



SASKATOON _____
POLICE SERVICE

TO: Jo Custead, Chairperson
Board of Police Commissioners

FROM: Troy Cooper
Office of the Chief

DATE: 2022 April 08

SUBJECT: eCollision – Capital Purchase Approval

FILE #: 5,022

ISSUE:

Saskatchewan Government Insurance (SGI) provided the Saskatoon Police Service (SPS) with \$110,000 in funding to implement eCollision software. The project was completed with the provided funding. The Board of Police Commissioners is required to approve a project of this size in accordance with the capital asset policy.

RECOMMENDATION:

Upon review of the attached information, followed by discussion by the Board of Police Commissioners, the recommendations are as follow:

- Recommend the Board of Police Commissioners approve this request as presented.

STRATEGIC PRIORITY:

Innovation – Embracing this technology will make SPS employees more efficient in completing their duties.

DISCUSSION:

IDENTIFIED NEED

The previous method of collecting collision information was paper based. Information was collected in the field or at the front desk on forms supplied by SGI. A small amount of the information was manually entered into our system prior to the reports being mailed to SGI, where they were manually entered into their systems. As with any paper-based, manual, process

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there was an increased risk of data entry errors, lack of clarity or incomplete information gathered and unnecessary processing delays as paper was shuffled around. There was a clear need to automate this process. The implementation of eCollision software addressed the identified needs.

The benefits to SGI were even greater than to SPS and it was at their request that this became a project. SGI recognized the financial impact of the lack of automation and were willing to fund the costs of the project – both the customized software that was purchased from Versaterm Inc. and the internal SPS project resource costs.

PROCESS

All SPS vehicles that are equipped with the Mobile Data Terminal (MDT) Notebook computers were configured to be able to capture collision information directly into the computer and electronically transmit this data to both the SPS Records Management System (RMS) and sent directly to SGI. The front desk and Telephone Reporting Unit were also equipped with a terminal that would also capture and forward collision data to our RMS and to SGI.

Timeline

The project, fully funded by SGI, was worked on and completed by SPS in 2021. It went fully operational in all police vehicles and at the SPS front desk on February 15, 2022.

Why this process for capital approval?

Need for approval of this item was found through an internal review of capital expenditures during the 2021 year-end work. This review determined that this project had been completed without the approval in the original 2021 capital budget as the funding has been received from SGI in the midst of the 2021 budget term. SPS is requesting approved under Bylaw No. 6774 – The Capital Reserve Bylaw - for this capital purchase.

In future, SPS will request out-of-cycle capital budget approval for items of this nature.

Cost and Request for Approval of Capital Purchase

The capital cost of implementing the eCollision software, and the requested amount for approval of this project, is \$110,000 CAD.

In discussions with the City of Saskatoon’s CFO and Clerk, it was determined that no additional City Council approval is required as this capital expenditure was fully funded from an external source.

CONCLUSION:


Implementing the utilization of this software is beneficial to the SPS, SGI and the citizens of Saskatoon. SPS thanks SGI for funding this process enhancement.

Written by: **Don Elliott**
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Earl Warwick
Director of Finance and Asset Management

Reviewed by: **Michele Arscott**
 Executive Director, Corporate Strategy & Performance

Mitch Yuzdepski
Deputy Chief, Support Services

**Approved and
Submitted by:** 

 Troy Cooper
 Chief of Police

Dated: April 11, 2022