

# Citizens' Advisory Committees

to the Correctional Service of Canada



Correctional Service  
Canada

Service correctionnel  
Canada

Canada

# Citizens' Advisory Committees' Annual Report

April 1, 2002 - March 31, 2003

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ISBN: 0-662-67888-5  
CATALOGUE NO: JS81-7/2003



# Mission

## Mission of the Citizens' Advisory Committees

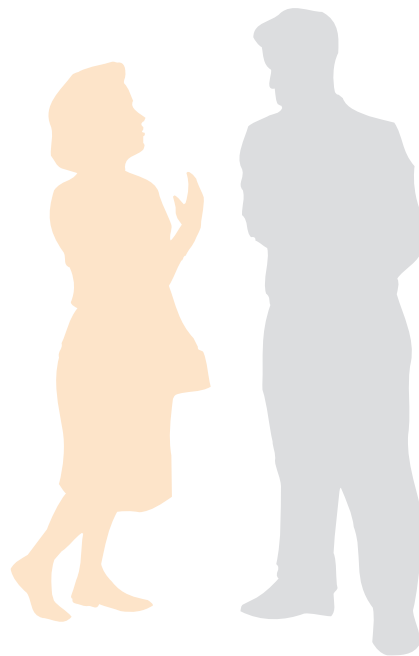
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Citizens' Advisory Committees, through voluntary participation in the Canadian federal correctional process, contribute to the protection of society by actively interacting with staff of the Correctional Service of Canada, the public and offenders, providing impartial advice and recommendations, thereby contributing to the quality of the correctional process.

## Mission of the Correctional Service of Canada

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The Correctional Service of Canada, as part of the criminal justice system and respecting the rule of law, contributes to the protection of society by actively encouraging and assisting offenders to become law-abiding citizens, while exercising reasonable, safe, secure and humane control.



# Role of the Citizens' Advisory Committees

*Much of the fear in the minds of the public comes from not knowing what is going on behind the high wall. That wall keeps offenders confined, but it also discourages citizen participation in the institution and inmate involvement in outside community activities.*

*MacGuigan Report, 1977, p. 124*

With a keen interest in contributing positively to the correctional process, Citizens' Advisory Committees (CACs) provide a vehicle for the community to represent and express itself in the core work of the Correctional Service of Canada (CSC).

The Correctional Service of Canada deems the role played by local community-based advisory committees critical in managing itself with openness and integrity. Correctional facilities and programs are part of the community and cannot exist in a vacuum.

Within the context of their Mission, and as volunteers representing a cross-section of the community, Citizens' Advisory Committees have three main roles:

## **Advisors**

CACs provide impartial advice to CSC Managers on the operation of correctional facilities and their impact on surrounding communities. CAC members fulfil this role by regularly visiting correctional facilities, and meeting regularly with offenders, local union representatives, and with local CSC management and employees. CACs also advise and assist local, regional and national managers of CSC to help with the overall development of correctional facilities and programs, and of the impact of this development on the community.

## **Impartial Observers**

CAC members act as impartial observers of the day-to-day operations of CSC. They help CSC evaluate and monitor the provision of adequate care, supervision, and programs for offenders, in

accordance with stated values, legislation, and approved regulations and procedures such as CSC's Mission and the Corrections and Conditional Release Act (CCRA). CACs also act as impartial observers during institutional crises. This helps demonstrate CSC's commitment to openness, integrity, and accountability.

## **Liaisons**

As a link between communities and CSC, CACs educate the public about CSC, address public concerns, and build support for the correctional process. They also give CSC management, both parole and institutional, a community perspective on institutional, operational, and policy decisions. CACs educate the local community on correctional objectives and programs; develop and implement means to enhance communication with the local community; and generally, contribute and encourage public participation in the correctional process.



# Chairperson's Remarks

In the last 18 months, the Citizens Advisory Committee system within the Correctional Service of Canada has undergone one of the most important expansions in its' 30 year history. Over 25 new committees have been created in this period allowing every major geographic area in the country to have a voice within the Service. The CAC system is now a robust and dynamic citizens network with strong local, regional, and national self-governance structures. They continue to be very influential within the Correctional Service and have helped cement the important gains made in the years after the publication of the 1977 MacGuigan report.

It is fair, therefore, to ask just why Canadians are so unaware of this unique and important citizens initiative. Local committees have, over the years, held numerous public forums and open houses to invite community members to learn about their work and express their views on the most contentious of issues (such as the safe community reintegration of sex offenders). Committee members have given numerous interviews to the local press, have spoken often to civic leaders, and have been forward with their views and recommendations for bettering correctional practices in our country. Most observers would acknowledge that CAC committees have done a fairly good job overall, acting in a conscientious, im-

partial and forthright manner as they seek to better the system. Despite this, the level of public recognition for this work is sparse. The national media only rarely mentions the committees and has almost never canvassed CAC leaders for their views on important issues in the news. This lack of national exposure has meant that the outreach work that is integral to the CAC mandate is always an uphill struggle.

Though the reasons for this lack of public awareness are certainly complex, we feel that we have identified three initiatives that can contribute importantly to improving the CAC system's public profile.

The first of these initiatives is to entrust the National Executive Committee (NEC) of the CACs with the responsibility for speaking publicly on behalf of the CAC system as a whole on issues of national importance. Prior to this time, only local committees were fully engaged in reaching out to the public. CAC committees, after all, were initially created to involve citizens in the day-to-day operations of corrections at the local or institutional level. The regional and national CAC committees were created initially to serve an administrative function. The National Executive Committee of the CACs has not undertaken to speak publicly on national issues in the past, but this must clearly become part of our future work if we are to carry out

our mandate of engaging Canadians and affecting the public's perceptions of the correctional system. To prepare for this more public role, the National Executive Committee of CACs has created a number of national advisory committees to provide it with informed views on important issues within corrections. In addition, local committees have been encouraged to adjust their annual reports to communicate more clearly concerns and recommendations for improving the correctional system locally and nationally. It will be to the CAC National Executive Committee to receive this input, to formulate clear positions with the help of the general membership, and to communicate these to the Canadian public.

In pursuing this course, the National Executive Committee of the CACs is aware of the risk that it runs of being perceived as just another special interest group or of being seen as beholden to the Correctional Service. The challenge of avoiding and correcting these perceptions is the daily work of every committee across the country and we feel confident that we can achieve this on the national stage as well.

The second initiative that we are contemplating is to continue to provide local, regional, and national CAC representatives with media training to better prepare them for engaging the local and national media on issues of interest to Canadians. A number of



# Chairperson's Remarks

regions have undertaken to provide this training for CAC members with considerable success. It is the CAC National Executive Committee intention to try and ensure that at least one member of each committee in the country receives this training on an ongoing basis.

The third initiative is to improve our local, regional, and national networking with the press by taking a more proactive approach. This would include inviting the press to more of our functions, having Correctional Service of Canada staff refer reporters to CAC members when approached by them on important issues, and communicating our annual reports more regularly to the press for their review and questions.

Building a presence on the national stage requires good planning and preparation. The National Executive Committee of the CACs is fully committed to progressing in a step-wise manner to make Canadians more aware of our work and our ideas. Our goal is to contribute more broadly to how Canadians view the Correctional Service and its' contribution to their lives.

**Charles Emmrys**  
*National CAC Chairperson*

One area that will receive particular attention is the ongoing evolution of the role that parole and community reintegration practices play within the correctional system. The NEC intends to explore recent work done within CSC on advancing parole intervention strategies and to look at work done in other countries as well. Through this, we hope to better participate in the ongoing dialogue regarding the safe and effective use of community-based rehabilitation programs in Canada.



# A Word from the Director General

Once again 2002-2003 bore witness to the involvement and dedication of hundreds of Canadians as members of Citizens' Advisory Committees to the Correctional Service of Canada. Their involvement is visible not only in the daily exercise of their roles, but also at a national level. Planning, open discussions, mutual respect, and cooperation between National Executive Committee members and CSC representatives have helped strengthen CACs.

The creation and revitalization of several Citizens' Advisory Committees across the country, the recruitment of new members, the provision of dozens of orientation sessions, updating the Resource Manual, and numerous National CAC Awareness Week activities are among their achievements of this past year.

These achievements not only support the development and maintenance of an environment in which CAC members can exercise their roles as defined in the Corrections and Conditional Release Regulations, but also lead to an increased commitment from their fellow citizens and contribute to safe Canadian communities.

Their work has strengthened the foundations of CACs, but there is still more to be done. The results of the CACs' current

research and evaluation project will help CAC members and CSC representatives establish the framework for future work.

Citizen involvement in CSC's operations is the cornerstone of CACs. Therefore, we must make sure that our efforts and energies support the members and that CSC representatives create an environment in which they can exercise their roles. This cannot be done unless members of the CSC recognize and fully understand the issues relating to citizen involvement in the CSC.

Over the past year, I again saw the commitment, determination, and professionalism of citizens who decided to get involved in their communities, through CACs. I thank them and CSC representatives for their professionalism and determination.

This report allows members of CACs in CSC to give an account of their achievements and to share their points of view and recommendations at a broader level. I wish you good reading.

**Christine Cloutier**  
*Director General*  
*Citizen Engagement and Community*  
*Initiatives Branch*



# History

Since their inception in 1965, Citizens' Advisory Committees (CACs) have reflected the interest of citizens in contributing to the quality of the federal correctional services and programs.

Citizens started to be involved in the correctional process in the early 1960s, when some federal institutions established citizen committees to deal with specific problems. At the same time, under Commissioner Allan McLeod (1960-1970), a Commissioner's Directive (CD) called for more citizen involvement in the form of CACs. The first institutions to establish committees were Beaver Creek Correctional Camp in Ontario, Saskatchewan Penitentiary and Matsqui Institution in British Columbia.

CACs began to function as a national organization with the release of the Report to Parliament by the Sub-Committee on the Penitentiary System in Canada (the MacGuigan Report) in 1977. The Report, which came on the heels of several serious prison disturbances, stated the need for community representatives who could monitor and evaluate correctional policies and procedures.

Recommendation #49 sought the establishment of CACs in all penal institutions, noting that correctional agencies traditionally operated in isolation and that the public had never been well informed about corrections or the criminal justice system. The report outlined ways in which CACs could be of value to the correctional system:

*Citizens' Advisory Committees, if properly structured, can provide a real service to the Canadian Penitentiary Service [now the Correctional Service*

*of Canada] in terms of informing the public about the realities of prison life and informing the Service itself as to its' shortcomings. [...] Briefly, the Citizens' Advisory Committee is to assist the Director of each institution in planning programs inside and outside the penitentiary. The Committee is to consult with senior staff and Inmate Committees to help the Director with respect to the extent and the nature of the activities needed.*

*MacGuigan Report, 1977, p. 124, 126*

The first National CAC Conference was held in Ottawa in 1978. The first National Executive was formed in 1979 in response to the need for a national plan that would have a strong impact at all levels of the Correctional Service of Canada (CSC). At the third National Conference in 1980, representatives from the five CSC regions set up a national organization and constitution containing the first statement of principles and clear objectives for CACs. Since the introduction of the Mission of the Correctional Service of Canada in 1989, CACs and CSC have been strengthening their partnership. This affiliation was further enhanced through the Corrections and Conditional Release Act (1992), which refers to the "...involvement of members of the public in matters relating to the operation of the Correctional Service." In October 2000, the Government accepted the recommendation of the Sub-Committee on the Corrections and Conditional Release Act that each institution and parole office will be supported by a Citizens' Advisory Committee from the local community.

CACs have been identified as an international "Best Practice" when the program was honoured with the

American Correctional Association's (ACA) Chapter Award in the Public Information Category for Best Practices and Excellence in Corrections. The Chapter Award is the highest level of the ACA Awards categories. In addition, the International Association for Public Participation awarded the Correctional Service of Canada the "Organization of the Year" Award in the area of public participation due, in a great part, to its Citizens' Advisory Committees program. On a national level, the Privy Council Office recognized Citizens' Advisory Committees as a Canadian Public Service Best Practice.

Over the years, Citizens' Advisory Committees have contributed significantly to the quality of the correctional system as well as enabling the Correctional Service of Canada to operate in an open and effective manner. Currently, there are close to 600 citizens who are now active in its' ranks, with more than 90 CACs across Canada. The role and importance of CACs in the Canadian correctional system continues to grow and expand. With the support of citizens and the Service, CACs will continue to make a valuable contribution to the safety of Canadians.





# CAC Organizational Structure

## Local Committees

Local committees and their contribution to the facilities that they serve, remain the fundamental element of an effective, voluntary network of citizens. The local committees are typically composed of no fewer than five members appointed by the Region's Deputy Commissioner. Wardens and Parole Directors are responsible for the existence and effectiveness of CACs. Local committees meet approximately once a month. Committees are strongly urged to hold these meetings in the facility that they represent to help members become familiar with the institution or parole office and to raise their visibility among staff and offenders.

## Regional Committees

A CAC Executive Committee (made up of local CAC Chairpersons) for each of the five CSC administrative regions exists (i.e.: Pacific, Prairie, Ontario, Quebec and Atlantic). The Regional Chairperson, with the Regional CSC-CAC Coordinator from CSC Regional Headquarters, is responsible for the administration of each regional CAC. The Regional Executive Committees advise the CSC Regional Deputy Commissioners and their staff concerning the development and implementation of CSC policies and programs at the regional level.

## The National Executive Committee

The National Executive Committee (NEC) serves as a co-ordinating body for regional and local committees across the country, with a particular emphasis in ensuring that CACs fulfil their roles and responsibilities. The NEC, in concert with the Citizen Engagement Division at CSC National Headquarters, is responsible for the national coordination of all CACs across Canada.

The Chairperson of each Regional Executive automatically becomes a member of the National Executive Committee. The National Executive elects a Chairperson every two years and meets four to five times per year. A great deal of work is done between meetings through conference calls and electronic mail.

The National Executive Committee, through an annual report and ongoing contact, presents to the CSC Commissioner recommendations on CSC policies and programs that have been made by local and regional CACs.



# Report from the National Executive Committee

The National Executive Committee has, as part of its' key responsibilities, undertaken the implementation of the current CAC national objectives. The Committee does so by supporting actions and initiatives at the local, regional, and national levels, which are consistent with these objectives and by developing resource materials to support these activities. A second responsibility is to promote and advance within the Correctional Service those ideas that CAC members believe will advance the practice of corrections in Canada. This report provides a summary of the Committee's activities and actions undertaken on behalf of the membership.

The following is a list of the NEC members having served during the 2002-2003 period covered by this report.

Charles Emmrys	National Chair
Steven Hinkley	Atlantic Region
Maurice Lavallée	Quebec Region
Dick Hudson	Ontario Region
Sean Taylor	Prarie Region
Barbara Teichman	Pacific Region
John Raymond	Pacific Region

## Adoption of a Revised Set of National Objectives

In the preceeding year, the process of revising the national objectives was initiated through a nationwide consultation process. Proposals for a new set of national objectives were circulated to each of our committees and the feedback integrated into a series of successive versions. This year saw the completion of this effort and the publication of the new objectives for the March 2003 to February 2006 fiscal years. These objectives place the

CACs' outreach activities and training initiatives at the forefront and envisage a larger role for the CAC in terms of its' participation in the national debate about corrections.

## Annual Meetings

Until recently, the travel and accommodation costs associated with the Annual National Meeting of CAC members was funded by a combination of local, regional, and national funds. This costing arrangement was very cumbersome to manage and often resulted in a failure to have every committee represented at these meetings. The recent rapid expansion of the CAC system simply compounded the problem. To address the issue, the National Executive Committee of the CAC in conjunction with the Executive Committee of the Correctional Service of Canada (EXCOM) undertook to develop a more streamline and centralized approach to funding these important gatherings. The policy of funding national activities from the national office, regional activities from the regional office, and local activities from local offices was adopted. This allowed conference planners to move forward with their plans for the 2003 Conference with a clear sense of what their available resources were and how many delegates would be present.

## National Orientation Program

Over the last three years, the National Executive Committee has been working to develop an orientation program that would provide new CAC members from across the country with a standardized and comprehensive orientation to their role and responsibilities vis-à-vis the

Correctional Service, the offenders, and the Canadian public. Up to this time, the orientation of new members had been carried out in a variety of ways from region to region. As a result, the experience of members varied greatly across the country and many were dissatisfied with how long it took to get their bearings. This year saw the completion and publication of our first National CAC Orientation Program and its' first implementation across the country. By the end of the fiscal year, hundreds of new members from across the country had had the opportunity to take the Program with feedback to this point being overwhelmingly positive. This first version of the Program is due for revision in the winter of 2004.

## Revision of the National Resource Manual

This year saw the completion and publication of the first revision of the CAC National Resource Manual. The Manual is intended to serve as a defining document that lays out roles and responsibilities as well defining relationships and reporting functions for CAC committees. The new revision of the Manual has incorporated the significant advances made during the 1998/1999, 2000 and 2001 national meetings, which sought to further define the range and type of activities that CAC committees should be responsible for pursuing. The publication of the Manual's revision marks, in some ways, the completion of a five-year initiative.

The writers of the CAC Resource Manual were aware that the work done to better define CAC committees' activities would, in fact, refine one of the most advanced models of



# Report from the National Executive Committee

public participation in governmental agencies available anywhere in the world. The work was undertaken, therefore, with considerable care being given to consulting regularly with the Correctional Service, CAC members, and non-governmental agencies involved in advocacy work with offenders such as the John Howard Society. The end result is, we feel, a significant contribution to the advancement of citizen engagement in Canada.

## National Consultations

Through its' Chair, the National Executive Committee has been active on a number of fronts in providing advice and recommendations on various policy development initiatives. This comes at a time when the Correctional Service of Canada is re-evaluating many of its' core correctional practices. In the last year, the CAC National Chair has been active on three separate task forces or policy development committees. Issues related to the racial and cultural makeup of our prison population, discipline, staff moral, community reintegration, and inmate pay were all the subject of our study and feedback.

Work continues on the creation of a series of national consultation committees aimed at affecting the development of national policies early in the process and in providing feedback on implementation issues for new national programs. The National Executive envisages and has taken steps to create three committees, namely, one dealing with reforms to maximum

security institutions, one concerned with community reintegration and one studying the concept of restorative justice. These committees should be in place in the coming year.

## Evaluation and Research

In the course of the last year, the program evaluation and research branches of the Service proceeded with data collection for two important studies related to the CAC's work. The publication of results is expected within the coming year.

## International Outreach

In the last year, we have sent out over 100 information packages internationally and have corresponded with over a dozen national correctional services from across the world. These have included services from France, Israel, Bulgaria, Ireland, the Hong Kong Service of China, and others. Our purpose was to educate our fellow correctional services about the work that we are doing and to lay the ground work for an international network of groups, organizations, or agencies that pursue citizen engagement practices (program review, advice giving, and community outreach) within prisons. We were not surprised to learn that the Correctional Service of Canada is a world leader in citizen engagement practices. As such, our responsibility to other countries is to share our experience and help nurture the idea of citizen engagement in other systems. This work will be ongoing.

## Reaching Out to Other Government Departments

The CAC's National Executive Committee has held that the CAC model is one that could be adopted in many other parts of the Public Service. With this in mind, the Executive sent a representative to accompany a Correctional Service staff member to provide advice and counsel to the Department of Citizenship and Immigration and to promote citizen involvement in the various detention centers operated by this Service. The NEC will continue to encourage citizen engagement in other departments and is ready to share its' expertise to this end.

## Conclusion

The members of the National Executive Committee were honored to serve their fellow citizens by contributing their time and energies to improving our Correctional Service. It is a credit to the Correctional Service or Canada and its' leadership at every level have so diligently partnered with CAC committees to review its modes of functioning, explore new ideas, and dedicate itself so firmly to the concept of citizen engagement.

The concept of citizen engagement is a rapidly evolving one within Canadian society. We look forward to continuing to provide a best practice example for the country and the world.



# Citizens' Advisory Committees' National Objectives

## OBSERVATION IMPARTIALITY COMMUNICATION

*Adopted on September 28, 2002, the National Executive Committee believes that the chosen objectives should be given priority and direct the choice of the regional and local objectives of Citizens' Advisory Committees. These objectives, presented under four themes and consistent with the direction discussed and established over the last year, will be met, we hope, in co-operation with the regional councils and the Citizens' Advisory Committees attached to institutions and parole offices.*

*In reviewing these objectives, you will note that the National Executive Committee does not recommend means by which to achieve them—that is because we trust in the creativity and resourcefulness of CAC members, as evidenced in the numerous achievements and activities organized in the regions and institutions.*

## OBJECTIVES

- Act as an independent, impartial, and autonomous observer;
- Fulfil an advisory role by expressing opinions on CSC policies and programs and how they are implemented; and
- Ensure communication between CSC, offenders, and the public.

## STRATEGIC OBJECTIVES

### Mission and Role

- Specify CAC mandates and responsibilities; and
- Evaluate use and relevance of the CAC Resource Manual.

### Consultation

- Be involved in national, regional, and local consultation;
- Control the quality of the consultation; and
- Evaluate the principles and methods for consultation.

### Training of Members

- Implement an orientation and training plan focusing on the role, legislation and policies, and human rights; and
- Evaluate training organization and orientation plan.

### CAC Commitment and Visibility

- Implement a marketing plan; and
- Evaluate achievements and their impact.

## OPERATIONAL OBJECTIVES

- 1 Regularly review the CAC Guide;
- 2 Regularly distribute relevant documentation;
- 3 Take part in developing consultation procedures;
- 4 Periodically review consultation procedures;
- 5 Regularly organize training sessions;
- 6 Ensure effective recruitment that is representative of the community;
- 7 Inform and educate local communities; and
- 8 Achieve and publicize CAC actions.



# Atlantic Regional Report

*"CACs in the Atlantic Region continue to be on the cutting edge. Expanding our influence, and better training our membership, we have set goals for the future that will allow us to have an increased presence, both within the community and the institutions, that will benefit both CSC and the public at large."*

**Steven Hinkley**  
Regional Chair, Atlantic

*"The CACs in the Atlantic Region have continued to demonstrate their outstanding commitment to their organization during the past year. Revitalized and new groups have been founded, and there has been a renewed energy in the Region for training, community outreach, and education. CSC, offenders, and the Canadian public are fortunate to have so many positive and creative citizens helping to keep our communities safe. It has been a pleasure to work with all the CACs in the Atlantic Region, and I wish them continued energy and success reaching their objectives."*

**Lyn Chaplin**  
CSC Regional Coordinator

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## Atlantic Regional Executive Committee

<b>Steven Hinkley</b>	Regional Chair
<b>Louise Leonardi</b>	Chair, Westmorland Institution
<b>Karen Eustace</b>	Chair, East New Brunswick and Prince Edward Island District Parole Offices
<b>James Gallagher and Joanne Thomson</b>	Co-Chairs, Fredericton Area Parole Office
<b>Anne-Marie Mullin</b>	Chair, St-John Area Parole Office
<b>Bob MacDonald</b>	Co-Chair, Halifax/Dartmouth Parole Office and Carleton Community Correctional Centre
<b>Cal Bungay</b>	Co-Chair, Halifax/Dartmouth Parole Office and Carleton Community Correctional Centre
<b>Ronald Joiner</b>	Interim Chair, Truro Area Parole Office
<b>Jane Lutes</b>	Acting Chair, Kentville Parole Office
<b>Mike MacMullin</b>	Chair, Sydney Parole Office
<b>Donna Gardiner</b>	Chair, St-John's Area Parole Office and Community Correctional Centre
<b>Bob Hallihan</b>	Chair, Atlantic Institution
<b>Anne Malick</b>	Chair, Nova Institution
<b>Marilyn Lerch</b>	Chair, Dorchester Penitentiary
<b>John Buchanan</b>	Chair, Springhill Institution

The Atlantic Region has 102 members occupying positions on 14 committees. These committees cover the five institutions in the Region, as well as nine community-based Parole services.

It has been our pleasure this year to introduce new community-based committees in the Moncton (which split from the Westmorland CAC), Kentville, and Sydney areas, as well as to expand the Newfoundland/Labrador committee to include the areas of Stephenville, Corner Brook, and Happy Valley/Goose Bay.

We have been actively pursuing the mandates set out in the National Objectives this year.

## Training

In four separate training sessions, we have managed to train 52 people of our membership with the new training package. Feedback has been collected, and will be forwarded to the NEC for further refinement of this undertaking.

## CAC Awareness Week

The second National CAC Awareness Week was met with enthusiasm by many of the local CACs in the Atlantic Region and a variety of events and ideas were implemented. As well, good constructive conversation, about



# Atlantic Regional Report

how to improve, was held at our Chairs Meeting in March 2003, which should lead to even better performance next year. What follows are a few choice examples of our participation:

- Each Moncton City bus had two (2) CAC posters mounted in them.
- Newspaper Articles: We hired a free-lance journalist to write four (4) articles about the CAC. These articles were placed in various newspapers during Awareness Week.
- CAC Group Photos: The CAC committees in Fredericton, Saint John and Westmorland had a group photo taken and placed in their local papers.
- Truro Community Forum: The Truro CAC organized a community forum entitled “The Justice System, does it work for you?” Despite the extremely cold temperatures, over 100 people came to the public event to listen to a group of panelists, and to take part in a question and answer period.
- Springhill Assembly & Media Interview: the CAC was invited to a staff assembly for an information sharing session with the Warden. The newest CAC member was interviewed by the media and an article was published in the Amherst paper outlining the activities and purpose of the CAC.

## Chairs’ Meeting

Taking the initiative from the NEC’s philosophy that a face-to-face meeting accomplishes more than a teleconference, Atlantic Region has instituted one additional face-to-face meeting in the year, in addition to our Annual General Meeting. This year’s meeting was held on March 1, 2003, was well attended and generated significant work and discussion material for the membership to review at the May AGM.

## Expansion

During this year, two brand new CAC committees were started and their membership trained. As well, the Westmorland CAC committee split to become the Westmorland Institution CAC committee and the Moncton Parole Office CAC. We further re-vitalized the Halifax CAC by recruiting and training seven new members and this committee appears re-energized and ready to contribute.

## Regional Goals and Objectives

After review of the National Objectives at the Chairs’ meeting, the following were agreed on to be our Regional Objectives for the coming year:

- 1) “That we develop a variety of options and appropriate recruitment strategies for urban and rural areas of Atlantic Canada” (this will coincide with national objective # 6).
- 2) “That we develop a common slogan or theme that all CACs in the Region will use” (this will coincide with objective # 8).
- 3) “That we write an advisory report to CSC regarding the supervision and safe reintegration of offenders, with job training and employability to be key components.”

I am pleased to report that we have already struck sub-committees to deal with each of these goals, and were able to add members to the sub-committee for objective #3 (above) during the AGM. I look forward to the fruits of our members’ labours with respect to these matters.



# Atlantic Regional Report

## Best Practices

There were a number of excellent initiatives by Atlantic CAC's this year. What follow are only some of the examples of the excellent effort our membership puts forth:

### Truro Community Forum

The Truro CAC organized a community forum entitled "The Justice System, does it work for you?" Despite the extremely cold temperatures, over 100 people came to the public event to listen to a group of panelists and take part in a question and answer period. Panelists included a victim, offender, crown prosecutor, defense lawyer, probation officer, CSC Warden, NPB personnel, and Parole Officer. The general public was provided with a glimpse of the many people and roles involved in the justice system and left with an appreciation as to the complexity of the many issues. The entire evening was videotaped by East Link Television, the Nova Scotia Cable Channel, and will be aired a number of times.

### Dorchester Open House

The Dorchester CAC hosted an open house which was very well-organized and attended. The Springhill CAC committee was included in the invitation to help raise their awareness about the programs and facilities available at Dorchester and the Shepody Healing Center. The Warden and other Dorchester staff provided approximately 60 people with a tour, question and answer time, and the CAC released its' report to the community.

### St. John's CAC Brochure

The CAC in St. John's Newfoundland designed a brochure about their CAC, which they distributed in the community. This will be an ongoing information tool they will use to raise awareness in the St. John's area.

### Nova Institution

The women's facility CAC writes an article for the local paper, entitled "From Pen to Paper," which occurs on an on-going basis, and they meet with the staff to increase their awareness about the role and objectives of the CAC.

## Recommendations

- That CACs in the Atlantic Region continue to emphasize training of their new members to ensure effective participation in the corrections process.
- That CACs in the Atlantic Region continue the efforts begun with the Regional Objectives for this year, in order to ensure a meaningful contribution.
- That CACs in the Atlantic Region redouble their efforts to make their presence felt in the community, both by liaising with the public at large, and educating our justice partners on Corrections Canada in general and the role of CAC in particular.



# Quebec Regional Report

*"I would like to begin by thanking my Regional Council team for its' valued assistance over the course of the year. Thanks also to Roger Dessureault, Jocelyn Painchaud, Gabriel-Félix Prasman and Robert Landreville. We also wish to thank all Citizens' Advisory Committee Chairs for their cooperation and their favourable responses to our always urgent requests. Thanks to the entire staff of Regional Deputy Commissioner Richard Watkins and particularly to Sylvie-Brunet-Lusignan and Sophie Lemire for their unwavering support and for their understanding of the incessant demands of the Regional Chair and his team. Thanks to the Directors of operational units for their support and their concern for regularly consulting with their Citizens' Advisory Committees to obtain a better understanding of the CSC and of their participation in the community. Thanks to the employees with whom we regularly work for their positive attitudes and their assistance in getting us from one place to the other and in our activities as CAC members."*

**Maurice Lavallée**  
Regional Chairperson

*"Because crime is also a community issue, the Quebec Region CSC would like to thank all Citizens' Advisory Committee members for their involvement and for their recommendations in carrying out its' task of protecting the public and of reintegrating offenders into society."*

*The year 2002 was marked by intense recruitment of CAC members. As a result, every penal institution, parole office, and Community Correctional Centre is now endowed with a Citizens' Advisory Committee that serves as an advisor to the CSC, acts as an independent observer of CSC operations, and increases public awareness of CSC activities."*

*Because we know that better informed communities help create more secure communities, CSC would also like to make special note of the commitment of these volunteers, who are dedicated to improving correctional conditions in our Region."*

**Sylvie Brunet-Lusignan and Sophie Lemire**  
CSC Regional Coordinators

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## Quebec Regional Executive Committee

<b>Maurice Lavallée</b>	Regional Chair, Joliette Institution
<b>Roger Dessureault</b>	Vice Chair, Donnacona Institution
<b>Robert Landreville</b>	Director, Archambault Institution CAC member
<b>Jocelyn Painchaud</b>	Director, La Macaza Institution CAC member
<b>Felix-Gabriel Prasman</b>	Director, Chair, Federal Training Centre

## Regional Objectives 2001-2003

- 1 To participate in various Quebec and national consultative committees;
- 2 To be involved in Quebec-based activities and to meet with CACs in their institutions;
- 3 To encourage the holding of forums, seminars, and other awareness activities within the community; and
- 4 To organize (a) training session(s) for all CAC members.

*"The sacrifice of oneself is not very difficult for one burning with the passion for a great adventure. And there is no more beautiful and dangerous adventure than the renovation of modern man."*

Alexis Carrel





# Quebec Regional Report

## The Quebec Regional Council

As my second year as Regional Chair draws to a close, we are very proud to submit this report on the activities of the Quebec Regional Council and the set of Citizens' Advisory Committees. We have tried to achieve regional objectives and, without undue modesty, believe that we have done so with most of them.

The Regional Council met on six occasions over the course of this period and through regular telephone communications between members, we were able to validate and pursue our respective caseloads. We invited CAC representatives to some of our meetings so that we could discuss matters pertaining to their institutions with them. Regional Council members, as well as the Chair, occasionally travelled to meet with CACs in their institutions, so that communication could be facilitated or a particular issue discussed. We continue to favour this kind of effort by the Regional Council and we recommend it to all of our CACs.

A meeting of the Chairs and an Annual Meeting of representatives from all CACs was also held with the regular participation of the Correctional Service of Canada members. These individuals shared their experiences with us and frequently assisted us in achieving our goals.

## 1 Preamble

### Volunteer Work and Citizens' Advisory Committees

With the passing of time, we may occasionally wonder how one year stands out from the next. Yet the answer is never obvious! It is, in fact, difficult to admit that we get caught up so much in our work, including those of us who are retired, that one year looks pretty much the same as another. Throughout Canada as a whole and in Quebec, thousands of persons agree to give of their time to help others.

In Quebec, members of Citizens' Advisory Committees (127 people) devote more than 40,000 hours of their time to hold meetings and to get together with staff

members, inmates, and community members. Some might question this figure or claim that it is an exaggeration. But these numbers are entirely accurate and indeed, display our commitment and involvement.

Is all of this time spent listening to others and performing objective and impartial observations still necessary and useful to the Correctional Service of Canada? It is always difficult to question different CAC members with respect to their involvement and their impartial comments on how institutions operate, how programs are applied, inmate quality of life, and the frequent lack of consultation.

Last year I quoted Adam Smith on this point: *"Think a lot about others and not about oneself, restrain one's egoism and cultivate one's virtue—this is the perfection of human nature."* As volunteer workers, must we be perfect? That we make the attempt is in itself worthy and remarkable considering how far we have come this year!

### ***An event to be noted!***

The comments we have received assume their full scope when we consider that, despite members' concerns, a considerable number of new Citizens' Advisory Committees have been created in the Quebec Region.

There are now 27 Citizens' Advisory Committees in the Quebec Region, 15 more than in the 2001/2002 period. This represents extraordinary growth, with more than twice the number of committees and twice the membership (now standing at 127). Such change results from a May 2002 decision based on information provided by and discussions held with CAC members.

Such involvement of volunteer workers, recruited in the various regions by District Directors and their associates, should in principle bring together the Correctional Service of Canada community throughout the 17 regions of Quebec.

The Quebec Region now has a Citizens' Advisory Committee for every penal institution, parole office and Community Correctional Centre (CCC) that falls under the authority of the Correctional Service of Canada.



# Quebec Regional Report

## 2 Objectives and Activities

We firmly believe that we have met our regional and local objectives. Completion of a wide variety of diversified activities attest to this fact in Quebec's different operational units. Here is a summary of some of the past year's successful activities:

### 2.1 Proficiency Training and Recruitment

The 2002/2003 period was clearly one of recruitment. Many new members were recruited by a variety of CACs, particularly in the parole sector. More than 70 new members required training in their roles, functions, and in the CSC's core values. Supervisors of the operational units have begun this training program, but more training must be accomplished quickly.

The Quebec Regional Council was quick to comprehend the primary challenge involved in this membership increase. Requested training programs were set up and the selfless assistance of CSC personnel facilitated the organization of three training sessions in January, February, and March 2003.

The instructors (two CAC members, volunteer workers and two CSC workers) shared the important task of customizing the training Guide that was provided by the CSC. Several work sessions were needed to complete three days of training for CCC members from Greater Montreal. Additional sessions are being prepared for the fall of 2003 and the winter of 2004.

We would like to thank our instructors for their time, patience, and excellent work.

### 2.2 Consultation

- The primary purpose of the consultation process was to communicate the national objectives of the CAC's National Executive Committee. This consultation process was conducted with great interest and mobilized all of Quebec's CACs. Furthermore, during the Annual CAC Meeting, and at the special request of the Montée St-François Institution's CAC, this issue was placed on the agenda so that it could receive the highly judicious comments of the CAC. The Quebec Region's comments on national objectives stemmed from this meeting and the opinions that were expressed in it. This consultation process was considered to have been a positive one.
- The attempt to set up national committees was disappointing and the members that were suggested for the Quebec Region were quick to point out the lack of clear objectives, inadequate documentation, and unknown timetable. The entire effort must start anew, but this time with clear and precise goals, literature consistent with the goals to be achieved, and a schedule that is known to committee members.
- We should also bear in mind the matter of creating Citizens' Advisory Committees for parole offices in the East-West and Montreal-Metro districts. Comments on this topic were previously shared.
- The process of consultation in the educational sector took shape on a regional level with participation by a CAC-Leclerc representative in the Regional Education Committee. This Committee submitted its report in June 2003.
- In Joliette, a member takes part weekly in the Care Coordinating Committee of the Living Environment Unit and reports to the institution's CAC.



# Quebec Regional Report

- Construction of the Secure Unit at the Joliette Institution for women was also the topic of regular consultation with respect to the enclosed control booth and the offender management protocol.
- Expansion of the Cowansville Institution to include a “Minimum Security” sector enabled one CAC member (an engineer by training) to participate in all committee meetings as an observer and to monitor progress along with other CAC members.
- The Regional Reception Centre’s CAC was involved in the Special Handling Unit (SHU) issue and participated in the motivation intervention project.
- All CACs reported on budget cutbacks and members expressed their concerns on institutional quality of life with respect to reduced inmate activities, staff and inmate morale, and various restrictions for different institutions.
- Ultimately, CAC members participated in Program Committees, such as the pilot project on the social sciences with CEGEP Marie-Victorin (Joliette); the canine project (Joliette); community programs (La Macaza); religious diets (Donnacona); inmate education (Leclerc); etc..

## 2.3 Activities

### Meetings with staff and inmates

- Citizens’ Advisory Committees made it their duty to meet on a number of occasions with inmates and inmate committees from their respective institutions. In particular, the Leclerc CAC met with the Inmate Committee during each of the latter’s monthly meetings.
- Several CACs also met with the union executives of their operational units, as well as with staff during their many meetings within the units. A new Aboriginal site was inaugurated at the Joliette Institution with traditional Aboriginal activities (sweat lodge) and evening information sessions on self-massage and Tai Chi.
- A meeting of the Inmate Committee, plus an annual meeting of two inmates per unit with the CAC–Joliette based on an agenda developed by the Inmate Committee and the CAC. The meetings consisted of two hours of interactive discussion on their needs, the problems they had encountered and programs.
- CAC participation in the Activity Planning Committee with La Macaza’s management and Inmate Committee.
- Meetings of different Donnacona Institution inmates, committees, and individual meetings by CAC members based on the particular needs of different sectors of that institution.

### Presence within the Community

- The Quebec Region did not hold a forum this year, but Citizens’ Advisory Committees still remained active within the populations of their respective communities. Intensive recruitment attests to this presence, as most CAC members were recruited through the media, social encounters, and personal contacts.
- Cooperation by the CAC-Cowansville with the Association des services de réhabilitation sociale du Québec (ASRSQ) within the framework of a community activity served to demystify the CSC’s work.
- A visit by CEGEP students to the Cowansville Institution enabled them to meet with a National Parole Board hearing official. This activity demonstrated the importance of making young people aware of such activities in hopes of building a new generation of CAC members.
- Meetings by CAC-La Macaza and Joliette with social clubs are worthy of mention.
- Participation of CAC members in the employee awards ceremonies at different institutions (La Macaza, Joliette, Donnacona, Leclerc, etc.) has made it easier for CSC staff and CAC members to get to know one another.



# Quebec Regional Report

- A press conference with local media from the Lanaudière Region underscored two events at the Joliette Institution: delivery of the annual report accompanied by a discussion session and the award of certificates permitting three new members to join the CAC-Joliette. The evening served as the subject of articles in regional newspapers and testimonials from community representatives.

## CAC Awareness Week

### Release of a video documentary

The release of a video documentary that was broadcast over community television station CTRB-TV in Berthierville on January 26, 2003 clearly fit into CAC Awareness Week activities. This twenty-minute capsule informed residents on the CSC's Mission and on the role played by Citizens' Advisory Committees.

In the video, Regional Deputy Commissioner Richard Watkins, the Quebec Regional Chair and a member of an Inmate Committee presented the different facets of the Correctional Service of Canada and the functions of each. According to the community television station's president and CEO, this capsule was re-broadcast by some 20 stations throughout Quebec. The production was made possible through the joint participation of CTRB-TV and the Communications Sector of the Quebec Region CSC. To this end, we would like to thank Sylvie Brunet-Lusignan and Sophie Lemire of the CSC, Gilles Tessier, President and CEO of CTRB-TV, and Nathalie Labelle, Producer.

## 3 Success Stories and Practical Examples

### 2002/2003 Recruitment Drive

The recruitment of more than 60 CAC members merits special note, thanks to the diligent efforts of members, Directors, and their associates in the East-West and Montreal-Metro districts.

### CSC/CAC Video Documentary

Broadcast of this documentary during Awareness Week attested to the possibility of producing a documentary with the joint cooperation of the CSC and the regional community.

### Regular Meetings with Inmate Committees

## 4 Ongoing Projects and Issues for 2003-2004

### Continued training of CAC members.

#### Community awareness campaigns through:

- Regional community television stations, etc.;
- Forums, etc.; and
- Cooperation from and interaction with community resources.



# Ontario Regional Report

*"Ontario CAC members, their personal integrity, their connections, and their influence in the community means that this integrity permeates Ontario society."*

**Dick Hudson**  
Regional CAC Chair

*"Members of Citizens' Advisory Committees individually and collectively through their efforts contribute to the Canadian correctional process, by acting as independent observers, providing advice and recommendations to Correctional Service Canada, and by acting as liaisons to the community, as a whole. These roles that CAC members fulfill, on a voluntary basis, serve all Canadians, and demonstrate the importance of engaging members of the public in correctional processes."*

**Monty McTaggart**  
CSC Regional Coordinator

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## Ontario Regional Executive Committee

<b>Dick Hudson</b>	Regional CAC Chair; Chair, Ottawa Parole
<b>Jim Bradfield</b>	Chair, Warkworth Institution
<b>Ron Bowman</b>	Member, Muskoka Parole Office
<b>Sharon Mitchell</b>	Chair, Kingston Penitentiary
<b>Grant Mitchell</b>	Chair, Pittsburgh Institution
<b>Brian Tisdale</b>	Chair, Hamilton Parole Office
<b>Ron Gibson</b>	Vice-Chair, Niagara Parole Office
<b>Lyle Cathcart</b>	Chair, Beaver Creek Institution
<b>Florence Davies</b>	Chair, Regional Treatment Centre
<b>George King</b>	Member, Grand Valley Institution

CACs in Ontario and group activities of Ontario CACs had an active and interesting year in 2002/2003. The 120 individuals who do this important work earn congratulations.

The quality, integrity, and uprightness of each person who carries out this role puts one in awe. As well, their connections and influence in the community means that this integrity permeates Ontario society. Although most will humbly say that they would like to have done more, the results show that all stakeholders, especially offenders, CSC, and the National Parole Board, are enriched by the addition of their rectitude.

The local or individual Citizens' Advisory Committee we say is where the most pertinent and immediate work is done. This applies to both committees attached to parole offices and to institutions. Our 19 committees (down from 22 last year) average six members each. Most committees elect a new Chair each year and set their own strategic plan to direct them and focus their members on desired activities. They also react to the very important topics/situations that occasionally arise. Recruitment of new talent has been very successful with active committees, usually paralleling the enthusiasm of the unit head.



# Ontario Regional Report

## Highlights and Best Practices

Peterborough Parole CAC ‘sparkles’ for several reasons. They do a terrific job of engaging local citizens. Beginning with the recruitment of top leaders from churches, police, community activists, and ordinary neighbours, they have put together their own little community of people who really enjoy each other as well as the work they are engaged in. They are a diversified group. They seem to be, each one, great ‘fans’ of each other! It is quite amazing how they brag about the talents and actions of their fellow members. A really good example of humble recognition of another’s talents.

Worth noting is the praise and credit that they give to Deb Chase, Parole District Director for CSC. An “encourager” and a joy to work with, they keep repeating.

Chair, Murray Lincoln, gives credit to the partnership with local church congregations for the base of engaging helpful individuals. They plan to send a ‘welcomer’ to pick up each person exiting an institution and that sets a positive environment for that person. Their care to connect that person to a willing community continues forever. Very successful.

Readers are welcome to ask for the PowerPoint presentation and a highly motivated speaking duo to come to your area. Your audience will leave highly motivated.

## Joyceville Institution

CAC reports a very active group of faithful volunteers. They are very focused on the needs and activities of offenders, union, staff and the Inmate Committee. Very good support from and relationship with the Warden means that advice is sought and valued. One is impressed with their in-house persistence and results.

## Collins Bay Institution

CAC has had an exemplary year. Four members provide tons of help for this institution. One member is a facilitator for the Visitors’ Committee, formed to enhance visitors’ experiences, especially those bringing children. Another is keenly active and consistent in keeping any educational deficiencies and training at the forefront. An ‘excellent’ relationship with staff, management, and offenders means that the CAC is always ‘in the loop’ and ongoing advice both is sought and used. Support for the renowned Collins Bay Exceptional Peoples’ Olympiad, held each July, is ongoing and enthusiastic.

This year, Chair Audrey Howarth and Don Andrychuk volunteered hours and hours for a Regional Sub-Committee that constructed and administered and published the first ever survey of individual CAC member’s perceptions.

## Ottawa District Parole Office

CAC reports exceptional accomplishments in their Strategic planning, which keeps the focus on intended activities. Chair, Dr. David Powell, can be proud of their third annual successful Public Forum. This year’s rather controversial topic was ‘Sex Offenders Back in Our Community’ featuring national and local experts. Bob Cuipa, of the Niagara CAC was one of those well-received experts and attended compliments of the Niagara Regional Police. All members are quick to applaud the strong, tireless work of CSC’s Angela Knoll and the support from District Director, Ana Paquette. There is still the challenge of arranging contact with those on parole.



# Ontario Regional Report

## Millhaven Institution

CAC should brag about the presence in the institution and great contact and acceptance with offenders. Chair Pat Little is very much in demand as an Independent Observer and is a highly process-experienced worker for Regional activities. Recruiting is an ongoing necessity.

## Pittsburgh Institution

CAC Chair Grant Mitchell reports admirable work to find work projects to familiarise the last 40 of 222 offenders to a daily routine of employment. The latest profitable idea is to collect used printer cartridges to be sold to a Toronto re-manufacturer. Increased population at the institution and budget cuts have seen the demise of previous work projects. Recruiting is ongoing, not only for this CAC, but generously for other CACs as well. Vying for volunteer time in order to hold weekly meetings is both ambitious and challenging. Grant does extra duty conducting the pre-release program at Kingston Penitentiary. He is eager to see this program implemented at Pittsburgh.

## Kingston Penitentiary

CAC reports regular meetings with managers, staff, offenders, unions, inmate committee, internal court, segregation and visitor review board. Most tours of the institution are carried out by CAC members. This puts the visitors at ease and certainly affords them more knowledge with the CSC system and offenders re-entry. A PowerPoint presentation has been built by one member and is very useful to educate the public. Another member has fostered a Diversity and Equality Group to improve respect and to diffuse/avoid racism. Work is being done to address the issue of the mandatory two years that lifers must now spend in a maximum security setting, where it is contrary to the 'least restrictive' regulation for individuals. Another great concern is untimely or missing programs because of lack of resources/budget problems. Offenders not able to get these programs are unable to cascade down to a lower security institution and thus, are hindered in their correctional plan – contrary to the CSC Mission statement. Hope is to avoid shadowing the U.S. practice of 'warehousing.'

## Regional Treatment Centre

CAC reports their practice of observing, liaising, and advising in the best possible sense; including Executive Director, Assistant Executive Director, managers, staff, patients (offenders), and several segments of the public. Chair, Florence Davies is thankful for the respect received from all. She acknowledges that even painful criticisms are received graciously and are needed. There is some applause for treatment well delivered along with some sorrow that budget cuts seriously impede recovery and leave needed recovery tools, such as programs and education, deficient. (Concern is noted that practices of 'warehousing' in the U.S.A. are influencing our normally progressive corrections). There is hope that, from the Commissioner on down, all Managers will hear CACs – indeed, as independent voices with quite a bit of wisdom.

Regionally, ten sub-committees did exceptionally good work. They have made our Executive Committee and especially the Chair, look quite good. Four quite urgent Resolutions were submitted as a result of Committee work. This writer is in awe at the quality of the work accomplished. An example is the Ontario Survey mentioned earlier which provides a candid and complete tool that CSC management has vowed to use.

We were seriously impeded during the year, with CSC's effective cancellation of our normal June Regional Chair's Meeting (replaced by teleconferences), the cancellation of the normal National Conference, and especially, the preoccupation and uncertainty of budget cuts.

As well, offers to recruit new CAC members for the many CSC units which have no CAC or where CACs are dormant went unanswered.

However, full credit must be given, indeed applauded, to the local, active, hardworking CACs. This is where the important work takes place. Full credit as well to unit heads and CSC staff. Most add a wonderful synergy to our volunteer work. They can make it a joy to volunteer. In partnership, we can make corrections work.



# Prairie Regional Report

*“CAC volunteers in this Region are leaders in advancing new ideas to enhance the public’s awareness of the organization within CSC. It has been an honour and a privilege to be their voice on the NEC, to put forth their innovative ideas for advancing the CAC mission and mandate.”*

**Sean Taylor**  
Regional CAC Chairperson

*“Our CAC members are private citizens who take on public responsibility for the safety of our communities. They deserve our admiration, our cooperation, and our assistance in all of their endeavours.”*

**Lyn McGinnis**  
CSC Regional Coordinator

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## Prairie Regional Executive Committee

<b>Sean Taylor</b>	Regional Chair; Member, Regional Psychiatric Centre/Saskatoon Area Parole
<b>Bev Dubois</b>	Chair, Regional Psychiatric Centre/Saskatoon Area Parole
<b>Dorthe Flauer</b>	Chair, Northern Alberta/NWT District Parole/Edmonton Area Parole Office/Grierson Centre
<b>Brian Gushaty</b>	Chair, Drumheller Institution
<b>Tom Huffman</b>	Regional Vice-Chair; Chair, Stony Mountain Institution
<b>Larry Kelly</b>	Chair, Edmonton Institution for Women
<b>Liz Mills</b>	Chair, Bowden Institution
<b>Marge Nainaar</b>	Chair, Saskatchewan Penitentiary/Riverbend Institution/Prince Albert Parole Office
<b>Ron Pennycuik</b>	Chair, Rockwood Institution
<b>Clifford Potts</b>	Chair, Pê Sâkâstêw Centre
<b>Wendy Singleton</b>	Chair, Manitoba/NW Ontario District Parole/Winnipeg Parole Office/Osborne Centre
<b>Mary Stephenson</b>	Chair, Grande Cache Institution
<b>Jim Warner</b>	Chair, Regina Parole Office and Oskana Centre
<b>Averil Bass</b>	Chair, South Alberta District Parole
<b>Shirley Gamble</b>	Chair, Willow Cree Healing Lodge
<b>Rose Rosenberger</b>	Chair, Edmonton Institution
<b>Lewis Friesen</b>	Chair, Lethbridge Parole Sub-Office
<b>Gilbert Boileau</b>	Chair, Brandon Area Parole Office

Geographically, the Correctional Service of Canada’s (CSC) Prairie Region, is one of the largest in the country, and the number of Citizens’ Advisory Committees (CAC) that represent this Region continues to grow. Within the Region, there are 13 parole offices, four district offices, and 14 institutions, resulting in the identification of 27 sites that require the representation of a CAC. Approximately 154 volunteer members represent the 24 active committees, another two sites have potential members identified, and one site remains in the early stages of development. As a result of this expansion, the makeup of the CAC Regional Executive Committee will undergo change in the upcoming year.

With the expansion of CACs in the Prairie Region, the need for sharing strategies for committee recruitment (and retention) between both CSC and CAC has been brought to the forefront. Strategies currently employed include placing ads in local papers, and providing information regarding CACs during public forums and presentations. The most prominent method of recruitment used by most groups is through ‘word of mouth’ by current members networking within their own communities. It is through these means, that several committees have attained maximum membership levels while others have remained stable. However, the issue of “representativeness” has been identified, and committees are striving to ensure that the makeup of the CACs represents not only the community at large, but also the population being served by CSC’s institutions and parole offices.





# Prairie Regional Report

Over the last couple of years, the local CACs have demonstrated a renewed focus on the development and review of goals, objectives, and strategic plans, specific to their local committees, yet consistent with the mission and mandate of the national body. These initiatives coupled with the release of the new Orientation and Training Guide, as well as the distribution of the revised National Resource Manual has revitalized committees and encouraged them to explore new avenues to fulfill their mandates. Furthermore, the electronic distribution of these manuals has meant that local managers no longer have to rely on the hardcopy delivery of these items as they are readily available on the Infonet and Internet. The availability of these two systems to both CAC and CSC has accelerated the rate at which documents can be distributed, and will further enhance the consultation process.

The approval this year of an Orientation and Training Guide brought forth an opportunity for the Prairie Region CAC to grow as an organization. Due to the efforts of staff from National Headquarters, funding was secured and targeted for the orientation and training of new CAC members. During the months of January through March, 2003, training took place in the four major centers of the Region. And although training of new CAC members was given priority, the availability of the training being provided throughout the Region created opportunities for other committees to attend on their own. In total, eighty (80) participants took part in the orientation sessions: 61 CAC members, five regional managers, and 14 CSC staff. All those taking part in the training sessions, will be expected to facilitate the orientation and training of prospective CAC members in the future. The benefits of these sessions have already been realized as illustrated in the renewed activity in some committees, and perhaps more importantly, the opportunity for face-to-face dialogue among and between members that this networking created.

Citizens' Advisory Committees in the Prairie Region continue to fulfill their mandates in a variety of ways. Although no two committees are alike, and differences exist from one site to the next, they are united in their roles in advising, observing, and liaising with their prospective communities and the CSC. The joint CSC-CAC establishment of priorities ensures that the activities that are planned, meet the strategic objectives of both groups. For example, committees have found that involving CSC staff members in their monthly meetings is an effective method of learning about service and program delivery within a particular institution (or parole office), and in turn, the staff are increasingly made aware of the role of CACs within the CSC. The results of this approach have been particularly encouraging for CAC members, who have engaged staff in constructive dialogue regarding service and program delivery.

Committees continue to meet regularly with stakeholder groups representing the community and offenders alike. This has been accomplished through attendance at public meetings, CSC employee meetings, and meetings with offenders. It is through these activities that the role of CACs is enhanced, resulting in the development of important networks. Furthermore, joint CAC meetings have provided members with opportunities for sharing common experiences and information, as well as planning for the future. Recognizing that a "one size fits all" approach would be futile given the diversity of committees within the Region, a variety of approaches have been adopted and supported by the Regional Executive and their committees, to increase the public's awareness of CACs and their involvement within the CSC. The following activities highlight some of the initiatives taken in the 2002/2003 year:

- Attending town hall meetings called to discuss the issue of "walkaways" from minimum security facilities;
- Co-hosting, with CSC, public open houses at various institutions and parole offices;



# Prairie Regional Report

- Attending a court of law open house, and participating as a member of a public information booth that included representation by various government departments, non-governmental organizations, and the local police;
- Participating in joint CSC-CAC mall displays, thereby creating the opportunity for exchange of information with the community (and recruiting potential new members for CACs);
- Taking part in a door-to-door canvass, with CSC staff, in response to concerns raised by a community regarding a new Community Correctional Centre (CCC). This provided an opportunity to gather community concerns and provide factual information;
- Participating in a “chili cook off,” which included staff, offenders, and members of the community. This event provided opportunities for presentations to key community partners and strengthened CACs networking within the community; and
- Speaking to service groups and local politicians regarding the role of CACs within the CSC. At present, a number of committees have developed PowerPoint presentations for use in these public education and awareness sessions, and others are in progress.

All in all, many events were held throughout the year, and these approaches not only created opportunities for the positive exchange of information, but more importantly, provided a forum for respectful dialogue between community and institutional stakeholders. On a personal note, I would like to extend my gratitude and congratulations to all CAC members in the Prairie Region, and thank them for their collective efforts in carrying out the mission and mandate of CACs. However, we are faced with many future challenges. What will we do next? Where will we focus our energies? The Prairie Region continues to face major challenges, and CACs too will be

impacted. How will CSC/CAC continue to operate effectively and efficiently, while upholding law and policy as they carry out their respective mandates? What recruitment and retention strategies will need to be adopted to attract and maintain CAC volunteers who are impartial, unbiased observers, and who are truly representative of their communities and the populations being served? And finally, how can CAC work with CSC to develop strategies to alter public opinion regarding offenders, incarceration, and their release back into the community? Herein lie the future challenges for the CACs in the Prairie Region.



# Pacific Regional Report

*"Many of the Citizens' Advisory Committees (CAC) in the Pacific Region have evolved to a stage where there is an increasing realization that the correctional process must have much more focus on pre/post release of the offender. To ensure this part of the process is understood and supported, it is incumbent on CACs, together with their CSC partners, to involve themselves in community outreach. This means meeting and directly interacting with community/neighbourhood groups and individuals to proactively discuss offender reintegration and community safety. Aristotle once said "What we have to do, we learn by doing," the Regional Executive Committee (PAC) motto for the incoming year will be "Let's Do It!"*

**John Raymond**  
Regional CAC Chair

*"The Pacific Region continues to work closely with their CACs. They continue to be instrumental in the development and implementation of a number of innovative initiatives throughout the Region. We would like to thank one and all for their ongoing commitment to the Correctional Service of Canada."*

**Mike Csoka**  
Pacific Region

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## Pacific Regional Executive

As directed by Commissioner's Directive (CD) 023, each of the 13 Correctional Service of Canada (CSC) facilities in the Pacific Region (British Columbia/Yukon) has a Citizens' Advisory Committee (CAC) attached. These CACs reflect 86 citizen volunteers representing a cross section of the community who offer their input and services to the correctional process; as well, there are 15 potential members and six Ad Hoc non-voting members.

At the Annual General Meeting in April 2002, CAC members selected the following five Regional Executives to represent them at the regional and national levels:

<b>Barbara Teichman</b>	Regional Chair
<b>Curtis Beaumont</b>	Vice-Chair Institutions
<b>Richard Lee</b>	Vice-Chair Parole
<b>Trish Crawford</b>	Director-at-large, Burnaby Correctional Centre for Women
<b>Gail Walton</b>	Director-at-large

A large part of the Executive's activity for the year was spent on ensuring all members of local sites received training on CSC's operations which culminated in a two-day workshop conducted by CSC at the Staff Training College. A submission by the Executive to the National Executive Committee was made to assist in defining "conflict of interest," as it relates to individual CAC members.



# Pacific Regional Report

## Effectively Carrying Out CACs' Mandate.

Local CACs held monthly business meetings throughout the year in their respective CSC facility as they pursued their role as:

### Advisors

Guest speakers ranging from CSC local/regional staff to Aboriginal Elders to community groups to experts in specific fields were invited to allow members to increase their knowledge of the correctional process and of those involved in such. Though CACs are expected to be engaged "in the development of policies and offender programs" (CD 023), it appears that very few are being actively involved in discussion/input when new policies are created or existing ones changed.

### Liaisons

In fulfilling this role, members met with CSC staff, managers, and offenders and with the public to discuss day-to-day operations. Some CACs participated in information booths at volunteer and community fairs and shopping malls, met with community groups/clubs/businesses/media and dialogued with Mayors and Council members.

### Impartial Observers

Committee representatives continued to be called upon to fulfil this role at critical times in their facilities ranging from "lock downs" to accompanying individual offenders to their living unit after a disturbance; others have attended disciplinary hearings and parole and parole suspension hearings. One CAC voiced concern the manner in which the closure and move of a CSC facility was handled and the "resulting very stressful situation which we felt may have been avoided with better planning and more advance notice."

## Highlights and Best Practices

The following "highlights" were described in Annual Reports received from:

**Ferndale:** members helped gain community assistance for the building of the mediation labyrinth, "sought and obtained donated musical instruments for the inmate band;" and, supported the "Cost Shared" project to train inmates as literary tutors to use within the facility to tutor fellow inmates.

**Fraser Valley Parole:** "in partnership with CSC, succeeded in getting CAC and CSC message to the community via print media, radio, and TV, meetings with Mayor and Council, MLA's, business and community information meetings."

**Kent:** "met with Mayors and Council members of Kent municipality and Harrison Hot Springs."

**Matsqui:** attended a condensed media training program; attended a Sexual Offender Training workshop at University College of the Fraser Valley; and advised students of the CAC Mission.

**Mission:** "showcased inmate crafts as well as a listing of community-directed support programs that had been provided by the Lifer's Committee over the past several years;" presented an information booth at the Community Volunteers Showcase.

**Prince George Parole:** were observers at parole hearings, attended parole suspension hearings, and observed interviews held for the purpose of preliminary assessment (newly sentenced offenders).

**Vancouver Parole:** attended a meeting of Community Residential Facility managers to explain the role of CACs and received their agreement to having CAC members assigned to each of their facilities.



# Report from the Citizens' Advisory Committees' Chairs, Women's Institutions

## Members

- Trish Cocksedge** CAC Representative, Exchange of Services Advisory Committee, Burnaby Correctional Centre for Women, Pacific
- Larry Kelly** CAC Chair, Edmonton Institution for Women, Prairies
- Isabelle Adams-Modien** Acting Chair, Okimaw Ohci Healing Lodge, Prairies
- Konota Crane** CAC Member Representing Women at Regional Psychiatric Centre (RPC) and Saskatchewan Penitentiary, Prairies
- Deborah Schlichter** CAC Chair, Grand Valley Institution for Women (GVI), Ontario
- David Holden** CAC Liaison between GVI and Isabel McNeil House, Ontario
- Maurice Lavallee** CAC Chair, Joliette Institution for Women, Quebec
- Anne Malick** CAC Chair, Nova Institution for Women, Atlantic
- Doug Wortman** CAC Acting Chair, Springhill Institution, Atlantic

The Committee represents not only CSC regional facilities for federally sentenced women, but also all institutions where federally sentenced women are incarcerated. In addition to participating in their own institutional CACs, committee Chairs, and member representatives connect through teleconference about four times a year and through the National CAC Conference. Over the past year (April 2002 – March 2003) the Committee had only two conference calls (May 6, 2002 and September 23, 2002) instead of the usual four. Since the November 2002 National CAC Conference was cancelled, there were also no face-to-face meetings. There were some staff changes and re-organization in the Citizen Engagement Division, which resulted in some meeting delays and cancellations.

Deborah Schlichter is the Chair for the CAC Chairpersons Attached to Women's Institutions Committee and Maurice Lavallée, Chair of the Quebec Region CAC and Chair of Joliette Institution for Women, is the Federally Sentenced Women's Liaison on the National CAC Executive.

Meetings consist of reports from members of the Women Offender Program Division of CSC on specific topics, new issues arising, and an opportunity for sharing recent happenings across institutions.



# Report from the Citizens' Advisory Committees' Chairs, Women's Institutions

## Highlights

- Over the past year, the Committee has been working on many issues, as follows:
- Options for federally sentenced women in the Pacific Region, given the planned closure of Burnaby Correctional Centre for Women (BCCW) in March 2004.
- Management Protocol for Inmates in Women's Institutions consultation.
- Community Strategy for Women Offenders consultation.
- Cross-Gender Staffing issues.
- Monitoring the new Supportive Living Environments (SLEs) at Regional Facilities.
- Construction of Secure Units at Regional Facilities and movement of maximum women offenders to Regional Facilities.
- Orientation and training for CAC members at institutions where federally sentenced women are incarcerated.
- The impending closure of Isabel McNeil House, the only minimum facility for federally sentenced women.
- The current situation and future direction regarding the position of Deputy Commissioner for Women.
- Other issues were also identified as concerns such as aging women offenders and the effective management of inmates with differing security levels in multi-level institutions.

## Objectives for 2002/2003

For this past year, the Committee had set four objectives:

- 1 To continue to monitor the reintegration process from beginning of sentence to re-entry into the community;
- 2 To continue to develop and share best practices, as they relate to the Community Strategy for Women Offenders (re-integration);
- 3 To become informed about and to address issues that affect female offenders such as mental health, addictions, aging, education, cross-gender staffing, etc; and
- 4 To encourage ongoing consultation and to respond in a timely manner to CSC policies being developed regarding female offenders.

While consultation has occurred on some key issues such as the Management Protocol and Community Strategy for Women Offenders, it still remains an area of concern. This is partially due to the fact that there were fewer conference calls over the past year affecting our ability to respond in a timely manner. We also did not have the opportunity to meet face-to-face since the National CAC Conference was cancelled. This annual face-to-face meeting is important to our Committee in order to have an in-depth discussion of key issues, which is difficult to do via conference call.

## Objectives for 2003/2004

For next year, the Committee has set five objectives:

- 1 To support the Community Strategy for Women Offenders (re-integration) and advocate for the resources necessary to ensure the strategy is successful;
- 2 To continue to become informed and share information about issues and concerns that affect women offenders and to address these as a group when they occur across institutions that hold federally sentenced women offenders;
- 3 To continue to develop and share best practices relating to women offenders;
- 4 To encourage ongoing consultation and to respond in a timely manner to CSC policies being developed regarding women offenders; and
- 5 To have a minimum of four conference calls and one face-to-face meeting annually.



# Citizens' Advisory Committees' National Resolutions

In 2001, Citizens' Advisory Committees across Canada were asked to put forth resolutions on issues pertaining to the administration of CSC and/or CAC. These resolutions were then voted on at the regional level and the successful resolutions were then presented nationally and voted on at the CAC National Business Meeting, which took place during the 2001 CAC Conference in Ottawa, Ontario. These were subsequently presented to the Commissioner. These recommendations, however, are not representative of the established policy.

The following are the resolutions that were determined by the CAC voting delegates to be of national importance:

## 1. Programs for Male Survivors of Childhood Sexual Abuse

**WHEREAS** Substance Abuse, Living Skills and Violent Offender Programs address such issues as substance dependency or anger and violence management, there are no programs that specifically address the trauma of childhood sexual abuse;

**WHEREAS** the Correctional Service of Canada's Mission Statement stipulates that CSC is "to provide programs to assist offenders in meeting their individual needs, in order to enhance their potential for reintegration as law-abiding citizens;"

**WHEREAS** the Correctional Service of Canada's Mission Statement stipulates that CSC is to "provide offenders with appropriate assistance, through planned programming and treatment, to help them address their criminal behaviour;"

**WHEREAS** one of the roles of Citizens' Advisory Committees is "to assist and advise the Director, as required, in commenting on the development of national and regional policies and plans;"

**WHEREAS** the Correctional Service of Canada's Mission statement stipulates that "the involvement of community organizations, volunteers and outside professionals in program development and delivery will be actively encouraged;"

**WHEREAS** in the Forum on Corrections Research (1995) it is stated that 12 percent of male offenders have been victims of sexual abuse by members of their family. This statistic does not include other cohabiting adults, authority figures, friends/acquaintances, or strangers;

**WHEREAS** Psychologist John Caulder writes in *The Therapeutic Utilization of Disclosure of Childhood Abuse* that "offenders who believe that their wounds are acknowledged and understood by program facilitators are more likely to gravitate to more emotionally aligning with the treatment objectives...;"

**WHEREAS** Frederick Mathews, PhD, Psych. states in *Combining Voices* that the "consequences of sexual abuse can affect every aspect of a survivor's life emotionally, physically, spiritually, or mentally. This can take the form of self-injurious behaviours such as suicide attempts, addictions, or workaholism" and that "many male victims of sexual abuse experience low self-esteem, fear of intimacy, anger and aggressiveness, depression...;"

**WHEREAS** the Citizens' Advisory Committee believe that such deep emotional trauma must be recognized and treated before related dependencies or criminal behaviour can successfully be addressed; and

**WHEREAS** Mario Paparozzi, PhD., Criminology states "being abused is absolutely a criminogenic factor in that it is an absolute predictor of behaviour."

**THEREFORE BE IT RESOLVED** that we, the Citizens' Advisory Committee, believe the Correctional Service of Canada has a legal, as well as moral, obligation to provide professional help and support to offenders who are victims of childhood sexual abuse. Not to do so would be to deny them the opportunity to come to terms with their own victimisation and subsequent criminal behaviour. Until they can do this, programs dealing with substance abuse, anger management, or cognitive life skills will not be as effective. Because Correctional Service of Canada takes seriously its' Mission of "actively encouraging and assisting offenders to become law-abiding citizens," we believe CSC must help those who are survivors of childhood sexual abuse with specific programs and professional therapy. Only then can they be free to really develop the skills, and



# Citizens' Advisory Committees' National Resolutions

change behaviours, necessary for safe reintegration into society.

**THEREFORE BE IT RESOLVED** that CSC acknowledge that childhood sexual abuse can be identified, for some, as a criminogenic factor.

## 2. Education of Incarcerated Offenders

Each offender has a right to participate in rehabilitative programs, including education for language of the culture where they are residing, basic literacy skills, employment preparation, enhancement of quality of life, and for programs to address one's criminogenic factors.

Basic Education is the foundation for offenders to be able to profit from participation in core programs for rehabilitation and for vocational skills training. Lack of facility to speak and write in either English or French constitutes a special need to be addressed by special classes taught by teachers with the necessary qualifications. Present staffing formulas do not generate and allocate staff to meet adequately these needs among the inmate populations. The Inmate Related Cost (IRC) formula is based upon head count alone and fails to differentiate to allow for adequate staffing levels for these special programs.

Low level education and inadequacies in English (or French) language skills are barriers for admission to core rehabilitative programs. Inmates could (and do) go to warrant expiry or parole without completing programs designed to address their criminogenic needs because they lack the necessary education or language skills to participate in core programs or vocational skills training. Without this opportunity for formal learning, offenders will be less eligible for early parole and are likely to be at increased risk to become recidivists.

Long-term offenders could profit from opportunities and encouragement to pursue high school education and post-secondary learning programs. Their time could be used more productively and their rehabilitation extended over longer terms through participation in educational programs.

Special educational needs of individuals are not diagnosed at reception nor are they included for intervention

in their correctional plans, beyond being recognized as in need of basic literacy. Testing for learning disabilities should be part of their initial screening involving a professional teacher and psychologist.

In-service training for all teachers and program delivery officers is needed in cultural awareness, accommodating individual's special learning needs, and in strategies for compensatory education for those with special language, cultural, and learning style differences.

A high percentage of those who get prescribed programs at reception will not get into them, or will not succeed because of inadequate education foundation or specific learning problems.

Successful reintegration is facilitated by gainful employment and a more positive self-image. These depend upon appropriate education designed to meet individuals' needs, participation in rehabilitative programs, and in learning necessary skills for employment.

**THEREFORE BE IT RESOLVED** that upon reception to the federal correctional system, an appropriate professional educational assessment should be administered to each offender that identifies the formal education level attained and diagnoses the educational and special learning needs. The correctional plan should include provisions to address these educational and specific learning needs.

The Education budget must be based upon an allocation formula which takes into account the specific learning needs of each offender as determined by the professional assessment referred to above and outlined in the correctional plan, and which will then provide for appropriate learning resources and professional staffing requirements.

## 3. Improving the Quality and Accessibility of Mental-Health Care in CSC Institutions

**WHEREAS** the Corrections and Conditional Release Act (CCRA) and the Mission Statement of the Correctional Service of Canada states an objective relating to "safe, secure and humane control;"





# Citizens' Advisory Committees' National Resolutions

**WHEREAS** it is apparent that many inmates have suffered or continue to suffer from various psychiatric disturbances; and

**WHEREAS** there is a shortfall in providing adequate mental health care in proportion to need.

**THEREFORE BE IT RESOLVED** that CSC undertake a high priority and resolve to meet this under serviced need by providing adequate funding, enough professionals and commensurate salary in order to proceed on a heightened campaign to recruit mental health professionals.

## 4. Budgets and Program Implementation

**WHEREAS** the treatment programs offered to offenders focus on reintegration;

**WHEREAS** these programs correspond to the objectives and the Mission Statement of the Correctional Service of Canada;

**WHEREAS** some institutions are penalized when programs are implemented due to the fact that they must draw from other budgetary items when programs are developed;

**WHEREAS** Citizens' Advisory Committees must ensure the quality of programs provided to offenders; and

**WHEREAS** each institution must provide a considerable number of programs that are adapted to offenders' needs.

**THEREFORE BE IT RESOLVED** that when implementing or revising a program, the Correctional Service of Canada will allocate the necessary budgets by adding the planned sums to the budget of the institution concerned, and it will do so in a recurrent fashion, throughout the entire period in which the said program is implemented

## 5. Work Hours

**WHEREAS** the working conditions of CSC employees have generated a significant number of work hours that are currently worked by regular employees in the form of overtime; and

**WHEREAS** the thousands of hours could create hundreds of full-time/part-time or casual jobs if they were not allocated to regular employees as overtime.

**THEREFORE BE IT RESOLVED** CSC Managers implement a human resources management system that meets the following values:

Promote the hiring of new employees instead of allocating these overtime hours to regular employees, thereby increasing efficiency within CSC.

## 6. African/Black Nova Scotian Inmates

**GIVEN THAT** the African/Black Nova Scotian population forms a distinct and identifiable cultural entity in Canada with its own long and rich history and that this group is one of the most important cultural groups in Atlantic Canada in terms of numbers and cultural distinctness;

**GIVEN ALSO THAT** the above facts would imply the need for a rehabilitation process for African/Black Nova Scotian inmates that is adjusted to the cultural and community realities facing this important minority;

**GIVEN ALSO THAT** the Correctional Service of Canada will need to develop interventions and practices which render the rehabilitation process effective for different cultural groups in our increasingly multicultural society; and

**GIVEN ALSO THAT** a first step has been taken by modifying the rehabilitation process for first nations inmates but that further steps will be needed to address the needs of other ethnic groups.

**THEREFORE BE IT RESOLVED** that the Correctional Service of Canada shall be urged to enter into meaningful discussions with African/Black Nova Scotian inmates and African/Black Nova Scotians community representatives as a precursor to putting in place those resources and support structures that would allow for a culturally responsive approach to incarceration, rehabilitation, conditional release and community reintegration for African/Black Nova Scotians offenders. These dialogues would be ongoing so that the Correctional Service of Canada could continue to adjust its' programs to the changing realities of African/Black Nova Scotians.



# Citizens' Advisory Committees' National Resolutions

**THEREFORE BE IT RESOLVED** that this initiative concerning African/Black Nova Scotian inmates and their communities be seen as a further step towards making the Correctional Service of Canada increasingly effective in making its' rehabilitation programs relevant to the many diverse elements of Canada's cultural mosaic.

## 7. Creating Choices

**WHEREAS** the Correctional Service of Canada accepted Creating Choices as the model for its' strategy for dealing with women offenders;

**WHEREAS** the Correctional Services of Canada has consistently recognized that reintegration of women offenders into society is premised on 'low risk/high needs;'

**WHEREAS** the Correctional Services of Canada has consistently recognized that reintegration strategy for women offenders must be distinct from the strategy for male offenders;

**WHEREAS** the process of reintegration of women into the community after sentence must be an integral component of a correctional strategy starting from the beginning of sentence and ending only after warrant expiry date and the successful integration into their community;

**WHEREAS** the regional facilities continue to be faced with enormous challenges in the successful reintegration of women, in particular in identifying and supporting a cohesive network of support in the community for the women both while incarcerated as well as in the community; and

**WHEREAS** the lack of a long-term corrections strategy, properly funded, continues to be an obstacle to women's reintegration.

**THEREFORE BE IT RESOLVED** that the Correctional Service of Canada continue to develop and implement such a strategy and in particular identify a specific funding process, which will ensure the development and continued evaluation of a long-term strategy, which is in keeping with their commitment to the philosophy of Creating Choices.

## 8. Community Worker for Facilities Housing Federally Sentenced Women

**WHEREAS** women offenders are released from institutions housing federally sentenced women without continuity of support;

**WHEREAS** women offenders have special needs and encounter particular barriers when facing reintegration; and

**WHEREAS** Creating Choices recommended that a Community Support Worker facilitate communication between each incarcerated women and her supports, as well as help link her up with the community resources she requires;

**WHEREAS** the Grand Valley Institution Reintegration Committee submitted a one-year pilot project proposal for the part-time position of Community Support Worker, which was approved by the Correctional Service of Canada; and

**WHEREAS** Grand Valley Institution, in Kitchener, Ontario, receives partial funding from the Correctional Service of Canada for the newly created position of Community Support Worker, with additional start-up funding from Chaplaincy.

**THEREFORE BE IT RESOLVED** that the Correctional Service of Canada be responsible for the full funding for a Community Support Worker position after the pilot project year is completed, based on the interim and final evaluation reports, not only at Grand Valley Institution, but also at every institution housing federally sentenced women.

