

The Regional Municipality of York Police Services Board

Public Board Meeting
October 5, 2022

Report of the Executive Director

2023 Schedule for Regular Meetings of the Board and Board Meeting Format Options

1. Recommendations

1. That the Board approve the proposed 2023 schedule for regular meetings of the York Regional Police Services Board and Board training and education sessions attached as Appendix A, pursuant to Procedural Bylaw No. 07-17.
2. That the Board consider and determine its meetings format for 2023 further to the options below (A or B).
3. That the Board amend its procedural Bylaw No. 07-17 to facilitate the implementation of a hybrid approach for regular meetings of the Board.

2. Background

Section 35 (1) of the *Police Services Act* and Section 4.1 of the Board's Procedural Bylaw No.07-17 requires the Board to hold at least four regular meetings each year.

3. Summary

REGULAR MEETINGS OF THE BOARD

Regular meetings of the Board are typically scheduled on the fourth Wednesday of the month with consideration given to factors such as Regional and municipal council and committee meetings, annual CAPG and OAPSB conferences and other conferences attended by board members and the Chief of Police.

Although the Board attempts to follow its schedule of regular meetings as much as possible once it has been established, there may be circumstances which result in changes on short notice during the year.

Public meetings begin at 9:15 a.m. in Committee Room “A” Administrative Centre, York Region, and Newmarket, Ontario. Notice of all Board meetings are posted on the Board website three weeks before the meeting date, and the meeting agenda is posted on the Board website the Wednesday before the meeting. The public session is followed by a private session.

BOARD TRAINING AND EDUCATION SESSIONS

The Board typically holds a minimum of two board strategic planning, training and education sessions in a calendar year. In 2023, the proposal is to hold a session on April 3, 2023 and a session on September 11, 2023.

FUTURE MEETING FORMAT OPTIONS

This report provides options to return to in-person board meetings in 2023. Electronic meetings have been very successful in advancing the board business and in maintaining public participation during the pandemic and should continue in some form. There are also cost-savings associated with electronic meetings, and it also provides the important flexibility to the members of the Board and to staff to manage other important work commitments. Many Big 12 police services boards deploy a hybrid model for its meetings. York Region Council also deploys a hybrid model for its meetings.

OPTION A – “Blended” Hybrid Model

This option refers to meetings that permit Board members, Board staff, the Executive Command Team, and the public to participate as they choose. Some may attend in person while others may participate electronically.

Committee Room A is currently not set up to provide a visual component for the “blended” hybrid model, that is, we will only be able to hear members on Zoom; however, the Region is in the process of developing the capability to support this model in its Committee Rooms. This option will still require additional resources to support its management including bringing in Region staff to assist the Board at its meetings in essentially managing two different types of simultaneous meetings.

Blended hybrid meetings should have a threshold of in-person attendance otherwise the meeting is instead conducted electronically. If the number of confirmed in-person board members is below a defined threshold then the meeting will instead be conducted electronically. This threshold could be quorum or higher number depending on the Board’s preference.

OPTION B – “Structured” Hybrid Model

This option is a combination of fully in-person meetings and fully electronic meetings. This option provides flexibility and is much easier to manage logistically than Option A. This approach takes advantage of the benefits of electronic meetings, reduces travel time for attendees and provides complete certainty for all attendees as to the format of any given

meeting. The Board's January meeting, at which the Board Chair and Vice Chair are elected, should be an in-person meeting due to its unique status and certain procedural requirements.

Additional Points for Consideration

- Procedure Bylaw amendments are needed to address outdated locational requirements identifying meetings as solely being held at the York Region Administrative Centre.
- Changes are proposed to the closed meetings section to require electronic participants to be visible onscreen to safeguard the confidentiality of private session
- In-person meetings will continue to be fully paperless; attendees will have to bring their own tablets/laptops to be able to access the eScribe meeting packages. This will allow the Board to continue to realize the environmental benefits associated with electronic meetings.
- All remaining meetings can be held electronically or in-person.
- Deputations can be made in-person or electronically.

4. Financial

Costs associated with Board meetings and training sessions are included in the annual operating budget of the Police Services Board. Costs associated with equipping the Committee rooms with appropriate technology and hardware are borne by the Region.

5. Conclusion

Electronic board meetings have been very successful on many levels including more participation by stakeholders and members of the public. The recommendation in this report is to continue with electronic meetings in some capacity and not to revert to the pre-pandemic model of in-person meetings only. There are benefits to in-person meetings and face-to-face interactions and there are many benefits to virtual meetings.

The proposal in this report is to return to a hybrid model of meetings which includes both in-person and electronic meetings.

Approved for submission: Mafalda Avellino
Executive Director

/jk

REGULAR MEETING DATES

<p>Wednesday, January 18, 2023 <i>Start Time: 9:15 am</i></p>
<p>Wednesday, February 22, 2023 <i>Start Time: 9:15 a.m.</i></p>
<p>Wednesday, March 22, 2023 <i>Start Time: 9:15 a.m.</i></p>
<p>Wednesday, April 26, 2023 <i>Start Time: 9:15 a.m.</i></p>
<p>Wednesday, May 17, 2023 <i>Start Time: 9:15 a.m.</i></p>
<p>Wednesday, June 28, 2023 <i>Start Time: 9:15 a.m.</i></p>
<p>Wednesday, September 27, 2023 <i>Start Time: 9:15 a.m.</i></p>
<p>Wednesday, October 25, 2023 <i>Start Time: 9:15 a.m.</i></p>
<p>Wednesday, November 22, 2023 <i>Start Time: 9:15 a.m.</i></p>

BOARD TRAINING AND EDUCATION WORKSHOPS

<p>Monday, April 3, 2023 <i>Start Time: 9:15 a.m.</i></p>
<p>Monday, September 11, 2023 <i>Start Time: 9:15 a.m.</i></p>