

**MEETING MINUTES**  
**District of Columbia Corrections Information Council**  
**Open Monthly Meeting**  
**Tuesday, September 10, 2013 6:30 – 8:00 pm**  
**One Judiciary Square**  
**441 Fourth Street NW, Conference Room 1117**  
**Washington, DC 20001**

- I. Call to Order.** The CIC Open Meeting was called to order by Chairman Michelle Bonner at One Judiciary Square, 441 Fourth Street NW, Conference room 1117, Washington, DC 20001.
- II. Roll Call (Board Chair).** Board Members present (Michelle Bonner, Rev Samuel Whittaker Katharine Huffman), constituting a quorum. Staff Personal (Cara Compani, Program Analyst, LaShelle Lee, Office Manager) in attendance.
- III. Adoption of the Agenda.** The Agenda was adopted unanimously.
- IV. FBOP Access**
- a. In June 2013 the CIC started having difficulties accessing FBOP facilities. The FBOP required the MOU execution before allowing CIC to enter other FBOP facilities (which was adopted at last open meeting in July, finalized 7/22/13), and that the CIC be up to date on report writing requirements. In August, the CIC requested that the FBOP review the MOU policy in and grant request. The request was granted in September and the CIC now has renewed access to FBOP facilities without report writing requirement.
- V. FCI Fairton**
- a. The CIC in the final phases of reviewing the Fairton draft. Once completed the draft will be sent to FBOP for fact-checking. The CIC had an expert review the draft, and information obtained from the expert will be incorporated into the report and sent to the CIC Board for final review.
  - b. There were questions asked by the general public in regards to the expert used to review the Fairton report. The CIC explained that the expert used to review the Fairton report was not the same expert used to review the Hope Village report. When the CIC seeks out an expert to review the reports written they are experts that have knowledge of conditions of confinement and the facility.
- VI. Updates on other visits –Video Visitation, FCI Manchester, USP McCreary, Fairview**
- a. Cara Compani is still collecting information in regards to these topics. The help of the public sharing information to the CIC is very imperative. If anyone has information of knows of someone that would like to share information they are to contact Cara Compani. All information received will be kept confidential and anonymous. The CIC does not give out information to any person, agency or the government without the express permission of the provider of the information. Once all the reports have been reviewed and finalized by the CIC, they will be posted on the CIC website.

- b. There were questions concerning the release of reports and to whom the CIC send them to. The CIC wanted to inform the general public that they are not restricted to whom we send the reports to and there is no standard policy as to how it is distributed.
- c. **CIC welcome** – the CIC is planning a “Welcome Home Event” the Tuesday, October 8<sup>th</sup> at the Department of Employment Services (DOES) located on 4058 Minnesota Avenue, NE Washington, DC 20019. This will be a meet and greet affair with light refreshments and the possibility of a band. The purpose of this event is for the CIC to introduce themselves to the public and returning citizens. This event is open to everyone. Promotion for this event will be sent out through emails to various list servers and fliers distribution to various service providers that assist with returning citizens. The time will be determined once the location is secure.

## **VII. Community Outreach intern**

- a. Sherman Justice, feel free to contact him

## **VIII. Other**

- a. the CIC will visit Rivers Correctional Institution 9-26-27,2013. There are 580 DC superior court inmates currently incarcerated at CI Rivers. The CIC is currently collecting information on that facility in particular.
- b. We are finalizing date for FCC low, medium and USP Allenwood and will probably have that inspection before next open meeting.
- c. Information shared
  - Grassroots campaign flier: RE voters/voter education with reentrants
    - 9/14 from 10am until 12:30pm at Bread’s NW location- training NOT a CIC affiliated event.
    - Community Housing forum 9/14 6-8pm at Wilson building, room 527, sponsored by commission on Reentry and returning citizens affair
    - **Questions in regards to the “Welcome Home Event”**
- d. Will the equal right center be invited? Yes, the CIC will reach out to them

## **IX. Meeting Minutes –adopted with line requirements**

- a. CIC Budget questions:
- b. Where does the CIC stand in regards to their budget? The CIC did not get FTE with budget. We hope to get one in next year’s budget. Funds were moved around in order to be able to hire a contractor, through a temp agency. The contractor term date ends 9/30/2013; CIC is hoping to extend that contract.
- c. As of to date the CIC has not received the money for office space as requested. Where are you located? –Wilson Building, two desks. Temporary home, but hoping to get space very soon.
- d. Can you apply for grants? Yes fuzzy in that the CIC cannot get grants from grantors who only funds 501(c) (3); we can apply for grants that funds gov’t entities, this also requires approval by DC government.
- e. Video Visitation – the CIC visited the DC jail in March; exceptional circumstances, clergy, and attorneys.
  - Before this, Plexiglas visits; contact visits at CTF
- f. **DC jail**

- The CIC will be touring the DC Jail this coming Thursday (9/12/13); quarterly meetings, biannual tours, specific issues
- Has the IC received any information in regards to the suicides at DC jail?- we got some information that media and public have thus far, regarding 30 minutes checks/monitoring . We will see more on Thursday. There were three inmates on mental health meds. Is there enough personnel? DMH there, enough to facilitate DC jail and CTF? Get meds supposed to be getting?
- g. Any reports re people with mental illness and deaf /hard of hearing?
- h. KH-have gotten a lot of info from HEARD and others re considerations / needs are. Figuring out path forward, serious concern that requires our attention.
- i. Communication access is a real problem. Embracing Lambs Ministries got a call from a chaplain at DC jail for a free interpreter services. We don't do that
- j. MB- hope to do issue-specific reports bridge meds- one person released with no bridge meds at all.
- k. KH- cannot look in specific cases, but having details helpful. Please get info to Cara.
- l. Program Statement- CIC looks to those and other regs/statutes that may govern DC residents in FBOP facilities.
- m. FBOP – don't know exact number, but depends on scripts for individual inmates.

#### **X. Open Meeting**

- a. The CIC board proposed that next open meeting will be in November 12,2013 at 6:30pm. Location TBD. Following thereafter, every two months. The CIC will hold an event in October and will continue to participate in other events
- b. Suggested meeting locations: ward 5, 7 or 8? The last meeting was held in Deadwood (ward7).

**XI. Vote to Close Remainder of Meeting, pursuant to DC Code 2-575(c)(1).** Pursuant to DC Code 2-575(c)(1) the board of the CIC will vote to close the remainder of the meeting to discuss training and development of CIC board members and staff. DC Code 2-575(b)(12).

#### **XII. Closed Session of Meeting (if approved by majority of CIC Board)**

#### **XIII. Adjournment**

- a. There being no further business, Board Chair Michelle Bonner declared the meeting adjourned by unanimous consent.
- b. Meeting adjourned at 8:00pm

#### **CLOSED MEETING**

**XIV.** Closed Session of Meeting (approved by majority of CIC Board)

**XV.** Adjournment (Board Chair)