

Thursday, July 25, 2019, 6pm to 8pm
1400 I Street NW, Suite 400
Washington, DC 20005

I. CALL TO ORDER

Board Chair Charles Thornton called meeting to order at 6:12 pm.

II. ROLL CALL

Board Chair – Charles Thornton; Board Member- Katherine Huffman; Executive Director- Rev. Donald Isaac, Sr.; Staff Members- John Kowalko, Nicole Ukaegbu, Kareem McCraney, Sheila Walker, Nailah Bynoe-Seabron, Patricia Marks.

Absent- Board Members- Nkechi Taifa, Calvin Woodland, Charlie Whitaker; Staff Member Chrisiant Bracken.

III. MINUTES FROM FEBRUARY AND APRIL MEETING

The Board reviewed the minutes from the February and April meeting. There was no official quorum for this meeting, so there was no voting.

IV. AGENCY UPDATES

Mr. Thornton wanted to focus on introduction of new staff now that CIC is fully staffed.

Mr. Kowalko joined the CIC as a contracted Program Analyst in May. Ms. Marks joined the CIC as a Program Analyst in June. Ms. Bynoe-Seabron joined the CIC in June as the Communications Specialist.

Rev. Isaac met with the new Deputy Mayor this month and he indicated the CIC is not the only voice at the DC Jail. However, the CIC is the only voice within the BOP.

Mr. Thornton discussed the need for an update with backlog reports. Ms. Ukaegbu noted that any reports prior to 2015 have been discarded and everything else is finished.

Ms. Huffman noted that in the past the board has reviewed the reports before they are sent off to the BOP. Ms. Huffman would like for the board to be a part of the editing process since their names are on the documents.

Mr. Thornton discussed the need for a timeframe once we do an inspection. Ms. Marks suggested “Best Practices for Inspections.” Rev. Isaac also suggested a corrective action period to allow for impact and adjustments from the facilities.

Mr. Thornton, Mr. Kowalko and Ms. Marks discussed their visit to CI Rivers this month. Mr. Thornton and staff members discussed the need to reduce the length survey. Currently, the survey has 75 questions. Ms. Huffman suggested doing away with the survey altogether. Ms. Ukaegbu suggested making the survey “issue specific” with predetermined questions and the

option to elaborate on the answers. Mr. Thornton suggested formulating a shorter survey and using it for upcoming visits which will be good for comparative analysis. Rev. Isaac suggested a 25-30 question instrument going forward.

V. NEW BUSINESS

Mr. Thornton discussed opportunities for more community focused events and suggested an open house for alliances and possible partnerships.

VI. NEXT MEETING

The Board will skip the month of August for summer vacation and the next meeting will be held in September.

VII. ADJOURNMENT

There being no further business Mr. Thornton declared the meeting adjourned at 7:28 pm.