

MEETING MINUTES
District of Columbia Corrections Information Council
Open Monthly Meeting
Tuesday, November 12, 2013 6:30 – 8:00 pm
Contee AME Zion Church
903 Division Avenue NE
Washington, DC 20019

I. Call to Order

The CIC Open Meeting was called to order at 6:36pm by Chairman Michelle Bonner at Contee AME Zion Church, 903 Division Avenue NE, Washington, DC 20019.

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. CIC visit to FCC Allenwood

- a. On September 19, 2013 the CIC conducted an inspection of FCI Allenwood low and USP Allenwood. There were nine inmates at Allenwood low and 120 inmates at USP Allenwood. During the inspection the CIC toured the facility, spoke with staff and inmates. There were 40 inmates interviews conducted over the inspection. At this time no information will be release with respect to this inspection. The CIC is still in the information gathering phase. At this time the one piece of concern from DC inmates that the CIC can share is: the distance from DC. This concern is shared by DC inmates incarcerated across the US. Other inmate concerns and recommendations that coincide with those concerns will be available in the report. If anyone has any information or knows of anyone that may have information on this facility, please have them contact the CIC.
- b. The CIC monitors subjects related to conditions of confinement and the CIC welcomes any additional information, comments or concerns that people may have on any topic across the board related to any facility or incarceration issue. The CIC's contact information can be located on the bottom of the agenda or flyer. All of the information the CIC receives will be kept confidential and anonymous. The CIC will not give out specific names or confidential information to any person, agency, or the government without the express permission of the provider of the information.

IV. CIC visit to Rivers Correctional Institution

- a. The CIC visit to Rivers Correctional Institution was very important. There are almost 800 DC inmates located there. Rivers is the largest FBOP or contract facility incarcerating DC inmates. On September 26 and 27, 2013 the CIC conducted a two-day inspection at Rivers. The inspection included a tour, inmate interviews and the CIC had the ability to sit in and observe some programming. During the visit the CIC spoke with almost 100 DC inmates. Prior to the visit the CIC mailed out 800 letter to the inmates containing a letter with information in regards to the inspection, flyer about the CIC and an Inmate Release of Information/Consent to Interview Form.

- b. The CIC is still collecting information on this inspection, so if anyone has any information or knows of anyone that may want to share information, please have them contact the CIC.
- c. Once the information gathering process is concluded the CIC will write a report on this facility including recommendations and best practices occurring there.

V. CIC Annual Report

- a. Pursuant to the Office Board of Commissions and the CIC statute time line for the annual report, is typically due 60 days after the close of the fiscal year.
- b. The CIC will include the individual inspection reports in the annual report. It is more efficient for the CIC to do so and also efficient for the public in terms of reading, digesting and comparing the information of various institutions. Also in terms of the agencies reading the information it will produce a bigger picture of the best practices are, the needs of DC inmates, and a better understanding of what the needs are and making those recommendations.

VI. Updates on FCI Fairton, Video Visitation at DC Jail, FCI Manchester, USP McCreary and Fairview

- a. Although we are mandated to complete 3 institutional visits, the CIC has endeavored to go beyond that because the CIC know there is a need and desire to for DC to know what's going on with the individuals incarcerated. The CIC has completed 9 inspections whether they were site or thematic through the course of the fiscal year. Additionally, in FY 2013 the CIC participated in quarterly meeting with the DC Department of Corrections and toured those facilities and conducted other information gathering practices and trainings.

VII. Welcome Home

- a. This event is about welcoming the returning citizens back into the District of Columbia and also informing them about the CIC and what the CIC does. The date is TBD. When the final date is in order there will be an email sent out to our list serve.

VIII. Community Outreach Intern

- a. Cara C., Sherman J. and Rev. Whittaker did attend the hearing on the recent suicides of the DC jails. A CIC member was present during the entire hearing.
- b. Student present from the George Washington University expressed their interest in connecting the CIC with the organizations and shelters that they work with to help spread the word about the Welcome Home Event.

IX. Questions Comments

- a. **Announcements:** the Criminal Justice Coordinating Council for the District of Columbia will host a public meeting on Thursday, November 14, 2013 at Dunbar High school 6:00pm -8:00pm. (Michelle B. attended the past one at DOES). The meeting is a good opportunity to see and hear from agency heads on what's going on in the Criminal Justice System. These agencies talk about various issues in the city and how they can collaborate to address certain issues. A CIC representative will be present at the meeting, but will not presenting.

- b. **Bi-Annual tour:** the CIC did have their bi-annual tour of the DC jail Thursday, September 12, 2013 and the Juvenile unit at CTF. This was just a tour, not an inspection. The CIC toured the facilities and spoke with the staff and inmates. Not the same type of inspection as Allenwood and Rivers. The information will be covered in our annual report.
- c. **Questions:** how did the facilities go about making accommodations for the CIC meet with the inmates to conduct the interview? Were they in a group? **Response:** at Allenwood and Rivers each CIC member had an opportunity to conduct inmate interviews. The CIC first spoke with all the inmates and introduced the CIC. Then one-on-one interviews were conducted, the environment is one with attorney client privilege. DC Jail: the CIC does have regular meetings with the head of the Department of Corrections and his support staff. Several times a year, the CIC will go in to do tours and walk troughs with the staff. This year the CIC has completed two tours and about four meetings.
- d. **Announcement:** W.I.R.E (Women Involved in Reentry Efforts) is planning a free family trips in conjunction with the FBOP to SSF Hazelton on November 30,2013. It's not just collaboration but it's an effort to increase the family ties with women who are incarcerated far from home.

X. Open Meeting

- a. The CIC board will discuss the next open meet during the closed meeting and will forward the information out to the list serve.

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).

CLOSED MEETING

- XII.** Closed Session of Meeting (approved by majority of CIC Board)
- XIII.** Adjournment (Board Chair)