



# MINUTES

## OFIA Executive Meeting (Teleconference) #12

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*Date | time* 6/20/2017 9:30 AM | *Meeting called to order by* Dave Tovell, Ontario Provincial Police

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### Location

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Teleconference

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### In Attendance – Confirmed

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#### Executive

1. **Rhonda Alcock, Director of Information** - Detective Sergeant, Halton Regional Police, Forensic Services
2. **Liz Benoit, Conference Director** - Detective Sergeant, Toronto Police, Forensic Identification Services
3. **Alan Benton, Secretary** – Owner, BentonForensics.com
4. **Bart Gilligan, Director of Equipment** – Staff Sergeant, Ottawa Police Service, Forensic Identification Services
5. **Shelley Heinrich, Director at Large** - Detective, Waterloo Regional Police, Forensic Identification Branch
6. **Rob Hofstetter, Director of Training** - Detective, Peel Regional Police Service, Forensic Identification Services
7. **Brad Joice, Vice Treasurer, Director of Information** - Detective Sergeant, York Regional Police, Forensic Identification Unit
8. **Brian Rogers, Director at Large** - Staff Sergeant, Niagara Regional Police Service
9. **Dave Tovell, Chair** - Director, Ontario Provincial Police, Forensic Identification Services
10. **Jeff Ward, Treasurer** - Detective, Durham Regional Police, Forensic Identification Unit

#### *Regrets*

11. **Andrea Hills, Director at Large**- Sergeant, Royal Canadian Mounted Police, Canadian Police College

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## Approval of Minutes

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Minutes from last Conference meeting not approved.

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## Executive

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Chair – Dave Tovell

Vice Chair – Brian Rogers

Secretary – Alan Benton

Treasurer – Jeff Ward

Vice Treasurer – Brad Joice

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## Directors

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Conference Director – Liz Benoit

Director at Large – Bart Gilligan

Director of Communication – Brad Joice

Director at Large – Andrea Hills

Director of Standards – Rhonda Alcock

Director of Training – Rob Hofstetter

Director at Large – Shelley Heinrich

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## Advisory Committees

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The 2018 OFIA Conference Committee.

**Liz Benoit** – *Chair/General Oversight*

**Jeff Ward** – *Budget*

**Shelley Heinrich & Bart Gilligan** – *Marketing*

**Courtney Ervick (TPS) & Michelle Pflug (Peel)** – *Registration*

**Alan Benton** – *Secretary*

**Tom Greer (TPS) & Rob Hofstetter** – *Speakers/Training*

**Sam Thompson (York), Ron Schistad (OPP), Dave Tovell, Rhonda Alcock and Brad Joice** - *Vendors & Sponsorship* – **Brad** will be lead

**Brian Rogers** – *Venue*

**Bryan Fischer (OFM)** - *New Member*

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## Budget

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Not Discussed

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## Action Items from Previous Meeting

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N/A

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## Agenda topics

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### **AGENDA**

- I. Call to order
- II. Roll call
- III. Discuss the Structure of the 2018 Conference
- IV. Theme of Conference
- V. Conference Venue
- VI. Adjournment

### **III. Discuss the Structure of the 2018 Conference**

**Dave Tovell** advises the theme for the 2018 OFIA Conference is:

*“Investigative Excellence through Professional Collaboration”*

What should the conference look like? Dave suggests we do a roundtable and ask each member of the Executive what they think and why?

### **Brian Rogers – 4-day Conference keeping in professional collaboration**

Day 1 - presentations that show interoperability between the different groups in OFIA.

Day 2 & 3 - groups break off into their own specialty groups with workshops and/or lectures.

Day 4 - main room speaker to bring everyone back together.

Inclusivity of groups within OFIA

### **Jeff Ward – Also supportive of a 4-day Conference**

Same info as Brian. Vendors are there for day 2 and 3.

Day 4 – morning only

We need a 4 day to get vendors to attend. If they are going to come, they want it to be worth their while.

**Brad Joice – Concurs with a 4-day Conference**

Best bang for the dollar. Gives us a chance to collaborate with all our stakeholders. We can decide how we break it down later. If we make it shorter, we may lose our stakeholders. I don't think we need to do a banquet. We can do a social night.

**Bart Gilligan – Concurs with a 4-day Conference**

Agrees with Brad. Incorporate the meet and greet in the vendor area. Sponsorships of events. Travel for services (like Ottawa) is an issue. Shorter conference not worth the time.

**Shelley Heinrich – Concurs with a 4-day Conference**

Start day 1 at noon since some services won't give additional travel time.

Colonel Russell main room-type presentation. Workshops maybe 1 hour 1 ½ hrs.

Final day half day with a main room speaker.

**Liz Benoit – Disagree**

The cost is going to be a detractor for a four-day conference. She will only be able to send 2 people for a four day. Will go with a 3 day. Agrees with cutting out the banquet. We should walk before we run. First day main hall, day 2 & 3 are vendors.

9am start, main hall, ice breaker at night, workshops day 2, capitalize on the workshops, only negative feedback she had from the TPS FIS Conference a few weeks ago was that some presentations weren't relevant to those attendees.

**Alan Benton – agree with Liz for a 3-day Conference**

We should learn to walk before we run and do 2 or 3 days. Shorter Conference is better. That being said, the OFIA Board has the senior managers from the largest Ident Units in Ontario. They will be the ones sending people. If they feel that they can afford the cost and loss of manpower, then go with a 4-day conference. Disagree with Jeff on vendors. Some may not even come for 2 days because they are busy. Some OPC vendors paid for conference and either stayed for one day or didn't show up.

The Tim Bosma homicide investigation from Hamilton is a multi-jurisdictional major case that involves major Ontario police services, CFS and University of Toronto. There are forensic and tech components. The OPC had permission from all the Chiefs concerned to let people present until theme cancelled.

### **Rhonda Alcock – agree with Liz for a 3-day Conference**

Day 1 speakers, Day 2 workshops, Day 3 Case Study whether Bosma or whatever. No banquet – hospitality night, vendors day 2 and 3.

### **Rob Hofstetter – agree with Liz for a 3-day Conference**

Day one case review and break into working groups.

Day 2 working groups.

Day 3 bring everyone together.

Half day to start and half day to finish as a group.

### **Dave Tovell**

I was a 4 day until I heard what everyone else had to say. Maybe stick with a shorter conference for the first year and go to a 4 day. What are the advantages of a four day over a three day?

See if there are any changes in the costing with the venue hotel. If not, then we should consider the 4-day Conference.

Liz – my budgets are being slashed, so 2 hotel nights are easier than the 3 nights.

Brian – Niagara Region are examining costs to see if there is any free food at a conference so they can cut the per diem of members.

Liz – We need to find out the minimum pickup allowance. Depending how many rooms we book, the hotel will comp a hospitality room. We need to get hard numbers from them.

Dave – We are 5 and 5 between 3 and 4 days.

Bart -We (Ottawa) are looking at 4 nights hotel regardless due to the distance.

Brad – I can see the benefit of both, but I guess we need to talk to the hotel to see if there is a difference in cost. We can afford to lose a half day.

Brian – We are paying much less for hotels in Niagara than Toronto.

Brad – Conference price / hotel fees – they will balance out.

Rob – Why don't we get the options checked out. Start with the 3 day and then the difference is cost for the 4<sup>th</sup> day.

? - If we have a 3 day we are going to lose people in the afternoon...so it won't be 3 full days

Liz – We had a very good turnout right until the end of our conference.

Dave – Lets send the troops back to the venue and find out the costs. Can Brian and Jeff shoot out an email to the rest of us with the results of their inquiries.

Dave Tovell is becoming the prosecutor for OPP Professional Standards next Friday. He will try to stay on as long as he can.

Dave - We will wait until the results are in before we schedule another teleconference.

Bart – maybe for the next meeting we can have some ideas for workshops. Dave will send an email to the OFM, tech guys, video to see what they want for workshops.

Shelley – I am being replaced as staff sergeant and going back on shift in Ident. The new staff sergeant has no ident experience but seems to want to be on the OFIA board and FAB. Discussions about keeping Shelley on the Board.

Meeting ends at 1010am.

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## Resolutions

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1. The theme for the 2018 OFIA Conference is:

*“Investigative Excellence through Professional Collaboration”*

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## Action Items

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1. Brian and Jeff will contact venue about monetary differences between 3 and 4 day conferences. They will advise the rest of the Executive via email and then Dave Tovell will set up another teleconference

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## Next Meeting of OFIA

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TBD.

*Minutes prepared by Alan Benton*