



**Cowichan Community Policing &
Engagement Society (CCP&ES)
Manager of Programs and
Volunteers
Office Co-ordinator Report**

CCP&ES Quarterly Report September to December 2022

Office and Staff/Volunteer Administration:

NC/Duncan Office: (#5- 2628 Beverly St)

- Recruited, interviewed and vetted New Part Time Office Coordinator: Megan Law currently attending VIU 4th Year Criminology – Megan is doing her Practicum with us until March 2023.
- Sarah recruited and interviewed five new Directors: Ethan Polsom, Will Arnold, Joyce Behnsen, Mitchell Rose, and Dan Lewis. Will Arnold has agreed to accept the Vice President/Director position.
- Sarah provided training for new staff on Microsoft Teams (our Work Project tool).
- Sarah and Office Co-ordinators completed incident reports to keep record of activities outside, reported calls to Bylaw and RCMP, and outcomes of the stated situations.
- The CCPES team has created volunteer interest posters for office to gain new volunteers.
- Nilly Prangchan's last day was December 21st, she has now moved on to the next stage of her career.
- Courtney Godolphin has joined us on a part time basis as Office Coordinator for NC/Duncan and Cowichan Bay.
- Sarah had end of year meeting with ICBC Representative Colleen Woodger, to discuss budget and programs for 2023 report to be submitted to ICBC for funds.
- Monitor office and for the NC/Duncan office, monitor parking lot area. Report to RCMP/By-laws, as necessary.
- Setting up Directors Binders for our newly appointed Directors, and newly appointed CCP&ES President; Luke Mills. Bob Collins has stepped down as President of CCP&ES.
- Weekly Meetings with President, Luke Mills and Vice-President Will Arnold and other Directors and Vice-President to review the functions of CCP&ES and brainstorm future projects and programs to support our communities.

Concerns for this Office:

- Frequent loitering of individuals that are unhoused and/or in active addiction

- Frequent burning of drugs/drugs paraphernalia on the sidewalks in front of the businesses
- Frequent activity between those in active addiction and those supplying at 2628 Beverly St.

Cowichan Bay Office: (1721 E Cowichan Bay Road)

- Cowichan Bay office and front door have been painted – shared costs with Cowichan Bay Marina.
- New signage has been designed and created for Cowichan Bay office.
- Various residents have come into the office interested in volunteering.
- Actively advertising in office and through social media to get more volunteers.

Concerns for this Office:

- Community has large concern for people speeding in the area.
- Residents concerned with increase of theft in area.
- Many businesses have been vandalized and most do not have cameras installed.

Chemainus Office: (#5- 9806 Willow Street)

- New Part Time Office Coordinator – Annette King.
- Costs to modify the lower level of the Chamber of Commerce space was too expensive, more cost-effective solution was to move the office to a street level space. Thank you, Stephanie Ballantyne, President of Chemainus, Chamber of Commerce for your recommendations yet again in support of this move. As well as for Cowichan Neighbourhood House for providing us with the front office street level space.
- Sarah met with President, Kathy Asp to discuss the opportunity for the street level office. We were offered the new office space at 9806 Willow Street, directly across from the Cowichan Neighbourhood House and beside the library.
- Painting and cleaning of the office is underway.
- Move from lower-level office in Chamber of Commerce will help from Ethan, Annette, Nilly, Allen and Sarah.
- We will need to have a lock smith change the locks to their original locks now that we are no longer occupying this space at Chamber of Commerce.
- Ethan and Sarah moved all desks, furniture and table from South Cowichan and NC/Duncan office to Chemainus. Thank you to Ethan's father who loaned us his trailer and Ethan for driving.

Concerns for this Office:

- Concerns of excessive speeding in the area.

Program Administration:

Block Watch (BW)

- In the process of planning Block Watch meeting for January 2023.
- Ethan, Nilly and Sarah attended the Zoom Annual Block Watch Meeting with Block Watch BC. This meeting was very informative, contained many networking opportunities, and beneficial Block Watch practices were shared.
- Continual contact with those involved in Block Watch, or that want to become part of this program.
- Updating files with New Captains/Co-Captains or new resident maps as changes in residents occur.
- Received two new Block Watch Applications.
- A Fanout was sent out to all Block Watch Captains/Co-Captains wishing everyone a Merry Christmas/Happy Holidays and all the Best for 2023 New Year.

Business Watch:

- Connected with Chamber of Commerce, and they will advertise our presentations and meeting dates for Business Watch.
- Connected with CBIA and DBIA to participate in their meetings to promote the program.
- Have reached out to different facilities to host our larger meetings/presentations.
- Gained a Business Watch Director – Mitchell Rose.
- Created Business Watch Brochures to hand out to businesses in Duncan, Cowichan Bay, Chemainus and Crofton.
- The whole team has worked with RCMP to do door to door sign up for our New Business Watch Program. Handing our brochures and obtaining emails.
- Sarah created a Business Watch section on our website for businesses to easily sign up online for Business Watch.
- Sarah, Megan and Nilly worked together to create a Business Watch MailChimp account, a system we use to send out widespread emails for the Business Watch Participants as well as review who is actively engaged.
- We have Business Watch metal signs that were put up in some locations and more to be distributed.
- We currently have 213 Business Watch Participants signed up.
- An Information Fan-out on Mailchimp was sent to all signed up businesses concerning senior fraud.
- Nilly, Sarah and Megan completed Business Watch Manual.
- Business Watch Manual has been sent to Sgt. Trevor Busch and Directors for review and feedback before community distribution. Feedback has been received from RCMP, awaiting final changes, brochure to be distributed 2nd week of January 2023
- Modified and redesigned Business Watch Rack Card.
- Modified old business cards on Vista print for Manager of Programs and Volunteers and Office Co-ordinators.

- A Fanout was sent out to all Business Watch Members wishing everyone a Merry Christmas/Happy Holidays and all the Best for 2023 New Year.

High Visibility House # Signs:

- Ethan created new poster specifically for Christmas.
- Posters have been distributed to community locations.
- Posters have been posted on all social media sites and office windows, resulting in an increase of Visible House Number Signs being ordered.
- House Number Sign Posters have been posted at Panago, Duncan Public Library and Duncan Recreation Center.

Positive Tickets

- Positive Ticket program is being revamped and tickets are being designed.
- A list of local businesses and sponsors is being composed.
- Letters and promotional information to be sent to local businesses and sponsors once re-established.
- There is interest in an L/N deployment at the High Schools promoting safe driving habits and receiving a positive ticket for having all paperwork, insurance and driving requirements in place. Will review this with Sgt. Trevor Busch for 2023. We currently run this program in the South with success.

Safer Roads/Citizen Safety:

- Office Co-ordinators have all been trained on Speed Watch by ICBC representative Colleen Woodger. Have set up in response to RCMP inquiry and public concern.
- Have been handing out reflective feathers to keep citizens safe outside when it is dark. This has been done when completing Business Watch, and while partaking in Capsize the Canoe Food Drive
- Nov 3: RCMP Constables, alongside CCPES Office Co-ordinators and Program Co-ordinator handing out feather reflectors.
- Involved in Pedestrian Safety Awareness, Reflector Campaign with Colleen Woodger from ICBC.

Safer Seniors

- Printed out Fall/Winter newsletter edition of Seniors Safety Communications Network Newsletter.
- Have been distributed to all offices.

Friendly Phones:

- Have volunteers and staff contact our Friendly Phones participants daily to ensure safety and wellbeing.
- We have two new Friendly Phones clients in our NC/Duncan office.

Speed Watch: (SW)/Black CAT:

Speed Watch

Receiving requests from RCMP and local businesses/residents for speed watch and Black CAT deployments on-going.

- 1) Sept 6: Government Rd/Cliffs Rd.
- 2) Sept 13: Kingsview Rd/Selkirk Terrace.
- 3) Oct 14: 2557 Beverly Street.
- 4) Oct 27: Highwood Dr.
- 5) Nov 28: Lakes Rd/Moose Rd.

Black CAT

- 1) October 5- October 7: Glenora Rd/Vaux Rd.
- 2) Oct 27- Oct 31: Halalt Rd/Chemainus Rd.
- 3) Nov 1-Nov 4: Halalt Rd/Railroad Tracks.
- 4) Nov 7-Nov 11: Halalt Rd/Chemainus Rd.
- 5) November 17-Nov 22: Glenora Rd/Miller Rd.

Advertising:

- Have been active posting on social media platforms regarding safety, recruitment of volunteers, events and other concerns.

Media Releases:

- Continue to circulate to all social media platforms all media releases from NC/Duncan RCMP.

Website Administration On-going:

- Updated to have easy link to sign up for Business Watch.
- Updated with current media releases and crime prevention information.

Events Completed & Future Events:

Completed:

- Sept 9: Lake to Lake Walk, Marathon, 1/2 Marathon. Thank you to all volunteers and staff.
- Sept 14: Coffee with a Cop. Well attended.
- Nov 3 (Road Safety): RCMP, ICBC and CCP&ES handing out reflectors.
- Nov 27: Capsize the Canoe with RCMP Indigenous Unit and Cowichan Valley Basket Society. Very Successful (1533 lbs of Food and worth \$5000 plus over \$1,100 in cash donations). Thank you to all volunteers and staff.
- Dec 2: CCPES & SCCP Christmas Gathering.
- Dec 10: Cram the Cruiser with NC/Duncan RCMP and Cowichan Valley for Basket Society. Very Successful. Thank you to all volunteers.

Future Events:

- Host Monthly Director Meetings – January to December 2023

- AGM for CCP&ES.
- Annual Captain/Co-Captain Block Watch Meeting.
- Business Watch Meeting.

NOTE: Offices Closed for Christmas/New Year from December 24th until January 3rd, 2023.

Lake to Lake Walk/Marathon: Rest Stop #1 – Kinsol Trestle



Cobble Hill Fair:



New Paint for Cowichan Bay Office:



Speed Watch Training:



Speed Watch Deployments:



Reflective Feathers – Pedestrian Safety – Be Visible Be Seen:



Business Watch – Connecting with Business from Duncan to North Cowichan to Cowichan Bay to Crofton to Chemainus: Currently we have 213 Businesses signed up as of December 2022.





Capsize the Canoe: (1533 lbs of Food and worth \$5000 plus over \$1,100 in cash donations.)



Volunteer Appreciation – Christmas Gathering – Well attended despite the Snowstorm – Huge Thank you to all our Sponsors – Thrifty Foods, panago Pizza, Super Store, Country Grocers and Tim Hortons.



Visible House Number Signs – Give The Gift of Safety:

The Gift of Giving
Sign - \$55.00 Post - \$35.00

Price (250) 310-0801 is offering a **FREE** Medium Pizza with the Purchase of a High Visibility Reflective House # Sign from CCPES. Order your sign at ccpes@shaw.ca or (250) 387-7927

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30 minutes waiting for you?
 Or 30 minutes caring for you?
 Give the gift of safety...

DUNCAN

Help us find you when you need us. Every winter counts.

The Gift of Giving
Sign - \$55.00 Post - \$35.00

Price (250) 310-0801 is offering a **FREE** Medium Pizza with the Purchase of a High Visibility Reflective House # Sign from CCPES. Order your sign at ccpes@shaw.ca or (250) 416-3469

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30 minutes waiting for you?
 Or 30 minutes caring for you?
 Give the gift of safety...

NORTH

Help us find you when you need us. Every winter counts.

The Gift of Giving
Sign - \$55.00 Post - \$35.00

Price (250) 310-0801 is offering a **FREE** Medium Pizza with the Purchase of a High Visibility Reflective House # Sign from CCPES. Order your sign at ccpes@shaw.ca or (250) 307-1778

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30 minutes waiting for you?
 Or 30 minutes caring for you?
 Give the gift of safety...

ISLAND

Help us find you when you need us. Every winter counts.

Cram the Cruiser: Toy Drive



New Street Level Chemainus Office



Frauds/Scams & Awareness and Education over Christmas Holidays

