

University Of Guelph Campus Community Police Annual Report 2018





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Introduction

The University of Guelph Campus Community Police (CCP) Service was established in 1967, and is one of the longest serving campus policing services in the nation. CCP is responsible for serving 29,507 undergraduate and graduate students, staff, and faculty located across our campuses in Guelph, Toronto and Ridgetown. This number includes 1,400 international students from more than 120 countries. More than 50 years since the establishment of the University, there are more than 173,000 alumni living in 160 countries; a global community.

The main campus is a hub of activity 24 hours a day, seven days a week with students, staff and visitors. Approximately 5,000 students stay on campus in residence and family housing units and call the campus home. During the day, the “transit loop” which is located at the University of Guelph has approximately 800 buses per day and it is estimated that 2.3 million people per year travel through this transit hub.

CCP works cooperatively with our stakeholders and partners to identify, address, and implement solutions to ongoing police related matters, which ultimately enhances our campus safety for our diverse community.

Our Mission Statement

Our Mission is to serve and support the academic and campus community and provide a safe campus environment for our students, faculty, staff, and visitors. We accomplish this through working in partnership with the campus community and identifying and working towards solutions that build on and enhance all of the services we provide, while respecting the dignity and individuality of the various persons we interact with.





The Guelph Police Service – A Partnership



The University of Guelph and CCP continue to enjoy a positive working relationship with the Guelph Police Service. Members of CCP are designated as Special Constables as authorized by the Guelph Police Services Board and approved by the Ministry of Community Safety and Correctional Services.

This appointment confers specified powers of a police officer to the extent and for the specific purpose set out in the appointment and restricted to the specific jurisdiction of the university campus. These appointments are renewed every five years. Furthermore, an agreement between the Guelph Police Services Board and the University of Guelph governs the roles and responsibilities of both CCP and the Guelph Police Service by defining and enhancing the strong working relationship between the two services.

Our partnership with the Guelph Police Service includes the provision of training, access to Guelph Police Resources, and oversight and mentorship in relation to CCP staff. CCP continues to offer our experience and knowledge in student life and conduct to Chief Gordon Cobey and his team to support creative initiatives in these areas.





A Message from the Director



Over the past year, we continued to work closely with the Guelph Police Service to keep our campus community safe. As the new school year approaches, I look forward to strengthening our relationship and looking for new ways in support of our respective strategic objectives.

Dave Lee, Director
Campus Community Police, Fire Safety, & Emergency Management University of Guelph.





Who We Are

CCP is a Police Service comprised of special constables and dispatchers who are responsible for the safety and security of the Guelph campus. We also act as a resource for the University's regional campus in Ridgeway.

The Service includes a Director, an Operations Manager, an Emergency Planning and Administration Manager, four Sergeants, eleven Special Constables, four full-time and several part-time dispatchers, and an Administrative Assistant. There are four Platoons, which work a 12-hour rotating schedule, providing campus safety seven days a week, and all year long.

Our office is in the Trent Building located at 32 Trent Lane. Members of CCP patrol on campus 24 hours a day, 365 days a year, providing community-based policing through foot, cruiser and bicycle patrols to provide a safe environment for those who study, work, visit and live at the University.





What We Do

Besides enforcing Federal, Provincial and Municipal laws, CCP also lay charges under University of Guelph Student Rights and Responsibilities, providing an internal disciplinary procedure for students who do not follow the University's code of conduct, and which is an alternative solution for students whose behavior is less serious in nature.

CCP maintains a close working relationship with Guelph Police Service, the Guelph Fire Department, Guelph Paramedic Services and other related agencies to ensure a safer community. CCP officers receive their training through the Guelph Police Service in relation to Use of Force, CPR and First Aid and other key matters that pertain to an officer's duty.

CCP responds to all emergencies on campus as well as monitoring video surveillance cameras, intrusion alarms, fire alarms and emergency phones. It is also the Communication Centre for after-hours non-emergency situations and maintenance issues.

Our Staff

CCP have a total staff of 18 sworn officers providing service 24 hours a day, 7 days a week. There are four full-time civilian dispatchers (plus our part-time dispatch team) who work together with officers to respond to calls for service within the community.

Director Dave Lee is a retired Inspector with the Ontario Provincial Police. Our Operations Manager, Garry Male, and Emergency Planning and Administration Manager, Dave Pringle, are both retired Inspectors with Guelph Police Services. These three members of our Management Team bring a combined policing experience of over 90 years to CCP.





Team Member	Position
Dave Lee	Director
Garry Male	Operations Manager
Dave Pringle	Emergency Planning and Administration Manager
Phyllis Rato-Hatch	Administrative Secretary
Elizabeth Bouchard	Sergeant
Larry O'Connell	Sergeant
Stanley Gabriel	Sergeant
Graham Wagler	Sergeant
Fred Beckmann	Special Constable
Bryan Bilodeau	Special Constable
Javier Del-Olmo	Special Constable
Mario Deschamps	Special Constable
Alex Elloway	Special Constable
Tom Guest	Special Constable
Nathan Harding	Special Constable
Margaret (Reta) Jones	Special Constable
Bryce Kohlmeier	Special Constable
Chris McCormick	Special Constable
Mike Wong	Special Constable
Denise Bellmore	Dispatcher
Jeanette Bransfield	Dispatcher
Gillian Douglas	Dispatcher
Erin Mancini	Dispatcher

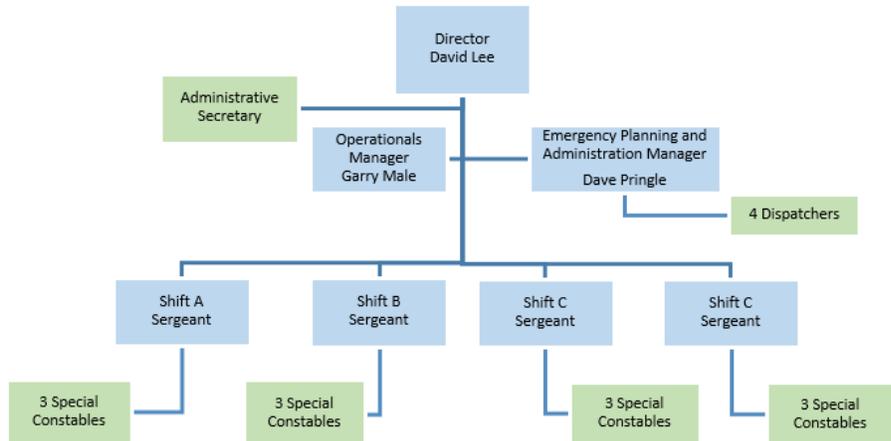




Organizational Chart

Campus
Community
Police

Organizational
Chart



Recruitment and Hiring

Jeanette Bransfield was hired in February 2019 as a full time Dispatcher. Prior to that, she was on staff as a part-time contract employee. Jeanette is a graduate of the University of Guelph, as a student, she was the Co-Coordinator of the UofG FRT Team.





Accomplishments and Community Initiatives



Special Achievement Award- Annual United Way Campaign

CCP was awarded the President's Award for Special Achievement in the Annual United Way Campaign. This award is given to the unit, department or college that had the highest increase in both participation, dollars raised and demonstrating an increase in awareness about United Way within their area. The award was made possible due to the tireless efforts of Erin Mancini, who was instrumental as Department's Coordinator in making this achievement happen! Pictured above is Constable Wong and Sergeant Bouchard accepting the award on behalf of CCP.

Christmas Salvation Army Toy Drive

Constable Bilodeau organized a toy drive during the 2018 Christmas season. The gifts received were donated to the Salvation Army for children less fortunate during the Christmas Holidays.

Adopt a Family

Sergeant Bouchard led the Adopt a Family Program, where CCP sponsored a single parent family of four during the Christmas Holidays. This was a partnership with the Children's Foundation in Guelph.





Annual Family Housing Bike Rodeo

Sgt. Gabriel took the lead once again and organized the Annual Family Housing Bike Rodeo, providing the children and tenants at our Family Housing a positive contact with CCP.



Emergency Management System

Campus and Community Safety at the University of Guelph continues to be a top priority, and as such the Campus Community Police hired an Emergency Manager to assist with implementing a training program that is consistent with our local communities training should an emergency occur.

Guelph Universities Emergency Management Plan (EMP) was reviewed and updated in the winter of 2019 and outlines an organizational structure and an operational framework for managing emergencies on campus should they arise. The plan contains roles and responsibilities for the Campus Control Group (CCG) and defines the various steps that the team will take to assist with an emergency with the goal of minimizing the risk to the campus during the recovery phase. The Emergency management office in conjunction with campus partners identified a new Emergency Operations Center (EOC) on campus which will be the central command and control facility responsible for carrying out the principles of [emergency preparedness](#) and [emergency management](#), while ensuring the continuity of operations on campus.





In 2018 the UofG Alert managed through Everbridge was utilized on three separate occasions during the month of February due to inclement weather which led to the closing of the campus. This was an excellent test of the system and increased user “opt-in”.

To ensure that we have user understanding on how the system works a UofG Alert is sent campus wide during both the winter and summer months, which allows the team to identify any gaps and make improved adjustments. The system is tested weekly to a small user group and is sent out by members of the Campus Community Police Dispatch team to ensure that the senders of the message have a good working knowledge of the system. We are proud of the strides that we are making with the UofG Alert system, such as having messages relayed onto Digital Signs and Computer Desktops across campus. These alternative systems were recently tested and received rave reviews from various levels across the campus.

Some of the highlights during the past year include campus education with the release of three new “*Be Prepared*” animated videos alerting the campus community on how to be prepared during an emergency, the revision of the Pandemic Plan in partnership with Student Health Services, and an experiential learning opportunity provided to a first year Emergency Management Student.

A priority going forward for 2019 will be increased training for the Campus Control Group (CCG). The University CCG will be collaborating with our City of Guelph first responders during their annual training exercise to assess the team’s effectiveness of handling a citywide emergency that will also impact the university campus.





SAFEgryphon Phone Application

“SAFEgryphon” is a Safety App for smartphones that is available for our entire campus and external community, as another tool provided by Campus Community Police in an effort to improve safety on campus.

Smartphone technology is the most common method of communication and the SAFEgryphon App allows CCP to share key information with others in a quick and efficient manner. We are continually encouraging all of our campus community, students, parents, faculty and staff to [download the App](#). Emergency alerts will no longer be sent through the Safe Gryphon App.



Partnerships and Programs

Our team of dedicated officers make a conscious effort to create an atmosphere in which members of the university community actively engage with us. CCP continually takes the lead role for law enforcement and physical security for our campus community.

Through a diverse variety of partnerships, participation on committees and presentations, we provide education and act as a resource both on and off campus by engaging with stakeholders and the community beyond our regular patrol duties. Over the past year these activities include:

- Attending at and participating in Residence meetings.
- Stop Tag programs for students and staff.





- Bicycle SPACE Program, meeting 1st year students in residence.
- Residence Life staff training.
- Family Housing Bike Rodeo.
- Ongoing involvement in the Library's Exam Stress Busters Program.
- Coffee with a Cop.
- Residence meet and greets.
- Remembrance Day Ceremony at the University of Guelph.

During 2018 CCP were active with the following programs

- Rape Aggression Defence System (RAD).
- Crime Prevention Through Environmental Design (CPTED).
- STOP Program.
- Officer in Residence Program.

CCP works closely with the University of Guelph First Response Team (FRT). The FRT is a student-run, nonprofit team of volunteers and a division of St. John Ambulance. They provide on-call and special event coverage to the University of Guelph community and its visitors in the form of emergency first-aid services. During the Fall and Winter semesters, they provide service to the campus every weeknight from 5 PM to 8 AM, and 24 hours a day on weekends. FRT operates under the direction of the Campus Community Police and Fire Safety.





Auxiliary Program

Director Lee was proud to partner with the Criminal Justice Program and make the Auxiliary Program a reality this past year. The Auxiliary team is comprised of students from the University of Guelph and University of Guelph-Humber.

The Auxiliary Program features upper year Criminal Justice and Public Policy (CJPP) students enrolled at the University of Guelph who have exhibited a strong aspiration towards a career in policing. CCP worked with the faculty to identify, interview and select the best candidates. This semester, we brought on five auxiliary students.

The CCP Auxiliary Program is beneficial to the community in various ways. The program acts as a means to engage with members of the community, while providing education in regards to law enforcement practices. The program is a great opportunity for students to network and market themselves for careers in law enforcement.



During the Auxiliary Program, students participate in ride-alongs with CCP where they have the opportunity for experiential learning regarding the various aspects of policing ranging from routine patrols, taking of statements, observing investigations report writing and understanding the core purpose of community policing. To ensure our Auxiliary team is clearly identifiable they are provided uniforms that are distinct and separate from the CCP team.

Constables Jones and Elloway were the constable team that was tasked with coordinating this Program. The first semester of the Auxiliary Program has been a success and one of the Auxiliaries was proud to communicate that he was successful in acquiring a full-time police constable position with a neighbouring Municipal Police Service.





Bicycle Patrol

In May of 2018, Sergeant Bouchard and Constable Jones attended the International Police Mountain Biking Association (IPMBA) Annual Conference in St Louis Missouri where they successfully completed the Police Cyclist II course. At this conference, Sergeant Bouchard was appointed to the IPMBA Board of Directors and elected as its Treasurer. Sergeant Bouchard is responsible for overseeing the Bike Unit.

In May and June of 2018, CCP hosted two IPMBA Police Cyclist Course at the University of Guelph. There were 21 attendees from various police agencies such as Wilfred Laurier University, University of Toronto, Guelph By-Law, Guelph Police Services, and Shelbourne Police Services. These training courses were conducted by Sergeants Bouchard and Wagler.

In February of 2019, Sergeant Bouchard attended IPMBA's winter Board meeting in Fort Worth Texas to fulfill her board duties and was selected into a working group to assist in updating IPMBA's book the *"Complete Guide to Public Safety"*.

In April 2019, Sergeant Bouchard and Constable Deschamps attended the IPMBA's Annual conference in Fort Worth Texas. Constable Deschamps successfully completed the Police Cyclist II course. Sergeant Bouchard also attended the Blue Line Trade show on behalf of IPMBA.





The Bike Unit ran the following Bike Initiatives this past year, namely;

- Constable Guest took on the Bike Lights Initiative and helped distribute over 200 bike lights on campus as part of our commitment to campus safety.
- Sgt. Wagler assumed the Lock4Lock program where over 50 U-locks were distributed to campus members as part of our theft reduction program.
- Constable Wong oversaw the bike surveillance project and conducted several static surveillance operations again with the community goal of reducing bike thefts.
- Constable Deschamps managed the Property Crime Eradication Project (PCEP) project of which: 97 sector rides were completed, which resulted in 21 Incident reports being generated with the goal of reducing property crimes on campus.
- Constable Bilodeau was instrumental on introducing a new online bike registry program called 519 Garage. Based on his involvement he made significant progress on the project. The Guelph Police Service have mirrored the this initiative and launched their own community campaign.
- Constable Bilodeau also attended the Professional Bicycle Mechanic's Course and is now in charge of maintaining the fleet of bicycles.

Complaints against Members

There was one complaint against a member during this reporting period. It was investigated and found to be unsubstantiated.





Freedom of Expression on Campus



During 2018 there were several planned Freedom of Expression events on campus. CCP attended to ensure the safety of all participants and members of the University community.

The Service adapted similar processes as local police agencies to address officer deployment and responsibilities.

Training and Conferences

The CCP was proud to partner this year with the Ontario Police College (OPC) where one police member attended the media course at OPC. The OPC Leadership team attended to our campus and taught the Frontline Supervisors course to 24 police attendees including three CCP Sergeants and Acting Sergeants.

Some of our other established partnerships that the CCP have are as follows:

- Training Branch of the Guelph Police Service.
- Ontario Association of College and University Security Administrators (OACUSA).
- International Association of Campus Law Enforcement Administrators (IACLEA).

We continue to explore opportunities for training and professional development for the members of the CCP on an annual basis to ensure that our members stay informed on current trends, law changes and issues that may impact the way that we conduct our day to day operations.





Training is also provided online to our members through the Canadian Police Knowledge Network (CPKN) and the Ontario Police Video Training Alliance (OPVTA) through our Portal with CPKN.



In compliance with our agreement with the Guelph Police Services Board, all officers completed the mandatory First Aid/CPR and the Use of Force training. All officers also received their Naloxone training. The table below provides some examples of the wide variety of professional development undertaken by the members of the Campus Police in this reporting period in addition to mandatory requalification courses.

Course	Given by	Attendees
IACLEA Conference	International Association of College Law Enforcement Administrators	1
OACUSA Conference	Ontario Association of College and University Security Administrators	1
CPKN National Conference	Canadian Police Knowledge Network	1
First Aid and CPR	Red Cross	15





Course	Given by	Attendees
Critical Incident Stress Management Training and Congress	International Critical Incident Stress Foundation	2
Chemical Spills Refresher Training	University of Guelph	15
Personal Leadership at the Workplace	University of Guelph	1
IPMBA Conference	International Police Mountain Bike Association	2
Emergency Operations Training	University of Guelph	3
Mental Health First Aid Training	Mental Health Commission of Canada	2
Fair and Impartial Policing	Wilfred Laurier University	1
Bike Mechanic Course	Winterbourne	1
IPMBA Police Cyclist Course	University of Guelph Campus Police	4
Scribe for EOC	Canadian Critical Incident Inc.	1
FEMA Training	Institute of Higher Learning	2
Event Crowd Safety Workshop	Sellery Health and Safety	2
Media Relations Officer	Ontario Police College	1
Front Line Supervisor	Ontario Police College	3
PEACE Interviewing	Wilfred Laurier University	9
IMPACT – Mental Health Crisis Situations	Integrated Mobile Police and Crisis Team - CMHA	15
General Investigative Training - Part 1	Canadian Police Knowledge Network	1





Course	Given by	Attendees
Cannabis (Marijuana) Legislation: Impact on Workplace Safety	Canadian Police Knowledge Network	1
Coach Officer Training	Canadian Police Knowledge Network	1
Courtroom Testimony Skills	Canadian Police Knowledge Network	1
Deception Detection Techniques	Canadian Police Knowledge Network	1
Customer Service in the Police Environment	Canadian Police Knowledge Network	1
Digital Evidence	Canadian Police Knowledge Network	1
Frontline Supervisor - Domestic Violence	Canadian Police Knowledge Network	2
Frontline Supervisor - Leadership	Canadian Police Knowledge Network	2
Frontline Supervisor - Organizational Skills	Canadian Police Knowledge Network	2
Frontline Supervisor - Performance Management	Canadian Police Knowledge Network	2
Frontline Supervisor - Self-managing Skills	Canadian Police Knowledge Network	2
IIS: Interviewing Suspects	Canadian Police Knowledge Network	1
Basic Impaired Driving Detection Techniques	Canadian Police Knowledge Network	1
Canadian Rail Incident Investigation Guideline	Canadian Police Knowledge Network	1





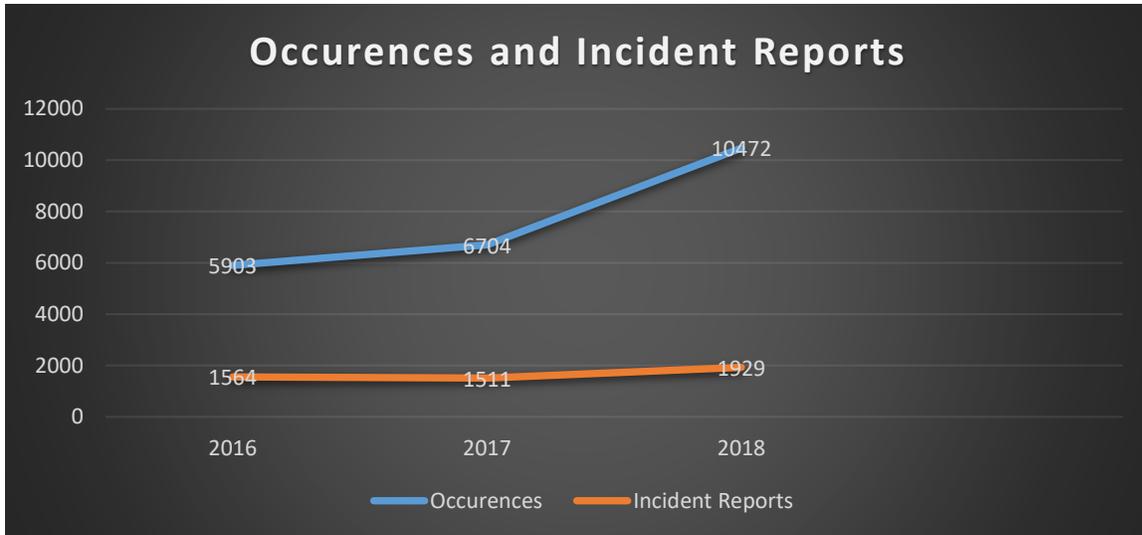
Course	Given by	Attendees
Fighting Fraud on the Front Lines	Canadian Police Knowledge Network	1
Information and Communications Technologies in the Context of Crowd Control	Canadian Police Knowledge Network	1
Naloxone Nasal Spray Administration	Canadian Police Knowledge Network	2
SFST Review and Introduction to Drug Impaired Driving	Canadian Police Knowledge Network	2
Standards for Reporting Founded and Unfounded Incidents	Canadian Police Knowledge Network	1
Wise Up to Counterfeiting - A Guide for Police Officers	Canadian Police Knowledge Network	1
Stolen Innocence: A Police Guide to Online Child Exploitation	Canadian Police Knowledge Network	1
Suicide Awareness and Prevention	Canadian Police Knowledge Network	1
Suicide Awareness and Prevention for Supervisors	Canadian Police Knowledge Network	1
Uniform Crime Reporting	Canadian Police Knowledge Network	1
Vehicle Search Authorities & Articulation	Canadian Police Knowledge Network	2
Investigative Detention: Watcher in the Woods	Canadian Police Knowledge Network	2



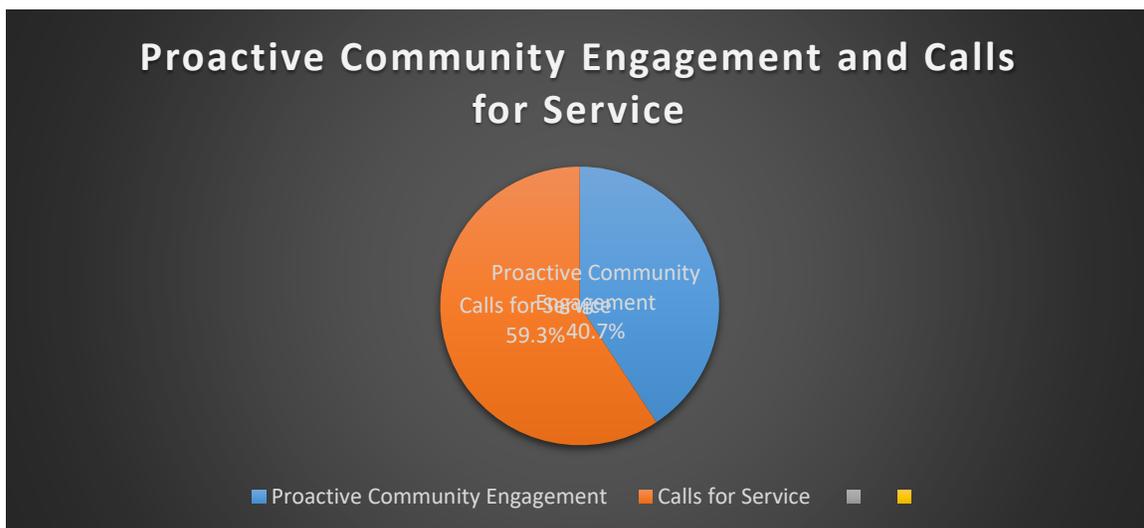


Statistics

In this reporting period, there has been a significant increase in calls for service made to Campus Police. There were 10,472 occurrences this year compared to 6,704 last year, amounting to an increase of + 56.2% in call volume. This resulted in 1,923 Incident Reports being completed by the officers compared to 1,511 last year, resulting in a + 27.3% increase.

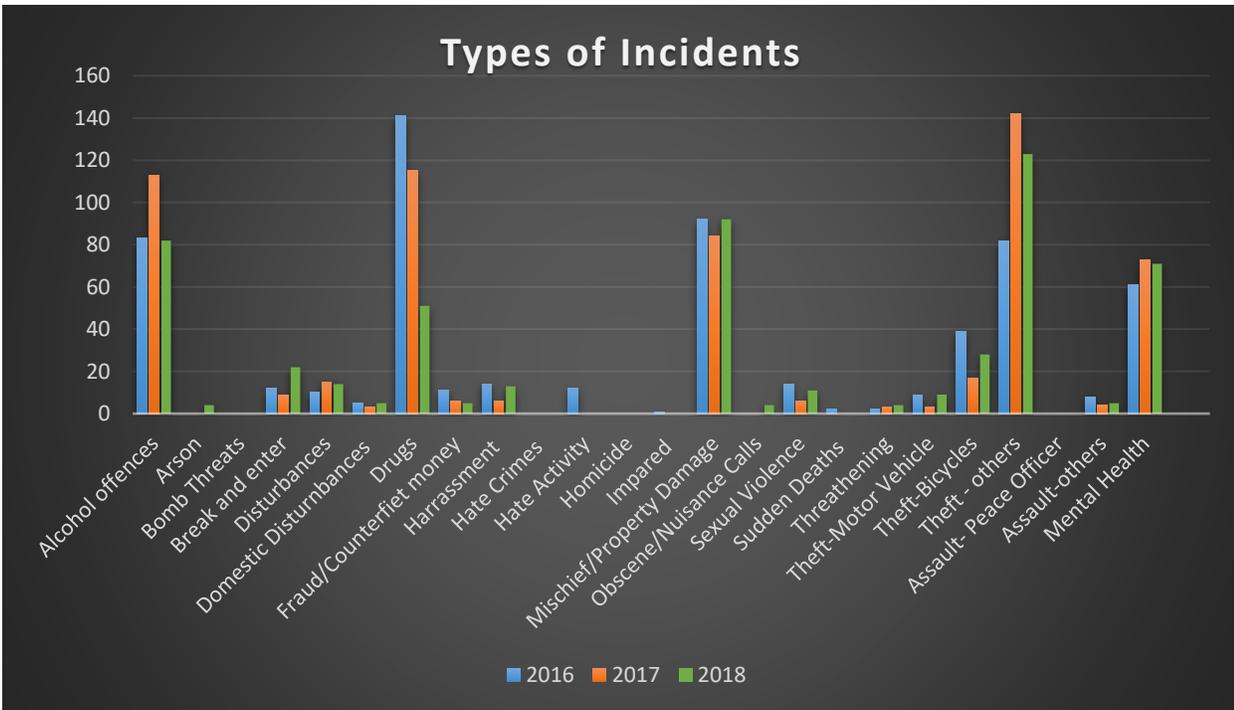
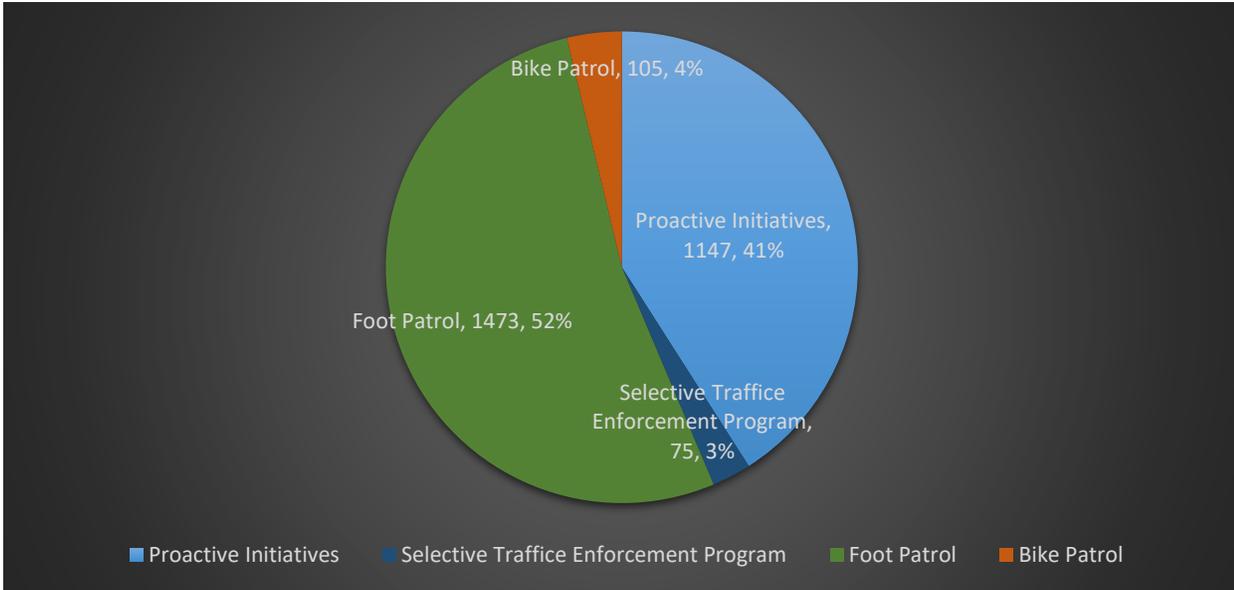


There were 4,265 self-generated occurrences where CCP proactively engaged with the community accounting for 40.7% of the occurrences generated during this reporting period. There were 6,207 calls for service accounting for 59.3% of occurrences.





Types of Proactive Community Engagement





The following table gives a breakdown of the reportable incidents from 2016 to 2018.

Type of Incident	2016	2017	2018
Alcohol Offence	83	113	82
Arson / Intentional Fires	0	0	4
Bomb Threats	0	0	0
Break and Enter	12	9	22
Disturbances	10	15	14
Domestic Disturbances	5	3	5
Drugs	141	115	51
Frauds and Counterfeit Money	11	6	5
Harassment	14	6	13
Hate Crimes	0	0	0
Hate Activity	12	0	0
Homicide	0	0	0
Impaired Driving	1	0	0
Mischief/Vandalism/Property Damage	92	84	92
Obscene/Nuisance Calls	0	0	4
Sexual Violence	14	6	11
Sudden Deaths	2	0	0
Threatening	2	3	4





Theft/Possession of Stolen Property

Type of Incident	2016	2017	2018
Motor Vehicle theft	9	3	9
Bicycle theft	39	17	28
All other thefts	82	142	123

Assaults

Type of Incident	2016	2017	2018
Peace Officer	0	0	0
All other	8	3	5

Mental Health

Type of Incident	2016	2017	2018
All	61	73	71
Sudden Deaths	2	1	0

There was a marginal decrease in calls for service under the Mental Health Category from 73 last year to 71 this year (-2.7%). The Mental Health category includes calls for service directly to residences and other locations on campus, assisting Student Health Services in transporting students to Guelph General Hospital where they can be given further treatment. This category also includes compassionate to locate calls, which are when students, family, friends, or online sources report their concerns about a student/member of the university community. CCP is then dispatched to locate them and to ensure their safety, well-being and subsequently direct them to other resources as required.

- The number of Sexual Violence incidents reported to Campus Community Police rose slightly from the previous year from 6 to 11(+83.3%). Campus Community Police will continue to provide their expertise and knowledge around this topic and participate in the various campus committees, initiatives and training to provide an environment that





is supportive and allows the community members to come forward to report these crimes.

- Bicycle thefts increased from 17 to 28 (+64.7%), CCP continues to conduct targeted foot, bicycle and cruiser patrols in addition to increased bicycle safety and awareness programs, such as the lock exchange program to try to prevent further incidents. .
- Motor vehicle thefts also increased from 3 to 9 (+200%). Various initiatives are underway in partnership with Physical Resources to address this issue, such as improved lighting, cameras and targeted enforcement by CCP during peak periods.
- Mischief/vandalism/property damage incidents have increased from 84 to 92 (+9.5%) The bulk of these incidents take place inside student residence. CCP will continue to enhance their foot patrols and will introduce other initiatives such as the use of CCTV cameras to prevent and deter crime. As part of community safety the CCP will continue to educate the campus community on how to address these issues of concern.
- Thefts of personal property and electronics have been crimes of opportunity where personal belongings had been left unattended in rooms, offices and libraries.

There has been a decrease this year from 142 to 123 (-13.4%) in cases of theft. CCP will continue to utilize its social media platforms to remind the community that we all play a part in preventable crime reduction. In addition, securing personal property and spaces is one of the topics that officers cover when attending residence meeting or when conducting training for students and staff.

Campus Police continue to track and monitor incidents on campus. Based on their research this helps us in identifying training needs, providing outreach and education and developing strategies for effective and efficient mobilization of resources as we continue to ensure that our campus community is a safe place to live, work and play.





Criminal Code and Controlled Drugs and Substances Act Arrests and Charges - 2018

The following table gives a breakdown of Criminal Code and Controlled Drugs and Substances Act charges laid by Campus Police in 2018.

Criminal Code	2018
Assault	4
Attempted Theft	1
Theft	17
Break and Enter	9
Breach of Probation	12
Breach of Recognizance	4
Obstruct Police	4
Uttering Threats	4
Possession of Stolen Property	4
Mischief	5
Fraud	1
Disturbance	1
Resist Arrest	1
Assault Cause Bodily Harm	2
Possession of B&E Implements	7
Attempt B & E	2
Unlawfully in Dwelling House	1
Possession of controlled substance	5





Highway Traffic Act Charges 2018

The following table gives a breakdown of Highway Traffic Act charges laid by Campus Police in 2018.

Highway Traffic Act	2018
Fail to stop – stop sign	24
Fail to stop – stop light	5
Fail to report accident	1
Drive motor vehicle no licence	2
Drive motor vehicle no valid permit	7
Possess suspended licence	1
Drive while under suspension	3
Careless	1
Amber light fail to stop	2
Handheld communication device	4
Fail to surrender licence	7
No clear view to rear	1
Drive without proper headlight	1
3 day suspension	1
Fail to use seatbelt	1
Drive excessive noise	1
Cyclist improper lighting	2
Possess more than one licence	1





Liquor Licence Act, Trespass to Property Act and Cannabis Act Charges 2018

The following table gives a breakdown of Liquor Licence Act, Trespass to the Property Act and Cannabis Act laid by Campus Police in 2018.

Liquor Licence Act	2018
Intoxicated in a public place	13
Having open liquor	5
Under 19 having liquor	1
Under 19 consume	2
Presenting identification not lawfully issued	7

Trespass to the Property Act	2018
Fail to leave when directed	12
Enter when entry prohibited	3

Cannabis Act	2018
Unlawful purchase of cannabis	1





Community Engagement 2018, Photo Gallery



