

PUBLIC APPOINTMENTS SECRETARIAT

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

Board Name: Ontario Civilian Police Commission (Tribunals Ontario)

Position: Member (Part-Time)

Part-time/Full-time: Part-Time

Candidate Name: Louise Charette

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

Louise Charette

Position

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

Created On

1/27/2022 10:03:12 AM

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Application Notes/Comment/Additional Data

Language(s)

English Proficient

French Proficient

Education

Institution	Credentials	Year
University of Ottawa	Bachelor, Common Law	2004
University of Ottawa	Bachelor, social sciences (concentration criminology)	1992

Employment

Employer	Position/Title	Dates	Responsibilities
Tribunals Ontario, Criminal Injuries Compensation Board	Board member, part time	January 2017 to present	As a member of the Criminal Injuries Compensation Board, I review and analyze evidence and assess the eligibility of applicants for financial compensation under the CVCA. I currently conduct electronic hearings and also adjudicate files by way of written hearings. This requires computer skills as well as an ability to work with paperless files. During hearings, members must possess the ability to listen actively, and communicate effectively while maintaining a fair process. I am also often required to manage conflict when alleged offenders participate in the proceedings. Since becoming a member, I have demonstrated organizational skills, an aptitude for impartial adjudication, the ability to apply relevant legislation and to work independently or as part of a panel. I also possess decision-making skills and professional judgment. As a bilingual member, I conduct hearings in English and French and also prepare written decisions in both languages.

Employer	Position/Title	Dates	Responsibilities
Ministry of the Attorney General	Assistant Crown Attorney	2006 to 2018 (contracts and per diem intermittently)	As a former Assistant Crown Attorney, I screened and managed court files and prepared court documents as required. I appeared before different levels of courts, prosecuted offenders and interacted with victims of crime. I also participated in counsel pre-trial as well as judicial pre-trials, and took positions on pleas and sentence. I was also required to make decisions regarding the release of alleged offenders into the community in bail court. As well, I often provided legal assistance to justice partners, liaised with community agencies and interacted with the public. In this role, I was expected to work in challenging and fast-paced environments, manage a heavy workload, and to possess excellent communication as well as organizational skills. I was also expected to use professional judgment, act with integrity and work independently. I occupied bilingual positions during my years with MAG and as such, I was expected to fulfill my duties in both French and English.
Legal Aid Ontario	Criminal Duty Counsel	2013 to 2021 (contracts and per diem intermittently)	As criminal duty counsel, I assisted unrepresented Alleged Offenders in criminal court. I interviewed clients, conducted bail hearings, participated in counsel pre-trials and in the resolution of criminal charges. I also assisted during pleas and sentence. This role requires the ability to quickly and effectively review and analyze relevant case information and to work in fast-paced and demanding environment. It also requires interactions with community agencies and members of the public. As a per diem, my role was mainly limited to bail court and the release of Alleged Offenders into the community pending the resolution of charges. This entails interviewing potential sureties, developing a plan and negotiating the terms of release. I also conducted bail hearings when required. As this position is in the Cornwall area, it involves assisting members of the Akwesasne Mohawk reserve and as such, I am sensitive to the specific needs of that community.
Ministry of Community Safety and Correctional Services (MCSCS)	Different positions	1994 to 2013 (intermittently starting 2000)	During my career with the MCSCS, I occupied different positions. I was first employed as a Corrections Officer, focusing on maintaining custody of offenders. I later worked as an Electronic Monitoring Officer (EMO) and temporary absence program officer. As an EMO, I interviewed offenders, assessed their risks and needs as well as their suitability for electronic monitoring. I also supervised them in the community. During that period, I was also involved in the decision making process for Temporary Absence Program applications and the classification of offenders. As a Probation/Parole Officer, I prepared comprehensive pre-sentence and pre-parole reports. I conducted interviews, prepared assessments of the risks and needs of offenders and supervised clients in the community. I interacted with community agencies and victims of crimes and referred offenders to programs when necessary. In these roles I was required to fulfill my duties both in French and English.

Employer	Position/Title	Dates	Responsibilities
Tribunals Ontario, Ontario Parole Board	Board member, part time	December 3, 2020 to present	As a member of the Ontario Parole Board, I am required to review and analyze all relevant information and assess the suitability of applicants for parole or temporary absence releases. I conduct parole hearings, review and post-suspension hearings as well as Temporary Absence applications. In light of the current situation with COVID-19 and measures in place, all hearings are held electronically at this time. This requires computer skills and the ability to work with paperless files. In this role, I am responsible for assessing an offender's risk to society and for making decisions regarding a return to the community. I am expected to apply relevant legislation and work independently or as part of a panel. I am also required to undertake administrative duties related to each file. As a bilingual member, I conduct hearings in English and French and also prepare written decisions in both languages.

Associations

Organization	Dates Involved
Law Society of Upper Canada	2006 to present