

CRPA / APROC

REPORT FORM / FORMULAIRE DE RAPPORT

To / **Destinataire** CRPA Board members

From / **Expéditeur** Governance Committee

Date December 13, 2017

Subject / **Objet** Committee Report to the CRPA

Presenters (if applicable) / **Présentateurs (le cas échéant)** Danie Roy

Length of presentation (if applicable) / **Durée de l'exposé (le cas échéant)** (see agenda for allocated time)

Type **Public/Publique**
 Private/à huis clos

CURRENT STATUS / SITUATION ACTUELLE

The Governance Committee met on November 21, 2017.

- The committee continued its review of the by-laws to ensure its conformity with the Policing Standards adopted on February 15, 2017.
- The committee is working on an appropriate process for responses to ATIP requests received via CRPA website. The committee feels important that an appropriate process be established to ensure timely and adequate response.
- The committee had undertaken the following discussions:
 - Section 9 of the by-laws address the duties of the secretary. The role of the secretary is an important role. Is there a necessity and/or benefit to draft a further description of the role, perhaps by way of a checklist? Should it be an appointment of one year with an appropriate process for rotation?
 - Section 19 of the by-laws address delegations and presentations from the public. The minutes of the Board meeting should reflect the questions and answers. Also, a formal response may be required and the process should address this.
 - Board members from time to time receive requests for information from the public. There should be a process in place for an appropriate response.
- The next meeting is not yet scheduled.

Respectfully submitted

Danie Roy
Chair, Governance Committee