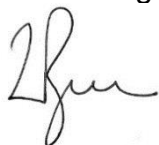




HAMILTON POLICE SERVICE

INFORMATION REPORT

TO:	Chair and Members Hamilton Police Service Board
BOARD MEETING DATE:	June 27, 2024
SUBJECT:	WSIB Backfill – Communications Operators
REPORT NUMBER:	24-049
SUBMITTED BY:	Frank Bergen, Chief of Police
SIGNATURE:	

EXECUTIVE SUMMARY

- The Civilian Collective Agreement requires the Hamilton Police Service to permanently fill a position where a Member has been absent from work for twenty-four (24) months continuously with no expected return to work in the next ninety (90) days.
- There are currently two (2) Communications Operators who meet this criteria. Specifically, it is determined by the WSIB that one Member will not return to a Communications Operator role and the second is currently off and not ready to return to their pre-injury job, nor work ready in any capacity. Both files will continue to be monitored and supported; however, should they reach a point they could return it is likely it will be in an alternate job that complies with any restrictions and/or limitations.

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Full-time Communications Operators are back-filled by part-time members until such a time that a full-time replacement is appointed.

For the purposes of this report the financial impact is calculated at the job rate for the Full-time Communications Operators at a level 10E, \$125,422 step 4 equals annually, inclusive of salary and benefits.

Historically, approved full-time replacements related to sick or WSIB have been funded through the department's overtime and part-time wage budgets.

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The cost to backfill absent employees via two (2) approved Communications Operators is approximately \$250,844 inclusive of compensation and benefits, and based on step 4 of the 10 E pay grade.

Hiring full-time backfills reduces the pressures of overtime and use of part-time staff. In addition, savings are generated on the wages of those employees off work. Based on this, staff recommend leveraging the existing overtime budgets, part-time budgets, and WSIB savings to fund these new members, resulting in no impact to the overall operating budget.

Staffing: The Approved headcount for civilian Communications Operators will be increased by two (2) FTE.

Legal Implications: N/A

INFORMATION

In Communications there is a requirement to have a minimum of eleven (11) Members in the room at any given time. Communications Operators provide dispatch and 911 services to the Community and act as the primary responders when 911 is accessed.

When full-time Communications Operators are unavailable for their shift, they are backfilled by part-time Members. If we are not able to fill the spot with a part-time member, it is offered as overtime to full-time Communications Operators to ensure our minimum staffing is met and to maintain the service to the public.

The Civilian Collective Agreement requires the Hamilton Police Service to permanently fill a position where a civilian Member has been absent from work for twenty-four (24) months continuously with no expected return to work in the next ninety (90) days.

All Members off on WSIB continue to receive wages and benefits as per our Collective Agreement and WSIB schedule 2 policies.

Currently, the replacement costs for these Members is offset by the part-time budget and through the Service's WSIB savings.

By filling these positions permanently, we will abide by the terms of the Collective Agreement, ensure full-time coverage year round and avoid additional overtime costs.

ALTERNATIVES FOR CONSIDERATION

Not Applicable

APPENDICES AND SCHEDULES ATTACHED

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Not Applicable

FB/S.Stark

c: Sanela Dzaferi, Director, Finance
Vince Campisi, HRIS Coordinator