

Citizen Advisory Committees

to the Correctional Service of Canada



Correctional Service
Canada

Service correctionnel
Canada

Canada

Citizen Advisory Committees Annual Report

April 1, 2006 – March 31, 2007

April 1, 2007 – March 31, 2008

2008–2009 Membership

National Executive Committee (NEC) of Citizen Advisory Committees (CACs)

Ursula Morris, National Chair

Ron Joiner, Atlantic Regional Chair

Bernard Tremblay, Quebec Regional Chair

Sharon Mitchell, Ontario Regional Chair

Gary MacDonald, Prairie Regional Chair

Bob Marshall, Pacific Regional Chair

Correctional Service Canada (CSC)

Regional Coordinators

Mary Lou Siemens, Regional Coordinator, PAC

Nell Hales, Regional Coordinator, PRA

Dianne Anthony, Regional Coordinator, ONT

Jean-François Cusson, Regional Coordinator, QUE

Paulette Gaudet, Regional Coordinator, ATL

Citizen Engagement Branch, Public Affairs and Parliamentary Relations

Scott Harris, Director General, Citizen Engagement Branch

Jim Murphy, Director, Community Relations Directorate

Carole Diotte, Senior Project Officer, Community Relations Directorate

Diane Bourbonnais, Project Officer, Community Relations Directorate

Claudine Bérubé, Project Analyst, Community Relations Directorate

We wish to acknowledge former NEC members and Community Relations employees for their contributions to CAC activities from April 2006 to March 2008

For more copies, please contact:

Correctional Service Canada
Public Affairs and Parliamentary Relations Sector
340 Laurier Avenue West
Ottawa, Ontario
K1A 0P9
Tel: (613) 992-9854
Fax: (613) 947-0091

Table of Contents

- 2 Mission
- 3 Role of the Citizen Advisory Committees (CACs)
- 4 CAC Organizational Structure
- 5 History
- 6 A word from the Director General

2006–2007 Report

- 8 Chairperson's remarks
- 9 Report from the National Executive Committee
- 11 National Objectives

Regional reports

- 12 Atlantic Region
- 20 Quebec Region
- 26 Ontario Region
- 30 Prairie Region
- 34 Pacific Region

2007–2008 Report

- 40 Chairperson's remarks
- 41 Report from the National Executive Committee
- 43 National Resolutions

Regional reports

- 44 Atlantic Region
- 49 Quebec Region
- 52 Ontario Region
- 56 Prairie Region
- 59 Pacific Region

Catalogue No: PS81-1/2008
ISBN: 978-0-662-06669-9



Mission of the Citizen Advisory Committees

Citizen Advisory Committees, through voluntary participation in the Canadian federal correctional process, contribute to public safety 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

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



Role of the Citizen 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, Citizen 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).

CSC deems the role played by local community-based advisory committees critical to 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, CACs 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 fulfill this role by visiting correctional facilities and meeting with offenders, local union representatives, and local CSC management and employees on a regular basis. CACs also advise and assist local, regional and national CSC managers 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 to and encourage public participation in the correctional process.



CAC Organizational Structure

Local committees

Local committees, and their contribution to the facilities they serve, remain a fundamental element of an effective, voluntary network of citizens. The local committees are typically composed of no fewer than five members appointed by the Regional Deputy Commissioner. Wardens and District 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 they represent to help members become familiar with the institution or parole office and to raise their visibility among staff and offenders.

Regional committees

The local CACs are represented regionally by Regional Executive Committees. These committees are composed either of CAC members elected from the local CACs (Quebec, Ontario and Pacific), or of all elected local CAC chairpersons (Atlantic and Prairies). Each Regional Executive Committee elects a Regional Chairperson, who is automatically a member of the National Executive Committee.

Regional Deputy Commissioners (RDCs) are responsible for ensuring that CACs in their regions are active and well supported with the assistance of their CAC Regional Executive Committees and Regional Coordinators. The Regional Executive Committees advise CSC RDCs and their staff concerning the development and implementation of CSC policies and programs at the regional level.

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 on ensuring that CACs fulfill their roles and responsibilities. The NEC, in concert with the Citizen Engagement Branch at CSC National Headquarters, is responsible for the national coordination of all CACs across Canada.

The National Executive Committee elects a Chairperson every two years and meets four to five times per year. The NEC, through an annual report and ongoing contact, presents recommendations to the Commissioner of CSC on CSC policies and programs that have been made by local and regional CACs.



Since their inception in 1965, CACs have reflected the interest of citizens in contributing to the quality of federal correctional services and programs.

Citizens started becoming 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 was released following several serious prison disturbances, indicated 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:

“Citizen 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 Citizen 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 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 CSC Mission 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 be supported by a CAC from the local community.

CACs were identified as an international “best practice” when the program was honoured with the American Correctional Association (ACA)’s 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 CSC the Organization of the Year Award in the area of public participation due, in large measure, to its CAC program. Nationally, the Privy Council Office recognized CACs as a Canadian Public Service Best Practice.

Over the years, CACs have contributed significantly to the quality of the correctional system as well as enabling CSC to operate in an open and effective manner. Currently, there are more than 600 citizens now actively involved, with 106 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.



A word from the Director General

Citizen Advisory Committees (CACs) reflect the interest of citizens in contributing to the quality of Canada's federal correctional services and programs. The Correctional Service of Canada (CSC) benefits from the commitment and determination of about 600 CAC members involved in 106 communities throughout Canada. It is my pleasure to contribute to this report acknowledging the initiatives and achievements of the CACs over the last two years.

I am delighted to recognize the importance that has been given to building relationships with communities and to strengthening communication between CACs and CSC staff. These elements are key factors in the safe reintegration of offenders. Citizen involvement in the correctional process is essential to the vitality and quality of correctional services in Canada in order to enhance public safety and the well-being of Canadian communities.

In addition to the numerous initiatives and achievements described in this report, the last two years also saw substantial work done on strengthening the linkages between the National Executive Committee (NEC) and CSC through the use of calling cards and the CAC portal on the national CSC Web site. Both these initiatives facilitate communication among CAC members and with CSC staff and provide the possibility of sharing best practices. These achievements lead to increased commitment from fellow citizens and contribute to public safety. Since the tabling of the Review Panel Report in late 2007, the Service

has concentrated on Transformation and I am encouraged by CACs' participation in this respect.

In conclusion, I would like to take this opportunity to thank all CAC members as well as the members of the NEC for their time, dedication and energy as they worked with their respective communities and contributed to moving the CAC vision forward. I would also like to acknowledge the work and professionalism of all CSC staff at National and Regional Headquarters involved with CACs. Finally, I thank the Citizen Engagement Team at National Headquarters and their regional counterparts, as their support is the cornerstone of the CACs' achievements.

Scott Harris
Director General
Citizen Engagement Branch



Annual Report 2006–2007



Chairperson's Remarks 2006–2007

Change in leadership in an organization is inevitable, but as I look back on the past eight years on the NEC, I reflect on the evolution of the organization. One of the important things I have learned throughout this whole experience is that one only has to plant a seed, inform others of its importance and of the fruit it will bear, and tell them that we must all nurture it to fruition. A successful harvest is directly linked to the effort and care during the nurturing process. Those who wanted to see the fruits of their labour had their seeds flourish, others took care with moderate success, while others are waiting, unsure how to plant the seed. Communication remains the key to ensure that each CAC nurtures the success of the organization and shares its experiences with others in order to encourage new growth.

The NEC, with CSC, has begun the process of creating stronger linkages within the organization through the use of calling cards and, more recently, the CAC portal on the national CSC Web page. Each of these efforts enables members to see the experiences of others, the fruits of their work, and provides them with an opportunity to share successes. It is our task, in partnership with CSC, to ensure that volunteers are encouraged and supported in every way possible to achieve the mission and mandate of CAC.

Consistency in the way we conduct business is also important for the growth of the organization. Structure, process and governance must be consistent at all levels, but each site remains accountable for the autonomy it uses when determining the

focus of its activities and its relationship to the CAC mission and mandate. The NEC has been tasked with ensuring that the guidelines and training clearly outline the expectation of CAC members as well as those that may be in conflict with the rules of membership and to ensure the availability of all written material.

We also have a responsibility to report results as indicated by Commissioner Coulter in our meeting in June 2006:

“Reporting CAC results in an effective manner will help CSC evaluate how resources are being used. With these results, the Service can move ahead to seek new funding, resources and business practices.”

Effective reporting or accounting of CAC activity and its impact on community, staff and offenders will only strengthen CSC's ability to access additional resources to support and enhance CAC activity at all levels. Strategic planning—setting specific objectives with annual analysis and review—will strengthen CAC's and CSC's ability to secure those additional resources. This type of approach to activity lends credibility and accountability to the organization.

Lastly, I encourage every member of the organization to annually review the laws, policy and guidelines that have an impact on our existence within CSC to ensure that there is compliance by not only CAC membership, but also those you work with. It is this vigilance that will maintain the integrity of CACs in the eyes of the community, staff and offender population.

Over the past eight years, I have seen the CAC organization grow and expand in its role and witnessed a greater level of inclusion of CAC in the executive workings of CSC. This emphasis on inclusion reinforces the importance of CAC's role to CSC and demonstrates that the work being done is noticed and appreciated. I encourage you to seek out new opportunities to help the organization gain the necessary exposure to enhance the community's role in the reintegration process. The community is the most important step in the corrections process, and without their support or input, a revolving door to prisons will result.

I would like to thank all of the CSC staff I have worked with over the past number of years in Citizen Engagement, as well as Commissioner Coulter for the access I have had for direct dialogue on emerging issues. I would also like to extend thanks to all current and past NEC members for all their efforts and time spent away from home and family to deal with NEC matters.

Finally, I would like to thank the membership for volunteering their time to develop and enhance the role of CACs at the local and regional levels. Your time and effort is reflected in the organization's growth and development.

It has been an honour and a privilege to represent you as CAC National Chair.

Sean Taylor



Report from the National Executive Committee 2006–2007

The primary responsibility of the CAC National Executive Committee (NEC) is to develop and implement the national objectives of the Citizen Advisory Committees (CACs). These priorities were developed in consultation with the CACs at the regional and local levels. It is our responsibility to communicate the progress on these objectives and to report back on their implementation at all levels of the organization and in the community. It is also the NEC's responsibility to promote these objectives with our external partners, the Canadian public and throughout the Correctional Service of Canada (CSC).

The NEC remains committed to assisting regional and local committees in pursuing initiatives that reflect the current mandate and objectives. The NEC is also tasked with ensuring that resource materials are made available to all members. Our main objective is to ensure that a strong communication link is established and maintained at all levels of the organization. Despite receiving a message from the Commissioner in November 2006 regarding the expenditure reduction measures, the NEC has been able to maintain contact and conduct business, while in a more fragmented capacity.

The following is a list of the current and former members who were involved with the NEC during 2006–07 and some of the challenges and decisions approved by the NEC, which directly influence the day-to-day operations of the CACs at the local level.

Sean Taylor
National Chair

Theresa Halfkenny
Atlantic Regional Chair

Maurice Lavallée
Roger Dessureault
Quebec Regional Chair

Jim Bradfield
Sharon Mitchell
Ontario Regional Chair

Dorthe Flauer
Prairie Regional Chair

Ursula Morris
Pacific Regional Chair

Presentations

- Pandemic Influenza Planning by C. Lemieux, Business Continuity Manager, Departmental Security Division, CSC, and D. Gaskell, Chief of Health Services, CSC
- Strategic Priorities for 2006–07 by Commissioner Coulter
- CSC Business Plan 2006–07 by Commissioner Coulter
- Impact of District Parole Offices Restructuring
- Values and Ethics by S. Wilson, Director General, Values and Ethics Branch
- Citizen Engagement, Community Initiatives, and Outreach and Consultation Branch Strategy by Joanne John, Director General, Citizen Engagement
- 2006 Conference Analysis by Sonya Cardinal, Project Officer, Community Initiatives

Constitution

Dialogue is ongoing, and following distribution to the membership in January 2007 for their final input, a draft will be presented for a vote at the conference in Toronto in October 2007.

Business Items

S. Taylor to speak to E. McIsaac, OCI, on the matter of representation for offenders requiring palliative care. Reply from Mr. McIsaac received.

Discussion on strategies to effectively identify and address recently perceived conflict situations. Result: CAC questionnaire to be completed by all CAC members to determine a standard approach to dealing with any perceived conflicts.

The Chairperson presented EXCOM with the 2005–06 annual report in April 2007. This presentation was accompanied by a dialogue on strategies to address emerging governance issues.

The Chairperson submitted a report on behalf of the CACs to the Government's Blue Ribbon Committee, which is conducting a review of CSC.

The Chairperson wrote a letter of concern on behalf of the NEC to the Commissioner regarding the temporary expenditure reduction measures and their impact on the activities of CACs.



Report from the National Executive Committee

The NEC took the following action on regular business items:

- Produced the annual report for 2005–06. Copies of the 2005–06 CAC Annual Report have been shared with CAC members, sites and community partners.
- Worked extensively on revising the National Constitution/Bylaws to be presented in October 2007 at the CAC National Conference in Toronto.
- Reviewed the CAC Portal for content and updates.
- Gave a presentation to the Expert Committee on the Ten-Year Status Report on Women's Corrections 1996–2006, D. Schlitter and S. Taylor, October 2006.
- Held a conference call and meetings with the Commissioner, June and September 2006, and in January and April 2007.
- Planned and assisted with the 2006 Annual Conference in Montreal.
- Initiated planning for the 2007 CAC Conference in Toronto from October 12–14, 2007. Theme: "Learning, Sharing and Best Practices."
- Received regular updates from the advisory committees for Restorative Justice, Community Reintegration and Maximum Security, the NAACJ Sub-Committee on Inmates and Computers, and the National Ethno-Cultural Advisory Committee.
- Received regular reports of the discussions from the sub-committee of the Federally Sentenced Women (FSW) Committee.

Conclusion

In conclusion, the NEC will continue to bring forward issues and develop strategies that will help CACs at all levels achieve the organization's mandate.

I would be remiss if I went without acknowledging the contributions made by current and former NEC members: Theresa Halfkenny, Maurice Lavallée, Roger Dessureault, Jim Bradfield, Sharon Mitchell, Dorthe Flauer and Ursula Morris. Their tireless dedication to the advancement of the CAC program is evident through their commitment to bring forth issues from the regions and resolve them in a timely manner.

I look forward with anticipation to the fall conference and to helping the NEC transition with a new chairperson.

Respectfully submitted,

Sean Taylor
National Chair



Observation Impartiality Communication

The National Executive Committee believes that priority should be given to the chosen objectives, which should direct the choice of the regional and local objectives of Citizen Advisory Committees (CACs).

These objectives will be met, we hope, in co-operation with the regional and operational units of CACs.

OBJECTIVES

- 1- Act as an independent, impartial and autonomous observer
- 2- Fulfill an advisory role by expressing opinions on CSC policies and programs and on how they are implemented
- 3- Ensure communication between CSC, offenders and the public
- 4- Liaise with community partners

STRATEGIC OBJECTIVES

S-A- MISSION AND ROLE

- SA-1 Specify CAC mandates and responsibilities
- SA-2 Evaluate the use and relevance of the CAC Resource Manual

S-B- CONSULTATION

- SB-1 Be involved in national, regional and local consultation
- SB-2 Control the quality of the consultation
- SB-3 Evaluate the principles and methods for consultation

S-C- TRAINING OF MEMBERS

- SC-1 Implement an orientation and training plan focusing on the role, legislation and policies, and human rights
- SC-2 Evaluate training organization and orientation plan

S-D- CAC COMMITMENT AND VISIBILITY

- SD-1 Implement a communications/engagement plan
- SD-2 Evaluate achievements and their impact

OPERATIONAL OBJECTIVES

- OP-1 Regularly review the CAC guides
- 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
- 8 Achieve and publicize CAC actions
- 9 Participate and collaborate on the employability program

Adopted by the NEC, November 24, 2005



Atlantic Regional Report 2006–2007

Through the active participation of individual Citizen Advisory Committee members in the Atlantic Region, strong and effective committees exist. Members continue to look for opportunities to raise awareness in our communities and maintain a cooperative relationship with the Correctional Service of Canada. CAC members take their role very seriously and are concerned with the effectiveness of rehabilitation programs and the community reintegration process.

Theresa Halfkenny
Regional CAC Chair, Atlantic Region

Regional Executive Committee

Theresa Halfkenny	Regional Chair
James Morris	Regional Vice Chair
Louise Leonardi	Chair, Westmorland Institution
Bob Hallihan	Chair, Atlantic Institution
Marilyn Lerch	Chair, Dorchester Penitentiary
James Morris	Chair, Springhill
Anne Malick	Chair, Nova Institution for Women
Cynthia Black	Chair, New Brunswick and Prince Edward Island District Parole Office
Corrine Chappel	Chair, Prince Edward Island District Parole Office
Bob Bentley	Past Chair, Prince Edward Island District Parole Office
Janice Clarke	Chair, Fredericton Area Parole District
James Gallagher	Past Chair, Fredericton Area Parole District
Victor Fitzgerald	Chair, Saint John Area Parole District/ Parrrtown CCC
Ben Bishop	Chair, Halifax/Dartmouth Parole Office/ Carleton CCC
Bob MacDonald	Past Chair, Halifax/Dartmouth Parole Office/ Carleton CCC
Ronald Joiner	Chair, Truro Area Parole Office
Sheila MacCrimmon	Chair, Kentville Parole Office
Lance Paul	Chair, Sydney Parole Office
Mike MacMullin	Past Chair, Sydney Parole Office
Donna Gardiner	Chair, St. John's Area Parole Office/ Community Correctional Centre

National Objective 1

Mission and Role

The Atlantic Region has 14 active Citizen Advisory Committees (CACs) with approximately 116 members who continue to share their expertise and knowledge in helping the Correctional Service of Canada (CSC) to carry out its mandate. The roles of advisor, liaison and independent observer as outlined in CD 023 have caused some confusion, and the Regional Executive has made an effort to provide clarifications regarding the local sites and what they undertake as an action plan at their specific site. However, CACs continue to meet on a monthly basis, sometimes more frequently, working and giving selflessly of their time while working toward the successful reintegration of offenders.

As CSC priorities change, CAC members continue to demonstrate that they fulfill their roles by seeking clarification and direction and by creatively looking for ways they can be more effective and valued as they engage in meaningful dialogue with wardens, parole supervisors, staff, offenders, management, regional and national officials, partnering agencies, advocacy groups and members of the communities to which we belong.

An avenue for exploration for CACs at local sites is to identify areas such as support, challenges and how to meet their specific needs as the members continue to look for ways to enhance their capacity to carry out activities in line with their roles (CD 023).



Atlantic Regional Report

The Atlantic Region is spread out geographically, and members find it challenging to conduct CAC business by teleconference or email. The more productive meetings are those where the members meet face to face and have greater opportunities to provide educational components at the meetings. Communication and networking in our communities are areas where CSC can support CACs as they continue to address the issues of offender reintegration and public safety.

The Atlantic Region CAC members are to be commended for their dedication, flexibility and passion while moving forward despite the many challenges and looking at opportunities to strengthen partnerships for the safe transition of offenders to the community and security for staff and offenders in the institutions.

To further understand the important role of CACs, the Regional Executive and the Atlantic Region entered into a planning session with four phases: introduction, collection, selection and decision. Two key Regional Executive objectives to work on in the upcoming year are:

1. strengthening communication between CSC and CACs; and
2. building ongoing capacity for CACs.

The Atlantic Region Executive will continue to more clearly define these objectives over the coming year to provide a strong structural base to carry on and raise the profile of the contribution that CAC members make to the Correctional Service of Canada.

National Objective 2

Consultation

Consultation comes in many forms and occurs at various times within the CSC mandate. CACs play an active role in carrying out local, regional and national consultations on some issues in order to seek advice and input before final decisions are made.

Four national advisory committees have been in operation since November 2003: the Community Reintegration Committee – Louise Leonardi, the Maximum Security Institution Committee – Bob Hallihan and Theresa Halfkenny (NEC), the Federally Sentenced Women's Committee – Anne Malick, and the Restorative Justice

Committee – Wilma Jantzen. Special thanks to the CAC members who have taken on the challenge of representing the Atlantic Region on these committees.

CAC members had the opportunity to participate in several consultations this past year: Stakeholder Smoking Consultations, Beginning a Health Environment Free of Second-Hand Smoke, the Expert Committee Review on Women's Corrections (10-Year Status Report), and the Community Reintegration Survey.

As stated in the local CAC annual reports, it appears that many members actively participated on a regular basis at their operational sites to consult and provide advice. This included the review of incident facts, planning activities, health issues and concerns, literacy concerns, district paroles staffing issues (or the lack thereof), the needs of cultural offender groups, and activities for offenders. This is not an exhaustive list of the kinds of meaningful dialogue that occur on a regular, ongoing basis.

CAC members were consulted and their input and concerns were requested on the draft National Executive Committee Constitution/Bylaws for CACs. The Regional Executive has discussed and recognizes the need to enhance the role of CACs within CSC with respect to consultation on CSC initiatives, policies and programs.

National Objective 3

Training of Members

Orientation and Recruitment

The CACs in the Atlantic Region have done a remarkable job recruiting new members this past year. Twenty-two new members agreed to join the existing team, continue participating in the correctional system and help make a difference.

Recruitment efforts were carried out by word of mouth, special invitations, newspaper ads, and by active members being visible at other community functions organized by various advocacy groups and churches, etc. One primary recruitment focus for CACs was to enhance the make-up of the committees to reflect the diversity of their communities; most committees have attained this goal and work is ongoing. Although there are many choices for recruitment, the focus is on finding members willing to continually learn and advance CAC committee work.



Atlantic Regional Report

Although one information session and a half-day of training have been held, orientation training is a priority for the upcoming year. CAC members are encouraged to participate in training opportunities for their local members by putting on their agenda an educational component to become more familiar with workings of the local site and CSC.

The greatest challenge faced by the Atlantic Regional Executive has been the lack of consistency from CSC, particularly with respect to frequent staff turnover with the CAC Coordinator Position portfolio. The inconsistency has caused frustration and there was difficulty in building consistent, effective working relationships between CSC and CACs. Unfortunately, this has caused some skepticism within the membership and raised questions as to whether CSC values the CACs and the work they do.

National Objective 4

CAC Commitment and Visibility

CACs express their commitment and visibility, with many members involved at various degrees within the institutions and in outreach activities with the communities throughout the Atlantic Region. Below are highlights and initiatives of each institution and parole office/CCC.

Best Practices

Westmorland Institution

- CSC and the CAC jointly presented information on activities for the Moncton West and Riverview Rotary Club on the work being done and recruitment.
- The CAC was represented at the Salvation Army's presentation of Rev. Dale Lang. A presentation was made to staff, inmates and CAC members and centered on a copycat incident of the Columbine High School Shooting, which resulted in the death of his son. Rev. Lang spoke about how he was able to forgive the offender.
- The CAC held a joint meeting with the Dorchester CAC and discussed volunteerism and outreach activities. It is hoped that this type of networking can be done with other CACs in the Atlantic Region.
- The CAC participated in the launch of "Find My Way Project" at the Moncton Youth Residences, YOUTH QUEST. This project will enable disadvantaged persons and inmates to acquire relevant and current information on services available in the Moncton area.
- The CAC attended the Restorative Justice Conference organized by the RJ New Brunswick Committee. The CAC wants to look for opportunities to become more participatory by finding links to fulfill the CAC's role.

"We are proud of our continued opportunity to learn more about our institution and CSC in general at every meeting (which we feel is a best practice) in hopes of offering intelligent responses when consultation is requested and when we are a liaison for the institution within the community."

Chair, Westmorland Institution CAC



Springhill Institution

- The CAC submitted a request to the Institution for the preparation of a presentation that clearly outlines the Institution and its profile within the community. The CAC feels this will be a valuable resource and helpful when giving presentations to community groups and organizations.
- The CAC Chair is a member of the Smoking Implementation Committee. This committee is reviewing the findings of the Public Service Survey and will be developing an action plan to address areas of concern.
- A CAC member provides updates to the Springhill Town Council, and invitations have been extended to the Acting Warden and the management team to attend upcoming council meetings that appear on the local TV network. A member of the Town Council sits on the CAC.
- The CAC and the Institution's Wellness Committee participated in an information day. The CAC had an information booth on site with information such as photos of each CAC member, handouts and brochures, and members were available to answer questions from employees about the CAC's role.

"The working relationship between management and CAC members is second to none. It provides a solid foundation and enables the two groups to work together to examine, review and discuss the positive working of the Institution, as well as those areas in which there have been noted concerns. Open communication and consultation is strongly encouraged and very evident throughout the CAC's involvement with Corrections."

Chair, Springhill Institution CAC

Atlantic Institution (Renous)

- The CAC and CSC presented information and handouts on the operations at Atlantic Institution. Those in attendance were members of the Legislative Assembly, mayors from four nearby cities and villages, Local Service District chairs, members of the District 16 School System and Miramichi Community College personnel.

- CAC members worked diligently, and CSC donated a 1997 International Bus to the Renous Recreation Council. The bus is in need of repairs, which will be carried out in the future. The bus will be a great benefit to the youth of the community for transportation for such sports as soccer, hockey and baseball.
- A tour of Atlantic Institution was arranged by CSC and the CAC for students from various area schools to view the facility. An information session on the role of the CAC, programs and projects by inmates was presented. Guidance counsellors from School District 16 were also in attendance.
- The CAC held twelve additional meetings that related to serious incidents, lockdowns, and meeting with employers and organizations.

"I would like to extend my gratitude to the Warden and staff for allowing us the occasion to work closely and have the continued support of a good relationship during the year to come."

Chair, Atlantic Institution CAC

Dorchester Penitentiary

- During the National CAC Awareness Week Event "Looking Within and Reaching Out," CAC members met with 75 employees, parole officers and security guards, staff from the Shepody Healing Centre and Health Clinic, Management Services, Programs. The event was held to hear questions, listen to staff concerns and apprise staff of the mandate and work that the CAC carries out.
- CAC members and two members of Mount Allison University's African Heritage Black History Group met with inmates from the African Canadian Group. The purpose of the meeting was to help them hold more productive meetings and discuss Black History in Nova Scotia. A total of 18 books were donated to the Library on Black History, Culture and Literature. The offenders found the session to be most helpful and encouraging. Follow-up will continue in the coming months.
- The CAC established three internal sub-committees: (1) Liaison with Unions, (2) Hobby Shop and (3) Community Outreach. The main objectives were to find ways to attract more volunteers at Dorchester Institution to interact socially with the offender



groups, and to link outside literacy mentors with offenders who have literacy challenges. Implementing the sub-committees spreads around the important work carried out by the CAC, and committee expertise is being utilized to its fullest.

“Recruitment efforts have been outstanding and strong contacts have been made with the Université de Moncton Social Work School and Mount Allison University. The Committee complement has representation in terms of ethnicity and gender: Francophones (4), Anglophones (8), African Canadian (1), Students (4).”

Chair, Dorchester Penitentiary CAC

Newfoundland and Labrador/ CCC (Parole)

- The CAC developed additional resources with a PowerPoint presentation on the NL CAC to help inform the public about its role and mandate.
- The CAC was able to acquire a display board and information binder for use at public events such as the Youth and Violence Conference, a public forum with members of the National Parole Board.
- CAC members attended a public forum for Western Newfoundland and gave a brief overview of the NL CAC's goals and objectives to members of the RCMP, the RNC and National Parole Board members and parole offices.
- A CAC member was involved with a television interview on the CAC's mission, roles and objectives. The focus was on goals specific to the NL CAC and the role we play in CSC and the community.
- CAC has four standing items on the agenda at regular meetings: Updates on Community Police Liaison, Infectious Disease Nursing, Community Mental Health, and Long Term Supervision Orders—Complex Cases.

“Every year that passes I believe we are achieving more and being well-educated in the correctional process. We also feel confident that we will be better able to provide impartial advice and recommendations, thereby contributing to the quality of the correctional process.”

Chair, NL/CCC CAC

Sydney Parole

- CAC has developed a Community Resource Directory for offenders on the available community services and professionals. This work was done with the assistance of a summer student and CAC members.
- CAC consulted offenders at Howard House and Elizabeth Fry Community Residential Facilities. The offenders indicated the need for computer literacy and operational skills training to assist them in finding employment. As a result of these meetings, the outcome was to develop and implement a weekly two-hour class for offenders at Membertou Elementary School. CAC members provide a shuttle service to and from class. There are four offenders from both community residential facilities currently attending these classes.

“The Sydney CAC would like to thank outgoing chairperson Mike MacMullin for his years of service and dedication to the local, regional and national CACs.”

Chair, Sydney Parole CAC

Saint John Parole/Parrrtown

- The CAC participated in the community forum “Building Bridges” at Trinity Church. Approximately 75 people attended. The discussion topic was “How to Better Meet the Spiritual Needs of Offenders.” Follow-up was done six months later in November 2006 at a Harvest Open House, at which 100 people and CSC officials participated.
- The CAC is continuing its recruitment efforts mainly through personal contact, and it continues to achieve the representation that reflects the diversity of the community.

“The Saint John CAC continues to be visible in the community and also provides assistance integrating ex-offenders by providing opportunities to play a meaningful role in our community.”

Chair, Saint John/Parrrtown CAC



Moncton Parole

- The CAC's major focus this year has been on recruitment, and an initial information session was held to attract potential members. The overview that was presented had 13 attendees and, from that session, 11 new members were recruited. This information session was beneficial and gave participants an overview and understanding of CSC and the CAC. Additional recruitment efforts are being pursued to ensure inclusive representation from the community.
- The CAC provides an education component for membership at each meeting. This component saw information provided on the role of the Parole Office in the community, the Intercultural Heritage Association, the Regional Communications Officer, the National Parole Board, the Programs Officer, Sex Offender Programs (two sessions) and Cross Cultural Training—Native Spirituality.

"Due to lack of funds, we were unable neither to go forward with activity planned for CAC Awareness Week nor hold a training session for members. Hopefully, both of these will be addressed in the new fiscal year."

Chair, Moncton Parole CAC

Fredericton Parole

- CAC entered into a partnership with the John Howard Society of NB and the New Brunswick Chapter of the Canadian Mental Health Association and presented a forum on the topic of "Supporting the Reintegration of Persons with a Mental Illness." It was a great success with 130 people attending. This event was moderated by the CAC Chair, and John Howard will review and disseminate the information.
- The Director of the Island View House CRC attends our regular CAC meetings and updates our committee on residency rates and any issues regarding the safe transition of the offenders into the community.
- The CAC invited members of the policing community to discuss initiative to integrate intelligence

communications between law enforcement agencies. The initiative will allow officers to flag suspicious individuals and activities, provide for communication between policing personnel, and allow for information sharing between cooperating agencies nationwide.

"Looking ahead, based on the forum's success and the positive public response, we are considering an appropriate topic for another event next year."

Chair, Fredericton Parole CAC

Truro Parole

- CAC members attend various functions throughout the year on behalf of the CAC, including the Lavers House Christmas Party and the Dismas Society AGM. The CAC Chair attended the Correctional Training Program (CTP) in Memramcook and gave a presentation to the new recruits on the operations at Nova Institution for Women.
- CAC members sit as observers on the Selection Committee at the Lavers Halfway House once a month. This committee makes decisions to accept or reject inmates applying for day parole.
- The CAC members have been on the CAC for over five years. The membership is aging, member attendance is declining, and there has not been a concerted drive to recruit new members. This continues to be a challenge for the CAC. However, with some stability returning to the Truro Parole Office, the CAC anticipates that more emphasis will be placed on the important role of the committee. A major challenge is the imminent retirement of the only parole officer trained to work with sex offenders. Nova Institution for Women is close to the Parole Office and there is a need for a female community parole officer, which would enhance services for women in northern Nova Scotia.

"The Truro CAC is looking forward to the coming year in the hopes that it will bring significant changes in recruitment, community engagement and a clearer direction for its members."

Chair, Truro Parole CAC



Prince Edward Island Parole

- The CAC organized a workshop on the topic of “Organized Motorcycle Gangs.” The workshop was attended by educators, parole and probation officers, youth workers, mental health officials and officers from the provincial correctional centres. This presentation was requested by the Prince Edward Island Teachers’ Conference planning committee, and details are being worked on.
- The CAC developed a list of questions to ask potential CAC members and is presently working on recruitment strategies. A poster presentation will be held in the malls in the upcoming months.

“The PEI CAC is in the middle of an intense recruiting program. The intent is to hold several workshops on the parole system and restorative justice with the Aboriginal community. Partnering will be done with CSC/CAC and the PEI Mi’Kmaq Confederacy.”

Chair, Prince Edward Island CAC

Halifax/Dartmouth Parole and Carleton Centre

- The CAC successfully completed the production of an inspirational musical CD designed specifically for African-Canadian offenders. Community agencies who assisted with this project were the Black Cultural Centre, the Black Educators Association and several members of the Nova Scotia Mass Choir. Five hundred CDs were produced for distribution at federal institutions, specifically to Black offenders and management across Canada.
- The CAC invited guest speakers from the community to speak at our regular monthly meetings and fulfill an educational component. Representatives from the Second Chance Program, the John Howard Society and the CSC Special Projects Director provided valuable information to our membership on the work they continue to do.
- CAC members took the opportunity to visit Springhill, Westmorland and Dorchester institutions as a familiarization and educational experience.

“More collaboration between CSC, the NPB and Justice Canada will possibly resolve the issues facing offenders in general. I am sure CACs will do their part to help facilitate this process in order to achieve successful outcomes.”

Chair, Halifax/Dartmouth Parole and Carleton Centre CAC

Kentville Parole

- CAC members toured Springhill Institution and viewed their operations.
- The CAC met with the St. Leonard Halfway House regarding operations, building repairs and other issues. Concerns were raised about the implications of closing this service and its potential impact.
- The CAC’s focus is on the critical shortage of housing for the reintegration of offenders into the area; there is concern about the service offered to those needing mental health treatment once they are released into the community.
- The CAC has had discussions on the strategic planning process, a proposal for a rural delivery model and programs for the reintegration of offenders into the community.

“We are beginning to articulate more effectively the priorities of our area, including programs, transition housing and mental health services for offenders coming into communities. We are working toward strengthening relations with our local staff and are gaining a clearer understanding of the CAC’s mandate and of the workings of the CSC organization.”

Chair, Kentville Parole CAC

Nova Institution for Federally Sentenced Women

- The CAC continues to enjoy working with the women at Nova Institution to make their Christmas and family days a success. Members attend functions and get to meet family members and friends in a friendly and positive environment.



- CAC members played an active role in Her Majesty's Inspectorate audit on the issue of bullying. CAC members played a significant role in providing information and feedback to the audit team. One of the areas identified was the need to build a safer and more secure environment within the Institution. The issue of bullying was clearly identified.
- The CAC, along with offenders, staff and the community of Truro, was able to participate in raising funds and awareness for the plight of the children of Uganda. This country has approximately 880,000 orphaned children, as their parents have succumbed to AIDS. The Watoto Missionaries have been rescuing children by providing them with not only food and shelter, but also an opportunity to grow and thrive. In 1994 the Watoto Children's Choir was formed. In 2006, when the Choir toured Canada, they chose to sing at Nova Institution. This event was a very moving, life-altering experience. The staff and women were truly moved, and the children asked that they not forget them. The Staff of Nova spearheaded a project, and the women initiated a plan to raise funds to help the missionaries. The plan is to build a house in Africa for the children and call this house Nova House. The goal of \$20,000 has been reached, and funds continue to be raised. The CAC members played a huge role in working with the staff to solicit funds and organize events in the community. This provides great exposure for the CAC.

"More involvement of community volunteers, increased utilization of citizen escorts and more involvement in corrections education have all contributed to increased knowledge within the community."

CAC Chair, Nova Institution for Women

Conclusion

The past year has been one with successes as well as challenges, and once again, the CAC members have risen to the occasion. They continue to give tirelessly of their time to continue raising awareness of the efforts to assist CSC in preparing offenders for life as law-abiding citizens in our communities. It is evident that the membership continues to expand and build on the role of the CAC as an advisor, liaison and independent observer as outlined in CD 023.

Congratulations to all CAC members, management, staff, offenders and other partnership organizations in moving forward in the Atlantic Region on the five CSC priorities for the coming year.

Theresa Halfkenny
Regional CAC Chair, Atlantic Region



Quebec Regional Report 2006–2007

I am pleased to produce my first annual report as Regional Chair of the Quebec Region. As you may know, the past year was marked by the departure of Maurice Lavallée who, after completing his term as Chair and a member of the Quebec Regional Council, decided to step down at the end of October. On behalf of the Regional Council members and all CAC members in the Quebec Region, I wish to express my appreciation for the work done by Mr. Lavallée during his term and for his contribution to enhancing the role of the Citizen Advisory Committees.

It is now my turn to take on the responsibilities of chairing the Regional Council, a task that would be impossible without the support of its members. I wish to thank my colleagues, Regional Vice-Chair Alain Richer, France Pellerin, Jocelyn Painchaud and Claude Lessard, for their invaluable cooperation and involvement. I also thank Liette Picard and Farrol Durosel, who left us for personal reasons.

The challenge presented by the Regional Council is considerable and would be insurmountable without the commitment and support of all the local chairs, the members and the partners at the Correctional Service of Canada. With this in mind, I wish to express thanks for the inestimable contribution of Denis Méthé, Deputy Commissioner for the Quebec Region, and of Brigitte Gosselin, Sophie Lemire and Louise Jacques, the members of his team, without whom we could not do our job.

Finally, my thanks to the directors of the operational units and their staff for providing assistance and support whenever it was needed.

Roger Dessureault
CAC Regional Chair

Introduction

The year 2006–07 was positive and inspiring. From the outset, all CAC members in the Region were made aware of the regional and national objectives in order to help achieve them. With this goal in mind, the Quebec Region CACs have about 125 members in 13 institutions and 12 parole offices and halfway houses. There are two districts.

Recruitment is a constant, ongoing effort. This year we added 31 new members and had 31 members leave. Personal contacts, local newspapers and community radio stations are the main avenues for recruiting new members. As in the past, our volunteers showed a high degree of creativity in conducting their activities.

The CAC chairs and members in the Quebec Region ably carried out their responsibilities and showed a consistent commitment to the community. Each and every one of them has my admiration for their involvement, their contribution to community safety and their assistance in helping offenders return to the community.

National Objective 1

Mission and Role

Quebec Regional Council

The Regional Council held six meetings over the past year, one by telephone conference, in addition to the meeting of chairs and the annual meeting.

In addition, action was taken on files and discussions were held to achieve regional and national objectives by way of telephone and electronic communications.

The Regional Council was responsible for two noteworthy achievements:

- Creation of an annual regional award recognizing the efforts and initiatives of one of Quebec's CACs. The award-winning committee receives a certificate of recognition at the annual meeting of CACs. ***This year, the Trois-Rivières CAC was the first recipient of the award.***
- Creation of a logo identifying the Quebec Region's CACs, which was unveiled at the annual meeting.



Meeting of Chairs

The meeting, with the theme “Prison Population Profile: Organized Crime and Street Gangs,” took place on Saturday, May 27. It was opened by Regional Deputy Commissioner Denis Méthé, who explained the priorities and role of the Correctional Service of Canada. After his presentation, Mr. Méthé answered questions from the audience.

CSC officials then gave a presentation on the changing profile of the prison population, and went on to present the challenges faced by CSC staff in managing specific offender groups, such as those involved in organized crime or street gangs.

As in past years, the meeting gave the chairs an opportunity to discuss their work and to present the activities involved in discharging their mandates. Members of subcommittees specializing in restorative justice, maximum-security institutions, reintegration and women gave brief outlines of their activities.

Annual Meeting

“Mental health” was the theme of the annual meeting held in October. A Council subcommittee was asked to prepare talking points and outline the topic and its contents. Panellists specializing in mental health profiled the clientele and the needs and programs available for them. The reality and the major challenge represented by mental health soon became evident to those present. Members were astounded with the scope of the problem in the institutions and in the community.

CSC emphasized this significant problem in the meeting. We now have a greater awareness of the needs, and mental health has become a priority issue for the Region’s CACs.

The CACs in the Institutions

Throughout the year, the CACs’ monthly meetings were held in their respective institutions, with the warden or a management representative in attendance. On average, there were nine meetings per CAC annually—an average of about one per month, omitting July and August, when most CACs are inactive. Most of the meetings featured a visit by a CAC representative explaining his or her work. This initiative was greatly appreciated by the members, as

it helped clarify peoples’ roles within the CSC hierarchy. Most of the meetings, which featured diverse and pertinent topics, enjoyed close to a full quorum.

The CACs meet with inmate committees regularly or at their request. The approach varies depending on the security level and the cultural diversity of the population. The diversity at Cowansville Institution, for example, requires meetings with a number of inmate committees: the prison population, the Aboriginal Brotherhood, the long-term sentences committee and the minorities committee.

CAC involvement in the institutions has increased considerably over the years. CAC members function as advisers, observers and, increasingly, liaison officers. The CACs attend the monthly meetings and are involved in a number of committees, the most popular being the inmate, mental health, restorative justice, programs and management committees. Some CACs are invited to observe labour-management meetings and meetings of the local occupational health and safety committee.

The CACs and Parole Offices and Correctional Centres

The monthly meetings are identical to those in the institutions and are generally held in the CSC office with the warden or an assistant present. CACs attached to the parole offices and correctional centres encountered some difficulties in getting up and running at the outset, but the vast majority have since become very involved in their communities.

A number of CACs have helped achieve regional objectives by inviting other CACs to their monthly meetings. This innovation has helped to form common ties as information and experiences are shared in search of solutions. Some pairing has taken place, and a number of community activities have been furthered.

Many beneficial partnerships have been formed between CACs to engage in activities and carry out exchanges to gain a better understanding of the prison system.

To date, participating CACs have included the FTC, Montée Saint-François, Cowansville, Donnacona, Leclerc, Estrie, Longueuil and Quebec City.



Quebec Regional Report

A review of CAC annual reports for the parole offices revealed a lack of representativeness in the case of Rimouski, where the parole office and the associated halfway houses are too far from one another. This situation requires some thought in order to find a solution.

National Objective 2

Consultation

The Quebec Region's CACs have generally been very conscientious with respect to consultations. The Regional Council takes note of all occasions in which the CACs respond to calls for consultation at all levels. While most CACs in the Region have been quite diligent in this area, the Donnacona, La Macaza, Port-Cartier and Estrie CACs have been especially so.

The meeting of the CAC chairs provides an excellent opportunity to issue a document outlining the results of the various consultations and to commend some CACs on their diligence, while encouraging others to apply themselves more. There is an urgent need to increase involvement in consultations. The vast majority of the comments received, primarily concerning the National Executive Committee, were very incisive and useful.

We recently received a request from the National Conference steering committee for a position paper on the CACs' vision for the future. The chairs of the Lanaudière, Trois-Rivières and La Macaza CACs responded promptly with an excellent effort.

A number of parole office CACs are new and are in a period of reconstruction and recruitment. Having several members on the same committee quit can be demoralizing. In order to understand and to counter this trend, the Regional Council has undertaken to prepare a survey to understand the reasons for these multiple departures and seek a solution to this thorny issue.

National Objective 3

Training of Members

The majority of CACs have had to reinvent themselves because of budget cuts. These temporary difficulties have delayed the training of new members and have put a number of activities in the institutions on hold. Staff

members of one parole office CAC have even instituted in-house training to help new members better understand parole case management and related activities. Close to 40 members are currently waiting to receive their training.

This year, training will be provided by new CAC volunteers, including Raynald Martel, Chair for Donnacona Institution and a member for more than 20 years, and Roger Dessureault, the Quebec Regional Chair. We are working in partnership with CSC Staff College Trainer Linda Goulet, whom we commend for her involvement and her highly professional work.

Recruitment

Always a challenge, recruiting is done on an ongoing basis. This year, four CACs went about becoming more representative. Presently three of these parole offices have doubled their membership and say they are now ready to increase their involvement significantly.

Among the reasons for departures that have occurred are personal issues, lack of availability or loss of interest. However, membership remained the same or increased slightly.

Targeted recruitment will continue to be a primary objective in the coming years.

National Objective 4

CAC Commitment and Visibility

The CACs carried out a multitude of community outreach activities. In partnership with CSC, the CACs took part in many activities designed to explain their mission to the public with a view to dispelling various fears and debunking myths.

CAC Awareness Week was very productive, leading to measurable benefits for Quebec Region CACs. Press releases, meetings with journalists and especially community meetings were among the many activities carried out during the week. These activities gave the public a better understanding of the assistance provided to offenders to help them become law-abiding citizens.



Quebec Regional Report

Here are a few examples of the Awareness Week activities:

Awareness Week: Highlights

Leclerc, Federal Training Centre and Montée Saint-François

- These CACs sent out a press release to local newspapers and were interviewed on the radio to raise awareness about their role and to recruit new members.

RRC

- A day was devoted to explaining the role of the CAC to CSC employees.
- Two visits to the institution were organized during the day and evening shifts to explain the CAC's mission to the employees.

Cowansville

- A lunch-and-learn session on prison life was organized at the Sherbrooke CEGEP.

Donnacona

- A presentation was given to retired teachers, in which the CAC Chair and the Deputy Warden explained the CAC's three roles.
- The maximum security institution marked its 20th anniversary with an open house, during which CAC members gave out information and documentation about its mission to approximately 500 guests.

Lanaudière

- The CAC held a prayer breakfast on the theme of forgiveness, which was attended by 75 business people from the Joliette area.

Quebec City

- Participation in two meetings organized by the Church Council on Justice and Corrections.

Highlights and Best Practices in the Institutions

Federal Training Centre

- Participation on the local sub committee on multi level institutional transformation.
- Participation in Multicultural Day on the role of CACs and distribution of information to guests.
- Meeting with institutional employees as part of Public Service Week.

Regional Reception Centre

- Two employees received recognition awards during CAC Awareness Week.
- Attended meetings of the mental health and restorative justice committee.
- Attended National Parole Board (NPB) hearings.
- Participation on the national sub committee on the security of maximum security institutions.

Cowansville

- The CAC met with the various committees: the inmates' committee, the long-term sentences committee, the minorities committee and the external review committee.

Donnacona

- CAC participation in the *Forum de liaison sur les questions correctionnelles* [Liaison forum on correctional issues] in partnership with CSC, Laval University and the *Comité des intervenants du réseau correctionnel du Québec* [Quebec correctional workers committee].
- Participation in meetings of the Administrative Council of the Correspondence and Visits group.
- Participation in meetings of the mental health committee.
- Participation in the program and management committee.
- Participation in street gang training of staff.
- Participation of two members in training new recruits.
- Information meetings convened by the Chair for future volunteers.



Joliette

- Visits to the institution by community groups: Club Richelieu, Café retrouvailles.
- Participation in fundraising by institutional staff for the United Way.
- Participation in the national committee on women's detention centres.

La Macaza

- Participation in ethnocultural activities with the Aboriginal Brotherhood.
- Participation in mental health and restorative justice committee meetings.
- Participation in street gang training of staff.

Leclerc

- CAC participation in insurance matters for inmates and families.
- Participation in ethnocultural activities, on the restorative justice and mental health committee with the extension of VIVA.

Montée St-François

- Participation in the community Easter celebration at the request of the inmates committee chair.

Port-Cartier

- Participation in meetings of the mental health and restorative justice committee.
- Participation in meetings of the Aboriginal committee.

Parole office highlights

Chicoutimi

- Food and clothing drive organized in partnership with CSC employees for families with a father and/or mother in the process of returning to the community.

- Accompanied Parole officers to interviews with inmates.

Lanaudière

This very active committee stood out by holding several activities (18). In order to reach as many people as possible, this committee held activities in the churches as part of religious ceremonies on the weekends, in schools, at the women's prison and at the youth centre.

- Participation in testimonial meetings by a former inmate from LifeLine on the theme of forgiveness. These meetings were held in schools and churches.
- Charitable role playing activity: simulation of a National Parole Board hearing in a church.
- \$850 presented to women serving long sentences. This money was collected during an activity organized by young people from the community.
- Participation in the testimonial by a former inmate to young offenders in maximum security and presentation of \$1150.
- Meeting with elected officials from the Joliette area RCM.

Laval

- Since it is currently in a period of reconstruction, the Laval CAC decided to develop an anonymous questionnaire to be sent to members who have left the committee over the years in order to understand why members lose interest and why the departure rate is so high.

Trois-Rivières

- Fund raising to help the children of parolees as they go back to school.
- Participation in establishing a pandemic emergency response system.



Estrie

- Discussions with the Regional Council on a proposal concerning parole.
- Participation in a legal-correctional committee of representatives from all organizations involved in the delivery of justice.
- Participation of three members in a school intervention project.

Longueuil

- The Longueuil CAC had a recruitment problem. Efforts to address this problem were successful, and membership increased.
- The CAC is closely monitoring sex offenders in the community.

Objectives and Challenges

Quebec Region CACs have reason to be proud when they look at the past year's activities and achievements. Quebec's 24 CACs carried out close to 60 activities, including a forum, and raised the awareness of thousands. It would be easy to say "mission accomplished," but we know that there will always be work to do. Public perception of reintegration has been distorted by a few high-profile events reported in the media. This means that it is very important to continue raising public awareness by representation in schools, community organizations and businesses to promote a change of perceptions and create an appropriate setting for reintegration.

Aboriginal issues and mental health will be priorities in the coming year in our region.

To begin with, it is a priority and our responsibility to find Aboriginal representatives in selected institutions to sit on our committees. Reintegration begins with good communication among the parties, and this communication will become more tangible with participation by representatives from the Aboriginal nation.

Secondly, mental health raises serious difficulties in the detention centres and in the community. A number of questions surround the issue, but answers and solutions are very slow in coming. The Quebec Region CACs are aware of this. We must now get involved and work in partnership with the available resources in order to do our part in developing programs and promoting reintegration for this clientele. Increased partnership will mean a greater contribution on our part to public safety.

Conclusion

As we look back over another productive year, we must consider the new challenges facing us. In the coming year, priority will be placed on Aboriginal offenders, mental health and CAC revitalization, not to mention regional and national objectives.

A tremendous number of activities have been carried out by the CACs in the Quebec Region. As liaison officers, we have been able to meet with thousands of people to inform them about the correctional process and address their questions and concerns.

Dialogue and the relationship of trust between the executive and the Citizen Advisory Committees continue to be the keys to success. Some CACs need guidance or feel isolated; this in turn can lead to discouragement. Communication is therefore a major asset in the continuation of their activities. With this in mind, the Council has selected two members to liaise with and support the chairs, and if necessary refer them to resource persons.

In closing, I would like to thank the chairs for submitting their annual reports on time, thereby enabling me to fulfill my duty as Chair to complete this report.

Roger Dessureault
Regional Chair, Quebec Region
Donnacona, May 15, 2007



Ontario Regional Report 2006–2007

This year has been extremely challenging for the Ontario Region. Due to a change in the Regional Chair position in March and a new regional executive taking over, our focus has been on rebuilding and reinforcing our commitment to the Region's members. Recruitment remains a top priority for the coming year, with the Windsor and Nunavut parole sites joining our team in 2006–07. I want to personally thank the Regional Executive and several Ontario members for their support and commitment to the CACs' role and mandate during this past year. We are working as a team to improve communications at the local, regional and national levels to keep each member better informed and part of the larger picture in the Region.

Sharon Mitchell
CAC Regional Chair, Ontario Region

Regional Executive

Sharon Mitchell	Ontario Regional Chair Member, Kingston Penitentiary
Josephine Cassie	Regional Vice Chair Chair, Ottawa Parole
Grant Mitchell	Maximum Security Institutions Representative Chair, Kingston Penitentiary
Stewart Brown	Medium Security Institutions Representative Chair, Warkworth Institution
Lyle Cathcart	Minimum Security Institutions Representative Team Leader, Beaver Creek Institution Member, Beaver Creek/Fenbrook/ Muskoka Parole
George King	Federally Sentenced Women Representative Co-chair, Grand Valley Institution
Florence Davies	Regional Treatment Centres Representative Chair, Regional Treatment Centre
Jane Evans	Parole Representative Co-chair, Hamilton Parole
Daniel Cho	Parole Representative Chair, Toronto West and Peel Parole
Julie Doering and Laurie Walinga:	CSC, CAC Regional Liaison

National Objective 1

Mission and Role

During 2006–07 the Ontario Region had 13 institutions and 15 parole offices, including three Community Correctional Centres, represented by members. The Windsor and Nunavut Parole CACs are new this year, bringing the total membership to 114 members in the Region. The institutional numbers: Warkworth, as the largest medium institution in Canada, has 10 members; Collins Bay Institution has 6, with the average being 2.9 members per site. Our parole CACs average 4.6 members per site.

During the past year, institutional CACs with more than one member usually met monthly (11 in total). Single-member CACs met with the Warden on a weekly basis to discuss issues and receive updates. Most members met with management, inmate committees, chaplaincy and unions, and attended program and work boards, segregation reviews, institutional management meetings and unit management boards. Members have attended socials, groups and change-of-season events by invitation.

Most parole CAC members attend monthly meetings, although travel distances make regular face-to-face meetings difficult. Nonetheless, teleconferences have worked well to ensure ongoing contact. With the recruitment of new members as an objective, some Ontario Region CACs wrote articles for local newspapers and participated in live radio and TV interviews. Most members work closely with the parole officers and parolees and give presentations to community groups, including the police, service clubs, the Federation of Canadian Municipalities and CSC staff.

Institutional and parole CACs, as well as the Ontario Regional Executive Committee, have set goals for the year.

The main objectives are:

- Recruitment with a focus on ethno-cultural diversity;
- Better CSC support at local sites;
- Local, regional and national communications.



National Objective 2

Consultation

Members participated in many consultations over the year as follows:

- Smoking policy;
- Computer policy;
- Food services;
- Pharmacy review;
- Labour relations;
- Aboriginal concerns;
- Operational adjustment;
- Procedures for Muslims/Halal food concerns;
- Programming in maximum-security institutions;
- Community Outreach Co-ordinator position.

National Objective 3

Training of Members

Orientation and Recruitment

The Region held training sessions for the newly formed Windsor and Nunavut parole sites, the latter in conjunction with Beaver Creek/Fenbrook medium-institution

members for thirteen members in total. Most institution sites provide ongoing training for new members during the year, and parole sites review the training manuals at regular meetings. Implementation of the new national training package remains a priority for new CAC members and new CSC staff.

Recruitment is an ongoing issue, especially in terms of attracting a more ethno-culturally diverse membership. We need more support from CSC and a structured regional plan to make this happen. Word-of-mouth recruitment from current members has worked the best to date. It appears easier to recruit parole members over institutional members.

National Objective 4

CAC Commitment and Visibility

Members used newspaper articles and local TV to heighten awareness of CACs and the work of CSC. Many members spoke to schools and community service clubs and held community events in their role as liaisons with the community.

Several institutional members facilitated site tours for the public, media, national staff and international visitors.

CAC literature is available for distribution as required.

Highlights and Best Practices

Warkworth Institution

- Relationships with management and staff have improved.
- The CAC met with the inmate committee to form a better understanding and relationship with offenders in order to provide advice on issues.

Bath Institution

- Met with offenders on request and followed up with interviews, sharing information with CSC staff and management.
- Met weekly with the inmate committee.
- Attended NPB hearings, unit and program boards.

Regional Treatment Centre

- During CAC Awareness week, the seven workstations were visited for open dialogue with staff about CACs' role and mandate. Cheese and crackers, fruit and veggies, pastries and drinks were prepared by Pittsburgh Institution's culinary group. This activity was well received and deemed worthwhile.

Millhaven Institution

- Through an agreement with the orientation officer, the Chair arranges to meet all new staff to present a brief overview of the CAC role in the institution.
- The Muslim member has assisted in resolving regional problems relating to food issues. He also assisted the Chair in getting books from the Islamic Centre for the library.



Kingston Penitentiary

- The pre-release project is ongoing. CSC has developed a spreadsheet to track data of concern to the CAC members in regard to reintegration. This data will enable the group to provide credible advice and statistics to CSC. *Let's Talk* magazine featured an article on the project in the March 2007 issue.
- The CAC library cataloguing is progressing with CSC staff support.
- During CAC Awareness Week, a lunch prepared by the culinary group at Pittsburgh Institution was attended by approximately 100 staff members representing every department of the Institution. A PowerPoint presentation ran throughout, pamphlets were available and CAC members circulated to discuss our role. The food was excellent and CSC staff gained a positive learning experience about our mandate.

Collins Bay Institution

- Members helped with the fundraising for the Exceptional Persons' Olympiad and assisted with the Special Olympics as well.
- Members facilitated V&C committee meetings and monitored CAC activities by maintaining a daily log of each member's visit.

Beaver Creek/Fenbrook/Muskoka Parole

- The group is working on topics to develop in this area for the coming year.

Grand Valley Institution

- Members attended the annual conference in Montreal, which included a face-to-face meeting with FSW chairs across the country.
- Members review reports on issues affecting women offenders.
- Members continue to build staff relations within the Institution.

Frontenac Institution

- The weekly meeting with the inmate committee has strengthened the relationship for CAC members. This has enabled better communications between inmates, CAC and management to deal with issues or concerns.

Pittsburgh Institution

- This year has been a continuation of learning and communication with both offenders and management.
- Dealing with an aging population has been beneficial, and there is a good working relationship between inmates, CAC and management.

Peterborough Parole

- Work was completed on two calendar and address books for the Peterborough and Belleville-Trenton areas. This booklet contains a yearly calendar and a list of addresses and phone numbers for parolees released into the community.
- A CAC questionnaire was completed, and the results were compiled for the CAC. It gave staff members at the Parole Office an opportunity to provide input and express concerns to the CAC.

Sudbury/Sault Ste. Marie/Timmins Parole

- The CAC wrote a newspaper article and gave a live radio interview to promote the CAC in the area.
- CAC information and concerns have been presented to area social service agencies.
- Members attended a seminar on mental health issues and CSC.

Guelph Parole

- The CAC will expand its letter campaign to local service organizations in the area in order to arrange more presentations in the community.

Hamilton Parole

- The CAC did a short live TV interview on the role of volunteering as a CAC member in the community.
- Members attended a mental health seminar at the CAC National Conference in Montreal, which brought to light the concerns for offenders in the local CCC.

Ottawa Parole

- There was a CAC display booth at CSC NHQ with a noontime presentation during CAC Awareness Week.
- A presentation was given to the Federation of Canadian Municipalities/CSC Subcommittee on Community Safety.



- A presentation was given to the residents of the House of Hope, one of the halfway houses in the district.
- A presentation was given to the Parole Office volunteers during one of their training sessions.
- Members assisted a placement student at the Parole Office in developing a clothing and household items initiative for offenders in need.
- Members participated in the “Taking it to the Streets” project with Circles of Support and Accountability, along with other partner agencies, funded by Public Safety Canada. This event included a CAC information display booth at the Community Safety Fair and participation in a town hall forum.

Toronto West/Peel Parole

- There have been improved relations among area CACs through the formation of a regional cluster group made up of Toronto West/Peel, Toronto East Parole, Downtown Parole, the Women’s Supervision Unit and the Enhanced Services Unit-Keele CCC.
- Areas of responsibilities were identified and divided up: communication, media relations, emergency plans, etc.
- There was a presentation by the National Parole Board Regional Director on the parole system, i.e. eligibility, process, the work and requirements of Board members.

Windsor Parole

- Monthly meetings include ongoing learning and development activities, such as viewing videos on the correctional system and process, and touring the local halfway house.
- Members shadow parole officers, attend monthly staff and case management meetings and establish connections with community agencies.

Conclusion

I would like to thank all the local chairs who produced their annual reports, as these are important components in compiling our final report for publication.

As I have been Regional Chair for only two months prior to submitting this report, I have tried to cover the issues you have brought to my attention. Your new Regional Executive looks forward to building a strong region, with a commitment to improve communications and enhance involvement by all members who give of their time. You are certainly a most committed group of appointed volunteers, and you are extremely valuable to the CAC and CSC in your role.

I look forward to working with each of you in the coming year and listening to your needs and concerns. I believe we can move mountains together as a team.

Thank you for the support you have shown.

Sharon Mitchell
Regional CAC Chairperson, Ontario Region



Prairie Regional Report 2006–2007

I am honoured to recognize the many volunteers who have dedicated their time and effort to participate in the correctional process in our region as they contribute to the safety of citizens in our local communities. Although there have been many changes in the past year and there will be many ahead of us in the coming months, CAC members continue to strive to provide impartial advice to staff and administrations, to make recommendations on new policies and to liaise with the community at large. CAC members are the voice of the community and the “watchful eyes” of corrections. On behalf of everyone in our region, I would like to thank each and every member of the Prairie Region for their dedication throughout the year.

Dorthe Flauer, Prairie Regional Chair

Prairies Regional Committee

Dorthe Flauer	Prairie Regional Chair
Isabelle Adams-Modien	CAC Chair, Medicine Hat Parole Sub Office
Suzanne Anselmo	CAC Chair, Edmonton Institution for Women
Dorothy Bergos	CAC Chair, Drumheller Institution
Raymond Blanchard	CAC Chair, Willow Cree Healing Lodge
Irene Young	CAC Chair, The Pas Area Parole Office

Jeannette DeWitt	CAC Co-Chair, Rockwood Institution
Lenard Desjarlais	CAC Chair, Edmonton Institution
Gilbert Baileau	CAC Chair, Brandon Area Parole Office
Lewis Friesen	CAC Chair, Lethbridge Area Parole Office
Gail Gerwing	CAC Chair, Northwest Territories Area Parole Office
Gawney Hinkley	CAC Chair, Pê Sâkâstêw Centre
Patricia Holbrow	CAC Co-Chairs, Winnipeg Area
Eleanor Frovich	Parole Office, Osborne Centre
Tom Huffman	CAC Chair, Stony Mountain Institution
Averil Bass	CAC Chair, Calgary Area Parole Office
Dawn Maalerud	CAC Chair, Okimaw Ohci Healing Lodge
Gary MacDonald	CAC Chair, Bowden Institution
Moffat Makuto	CAC Chair, Thunder Bay Area Parole Office
Wayne Moss	CAC Chair, North Battleford Parole Sub Office
Marge Nainaar	Regional Vice Chair and CAC Chair, Saskatchewan Penitentiary, Riverbend Institution and Prince Albert Area Parole Office
Ron Pennycuik	CAC Co-Chair, Rockwood Institution
Andrea Perry	CAC Co-Chairs, Edmonton Area
Darren Tootoosis	Parole Office, Grierson Centre
Patrick Teghtmeyer	
Ronald Ratte	CAC Chair, La Ronge Parole Sub Office
Mary Stephenson	CAC Chair, Grande Cache Institution
Jim Warner	CAC Chair, Regina Area Parole Office, Oskana Centre
Karen Wright	CAC Chair, Regional Psychiatric Centre (Prairies), Saskatoon Area Parole Office

Once a year, as the local CAC chairs submit their annual CAC reports to me, I am inspired to reflect on the commitment of all our CAC members as they work in various areas with Correctional Service of Canada (CSC). The Prairie Region is the largest geographical region, with 24 Citizen Advisory Committees that cover maximum, medium and minimum security institutions and various parole sites, including one in Yellowknife, NWT, and one CAC in Thunder Bay, Ontario. We are fortunate to have a great diversity of 175 CAC members representative of the offender population and who are dedicated to their sites as they observe, liaise and give impartial advice to CSC.

National Objective 1

Mission and Role

Most of the CACs within the Prairie Region met on a monthly basis, with the usual exception of one or two of the summer months. CAC members attended the scheduled meetings that provided updates and regular reports from the administration and staff, allowing members to inquire and respond to the issues presented. Many sites invited guests from CSC or the community to provide special presentations to the CAC that provide information to members as well as offer excellent opportunities to connect agencies that provide services within the local communities.



Prairie Regional Report

The majority of the CACs have completed their strategic plans and have a process in place to regularly review their goals and objectives. Most CACs review their strategic plans once a year, but others review them on a regular basis to assess their progress.

CAC members contribute to the correctional process by being involved in many activities that are part of the institutional and/or community activities. CAC members in the Prairie Region have participated in the following:

- Inmate Wellness Committee meetings;
- Job shadowing of wardens/directors, parole officers, correctional officers and other staff;
- National Parole Board hearings;
- Inmate intake and orientation;
- Internal investigations;
- Joint meetings with other CACs;
- Staff Wellness events;
- Simulation exercises.

National Objective 2

Consultation

During the past year with new government changes, there have been several consultations and policy reviews from CSC that have been provided to CAC members at local sites for input and discussion. The consultations have been an excellent opportunity for CACs to be a part of the policy process to offer advice or make recommendations as needed, including the updated National Executive (NEC) by-laws, the NEC constitution and the CAC Reintegration Survey. Several CACs were asked to participate in CSC security reviews, outside review boards and health services accreditation.

There were several Prairie Region CAC members on various national consultation committees that met regularly by telephone/videoconference, including:

- Federally Sentenced Women Committee;
- Community Reintegration Committee;
- Maximum Institution Committee;
- Restorative Justice Committee.

Other CAC consultation activities included:

- Meeting with local, provincial and federal officials;
- Participating in local community consultations on various topics:
 - potential new sites for parole/community residential facilities;
 - Aboriginal community issues;
 - new issues presented for local communities/towns.

National Objective 3

Training of Members

Orientation and Recruitment

The Prairie Region CACs worked hard during the past year to recruit new CAC members, to provide them with appropriate orientation and training, to initiate events that help create community awareness, and to work alongside CSC staff in order to offer advice and provide input on policies.

Most sites reported that member recruitment and retention is their biggest challenge. Some CSC sites provide services to very large geographical areas. This presented another set of challenges to CAC members, as many had to commute long distances to attend monthly meetings. Other sites have a smaller population from which to draw new members, and often the institution has many on staff who live in the area.

Larger urban centres reported about the struggle to attract new members, as there were many other volunteer opportunities available in the larger communities. With the boom in the economy, especially in the Prairies, there continued to be a great demand for people in the workforce, and that has impacted the number of individuals available for volunteering outside of their normal work hours. Due to fiscal restraints placed on sites, advertising in the local newspapers is not an option as it is very time consuming, since the volunteer duties as part of CAC regular commitments include:

- attending monthly CAC meetings, and other meetings as requested;
- attending orientation, workshops and trainings when offered;



Prairie Regional Report

- committing time for reading and responding to CAC/CSC materials provided to stay informed and connected to the issues ;
- being available to meet with inmates as requested.

National Objective 4

CAC Commitment and Visibility

During the past year, many CAC members gave various presentations to schools, community groups, businesses, including public events and trade fairs with local and municipal politicians, various media and community members. These presentations offered an excellent

opportunity for CAC members to liaise with the public and to assess the needs of their community. As well, they reported that these interactions allowed them to recruit new members for their local committee.

Several CACs have been busy promoting their local committees by inviting special guests and the public into their institution or area parole office to become familiar and comfortable with the environment of a federal prison. These “CAC Fair” events have become an excellent way for CAC members to connect with the community and to help offenders become more aware of the resources and services available to them during their reintegration process.

Snapshot of Regional Highlights and Challenges – 2006–07

Saskatoon Area Parole Office/ Regional Psychiatric Centre

- Reviewed their strategic plans on a bi-monthly basis and, according to CAC Chair Karen Wright, “discussion about meeting these objectives forms an integral part of our CAC meetings...progress made and new initiatives to achieve these goals are identified.”

Calgary Area Parole Office

- Faced the challenge of recruitment for a number of years and have developed other creative ways to get the information out to the community about the CAC and the volunteer opportunities that are available. Calgary Chair Averil Bass reported that “we have endeavoured to alter our approach through advertising online with Volunteer Calgary (Board Matching) and a letter campaign aimed at community associations, professional associations and First Nations.”

Saskatchewan Penitentiary/Riverbend Institution

- Held a joint public forum with St. Leonard’s Society of Prince Albert and the institutions with a panel of six speakers, including CAC Chair Marge Nainaar, who spoke on anti-racism and the CAC. This was followed by an interactive question-and-answer period.

Brandon Area Parole Office

- Several members attended the Westman Justice Network Conference at Clear Lake in June 2006 as well as the Winnipeg Area Parole Office Health Forum in September 2006.
- The CAC provided two public presentations: one to the local Rotary Club, and another to the Brandon City Council, which was aired on the local television station.

Winnipeg Parole/Osborne CCC and Man./Sask./ Northwest Ontario District

- Winnipeg Parole held two successful public forums on the health needs of offenders. Co-Chair Pat Holbrow, who has been very dedicated to this cause, forwarded a special submission of these two events to the National Executive Committee and CSC at National Headquarters in Ottawa.

Grande Cache Institution

- Held a successful Open House at the local shopping mall, providing information about the CAC and its role with CSC. Many interested community members inquired about the institution and the various local projects that offenders work on in the community. As a result of community interest, CAC plans to host a tour of the institution this year.



Thunder Bay Area Parole Office

- Hosted their first Correctional Services Fair during CAC Awareness Week, a successful event that was well attended by various community agencies and members of the public. Since that event, Elizabeth Fry Society and John Howard Society staff have been attending the monthly CAC meetings for information.

La Ronge Area Parole Office

- Unique challenges of a northern community made up primarily (80–90 percent) of Aboriginal people. CAC Chair Ron Ratte reports that the CAC has a permanent booth set up at “one of Saskatchewan’s largest bands, the La Ronge Indian Band, comprising eight communities for a band membership of well over 8000 members... who are quite interested in CSC and how it is attempting to work with the communities.”

Drumheller Institution

- With outreach funding, the CAC provided a public information evening on gang awareness to community members facilitated by a member who was a local RCMP officer.
- During CAC Awareness Week, the CAC hosted an information fair at the local community arena, distributing pens and providing information to the public.

Medicine Hat Area Parole Office

- As reported by Chair Isabelle Adams-Modien, the CAC “has struggled to maintain consistent membership” and that “the Medicine Hat Parole Citizen Advisory Committee may be small, but the commitment of our members is its strength and will see it through to more stable times.”

Conclusion

The Prairie Region’s CACs are made up of many energetic, dedicated men and women who bring their own unique talents and expertise to share. As the Regional Chair for the past several years, it has been very exciting and rewarding for me to work with CAC members collaborating with CSC staff and administrations across the Region.

Although there have been some challenges during this past year, it is important to acknowledge that this region has a group of very well-informed CAC members who have worked very hard to provide a positive presence in the institutions and the community, fulfilling their roles of observing, liaising and offering impartial advice.

I would like to extend my gratitude to Marc-Arthur Hyppolite for his continued support of the CACs in our region and for being available to attend our regional meetings, special events and consultations as needed.

The success of the CACs in our region would not be possible without the hard work and dedication of our wonderful coordinator, Margie Brown. I would like to personally thank Margie for always being just an email or phone call away.

Finally, I would like to extend my thanks to each and every member of our CACs; it has been an honour to work with you, to connect with you and to share in your successes as well as some of your challenges this past year. I look forward to working together with each and every one of you this coming year.

Respectfully submitted,

Dorthe Flauer
Prairie Regional CAC Chair



Pacific Regional Report 2006–2007

In the Pacific Region, we have seen growth in the development of a new committee and have faced the loss of several long-time members. Adjusting to change is always a challenge, but the CACs in this region maintain a high level of energy in their endeavours to fulfill their role of contributing to the quality of the correctional process. Existing challenges are seen only as motivation to work diligently toward the goals that they have set. As representatives of their communities, they strive to make a difference and, in many instances, they see the fruits of their efforts.

Ursula Morris, Pacific Regional Chair

The Regional Executives have done a tremendous job in setting a realistic agenda for all CAC members in the Region. I would like to thank Regional Chair Ursula Morris and all the local chairs for their hard work, dedication and commitment to the CAC agenda. Their continued involvement makes the citizen engagement initiative a success.

Line Guibert-Wolff, Media Relations and Outreach Advisor

National Objective 1

Mission and Role

The Pacific Region has 16 CACs with a total of 90 members. There are seven parole office CACs and nine institutional CACs. All committees have monthly meetings with the exception of July and August, when some break for the summer.

Only two of the normal four annual regional meetings were held during 2006–07. Two were cancelled because of budget constraints. The first meeting was held at Kwikwèxwelhp Healing Village. This meeting was valuable because staff provided a tour of the institution and described the programs available to inmates. This was an opportunity for the chairs to gain an understanding of the needs of First Nations offenders and become aware of the programs available to them.

Regional Team

Ursula Morris	Regional Chair
John Houck	Vancouver Parole
Laura Glover	New Westminster Parole
Fred Mills	Victoria Parole
Colleen Johnston	Nanaimo Parole
Karl Eberle	Prince George Parole
John Belfie	Interior Parole
Chrissy Nelson	Fraser Valley Parole
Sylvia Parusel	Fraser Valley Institution for Women
Robert Mitchell	William Head Institution
Jo Russell	Matsqui Institution
Lori Malone	Ferndale Institution
Boyd Peters	Kwikwèxwelhp Healing Village
Keith Miller	Kent Institution
Glen Kask	Mission Institution
Shirley Hardman	PI/RTC
John Davis	A/Chair, Mountain Institution

After the meeting, a First Nations CAC member provided a tour of his ancestral land located near the institution. This gave us an appreciation of the unique restorative opportunities that exist between the First Nations people and their Kwikwèxwelhp neighbours.

The second regional meeting was a two-day session held at Harrison Hot Springs. The meeting provided the opportunity for members to continue to network while socializing after meeting hours. All sites were represented and members felt that a great deal had been accomplished.

Guests at the meeting included Regional Deputy Commissioner Anne Kelly and Assistant Deputy Commissioner, Institutional Operations, Heather Bergen. This was the first opportunity for the chairs to meet the new Regional Deputy Commissioner, who took over that position in September 2006. Ms. Kelly offered support and encouragement for the work of the CACs.



Pacific Regional Report

Brian Lang, Pacific District Director, and Evelyn Blair of the National Parole Board also attended the meeting. They spoke about the April 1, 2007, transfer of responsibilities for provincial parolees in British Columbia to the National Parole Board and the Correctional Service of Canada (CSC).

Strategic work plans were also discussed at the meeting. Most committees have worked toward putting their yearly plans in place, but there is a growing awareness that a three-year plan, rather than a yearly plan, would be more beneficial.

National Objective 2

Consultation

CACs were asked to provide comments on a variety of subjects and complied with these requests where they felt appropriate.

National Objective 3

Training of Members

Orientation and training

The expectation is for CSC and local CAC committees to provide basic orientation to new members. In past years, the Region hosted a one-day training session for all members. This year, this was not accomplished. The Regional Committee worked toward providing on-site training for local CACs. A questionnaire was developed and CACs responded enthusiastically, identifying the areas they wanted addressed. The idea was to have a designated trainer for the Region. This would ensure consistency in the information and training received by new members.

Training is necessary to ensure the success of CACs. Well-trained members understand their mandate and become an asset to their committees. We have been provided with excellent training resources. The CACs and CSC must ensure that appropriate and adequate training is provided on a regular basis.

Recruitment

The Pacific Region accepted several new members during the past year. Throughout the Region, there is an average of five members per CAC; however, some CACs have as many as 12 members. This includes the Fraser Valley Parole CAC and the newly formed New Westminster CAC.

While many new members are recruited by word of mouth, there are other recruiting techniques used in the Region. Some CACs place ads in local papers, while others have members who speak at local clubs, universities, church groups and local organizations, developing relationships that result in new CAC members. One successful recruiting technique was an article published in a local newspaper that provided information on the role and activities of CACs.

Although we have members from all walks of life, diversity remains a recruiting challenge. Our members are aware of this when they approach people to join their committees.

National Objective 4

CAC Commitment and Visibility

Several events took place within the institutions and parole offices. Activities were held in partnership with CSC, community groups, rotary clubs and other local organizations. Further information on community outreach and visibility can be found under “highlights and best practices.”



Highlights and Best Practices

New Westminster CAC

The highlight of the year was the establishment of a new CAC for New Westminster Parole. Community interest in response to a local news story was very successful. An open house was held for everyone who showed an interest in becoming CAC members, and a selection process was put in place. Twelve members were appointed to the New Westminster CAC.

Thanks to the hard work and dedication by both CSC and CAC, there are now 16 CACs in the Pacific Region.

Mission Institution

The Mission Institution CAC partnered with the local Rotary Club to provide children's books for the Private Family Visit (PFV) units. The Rotary Club, which has an interest in promoting literacy, discovered that the PFV units had no books for children. The Children's Library at Mission Institution PFV units will provide an opportunity for children to read while visiting their parents. It will also provide an opportunity for parents to read to their children.

Mountain Institution

Mountain Institution culinary students prepared a luncheon in honour of retiring CAC member Weldon Holland, who had been a member of the Kent CAC for 25 years. He was honoured at a reception and was presented with a certificate of appreciation by Regional Deputy Commissioner Anne Kelly.

Long-time chairperson George (Robbie) Robertson also retired from Mountain Institution. He too received a certificate of appreciation.

Chilliwack Community Correctional Centre (CCC) and Ferndale Institution

Offenders from Chilliwack CCC and Ferndale Institution became aware that the Vedder Cemetery had been neglected. Motivated by the need to give back to the community, they decided to help local residents and members of the Lions Club restore it. Offenders now have the opportunity to experience friendship with community members.

Community members, while skeptical at first, also formed friendships with the offenders. Now, rain or shine, both groups are out working together to restore the cemetery.

Kent Institution

In order to obtain an understanding of programs and staff roles within the institution, the Kent CAC invited managers to provide an overview of their roles and program areas. CAC members have also been invited to attend all-staff briefings.

Vancouver Island CACs – Victoria Parole/ Nanaimo Parole/William Head Institution

The Victoria and Nanaimo Parole CAC, along with the William Head Institution CAC, worked toward hosting the Re-entry Conference despite funding restraints in March 2006. They recruited the Mayor of Cowichan, who is also Past President of the Vancouver Island Coastal Communities Association, to work with them. It is believed that the Mayor was instrumental in gaining support and involvement from other community leaders.

Nanaimo Parole continues to work toward providing CSC and CAC pamphlets to all of the North Island public libraries during CAC Awareness Week.

Prince George Parole

Prince George Parole was able to ensure that a CAC member sits on the screening committees of four local halfway houses. This ensures that the committee has input in the supervision of parolees who come into the community.

Matsqui Institution

Matsqui Institution CAC put forth a resolution on inmate identification upon release. This resolution will be presented at the National Conference.



Pacific Regional Report

Regional and National Committees

CAC members from the Pacific Region participated in the activities of various national committees. The Reintegration Committee was successful in having sites identify a number of best practices. These will assist CACs in developing best practices strategies in their communities. Prince George Parole CAC member Karl Eberle is the regional representative.

Fraser Valley Parole CAC member Chrissie Nelson sits on the Regional Ethno-Cultural Committee. This is a positive step toward understanding the needs of the ethno-cultural population in this community. I feel optimistic that we will see increased interaction between CACs and the Regional Ethno-Cultural Committee.

Kent Institution, the only maximum-security institution in the Region, has had difficulty finding a member to sit on the National Maximum Committee. Kathleen Gibbard, who retired this year, has left the position vacant.

The Region has been represented on the National Restorative Justice Committee by Regional Chairperson Ursula Morris. This position is open to another Pacific Region CAC member.

Sharon Hollingsworth, Fraser Valley Institution for Women, represents the Region on the Federally-Sentenced Women Committee.

Conclusion

Over the past year, local CACs have continued to develop solid partnerships with CSC. Many initiatives were carried out to increase visibility and awareness in the community.

There were many other achievements in the Region over the past year. These included hosting a barbeque for staff, holding open houses and sponsoring information booths in various communities.

Parole officers are encouraged to attend Parole Office CAC meetings. This is challenging, as meetings are held in the evening, and heavy workloads often prevent regular attendance.

In the institutions, the warden or his/her delegates attend CAC meetings. Other staff members attend when invited or when specific training or information is needed.

As previously mentioned, the success story of the year was the creation of the New Westminster Parole CAC. They have 12 members eager to work toward making a difference. This has been an excellent example of partnership and commitment by all involved.

We are hoping to develop another committee in the future. We will offer support to CAC committees struggling due to retiring members. We will ensure that all members receive training, and we will work toward accomplishing the goals that we set for ourselves.

While challenges remain for the coming year, I believe the strength of this region is in the commitment of its members. I am optimistic that we can successfully meet all challenges.

Ursula Morris
Pacific, Regional Chair



Annual Report 2007–2008



Chairperson's Remarks 2007–2008

As I attempt to find words to describe 2007–08, immediately both change and anticipation come to mind.

During the year, Regional elections were held and we said good-bye to the representatives from the Atlantic, Quebec, Ontario and Prairie Region. Theresa Halfkenny, Maurice Lavallée, Jim Bradfield and Dorthe Flauer all ended their terms, having contributed enormously to the National Executive (NEC) during the previous four years. Their dedication and willingness to commit many hours to the growth of the NEC contributed in large part to making the accomplishments of the National Committee come to fruition.

I see 2007–08 as a time of anticipation. In April 2007, the federal government decided to review the operations of the Correctional Service of Canada (CSC), as part of the government's commitment to protecting Canadian families and communities. As members of Citizen Advisory Committees across the country waited with anticipation for the release of this report, it seemed that many things were put on hold. It was a time when there was anxiety about what the recommendations would be and, as a result, people waited rather than move forward.

Day-to-day CAC involvement at local levels continued, and in fact a great deal was accomplished. The NEC also moved forward with initiatives.

As the NEC member representing the Pacific Region until January 2008, I had the opportunity to work with the people who completed their terms and with the enthusiastic and deeply committed people who replaced them. It has been a rewarding year for me, bringing the opportunity to learn from all of these exceptional members who have shared such an enormous amount of experience and wisdom with me.

For many, the postponement of the National Conference was disappointing. For NEC members, it provided a rare opportunity to quickly become a cohesive team. Their task was to demonstrate strong leadership in assisting the members in their respective regions to move forward without allowing frustration and disappointment to cloud their good work. Moving quickly from a group who had no experience working together, we were very aware that our leadership would be the key to moving on.

When I was elected chairperson at the January 2008 meeting, that leadership was apparent and we were able to host a very successful national conference in March 2008. It is an honour to be the first person in the new system of choosing the NEC Chairperson, by moving to a system where each region provides a chairperson for a two-year term on a rotational basis. The rotation was established through a draw.

With the release of *A Roadmap to Strengthening Public Safety* came an opportunity to meet the challenges of significant change in CSC by reviewing and evaluating our traditional ways of fulfilling our mandate. We

must now ask the question, “do we need to make changes?” and if we do, “what are those changes?”

Many of us find change to be very uncomfortable; however, if one never moves beyond their comfort zone, then it is most unlikely that we will see progress. We have been given a unique opportunity to move forward with renewed energy, to grow stronger and to fulfill our mandate in different ways.

In the words of Mahatma Gandhi, “the future depends on what we do in the present.”

Let us evaluate, plan and move forward.

Ursula Morris
NEC Chair person



Report from the National Executive Committee 2007–2008

The primary responsibility of the CAC National Executive Committee (NEC) is to develop and implement the national objectives of the Citizen Advisory Committees (CACs). These priorities were developed in consultation with the CACs at the regional and local levels. It is our responsibility to communicate the progress on these objectives and to report back on their implementation at all levels of the organization and in the community. It is also the NEC's responsibility to promote these objectives with our external partners, the Canadian public and throughout the Correctional Service of Canada (CSC).

The NEC remains committed to assisting regional and local committees in pursuing initiatives that reflect the current mandate and objectives. The NEC is also tasked with ensuring that resource materials are made available to all members. Our main objective is to ensure that a strong communication link is established and maintained at all levels of the organization. Despite receiving a message from the Commissioner in November 2006 regarding the expenditure reduction measures, the NEC has been able to maintain contact and conduct business, while in a more fragmented capacity.

The following is a list of the current and former members who were involved with the NEC during 2007–08 and some of the challenges and decisions approved by the NEC, that directly influence the day-to-day operations of the CACs at the local level.

Sean Taylor	National Chair
Ron Joiner	Atlantic Regional Chair
Roger Dessureault	Quebec Regional Chair
Sharon Mitchell	Ontario Regional Chair
Gary MacDonald	Prairie Regional Chair
Ursula Morris	Pacific Regional Chair

Presentations

Conflict of Interest Initiative
Pamela Yates, A/DG Public Participation/Mel Sater, CSC Legal Services

Conference Planning Update
John Green

CSC Three-Year Strategy for CACs
Lori MacDonald/Joanne John

Role of the Regional Chairperson
Sean Taylor

Blue Ribbon Report
Transformation Committee

Speech from the Throne
Lori MacDonald/Joanne John

Constitution

Final draft approved for presentation to the membership for a vote in Ottawa, March 2008.

Business items

Discussion on strategies for effectively identifying and addressing newly perceived conflict situations. This resulted in a questionnaire to be completed by all CAC members in order to come up with a standard approach for dealing with any perceived conflicts.

The Chairperson gave a presentation to EXCOM in April 2007. This presentation led to a dialogue on strategies for addressing emerging governance issues.

The NEC's Terms of Reference and the NEC Guide were revisited, and it was decided that the documents would be reviewed from time to time to ensure that the content is up to date.

The NEC decided that a document summarizing seven or eight of the major points discussed at NEC meetings would be produced and disseminated to the regions as a communiqué to lend credibility to the NEC and the function it carries out.

The NEC took the following action on regular business items:

It worked extensively on revising the National Constitution/Bylaws, which were presented in March 2008 at the CAC National Conference in Ottawa.

It updated the content of the CAC portal.

It planned and assisted with the Ottawa 2008 Annual Conference.



Report from the National Executive Committee

Conclusion

This is my final report as the National Chairperson and I would be remiss if I did not acknowledge the time and effort of all CAC members who work tirelessly to advance the organization within CSC. My experience over the past eight years in Ottawa as a member of the CAC NEC has been a fulfilling one, where I have seen that, despite growth and setbacks within the organization, we are still moving forward.

It was the hard work and dedication of regional chairs Ron Joiner, Roger Dessureault, Sharon Mitchell, Gary MacDonald and Ursula Morris that made the accomplishments over the past year possible. It is my feeling that this group will continue to lead the CAC to accomplishing the goals established at all levels of the organization.

It has been both an honour and a privilege to represent you in Ottawa as the CAC National Chairperson.

Sincerely,

Sean Taylor
Former National CAC Chairperson



Resolution with respect to CSC Support of Volunteers

“The best formula for success in corrections is to ensure that volunteers are present to help create new social linkages for offenders while incarcerated and are present to help facilitate the difficult re-entry journey. G.K. Chesterton has said ‘we can concede to the mathematicians that $2+2=4$; but $1+1$ is infinitely more than 2.’ To have one ally for new beginnings can make an incredible difference.”

Dr. Pierre Allard

Former Assistant Commissioner of Community Engagement CSC

Given that:

- Reintegration into the community is one of the priorities of CSC;
- Community involvement and the work of volunteers in the community is an important element of community reintegration;
- In order to work effectively with offenders, community volunteers require the on-going support of CSC locally; and
- An important element to volunteer management is liability and risk assessment, which is best assured at the local level:

Be it resolved that:

CAC request CSC to reconsider the District Reorganization Plan insofar as it concerns the establishment of the new position of District Community Outreach Coordinator, in favour of establishing a workable volunteer support system at the local level.

Offender Release Identification Resolution

*Presented by the Citizen Advisory Committee
Matsqui Institution, Abbotsford, BC*

Whereas one of the mandates of the Correctional Service of Canada (CSC) is to prepare inmates for reintegration into society when they leave the institution; and

Whereas the possession of basic identification (“Basic ID”) is a critical component in an inmate’s ability to regularly function in society, and is generally required in order to, amongst other things, seek employment, acquire housing, attend educational institutions, and/or obtain health care; and

Whereas research conducted by the Vancouver and New Westminster parole offices of CSC indicates that approximately 25 to 30% of inmates leave their institution without Basic ID; and

Whereas Basic ID includes such things as a birth certificate, a Social Insurance Number card, a public health care card, and a driver’s license or other form of government-issued picture identification, and the acquisition of Basic ID can therefore be a time-consuming, expensive and complicated process, and particularly difficult for an inmate who has recently left incarceration and may not yet have a fixed address; and

Whereas the delay or failure of an inmate to obtain Basic ID upon release will likely have a negative impact on the inmate’s ability to reintegrate into society;

Therefore Be It Resolved that CSC put measures in place to ensure that all federal inmates have acquired basic personal identification prior to being released from a federal institution; and

Be It Further Resolved that any documents produced by CSC relating to an inmate’s release, such as a “release plan checklist” or “inmate handbook,” highlight the importance of ensuring that an inmate has Basic ID prior to his or her release.

Atlantic Regional Report 2007–2008

This has been a most interesting year, with the release of the Review Panel Report signifying many new challenges for CSC. Many of us see the new direction as a very positive step, and judging from the work of the Transformation Team, some changes can take place very quickly, while others will take time as resources and infrastructure are put in place. We strongly support this initiative. As far as our committees are concerned, we have seen older members leave and new members take their place; however, enthusiasm and new-found energy continues to abound. Orientation and communication have been identified as key issues this past year, and it appears that we are gradually getting back on track. I thank the members of the Regional Executive for their diligent work and applaud the tireless efforts of the Regional Coordinator in bringing us to where we are today.

Ron Joiner, Regional Chair

Regional Executive Committee

Ron Joiner	Regional Chair
Doug Barrett	Regional Vice-Chair
Louise Leonardi	Chair, Westmorland Institution
Reg MacDonald	Chair, Atlantic Institution
John Read	Chair, Dorchester Institution
James Morris	Chair, Springhill Institution
Anne Malick	Chair, Nova Institution for Women
Cynthia Black	Chair, New Brunswick and Prince Edward Island District Parole Office
Corrine Chappel	Chair, Prince Edward Island District Parole Office
Janice Clarke	Chair, Fredericton Area Parole District
Dan Robichaud	Chair, St. John Area Parole District/ Parrrtown CCC
Ben Bishop	Co-Chair, Halifax/Dartmouth Parole Office/ Carleton CCC
Byron Mullett	Co-Chair, Halifax/Dartmouth Parole Office/ Carleton CCC
Ella Paul	Chair, Truro Area Parole Office
Lance Paul	Chair, Sydney Parole Office
Donna Gardiner	Chair, St. John's Area Parole Office/ Community Correctional Centre

National Objective 1

Mission and Role

The Atlantic Region has 12 active Citizen Advisory Committees with approximately 110 members. Each committee meets monthly, or more frequently as special situations arise. Meetings are held from September to June. CD 023 states that the three principal functions of CACs are to advise, to observe and to liaise. At times, members are somewhat unclear as to how their roles translate into their daily activities as a committee member, and it is vital for committees to occasionally step back and review their roles and function from time to time so that there is no conflict, real or perceived. Healthy committees are able to do this very effectively. Emphasis has also been placed on the Action Plan to assist committees in defining their activities for the year.

In addition to local meetings, there were two annual general meetings, the first held in September and the second held in April. There was one telephone conference to discuss the postponed Annual Conference that was to

have been held in October 2007. There was some concern expressed by CAC committees on the postponement, particularly around the issue of process and how members were informed. Communication issues surrounding the postponement of the conference have since been resolved.

To further enhance the role of CACs, the Region focused on two principal objectives in the past year:

- 1) Strengthening communication among the CAC membership through
 - a. timely dissemination of information from CSC
 - b. prompt replies by telephone and email
 - c. feedback on monthly minutes
 - d. site visits by the Regional Chair
- 2) Building ongoing capacity through
 - a. orientation sessions held at Memramcook
 - b. discussions on best practices around the issue of recruitment



Atlantic Regional Report

Over the year, committees have sought to enhance their capacity to carry out their goals and objectives by meeting with wardens and deputy wardens, area and district directors, CSC staff, management, CAC members from other committees, partnering agencies, mental health representatives and offender groups. Topics have ranged from new member recruitment; orientation and training; pamphlet development; information provided by guest speakers from CBRFs, CCCs and the NPB; mental health issues; the Salvation Army; K-9 search dogs; the Correctional Investigator; FASD; and presentations from the African-Canadian Inmate Committee, the Newfoundland-Labrador Inmate Committee, Lifers, Francophone inmate committees and complex-needs offenders.

National Objective 2

Consultation

In late 2007 the Review Panel Report was released. CACs had a unique opportunity to respond to the report's 109 recommendations. In addition, several chairs had the opportunity to hear a presentation by the Transformation Team in Moncton, notably Mr. Don Head and his team, and to pose specific questions about the process of transforming the recommendations into concrete action. The comments were well received.

The CACs were also asked to set aside time in their monthly meetings to discuss the report's various recommendations and to give their comments on the five key areas. The CACs were generally pleased with the report, as evidenced by many positive comments particularly around the concepts of earned parole and offender employment/employability. While commenting on drugs in prison, several committees questioned the report when it emphasized that drugs entered prison by way of visitors and suggested that the presence of drugs in prison is a multi-dimensional problem, that there is a wide range of sources, and that one should not focus undue attention on a single source of entry. Regarding earned parole, the CACs cautioned that the approach must be slow and deliberate so as not to leave some inmates behind. The Regional Executive applauded the work of the Transformation Team thus far.

Two members of the Transformation Team gave a presentation at the AGM in April 2008 to the Regional Executive, thereby allowing the opportunity for further discussion and clarification on the report's many recommendations.

CAC committees were asked to comment and make recommendations concerning the implementation of the smoking ban in federal institutions around both inmate and staff issues. CACs at the local level were asked for their advice on drug issues within the prison and interdiction practices, the numbers of inmates residing in segregation, the rollout of the best practices survey, Findmyway.ca, inmate literacy, mentorship programs for offenders, the Deputy Commissioner's consultation on women's issues to ensure the ongoing goals of Creating Choices and others.

Regional representatives from the national subcommittees have also been asked to provide feedback on issues within their respective terms of reference. The committees are the Maximum Committee, Community Reintegration, Federally Sentenced Women and Restorative Justice.

National Objective 3

Training of Members

Orientation and Recruitment

The Region recruited 13 new members this past year. Of those recruited, nine were invited to the CAC orientation program at Memramcook in November, and a further seven or eight will have the benefit of orientation in June 2008. Both the Regional Chair and the Regional Coordinator deliver the orientation package. Feedback from the November session indicated that members came away with a much clearer understanding of the CAC structure and the very specific role we play within CSC.

Conflict of interest guidelines are now firmly in place, and each new member is asked to make a declaration. Potential or real conflict situations can now be identified at an early stage. We feel that this has been a progressive step, although the process has had its challenges.

There are 12 active CACs with approximately 110 members. The CACs range in size from three members at Charlottetown Parole to eleven with Moncton Parole. Membership has remained relatively static in the past year. Of concern are two community CAC committees that have become inactive. Discussions are underway to review the structure of the defunct committees and to explore ways that CACs can more effectively represent the interests of the rural areas within the Atlantic Region committees.



Atlantic Regional Report

On average, there are seven members per CAC. Most committees rely on word of mouth to attract new members, although one committee recruited new members through an ad in the local paper. In general, CACs have voiced significant challenges with respect to recruitment, as older members are retiring and newer, especially younger, members become more difficult to attract. A further significant challenge is attracting a diverse membership that reflects the local community. That said, there are committees that are representative of the diversity within their local community, as fishers, farmers, First Nations and immigrants are now among the active members of our committees.

The Newfoundland CAC is our only regional CAC (serving Newfoundland and Labrador) and faces unique challenges attracting new members. Half of the committee members meet face to face, while the other half

attend the monthly meetings by teleconference. Given these challenges, the committee was still able to attract a new member this year and has now brought its membership up to 10.

National Objective 4

CAC Commitment and Visibility

CACs in the Atlantic Region continue to demonstrate their enthusiasm and participation within their local communities. This is highlighted by many best practices, achievements and efforts to engage the community at large. CACs are always exploring ways to increase visibility through involvement in specific projects, and it is a credit to the imagination and energy of the members that they produce interesting and informative activities.

Highlights and Best Practices

Springhill Institution

The CAC at Springhill has maintained great stability over many years. Attendance at meetings has been consistent, and many members have been sitting on the committee for several years. The committee feels that it is consulted on a number of issues, some of which are the smoking ban, the ION scanner and the opening of new units at Springhill. Management at Springhill has extended an invitation for the committee to attend many internal functions throughout the year. Members' pictures are displayed at the front gate of the institution to familiarize both the staff and the public with CACs.

Charlottetown Parole

The principal goal of the Charlottetown Committee over the past year was to attract new members, and to that end, they have been successful in recruiting two new members. The committee took 13 judges and lawyers to visit Westmorland and Dorchester institutions, and they felt that the visit was well received by all. The committee has also made preliminary plans to conduct a workshop/information session on Aboriginal issues and to strengthen links with Aboriginal communities in PEI.

Fredericton Parole

A highlight of the year for Fredericton Parole was a partnership with John Howard Society to present a provincial forum on offender reintegration. The forum was entitled Workplace Opportunity: A New Future – Recognizing Workforce Potential. It was held in Fredericton and attracted over 75 people. Participants represented all regions of the province and brought with them an interest in employment opportunities for offenders. The presentations included representatives from CORCAN, the Department of Social Development, the Department of Education and employers.

Westmorland Institution

Westmorland CAC was asked to provide input on a number of consultations, most notably the National Reintegration Committee's Best Practices Survey. Reintegration is a major focus at Westmorland since it is a releasing institution. Attracting new members is also a priority for the Westmorland CAC. One of the goals this year was the facilitation of a partnership with a local seeds nursery. In late 2007 during CAC Awareness Week, the CAC was featured in the Moncton Firefighters Historical Society calendar, which is a fundraiser for the fire department. Four members of the committee attended the Families and RJ Conference, the "Original" Circle of Support and Accountability, and others attended the Findmyway.ca workshop in Moncton.



The committee chair is also a member of the Restorative Justice subcommittee.

Moncton Parole

Several members of the Moncton Parole CAC attended a community forum entitled “Building a Network of Community Support,” sponsored by the Volunteer Centre of NB. One of the goals was to determine how Findmyway.ca can promote reintegration. Moncton Parole CAC also attended the workshop organized by the Fredericton Parole CAC described above. Like other CACs, Moncton Parole provided feedback on the recently released Sampson Report (Review Panel Report).

Dorchester/Shepody Healing Centre

Dorchester/Shepody CAC was consulted on a number of internal issues this past year, including the smoking ban, the numbers of inmates in segregation and the constant turnover of staff, as well as Aboriginal and complex needs offenders. External consultations included the Review Panel Report. The committee outlines the many needs of offenders and staff at Dorchester Institution and remarks that, although it has been a frustrating year, it has also been a rewarding one for its members.

Newfoundland and Labrador CAC

Newfoundland and Labrador CAC has a structure that is different from other committees within the Atlantic Region. It can best be described as a regional committee representing all of Newfoundland and Labrador. When its members meet, they combine teleconferencing and face-to-face meetings, but have held a regional meeting in November 2007, where all members of the committee assembled to discuss common issues. The committee completed a resource manual containing emergency and contact numbers for agencies partnering with CSC, produced wallet cards, and established a presence in malls to make the public aware of CAC in the community. In addition, members sit as observers on the selection committee at the local CCC/CBRF in St. John's. The committee has also identified complex needs offenders (some of whom are LTSOs) as a primary supervision concern in their region.

Halifax Parole/Carlton CCC

The CAC in Halifax has focused its energy in the past year on the provision of support mechanisms for offenders. Halifax CAC is very interested in finding ways to make information and resources available to offenders who are on supervision orders. To that end, they have investigated Findmyway.ca as a potential resource for the Halifax area and continue to explore the benefits and challenges of this method of delivering services to offenders. Mentorship is also high on the agenda, and the Halifax CAC is exploring resources in the community through meetings with key partners and by acquiring important stakeholder support. The committee has also had its members enhance their awareness of CSC by visiting the federal institutions in the Region.

Atlantic Institution

The committee at Atlantic Institution continues to attract new members and has bolstered its membership in the past year. The committee heard a presentation from regional human resources representatives, who gave detailed information regarding the possibility of attracting new correctional staff specifically from the Miramichi area. This has been a concern of the committee for a number of years. The committee has also focused its energy on enhancing the awareness of its members of the services within CSC. Members have therefore visited other CAC sites in the past year. One member of the committee sits on the Maximum Subcommittee.

Nova Institution

Nova Institution CAC was engaged in consultation with the Deputy Commissioner on women's issues in the past year. Reintegration of women back into their home communities continues to be a concern for the committee. The concern surrounds the lack of support that women have in their communities, which leads to a high percentage of unsuccessful releases. CAC members are invited to observe incidents within the facility, participate in orientation programs for employees and work with staff and offenders in fundraisers. They were asked to provide comments on the Royal Inspectorate Report, known as the Glube Report,



submit feedback on the Review Panel Report, and liaise with community service providers regarding housing needs for released offenders. The chair of the committee also sits on the Subcommittee for Federally Sentenced Women and has an active role consulting on policies affecting women offenders.

Saint John/Parrtown Parole

The Saint John CAC is rebuilding its membership after some retirements and has recruited two new members in the past year. The CAC hosted a community forum this past year entitled “Breaking Down the Barriers – Employment Opportunities for Employers,” and despite the low turnout, the forum left a positive impression on the community. Plans are underway for a future forum on employment, building on the experience from the last one. There are also plans to have a forum on mental health initiatives once outreach funding has been approved. The Saint John CAC has also proposed establishing communication links between local CACs by way of videoconferencing in order to enhance the exchange of ideas within the Region.

Truro Parole

The Truro Parole CAC focused on recruitment this past year as some senior members retired. Two new members have been recruited, one of whom will be attending the next orientation session. Diversity has been a priority with the recruitment of a new First Nations member. The Truro Parole CAC advocated for the training of parole officers on Section 84 releases, and that has been provided this past year. One member attends the monthly selection committee at a local CBRF as an observer. One of the Truro Parole members is the Vice-Chair of the National Executive Committee.

Concluding remarks

It was a challenging year once again in the area of communication within all levels of the CACs and CSC. Priorities in the past year have been on the orientation of new members and improving communication among the membership. The Region will continue to concentrate on recruitment, retention and orientation in 2008–09 and begin to focus on improving visibility. We will also explore new structures to enhance the capacity of CACs in the rural areas of our region.

On behalf of all the members in the Region, special thanks go to our CSC Regional Coordinator. She has been an integral part of our team, and we could not have accomplished so much this year without her assistance and direction. She has been a strong force in bringing stability to the CAC portfolio, and it is our wish that she continue to maintain her role as Coordinator for some time to come.

I am very honoured to have had the opportunity to serve as the Regional Chair. It has been a great year, and I sincerely thank all of the members for their time, unselfish dedication in the midst of our many challenges, keen interest in making a contribution to CSC as a community member, and unbounded enthusiasm in the midst of many challenges now and in the future.

Ron Joiner
Regional Chair, Atlantic Region



Quebec Regional Report 2007–2008

For 2007–08 only, the annual report has been produced by the Correctional Service of Canada (CSC)'s Regional Outreach Coordinator rather than the Regional Chair of the CACs, owing to the exceptional circumstances that have arisen throughout the year. This is an exceptional measure taken this year only. Consequently, this report reflects only CSC's perspective, as it strives to report on the achievements made and work accomplished as part of the CAC program and therefore does not follow the prescribed format.

The Coordinator would like to thank all of the local chairs and their committee members, who continued to work diligently with CSC and their respective communities despite the circumstances.

Introduction

This year, a number of factors prompted us to examine the 30-year working relationship and partnership between the CACs and CSC. The way we collaborate, establish a shared objective (to contribute to public safety) and work together gave rise to significant considerations and meaningful discussions. The CAC members took the opportunity to provide feedback through a national consultation on the CAC three-year strategy.

In the Quebec Region specifically, discussions focussed on the need to strike a better balance between CSC's organizational needs and the needs of volunteers who observe CSC's activities, provide advice on programs and create the community ties needed for safe offender reintegration. Working documents were submitted by a sub-committee of the "Vision for the Future" project, and structured exchanges took place during the annual regional CAC meeting in fall 2007, which centred on CSC's Aboriginal initiatives.

We feel confident that a renewed partnership can only help to improve CAC members' contributions to correctional affairs.

Quebec Region profile

In the Quebec Region, an average of 125 CAC members offer their time, expertise, knowledge and advice to CSC. These members can be found in 13 penitentiaries and 11 parole offices. This year, 25 members withdrew from committees for various reasons, and 17 new members were recruited. The number of members remains steady at approximately 125.

Recruiting continues to be a challenge, but the various efforts made have produced results. In addition to advertisements placed in local newspapers, CAC members and CSC staff established contacts with their respective networks, letters were sent to various professional and multicultural associations, posters were placed in educational institutions, various social and professional groups were solicited, etc.

Most local committees held meetings every two months on average; these meetings were attended by CSC representatives, and sometimes by union or inmate representatives. In addition to current issues in each unit, the CACs were briefed more specifically about offenders' mental health problems and related reintegration problems, Aboriginal affairs, street gangs, and employability.

Twenty-one new members received basic training after being appointed by the CSC Regional Deputy Commissioner. Accordingly, I would like to thank Roger Dessureault and Raynald Martel of the CACs and Linda Goulet of CSC, who led these training sessions. Thank you!

Eleven members also received specialized professional training in media relations.

Outreach and engagement activities

A number of visibility and engagement activities were held by CAC members in the Quebec Region in 2007–08. For example, a number of units organized open-house events where CAC members were given an opportunity to meet various community representatives and explain their role within CSC. Others took part in job fairs organized by CSC, where they presented CSC as an employer of choice in a given community. In Port-Cartier, CAC members attended the accreditation of the area's health and social services centre. Finally, some members sat on various committees within federal correctional institutions to ensure the quality of the programs offered to offenders.



Highlights and best practices

CAC members in the Quebec Region played three roles in 2007–08 in different areas of activity. The highlights are as follows.

Impartial observers

Leclerc Institution: The Chair of the CAC observed the management of a crisis involving an inmate suicide. She observed the discussions about risk assessment and the impact of the event on staff and inmates. She noted how the reports and discussions reflected a sense of mutual assistance, solidarity and respect. She commented that CSC had managed the crisis in a professional and transparent manner.

Advisors – Advice offered to CSC

Overall, the CAC members in the Quebec Region and members of local committees were consulted, and they provided their advice and comments on:

- the review of the independent committee mandated by Public Safety Minister Stockwell Day to examine CSC's activities;
- the smoking ban in effect in federal correctional institutions;
- the Citizen Advisory Committees' 2007–10 three-year strategy;
- the revitalization of CACs in the Quebec Region;
- the CSC employee survey;
- a review of the interventions and clinical guidance at CSC's East-West District;
- a project to receive inmates from the Regional Mental Health Centre at Sainte-Anne-des-Plaines Institution (minimum-security facility);
- the project to transform the FTC into a multi-level security institution.

Advice was provided through written reports submitted to CSC or through official discussions. Official minutes were taken during these discussions.

Community outreach

Joliette Institution

An activity was organized to commemorate the institution's tenth anniversary, and the CAC recalled the circumstances that gave rise to the first CAC at Joliette: consent of citizens' groups, municipal administrative decisions, etc. In another awareness-building activity, the CAC and CSC welcomed the Director General of the school board and a number of board members for a tour of the institution.

Lanaudière Parole Office

In recognition of Restorative Justice Week, the CAC members, in partnership with the Joliette Diocese, arranged to have the church bells ring in 55 area parishes. In partnership with CSC and LifeLine, the members were also active in awareness-building and crime prevention activities among young people in area high schools and youth centres.

Chicoutimi Parole Office

CAC members acted as liaison officers between CSC and various regional stakeholders and community partners who work with CSC's clients in the area. The activity provided an opportunity to share information about work methods, tools used and specialized knowledge, and to establish a network of resource persons to improve the effectiveness of offender reintegration.

Leclerc Institution

CAC members and the Warden met with the Knights of Columbus. The meeting focussed on the job training offered to offenders.

FTC and Leclerc Institution

Along with CSC, the members of these two committees helped plan and organize a forum on offender employability. Although the activity was cancelled due to unforeseen circumstances, the members were able to identify some shortcomings in terms of the approach taken by the Public Affairs and Parliamentary Relations Sector to promote offender employability. Some lessons were learned, and the project is expected to start up again this year using a better approach.

Quebec Regional Report

CSC regional awards

This year, CSC proudly awarded the regional award to La Macaza Institution's CAC for outstanding work in the following areas:

- sound business management (meeting schedules, minutes, recruiting, action plan, etc.) and organization of activities that enable it to fulfill the three roles of a CAC;
- creation of partnerships that have enabled it to respond to the community's concerns, the unit's mandate, and CSC's priorities;
- the ability to demonstrate positive attitudes and conduct in dealings with staff, the inmate population, local management officials, and all community representatives.

Congratulations to the team at La Macaza Institution!
Keep up the good work!

Conclusion

2007–08 was marked by the interest shown by CSC and members of the CAC in discussing the renewal of the CSC-CAC partnership. Past discussions show a willingness to better understand and coordinate the mutual needs of CSC and the CAC members in the future.

And the timing could not be better. CSC has recently initiated a transformation program that will affect a number of its operational aspects. The issues and challenges are substantial, particularly in terms of parole, employability, and the reintegration of offenders with mental health issues. The CACs will certainly have an opportunity to promote their role and contribute to improving the federal correctional system in the coming years. With a renewed partnership, the results can only improve.

Sophie Lemire
Coordinator, Community Outreach
July 2008



Ontario Regional Report 2007–2008

This has been another challenging year for the Ontario Region, with the arrival of a new chairperson and executive. We have tried to strengthen communications and belief in the importance of the Citizen Advisory Committee (CAC) members to the Correctional Service of Canada and the mandate before them. The CAC members have been extremely successful and committed in their many endeavours.

I want to thank the dedicated members of the executive as well as many members who have shown their support and interest in developing a stronger region. The many hours they spent are appreciated, and their work benefits all members. Our Deputy Commissioner and co-ordinators are very supportive of the CAC members in the Region.

Recruitment and retention of members has continued to be an issue that we intend to address in the coming year with the help of CSC. We have two institutions and two parole offices without a CAC committee.

We held a very successful Annual General Meeting at Pittsburgh Institution. We had six offenders join us for workshops on reintegration. We learned about the concerns and fears of those returning to the community after a lengthy incarceration. This broadened our outlook and made us aware of the role a CAC can play in the process. Tours were arranged of a maximum-, medium- and minimum-security facility as well as the museum. This was well received and appreciated.

A pilot project is taking place in the Region on providing offenders with identification. The CAC brought this issue forward as a concern by members. We will wait to see results in one year.

I look forward to a successful year ahead with enthusiasm, commitment and support from the CAC and CSC. The Roadmap to Strengthening Public Safety presents a challenge to all of us, and I am sure we are ready to have input as the Transformation Team moves forward.

Sharon Mitchell
Ontario Regional Chairperson

Regional Executive

Sharon Mitchell	Ontario Chairperson Member, Kingston Penitentiary
Josephine Cassie	Regional Vice-Chair Greater Ontario/Nunavut Parole Representative Member, Ottawa Parole
Grant Mitchell	Maximum Institution Representative Chair, Kingston Penitentiary
Stewart Brown	Medium Institution Representative Chair, Warkworth Institution
Lyle Cathcart	Minimum Institution Representative Member, Beaver Creek/Fenbrook institutions
George King	Federally Sentenced Women Representative Co-chair, Grand Valley Institution
Florence Davies	Mental Health Representative Chair, Regional Treatment Centre
Jane Evans	Parole Representative Co-chair, Hamilton Parole
Daniel Cho	Central Ontario District Parole Representative Chair, Greater Toronto Area West Parole
Julie Doering and Dianne Anthony:	CSC, CAC Regional Liaison

National Objective 1

Mission and Role

- During the year, we had 13 institutions and 16 parole offices, including three Community Correction Centres. We have 97 members, with several in the training process. There are approximately 3.7 members per site.
- Most members hold monthly meetings with wardens or area directors. If there is only a one-member committee, they meet with management on each visit.
- All members observe day-to-day operations and advise CSC of their concerns and of those of the community. Management keeps the members up to date with changes or events at the site.
- Members liaise with the community in different ways, sometimes with a CSC person. This is their way of advising communities about the correctional system and the CAC.
- There has been a great deal of emphasis and consultation on the Blue Ribbon Report. Everyone is looking forward to the challenges it will present to the membership.
- Many members attend meetings: inmate committee, program and work boards, health care, segregation review, reintegration board, CAT meeting, major court, operations, IMM, and Aboriginal to list a few.



Ontario Regional Report

- Many parole members shadow a parole officer and visit halfway houses.
- All members meet with staff and management on a regular basis.
- Many liaise with the community through presentations and one-on-one meetings with different agencies.

National Objective 2

Consultation

CACs were consulted on a number of issues and provided input on the following to name a few:

- Blue Ribbon Report
- Many CDs
- Smoking policy

National Objective 3

Training of Members

- Five members attended media training this year.
- Some attended workshops on restorative justice initiatives.
- The National Training Manual is used at the sites and presented usually by the CAC Chair and CSC.
- Many have attended National Parole Board hearings.
- Twenty-four members attended the National Conference.

Recruitment

This has been a difficult issue for most sites, especially at institutions and throughout the ethnocultural community. We need to work closer with CSC to accomplish our goals. We hope to form a working group of CSC and the CAC to develop a strategy to recruit and retain members. This will continue to be a priority.

National Objective 4

CAC Commitment and Visibility

- Speaking engagements with schools, colleges, universities, service clubs and community partners.
- Local television appearances, newspaper articles, information letters to the community, all to keep the public informed about the CAC and CSC.

- Community forums and fairs.
- Contacting community agencies that deal with mental health, housing, school and youth groups.

Highlights and Best Practices

Millhaven

- Presentation made to students in law classes at a local high school.
- Presentation to 60 students in the Correctional Officer Program and Police and Justice Program at St. Lawrence College.
- Arranged a tour for Aboriginal people following a forum to recruit members.
- Assisted in tours and gave out CAC pamphlets to three groups visiting the institution; met with the Correctional Investigator.

Kingston Penitentiary

- Held a “Staff Awareness” luncheon with approximately 150 in attendance; a PowerPoint presentation of our mandate was shown continuously during the two-hour period.
- Very successful presentations to law students at two high schools.

Regional Treatment Centre

- Observed the dedicated staff team work on research and preparations for accreditation.
- “Staff Awareness” luncheon to make staff aware of our mandate and ask for help in recruiting new members.

Collins Bay

- Some committee members involved in the Exceptional Peoples Olympiad.
- All members sign in a logbook on each visit, which helps keep them up to date with developments.

Fenbrook/Beaver Creek

- Developed a public/community relations strategy. Working with an editor on a series of articles



about CSC and the CAC to inform the community. First in the series was one on Inuit offenders and life in Muskoka. Members will prepare the articles.

- A CAC booth was set up at the Pre-Release Fair.
- CAC members made and packed 225 Christmas cookie bags for staff to show their appreciation for their work. The Warden helped hand them out.

Warkworth

- Presentations made to Rotary Club and law students at high schools.
- Set up a CAC booth at the Port Hope Home Show.

Bath

- Due to a conflict of interest, the only member resigned before events could take place.

Frontenac

- A meet-and-greet event was held to make staff aware of the CAC presence and availability.

Grand Valley

- It has been a difficult year due to an incident, yet it was an opportunity for both the CAC and the community to advise CSC on the crisis.

Isabel McNeil House

- Gave advice to CSC on the closure of the site from a CAC and community aspect.

Nunavut Parole

- Still getting established.

Hamilton/Brantford/Niagara Parole

- Posting a recruitment poster on the McMaster University Web site.
- A wide-scale community mail out will be repeated to increase interest and dialogue with community agencies.
- The CAC appeared on a local television program to inform the public about the CAC.

Guelph Parole

- A PowerPoint presentation was developed for use at presentations.

- Speaking engagements to law students at high schools and seniors residences. A presentation will be made in the fall to the University of Guelph.
- A Front Line Information Sharing Team (FIST) one-year pilot has been developed to share information between CSC and the 13 police services within the parole jurisdiction.

Ottawa Parole

- Participated in “Cleaning the Capital” at Minto Park.
- Advised CSC of the location of the Parole Office from a CAC and community viewpoint.
- The “Taking It to the Streets” project ended. A full report can be seen at www.takingittothestreets.ca.

Sudbury Parole

- Endeavouring to reach out to mental health professionals and the Aboriginal community.

Greater Toronto West Parole

- Worked together with other local CAC groups on projects to educate the public.

Keele Community Correctional Centre/Enhanced Supervision Unit Parole

- Attended Community Police Liaison Committee meetings.
- Established a relationship with the Junction Business Improvement Area to further the engagement with the Centre’s local neighbourhood.
- Held a community information day at the local library, which was attended by community members and a few municipal and federal representatives.
- Developed a relationship with a journalist that has resulted in two positive articles about the Centre.

Windsor Parole

- Working on a strategy to increase awareness through an open house or a meet-and-greet event.
- Liaise with other parole sites to identify best practices and further develop community outreach.

Peterborough Parole

- Working on reintegrating offenders back into the community.



Establishing yearly objectives

- Attend as many mental health programs and meetings as possible
- Continue to inform the community
- Invite guest speakers to monthly meetings
- Develop forums such as “Who’s in Jail? The Profile of an Offender” to dispel myths and help support reintegration
- Continue to work on public/community relations
- Conduct speaking engagements in the community
- Engage in recruitment

Role of impartial advisor

- Most members are advised of any incidents or crises and will observe if required, followed by a written report to the crisis team.
- Observe searches for contraband and report back.
- Bring forward issues of concern at the site to CSC and give the committee view.
- Bring forward concerns from the community along with their perspective.

Relationships

- Most sites have an excellent working relationship with the wardens, district directors and area directors. We need to educate staff about our role and mandate when we have the opportunity.
- Changes in top management have made it difficult at some sites to plan events or work together on recruitment, retention of members and speaking engagements. It is difficult for a new person to step in halfway through a project. Only once all are settled in their new positions can this work out more easily. There is a great willingness at most sites to work closely with the CAC.

Future direction

- Provide input into policy and direction of the Transformation Team to CSC.
- Engage the community through public forums, tours, newspaper articles and speaking engagements.
- Recruit and build stronger CAC committees.
- Offer input through the consultation process when requested.

Goals for next year

- Recruitment and retention of CAC members, especially those from visible minority groups.
- Increase public awareness about CSC and the CAC.
- Enhance training for CAC members.
- Monitor the transformation process.
- Create community partnerships.

Conclusion

I would like to thank all the local chairs for sending in their annual report. I know it is extra work, but it helps me prepare a report for the National Executive that will be printed and circulated across the country. Our information may help others with ideas as we learn from other regions’ reports.

It was a bumpy year with the change of conference dates, but we have moved on and will be stronger. We will continue to work on communications with input from members.

With the restructuring of the parole districts, we will have only two parole representatives on the executive. This will make it easier for your representative on the committee to keep you updated and connected.

You have fulfilled your mandate well this year, and I truly appreciate the time you have given as appointed volunteers to the Correctional Service of Canada.

It will be an exciting year ahead if you continue your commitments as last year. A job well done by all!

Sharon Mitchell
Ontario Regional Chairperson



Prairie Regional Report 2007–2008

This has been a both challenging and interesting year. We elected a new Chairperson and Vice Chair in the Region and worked with the regional coordinators, who provided excellent support. Recruitment is always a challenging element, with each committee working to provide strong representation of the population in their community. The Region can be very proud of the dedication and commitment of our members. The CAC chairs deserve our thanks for their dedication and hard work as volunteers and for continuing to show leadership at the local, regional and national levels. I would like to thank our outgoing chair, Dorte Flauer, for the excellent leadership and dedication she provided to the Region over the years. Special thanks to regional coordinators Margie Brown, Linnea Wall and Nell Hales, who were there to make sure that our regional meetings were held and went smoothly.

Regional Executive

Gary MacDonald	Regional Chair
Mary Stephenson	Regional Vice Chair and CAC Chair, Grande Cache Institution
Suzanne Anselmo	CAC Chair, Edmonton Institution for Women
Nell Hales	CAC Regional Coordinator
Marge Nainaar	CAC Chair, Saskatchewan Penitentiary/Riverbend Institution/Prince Albert Parole Office

Patricia Holbrow	CAC Chair, Manitoba/NW Ontario District Parole/Winnipeg Parole Office/Osborne Centre
George Kallay	CAC Chair, Drumheller Institution
Myra Korman	CAC Chair, South Alberta District Parole
Gawney Hinkley	CAC Chair, Pê Sâkâstêw Centre
Janelle Knudsen	CAC Chair, Stony Mountain Institution
Isabelle Adams-Modien	CAC Chair, Medicine Hat Parole Sub-Office
Ron Pennycuik	CAC Co-Chair, Rockwood Institution
Jeannette DeWitt	CAC Co-Chair, Rockwood Institution
Jim Warner	CAC Chair, Regina Parole/Oskana Centre
Gordon Stead	CAC Chair, Edmonton Institution
Karen Wright	CAC Chair, Regional Psychiatric Centre Saskatoon Parole
Lauren Davies	CAC Chair, Bowden Institution/Red Deer Parole
Shirley Gamble	CAC Co-Chair, Willow Cree Healing Lodge
David Malcolm	CAC Chair, Yellowknife Area Parole Office
Lewis Friesen	CAC Chair, Lethbridge Parole Sub-Office
Nicole Fontaine	CAC Chair, Brandon Area Parole
Ronald Ratte	CAC Chair, La Ronge Parole Sub-Office
Wayne Moss	CAC Chair North Battleford Parole Sub-Office
Linda Buchanan	CAC Chair, The Pas Area Parole Office
Moffat Makuto	CAC Chair, Thunder Bay Area Parole Office
Barry Rudd	CAC Chair, Okimaw Ochi Healing Lodge

National Objective 1

Mission and Role

The Prairie Region has nine institutions, 16 parole offices, three healing lodges and one Regional Psychiatric Centre, with almost all facilities having a CAC. In this region, there are 25 CAC committees with 125 members. The number of members per committee ranges from one to nine members. The number of meetings varies from 10 meetings a year to bimonthly meetings, and special meetings are held as required. Membership within the Region is diverse and includes longstanding and new members, as well as members from a variety of cultural groups.

The regional committees have challenges associated with recruitment of new members, although 20 new CAC

members were recruited this year. Five members retired during the past year. The CACs continue to encourage First Nations to join and participate in our committees. This continues to be a challenge in some areas. Successful recruitment has been through use of the media and placing ads in the local newspaper or using radio advertisements. The most effective recruitment strategy has been through personal contact with citizens in home communities.

Meetings

CAC meetings have been held monthly, or in some areas bi-monthly, and usually at the site office or institution with the Warden, Deputy Warden, Executive Director or designate in attendance. In the parole offices, the Director or Assistant is usually present. Some of the topics discussed during these meetings were:



Prairie Regional Report

- Aboriginal culture camps
- Increased public awareness of public safety
- Review of the strategic plan
- Various programs from sites
- Mental health issues
- Law Day
- Recruitment
- Conflicts of interest
- Clarification of the role of CACs
- Regional and national meetings and reports
- Rural Crime Watch fan-out system

In this past year, local chairs attended two regional meetings held in Saskatoon and Calgary. There were tours of institutions in various areas of the Region, and local politicians were invited to attend these tours. Open houses in community malls and trade shows provided opportunities for community members to talk to local people about the role of the CAC in their communities.

National Objective 2

Consultation

In the Prairie Region, members of CACs consulted on a wide range of issues. The main focus of inquiry was the Report of the CSC Review Panel: Strengthening Public Safety as it related to employment, security and statutory releases. This will become an on-going consultation process as the report has recently been released and will be implemented over several years. Additional consultation took place on restorative justice, reintegration and the conflict of interest issue. The smoking ban and its impact within the institutions have also been discussed by various CACs. There will be ongoing consultations during the implementation phase of the ban. There were consultations in different locations on local matters such as institutional deaths, investigations, and the recruitment of new members. These consultations were informative and helpful and gave CACs a sense of involvement in the process and a role in expanding the relationship between the CAC and CSC.

National Objective 3

Training of Members

Orientation and Recruitment

The Region held one orientation training session for over 20 new members. Some local CACs held individual training sessions. Media and investigation training sessions were also provided for CAC members. Individuals who have received this training indicate that the training has helped them understand the role of CACs and the relationships between corrections and the community.

Recruitment is a continuing focus for CACs as they work to recruit members who represent their communities. Some groups have made good progress this past year, while others face difficulties given the challenges within their community. The recruitment process for some CACs has involved placing articles and ads in local newspapers, while others have used radio messages to try to attract new members. The most effective method continues to be personal communication with people at community forums or fairs, or the work sites of CAC members.

National Objective 4

CAC Commitment and Visibility

The CACs in the Prairie Region have worked diligently to increase their presence in their communities and in the institutions by hosting special events during CAC Awareness Week. Members have been involved in community events such as trade shows, community fairs, BBQs and forums. This year saw a variety of community commitments such as:

- Traditional culture camps for the First Nations
- “Adopt a Highway” program
- Institutional tours of the Saskatchewan Indian Institute of Technology
- Tour by First Nation Addictions and Mental Health workers
- Community justice forums/restorative justice forum
- Mental health workshop/training
- Focus on mental health issues



Prairie Regional Report

- Inviting local politicians for tours of institutions and halfway houses
- Attending staff functions, i.e. award presentations
- Hosting coffee days at institutions
- Involving members of the community in presentations of their role in CSC
- One site developed a brochure of their local site.

In the next few years, CAC members will be involved in the support and implementation of the recent Report of the CSC Review Panel, Strengthening Public Safety. They will provide input on the implementation of the recommendations and provide a bridge to the community for these new recommendations.

Respectfully submitted,

Gary MacDonald
Prairie Region Chairman

Conclusion

As the Regional CAC Chair, this past year has been filled with numerous challenges. I know our members have been very aware of CD 023 with regards to conflict of interest and what our roles and responsibilities are. CACs continue to be involved in the recruitment of new members and in conducting meetings of interest for the committee and the community. Members are consulted on various topics, and they feel they are being heard and valued for their input and their work to make their communities safe.



Pacific Regional Report – 2007-2008

This past year has presented some challenges but also some opportunities for the Pacific Region. We have had some changes in the Chairs' positions, some sites are struggling to hold existing members and almost all sites have indicated that recruitment has been a significant challenge for them in the past and will be a major challenge for them in the coming months. However with the new chairs in position we see the enthusiasm in place to tackle this ongoing problem. In May, 2007 a new CAC was established in New Westminster and has established itself as progressive and forward thinking. It is important to note that the CACs attached to Parole Offices have contributed significantly to connecting CSC to the communities thereby enhancing visibility and understanding within their respective communities. The CACs attached to institutions are very visible within the institution and among the inmates and at the same time connecting themselves as well as staff and the institution to the community. We have a strong base to work with and our efforts in the coming years will be to further our efforts in community involvement in CAC and as a result increased enlightenment in the community around CSC.

Regional Team

Lori Malone	Ferndale Institution
Sharon Hollingsworth	Fraser Valley Institution
Donna Yates	Fraser Valley Parole
Vacant	Interior Parole
Betty-May Gore	Kamloops Parole
John Veldman	Kent Institution
Boyd Peters	Kwikw̓elw̓elhp Healing Centre
Brian Frankish	Matsqui Institution
Glen Kask	Mission Institution
John Davis	Mountain Institution
Colleen Johnston	Nanaimo Parole
Bruce Clark	New Westminster Parole
Greg Conlan	PI/RTC
Karl Eberle	Prince George Parole
John Houck	Vancouver Parole
Fred Mills	Victoria Parole
Norman Younie	William Head Institution
Mary Lou Siemens	Regional Coordinator

National Objective 1

Mission and Role

Each site has prepared an Action Plan for 2008-09. We will be monitoring the activities of the sites to ensure that the sites stay on course as they strive to meet or exceed those goals and activities.

Also this past year the CAC membership reviewed a Citizen Initiatives Strategy covering the period 2007-2010. Its action plan included development of a strategic recruitment plan, consultation on and changes to CD 023 (if required), revision of CAC training and resource manuals and approval of changes to governance structures. This document was then forwarded to NHQ.

National Objective 2

Consultation

The implementation of the many recommendations in the Review Panel Report will be at or near the top of the agenda for CSC staff as well as CAC members. After the release of this report our CAC sites individually carried out studies of the report. As a result some sites through their chairs who attended the CAC National Conference in March 2008 presented their written submissions to the Transformation Team for their consideration. We will continue to diligently follow the progress of the implementation as the information is made available to us. This will be done through the inclusion of the Transformation Agenda as part of the CACs' monthly meeting agenda.

During the year the CAC membership is in frequent consultation with the senior management of their site regarding new and revised initiatives. This results in an informed CAC as they continue to fulfill their mandate as to observe, advise and liaise.



National Objective 3

Training of Members

Orientation and Recruitment

Some of our CAC sites are actively looking for new members which at times can be a daunting task. However they are trying by a series of various methods eg advertising, information tables at events, word of mouth to get the word out about the need for new members. They are also striving in their recruitment drive for members of different ages, diversity and interests. We are seeing some success in these areas.

In response to the need for orientation and training for our CAC members our Regional CAC Chair and Regional Coordinator conducted sessions in June and September 2007 and February and March, 2008. Most of our approximately 100 members have now received their training. Our next step is to have sessions for the remaining few and have appropriate sessions for the

new chairs. We will make this a priority since a well trained membership will communicate effectively with CSC, offenders, other stakeholders and the community. In the future is a plan to update the training and orientation manual as well as the resource manual.

National Objective 4

CAC Commitment and Visibility

As evidenced by the sample of highlights and best practices which follow in this report the individual CACs in the region continue to find and develop new and meaningful ways to communicate with their communities and various stakeholders therein. The local CAC is the backbone of the volunteer organization and as such we strive to be visible in our communities. We also liaise on a continuing basis with the various community stakeholders. Our commitment to the goals of CAC and CSC is unwavering as we seek to strengthen and enhance our relationship and mutual respect.

Highlights and Best Practices

Victoria Parole/ Nanaimo Parole/ William Head Institution

Victoria Parole CAC along with Nanaimo Parole CAC and William Head Institution CAC hosted a forum which focused on timely and safe integration of offenders. Among the attendees were municipal leaders from Vancouver Island who were encouraged to assist other stakeholders in providing community resources to aid in safe and successful integration of offenders into the community.

New Westminster

New Westminster CAC and the CSC Parole Office aided a very successful CRF in obtaining a development permit to revitalize the heritage properties the operator had acquired. The properties would provide additional beds for offenders suffering from FASD and additional beds for the local homeless

Vancouver Parole

Vancouver Parole assisted in holding a CSC information forum in Richmond B.C. The forum presentation and Q&As were all in Cantonese. The main goal was to educate the community and attempt to recruit from the Asian community.

Prince George

The Prince George CAC has a practice of following one offender's reintegration process and progress every month. In addition monthly case conferences are held at CRFs.

Fraser Valley Institution

Fraser Valley Institution CAC members and FVI administrators jointly hosted a booth at the week-end long West Coast Women's Show in October, 2007. A substantial number of pamphlets and booklets were handed out to attendees and follow-up was done with people expressing an interest in CAC or CSC.



Mission

Mission CAC and Ferndale CAC partnered at Mission's Annual Celebration of Community to staff an information booth.

Matsqui

For some time Matsqui CAC has been advocating for Offender ID to be given to each offender upon release from prison. Their resolution was presented at the National Conference and unanimously passed by the membership. It will now be passed on to CSC for their determination and action.

Kwkwexwelhp Healing Village

At the monthly Welcome/Farewell ceremonies at Kwkwexwelhp Healing Village, CAC attends to, among other things, explain the role of CAC and also to listen to concerns of staff and residents. CAC members also identify and coordinate Community Service work projects.

Kent Institution

In order to provide a better understanding of the institution and the respective managerial and staff roles within Kent Institution, a variety of managers and staff are invited to the monthly meetings to provide an overview of their respective responsibilities and challenges within the institution. CAC members also participate in some of the weekly Warden rounds and in the discussion of complaints and concerns of inmates

Fraser Valley Parole

The Fraser Valley Parole CAC continues to be an active participant in the "Feed the children program" which provides a free lunch to approximately three hundred targeted Chilliwack elementary school children every school day of every year. A substantial variety of stakeholders are involved including selected offenders.

Regional and National Committees

CAC members from the Pacific Region participated in the activities of various National Committees. These committees are Reintegration Committee, Regional Ethno-Cultural Committee, National Maximum Committee, National Restorative Justice Committee and Federally-Sentenced Women Committee. The Committees have experienced various degrees of success. With that in mind the National Executive Committee is reviewing the structure and processes of the Committees in order to strengthen, alter or eliminate one or more of the Committees. New Committees might also be added as a result of the review.

Conclusion

During the past year the local Citizens' Advisory Committees have continued to develop solid relationships with the Correctional Service of Canada. In addition the CACs have interacted with their communities by various means e.g. public awareness forums, open houses, barbeques for staff and the public, information booths at local activities, interviews with the press and speaking engagements at local colleges during CAC Awareness Week.

I would be remiss if I did not acknowledge the contribution of the Project Officer, Community Engagement, to the success of the CACs in the Pacific Region. Her experience and commitment are invaluable. Also the Regional Deputy Commissioner enthusiastically embraces the CACs in the Pacific Region as she makes numerous visits to our meetings and community events.

We have a solid base to build on. We will meet the challenges presented to us with enthusiasm and integrity.

Bob Marshall
Pacific Regional Chair
May 14, 2008



