



**CHILLIWACK RESTORATIVE JUSTICE  
AND YOUTH ADVOCACY ASSOCIATION**

# ANNUAL REPORT 2018



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# BOARD OF DIRECTORS

## Executive

Chair: DJ Pohl

Vice Chair: Jim Simmill\*

Secretary: Mike Straiton

Treasurer: Tom McMahon\*

## Directors

Robert LeComte

Edna Warick

Dan Coulter

Nicole Webb

Courtney Glendinning

James Morgan

## Ex Officio

Darlene Wahlstrom

Damian Fleming

\*Up for re-election November 2018



# MESSAGE FROM THE BOARD CHAIR

The past year for Chilliwack Restorative Justice and Youth Advocacy Association has been a busy one. We have changed and grown as an organization while continuing to uphold the quality of service to the community we provide. We started off the year hiring a new Executive Director, Amanda Macpherson, in December 2017. Amanda comes from a wealth of experience in Nonprofit. She quickly set to learning about the organization, the community, the programs and services, the staff, volunteers, directors, etc. We hosted our annual Denim and Dice Fundraiser as well as two successful bike sale auctions this year and Amanda was instrumental in securing a number of grants and opportunities for training and growth for the organization.

The Directors set a clear mandate for the year and I am happy to report much of what we set out to accomplish has already been achieved or is well on its way to being achieved. These priorities included: increasing our police referrals to our restorative response programs and improving, streamlining and creating consistency in the referral process itself. This additionally included improving and creating new relationships within the community including partners and referral sources be them agencies, schools, businesses or organizations. We also wanted to focus on developing further policy, procedures, training and evaluation mechanisms for staff, organization operations, directors and volunteers.

Responding to the direction set by the Board we have been increasing our referrals not just in quantity but in scope and quality. Knowledge retention is key in the success of any organization and we set about formally retaining knowledge and experience and filling any policy gaps. A few of our Board members participated in Safe Bridges policy development project which created a number of policies to help form consistent and appropriate practices which have been adopted by CRJYAA. I want to thank all the work and effort this Board has made over the last year in the betterment of our organizations and the communities we serve.

Strong relationships with our volunteers, RCMP, Crown Counsel, Victim Services, clients, referral sources, business, the school district and the city (to name a few) are essential in our continued success. Our staff, directors, and volunteers have worked diligently over the past year building and maintaining these relationships which translate into referrals, funding and awareness – all the things required have the outcome and impact of improving our communities through the application of restorative values and principles.



# MESSAGE FROM THE BOARD CHAIR, CONTINUED

Our volunteers mentor individuals on resolution agreements, facilitate Community Accountability Panels , Community Justice Forums, and now Victim Offender Conferences . They also help with events and fundraisers amongst many other crucial tasks for CRJYAA. They are the strength and heart of this organization and I want acknowledge the hard work and dedication to carrying out the programs and services to respond to or prevent harmful behavior in Chilliwack and surrounding communities. We educate individuals on the impact to themselves, to others, to the community, create understanding, empathy, and acknowledgement. As well as apply the ability to consider the underlying reasons and factors for criminal or harmful behavior in order to adequately address them so that tools, resources and strategies are known and in place to avoid recidivism. The outcome is safer, more supported communities.

In addition to recognizing our community partners, volunteers and directors, I again wanted to thank the staff of CRJYAA specifically Rylee Pryor and Rose Yan who work diligently coordinating our school programs and restorative responses respectively. Thank you for your commitment to this organization.

The importance of Restorative Justice in Chilliwack is evident, now more than ever. I am immensely proud of the work we do in our community making it safer and in harm reduction. I am looking forward to seeing the continued growth of restorative justice and positive impacts in the community. It has been a pleasure and a privilege to be a part of this CRJYAA for many years and this last year in the capacity as Chair of the Board.

Sincerely,

Danielle (DJ) Pohl  
Board Chair  
November 2018



# MESSAGE FROM THE POLICY COMMITTEE

As an outcome of our Board Strategic Planning session, December 2017, this committee was struck.

## **The Mandate/Purpose is:**

“To support the Board in fulfilling its legal, ethical and functional responsibilities through policy development, coordination of operations and procedures, development of an evaluation plan, and development of a comprehensive on-going training framework.”

The committee, chaired by Edna Warick, Director, includes directors DJ Pohl, Robert Lecomte, and Jim Simmill, Amanda Macpherson, Executive Director, and Rylee Pryor, School Coordinator. The committee meets monthly and provides monthly reports to the Board.

The first focus for the committee was to collect and review all previous governance, procedural, evaluation and training documents. These areas of priority were established.

## **Policy:**

The development of a Policy Manual addressing both governance and procedures is one of the priorities so CRJ has a firm foundation as we go forward. This work is underway.

CRJ had participated in a provincial pilot (2016-2017), one of 3 BC communities invited to take part, which focused on developing policy for 22 Standards of Practice related to restorative services and programs. In April 2018, Chilliwack Restorative Justice Board approved the Restorative Services Policy which relates to the 22 Standards.

## **Procedures:**

Another priority is to conduct a full review and revision of operational procedures. This includes both the restorative services as related to the 22 Policy Statements and an Office Procedures Manual.

Our office team is actively working on this. An in-depth revision of the RCMP referral process has been completed.

Recent training events have helped us identify areas within our procedures of referral acceptance, case file management and roles and responsibilities that have led to further fine tuning.



# MESSAGE FROM THE POLICY COMMITTEE CONTINUED

## **Training:**

Upon review of our training materials and processes it was agreed that an updated plan was necessary.

A comprehensive Training Framework was developed which includes all target groups including Directors, Staff, Volunteers, Facilitators and Mentors. The type of and level of training required is defined for each area of responsibility.

In July 2018, the services of Community Justice Initiatives (CJI) was contracted to provide intensive Core training in restorative practises. This was possible due to the Civil Forfeiture Grant from the BC Government. Over fifteen volunteers and four staff attended a 4 day event in which participants were trained in the principles and processes of facilitating more complex files in a full conference format. A new direction for us emerged which would focus more on the affected party (the victim) as well as the responsible person (the offender).

As we go forward, we will continue to rely on CJI to provide the intensive Core training as we do not have the expertise within our organization. Other areas of training will be provided by staff and other qualified professionals. Training materials are being reviewed and developed by our team.

## **Evaluation:**

A comprehensive Evaluation Framework of all programs and services is another priority. Some work had been done previously in developing an evaluation plan for the school programs. This work is being reviewed and may form a basis for a revised plan.

Currently a list of all programs and services is being compiled. We are contacting other RJ communities to inquire if others have samples that we might use.

Report submitted by:  
Edna Warick  
CRJ Director and Committee Chair  
November 23, 2018



# EXECUTIVE DIRECTOR REPORT

It's been just over a year since I began as Executive Director at Chilliwack Restorative Justice, and I wanted to share some of our highlights from the last 12 months:

We secured funding for all the staff and the bulk of the volunteers to take Victim Offender Conferencing. This is the best practice for more complex cases and can be undertaken only by certified facilitators. All those who took the course gained this certification, and it has been put into practice.

Our office now accepts referrals from those who have had prior criminal convictions. In talks with Probation, it was discovered that adults with prior convictions had no place to have true restorative processes. We have changed this in order to bridge this gap.

In the month of October, we reached all Chilliwack RCMP watch briefings to discuss what cases we accept, what our referral process is, and to answer any questions.

We have hired one new staff member and promoted another. Rose Yan is our new Restorative Coordinator and Rylee Pryor is now our Schools Coordinator. They both have incredible belief in our mission and have been instrumental in expanding both programs. Their organizational skills and creative ideas have been invaluable in the cleaning up of records and the formation of new procedures.

During Restorative Justice Week, our work was honoured by UFV with Mike Straiton receiving the Betty Urquhart award. We were asked to speak to the Kiwanis, we were profiled in the Chilliwack Progress, and attended the Project Change event in Vancouver at UBC as their 2019 grant recipient.





# EXECUTIVE DIRECTOR REPORT CONTINUED

Special attention has been given to training for employees and volunteers in mid-2018 and carrying forward into 2019.

New policies have been put in place regarding volunteer procedures and safety. Our long-time bookkeeper is retiring, and we have retained the services of Glasshouse Capacity Services Society, itself a nonprofit specializing in nonprofit finance.

We have been selected for the United Way Public Policy Institute for 2019, and we are the first Restorative Justice program to be a member. Sessions will explore such topics as evidence, policy options, and engagement as well as implementation & evaluation. This will be especially important as the Province moves toward restorative justice standardization.

We are on our final step of being certified as a Living Wage Employer.

I would like to thank the volunteers for the hundreds of hours spent in facilitations, events, and mentorships. There is absolutely no way we could handle the large amount of referrals we receive without their generosity of time and skills.

It's been a year full of transitions and changes, and it would not have been possible without the help of the staff, the board, the volunteers, and community partners such as the RCMP and the City, and other RJ programs in the Lower Mainland. Thank you for your support.

2019 will be a year of large strides, and I hope you all come along with us.

Amanda Macpherson  
Executive Director  
Submitted November 2018



# VOLUNTEERS

Hours and skills donated. Time away from family and hobbies. Putting your heart into your work over and over. Fixing records and doing paperwork. These are our heroes.

Anne-Marie Paddon

Ashley Heaps

Bryan Stokes

Dave Serblowski

Dick Clegg

Elicia Peterson

Edna Warick

Jim Simmill

Judy Jones

Judy Simmill

Karen Ng

Ken Gaglardi

RJ Schneider

Mike Straiton

Terri Taylor

Peter Massy

Jessica Weiss

Taylor Allenby

Meagan Pitcher

Scott Jensen

Ashley Chester

Robert Lecomte

Kassia Bednarczyk

Eric Cook

Sydney Hutt

Karen English

Rob Bennie



# SPONSORS



## Additional special thanks to:

Tom McMahon  
Robert Lecomte  
The Doughnut Hole  
Jake Stolz

University of Fraser Valley  
Trevor McDonald  
Wayne DeMeyer  
Hofstede's



## PROGRAMS – RESTORATIVE RESPONSE

Restorative Response: Overall, referrals are slightly down (as shoplifting referrals have dipped) with 72 total referrals to date. Our referrals from RCMP are up, and the amount of suitable referrals we are receiving is higher than years past (also leading to a lower overall referral number).

Files have become more complex, with referrals from the RCMP and places such as Fraser Health Mental Health. We also have a new referral source in Save On Foods, with others in process.

Community placements have become a focus, with the team traveling to Boston Bar and Agassiz to add community placements. All Chilliwack watch briefings have been attended with Corporal Rendall and Superintendent Massie supporting our explanations of the referrals processes. Corporal Rendall has reported a higher level of inquiries from the rest of the force.

Changes internally (such as having mentors present from the beginning of the facilitation) have made handoff easier.



## PROGRAMS - PREVENTION

This program was handed off from Karla Woelbern to Rylee Pryor immediately before the beginning of the school year.

The pre-facilitation with the schools has been refined, with more in-depth questions being sent to the school to ensure that the facilitators are more prepared (i.e. what issues are the teachers seeing, the amount of special needs within the classroom, the understanding of the concepts prior to introduction, etc.). There has also been a request from the school district to begin focuses on mental health and emotional regulation.

We have facilitated in Evans, Chilliwack Middle School, F.G. Leary, and Unsworth. We will be in Rosedale and Little Mountain in the new year.