



**NISHNAWBE-ASKI LEGAL SERVICES
CORPORATION**

&

NISHNAWBE ASKI POLICE SERVICE



PROTOCOL

February 2022

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PROTOCOL AGREEMENT

BETWEEN

Nishnawbe Aski Legal Services Corporation (Hereinafter called the "NALSC")

AND

Nishnawbe Aski Police Service (Hereinafter called the "NAPS")

AND

Survivor Assistance Support Program
(Hereinafter called "SASP")

WHEREAS "NALSC" offers legal and justice program services to the 49 Nishnawbe Aski Nation Chiefs who are members of the NALSC Corporation including in the areas of Pre-Charge Restorative Justice, Post Charge Restorative Justice, Youth Justice, Youth Intervention, Victims Services, Child Welfare under the Talking Together Program, Bail Supervision, and Community Release & Reintegration to members of Nishnawbe Aski Nation.

AND WHEREAS "NAPS" provide effective, efficient, and culturally appropriate policing to 34 First Nation communities and members within the NAN Territory

AND WHEREAS "SASP" provides IMMEDIATE contact with any victim/survivor, provide information on their case, provide IMMEDIATE referrals as needed, and to check the overall well-being of the complainant at the time or within 48 hours of their report to the police.

AND WHEREAS "NAPS / SASP and NALSC" wish to cooperate in an integration of these services such that specifically NAPS officers are made aware of and agree to refer cases to these programs.

THEREFORE, THE PARTIES AGREE to enter a protocol with the following conditions:

PREAMBLE

NALSC and NAPS/SASP acknowledge their special relationship and duty to uphold justice to the people of the Nishnawbe Aski Nation.

INTRODUCTION

Purpose of Protocol

The purpose of the protocol is to outline the working relationship between NALSC and NAPS/SASP and to outline protocol policies that are to be followed by both NALSC and NAPS/SASP. The protocol will focus on collaboration of these agencies' programs and services.

DEFINITIONS

NALSC: Nishnawbe-Aski Legal Services Corporation

NAPS: Nishnawbe Aski Police Service

SASP: Survivor Assistance Support Program

NAN: Nishnawbe Aski Nation

RJ: Restorative Justice

YI: Youth Intervention YJ- Youth Justice

SADV: Sexual Assault Domestic Violence Worker

VWLP: Victim Witness Liaison Program

VWL: Victim Witness Liaison

TTP: Talking Together Program

LAO: Legal Aid Ontario

APPROVAL

The Protocol will take effect on the date of its signatures by both NAPS and NALSC.

PROCESSES FOR REVIEW OR AMENDMENT

The Protocol will be reviewed and/or amended in partnership with NAPS and NALSC every 4 years from the signing date of the Protocol.

PROGRAMS & SERVICES

1. NALSC RESTORATIVE JUSTICE PROGRAMS

1.1) *Post-Charge Diversions:*

Our focus is to right the wrongs done and help victims, offenders, and their families, friends and community suffered from the crime make amends. Restorative Justice works towards changing the mindset of offenders into that of productive members of society. They learn about themselves and ways they can be better within their communities. The goal of Restorative Justice is to help address the over-representation of Indigenous people in the mainstream justice system. We aim to achieve this goal by working with NAN First Nations in the administration of justice affecting their community and to provide a culturally based diversion that uses the circle process to promote healing in the community.

1.2) ***Pre-Charge Diversions:***

The NAPS officers in cases deemed appropriate shall, prior to the laying of charges, ensure the offender is voluntarily willing to complete restorative justice, then contact the NALSC Restorative Justice program manager by sending a pre-charge referral form: **Appendix "A"**.

The NALSC program manager will then send to appropriate worker for that specific community. The worker will contact offender and initiate diversion process, and report to NAPS the result of the Circle and all follow up. If for any reason the process breaks down, the matter will be referred to back to the NAPS officer, who will then proceed to lay charges if they wish to do so. (In cases of summary conviction offenses, the process must be finalized within 6 months of the date of the offence).

1.3) ***Post-Charge Diversions:***

Once charges are laid, in cases deemed appropriate, NAPS officers agree to note in their case file synopsis that offender is recommended for the post-charge diversion with NALSC restorative justice program. Once Crown receives the case file synopsis, a referral will be made by the crown office using **Appendix "B"**.

1.4) ***Youth Restorative Justice:***

The intent of this program is to guide youth to a better understanding of how their behavior affects others in the community and to make amends by giving back to the community in a meaningful way. The youth diversion process can be both pre or post charge. For pre-charge, the NAPS officers in cases deemed appropriate shall, prior to the laying of charges, ensure the offender is voluntarily willing to complete restorative justice, then contact the NALSC restorative justice program manager by sending a pre-charge referral form **Appendix "A"**.

Please ensure the parent/guardian signature is obtained if under youth is under 18 years of age. For post-charge, if the youth has been charged NAPS officers will put a recommendation in their case file synopsis to the crown for post-charge diversion with NALSC.

1.5) ***Youth Intervention:***

The Youth Intervention Program works with Indigenous youth who have been in trouble with the law. The intervention workers work closely with probation officers, operating as a bridge between youth, police, and probation. Youth are provided with life skills using land-based activities and traditional knowledge. NALSC YI workers will ensure NAPS officers are invited to attend any youth intervention events. NAPS officers are encouraged to send referrals on youth who would benefit from the intervention program utilizing the community referral form: **Appendix "C"**. The referrals work to assist NAPS in crime prevention among the youth and encourage healthy lifestyles.

1.6) ***Band By-Law:***

The focus of the Band By-Law program is based on education and enforcement of community by-laws through restorative justice. NAPS officers refer those with bylaw

infraction to the program for participation in facilitated restorative justice circles using: **Appendix "A"**. By providing communities with the opportunity to enforce their by-laws through restorative justice, this allows for more partnership with community leaders and NAPS. For example, referrals can be made for bootlegging or any community by-law that leadership enforces (before laying charges).

1.7) ***Domestic Violence & Sexual Assault:***

This program is done through the restorative justice programming and healing circles. The SADV worker in partnership with NAPS Social workers will focus on domestic violence and sexual assault cases specifically. Referrals can be made using **Appendix "A"**.

2. SURVIVOR SERVICES

2.1) ***NAPS – Survivor Services***

It is the intention of SASP to assist with developing healthier, stronger, culturally supported indigenous women who are forced to navigate the legal system as survivors so they can in turn better care for the children / young adults suffering from lived experiences in isolated communities. Providing a wrap around service to all *indigenous woman by indigenous women* is so very important in today's uncertain world.

The Survivor Assistance Support Program focuses on the IMMEDIATE needs of the survivor. Areas of specialty include support through the legal system, access to an interpreter, and support from women who have been where you are. If you are unsure where you go from here, please give us a call and we will assist you in your journey to recovery the best we can. We are survivor centered and are eager to see you supported through difficult times.

2.2) ***Survivor Assistance Support Program / Nishnawbe Aski Police Service Mandate:***

The Mandate of the Survivor Assistance Support program ("SASP"), operated by Nishnawbe Aski Police Service ("NAPS"), is to make IMMEDIATE contact with any victim/survivor of asexual/domestic assault to provide information on their case, provide IMMEDIATE referrals as needed, and to check the overall well-being of the complainant at the time or within 48 hours of their report to police.

As Survivor Support workers, we will care for the Vulnerable, for persons unfamiliar with the Justice System, and provide on-going care/support for Survivors before, during, AND after a Trial. Services are offered to Indigenous individuals regardless of AGE, gender, residing in remote or non-remote locations. We provide education to Communities, partner with current Victim Service Agencies, and liaise with the Crown Attorney's office.

SASP seeks to assist and support survivors so that they may move forward from their trauma in the most positive, healthy manner accepted by the Survivor.

2.3) *Umbrella of Services*

Bail Safety Program: Providing victim input is so very important after charges have been laid, SASP workers will respond if not immediately within 48 hours of sent referral (unless a NAPS officer calls SASP directly). Contact will be made immediately so as to discuss any potential concerns brought forth from the survivor. Said concerns will be forwarded to involved Crown Attorney.

Court Services: Requests from Crown Attorneys or Assistance Crown Attorneys can be made in different facets of the court system. Cases reported that would appear more concerning with respect to the safety and concerns of both the Crowns office and SASP workers will go

Community Education: It is the mandate of SASP to “partner” with already established agencies such as NALSC, to collaborate on services with respect to providing in person or online community education and presentations on different topics related to community issues.

Referral System: SASP is outfitted with several different agencies with direct lines to referring individuals as needed.

Training Unit: to provide on-going training to both the new recruits out of OPC “Ontario Police College” and to provide education during NAPS Block Training.

Missing Persons: SASP has been an ongoing part of the *Missing Person Working Group* that is run by the OPP. NAPS has had a part in formulating legal documents for the new legislation and continues to participate in meetings so that there is a Northern piece to this most important topic.

Officer Support: SASP is committed to officer safety and wellbeing. SASP has worked along side the “Wellness Officer” for the Service, ensuring that if / when a major incident happens that SASP is available to assist.

Human Trafficking: Projects are on-going with SASP participating in education and reporting of incidents that cause concern from both drive in and isolated communities.

Sexual Assault Review Committee: SASP to create a committee of local professionals to review and critique cases as picked by Detective Sergeant in charge of SASP.

3. VICTIM SERVICES

3.1) *Victim Witness Liaison Program (VWLP)*

The Victim Witness Liaison Program (VWLP) offers service to Nishnawbe Aski Nation (NAN) community members, regardless of where they are currently residing. The VWLP assists victims and witnesses of all ages in dealing with the consequences of victimization, understanding the criminal justice system, and knowing their rights and responsibilities. The VWLP achieves this mandate by, providing information, offering support, making appropriate referrals, acting as a liaison, and advocating for improved services.

The Victim Witness Liaison Program assists victims and witnesses of all ages in dealing with the consequences of victimization and to understand the criminal justice system and their rights. To perform educational presentations throughout the district assigned and provide assistance to court services for that Region.

To provide support to victims and witnesses of crime referrals can be made to the VWLP using the referral form found in **Appendix "D"** and sending to the established referral email; Victim Witness Liaison Program vwlp@nanlegal.on.ca.

At the time of an incident, NAPS officers will offer information on both SASP and VWLP and if the victim or witness consents, both VWLP and SASP referral will be initiated. Should consent not be given at the time of incident, and the NAPS officer believes that the victim or witness would benefit from the VWLP program, the officer can refer to the NAPS Survivor Assistance Support Program who will make the determination of appropriate referrals to NALSC services. i.e., VWLP or Restorative Justice Program.

A NAPS officer or SASP worker can make a referral to VWLP at any time following an incident, there is no time limitation. A NAPS officer or SASP worker can also make a referral to VWLP if a potential client comes to their attention, who is at risk of victimization, or is the victim of an under reported crime.

Upon receipt of a referral, a VWL worker will confirm receipt with the NAPS employee who initiated the referral. Information sharing of the referral will occur on an "as needed" basis at the request of a VWL or NAPS employee. Requests for information and any sharing of information will occur only through NAPS and NALSC corporate email.

VWLP and SASP / NAPS may, upon request and from time to time collaborate on sharing of resources for staff training.

VWLP and SASP / NAPS may collaborate on educational presentations to community leadership and justice partners, on any and all issues related to; rights and responsibilities of victims and witnesses in the justice system, protecting vulnerable community members and understanding the impact of harm and violence.

VWLP and SASP / NAPS may collaborate on advocacy issues related to improving service to victims and witnesses of crime in NAN communities.

The Victim Witness Liaison Program assists victims and witnesses of all ages in dealing with the consequences of victimization and to understand the criminal justice system and their rights.

The mandate is to provide quality service to crime victims and witnesses of crime, including acting as a support, ensuring immediate needs are met, referring to appropriate resources, and assisting victims and witnesses with the court process or restorative justice process.

The investigating officer will contact first NALSC to go through the VWLP to determine that the victim involved could benefit from these services, they will contact the Victim Witness program manager using referral form: **Appendix "D"**.

4. NALSC - ALTERNATIVE DISPUTE RESOLUTION AND CHILD WELFARE

4.1) *Talking Together*

Talking Together is a restorative approach for dealing with child welfare issues. If, as a result of a criminal occurrence, children become involved with the child welfare system, NAPS officers will refer the case to the Talking Together Manager who will work with the family and the community to mediate the matter in accordance with the Talking Together Protocols with the relevant Child Welfare Agencies. Should the investigating officer determine that case could benefit from these services, they will contact the Talking Together program manager using referral form: **Appendix "E"**.

5. JUSTICE SERVICES

5.1) *Legal Aid*

NALSC Legal Aid Ontario Area Office 48 administers legal aid certificates, duty counsel and advice lawyer services to members of Nishnawbe Aski Nation First Nations.

At times, NALSC Community Legal Workers will require NAPS officers to facilitate access to detachments and a private interview space to support access to legal services for clients in custody.

5.2) *Indigenous Bail Verification & Supervision/Community Release & Reintegration*

NALSC Indigenous Bail Verification and Supervision Program and Community Release and Reintegration Program support NAN members at the pre-trial stage. The workers develop release plans by locating potential sureties, finding appropriate addresses, and providing verified information to court officials. The program also offers bail supervision to eligible accused persons who do not have the financial means or social ties to be released pending trial. The inclusion of the NALSC workers will be exercised for the immediate calls of bail.

The program ensures that clients are supervised in the community such that they attend their court dates, comply with conditions of release and reside at approved addresses. It also assists clients in navigating the criminal court process and offers voluntary bail aftercare supportive programming.

NAPS officers on duty will notify the bail worker in their community via telephone or email when a client is in custody and requires assistance. NAPS officers do not need to contact the bail worker when a client is releasable and not facing a remand. NAPS officers will facilitate, as feasible, a private, unrecorded space for an in-person intake interview between the Bail Worker and the accused.

When clients do not comply with the terms of bail supervision, they are case managed into compliance. When case management fails, they are in breach and the breach process is initiated. Bail Workers may request the support of NAPS Officers on duty to complete a compliance check on an individual. A breach charged may be laid by a NAPS Officer when happening across a person breaching or by being dispatched to a regular call regarding a breach or something unrelated and a breach is discovered. If the individual is released on a PTA, OIC Undertaking, the NAPS Officer will notify the Bail

Worker as they are still in the Bail Supervision Program until such time as their release order is varied.

Otherwise, the NAPS officers will support the Bail Workers in the ordinary process for laying a breach charge under the program, which is as follows:

1. The Bail Worker consults with their supervisor who is not located in the community.
2. The Supervisor calls the Officer on duty and leaves their telephone number and email with the detachment.
3. The Officer assigned to the occurrence will contact the supervisor, who will ensure that the allegation of a breach is emailed to the officer.

5.3) *Gladue Program*

NALSC's Gladue department is composed of a team of Writers and Aftercare Workers. The Writers prepare Gladue Reports for sentencing submissions for Nishnawbe Aski Nation First Nation members in criminal proceedings under s. 718.2(e) of the *Criminal Code*. Gladue Writers also prepare Gladue Letters for accused at the pre-trial stage. Gladue Aftercare Workers support clients after sentencing in implementing the recommendations made in the Gladue Report.

NAPS Officers will direct any persons requesting information on Gladue and on their Gladue rights to Nishnawbe-Aski Legal Services Corporation for information and advice.

6. EDUCATION SERVICES

6.1) *Public Legal Education:*

Public Legal Education seeks to provide NAN community members with an opportunity to obtain information about the law and justice system. PLE works to improve access to justice. It gives people the information needed to help them understand the law, how to deal with legal issues that affect their lives and how to use the opportunities and the protections offered by the legal system. NAPS will request PLE within communities if they so recognize a need and participate in presentations to leadership where needed.

The PLE department at NALSC will work where needed with the NAPS education on programs offered at both NALSC and NAPS. Educational projects and resources will be collaborated where possible.

6.2) *Protocol Educational Flow Charts*

Flow charts of the protocol processes will be made available for community detachments for easy access where the officer has reasonable grounds and has completed initial assessments, the flow charts can assist the officers in deeming the victim or accused or offender will benefit from NALSC programming first.

7. TRAINING AND RESOURCES

- 7.1) NALSC agrees to provide training to NAPS officers in the Restorative Justice facilitation process and the Talking Together process as well, as part of the information sharing about NALSC services. NALSC will provide workers to attend block training. NALSC will provide NAPS-specific training manuals for all programs outlined in this protocol agreement.

8. STAFFING

8.1) *NALSC will provide:*

An updated list of workers, their location, and communities they service will be provided to the NAPS detachments as it changes. This list provides contact information for each program and the designated worker. See **Appendix "G"**. Specific programming updates will be included in the staffing updates when they arise.

8.2) *NAPS will provide:*

An updated contact list of their workers, and officers to NALSC.

8.3) *Conditions of Employment Acknowledgement*

NAPS and NALSC will work together to ensure the safety and aftercare of all employees through Employee Assistance Program, Traditional methods such as healing circles and mental health support.

9. REGULAR MEETINGS

- 9.1) The NAPS and NALSC will have scheduled meetings at a minimum quarterly to be attended by assigned program / department leads. NAPS agrees to supply their officers with copies pursuant of this Agreement and Appendices and to encourage officers to look for diversions, receive training, and otherwise undertake to further the agreement. NALSC agrees to supply NAPS with updated information as it becomes available.

This agreement will take effect from the date of signing.

Dated in Thunder Bay this 9th day of February 2022



Irene Linklater
Executive Director
Nishnawbe-Aski Legal Services Corporation



Witness



Roland Morrison
Chief of Police
Nishnawbe Aski Police Service

APPENDICES

Appendix A – Pre-Charge Referral

Appendix B – Post-Charge Referral

Appendix C – Youth Intervention Community Referral

Appendix D – Victim Witness Referral

Appendix E – Talking Together Referral

Appendix F – Indigenous Bail Verification Overview & Checklist

Appendix G – Updated NALSC Staff Contact List

Appendix H – Updated SASP Staff Contact List

Appendix A



“Pre-Charge Referral”



**Nishnawbe-Aski Legal Services Corporation
Restorative Justice Pre-Charge Referral**

Date of Referral: _____

Referral Source (Name & Organization): _____

Name of Accused: _____ Date of Birth: _____

Accused Contact Information: _____

Charges Being Diverted: _____

Incident Date: _____ Incident Location: _____

Complainant Name:	Contact Information (or Officers Phone Number)	Date of Birth

Complainant Consent:

Complainant Signature

Date

Officer Consent:

I am of the opinion that there are reasonable and probable grounds to charge the accused and I hereby consent to referring the matter to the Pre-Charge Restorative Justice Program. I acknowledge that I have the discretion to proceed with charges if the accused does not successfully complete the Program.

Officer Signature

Date

Accused Consent:

1. I understand that a police officer believes they have the grounds to charge me with a criminal offence but is using their discretion to divert me to the Restorative Justice Program.
2. I understand that if I do not complete the Restorative Justice Program, the police officer has the discretion to proceed with charging me with a criminal offence.
3. I consent to attend the Restorative Justice Program and to comply with all the terms of the Restorative Justice Program.
4. I understand that any statements made during a circle are confidential and sacred and are not to be used against me in a Court of Law.
5. I understand that in order to participate in the Restorative Justice program I have to take responsibility for my actions.

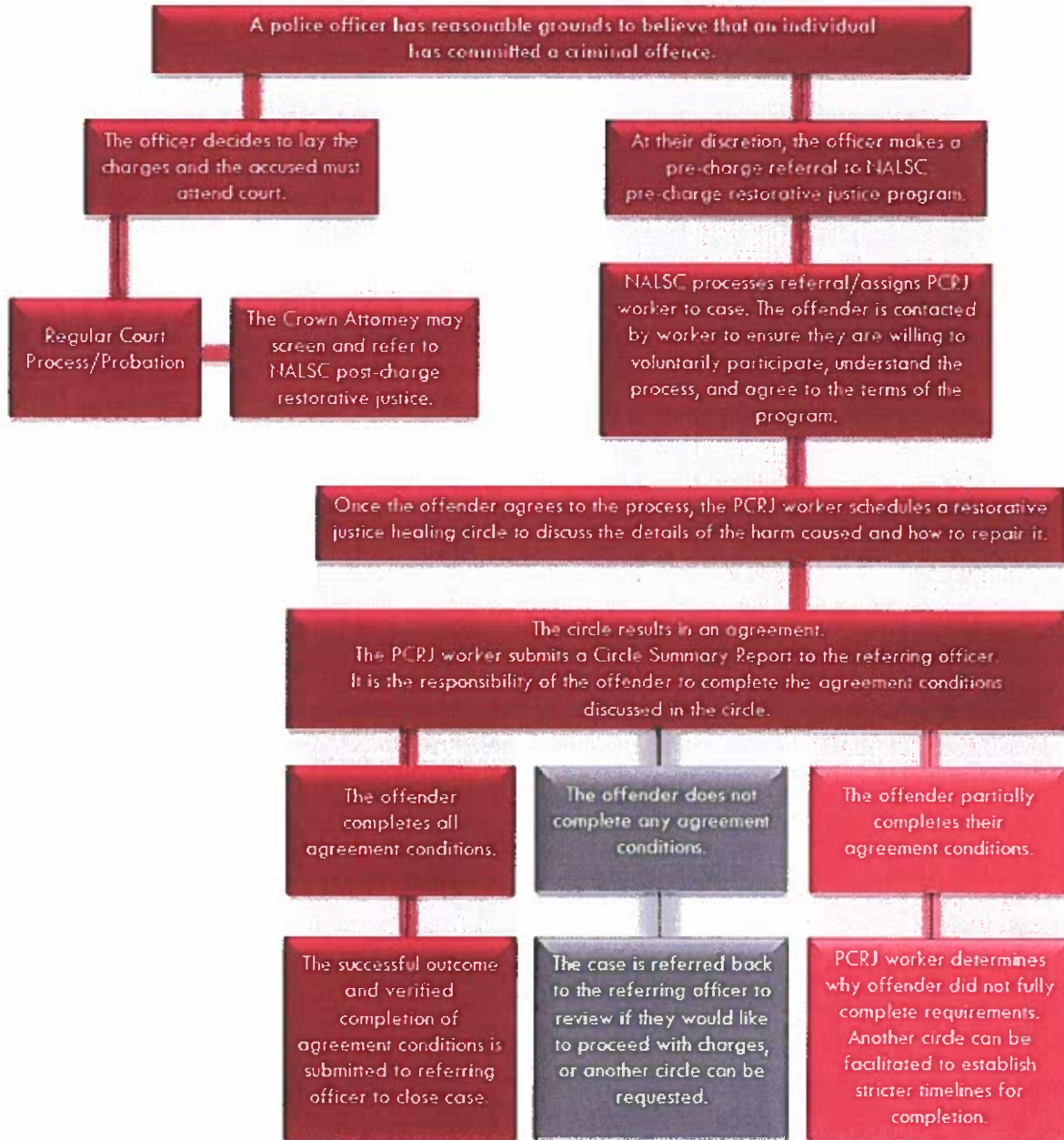
Accused Signature

Date

If under 18, Parent/Guardian Signature

Date

Pre-Charge Referral Flow Chart



This referral process differs from the post-charge restorative justice referral process.

Appendix B



“Post-Charge Referral”



**Nishnawbe-Aski Legal Services Corporation
Restorative Justice Post-Charge Referral**

Date of Referral: _____

Referral Source (Name & Organization): _____

Name of Accused: _____ Date of Birth: _____

Accused Contact Information: _____

Charge(s) for Restorative Justice: _____

Charge(s) Date: _____ Charge(s) Location: _____ Next Court Date: _____

Victim(s) Name:	Contact Information (or Crown phone number):	Date of Birth:

Victim Consent:

Victim Signature

Date

Crown Consent: I am of the opinion that there is a reasonable prospect of conviction for the charge(s) against the accused and I hereby consent to referring the matter to the Restorative Justice Program. I acknowledge that I have the discretion to proceed with prosecution if the accused does not successfully complete the program.

Crown Signature

Date

Accused Consent:

1. I understand that the prosecution believes they have a reasonable prospect of conviction but is using their discretion to divert me to the Restorative Justice Program.
2. I understand that if I do not complete the Restorative Justice Program, my charge(s) may proceed through the court process.
3. I consent to attend the Restorative Justice Program and to comply with all the terms of the Restorative Justice Program.
4. I understand that any statements made during a circle are confidential and sacred and are not to be used against me in a Court of Law.
5. I understand that in order to participate in the Restorative Justice program I have to take responsibility for my actions.

Accused Signature

Date

If under 18, Parent/Guardian Signature

Date

Appendix C



“Youth Intervention Community Referral”



Youth Intervention Community Referral

Intake Form

Date: _____

Client Name: _____

D.O.B _____ Gender Male / Female

Address: _____ First Nation: _____

Parent / Guardians _____ Telephone # _____

Referrer _____

The Youth Intervention Program is offering programs and activities for youth in your community; this does not mean that the youth are in conflict with the law in any way. By signing this referral form, the parent or guardian agrees that the youth can participate in community activities offered by the Youth Intervention Worker.

All safety measures will be taken while on an event, therefore any injuries or loss of property will not be the responsibility of Nishnawbe-Aski Legal Services or the Youth Intervention Worker.

Parent/ Guardian Name: _____

Signature: _____

YIW: _____ Signature: _____

Appendix D



“Victim Witness Referral”



NISHNAWBE - ASKI LEGAL SERVICES CORPORATION

Referral to Victim Witness Liaison Services

CONFIDENTIAL

Scan and Email to: vwlp@nanlegal.on.ca

1. REFERRED BY

Date of Referral: d____/m____/y_____

Name: _____

Position: _____

Organization: _____

Address: _____ Province: _____ Postal Code: _____

Telephone Number: _____ Fax Number _____

Email: _____

2. VICTIM INFORMATION

Name: _____

D.O.B: d____/m____/y_____

Address: _____ Province: _____ Postal Code _____

Telephone Number: _____ Relationship to accused: _____

Language(s) Spoken: _____ Interpreter Required: ____ Yes ____ No

Parent / Guardian's Name (If victim is under 18 years): _____

Address of Guardian: _____ Province: _____ Postal Code _____

Telephone of Guardian (If different than Victim's): _____ Alternative: _____

3. INCIDENT INFORMATION

Court File Number (if applicable): _____

Date of Incident: d____/m____/y_____

Investigating Officer: _____ Badge Number: _____ Incident Number _____

Force / Detachment: _____ Telephone Number: _____

Summary of Incident:

4. SERVICES REQUIRED

____ Information	____ Court Support / Accompaniment	____ Court Preparation / Orientation
____ Case Specific Information	____ CICB Application	____ Needs Assessment
____ Referral	____ Victim Impact Statement	____ Other: _____

5. ACCUSED INFORMATION

Note: Please attach Undertaking with this referral if available

Name (Accused One): _____ D.O.B: d____/m____/y_____

Charges: _____

Lawyer for the Accused: _____ Lawyer's Telephone Number: _____

Is the accused a Young Offender? YES / NO Is the accused in custody? YES / NO

Was the accused released on an Undertaking? YES / NO *(Check off conditions below:)*

- Non-Communication with victim or: other person(s)? _____
- Do not attend: _____
- Abstain from Alcohol and Illicit Drugs No weapons Curfew
- Report _____
- Resides with _____
- Other _____

Name (Accused Two): _____ D.O.B: d____/m____/y_____

Charges: _____

Lawyer for the Accused: _____ Lawyer's Telephone Number: _____

Is the accused a Young Offender? YES / NO Is the accused in custody? YES / NO

Was the accused released on an Undertaking? YES / NO *(Check off conditions below:)*

- Non-Communication with victim or: other person(s)? _____
- Do not attend: _____
- Abstain from Alcohol and Illicit Drugs No weapons Curfew
- Report _____
- Resides with _____
- Other _____

6. COURT INFORMATION

1st Court Date: d____/m____/y_____ Location: _____

2nd Court Date: d____/m____/y_____ Location: _____

7. COMMENTS

8. SIGNATURE OF REFERENT

Date: _____ Signature of Referent: _____

Appendix E



“Talking Together Referral”



**NISHNAWBE ASKI LEGAL SERVICES CORPORATION
TALKING TOGETHER PROGRAM – REFERRAL FORM – CONFIDENTIAL**

Forward completed form to **Zelda Watt, Talking Together Program Assistant/Coordinator @ zwatt@nanlegal.on.ca or fax (807) 622 1096. If you have any questions please call 807 474 4376 or 807 474 4379/ toll free 1 800 465 5581.**

FOR OFFICE USE ONLY				
LEVEL OF RISK	High:	Medium:	Low:	Initials:
OFFICE OF THE CHILDREN'S LAWYER CONTACTED?	Yes:	No:		Initials
REVIEWED & APPROVED BY MANAGER:				

Contact Information

Applicant/Client Name	First Nation		
Mailing Address	Telephone Number	Date of Birth	
	Email Address		

Mother's Name (if different from above)	First Nation		
Mailing Address	Telephone Number	Date of Birth	
	Email Address		
Father's Name (if different from above)	First Nation		
Mailing Address	Telephone Number	Date of Birth	
	Email Address		

Case History

Relationship Status - Applicant/Parents (ie., married, common-law, etc.,)		
Child/Children Apprehended	<input type="radio"/> Yes <input type="radio"/> No	Date (if yes):
Involvement with CAS Current/Previous	<input type="radio"/> Yes <input type="radio"/> No	Date (if yes):
Domestic Violence Issues Current/Previous	<input type="radio"/> Yes <input type="radio"/> No	If Yes, state conditions:

Band Council Representative Information

Name of Council Representative	Address, Telephone #, Fax # & Email Address

CAS (Worker) Information

Worker's Name & Agency Name	Address, Telephone #, Fax # & Email Address

Referral Information

Referral Date	Reason for Referral	Referent Name, Address & Phone No.

Child/Children Information

First Name	Last Name	DOB	Sex	Placement
				<input type="radio"/> Foster/Customary Care <input type="radio"/> In Care of Parent <input type="radio"/> In Care of Extended Family <input type="radio"/> In Group Home <input type="radio"/> Crown Ward
				<input type="radio"/> Foster/Customary Care <input type="radio"/> In Care of Parent <input type="radio"/> In Care of Extended Family <input type="radio"/> In Group Home <input type="radio"/> Crown Ward
				<input type="radio"/> Foster/Customary Care <input type="radio"/> In Care of Parent <input type="radio"/> In Care of Extended Family <input type="radio"/> In Group Home <input type="radio"/> Crown Ward
				<input type="radio"/> Foster/Customary Care <input type="radio"/> In Care of Parent <input type="radio"/> In Care of Extended Family <input type="radio"/> In Group Home <input type="radio"/> Crown Ward

Court Orders (If Applicable) Agreements

Customary Care Agreement (If Applicable)	Voluntary Care Agreement (If Applicable)
<input type="radio"/> YES <input type="radio"/> NO Expiry Date: -----	<input type="radio"/> YES <input type="radio"/> NO Expiry Date: -----

Legal Representatives

Office of the Children’s Lawyer (OCL) Phone #	Mother’s Lawyer Name & Phone #	Father’s Lawyer Name & Phone #

Participant Information

Name	Contact #	Address	Relationship

Conference Preparation

Goal	Date	Place

Briefing Notes & Additional Information (re: trial/conferencing dates): _____

Signatures

Client’s Signature:	Date:
Referent’s Signature:	Date:

FOR OFFICE USE ONLY	
Manager’s Signature:	
Date Reviewed and Approved:	
Name of Talking Together Facilitator (Assigned to):	

Appendix F



“Bail Release and Reintegration Referral”



BAIL SUPERVISION REFERRAL FORM

BVSP Worker Name: _____ Date: _____

Client Name: _____

Date of Birth: _____ Gender: _____

Aliases/nicknames: _____

Date of Referral: _____ Referral Source: _____

Lawyer at Bail: _____ Lawyer of Record (for charges): _____

Next Court Date & Location: _____

Verification Info Required by Court on date: _____

History of services rendered to client? Yes: _____ No: _____

Current Charges	Charges Pending	Past Convictions

Domestic violence? YES: _____ NO: _____

Complainant: _____

Co-accuseds: _____

No-contacts/incompatibles: _____

Additional Information:

Appendix G



“NALSC Staff Contact List”

NOTE: An updated NALSC Staff Contact List will be forwarded monthly to NAPS

NISHNAWBE-ASKI LEGAL SERVICES CORPORATION

Contact Information For
NALSC Workers

Serving Nishnawbe-Aski Nation



Updated - Feb 11, 2022

**STAFF DIRECTORY
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Serving Zone 1 Communities:

*Beaverhouse, Brunswick House, Chapleau Cree, Chapleau Ojibway,
Constance Lake, Matachewan, Mattagami, Wahgoshig and other
communities as required*

Elizabeth Johnson (On leave)

**Contact: Kenneth Sackany (Contract)
Restorative Justice Advocate – Zone 2**

1805 Arthur Street East,
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Serving Zone 2 Communities: *Eabametoong, Marten Falls, Neskantaga, Nibinamik, & Webequie*

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Cell: (807) 627-6484

Toll Free: 1-800-465-5581

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**Natasha Sakchekapo-Lalande
Restorative Justice Advocate West**

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Serving Communities:

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**Shirley Keesic,
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Serving Zone 3 Communities

Fort Severn, Keewaywin, MacDowell Lake, Deer Lake, North Spirit Lake, Pikangikum, Poplar Hill and other communities as required

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Community Youth Justice/Intervention Program

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Serving the communities of:
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Serving Communities of:
Fort Albany & Attawapiskat

Mary Spencer, Youth Intervention Worker
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Serving Community of:
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Serving Communities of
Pikangikum & Sandy Lake

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Vacant, Youth SA/DV Worker

Serving the Community of: *Kasabonika*

Tel:
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Zack Borutski, Youth Intervention Worker
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Serving the Community of: *Attawapiskat*

Community Learning HUB

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Guns & Gangs Prevention Program

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Pre-charge Program

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Talking Together Program

Carol Buswa, Talking Together Manager

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Communities Serving:

*Aroland, Constance Lake, Eabametoong,
Ginoogaming, Hornepayne, Long Lake #58, Marten
Falls, Neskantaga, Nibinamik, Webequie, and Thunder
Bay*

Melissa Sutherland, Talking Together Facilitator

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Communities Serving:

*Beaverhouse, Brunswick House, Chapleau Cree, Chapleau
Ojibway, Flying Post, Matachewan, Mattagami,
Cree, Taykwa Tagamou Nation, Wahgoshig, and*

Mary Pearce - CCCN Special Project

North Bay, ON

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Communities Serving:

*Nipissing, Temagami, Dokis, Henvy Inlet, Magnetawan,
Shawanaga, Wasauksing, Moose Deer Point, and Wahta*

Ricarda Ritch, Talking Together Facilitator

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Communities Serving:

*Bearskin Lake, Cat Lake, Deer Lake, Fort Severn, Kosabonika Lake, Keewaywin, Kingfisher Lake,
Kitchenuhmaykoosib Inninuwug, Lac Seul, MacDowell Lake, Mishkeegagamang, Muskrat Dam, North
Caribou Lake, North Spirit Lake, Pikangikum, Poplar Hill, Sachigo Lake, Sandy Lake, Slate Falls, Wapekeka,
Wapekapewin, Wunnumin Lake and Sioux Lookout*

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Communities Serving:

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Council of the Cree Nation, Moose Cree, Moose Factory,
Weenusk, and Moosonee*

Youth Violence and Human Trafficking Prevention Program (YVHTTP)

Kristy Martyn, Aftercare Worker

"My journey back home program"

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Appendix H



“Updated SASP Staff Contact List”

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