



PUBLIC AGENDA

SASKATOON BOARD OF POLICE COMMISSIONERS

Thursday, October 20, 2022, 1:00 pm
Committee Room E, Ground Floor, City Hall

COMMISSIONERS:

Commissioner J. Custead, Chair
Commissioner Mayor C. Clark
Commissioner H. Gough
Commissioner S. Greyeyes
Commissioner K. Healy
Commissioner Z. Jeffries
Commissioner B. Penner

Pages

1. MINUTES/DELEGATIONS/PRESENTATIONS

1.1. Call to Order

The Chair will call the meeting to order on Treaty 6 Territory and the Traditional Homeland of the Métis People and confirm roll call.

1.2. Confirmation of Agenda

Recommendation

That the agenda be confirmed as presented.

1.3. Adoption of Minutes

Recommendation

That the minutes of the public Board of Police Commissioners meeting held on September 15, 2022 be adopted.

1.4. Delegations

1.5. Chair's Report

1.6. Chief's Report

1.7. Environmental Scan

2. CORRESPONDENCE/CITY COUNCIL REFERRALS

- 2.1. Collective Agreement between the Board of Police Commissioners and the Saskatoon Police Executive Officers' Association** 4 - 4

A letter from Dale Solie, President, Saskatoon Police Executive Officers' Association, dated October 10, 2022 is provided.

Recommendation

That the communication be forwarded to the Administration for further handling and response to the writer.

3. ROUTINE/STATISTICAL REPORTS

- 3.1. 2023 Capital Budget Update** 5 - 8

A report of the Chief of Police dated October 7, 2022, is provided

Recommendation

That the 2023 capital budget estimates and 2024-2027 capital plan be approved and forwarded to Saskatoon City Council for consideration and approval.

- 3.2. 2023 Operating Budget** 9 - 12

A report of the Chief of Police dated October 7, 2022, is provided

Recommendation

That the 2023 operating budget estimates be approved and forwarded to Saskatoon City Council for consideration and approval.

- 3.3. Body Worn Cameras** 13 - 17

A report of the Chief of Police dated October 7, 2022, is provided

Recommendation

That the information be received.

4. RESPONSES TO BOARD REFERRALS

5. OTHER

6. BOARD INQUIRIES/NOTICE OF MOTIONS

7. IN CAMERA SESSION

Recommendation

That the Board move *In Camera* to consider matters exempt to the public under its Governance Policy No. 12.4, Section 27(15) of *The Police Act, 1990*, Section 10(2) of *The Saskatoon Board of Police Commissioners Bylaw No. 7531* and Section 16(1)(b) and (d), 21 and 28 of *The Local Authority Freedom of Information and Protection of Privacy Act*.

8. RISE AND REPORT

9. ADJOURNMENT



Saskatoon Police Executive Officers Association

BOX 1728
SASKATOON, SASKATCHEWAN S7K 3R6

SECRETARY TREASURER

PRESIDENT

October 10, 2022

Saskatoon Board of Police Commissioners
222 3rd Avenue North
Saskatoon SK S7K 0J5

Attention: Chairperson

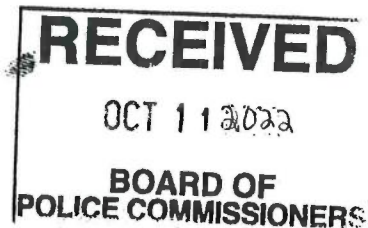
Dear Commissioner Custead

**Re: Collective Agreement between the Board of Police Commissioners of the City of
Saskatoon and the Saskatoon Police Executive Officers' Association**

This is notice that the Saskatoon Police Executive Officers' Association wishes to enter into negotiations regarding the Collective Bargaining Agreement between the parties as per Article 2 of the current agreement which is set to expire December 31, 2022.

Sincerely,

Dale Solie
President
SPEOA





SASKATOON
POLICE SERVICE

TO: Jo Custead, Chairperson
Board of Police Commissioners

FROM: Troy Cooper
Office of the Chief

DATE: 2022 October 07

SUBJECT: Board of Police Commissioners – 2023 Capital Budget Update

FILE #: 2,017

ISSUE:

The 2023 Capital Plan that was approved in conjunction with the 2022 Capital Budget requires updating and subsequent approval. Recommended changes to the capital budget are due to changes in SPS capital cost information and requirements subsequent to the 2023 capital budget approval in the fall of 2021.

RECOMMENDATION:

That the Board reviews and approves the 2023 capital budget estimates and 2024-2027 capital plan and forwards to Saskatoon City Council for further consideration and approval.

STRATEGIC PRIORITY:

This initiative assists the Saskatoon Police Service (SPS) in meeting the following goals as stated in the 2020-2024 Strategic Plan:

Partnerships - Work with all levels of government to develop solutions to address community safety, health and social challenges.

Innovation - Ensure sustainability by developing leading practices and maintaining an innovative service.

DISCUSSION:

The Board of Police Commissioners shall submit to Council for approval, moneys required for the next year. (*The Police Act, 1990 s. 33(1)*) This applies not only to the operating budget but the capital budget as well.

Since the 2023 Capital Plan was approved with the 2022 Capital Budget as part of the City’s two-year budget, the 2023 Capital Plan is being updated and will become the 2023 Capital Budget.

Capital Budget Parameters

The SPS utilizes four capital reserves to fund capital projects:

- Equipment & Technology
- Radio
- General
- Renovations

Changes from the Approved 2023 Capital Plan

The SPS undertook a review of the approved 2023 Capital Plan to see where savings could be achieved, where timing changes may be required and where additions may be needed.

2023 Capital Budget Request

The 2023 Capital Budget changes requested are represented by the following:

2023 Capital Budget/2024-2027 Capital Plan Proposed Changes Summary

	2023	2024	2025	2026	2027
P.02497 EQUIPMENT REPLACEMENT	(\$25,000)	\$492,000	(\$212,000)	(\$424,000)	(\$212,000)
P.02619 AIRCRAFT EQUIPMENT REPLACEMENT	\$0	\$0	\$0	\$0	\$0
Total Equipment Replacement	(\$25,000)	\$492,000	(\$212,000)	(\$424,000)	(\$212,000)
P.02498 EQUIPMENT EXPANSION	\$0	\$0	\$0	\$0	\$0
Total Equipment Expansion	\$0	\$0	\$0	\$0	\$0
P.02499 TECHNOLOGY REPLACEMENT	\$207,000	\$146,000	\$4,000	(\$30,000)	(\$76,000)
P.01389 POLICE NOTEBOOK REPLACEMENT	\$0	\$0	\$0	\$0	\$0
Total Technology Replacement	\$207,000	\$146,000	\$4,000	(\$30,000)	(\$76,000)
P.02610 TECHNOLOGY EXPANSION	(\$383,000)	\$359,000	\$373,000	(\$38,000)	(\$48,000)
Total Technology Expansion	(\$383,000)	\$359,000	\$373,000	(\$38,000)	(\$48,000)
P.02119 RADIO	\$0	\$0	\$0	\$0	\$0
Total Radio Projects	\$0	\$0	\$0	\$0	\$0
P.02389 FLEET ADDITIONS	\$0	\$0	\$0	\$0	\$0
Total General Capital Projects	\$0	\$0	\$0	\$0	\$0
P.02489 Furniture Replacement	\$0	\$0	\$0	\$0	\$0
P.02618 Facility Renovations - AM	\$0	\$0	\$0	\$0	\$0
P.02618 HQ Security Camera Replacement	\$0	\$0	\$0	\$0	\$0
Total Facility Renovations	\$0	\$0	\$0	\$0	\$0
P.02119 RADIO - CRT	\$0	\$0	\$0	\$0	\$0
Total Capital Projects not Funded by SPS Reserves	\$0	\$0	\$0	\$0	\$0
Total Changes	(\$201,000)	\$997,000	\$165,000	(\$492,000)	(\$336,000)

* all changes affect the Equipment & Technology Reserve

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The changes noted in the table above reflects additional work done in the Service with respect to estimating the costs and timing related to these capital projects.

Taking into account the changes in the table above, below is the revised 2023 Capital Budget request and revised capital plan estimates for 2024 to 2027.

2023 Capital Budget and 2024 to 2027 Capital Plan - Proposed Summary

	2023 BUDGET	2024 Plan	2025 Plan	2026 Plan	2027 Plan
P.02497 EQUIPMENT REPLACEMENT	\$660,000	\$1,391,000	\$835,000	\$578,000	\$577,000
P.02619 AIRCRAFT EQUIPMENT REPLACEMENT	\$0	\$120,000	\$703,000	\$120,000	\$0
P.02498 EQUIPMENT EXPANSION	\$0	\$0	\$0	\$0	\$0
P.02499 TECHNOLOGY REPLACEMENT	\$2,021,000	\$1,425,000	\$1,127,000	\$1,115,000	\$1,210,000
P.01389 POLICE NOTEBOOK REPLACEMENT	\$0	\$0	\$0	\$72,000	\$888,000
P.02610 TECHNOLOGY EXPANSION	\$342,000	\$696,000	\$699,000	\$250,000	\$204,000
P.02119 RADIO REPLACEMENT	\$111,000	\$0	\$1,427,000	\$354,000	\$657,000
P.02389 FLEET ADDITIONS	\$214,000	\$107,000	\$107,000	\$107,000	\$107,000
P.02489 FURNITURE REPLACEMENT	\$70,000	\$55,000	\$55,000	\$55,000	\$55,000
P.02618 FACULTY RENOVATIONS	\$50,000	\$30,000	\$0	\$80,000	\$0
P.02618 HQ SECURITY CAMERA REPLACEMENT	\$0	\$254,000	\$0	\$0	\$0
RADIO - CRT - not funded by SPS Reserves	\$0	\$0	\$0	\$83,000	\$0
Total Proposed Capital Budget	\$3,468,000	\$4,078,000	\$4,953,000	\$2,814,000	\$3,698,000

Based upon the current 2023 Capital Budget, status quo capital contributions and 2024-2027 Capital Plan, the Capital Reserves are predicted to be as follows:

SPS - 2023 CAPITAL RESERVE SUFFICIENCY FORECAST TABLE

Funding or room in reserves is represented as a credit, shown with brackets
Unbracketed numbers equal an expenditure or deficit in funding

2023 Capital Budget Proposal	Forecast	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5
	2022	2023	2024	2025	2026	2027
FORECASTED CLOSING BALANCE:						
Equip. & Technology	(277,118)	(503,818)	(20,518)	1,337,182	472,482	574,782
Radio	(41,895)	(895)	(895)	(895)	(895)	(95)
General Capital	(69,410)	(69,010)	(69,610)	(69,610)	(69,210)	(69,610)
Renovations	(89,944)	(31,944)	(31,944)	(31,944)	(31,944)	(31,944)
Total Closing Balance	\$ (478,367)	\$ (605,667)	\$ (122,967)	\$ 1,234,733	\$ 370,433	\$ 473,133

The closing balances shown here indicate there are more than sufficient funds within the reserves for the proposed capital projects in 2023 and 2024 and that for each of 2025 – 2027, the value of the included capital projects exceed the availability of funds in the reserves.

2023 Capital Budget Final Commentary

As new technologies and equipment are developed, having a robust capital reserve balance available to embrace those opportunities is important. While the 2023 Capital Budget as presented is fully funded, the plans beyond 2024 require adjustments to priorities, timing of expenditures or further contributions which will be looked at when we undertake the 2024 Capital Budget process.

CONCLUSION:

There is no change to the budgeted 2023 transfer to capital reserves of \$3,595,300. The SPS is requesting board approval for 2023 capital projects with a reduced value of \$201,000 versus the 2023 capital plan approved in conjunction with the 2022 Capital Budget.

We also ask the Board to note the 2024-2027 Capital Plan has increased by a value of \$334,000 and that adjustments to projects and/or additional funding will be required when the plan becomes a budget request in conjunction with the 2024 Capital Budget process.

Written by: Earl Warwick
Director of Finance and Asset Management

Reviewed by: Michele Arscott
Executive Director, Corporate and Strategic Performance

Mitch Yuzdepski
Deputy Chief, Support Services



Approved by: _____
Troy Cooper
Chief of Police

Dated: _____
October 11, 2022



SASKATOON _____
POLICE SERVICE

TO: Jo Custead, Chairperson
Board of Police Commissioners

FROM: Troy Cooper
Office of the Chief

DATE: 2022 October 07

SUBJECT: Board of Police Commissioners – 2023 Operating Budget Update

FILE #: 2,017

ISSUE:

The 2023 Operating Plan that was approved in conjunction with the 2022 Operating Budget requires updating and subsequent approval. SPS has recommended changes because information and needs have changed since the 2022 Operating Budget was prepared.

RECOMMENDATION:

That the Board reviews and approves the 2023 operating budget estimates and forwards to Saskatoon City Council for further consideration and approval.

STRATEGIC PRIORITY:

This initiative assists the Saskatoon Police Service (SPS) in meeting the following goals as stated in the 2020-2024 Strategic Plan:

Partnerships - Work with all levels of government to develop solutions to address community safety, health and social challenges.

Innovation - Ensure sustainability by developing leading practices and maintaining an innovative service.

DISCUSSION:

The Board of Police Commissioners shall submit to Council for approval, moneys required for the next year. (*The Police Act, 1990 s. 33(1)*)

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Since the 2023 Operating Plan was approved with the 2022 Operating Budget as part of the City’s two-year budget, a review was done to see what has changed since the original 2023 submission was approved. The 2023 Operating Budget Summary is below:

SASKATOON POLICE SERVICE 2023 OPERATING BUDGET SUMMARY				BOARD IN-CAMERA
	2023 Budget	2022 Budget	Variance	%Variance
Revenues				
General Revenue	2,798,700	2,638,700	160,000	6.06%
Prov. of Sask. Revenue	8,598,900	8,600,100	(1,200)	-0.01%
Govt of Canada Revenue	258,800	252,800	6,000	2.37%
Total Revenues	11,656,400	11,491,600	164,800	1.43%
Expenditures				
Staff Compensation	98,245,300	93,849,400	4,395,900	4.68%
Operating Costs	23,168,300	22,421,000	747,300	3.33%
Cost Recovery	(176,200)	(174,500)	(1,700)	0.97%
Transfer to Reserves	3,604,400	3,809,400	(205,000)	-5.38%
Total Expenditures	124,841,800	119,905,300	4,936,500	4.12%
Total SPS Requested Net Budget	\$ 113,185,400	\$ 108,413,700	\$ 4,771,700	4.40%
SCIS Grant Funding Transferred from City	4,100	-	4,100	
Total Budget	\$ 113,189,500	\$ 108,413,700	\$ 4,775,800	4.41%
Total Staff - Full Time Equivalents (FTE)	714.33	706.33	8.00	1.13%
Total Staff - Positions	714.33	706.33	8.00	1.13%

Below is SPS’s recommended revisions to the 2023 budget:

	2023 Approved Budget	Requested Change	2023 Revised Budget
Revenue	\$ 11.657 million	\$ 1.023 million	\$ 12.680 million
Compensation Expense	\$ 98.020 million	\$ 1.069 million	\$ 99.089 million
Other Expenses	\$ 26.601 million	\$ 0.714 million	\$ 27.315 million
Net Funding	\$ 112.964 million	\$.760 million	\$ 113.724 million
% Change	4.38%	.70%	5.08%

Changes from the Approved 2023 Operating Plan

Revenue (\$1.023 million)

Additional revenue from the Province of \$1.023 million is expected to fund the following provincial program changes:

- Internet Child Exploitation Program (ICE) (3 FTE and program expenses) - \$668,400

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- Sask Trafficking Response Team (STRT) (2 FTE and program expenses) - \$258,000
- Additional salary expense for all other provincial positions - \$96,800

Compensation Expense (\$1.069 million)

Increases in compensation expense are due to the following program changes:

- Salary expenses for the ICE and STRT (5 FTE) – \$719,000
- Salary expenses for the Alternative Response Officer Program (6 FTE) - \$350,000

Other Expenses (\$.714 million)

Increases in other expenses are due to:

- Expenses associated with the additional provincial program responsibilities (ICE and STRT) - \$304,000
- Inflationary pressures from vehicle fuel and natural gas heating costs - \$410,000

2023 Operating Budget Final Commentary

Recognizing this is the second year of a two-year budget process, SPS limited this request to known provincial programming changes, plus key operational needs that were not anticipated when the 2022 Operating Budget was prepared. No incremental funds are being requested for the additional provincial funded programming as the majority of the expenses are offset by related revenue. In addition, SPS identified savings of \$151,500 within our current budget to offset other known pressures.

At the September Board meeting, the Board of Police Commissioners approved changing the Alternative Response Unit from a pilot program to an approved program, subject to consideration at the time of budget approval. This request includes the additional financial implication associated with that approval. The approved pilot program was budgeted at \$350,000 per year and approved in 2021. An additional \$350,000 is required to move this from a pilot program to a mature, fully-funded program in 2023. The Board supported moving the Alternative Response Unit program from a pilot program to a permanent program within SPS at the September 15, 2022 Board meeting.

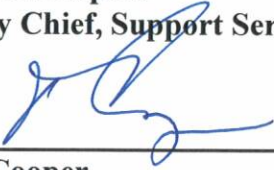
CONCLUSION:

The SPS is asking the Board to consider the request for additional funding of \$760,000 in the 2023 Operating Budget to fund expected inflationary pressures (\$410,000) and fully fund the Alternative Response Unit program (\$350,000).

**Written by: Earl Warwick
Director, Finance and Asset Management**

**Reviewed by: Michele Arscott
Executive Director, Corporate and Strategic Performance**

**Mitch Yuzdepski
Deputy Chief, Support Services**

Approved by: 

**Troy Cooper
Chief of Police**

Dated: _____ **October 11, 2022**



SASKATOON _____
POLICE SERVICE

TO: Jo Custead, Chairperson
Board of Police Commissioners

FROM: Troy Cooper
Office of the Chief

DATE: 2022 October 07

SUBJECT: Body Worn Cameras

FILE #: 5,023

ISSUE:

The purpose of this report is to provide an update on the Saskatoon Police Service’s Body Worn Camera project.

RECOMMENDATION:

That the information be received.

STRATEGIC THEMES:

This initiative assists the Saskatoon Police Service (SPS) in meeting the following goal as stated in the 2020-2024 Strategic Plan:

Innovation - Ensure sustainability by developing leading practices and maintaining an innovative service

DISCUSSION:

As part of the 2022 Business Plan the Saskatoon Police Service (SPS) is conducting a Body Worn Camera (BWC) pilot Program. Preparations began in November 2020 with the actual operational use of BWCs starting in April 2022.

The program was developed to achieve the following goals:

- Provide additional evidence for investigations;
- Support early case resolution in legal matters and public complaints;

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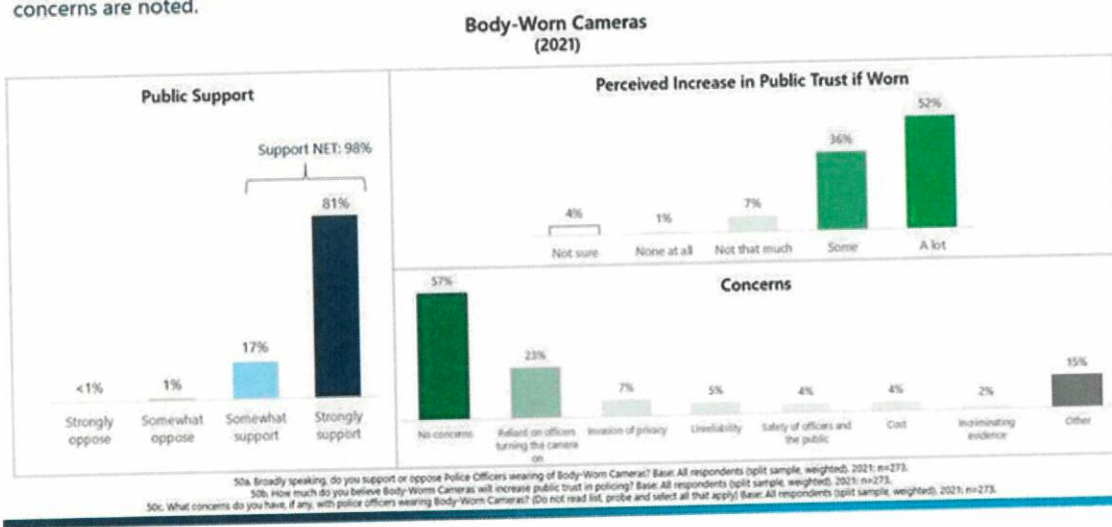
- Provide a record of police officer encounters with the public;
- Increase public trust and confidence;
- Increase police transparency and accountability; and
- Provide additional training and leadership tools.

To date the SPS has deployed 40 cameras across all shifts and all areas of the city. The intent is to expand the pilot in 2023, in manageable increments, so the ongoing impacts can be monitored and supported.

Successfully preparing for and deploying BWCs has required an extensive amount of planning and preparation. The following is an updated overview of the work that has been done to get to this point as well as some of the results that have been seen to date.

Prior to start of the pilot, two questions were included to gauge the level of public support for the use of BWCs. The results showed that a net 98% of community members surveyed support BWCs being worn by SPS officers. Secondly, 88% believed BWCs would increase public trust. Lastly 57% stated they have no concerns with officers wearing BWCs. Most of the concerns noted were related to activation of cameras by officers, which has been addressed by Policy.

Residents largely support Officers wearing body cameras and strongly feel public trust would increase. Few concerns are noted.



Policy and Procedure Development

Policy and Procedure were finalized in February 2022 prior to officer training and the start of the pilot. Updates to Policy to remove redundant sections and extend the minimum retention period were made in September 2022.

SPS Policy and Procedure has been developed building on the experiences of other Canadian police agencies, academic research out of Queen’s University and extensive internal and external stakeholder engagement. The SPS policy is consistent with other Canadian BWC programs and has been reviewed by the Crown, Privacy Commissioner of Saskatchewan, Public Complaints Commission and the Saskatoon Police Association.

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BWC Policy and Procedure addresses:

- When are cameras turned on and off (activation/deactivation);
- Which units will be equipped with BWCs
- Which units will utilize BWCs;
- Recording with or without the consent of owner/occupants;
- Recording in public and private places;
- Recording incidents that may be sensitive in nature;
- Recording retention periods;
- Supervisor responsibilities;
- Privacy implications; and
- Access to BWC recordings

Information on the program including answers to frequently asked questions (FAQ) is available on the SPS website at <https://saskatoonpolice.ca/bwc/>. The FAQ addresses questions on specific aspects of policy and is aimed to provide the public with an understanding of when BWCs will be used, access to recordings and other common concerns.

Digital Evidence Management Systems (DEMS)

Work continues to mature SPS’s approach to information management and governance. With the BWC project, we began using the Axon Evidence DEMS solution. It is currently being utilized for the storage and management of all BWC video evidence, including vetting and redaction of video prior to disclosure.

Throughout the pilot, the project team will be testing the platform out with other types of digital evidence. The goal is to fully test the functionality within current software to determine what efficiencies can be gained and how to leverage the solution beyond the BWC program.

Stakeholder Engagement

As noted earlier, stakeholder engagement has been a critical piece of the preparations and implementation of BWCs. Throughout the planning stages the team met with SPS units that would be directly affected by BWC, Federal and Provincial Crown, Privacy Commissioner of Saskatchewan, Public Complaints Commission, Saskatchewan Human Rights Commission and the Saskatoon Police Association.

Meetings were held with the Saskatchewan Health Authority and Saskatoon School Divisions to ensure appropriate usage of BWC in hospitals and schools and address privacy concerns. Online presentations were held with a range of community groups and boards. Public Relations and Strategic Communications has utilized social media, provided mock scenarios to local media and conducted a media presentation in March 2022.

As previously touched on in the Policy and Procedure Development, stakeholder engagement will form a critical piece of the BWC implementation. Engagement and education on the SPS proposed policy and procedures with the Crown, Privacy Commissioner and the Community is necessary to ensure that the SPS is addressing all stakeholder concerns and requirements.

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Procurement

The BWC and Digital Evidence Management System (DEMS) were procured through a competitive procurement process. Axon Public Safety Canada won the competition and the SPS has deployed the Axon Body 3 (AB3) camera and Axon Evidence DEMS.

Pilot Structure

The pilot group is made up of 40 officers from the following units:

- Patrol
- Traffic
- Community Mobilization Unit (CMU)
- Bike Unit
- Alternative Response Officers

Pilot members are assigned to each shift in all areas of Saskatoon. Cameras are issued to each of the 40 officers and are not shared with other members. BWCs are not available for operational use outside of the pilot group.

In selecting members to participate, the team looked for members that would represent a range of officers in the Service. To get an accurate assessment, the pilot group would need to be composed of people that were comfortable with technology and excited to use it as well as those that would need more support.

Training

Initial training was provided to the members by the project team with assistance from the vendor (Axon). All training was done in person starting at the end of February 2022 and each BWC equipped officer goes through a full training date that covers:

- Policy and Procedure
- Camera operation
- Digital Evidence Management System usage

The bulk of the training was focused on Policy and Procedure to ensure the proper and consistent usage of cameras. After the initial training day, ongoing coaching and support has been provided to members by the project team to address technical and operational concerns.

Financial Implications

To date \$198,000 in capital expenses have been incurred to set up the program and purchase hardware and software licenses associated with the solution for the first year of operation.

As part of the 2022 approved capital budget, \$500,000 was allocated towards the BWC pilot. For 2023, \$192,000 has been budgeted for BWC. This funding will be used to expand the pilot by 40 additional cameras and cover the associated equipment and licensing costs.

To evaluate the program properly for decision makers, total annual operating and capital costs need to be identified. The costs associated with hardware and licensing are clear. The focus of the next stage of the pilot will be determining marginal staffing costs associated with the program, such as video disclosure technicians.

CONCLUSION:

In the six months of operational use of BWCs by the Saskatoon Police Service several key benefits have been observed. Body Worn Cameras are routinely being used to capture significant evidence such as information from witnesses as officers approach a scene, documenting injuries and collecting audio and video statements. This is being done in a more efficient manner and results in better quality evidence.

In many situations, these statements, which provide high quality evidence, can be collected from a victim in their own home. This approach often provides a more comforting environment to get vital evidence from victims of domestic violence and sexual assaults. Without BWCs victims may need to provide a written statement, an audio and video statement that is taken in the back of a police car or be asked to come in to the SPS headquarters building to provide their statement.

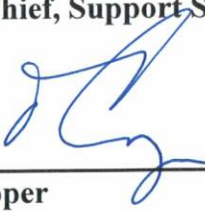
While it is still early in the pilot and there is more work to be done, the experience to date with BWCs has been positive. The value of the tool is being realized and the goals identified are being met with numerous examples to support what has been observed. The desire exists within the Service and community to expand the program further in 2023 to gain a better understanding of the value and impact of a BWC program for the SPS.

Written by: **Dale Johnstone**
Acting Director, Information Technology

Approved by: **Michele Arscott**
Executive Director, Corporate and Strategic Performance

Mitch Yuzdepski
Deputy Chief, Support Services

Approved by:



Troy Cooper
Chief of Police

Dated:

October 11, 2022