

From: [Lorraine McDonald](#)
To: [Andy McKay](#); [Anthony Beck](#); [Brendon Bonnetrouge](#); [Brent Townend](#); [Brian Morin](#); [Cheryl Melanson](#); [Daniel Beck](#); [David Sanguéz](#); [Deloris Shiels](#); [Dennis Parker](#); [Faye Johns](#); [Garett Flaherty](#); [Heather Johnson](#); [Ian Thiesson](#); [Jack Bassett](#); [Jacqueline Carriere](#); [Jason Salter](#); [Jeanette Mandeville](#); [Jonathan Wallington](#); [Kenneth Boyer](#); [Kirk Alcos](#); [Kristy Cooper](#); [Lindsay Anderson](#); [Luke Campbell](#); [Marek Napiorkowski](#); [Nicholas Dahr](#); [Norenda Unka](#); [Robert Haley](#); [Sean Ahenakew](#); [Serena Skavinski](#); [Therese Fordy](#); [Tristan Cross](#); [Vanin Gill](#); [Vince McKay](#); [Warren Durocher](#)
Cc: [Kristy Cooper](#); [Brent Townend](#)
Subject: Front Entrance Screening and Sanitization - COVID 19
Date: Wednesday, October 14, 2020 2:33:48 AM
Importance: High

To all staff,

With the cold and flu season upon us and with the rise of COVID across Canada; we need to remain vigilant to keep our fellow staff, family members, friends and the inmates in our care healthy and safe.

When assigned screener for you shift you are to ensure the following is completed:

- You have proper PPE (gloves and mask),
- All authorized persons entering for screening use hand sanitizer upon entry to facility,
- All commonly touched areas (door knobs, handles, table, etc.) are wiped down **after each screening** and prior to any other staff, visitors and/or contractors are permitted to enter,
- Record all PPE used and provide Corrections Supervisor with information

Let's work together at keeping everyone healthy.

Thank You | Mársı | Kinanāskomitin | Merci | Haǰı' | Quana | Qujannamiik | Quyanainni | Máhsı | Máhsı | Mahsı

Lorraine McDonald
Warden

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Date : 11/23/2020 4:50:10 PM
From : "Scott Mills" Scott_Mills@gov.nt.ca
To : "Austin Rebecca (PRA)" Rebecca.Austin@CSC-SCC.GC.CA
Cc : "Sean Fowler" Sean_Fowler@gov.nt.ca, "John Nahanni" John_Nahanni@gov.nt.ca, "Greg Paul" Greg_Paul@gov.nt.ca
Subject : RE: CSC transfers to NSCC from Alberta

Hi Rebecca,

The NSCC will accept inmates from the North who are wanting to return to the North.

All transfers will be contingent on the approval from the NSCC Warden or Assistant Wardens after the review of a transfer package.

We would like to have the following take place before they are transferred to the NSCC.

1. Complete a COVID check.
2. Administer rapid Covid Test before transfer to take place.
3. The inmates must have completed all federal programs and have met program targets prior to the transfer back to the NSCC.
4. Inmate must not have been a behavioural concern during previous stays at the NSCC

Once at the NSCC:

1. The Inmate will isolate for 14 days after they arrive
2. If inmate returns from a federal institution and becomes a behavioural issue while at the NSCC, he will be transferred back to the federal institution.

If you have any questions, please let me know.

Thank you,

Scott Mills

Assistant Warden /Programs/Sentence Administration/Sous-directeur des programmes /
Peine administration
North Slave Correctional Complex / Centre Correctionnelle du Slave Nord

Department of Justice/ Ministère de la Justice

P.O.Box 278
YELLOWKNIFE, NT X1A 2N2

(867) 669-8621 Work (Main)

From: Austin Rebecca (PRA) [mailto:Rebecca.Austin@CSC-SCC.GC.CA]
Sent: November 23, 2020 9:08 AM
To: Scott Mills
Subject: RE: CSC transfers to NSCC from Alberta

Hi Scott, just checking in on this again. I believe last week you said you had an answer for us?

My report is due right away on this, so we do need an answer soon.

Thanks.

Rebecca Austin

From: Scott Mills <Scott_Mills@gov.nt.ca>
Sent: November 3, 2020 2:47 PM
To: Austin Rebecca (PRA) <Rebecca.Austin@CSC-SCC.GC.CA>
Subject: RE: CSC transfers to NSCC from Alberta

Thanks for the additional information Rebecca. I will bring this forward when we have this discussion.

John is working from home over the next couple days and is off next week. I will try to set something up soon.

Scott

From: Austin Rebecca (PRA) [mailto:Rebecca.Austin@CSC-SCC.GC.CA]
Sent: November 3, 2020 2:28 PM
To: Scott Mills
Subject: RE: CSC transfers to NSCC from Alberta

Hey Scott, just figured I would send you an email on this, so feel free to pass on to whomever.

In relation to the below I have spoken with Drumheller and Bowden and essentially they have both indicated that when an offender is being transferred or leaves their facility, they do a "general covid check" and that they can administer covid tests if requested. So these are essentially the measures that would be taken if an offender were to be released to transfer to NSCC. If it would make you guys more comfortable, we could look at mandating covid tests for anyone travelling up here from the institution. Just some information for your internal discussions.

Just as an FYI I have received the official transfer request for this offender. It is for 23(2)(h)(i) 23(2)(h)(i) So we will need to discuss both a general decision about offender's transferring up here, but then also discuss this specific case to see if NSCC would accept. I have about 4 weeks to do my report on this, so a decision will have to be made by then.

Thanks!

Rebecca Austin

From: Scott Mills <Scott_Mills@gov.nt.ca>
Sent: October 28, 2020 3:15 PM
To: Austin Rebecca (PRA) <Rebecca.Austin@CSC-SCC.GC.CA>; John Nahanni <John_Nahanni@gov.nt.ca>; Ginny Paul <Ginny_Paul@gov.nt.ca>; Jimmy-Lee Scott <Jimmy-Lee_Scott@gov.nt.ca>; Greg Paul <Greg_Paul@gov.nt.ca>
Cc: Gould Jennifer (PRA) <Jennifer.Gould@CSC-SCC.GC.CA>; Horbasenko Kevin (PRA) <kevin.horbasenko@csc-scc.gc.ca>
Subject: RE: CSC transfers to NSCC from Alberta

Hello Rebecca,

Thanks for the email. Before we set up any meetings with you guys, we will have a discussion about this here and will be in touch in the next little while.

Thank you,

Scott Mills

Assistant Warden /Programs/Sentence Administration/Sous-directeur des programmes /
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(867) 669-8621 Work (Main)

From: Austin Rebecca (PRA) [<mailto:Rebecca.Austin@CSC-SCC.GC.CA>]
Sent: October 28, 2020 1:51 PM
To: John Nahanni; Scott Mills; Ginny Paul; Jimmy-Lee Scott; Greg Paul
Cc: Gould Jennifer (PRA); Horbasenko Kevin (PRA)
Subject: CSC transfers to NSCC from Alberta

EXTERNAL: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender's name and email address and know the content is safe.

Good afternoon,

As you are aware, with the pandemic we have been looking at keeping more CSC offenders at NSCC, and we will continue to deal with each of these on a case by case basis. So far all has been good – so hopefully that continues. Both Jen and I have been at NSCC

quite a bit the last month or two as the courts have opened up, so you will likely see our faces around more often.

I am sending this email to start a conversation on an issue I anticipate we will be getting an official request for in the next couple of weeks. Given how the pandemic is going down in Alberta, we anticipate that there may start to be more requests from NWT offenders that have completed programming, that would like to transfer back to NSCC. This is something in the past we have encouraged (offenders going south for program, then requesting a transfer back up), and generally has worked quite well, as our office is then able to work with them on a release to the community, directly from here. Unfortunately due to the pandemic and our border closure, there obviously now is an issue with this: the transfer itself and the self isolation. Given that a request for transfer back to NSCC is likely coming soon, I wanted to start discussing this with you guys, so we have a plan/decision for when the request comes.

Essentially what we need to know, is if NSCC is willing to accept CSC offenders for transfer back, directly from institutions in Alberta. I imagine this would likely require a 2 week isolation period for the offender, so a plan would be required for this.

I have been in contact with Drumheller/Bowden Institution over the last couple of months, but will get an update from them regarding their current process for releasing offenders. However, from my understanding, offenders are “checked by healthcare and there is a Covid checklist completed” prior to a release. But I will get back to you with their current plans.

Please let us know what information you guys need from us. If it would help to have an in person meeting or phone call, we are available!

Thank you.

Rebecca Austin
Parole Officer - NWT Parole Office
Correctional Service of Canada
5101 - 50th Avenue, 1st Floor
Yellowknife, NWT, Canada, X1A 2P8
Rebecca.Austin@csc-scc.gc.ca
Telephone 867-766-8504
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Government of Canada

Date : 12/21/2020 4:48:56 PM

From : "Scott Mills" Scott_Mills@gov.nt.ca

To : "Clayton Bell" Clayton_Bell@gov.nt.ca, "Stephanie Van Dyke" Stephanie_VanDyke@gov.nt.ca, "Edward Patten" Edward_Patten@gov.nt.ca, "Ted Hughson" Ted_Hughson@gov.nt.ca, "William Rintoul" William_Rintoul@gov.nt.ca

Cc : "Greg Paul" Greg_Paul@gov.nt.ca, "John Nahanni" John_Nahanni@gov.nt.ca, "Sean Fowler" Sean_Fowler@gov.nt.ca, "Jaret Moshenko" Jaret_Moshenko@gov.nt.ca, "Richard Deutschmann" Richard_Deutschmann@gov.nt.ca, "Trevor Lizotte" Trevor_Lizotte@gov.nt.ca, "Chris Pedersen" Chris_Pedersen@gov.nt.ca

Subject : Staff/ Visitor/ Contractor Temperature Screening

Good afternoon,

The Correctional Facilities in the NWTs are making a change to its Covid Screening for staff/visitor and Contractors. The NSCC will continue to screen individuals who come into the building but we will no longer take the individuals temperature as a part of the screening process. By now, staff are aware that they are not to report to work and potentially compromise other staff and the inmates when they are ill.

We will continue to take the temperature of all inmates upon intake.

Please ensure to pass this along to your staff.

This process will be in effect for the oncoming shift tonight.

If you have any questions, please let Greg or I know.

Thank you,

Scott Mills

Assistant Warden /Programs/Sentence Administration/Sous-directeur des programmes /
Peine administration

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Department of Justice – Essential Services – Occupational Questionnaire

Operating Parameters: **Stable Staffing Level** FACILITY: FSCC EMPLOYEE: _____

1.	Have you travelled outside the NWT in the past 14 days	YES/NO (CIRCLE)
If No – Go to Question 2	<p>Yes – All persons returning to the NWT are required to complete and submit to Public Health, a Self-Isolation Plan Form available at: https://app.smartsheet.com/b/form/efb9196c2b0a4571854a4418f0818f63 Employee should identify that they are essential, self-isolate and report Public Health’s direction to your Supervisor.</p> <ul style="list-style-type: none"> ➤ If the employee says yes to #1 and the employee states that they did contact Public Health, we will need to place on this document that Public Health was contacted, what the response provided was and how we are following up. ➤ Public Health has been advising staff to have the employer complete the risk assessment and make the determination as an essential employee to report to work or not. 	YES / NO
2.	<p>Are you symptomatic and have 1 of the following ? (Fever, New or worsening cough, Shortness of breath or difficulty breathing, Loss of sense of taste or smell) Do you have 2 or more of the following? Generally feeling unwell, Chills, Muscle aches, Fatigue or weakness, Sore throat, Congestion or Runny nose, Headache, Diarrhea, Nausea or Vomiting, Abdominal pain, Skin changes or rashes, and Loss of appetite)</p>	
No – Go to Question 3	If Yes – self-isolate and contact Public Health	YES / NO
3.	Is someone in your house symptomatic? (Fever, difficulty breathing, New or worsening cough, Shortness of breath, Generally feeling unwell, Muscle aches, Fatigue, Sore throat, Runny nose, Headache, Diarrhea, Vomiting, Loss of sense of smell)	
No – Go to Question 4	If Yes - self-isolate and contact Public Health. If Public Health advises that as an essential worker you are able to return to work immediately contact your Supervisor.	YES / NO
4.	Is someone else in your home self isolating due to travel outside the NWT.	
No – Go to Question 5	If Yes – you must self-isolate with them for 14 days and self-monitor for symptoms. If you start to develop symptoms, contact Public Health at 621-2233 or 872-0562. For questions around travel self-isolation , please contact protectnwt at 1-833-378-8297.	YES / NO
5.	If you’ve reached Question 5, can attend the worksite providing temperature is normal?	
	Yes – Essential service employees are permitted to attend work if temperature is good. All workers must continue to self-monitor daily for signs and symptoms of illness. All persons must practice social distancing, hand washing, and coughing etiquette at all times. Where social distancing may difficult in some work settings, proper precautions must be taken.	YES / NO
6.	Temperature taking is required prior to any entrance of the FSCC. Any temperature that has been taken that is 37.8 Celsius or higher will require the individual to be advised that they cannot attend the FSCC and are recommended to contact Public Health.	Temp is: _____

Date completed: _____

Time completed: _____

Printed Name of Assessor: _____

Assessor Signature: _____

Printed Name of Supervisor/DWO: _____

Supervisor/DWO signature of clearance: _____

Comments:

To be retained on FACILITY master file with the Warden