

A close-up photograph of a police vehicle's roof-mounted emergency lights. The lights are illuminated, showing red and blue colors. The background is dark with blurred lights, creating a bokeh effect.

# FREDERICTON POLICE FORCE

## Scott Report Action Plan

Phase 1 - 2026

A decorative graphic consisting of several overlapping, wavy, horizontal bands in shades of white and light gray, located in the bottom left corner of the page.

**Fredericton**  
Police Force | Force policière

# RECOMMENDATION 1 - IMPLEMENTATION OF FORMAL OVERSIGHT FRAMEWORK

OWNER	Deputy Chief Ford	STATUS	Complete
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END DELIVERABLE(S)	DETAILS		
Framework established, documented; Subject Matter Expert (SME) engaged; monthly reporting cadence in place	Milestones	Diary Date	Status
	1) Initial meeting	1) Jan 8, 2026	1) Complete
	2) Contact SME and establish contract	2) Jan 16, 2026	2) Complete
	3) Scott Report Committee consensus on framework	3) Jan 28, 2026	3) Complete
	4) Submit framework and action plan to CAO for approval	4) Feb 2, 2026	4) Complete
	5) Contract Signatures – CAO, FPF Chief, Ms. Gallant	5) Feb 5, 2026	5) Complete

## ACTION ITEMS, NOTES, AND ACCOMPLISHMENTS

- Stipulate standardized information format and meeting cadence across recommendations - Complete
- Compile a comprehensive framework covering owner, deliverable, completion date, milestones, action items, and notes for each recommendation - Complete
- Include a standardized reporting template and escalation path for risks/issues - Complete
- Define phased approach (Phase I: recs 1–10 & 14; Phase II: recs 11–13, 15–17; Phase III: recs 18–19) – Complete

## RECOMMENDATION 2 – INTRODUCTION TO MAJOR CASE MANAGEMENT (MCM) COURSE

OWNER	Insp Beauchamp	STATUS	Active
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END DELIVERABLE(S)	DETAILS		
All eMCT-related sworn and civilian members assigned and complete Intro to MCM; refresher established; Job Description updated to mandate training	Milestones	Diary Date	Status
	1) Untrained members receive MCM course 2) Trained members receive refresher MCM course 3) Update job descriptions to require the training	1) March 31, 2026 2) March 31, 2026 3) March 31, 2026	1)

### ACTION ITEMS, NOTES, AND ACCOMPLISHMENTS

- Meet with MCT leadership to confirm training needs and prioritize personnel
- Ensure that upon transfer into MCT, members are assigned the training

## RECOMMENDATION 3 – MAJOR CRIME TEAM COMMANDER COURSE (CPC)

OWNER	Deputy Chief Levesque	STATUS	Active
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END DELIVERABLE(S)	DETAILS		
	Milestones	Diary Date	Status
Designated MCT members complete the Canadian Police College (CPC) Team Commander Course	1) Formulate training plan (consider external agency participation) 2) Business case submitted 3) Training completed	1) Feb 28, 2026 2) Feb 28 2026 3) TBD - CPC	1) Complete 2) Complete 3)

ACTION ITEMS, NOTES, AND ACCOMPLISHMENTS
<ul style="list-style-type: none"> <li>Consider option to host locally, which would allow other external agencies to participate and help with cost recovery</li> <li>Consider MPAF application</li> </ul>

# RECOMMENDATION 4 – MIGRATION OF MAJOR CASE FILES TO VERSATERM RMS

OWNER	Deputy Chief Levesque	STATUS	Active
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END DELIVERABLE(S)	DETAILS		
All applicable 2020–2025 and open unsolved major case files migrated to RMS/Axon	Milestones	Diary Date	Status
	1) Inventory of Cases 2) Hiring of civilians as per Recommendation 7 3) Completion of migration	1) Mar 31 2026 2) March / Sept 2026 3) Oct 26 2026	1)

ACTION ITEMS, NOTES, AND ACCOMPLISHMENTS
<ul style="list-style-type: none"> <li>Hiring of civilians required before substantive migration begins</li> </ul>

# RECOMMENDATION 5 – CLEAR CRITERIA FOR MAJOR CASE DESIGNATION

OWNER	Insp Cooper	STATUS	Active
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END DELIVERABLE(S)	DETAILS		
Updated Criminal Investigations Division service delivery and workload allocation policies; decision matrix published	Milestones	Diary Date	Status
	1) Workshop to establish criteria and workflow	1) Jan 23 2026	1) Completed
	2) Research consultation	2) Jan 28 2026	2) Completed
	3) Document and publish decision matrix	3) Mar 31 2026	3)
	4) Update and publish policies and SOPs	4) April 30 2026	4)

ACTION ITEMS, NOTES, AND ACCOMPLISHMENTS
<ul style="list-style-type: none"> <li>Ensure immediate file privatization upon MCM designation is embedded (links to Rec 11)</li> </ul>

# RECOMMENDATION 6 – ENFORCE FILE PRIORITIZATION FOR MCT

OWNER	Insp Beauchamp	STATUS	Active
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END DELIVERABLE(S)	DETAILS		
Refresh framework for file assignment to the Major Crime Team	Milestones	Diary Date	Status
	1) Workshop to establish criteria and workflow 2) Evaluate current files, plan reassignments 3) Reassignment of files completed 4) Train Readers Office and NCOs on matrix and policy	1) Feb 28 2026 2) Mar 31 2026 3) April 15 2026 4) April 30 2026	1) Complete

ACTION ITEMS, NOTES, AND ACCOMPLISHMENTS
<ul style="list-style-type: none"> <li>• Impacted by completion of Recommendation 5</li> <li>• Extends beyond Major Cases</li> </ul>

# RECOMMENDATION 7 – HIRE MAJOR CASE MANAGEMENT INFORMATION SYSTEM SPECIALISTS (CIVILIANS)

OWNER	Beth McGraw	STATUS	Active
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END DELIVERABLE(S)	DETAILS		
Positions approved, posted, and filled (one by March; second by September)	Milestones	Diary Date	Status
	1) Generate Job Descriptions – consider clerk vs. paralegal 2) Business case / staffing requisition to CAO 3) Post for position 4) Fill 1 <sup>st</sup> position 5) Fill 2 <sup>nd</sup> position	1) Feb 28 2026 2) Feb 11 2026 3) Mar 24 2026 4) Apr 30 2026 5) Sept 21 2026	1) Complete 2) Complete

ACTION ITEMS, NOTES, AND ACCOMPLISHMENTS
<ul style="list-style-type: none"> <li>• Determine physical office space for new hires</li> <li>• Determine whether position is appropriate for clerks, paralegals, or one of each</li> <li>• Timing on filling positions may depend on releasing staff from other sections vs. external hires</li> <li>• Formal proposal to be submitted via business case and personnel requisition for approval</li> </ul>

# RECOMMENDATION 8 – UPDATE & FORMALIZE MAJOR CASE MANAGEMENT BUSINESS RULES

OWNER	Insp Cooper	STATUS	Active
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END DELIVERABLE(S)	DETAILS		
Revised business rules aligned with standards and best practices; implemented	Milestones	Diary Date	Status
	1) Determine and engage MCM SME 2) Perform review of rules / gap analysis 3) Implement recommendations	1) Feb 5 2026 2) Mar 31 2026 3) April 30 2026	1) Complete

ACTION ITEMS, NOTES, AND ACCOMPLISHMENTS
<ul style="list-style-type: none"> <li>Updated with results of Crown Liaison Terms of Reference (Recommendation 9) when available</li> </ul>

# RECOMMENDATION 9 - FORMALIZE EARLY & SUSTAINED CROWN ENGAGEMENT

OWNER	Insp Cooper	STATUS	Active
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END DELIVERABLE(S)	DETAILS		
Terms of Reference (TOR) adopted; embedded in MCM Business Rules	Milestones	Diary Date	Status
	1) Meet with FPF Crown Liaison to define expectations and insights 2) Crown Liaison consults Crown Office 3) Document Terms of Reference with Crown	1) Jan 28 2026 2) Feb 28 2026 3) Aug 31 2026	1) Complete 2)

ACTION ITEMS, NOTES, AND ACCOMPLISHMENTS
<ul style="list-style-type: none"> <li>Involves FPF Crown Liaison, Inspector CID</li> <li>Documenting ToR is largely dependent on availability of the Crown's Office</li> </ul>

# RECOMMENDATION 10 - RE-EXAMINATION & STRATEGIC REALIGNMENT OF INTELLIGENCE OFFICER (IO)

OWNER	Deputy Chief Ford	STATUS	Active
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END DELIVERABLE(S)	DETAILS		
	Milestones	Diary Date	Status
Phased plan implemented; Intelligence Officer focused on timely intel sharing and collaboration with Criminal Intelligence Analysts/Major Crime Team	1) Determine phases of the recommendation implementation 2) Role analysis / time study 3) Redevelop job description and policies, business rules 4) Reallocate work within the intelligence team / others	1) TBD	1)

ACTION ITEMS, NOTES, AND ACCOMPLISHMENTS
<ul style="list-style-type: none"> <li>Partially dependent on hiring civilians (Recommendation 7)</li> <li>Potential Phases –                             <ul style="list-style-type: none"> <li>1. Offload admin tasks to civilians</li> <li>2. Determine enhanced IO responsibilities</li> <li>3. Long term adjustments</li> </ul> </li> </ul>

# RECOMMENDATION 14 – CREATE STAFF SERGEANT POSITION FOR OVERSIGHT

OWNER	Deputy Chief Ford	STATUS	Active
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END DELIVERABLE(S)	DETAILS		
Staff Sergeant – Major Case Oversight established and posted	Milestones	Diary Date	Status
	1) Update Acting Policy (promotions) 2) Establish role and job description 3) Submit business case / personnel req to CAO for approval 4) Reassign / post for Staff Sergeant position	1) Feb 28 2026 2) Mar 31 2026 3) Mar 31 2026 4) April 30 2026	1) Complete

ACTION ITEMS, NOTES, AND ACCOMPLISHMENTS
<ul style="list-style-type: none"> <li>• Staff Sergeant position will be an administrative Staff Sergeant focused on MCM</li> <li>• Formal proposal to be submitted via business case and personnel requisition for approval</li> </ul>