



MEMORANDUM

LaSalle Police Service

To: Chief Duncan Davies

From: Deputy Chief Jason Woods Date:

Monday March 18, 2024

Re: 2023 Collection of Identifying Information in Certain Circumstances Annual Report

Chief,

Total Number of Collections - 0

The LaSalle Police Service collection of identifying information is not disproportionate to any one racialized group or sex.

No attempted or actual collections where sections 12(c) (d) (e) came into effect. (See Appendix A for reference to sections 12(c) (d) (e))

There were no collections and therefore no evidence that any neighborhoods were targeted more than others.

There were no unauthorized database checks done by any officers.

ALL patrol and CID personnel completed the CIICC training as per the OPCVA Training Module with Certificates of completion in 2020/2021. This is mandatory training for all new police officers when they enter their Basic Constable training at the Ontario Police College.

Respectfully,

Jason WOODS
Deputy Chief

Appendix A

ANNUAL REPORT

- 11/ The *annual report* as it relates to *Regulated Interactions* shall be provided by the Chief of Police to the Board in the first quarter (unless an extension is approved by the Board Chair) of the year commencing in 2018 and annually thereafter.
- 12/ The contents of the *annual report* as it relates to *Regulated Interactions* shall include, at a minimum, the following:
- a/ the number of attempted collections and the number of attempted collections in which identifying information was collected;
 - b/ the number of individuals from whom identifying information was collected;
 - c/ the number of times each of the following provisions was relied upon to not advise the individual of his/her right that he/she is “not required to provide identifying information to the officer” and/or the reason “why the police officer is attempting to collect identifying information about the individual”:
 - i/ might compromise the safety of an individual (subsection 6(2)),
 - ii/ would likely compromise an ongoing police investigation (clause 6(3)(a)),
 - iii/ might allow a confidential informant to be identified (clause 6(3)(b)), and
 - iv/ might disclose the identity of a person contrary to law, including the YCJA (clause 6(3)(c));
 - d/ the number of times an individual was not given a receipt/document because the individual did not indicate that they wanted it;
 - e/ the number of times each of the following clauses was relied upon to not offer or give a receipt/document:
 - i/ might compromise the safety of an individual (subsection 7(2)(a)) and,
 - ii/ might delay the officer from responding to another matter that should be responded to immediately (clause 7(2)(b));
 - f/ the number of attempted collections from individuals who are perceived, by a police officer, to be within the following groups based on the sex of the individual:
 - i/ male individuals, and
 - ii/ female individuals;
 - g/ for each age group established by the Chief of Police, the number of attempted collections from individuals who are perceived, by a police officer, to be within that age group;

- h/ for each racialized group established by the Chief of Police for the purpose of this paragraph, the number of attempted collections from individuals who are perceived, by a police officer, to be within that racialized group;
- i/ a statement, based on an analysis of the information, as to whether the collections were attempted disproportionately from individuals within a group based on (a) the sex of the individual, (b) a particular age (c) racialized group, or (d) a combination of groups and, if so, any additional information that the Chief of Police considers relevant to explain the disproportionate number of attempted collections;
- j/ the neighbourhoods or areas where collections were attempted and the number of attempted collections in each neighbourhood or area;
- k/ the number of determinations made by the Chief (or designate) as to whether the information entered into the *database*:
 - i/ complied with limitations on collection set out in section 5 and 9(4)(a) of the Regulation, and
 - ii/ the results of the review(s), done at least once a year, of an appropriately sized random sample of entries of identifying information included in the *database* to estimate within a margin of error of plus or minus 5 percent, at a 95 percent confidence level, whether it appears that sections 5 (limitations on collection of information), 6 (duties to inform of rights and reasons before collecting, with exceptions) or 7 (document for individual – receipt/document, with exceptions) were complied with;
- l/ the number of times, if any, members of the police force were permitted to access identifying information to which access must be restricted by virtue of one or more of the following:
 - i/ for the purpose of an ongoing police investigation,
 - ii/ in connection with legal proceedings or anticipated legal proceedings,
 - iii/ for the purpose of dealing with a complaint under Part V of the *Act* or for the purpose of an investigation or inquiry under clause 25 (1) (a) of the *Act*,
 - iv/ in order to prepare the *annual report* or a report required due to disproportionate collection (under section 15 of the Regulation),
 - v/ for the purpose of complying with a legal requirement, or
 - vi/ for the purpose of evaluating a police officer's performance.