thank you in advance for your attention to these matters.

Regards,

Wayne Rideout  
Assistant Deputy Minister  
And Director of Police Services  
Policing and Security Branch

Enclosures:  
Approved BC Provincial Policing Standards 6.1.1, 6.1.2, 6.1.3, 3.2.5, 3.2.6  
Principles for BC Provincial Policing Standards 6.1.1, 6.1.2, 6.1.3, 3.2.5, 3.2.6
Definitions

"Police officer" – a constable appointed under the Police Act or an enforcement officer appointed under s. 18.1 of the Police Act.

Standards

Duty to promote equitable policing

The Board, or the Commissioner must ensure that:

(1) The duty of all employees to deliver services impartially and equitably, in a manner that upholds human rights, and without discrimination based on race, national or ethnic origin, colour, religion, age, sex, sexual orientation, marital status, family status, disability, gender identity and expression, political beliefs, types of employment, economic or social standing is communicated to all employees of the police force.

(2) The police force’s commitment and expectation that all employees will provide services in a culturally safe, responsive, and trauma-informed manner is communicated to all employees of the police force.

Policy framework to support equitable policing

The Board, or the Commissioner must ensure that:

(3) The process of establishing, amending, or routinely reviewing the policies and procedures of the police force includes analysis or consideration of whether:

   (a) the policy or procedure promotes equitable and impartial service delivery and public trust and confidence in the police force, and

   (b) whether individuals or groups may be disproportionately impacted by the policy or procedure (e.g., Gender-Based Analysis Plus).

(4) The persons responsible for the analyses described in Standard (3) above are provided with resources and information to assist in the analysis.
Written procedures to support equitable policing, the protection of rights, and access to justice

The Chief Constable, Chief Officer, or Commissioner must ensure that:

(5) Written procedures are examined annually to ensure consistency with legislative amendments and applicable case law related to right to equal treatment, protection and benefit under the law, including the *Canadian Charter of Rights and Freedoms* and the obligations of police, related to:
   
   (a) informing persons of the reason for their arrest or detention;
   (b) informing a detained or arrested person of their right to counsel and providing that person with access to the same;
   (c) detaining a person;
   (d) obtaining confessions and admissions from a person; and
   (e) gathering of evidence, including search and seizure.

(6) Written procedures governing personal searches are in place that incorporate the right to equal treatment, protection and benefit under the law, including the *Canadian Charter of Rights and Freedoms* and the obligations of police that, at minimum:

   (a) provide direction on recognizing and handling items of cultural or religious significance in a culturally sensitive way;
   (b) provide direction on accommodations to be offered and/or made when conducting searches, in a manner that is responsive to the gender identity or expression of the person being searched; and
   (c) outline criteria and procedures for conducting, authorizing, documenting, and monitoring the use of strip searches and internal searches.

(7) Written procedures are in place governing investigations likely to involve persons in vulnerable circumstances, including, but not limited to:

   (a) intimate partner violence;
   (b) sexual assaults;
   (c) offences related to the sex industry;
   (d) offences involving youth; and
   (e) incidents believed to be, or reported to police as being motivated by racism, prejudice, or hate.

(8) Written procedures or guidance governing police interactions with persons in vulnerable circumstances, including, but not limited to:

   (a) persons who may be vulnerable due to age (i.e., children or older adults);
   (b) persons with disability or who may have communication barriers (e.g., language, hearing or speech);
   (c) persons with apparent mental health and/or substance use problems;
   (d) persons with diverse gender identity or expression;
(e) victims or witnesses who may be less inclined to report or speak to police because of precarious legal status (e.g., victims or witnesses who have outstanding warrants against them, or with precarious immigration status); and
(f) persons living in public spaces (e.g., persons relying on, or sleeping in public spaces).

(9) The views of persons impacted, or relevant service providers or advocates of those impacted, are sought and considered in developing or making significant changes to the procedures or guidance referred to under Standards (6), (7), and (8).

(10) Written procedures governing police response to and investigations of offences related to intimate partner violence are consistent with the Provincial policy on relationship violence and include trauma-informed practices.

(11) Written procedures governing police response to and investigations of offences related to persons involved in the sex industry are consistent with the BC Association of Chiefs of Police Sex Work Enforcement Guidelines.

(12) Written procedures governing police response to persons with apparent mental health and/or substance use problems emphasize de-escalation, integrated and collaborative approaches between police agencies and health authorities, and consider evidence and best practices outlined in the BC Government *Interfaces between mental health and substance use services and police* toolkit.

Services to support access to justice

The Chief Constable, Chief Officer, or Commissioner must ensure that:

(13) Written procedures include requirements that officers provide victims of crime with information and services, including referrals to victim services, in keeping with the obligations of police under the *Canadian Victims Bill of Rights* and the *Victims of Crime Act* and in a culturally appropriate manner, as appropriate to the circumstances.

(14) The police force accepts and supports third party reports by community-based victim services (where these exist) on behalf of adult victims of sexual assault.

(15) Written procedures or guidance are available to officers governing the decision to use, and how to access interpreters or translation services to provide services in other languages spoken in the area served.

(16) The use of interpreters in taking statements is consistent with the Memorandum of Understanding on disclosure, signed between the BC Prosecution Service, the Public Prosecution Service of Canada (BC), and all police agencies in British Columbia.
Audit and review activity

The Chief Constable, Chief Officer, or Commissioner must ensure that:

(17) Audits are conducted annually to examine compliance with departmental policies or procedures related to at least one of the following topics:

(a) personal searches, referred to in (6) above;
(b) investigations likely to involve persons in vulnerable circumstances, referred to in (7) above;
(c) interactions with persons in vulnerable circumstances, referred to in (8) above;
(d) the provision of information and services to victims of crime, referred to in (13) above;
(e) third party reports, referred to in (14) above; or
(f) use of interpreters or translation services, referred to in (15) and (16) above.

(18) In an effort to monitor for systemic inequities in service delivery, an analysis of at least one of the following types of records is conducted at least once a year, disaggregated by ethnicity, and gender or sex of subjects:

(a) Subject-Behaviour-Officer-Response reports;
(b) prisoner bookings; or
(c) other records as identified by the Board.

(19) A report of the audits and analyses referred to in Standards (17) and (18) is provided to the Board or, in the case of the provincial police force, the Commissioner.

The Board, or the Commissioner must:

(20) Within 60 days of receipt of a report referred to in Standard (19), provide to the Director of Police Services a copy of the report and a summary of any action(s) planned or taken by the Board in response to the report.

Policies to guide a police board’s response to Service and Policy Complaints

The Board must:

(21) Ensure that written policy governing the response to Service and Policy complaints requires consideration of whether the complaint includes allegations of discriminatory policies or practices when determining which course of action permitted by s. 171 (1) of the Police Act is necessary to respond adequately to a complaint, including at minimum whether to refer the matter to the Chief Constable as permitted by sub-section (a), or to initiate a study or investigation as permitted by sub-section (b) or (c).
Policies and procedures

The Chief Constable, Chief Officer, or Commissioner must ensure that:

(22) Policies and procedures are consistent with these BC Provincial Policing Standards.
Definitions

"Police Officer" – a constable appointed under the Police Act or an enforcement officer appointed under s. 18.1 of the Police Act.

Standards

The Board, or the Commissioner must ensure that:

Community awareness and outreach

(1) The police force maintains a community relations component or function to liaise, build relationships and ensure communication, with community representatives, service providers or advocates reflective of the demographic makeup of the community.

(2) Information is provided to police officers about the area served, including at minimum:

(a) its demographic makeup;
(b) local First Nation community(ies) and elected and traditional leadership;
(c) the history, traditions, and laws of the local First Nation(s), including the history and legacy of police relations with the local First Nation(s) and Indigenous community(ies); and
(d) key services and resources available through other public and social service agencies (e.g. services and resources relating to assisting persons living or relying on public spaces, support for specific groups).

(3) Information is provided to members of the Board about:

(a) the demographic makeup of the area served by the police force;
(b) the local First Nation community(ies) and elected and traditional leadership;
(c) the history and current status of Indigenous peoples, including the history and legacy of police relations with Indigenous peoples in British Columbia; and
(d) the history, traditions, and laws of the local First Nation(s), including the history and legacy of police relations with the local First Nation(s) and Indigenous community(ies).
(4) The information provided in Standards (2) and (3) above:
   (a) is, where possible, developed with input from, or delivered in collaboration with, relevant groups to whom the information refers;
   (b) is periodically reviewed and updated to ensure relevancy and accuracy; and
   (c) is provided in a manner that is conducive to: fostering relationship building, ongoing learning, and where possible, experiential learning.

Community input on priorities and objectives

(5) Processes are in place to seek input on the priorities, goals and objectives for policing and law enforcement, from a broad spectrum of their community, including from:
   (a) municipal council(s);
   (b) Indigenous leaders;
   (c) school district(s);
   (d) community organizations and groups (e.g. advocacy groups, leadership at places of worship, Indigenous organizations);
   (e) members of the public;
   (f) the business community.

Community satisfaction

(6) A survey of citizen satisfaction with and attitudes toward police services, consistent with Public Safety Canada’s standardized metrics endorsed by the Canadian Association of Chiefs of Police is conducted at least once every three years, in a manner that supports accessibility and mitigates systemic barriers to participation.

Integrating community relationships into performance management

The Chief Constable, Chief Officer or Commissioner must ensure that:

(7) The performance management tool for the evaluation of recruits by field training officers includes consideration of the knowledge, skills, and abilities related to community relationship building, including with marginalized, racialized, or vulnerable persons.

(8) Community relationship building, including with marginalized, racialized, or vulnerable persons and community organizations or groups, is a consideration when assessing officer performance.

Policies and procedures

(9) Policies and procedures are consistent with these BC Provincial Policing Standards.
Standards

The Board, or the Commissioner must ensure that:

Reflective police force

(1) The police force’s hiring, promotion, and retention policies and practices are non-discriminatory, free of systemic barriers, and include strategies related to increasing and maintaining diversity in the police force.

(2) The police force’s recruitment materials depict gender equity and minority representation.

(3) The police force engages in targeted recruitment activities to attract under-represented groups.

(4) The police force monitors the diversity within the police force in relation to the areas served, including at a minimum sex and ethnicity variables.

Workplace harassment

(5) The police force promotes a work environment in which all individuals are treated with respect and dignity, including written policy that prohibits bullying or any form of harassment, including sexual harassment.

(6) The police force has processes in place to support the reporting and investigation of workplace bullying or harassment.

Policies and procedures

(7) Policies and procedures are consistent with these BC Provincial Policing Standards.
Definitions

“Front-line police officer” – any police officer who as part of their duties is regularly interacting with the public and may be in contact with persons in crisis situations.

“Front-line supervisor” – any police officer who directly supervises a front-line police officer.

“Police officer” – a constable appointed under the Police Act or an enforcement officer appointed under s. 18.1 of the Police Act.

“Provincially-approved equivalent” – training that has been acknowledged by the Director of Police Services as adequate to meet the BC requirements pertaining to a provincially-approved training course.

Standards

The Chief Constable, Chief Officer or Commissioner must ensure that:

(1) All front-line police officers and front-line supervisor have completed BC Fair and Impartial Policing Training or a provincially-approved equivalent training course.

Training records

(2) Written records are maintained of the training required by this standard that has been completed by each police officer in the police force.
Definitions

“Front-line police officer” — any police officer who as part of their duties is regularly interacting with the public and may be in contact with persons in crisis situations.

“Front-line supervisor” — any police officer who directly supervises a front-line police officer.

“Police officer” — a constable appointed under the Police Act or an enforcement officer appointed under s. 18.1 of the Police Act.

“Provincially-approved equivalent” — training that has been acknowledged by the Director of Police Services as adequate to meet the BC requirements pertaining to a provincially-approved training course.

“Provincially-approved training” — training that has been acknowledged by the Director of Police Services as adequate to meet BC requirements pertaining to training on a specific topic or set of topics.

Standards

Indigenous cultural safety

The Chief Constable, Chief Officer, Commissioner, or Chief Civilian Director of the Independent Investigations Office (“IIIO”) must ensure that:

(1) All police officers or IIIO investigators:
   (a) have completed a training course, developed and delivered in collaboration with representatives from, as applicable, the local First Nation(s) and/or Indigenous organizations, which includes at minimum, the history and legacies of police relations with Indigenous peoples in the community; or
   (b) have completed a provincially-approved training on the history and current status of Indigenous peoples, including the history and legacies of police relations with Indigenous peoples in British Columbia.
(2) For the purpose of Standard (1)(b), provincially-approved training includes at least one of the following:
   (a) the Provincial Health Services Authority (San’yas) Indigenous Cultural Safety Training justice module; and
   (b) [note: other training courses may be added as/when provincial approval is granted]

(3) Further to Standards (1) and (2) above, and in addition to Standards 6.1.2 (2), encourage, and seek opportunities for police officers to attend learning events that are, where possible, experiential and specific to the local First Nation(s) or Indigenous peoples in the areas.

Trauma-informed practice

The Chief Constable, Chief Officer, Commissioner, or Chief Civilian Director of the IIO must ensure that:

(4) All front-line police officers, front-line supervisors, or IIO investigators have completed Trauma-Informed Practice Foundations Curriculum for Justice, Public Safety, and Anti-Violence Community Sectors in British Columbia online training or a provincially-approved equivalent training course.

(5) In addition to Standard (4) above, IIO investigators, front-line police officers, and front-line supervisors who are part of a specialized unit or team responsible for investigations involving vulnerable witnesses or victims (e.g. intimate partner violence, sexual assault, human trafficking, or other such investigations), must update their skills and knowledge about trauma-informed practice every 3 years, at a minimum.

Relationship Violence

(6) All front-line police officers and front-line supervisors have completed Evidence-based, Risk-focused Intimate Partner Violence Investigations.

(7) Every front-line police officers and front-line supervisors who have completed the Evidence-based, Risk-focused Intimate Partner Violence Investigations training course in (6) above must refresh their skills by successfully completing the training course once every five years.

Training records

(8) Written records are maintained of the training required by these standards that has been completed by each police officer in the police force, or each IIO Investigator in the case of the IIO.
Guiding Principles Related to Provincial Policing Standards:
- BCPPS 6.1 Community Partnerships & Equitable Policing
- BCPPS 3.2.5 Training to promote equitable and unbiased policing
- BCPPS 3.2.6 Training to enhance service delivery to vulnerable communities

Police agencies, governments and communities throughout British Columbia share a commitment to ensuring policing is delivered in an equitable manner throughout the province. Work is occurring at all levels of government to recognize and address inequities, protect rights, and improve responsiveness of the criminal justice system for women affected by violence, Black, Indigenous and Persons of Colour, and marginalized communities. These standards are a component of broader efforts to promote unbiased policing and access to justice in BC.

These standards respond to the issues raised in many reports, inquiries, and by community-led advocacy. The final report of the Missing Women Commission of Inquiry (MWCI), recommended standards to promote equality in the delivery of policing services, increase responsiveness to the needs of vulnerable persons, and enhance governance of policing.

Since then, additional reports have documented the experiences of socially and/or racially marginalized communities, including Indigenous peoples, within the justice system. Examples include related decisions from human rights tribunals, the Truth and Reconciliation Commission and the National Inquiry into Missing and Murdered Indigenous Women and Girls. These proceedings have produced recommendations and are driving further work in BC aimed at improving the experience of Indigenous peoples within the justice system, such as the Declaration of the Rights of Indigenous Peoples Act, and the BC First Nations Justice Strategy.

Further, efforts to reform and modernize policing in BC are ongoing. In 2020, the Legislative Assembly of British Columbia appointed the Special Committee on Reforming the Police Act to conduct a broad inquiry into policing, including examining the role of police with respect to complex social issues; examining the scope of systemic racism within policing in BC; and ensuring consistency of a modernized Police Act with the United Nations Declaration on the Rights of Indigenous Peoples. Other projects related to unbiased policing including regarding gender equity and anti-racism will inform further advances to these standards moving forward.

The Missing Women Commission of Inquiry

Between 1997 and 2002, numerous women were reported missing from Vancouver’s Downtown East side, by friends and families who feared for the women’s safety. Robert Pickton was arrested in 2002 and convicted of six counts of second-degree murder and sentenced to life in prison in December 2007. Twenty additional murder charges were stayed by the Crown Counsel in August 2010.

In 2010, in response to the horrific events and criticism surrounding the police investigations, the Province established the Missing Women Commission of Inquiry. Forsaken, The Report of the Missing Women Commission of Inquiry was released in 2012 and included 63 recommendations, many of which related to policing.

The Commission found that systemic bias contributed to police effectively under-prioritizing and under-investigating reports of missing women, and that this was a manifestation of the broader patterns of systemic discrimination within society. Specifically, Commissioner Oppal found that negative stereotyping about women involved in survival sex work, many of whom were Indigenous women, existed within the exercise of individual discretion and collective decision-making by police during the investigations of their disappearances.
Guiding Principles Related to Provincial Policing Standards:

BCPPS 6.1 Community Partnerships & Equitable Policing

BCPPS 3.2.5 Training to promote equitable and unbiased policing

BCPPS 3.2.6 Training to enhance service delivery to vulnerable communities

The standards seek to provide consistent pathways for advancing equitable and unbiased policing throughout the province by requiring policies and procedures, training, audit activity, and community engagement. The standards will provide a basis for auditing and oversight by the Director of Police Services pursuant to Section 40(1) of the Police Act.

The underlying principles of the standards are that:

- **Individuals and communities have the right to receive unbiased and equitable policing.**
  
  Racism, sexism, and other forms of discrimination are unacceptable in Canadian society, including in policing. The right to equal protection and benefit from the law without discrimination is embedded in the *Canadian Charter of Rights and Freedoms* and human rights legislation. All actors within the criminal justice system share a legal and moral duty to provide unbiased and equitable services and to refrain from discrimination. For policing, these duties are also reflected in the *BC Police Code of Ethics*.

- **Dialogue and collaboration are key to building trust and achieving common goals of unbiased and responsive policing.**
  
  Police and the communities they serve work toward common goals for policing through partnerships and ongoing dialogue. Trust is key to achieving these partnerships and often starts from an acknowledgement of injustices and current impacts.

- **History continues to impact trust and relationships today.**
  
  Throughout Canadian history, the justice system has systemically discriminated against women, Indigenous peoples, and socially and/or racially marginalized groups. It is important to acknowledge this history and its legacy today.

  Police were often the frontline agents and enforcers of discriminatory laws and policies and, as a result, many people continue to view policing as oppressive. Acknowledging the role of policing in these events and the ongoing impact on police-community relations today is an important step in promoting equitable and unbiased policing.

- **Racism, bias, and discrimination are prevalent.**
  
  Biases are cognitive shortcuts used to process information and all people, even well-intentioned people, have biases. However, biases are not acquired in a vacuum. They reflect and are the product of patterns of power and privilege, colonialism, racism, sexism, and other forms of discrimination in society. Biases may be unconscious and may influence choices and actions without conscious thinking or decision-making.
• It is important to recognize and overcome bias, racism, and discrimination in policing.

If policies and procedures fail to consider the diverse needs and experiences of the community, bias, racism, and other forms of discrimination can manifest in the actions and decisions of individuals or at a systemic level. Recognizing and taking steps to address this, such as through training, supervision, monitoring, policy development, and community engagement, are critical to promoting unbiased policing.

• Unbiased policing must also include efforts to remove barriers to justice and police services.

The compounding and intersecting effects of systemic racism and sexism, social marginalization, and different identity factors can result in an increased risk of being affected by violence and less likely to report it, further compounding vulnerability. Previous negative experiences with police and other public services can result in fear of police, of not being believed, of not being taken seriously, or that a positive outcome is not likely when making a report. Additional barriers may include difficulties connecting with police due to language or cultural barriers.

Adapting processes to reduce or eliminate barriers promotes inclusion and equitable access to justice, particularly for vulnerable groups and individuals who may be reluctant to contact police.

• Promoting inclusion and diversity within police forces is important.

Police agencies should aim to reflect the diversity in the communities they serve and promote a workplace culture that is supportive, inclusive, and free from harassment or discrimination.

• Promoting equitable and unbiased policing is an ongoing process.

Police agencies in B.C. are taking important and constructive steps to provide equitable and responsive policing. Equity in policing requires leadership, supported by ongoing monitoring of service delivery, data collection and analysis, transparency, accountability, and community engagement. Policing must continuously adapt to respond to the needs of diverse and evolving communities being served. These standards will also evolve to assist those persons and entities listed in s. 40(1.2) of the Police Act and will continue to clarify the actions and attitudes expected of them in relation to unbiased policing.
July 23, 2021

Chief Constable Ray Bernoties, Oak Bay Police Department
Chief Officer Deborah Doss-Cody, Stl’atl’imx Tribal Police Service
Chief Constable Scott Green, Saanich Police
Chief Constable Neil Dubord, Delta Police Department
Chief Constable Del Manak, Victoria Police Department
Chief Constable John Lo, West Vancouver Police Department
Chief Officer Manny Mann, Combined Forces Special Enforcement Unit
Chief Constable Donovan Fisher, Nelson Police Department
Chief Constable Dave Jansen, New Westminster Police Department
Chief Officer Dave Jones, Metro Vancouver Transit Police
Chief Constable Adam Palmer, Vancouver Police Department
Chief Constable David Fleugel, Port Moody Police Department
Chief Constable Mike Serr, Abbotsford Police Department
Chief Constable Ian Lawson, Central Saanich Police Service
Deputy Commissioner Dwayne McDonald, Royal Canadian Mounted Police "E" Division
Chief Constable Norm Lipinsky, Surrey Police Services

Dear Sirs and Madam,

I am writing to you with respect to the Digital Evidence Management System (DEMS) initiative, undertaken by PRIMECorp on behalf of the policing community in B.C. As mentioned in my update to BCAMCP on June 15, 2021, the Steering Committee endorsed moving forward with the DEMS initiative and provided direction for PRIMECorp to finalize a Master Service Agreement (MSA) with Axon Public Safety Canada. Although the Steering Committee provided overall governance of the procurement process and pilot, approval of an MSA and subsequent governance of the initiative falls under our corporate structure and the PRIMECorp Board of Directors.

The intent was to seek final approval from our Board on June 23, 2021 and have an MSA in place commencing July 1, 2021. However, we have experienced minor delays due to circumstances beyond our control. Specifically, the RCMP have experienced some challenges de-conflicting the provincial DEMS initiative with a separate national procurement. In addition to this, there have been some unexpected delays on the part of the Province which are necessary to resolve prior to the signing of a contract. At the direction of our Board, we have extended our procurement activities and the pilot agreement with Axon until September 30, 2021, allowing some additional time for both the RCMP and the Province to take the necessary action to move forward with a contract. Our goal is to have a signed agreement with Axon commencing October 1, 2021.

Negotiations with Axon are substantially complete, and we are hopeful agencies can start onboarding once the agreement is signed. As I mentioned during the BCAMCP update, the pricing for the Axon solution has been finalized at a cost of $650 per user annually which represents more than a 63% discount off their list price. This is an all-inclusive licensing price for:

- Evidence.com Pro License
- Redaction Assistant
- Citizen for Communities
Advanced Codec Support
Unlimited Storage (including any potential body worn video, regardless of vendor)
Unlimited Auto AI Transcription (except for body worn video)

In order to achieve the negotiated discount, we have committed to licensing 10,000 users on the system by the end of year six of the agreement. For this reason, and given the importance of this province-wide initiative, I strongly encourage you to engage with your respective Police Boards and City Councils to secure the necessary funding for your agencies.

If you have any further questions, or require more detail for your budgeting process, please feel free to have your staff reach out to Mike Skelton, Manager, PRIMECorp Project Services at Mike.Skelton@primebc.ca.

Regards,

Wayne Plamondon
Chief Operating Officer
PRIMECorp
SUDDEN DEATHS

1.0 POLICY

1.1 The Oak Bay Police Department will provide initial response and investigation of all sudden deaths in conjunction with the Coroners Service.

1.2 Officers will not presume death except in the most obvious cases.

1.3 Officers will consult with the Coroners Service to ensure all sudden death investigations are thorough and complete.

2.0 REASON FOR POLICY

2.1 To provide a consistent initial investigation of all sudden deaths so that incidents involving causes other than natural are detected and investigated forthwith.

3.0 PROCEDURES

3.1 A supervisor will attend the scene of every sudden death investigated by the Oak Bay Police Department.

3.2 The detective office Vancouver Island Integrated Major Crimes Unit will conduct investigations into all homicides and deaths where foul play is suspected, and such other sudden deaths as directed by the chief constable or deputy chief constable.
Suspicious Death  INDEX

3.3 When there are suspicious circumstances, the body (if death is obvious) shall not be disturbed and the scene protected as outlined in OD 030 CRIME SCENE.

3.4 The supervisor will inform the detective sergeant along with the chief constable or deputy chief constable if the death is of a suspicious nature.

3.5 The detective sergeant Deputy Chief or in his absence the Chief Constable will contact the Saanich Police Department if detective support is required to coordinate the investigation of the death. ALSO SEE HOMICIDE OD 110

3.6 The Coroner is to be notified as soon as possible.

3.7 Persons who are the victim of a homicide or a suspected homicide will be "pronounced" dead by an appropriate physician. This is to preclude any future challenge by a defence lawyer as to the person's status, alive or dead, at the time of the initial police investigation.

When foul play is not suspected:

3.8 Patrol members will conduct the investigation unless it is a workplace fatality in which case the Deputy Chief should be advised and the Saanich Detectives called to take conduct of the investigation.

3.9 The investigator should consider having Forensic Identification Section attend in the event death is not due to natural causes (for example: suicide, or drug overdose), since this will prove invaluable if there is a future Coroner’s Inquest.

4.0 CORONERS SERVICE  INDEX  BACK TO SUICIDES OB 240

4.1 In the event of an unexpected and/or unnatural death, the Coroner will be contacted as soon as reasonably possible, to enable them to attend the scene if possible.
4.2 The investigation of sudden deaths will always be done in conjunction with the Coroners Service, and in some instances, the pathologist.

4.3 If the cause of death is uncertain and/or criminal involvement is unclear, or where there is criminal involvement:

- the Coroner will assume responsibility for the medical factors surrounding the death and the forensic examination of the body; and,

- the police will assume responsibility for scene control of the investigation and all other aspects of the case including attending the subsequent autopsy.

4.4 If the investigation reveals the cause of death to be criminal, the Coroner will transfer all the administrative control of the file to the police. The Regional Coroner will take over the Coroner’s file and will liaise directly with investigators.

4.5 If the cause of death is established to be non-criminal, the Coroner will take over all the administrative control of the file, and our file can then be concluded.

4.6 It is the Coroner’s responsibility to investigate deaths that are not criminal in nature, or that are not the result of the illegal actions of a person. The constable investigating sudden deaths will assist the Coroner by obtaining as much information as possible and including this information in the report covering the death. In particular, the report should include the following information if available:

- Name of deceased;
- Date of birth;
- Address and telephone number;
- Location of death;
- Next of kin;
- Family doctor;
- Recent medical history;
- Any complaints re health;
- Any medications found, name or prescription and by whom prescribed;
- Any history of recent fall or injury;
- Activities prior to collapse;
- When last seen and by whom;
- Position and location (sketch or photo);
- Personal habits, i.e.: alcohol or drug abuse;

4.7 This information will be documented on the police file with the Sudden Death Details Page on PRIME required for the file.

5.0 SUDDEN DEATH INVESTIGATION (General)

Identification
5.1 Where possible, identification will be made by the next of kin, other relatives, close friends and others, in that order. Where no person can identify the deceased, identification may be temporarily made by documents among the effects. The method of identification shall be included in the report.

5.2 In cases of delayed or uncertain identification, the Forensic Identification Section (F.I.S.) shall photograph and fingerprint the body.

Criminal Records Check
5.3 A Criminal Name Index (C.N.I.) check shall be done on all deceased persons. If the deceased has a record, F.I.S. must be
notified to fingerprint the deceased. They, in turn, will submit documentation enabling the deceased F.P.S. file to be closed.

Media
5.4 Any press release must have prior approval of the duty supervisor. Names will not be released until such time as it has been determined that next-of-kin has been notified.

5.5 In the case of a suspicious death or suicide, any release to the media must have the approval of the investigating officer Deputy Chief Constable.

Personal Effects
5.6 When conducting a sudden death investigation, members will make note of valuable personal effects on the body before removal from the scene (e.g.: diamond rings, watches, bracelets, wallets & cash). In cases where death has been pronounced at the scene, and particularly in private residences, members should enquire of next of kin if they want jewellery removed and given to them or the jewellery retained on the body for later removal by hospital staff. In either case, the member should record in his notebook the action taken and description of items involved. If possible, requests to family members should be made in presence of an accompanying member or ambulance/pick-up crew, with the names of the witnesses recorded.

5.7 If the next of kin is not present, the officer should determine whether the Coroner will be responsible for valuables located on the body. If the Coroner will not take responsibility for the valuables, the officer should consider:

- making a note of the items on the body prior to its removal; or,
- seizing the items and placing them in exhibit control; and,
- make a note in the report on what course of action was taken.

5.8 If the deceased died at their residence, the officer should try to secure the premise.

5.9 Investigating member(s) will complete all applicable reports in PRIME.
Do Not Resuscitate Orders

5.10 Members attending sudden death calls involving persons who are being cared for by Community Home Care Nursing Services, or in the care of a family or others, and are in the final stages of life, are directed to respect “Do Not Resuscitate Orders” if an order exists with respect to the patient. Such orders are considered valid by the health community and will be respected by hospitals and the British Columbia Ambulance Service.

6.0 NEXT OF KIN - NOTIFICATION

6.1 When a death is investigated by this Department, we are responsible for the notification of the next of kin.

6.2 Notification of next of kin should be accomplished by two members when possible. Attempts should be made to have a friend or relative attend to help comfort the immediate next of kin. If at all possible, next of kin should not be left alone immediately after notification.

6.3 If the notification cannot be made by the end of the investigator’s shift, the file must be reassigned to the oncoming shift or to the detective office. The duty supervisor will decide which is the best alternative.

6.4 Consideration should be made to utilize available outside resources such as Victim Services to assist the next of kin in dealing with the notification and its’ aftermath.

6.5 If the next of kin live in a distant jurisdiction, the investigator will contact that jurisdiction by C.P.I.C., providing the file number, the details of the death and request a police officer make the notification. The C.P.I.C. information must include the investigators name and contact number along with the Coroner’s name and contact number so the next of kin can obtain further details.

6.6 Similarly, when this department is requested to notify next of kin, an ”Assistance to Outside Agency” file is to be initiated.
Employee Notification

6.7 Where a police or civilian member of the Oak Bay Police Department is the victim of serious injury or death, regardless of which jurisdiction is conducting the investigation, our department will accept the responsibility to take immediate steps to notify next of kin. Our intent to contact next of kin should be promptly conveyed to the investigating jurisdiction.

6.8 The chief constable or deputy chief constable shall be notified immediately. The supervisor of the member concerned should also be promptly informed.

7.0 SUDDEN INFANT DEATH SYNDROME (SIDS)

7.1 Occasionally officers may be involved in investigations of infant deaths where Sudden Infant Death Syndrome (SIDS) could be the suspected cause.

7.2 Investigating officers perform two sometimes conflicting tasks during a SIDS death:

- an investigation that leads to the determination of the cause of death;
- the protection of the SIDS family from unnecessary anguish and guilt associated to the death and the following investigation.

7.3 SIDS deaths display a number of the following external characteristics:

- the infant appears to be a healthy looking baby;
- the skin is extremely pale and colour has disappeared from lips and nails;
- there may be blood tinged, frothy fluids in the mouth and nostrils;
- vomit may be found on the face and bedding;
- diaper is usually wet and full of stool;
- limbs are very limp;
- if the body is moved, the head has a tendency to dangle as if the neck was broken;
- if the body has been dead for some time, the blood settles in pools, leaving areas of discoloration that can be mistaken for bruises. Rigor mortis is also seen at this time - usually within three hours of death;
- infants are sometimes found in unnatural positions - leading to an assumption of suffocation.

7.4 Officers should also contact Victoria Victim Services personnel who have training in SIDS counselling and will assist the family.

8.0 SUICIDE

8.1 If there is an indication that the death may be classified as a suicide, the investigating member will seize any note or other written material relating to the death as an exhibit.

SEE ALSO SUICIDES OB 240

9.0 TRANSPORTATION OF DECEASED

9.1 Emergency Health Services (EHS) ambulance will transport individuals who are not legally or obviously dead.

9.2 Where the victim is obviously dead, but there are extenuating circumstances (for example, a body removal service is not readily available, or a crowd has or is about to gather), EHS will transport the deceased. The decision to transport a body will be made by the ambulance attendants.

9.3 If EHS does not transport, the Coroner will request a contract body removal service attend.
VICTIM SERVICES

Effective Date: 99.03.16
21-09-30
Review Date: 03.03.04
21-08-01

By: Cst E. Thompson
Sgt. Dalep & D/C/C FISHER

Last Update:

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1.0 POLICY

1.1 The Oak Bay Police Department will provide a victim services program, or access to a program, that will:

- provide trauma informed emotional support and referrals to victims of crime;
- provide information concerning criminal injuries compensation;
- involve crime victims in the process to ensure that they remain informed about the status of their case and the submission of reports to Crown counsel;
- provide for cooperation and coordination between the victim;
- services program and other department components or functions;
- be administered under the authority of Chief Constable, and the;
- responsibility of Deputy Chief Constable; and
- be conducted by the program coordinator of the Greater Victoria Victim Services Program, using appropriately selected and trained personnel and the appropriate equipment and techniques.
1.2 The Oak Bay Police Department will ensure that, in coordination with the Greater Victoria Victim Services Program, only persons having the appropriate attitudes, background, skills and abilities are engaged in this component or function.

1.3 Employees of the Oak Bay Police Department should be mindful of their obligations under the British Columbia Victims of Crime Act (VOCA) and federal Canadian Victims Bill of Rights (CVBR).

1.4 Under section 5 of VOCA, all “Justice System Personnel,” which includes employees of the Oak Bay Police Department, have the primary responsibility of offering the victim general information concerning:

   a. the structure and operations of the justice system;
   b. Victims Services;
   c. The Freedom of Information and Protection of Privacy Act;
   d. The Criminal Injury Compensation Act; and
   e. The Victims of Crime Act;

2.0 REASON FOR POLICY

2.1 To provide trauma informed emotional support and referrals to victims of crime and to support and enhance the criminal investigation function and provide an important public service.

3.0 PROCEDURES

3.1 Officers can fulfill the requirements under section 5 of VOCA by advising a victim that Victim Services can provide information regarding victim legislation.

3.2 The Greater Victoria Victim Services Program is a police based volunteer program that provides moral support, information and
assistance to victims and witnesses of crimes that occur in the Greater Victoria area.

3.3 The program coordinator has access to police files for information regarding victims who may require assistance. The program then contacts the victims and witnesses of offences such as:

- Break and Enters
- Common Assaults
- Spousal Assaults
- Sexual Assaults (adults and children)
- Robberies

3.4 Police Officers may refer victims and witnesses of those offences, or any other offence where the officer feels it would be beneficial to that victim or witness to be assisted by the program.

3.5 The assistance process may be any of the following:

- providing the victim/witness with a Greater Victoria Victim Services Program business card so that they may be aware of the services available to them;
- explanation of police and court procedures;
- provide police and court file progress information;
- court orientation;
- court accompaniment;
- transportation to court;
- assistance to the Community Services Section with presentations when it relates to prevention of victimization Crime Victim Assistance Program applications;
- restitution applications; and,
- referrals to appropriate social service agencies;

Request For Service
3.6 If there is an immediate need for Victim Services to attend a scene, the officer will personally contact, or have the communications staff contact, Victim Services' office at the Victoria Police Department: 995-7351 995-7320 FAX

3.7 Office hours (regular staff) are 0900 to 1730 hrs, Monday through Friday. If there is no answer at Victim Services office, the officer may:

- contact the Victoria Police Communication Operator who will be able to advise whether Victim Services is available.
- page regular staff at 475-8111 (police use only)
- contact the Ecomm who will be able to advise whether Victim Services is available.
- After hours call Victim Link at 1-800-563-0808

3.8 The Victim Services Crisis Team is available from 0900 to 2300 seven days a week through the Victoria City Police communications center to provide emergency assistance when there is no one available to answer the phone.

3.9 If Victim Services is unavailable, or there is no immediate need for their attendance, the officer will note in the body of the report that the file is being referred to Victim Services.

3.10 In the daily review of files, the Deputy Chief Constable or Chief Constable will indicate on the occurrence log which files should be reviewed by the referred to Victim Services if the referral has not already been done.

3.11 The Victim Services co-ordinator shall review the occurrence log and obtain information from the files directed to Victim Services.

3.12 Once a file is past the initial review stage, it is incumbent upon the investigating officer to request Victim Services if needed or requested.

4.0 SUPERVISOR RESPONSIBILITIES
Supervisors will:

a. ensure that victim services have been offered where appropriate or requested, that the request is documented and that a “V” flag has been entered on the face page of the general occurrence if the victim has consented to victim services.