

Justice Institute of
Training

British Columbia
for Safer

Annual Report
Communities

1996-1997



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JI Mission

The JI provides learning opportunities for practitioners and the public, which lead to improved justice and public safety services and safer communities.



The Honourable Paul Ramsey
Minister of Education, Skills and Training
Parliament Buildings
Victoria, British Columbia

Dear Mr. Minister:

On behalf of the Board of Governors of the Justice Institute of British Columbia, and pursuant to Section 60 of the College and Institute Act, I have the honour of submitting to you the Annual Report of the Institute for the fiscal year 1996-97.

Florence T Wong, LL.B
Chair of the Board

Message from the President and Chair of the Board

...a bright outlook for the future of the JI.

As a member of the public post-secondary education system in BC, we have a unique mandate to provide training in all areas of justice and public safety. Our uniqueness puts us in an excellent position to succeed. Our ability to be flexible, to attract good people and to provide quality programs that meet the needs of our clients and students, are the main reasons for our success. These qualities, combined with a funding base which is highly diversified and continues to grow, lead to a bright outlook for the future of the JI.

Our model, our building, our flexible staff and our entrepreneurial spirit continue to make the JI a world class training institute, and a great place to work.



Larry Goble, President
Florence Wong, Board Chair

- Operating revenues continue to increase an average of 10% each year, reaching the \$20 million mark this year. Revenue from tuition fees and contracts increased by 16%.
- International programs continue to grow, mainly through the Paramedic Academy.
- New partnership programs were undertaken with three post secondary institutions, SFU, BCIT and Douglas College.
- Making training more accessible to students through the use of technology is one of our goals. We created a new staff position, Program Director of Educational Technology to focus on alternative delivery methods for the programs we offer. We also established a video conferencing centre to support the innovative delivery of training to sites throughout BC and eventually the world.
- The JI Foundation held a Gala Evening on October 25 and presented the first ever Pantages Medal in honor of the late board member Anthony Pantages. The medal was presented to Judge Thomas Gove for his outstanding work in the criminal justice system.
- Three director level positions were eliminated and replaced with two vice president positions – one to support the growth in the contract and fee-for-service areas, and one through the consolidation of several areas (Finance and Administration, Career and Community Studies and Educational Services).
- We said farewell to two key staff members who had been an integral part of making the JI what it is today – Paul Smith, Director of the Fire Academy, and Dean Winram, Director, Finance and Admin, and Bursar, both of whom retired.



Making training more accessible to students through the use of technology is one of our goals.



Career and Community Studies (CCS)

CCS includes the Centre for Conflict Resolution Training and Interdisciplinary Studies. Through these two areas, CCS offers a wide range of career enhancement programs.

Areas of Expertise:

- Conflict Resolution
- Mediation
- Negotiation
- Dealing with Anger
- Leadership Management and Administrative Support
- Child and Youth Care
- Child Abuse
- Family Counseling
- Trauma and Post Traumatic Stress
- Community Safety
- Residential Care

Highlights:

- A new Couple and Family Therapy Certificate program was launched in collaboration with Douglas College.
- "Voices from Each Generation: Healing the Effects of Generational Trauma" – a unique conference co-sponsored with the Native Education Centre and Service Providers Adult Advocacy Network. This sell out conference was aimed at helping people who provide services to Aboriginal people.
- The Centre for Conflict Resolution Training celebrated its 10th anniversary – over 1400 people are now enrolled in the certificate program.
- Three new programs in intercultural conflict resolution were developed by a steering committee of community leaders from various cultures.

Some of the clients CCS worked with this year:

- Hulquminum Treaty Group – First Nations Negotiation Skills Certificate
- Richmond Savings – training in conflict resolution
- Victim Services Division, Ministry of Attorney General – development and delivery of two levels of training for victim services coordinators
- Public Gaming Branch – conversion of classroom materials for casino volunteers to distance education format

Corrections Academy

The Corrections Academy provides training for people who work within the correctional system, both in the community, and in provincial correctional facilities.

Areas of Expertise:

- Employment Readiness Training (Corrections Worker, Probation Officer, Family Justice Worker)
- Supervisory and Management Training
- Offender Risk Assessment and Management
- Working with Young Offenders
- Working with Mentally Disordered Offenders
- Working with Sex Offenders
- Family Violence for Family Court Counsellors
- Fetal Alcohol Syndrome and Effect
- Computer Systems Training
- Critical Incident Response

Highlights:

- The Corrections Worker Employment Readiness program was divided into adult and youth specialties. Last year we ran 10 adult corrections worker programs and two youth programs.
- Two Probation Officer employment readiness programs were offered.
- The Sex Offender Awareness program (a certificate program), was launched in January 1997 to provide a good base of knowledge and skills for those working with sex offenders, their families and victims. This training has also been of benefit to organizations who don't work with sex offenders but can be affected by them (ie. volunteer organizations).

Major Client:

- Corrections Branch, Ministry of the Attorney General

Some of the other clients we worked with this year:

- West Coast Training, Aldergrove
- Pacific Legal Education Association
- John Howard Society
- Big Brothers





Courts Academy

The Courts Academy provides training for people who work within the court system. Programs are offered for deputy sheriffs, court managers and administrators, and for court and registry clerks.

Areas of Expertise:

- Deputy Sheriff training
- Defensive Tactics
- Crowd Management
- Court Management and Administration

Highlights:

- The final Block II training program for existing deputy sheriffs was conducted – Block II was replaced by the Deputy Sheriff employment readiness program.
- One Deputy Sheriff employment readiness class was delivered.
- We trained deputy sheriffs as instructors to deliver the defensive tactics component of the JI's private security training program offered through the Police Academy.
- We are now handling the training of court bailiffs.

Major Client:

- Court Services Branch, Ministry of Attorney General

Some of the other clients we worked with this year:

- Forensic Psychiatric Institute – defensive tactics training for mental health workers
- Office of the Chief Judge – a Justice of the Peace training video

Operating revenues continue to increase an average of 10% each year, reaching the \$20 million mark this year.

Fire and Safety Division

The Fire and Safety Division includes the Fire Academy and the Fire & Safety Training Centre. The Division provides fire related training for the fire service, and for marine and industry clients. Programs offered range from hands on fire fighting to officer training.

Areas of Expertise:

- Fire Officer Training
- Fire Fighter Training
- Executive Development for Fire Officers
- Fire Prevention Inspector Training
- Hazardous Materials Emergency Response
- Live Fire Training
- Industrial Fire Fighting
- Ship Board Fire Fighting
- Recruit Fire Fighter Training (Pre-employment)
- Confined Space Rescue

Highlights:

- We celebrated the graduation of the first class to complete the Fire Prevention Inspectors Program
- We introduced the new BC Fire Fighter Program
- Four recruit fire fighter classes graduated
- We hosted the annual conference of the Association of State, Provincial and Territorial Directors of Fire Training in October

Major Clients:

- Fire Departments
- Industry
- Marine

Some of the clients we worked with this year:

- Fletcher Challenge – Hazardous Materials Training
- Chehalis First Nations – Basic Fire Fighting, Live Fire Training, Emergency Driver Training
- Arco Refinery – Industrial Fire Fighting



International programs continue to grow, mainly through the Paramedic Academy.

Paramedic Academy

The Paramedic Academy provides training in emergency medical services. Through a contract with the BC Ambulance Service, the Academy trains the province's paramedics. The Academy also includes the Professional Health Programs division which provides training to emergency nurses and physicians, and to a number of national and international clients.

Areas of Expertise:

- Emergency Medical Assistant Training
- Advanced Life Support
- Pediatric Advanced Life Support
- Cardiac Arrest Management
- First Responder Training
- Basic Trauma Life Support

Highlights:

- A major focus for the Academy has been establishing a distributed learning network for the BC Ambulance Service. This network will increase the accessibility of training to paramedics throughout the province by offering programs through a variety of delivery methods including internet, video conferencing and other technology.
- We worked with the Singapore Government to conduct a review of their ambulance services. This review has resulted in a collaborative project with the Singapore Armed Forces School of Military Medicine and the Singapore Civil Defense Force to help them upgrade their paramedic training capability. Work continues on this project.
- We signed a five year contract with the Department of National Defense to provide advanced paramedic training for Canadian Forces Search and Rescue Technicians.

Major Client:

- BC Ambulance Service

Some of the other clients we worked with this year:

- Hong Kong Auxiliary Medical Services Branch – paramedic level 1 training
- Hong Kong Fire Services Ambulance Command – EMA II training, EMA II recertification, Instructor Training
- Taiwan Emergency Medical Services – training for medical directors
- Heart and Stroke Foundation of Canada, BC Chapter – we are their provincial training agency



Provincial Emergency Program Academy

The PEP Academy provides training to help communities prepare for, respond to and recover from incidents such as earthquakes, oil spills, floods and other emergencies. The Academy trains volunteers, staff in municipal authorities, government emergency personnel and volunteer search and rescue teams.

Areas of Expertise:

- Emergency Management
- Emergency Social Services
- Search and Rescue
- Incident Command

Highlights:

- We developed an Emergency Social Services Train the Trainer course for Reception Centre Operations and Component Training. By training volunteer instructors we will be able to increase the number of programs delivered per year from 12 to over 100.
- Incident Command System training was introduced as a standard management system for all emergency response disciplines.
- Through a cooperative initiative with the CARE Institute and the Disaster Recovery Institute, we are offering emergency response training to business and industry, and are training Disaster Recovery Planners.
- Academy staff were actively involved in the international Pan Pacific Hazards Conference held in Vancouver in the summer of '96. From delivering workshops, to recruiting and training volunteers and organizing special events, most everyone in the Academy contributed to the success of the event.

Major Clients:

- Provincial Emergency Program, Ministry of Attorney General
- Emergency Social Services, Ministry of Human Resources

Some of the other clients we worked with this year:

- First Nations Emergency Services – Emergency Preparedness Training
- RCMP Prince Rupert – Search Management
- Weyerhaeuser, Kamloops – Incident Command System Training



Police Academy

The Police Academy provides training for municipal police officers, with courses ranging from basic recruit training to advanced programs. The Academy also offers an Assessment Centre which screens potential candidates for hire or advancement. Private Security training is offered to the public, and basic law enforcement training is provided on contract to specific clients.

Areas of Expertise:

- Police Recruit Training
- Advanced Police Training – a range of areas including hostage negotiation, special investigation, field commander, surveillance and many others.
- Private Security Training
- Armoured Car Training

Highlights:

- The Academy participated in a validity study of the Assessment Centre which involved analyzing over two million pieces of data from 20 years of the Centre's operation. The results of the study have given tremendous credibility to the assessment process.
- We formed a partnership with BCIT to deliver forensic investigation training as part of their Forensic Science Technology program.
- The two week private security training program was introduced in 1995, and since then over 1,000 students have taken courses. The program has more than met our expectations, and continues to grow.
- The demand for contract training has increased and we are now also being asked to provide needs analysis in addition to training.

Major Client:

- BC's 12 Municipal Police Forces – Abbotsford, Central Saanich, Delta, Esquimalt, Nelson, New Westminster, Oak Bay, Port Moody, Saanich, Vancouver, Victoria and West Vancouver.

Some of the other clients we worked with this year:

- Mission School Board – Basic Security Training Program
- BC Transit – Bicycle Patrol course
- Sto:Lo Nation – Fisheries Officers Firearms Training
- BC Gaming Commission – Inspectors Basic Training



Our model, our building, our fi
entrepreneurial spirit continue
training institute, and a great p

PTEC

The Pacific Traffic Education Centre (PTEC) is a joint venture of the Justice Institute and ICBC. PTEC provides a range of driver training programs, and manages the TaxiHost Centre.

Areas of Expertise:

- Advanced Driver Training
- Emergency Vehicle Operation
- Accident Investigation

Highlights:

- In the first full year of operation, over 1,700 taxi drivers had successfully completed Level I of the TaxiHost program.
- Demand for driver education in the corporate sector continues to increase as government departments and crown corporations look to save money by contracting out this kind of training.

Some of the clients we worked with this year:

- BC Tel
- BC Hydro
- Coastal Fire Services



Educational Services

Within Educational Services you'll find Registration, the Library, the Instructional Media Development Centre, and our First Nations Advisor.

Highlights:

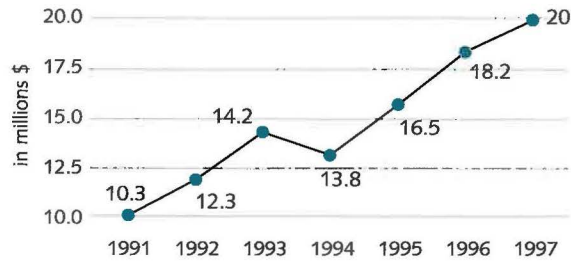
- There has been a significant increase in enquiries from First Nations students interested in careers in justice and public safety. Our First Nations Advisor provides information to students and advises our program areas on training involving First Nations communities.
- The Registration Office handled over 38,000 transactions in the 1996/97 year.
- Over 2,800 people visit the Library each month.
- "Charting New Waters" was produced by our Media Centre through funding from Health Canada. The video examines issues relating to supporting and assisting women with disabilities who have been abused or assaulted. The production is intended for use by police, crown and victim service workers.

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to make the JI a world class
ace to work.

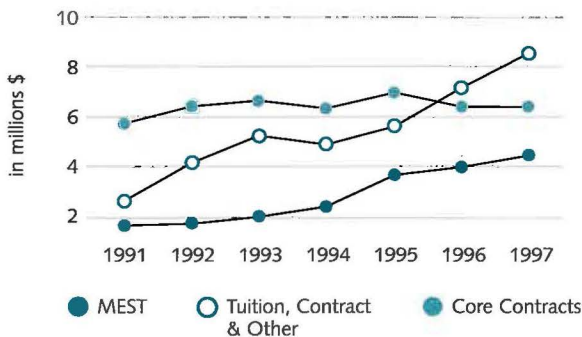


Financial Highlights

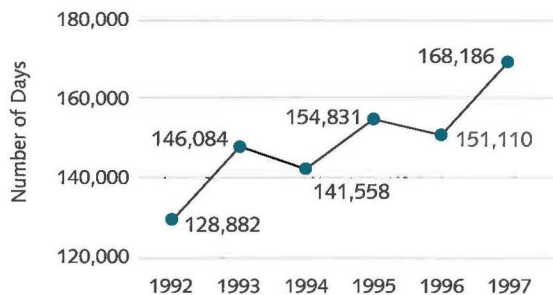
Total Operating Revenue



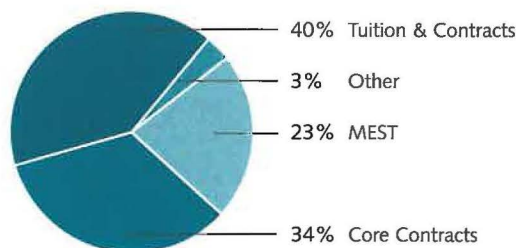
Historical Revenue Trend



Total Student Training Days



Total Revenue by Source 1997



- Total operating revenue reached \$20 million in 1996/97
- Student Training Days increased by 11% over the previous year
- Tuition & Contracts generated over \$8 million in revenues, an increase of 16%
- MEST funding increased to \$4.5 million to support programs and infrastructure, an increase of 13%

The accompanying condensed financial statements have been prepared from the balance sheet of the Justice Institute of British Columbia as at March 31, 1997 and the statements of revenue, expenditures and fund balances and changes in financial position for the year then ended. We have audited those financial statements and reported thereon without reservation on May 30, 1997.

In our opinion, the accompanying condensed financial statements are fairly stated in all material respects in relation to the financial statements from which they have been derived.

Coopers & Lybrand
Vancouver, B.C.
May 30, 1997

Balance Sheet

As at March 31, 1997

	1997			1996
	Operating Fund \$	Special Purpose Fund \$	Capital Fund \$	Total \$
ASSETS				
Current Assets				
Cash and short-term investments	3,271,914			3,271,914
Accounts receivable and prepaids	2,413,030		569,399	2,982,429
Inter-fund accounts	(698,862)	343,567	355,295	
	4,986,082	343,567	924,694	6,254,343
Capital Assets			38,928,407	38,928,407
	4,986,082	343,567	39,853,101	45,182,750
				43,897,812
LIABILITIES AND EQUITY				
Current Liabilities				
Capital project loans due within one year				1,174,755
Sinking Fund payments due within one year			820,948	820,948
Accounts payable and accrued liabilities	1,484,007		569,399	2,053,406
Accrued vacation entitlements	433,969			433,969
Deferred revenue	2,477,723			2,477,723
	4,395,699	Nil	1,390,347	5,786,046
Term Demand Loan			182,867	182,867
Debentures			32,476,151	32,476,151
	4,395,699	Nil	34,049,365	38,445,064
				39,217,451
Equity				
Equity in capital assets			5,978,768	5,978,768
Fund balances	590,383	343,567	(175,032)	758,918
	590,383	343,567	5,803,736	6,737,686
	4,986,082	343,567	39,853,101	45,182,750
				43,897,812

Statement of Revenue, Expenditures and Fund Balances

For the Year Ended March 31, 1997

	1997				1996
	Operating	Special	Capital	Total	Total
	Fund	Purpose	Fund		
	\$	\$	\$	\$	\$
Revenue					
Province of British Columbia	11,614,494	425,681	3,886,609	15,926,784	14,472,625
Tuition and contract services	7,716,693			7,716,693	6,828,241
Interest	118,636			118,636	244,336
Other income	410,932	6,230		417,162	167,642
	19,860,755	431,911	3,886,609	24,179,275	21,712,844
Expenditures	19,397,137	311,861	3,886,609	23,595,607	22,766,888
Excess (Deficiency)					
of Revenue over Expenditures	463,618	120,050	Nil	583,668	(1,054,044)
Fund Balances - Beginning of Year	126,765	223,517	(175,032)	175,250	1,229,294
Fund Balances - End of Year	590,383	343,567	(175,032)	758,918	175,250

Operating Fund Revenue and Expenditures

	1997					
	Corrections Academy \$	Courts Academy \$	Fire Academy \$	Paramedic Academy \$	Police Academy \$	Provincial Emergency Program Academy \$
Revenue						
Government of B.C. Grants –						
Ministry of Education, Skills and Training	105,386	10,000	307,536	122,286	149,000	13,136
Government of B.C. Contracts –						
Ministry of Attorney General	1,614,423	308,000			1,625,747	365,950
Ministry of Health				2,206,308		
Ministry of Municipal Affairs			630,000			
Ministry of Social Services						341,736
Tuition and Contract Services	306,335	70,525	257,168	866,765	745,731	255,573
Interest						
Other income	1,729	320	89,881	45,528	68,098	2,275
	<u>2,027,873</u>	<u>388,845</u>	<u>1,284,585</u>	<u>3,240,887</u>	<u>2,588,576</u>	<u>978,670</u>
Expenditures						
Divisional Instruction	1,792,347	383,482	1,122,975	3,230,788	2,501,102	948,908
Infrastructure						
	<u>1,792,347</u>	<u>383,482</u>	<u>1,122,975</u>	<u>3,230,788</u>	<u>2,501,102</u>	<u>948,906</u>
Excess (Deficiency) of Revenue over Expenditures	235,526	5,363	161,610	10,099	87,474	29,762
Fund Balance – Beginning of Year	(19,777)	(14,077)	(126,963)	112,362	71,547	33,823
Net Inter-Fund Transfers						
Fund Balance – End of Year	<u>215,749</u>	<u>(8,714)</u>	<u>34,647</u>	<u>122,461</u>	<u>159,021</u>	<u>63,585</u>
Fund Balance Excluding Accrued Vacation Entitlements	<u>264,703</u>	<u>1,329</u>	<u>62,520</u>	<u>151,413</u>	<u>204,031</u>	<u>107,542</u>

For the Year Ended March 31, 1997

1997				1996
Career & Community Studies \$	Fire & Safety Training Centre \$	Infrastructure \$	Total \$	Total \$
368,000	295,741	3,151,245	4,522,330	3,806,427
			3,914,120	3,935,675
			2,206,308	1,975,452
			630,000	926,000
			341,736	289,100
3,714,838	1,336,860	162,898	7,716,693	6,828,241
		118,636	118,636	244,336
20,931	325	181,845	410,932	143,836
4,103,769	1,632,926	3,614,624	19,860,755	18,149,067
4,028,910	1,680,217		15,688,729	15,193,039
		3,708,408	3,708,408	3,231,014
4,028,910	1,680,217	3,708,408	19,397,137	18,424,053
74,859	(47,291)	(93,784)	463,618	(274,986)
193,819	(411,720)	287,751	126,765	418,181
				(16,430)
268,678	(459,011)	193,967	590,383	126,765
322,934	370,413	282,951	1,767,836	582,270



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