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Office of the Minister
Box 2703, Whitehorse, Yukon Y1A 2C6

December 16, 2016

Chief Simon Mervyn
First Nation of Na-Cho Nyäk Dun
P.O. Box 220
Mayo, YT Y0B 1M0

Dear Chief Mervyn and Council,

RE: NOMINATIONS FOR THE COMMUNITY ADVISORY BOARD

The Department of Justice is currently seeking nominations for First Nations members for the Community Advisory Board.

The *Corrections Act, 2009* states that a minimum of two of the seven members of the Board should be First Nation persons. In February, advertisements to fill these positions will be placed on the Yukon Government Executive Council Office website as well as in local newspapers.

The Board's function is to review and make recommendations on the administration of the *Corrections Act, 2009* and Regulations, and any program established or to be established under the Act and Regulations.

Nominees should have a strong interest in corrections and community programming for offenders.

The Board is classified as a Category C board with a \$125 daily honorarium. The Board may determine its own procedures for conduct of meetings with administrative support from Community Justice and Public Safety. Members should expect to meet a minimum of twice a year in Whitehorse. Accommodation and transportation costs for members outside of Whitehorse will be covered. Successful applicants will be expected to undergo an RCMP security check.

The closing date for nominations is February 28, 2017. Please find enclosed a sheet of information with membership requirements and details for the submission of nominations.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Tracy-Anne McPhee'.

Tracy-Anne McPhee
Minister of Justice and Attorney General

Enclosure (1)

Received
Dec-27-16 10:00

Corrections Act 2009 Community Advisory Board

The Department of Justice is seeking applications from interested persons to be members of the *Corrections Act 2009* Community Advisory Board as there are currently three positions vacant.

The Board's function is to review and make recommendations on the administration of the *Corrections Act 2009* and *Regulations*, and any program established or to be established under the *Act* and *Regulations*. Currently, Whitehorse Correctional Centre offers an array of programming including: substance abuse programming and Alcoholics Anonymous, anger management, sexual assault and spousal abuse programming, one-to-one counselling, Elder counselling, psychiatric treatments and assessments, trauma counselling, traditional parenting, educational upgrading, work and recreational programs.

The Board provides its recommendations to the deputy head of the Department of Justice who must respond in writing within 90 days and indicate any proposed action to be taken as a result of the recommendations. A community advisory board may request periodic updates from the director of corrections regarding the implementation of any recommendations provided by the board.

The Board consists of up to 7 members, two of which will be First Nations. Members are appointed by the Minister of Justice for a term of 3 years. This term may be renewed.

Applicants should have a strong interest in corrections and community programming for offenders. Members of a community advisory board will be granted access to the corrections centre upon reasonable notice to the person in charge.

The Board is classified as a Category C board with a daily honorarium of \$125. Honoraria for travel and preparation for meetings is calculated in accordance with the Yukon General Administration Manual Policy 1.8 as follows:

2. HONORARIA

- 2.3 Time spent in travel from communities outside Whitehorse and its environs to a board or committee meeting held in Whitehorse will be eligible for an honorarium at half the normal rate, provided that the travel occurs on a day other than a meeting day or that the travel occurs on a day when the board or committee is meeting for less than four hours and appointees are receiving honoraria at one half the daily rate.
- 2.5 Honoraria will also be paid to chairs, equal co-chairs, and acting chairs for required preparation time, up to a maximum of the scheduled duration of a meeting (i.e., additional honoraria up to one day for planned one-day meeting). Any additional preparation time must be approved in advance by the responsible Minister(s). Other appointees to boards and committees are not eligible for honoraria for preparation time.

Members will be reimbursed for reasonable traveling and out of pocket expenses necessarily incurred in carrying out their duties.

Members should expect to meet a minimum of twice a year in Whitehorse.

Successful applicants will be required to have an RCMP security check.

The deadline for applications is February 28, 2017.

To apply for membership, the following should be submitted:

- A current resume;
- Relevant experience and knowledge in areas of the Board's jurisdiction; and
- Availability and willingness to attend meetings in Whitehorse.

To: Danielle Plaza
Box 2703 J-1A
Whitehorse, YT Y1A 2C6
Phone: 867-667-3033
Fax: 867-667-5700