

PUBLIC APPOINTMENTS SECRETARIAT

Appointments Information Form for Submission to the Standing Committee on Government Agencies

Board Name: Ontario Parole Board (Tribunals Ontario)

Position: Vice-Chair (Part-Time)

Part-time/Full-time: Part-Time

Candidate Name: Caroline Fletcher-Dagenais

Candidate Information: Attached

Responsibilities of the Agency, Board, or Commission:

The Ontario Parole Board is dedicated to the process of promoting public safety by making responsible decisions regarding the return of offenders to the community through supervised conditional release (parole and unescorted temporary absences). The Board derives its authority from the federal Corrections and Conditional release Act, the federal Prison and Reformatory Act and the Ontario Ministry of Correctional Services Act and Regulations. The board, responsible to the Minister, provides in-person parole hearings automatically for offenders who are serving sentences six months or longer. Those serving sentences of less than six months or offenders interested in a temporary absence must apply to the parole board in order to receive a hearing. Inmates are eligible for release on parole after having served one-third of their sentence. They may, however, apply for early parole consideration under exceptional or compelling circumstances. A quorum of two board members, reviews all available information on an individual case prior to the in-person hearing. Additionally, the board conducts case reviews, in quorum, and undertakes a wide scope of administrative functions and decisions. The primary goal of the board is to assess an offender's risk to society by reoffending and to help protect society by assisting in the offender's reintegration into the community. The Ontario Parole Board is designated as part of an adjudicative tribunal cluster by regulation made under the Adjudicative Tribunals Accountability, Governance and Appointments Act, 2009.

Public Appointment Application

Applicant

Caroline Fletcher-Dagenais

Position

Vice-Chair (Part-Time)
Ontario Parole Board (Tribunals Ontario)
Attorney General

Advertisement

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Application Notes/Comment/Additional Data

With a Master's degree in Criminology, a steadfast commitment to public safety, and over 15 years experience adjudicating mainly in criminal justice, I have extensive risk assessment knowledge and a firm grasp of the OPB structure, policy and legislative framework, jurisprudence, and rules. I have experience moderating teleconferences, uploading electronic files/audio-recordings, and with Teams/Zoom platform. I chair hearings with multiple participants; many years active listening and interviewing skills inclusive of the offender, Elders, counsel, victim(s), correctional staff and others. I engage in peer reviews (administrative, appeal) of OPB decisions mindful of Member's independence and provide guidance and mentorship to new Members. Demonstrated adaptability: computer literacy, French language capabilities, and willingness to travel. With Delegated Authority, I support the goals of the AC and the Board in operational policy, mentorship, training, and daily Board tasks.

Language(s)

English Proficient

Other Languages: French language abilities

Education

Institution	Credentials	Year
University of Ottawa	Master's in Criminology (Applied), M.C.A.	1986 to 1989
University of Waterloo	Honours Bachelor of Arts (Sociology), Legal Studies Minor	1981 to 1985

Employment

Employer	Position/Title	Dates	Responsibilities
Parole Board of Canada	Board Member	09/20/2007 to 09/29/2013	Independent adjudicator rendering parole decisions for federal offenders; demonstrated skill at decision-writing based on extensive risk assessment; experienced in the conduct of fair and open hearings in administrative tribunal setting; Direct experience with CCRA; Involvement with Indigenous peoples, Gladue decision; experience with Circle Hearings in tribunal/correctional setting; Assessment experience with female offenders; offenders with mental health and addiction concerns; Skilled analysis of correctional, clinical/treatment, court, and police reports; decision-making in all forms of conditional release: full/day parole, temporary absences, Long-term Supervision Orders; and statutory release. April 2011 – April 2012, seconded to Pardons Division to lead Board Member development, decision-writing required by the new legislation; Trained to render conditional release, pardon/record suspension decisions, and clemency recommendations; knowledge of the Criminal Records Act.

Employer	Position/Title	Dates	Responsibilities
Ministry of Community Safety and Correctional Services	Probation Parole Officer	02/04/2014 to 03/31/2017	* Contract PPO position also 2005 to 2007 • Full-time supervision of provincial offenders serving periods of probation, parole, and/or conditional sentences; supervision in both urban areas (Ottawa, Kingston) and rural locales; • Case management/enforcement decisions; preparation of Pre-Parole and Pre-Sentence court reports; experience in testifying in a court setting; • Assessing criminogenic risk factors, (LSIOR, ODARA testing accreditation); ensuring recommendations for treatment and service options to avoid recidivism; • Liaising with victims of crime, policing agencies, other justice stakeholders and the community-at-large; latter period included the mentoring of new Parole Probation Officers, and participation in Ottawa Police Guns & Gangs initiative with MCSCS.
Criminal Injuries Compensation Board	Board Member	10/23/2002 to 10/22/2005	Adjudicated hearings within an administrative tribunal; made rulings, and ordered financial awards on behalf of the Province of Ontario for those victimized by violent crime; Expert knowledge of the Board's governing Act; direct experience with victims of crime; Analyzed evidence, assessed credibility, and formulated Board orders.
Ontario Board of Parole	Board Member	11/20/1996 to 08/31/2001	• Adjudicated hearings, case and internal reviews, post-suspension hearings and appeals. Accountable for fair and equitable decision-making towards parole release of provincial adult offenders; • Supervision of community part-time Board Members and regional staff in Full Time position from 1997 to 2001; Contributed to policy development, public education, communications, training, and conference organization; Monitored parolee supervision provided by the Ministry of Correctional Services; • Lead in the development of a Memorandum of Understanding between the Board, Province, and Federal Government regarding information exchange on foreign nationals.
Tribunals Ontario - Ontario Parole Board	Part-time Board Member	10/15/2020 to present	Adjudicate supervised conditional release of adult offenders sentenced to Ontario provincial correctional institutions. Apply my significant risk assessment skills to the role as decision-maker in parole and temporary absence applications. Apply the statutory test in writing timely, fair and professional decisions mindful of public safety. At ease with differing needs and circumstances of the offender population including mental health; poverty; and addiction. Participate in ongoing Elder led Circle Hearings with aboriginal applicants, First Nation, Inuit, and Métis. Enhanced responsibility with Delegated Authority to assist Associate Chair in administrative and corporate duties. I engage in training (risk assessment) and mentoring of new board members. I ensure a fair, accessible, equitable and inclusive hearing applying impartial and alternative adjudicative practices as set out in the Tribunal's rules. Experience in decision-making alone, and as part of a panel of two.
Self	Owner	11/15/1993 to 11/19/1997	Provider of immigration services to independent, family and business class applicants; Research and strategic support on immigration legislation and operations.

Employer	Position/Title	Dates	Responsibilities
Minister of Employment and Immigration	Senior Advisor (Immigration)	01/15/1992 to 10/31/1993	• Contributed to the detailed development and implementation of the most recent significant change to the Immigration Act (C-86); Part of successful negotiation of major domestic and international restructuring project resulting in \$15 million savings to the taxpayer; • Analysed and advised the Minister regarding immigration operational systems and procedures; • Supervised the Ministerial correspondence unit; held final signing authority, edited and approved all immigration correspondence for the Minister's signature and communications material for caucus services; • Examined and recommended all cases for Ministerial intervention, including cases involving criminality and security certificates; Chaired weekly meetings with senior immigration officials focusing on case management; • Reviewed and advised Minister with respect to appointments to the Immigration and Refugee Board (IRB).
House of Commons Ottawa	Constituency Assistant	06/01/1987 to 01/14/1992	Responsible for federal case work on behalf of a Minister of the Crown. Researched issues and procedures involving all areas of federal jurisdiction; Formulated documents and correspondence of relevance to constituents; daily interface with the public, Members of Parliament, and other government representatives.

PUBLIC APPOINTMENTS SECRETARIAT

Appointments Information Form for Submission to the Standing Committee on Government Agencies

Board Name: Ontario Civilian Police Commission (Tribunals Ontario)

Position: Vice-Chair (Part-Time)

Part-time/Full-time: Part-Time

Candidate Name: Caroline Fletcher-Dagenais

Candidate Information: Attached

Responsibilities of the Agency, Board, or Commission:

As an independent quasi-judicial agency, the Commission carries out a combination of duties, which are primarily adjudicative or decision-making in nature. These include hearing appeals to police disciplinary penalties; adjudicating disputes between municipal councils and police services boards involving budget matters; conducting hearings into requests for reduction, abolition, creation or amalgamation of police services; conducting investigations and inquiries into the conduct of chiefs of police, police officers and members of police services boards; determining the status of police service members; and, general enforcement authority relating to the adequacy and effectiveness of policing services. The Ontario Civilian Police Commission is designated as part of an adjudicative tribunal cluster by regulation made under the Adjudicative Tribunals Accountability, Governance and Appointments Act, 2009.

Public Appointment Application

Applicant

Caroline Fletcher-Dagenais

Position

Vice-Chair (Part-Time)
Ontario Civilian Police Commission (Tribunals Ontario)
Attorney General

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Application Notes/Comment/Additional Data

[Association created in PAMS by Sarah.Robinson-Yu2@ontario.ca on 8/5/2021 2:10:11 PM]

Language(s)

English Proficient

Other Languages: French language abilities

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