October Open Meeting Minutes - 2020

Tuesday, October 20, 2020. 11am -12pm. Closed portion: 12pm-12:30pm

Board Members Present: Chairman Charles Thornton, Katharine Huffman, Nkechi Taifa, Calvin Woodland, Charlie Whitaker.

Staff Present: Director Donald Isaac, Nicole Ukaegbu, Patricia Marks, Kareem McCraney, Chrisiant Bracken, Maurice Cotton, Sheila Walker, Nailah Seabron.

Board Updates: Looking at all of the appointment dates that we need to address with the director. Will reconvene with everything. Still in Phase 2 of the lockdown- so we will be here as a city for a while, as well as the BOP and the DOC; which in turn affects the way we do business as an agency. However, we are still able to get information out and receive important information.

Executive Update: We are down one staff member, John Kowalko, so there are now 2 program analyst positions available. Looking to fill these positions soon. We have identified our 2021 inspection sites- will share with the board at a later date. Worked out an agreement with CJCC to be included in the regular distribution of their reports. Looking to getting a formal seat with CJCC. MOU with the BOP is still outstanding. We have gone back and forth with the BOP because of the new language that the BOP has added that adds certain restrictions and policies. Met with the BOE to see how the CIC can provide support for this election and the upcoming elections; talks are ongoing. FY21 budget is still intact, we were able to get the 2 positions added, but not the increases for permanent staff. By the end of the month we will be engaging with each staff member to go over upcoming goals and progress so that it can be updates formally into People Soft. We would like to increase coordination with the Board. We are working on a quarterly meeting schedule. Quarterly meetings with the BOP and the DOC will precede the Board meetings so that we can discuss those matters. The FY22 budget is looking like a $60K budget cut- which will likely result in eliminating one position. We also asked (the budget office) for a program analyst that will focus on qualitative and quantitative data.

Report Review Process:

Needs to be reviewed amongst staff and the board to make sure we are not looking over things. In regards to publicizing reports that have not been reviewed by the BOP before releasing. We have determined that the reports need to be a little shorter, we are continuing to evolve. The period of review that the board reviews reports is prior to release to the public. Reports are sent out at least 10 days prior to the release.

FCI Gilmer: There was a deaf inmate reported and we need to follow up with the liaison with (HERD sp) about what is happening with that situation. Pat has spoken to a representative about reports at Gilmer and will follow up again with the organization that receives information about deaf inmates.

We have to keep at it and keep pushing for the legislative mandate. The CIC is still a work in progress. Since business practices are changing – as we move into the next year the number of reports being produced will be minimized- just to sensitize the board.

There was some strategic planning that the city was doing in regards to the YRA. Kareem spoke to JPI and they were not able to provide a draft of the plan. So far nothing has been done relating to the Youth Act. Director Isaac will follow up with Marcus about what is being done on the Youth Act.

Overall the staff is doing great work and the CIC should be commended. So far it seems like we have been getting important information from the DOC and the BOP.

Meeting was adjourned for the closed session at 12pm.