

- 1. Please provide, as an attachment to your answers, a current organizational chart for the agency with the number of vacant, frozen, and filled FTEs marked on each box. Include the names of all senior personnel, if applicable. Also include the effective date on the chart.**
 - **Please provide a narrative explanation of any organizational changes made during the previous year.**

DOC's organization chart in requested format is attached -- Attachment 1.

Effective January 30, 2015, the Department of Corrections (including ORCA) has 941 positions; two of these are newly established grant funded positions. As of January 30, 2015 there were 876 filled and 65 vacant positions.

The following changes are reflected on DOC's organization chart:
A Program Analyst Position is now reflected in the Director's Office. The Office of the General Counsel now reports to the Director, and the FOIA Officer reports to the General Counsel instead of the Director.

The Operations Division structure now reflects daily operations, and includes three Sub-Divisions, Compliance, Training and CDF Operations. Compliance reports to the Deputy Director for Operations through the Special Assistant to the Deputy Director for Operations and includes The Office of Accreditation and Compliance, the Office of the Correctional Specialist, Community Corrections Administration, and Inmate Records Departments. CDF Operations reports to the Deputy Director for Operations through the CDF Warden and includes CDF Security Operations, Inmate Programs, Facilities Maintenance, and PREA Compliance. Inmate Programs now includes Case Management in addition to previously reflected departments and reports to a Deputy Warden for Programs and Case Management (formerly Programs Administrator). Units reporting through the Deputy Warden for Operations (CDF Security Operations) are now reflected on the organization chart. These include Central Cell Block Operations, Inmate Reception Center Operations, Inmate Court Transport, Continuity of Operations, Shift Operations, Inmate Visitation, Inmate Legal Visits, and Fire and Safety Compliance.

The Management Support Division reflects the inclusion of the Office of Policy and Procedures. The Acquisitions Department has been replaced by the Departments of Procurement and Contract Administration, and the Health Services Administration Department has been consolidated under the Office of the Medical Director.

2. Please provide a complete, up-to-date position listing for your agency, which includes the following information:

- Title of position
- Name of employee or statement that the position is vacant, unfunded, or proposed
- Date employee began in position
- Salary and fringe benefits, including the specific grade, series, and step of position
- Job status (continuing/term/temporary/contract)

Please list this information by program and activity.

Please see attachment titled “Attachment 2 – FLO Schedule A as of 1.30.15.”

3. For FY 2014 and FY 2015 (to date), please list each employee whose salary is \$100,000 or more. Provide the name, position, title and salary. Also, state the amount of any overtime and also any bonus pay for each employee on the list.

FY 2014 Employees with a Salary of \$100,000 or more

Agency	Fiscal Year	Employee Name	Position/Title	Salary	Overtime	Bonus	Total
FL0	14	Perry, Toni M	Special Assistant	103,000.00	-	-	103,000.00
FL0	14	Brown, Michael	Training Administrator	103,000.00	-	-	103,000.00
FL0	14	Berres, Matt C	Supervisory Facility Operations Specialist	103,223.00	-	-	103,223.00
FL0	14	Rehani, Rajiv	IT Specialist (Network)	103,925.00	1,164.08	-	105,089.08
FL0	14	Johnson, Lennard K	Correctional Institution Admin	105,000.00	-	-	105,000.00
FL0	14	Oliveria, Marie de Vera	Human Resources Officer II	105,900.00	-	-	105,900.00
FL0	14	Greene, James C	Educ. Program Administrator	107,990.07	-	-	107,990.07
FL0	14	Patten, Wanda R	Supervisory Criminal Investigator (IA)	110,000.00	-	-	110,000.00
FL0	14	McCloskey, Karen	IT Spec. Database Management	110,001.00	2,314.11	-	112,315.11
FL0	14	Campbell, Lisa	Supervisory Contract Administrator	113,300.00	-	-	113,300.00
FL0	14	Hsu, Peilung	Supervisory IT Specialist	121,000.00	1,387.17	-	122,387.17
FL0	14	Suthar, Tejash Hemantkumar	Supervisory General Engineer	121,480.00	-	-	121,480.00

FL0	14	Lane, Sylvia Adele	Supervisory Public Affairs Specialist	124,230.36	-	-	124,230.36
FL0	14	Lane, Latoya	Correctional Institution Admin	127,682.00	-	-	127,682.00
FL0	14	Chakraborty, Reena	Supervisory Statistician	127,682.00	582.41	-	128,264.41
FL0	14	Hudson-Beckham, Antoinette C	Agency Fiscal Officer	127,845.00	-	-	127,845.00
FL0	14	Smith, William J	Correctional Institution Admin	130,000.00	-	-	130,000.00
FL0	14	Hoey, Thomas P	Deputy Director of Management	141,110.00	-	-	141,110.00
FL0	14	Walker, Loretta A	Controller	155,131.00	-	-	155,131.00
FL0	14	Mynett, Beth A.J.	Medical Officer (Administration)	180,250.00	-	-	180,250.00
FL0	14	Faust, Thomas N.	Dir., Dept. of Corrections	184,468.88	-	-	184,468.88
			TOTAL	\$2,606,218.31	\$5,447.77	\$ -	\$2,611,666.08

FY 2015 (to date) Employees with a Salary of \$100,000 or more

Agency	Fiscal Year	Employee Name	Position/Title	Salary	Overtime	Bonus Pay	Total
FL0	15	Nagori, Binit V	Industrial Engineer	101,860.00	-	-	101,860.00
FL0	15	Obebe, Oluwasegun G	Records Info and Privacy Officer	104,752.00	-	-	104,752.00
FL0	15	Brown, Michael	Training Administrator	106,090.00	-	-	106,090.00
FL0	15	Perry, Toni M	Special Assistant	106,090.00	-	-	106,090.00
FL0	15	Berres, Matt C	Supervisory Facility Operations Specialist	106,319.69	-	-	106,319.69
FL0	15	Rehani, Rajiv	IT Specialist (Network)	107,043.00	-	-	107,043.00
FL0	15	Greene, James C	Educ. Program Administrator	107,990.07	-	-	107,990.07
FL0	15	Johnson, Lennard K	Correctional Institution Admin	108,150.00	-	-	108,150.00
FL0	15	Oliveria, Marie de Vera	Human Resources Officer II	109,077.00	-	-	109,077.00

FL0	15	Patten, Wanda R	Supervisory Criminal Investigator (IA)	113,300.00	-	-	113,300.00
FL0	15	McCloskey, Karen	IT Spec. Database Mgmt.)	113,301.00	-	-	113,301.00
FL0	15	Hsu, Peilung	Supervisory IT Specialist	124,630.00	-	-	124,630.00
FL0	15	Suthar, Tejash Hemantkumar	Supervisory General Engineer	125,124.40	-	-	125,124.40
FL0	15	Lane, Sylvia Adele	Supervisory Public Affairs Specialist	127,957.27	-	-	127,957.27
FL0	15	Chakraborty, Reena	Supervisory Statistician	131,512.46	-	-	131,512.46
FL0	15	Lane, Latoya	Correctional Institution Admin	131,512.46	-	-	131,512.46
FL0	15	Smith, William J	Correctional Institution Admin	133,900.00	-	-	133,900.00
FL0	15	Hudson-Beckham, Antoinette C	Agency Fiscal Officer	136,948.00	-	-	136,948.00
FL0	15	Booth, Quincy L	Deputy Director of Management	145,873.00	-	-	145,873.00
FL0	15	Amato, Maria Claudia	Supervisor Attorney Advisor	164,439.50	-	-	164,439.50
FL0	15	Walker, Loretta A	Controller	166,176.00	-	-	166,176.00
FL0	15	Faust, Thomas N.	Dir., Dept. of Corrections	190,002.95	-	-	190,002.95
FL0	15	Mynett, Beth A.J.	Medical Officer (Administration)	198,000.00	-	-	198,000.00
			TOTAL	\$2,960,048.80	\$ -	\$ -	\$2,960,048.80

4. Please list in descending order the top 25 overtime earners in your agency in FY 2014 and FY 2015 (to date). For each, state the employee's name, position or title, salary and aggregate overtime pay.

#	Agency	Fiscal Year	Employee Name	Position/Title	FY2014 Salary	FY2014 Aggregate Overtime Pay
1	FL0	14	Roots, Darrell L	Correctional Officer	61,071.00	45,283.91
2	FL0	14	Miles, James R	Correctional Officer	61,071.00	43,531.84
3	FL0	14	Allison, Keith	Correctional Officer - Lead	64,232.00	40,375.73
4	FL0	14	Masi, Harcourt	Correctional Officer - Lead	65,753.00	39,986.49
5	FL0	14	Floyd, Allison R	Correctional Officer	61,071.00	39,596.54
6	FL0	14	Ibeawuchi, Uchendu B	Correctional Officer	55,567.00	37,574.64
7	FL0	14	Bryan, Bernard D	Correctional Officer - Lead	64,232.00	37,439.43
8	FL0	14	Moton, Deborah A	Correctional Officer - Lead	61,190.00	36,530.31
9	FL0	14	Hinton, Lowanda	Correctional Officer	59,695.00	33,940.31
10	FL0	14	Hull, Edwin A	Correctional Officer - Lead	65,753.00	32,788.67
11	FL0	14	Shank, Barbara J	Correctional Officer	61,071.00	31,162.00
12	FL0	14	Brokenborough, Lisa B	Correctional Officer	58,319.00	29,858.83
13	FL0	14	Franklin, Shawn	Correctional Officer - Lead	61,190.00	29,117.25
14	FL0	14	Jenkins, Tyrone	Correctional Officer - Lead	67,274.00	29,107.64
15	FL0	14	Trotter, Charles	Correctional Officer	61,071.00	28,112.02
16	FL0	14	Ghafoor, Iqbal M	Correctional Officer	58,319.00	28,107.76
17	FL0	14	Hairston, Warren K	Correctional Officer	61,071.00	27,939.23
18	FL0	14	Dixon, Sharon A.	Correctional Officer	50,063.00	27,727.19
19	FL0	14	Asekomhe, Umoru	Correctional Officer	42,541.00	27,231.70

20	FL0	14	Faminu, Adeniran E	Correctional Officer	50,063.00	27,066.35
21	FL0	14	Stokes, Susan M	Correctional Officer	61,071.00	26,769.91
22	FL0	14	Haines, Eugenia	Correctional Officer - Lead	67,274.00	26,454.15
23	FL0	14	Shand, Leroy A	Correctional Officer - Lead	65,753.00	25,964.97
24	FL0	14	Broadus, Julia S	Correctional Officer	61,071.00	25,555.51
25	FL0	14	Harris, Anthony D	Correctional Officer	59,695.00	24,809.87
				Total	1,505,481.00	802,032.25

#	Agency	Fiscal Year	Employee Name	Position/Title	FY2015 Salary	FY2015 Aggregate Overtime Pay
1	FL0	15	Miles, James R	Correctional Officer	62,907.00	15,587.88
2	FL0	15	Shand, Leroy A	Correctional Officer - Lead	69,294.00	12,785.53
3	FL0	15	Floyd, Allison R	Correctional Officer	62,907.00	11,464.05
4	FL0	15	Allison, Keith	Correctional Officer - Lead	66,160.00	10,819.20
5	FL0	15	Bryan, Bernard D	Correctional Officer - Lead	66,160.00	10,401.83
6	FL0	15	Haines, Eugenia	Correctional Officer - Lead	69,294.00	9,897.35
7	FL0	15	Hull, Edwin A	Correctional Officer - Lead	67,727.00	9,241.51
8	FL0	15	Roots, Darrell L	Correctional Officer	62,907.00	9,181.67
9	FL0	15	Masi, Harcourt	Correctional Officer - Lead	67,727.00	8,534.31
10	FL0	15	Oyebanjo, Bukola T	Correctional Officer	46,760.00	8,504.28
11	FL0	15	Dixon, Sharon A.	Correctional Officer	51,563.00	8,227.62
12	FL0	15	Shank, Barbara J	Correctional Officer	62,907.00	7,594.39
13	FL0	15	Asekomhe, Umoru	Correctional Officer	46,760.00	7,311.65
14	FL0	15	Trotter, Charles	Correctional Officer	62,907.00	6,800.86

15	FL0	15	Ghafoor, Iqbal M	Correctional Officer	60,071.00	6,598.22
16	FL0	15	Cole, Andre' W.	Correctional Officer - Lead	64,593.00	6,596.05
17	FL0	15	Cade, Mary F	Correctional Officer - Lead	61,071.00	6,577.85
18	FL0	15	Brokenborough, Lisa B	Correctional Officer	60,071.00	6,404.11
19	FL0	15	Harris, Anthony D	Correctional Officer	61,489.00	6,384.75
20	FL0	15	Gilchrist, Kimberly	Secretary	52,028.00	6,086.63
21	FL0	15	Jenkins, Tyrone	Correctional Officer - Lead	69,294.00	6,070.81
22	FL0	15	Hinton, Lowanda	Correctional Officer	61,489.00	5,973.01
23	FL0	15	Uwalaka, Chidozie A	Correctional Officer	46,760.00	5,813.87
24	FL0	15	Namunyu, Brian	Correctional Officer	51,563.00	5,787.55
25	FL0	15	Ezurike, Onyide Alaeto Ashey	Correctional Officer - Lead	67,727.00	5,635.11
				Total	1,522,136.00	204,280.09

5. For FYs 2013, 2014 and 2015 (to date), please provide a list of employee bonuses or special award pay granted that identifies the employee receiving the bonus or special pay, the amount received and the reason for the bonus or special pay.

There were no bonuses paid or special award pays granted in the Department of Corrections during fiscal years 2013, 2014 or 2015 (to date).

6. Please list all employees detailed to or from your agency, if any. Please provide the reason for the detail, the detailed employee’s date of detail, and the detailed employee’s projected date of return.

DOC has 1 (one) employee in the Office of Risk Management’s (ORM) Return to Work Program who was assigned to the Department of Behavioral Health, beginning June 19, 2013. The employee’s date of return is currently unknown and is dictated by ORM based on his medical status.

Name	Position of Record	Detailed to	Reason
Allen, Nathaniel	Correctional Officer	DBH	Assigned by the Office of Risk Management

7. For FYs 2014 and 2015 (to date), please list all Intra-District transfers to or from the agency.

FY 2014 Intra-District Summary - Receives Funds as Seller				
AGENCY: Department of Corrections (FL0):				
DATE	AMOUNT	BUYING AGENCY	PROJECT CODE	DESCRIPTION OF SERVICES PROVIDED
1-Oct-13	25,500.00	Department of Transportation	SNOW14/14	Inmate work squads to assist with snow removal and ice control on a periodic basis.
1-Oct-13	150,000.00	Department of General Services	INMWSQ/14	Inmate work squads for building clean-up and moving projects.
1-Oct-13	42,357.00	Justice Grants Administration	RST14F/14	Sub-grant to support pre-and post-incarceration residential substance abuse treatment and supportive housing services to select RSAT inmates.
1-Oct-13	35,452.00	Justice Grants Administration	RSATFF/14	Sub-grant to support pre-and post-incarceration residential substance abuse treatment and supportive housing services to select RSAT inmates.
1-Oct-13	84,975.00	Office of Returning Citizen Affairs	ORCA14/14	Supports personnel services obligations for the Office of Returning Citizen Affairs.
TOTAL \$338,284.00				

FY 2014 Intra-District Summary - Transfers Funds as Buyer				
AGENCY: Department of Corrections (FL0):				
DATE	AMOUNT	SELLING AGENCY	DESCRIPTION OF SERVICES PROVIDED	
1-Oct-13	2,959,040.00	Department of Health	Centralized purchasing of pharmaceuticals for inmates.	
1-Oct-13	476,705.00	Office of the Attorney General	Provide litigation, advice, and programmatic support.	
1-Oct-13	24,630.00	OCFO Shared Services Center	Provide general support for Buyer Agency financial services.	
1-Oct-13	61,436.00	Office of Unified Communications	Radio Upgrades	
1-Oct-13	32,478.00	Metropolitan Police Department	Firearms qualification training	
1-Oct-13	1,700.00	Office of the Chief Financial Officer	Armored Car Services	
1-Oct-13	5,800.00	Office of the State Superintendent of Education	Provide funds for supplies and services for inmate GED testing.	
TOTAL	\$3,561,789.00			

FY 2015 Intra-District Summary - Receives Funds as Seller				
AGENCY: Department of Corrections (FL0):				
DATE	AMOUNT	BUYING AGENCY	PROJECT CODE	DESCRIPTION OF SERVICES PROVIDED
1-Oct-14	28,765.00	Department of Transportation	SNOW15/14	Inmate work squads to assist with snow removal and ice control on a periodic basis.
1-Oct-14	160,000.00	Department of General Services	INMWSQ/15	Inmate work squads for building clean-up and moving projects.
1-Oct-14	73,958.00	Justice Grants Administration	RST14F/14	Sub-grant to support pre-and post-incarceration residential substance abuse treatment and supportive housing services to select RSAT inmates.

1-Oct-14	88,870.00	Justice Grants Administration	PREA1C/15	Contractual services supporting compliance with full Prison Rape Elimination Act (PREA) regulations and standards.
1-Oct-14	225,575.00	Homeland Security and Emergency Services Administration	FL4UA4/14	Administer the Correctional Emergency Preparedness and Response Administration - DC 5% project

TOTAL \$577,168.00

FY 2015 Intra-District Summary - Transfers Funds as Buyer

AGENCY: Department of Corrections (FL0):

DATE	AMOUNT	SELLING AGENCY	DESCRIPTION OF SERVICES PROVIDED
1-Oct-14	2,550,000.00	Department of Health	Centralized purchasing of pharmaceuticals for inmates.
1-Oct-14	65,520.00	Metropolitan Police Department	Firearms qualification training
1-Oct-14	1,700.00	Office of the Chief Financial Officer	Armored Car Services
1-Oct-14	12,500.00	Office of the State Superintendent of Education	Provide funds for supplies and services for inmate GED testing.
1-Oct-14	59,829.00	Office of the Chief Technology Officer	Intime and Timeclock Plus integration for DOC
1-Oct-14	20,460.00	Office of the Chief Technology Officer	Reimaging of computers at DC Jail.
TOTAL			\$2,710,009.00

8. For FYs 2014 and 2015 (to date), please identify any special purpose revenue funds maintained by, used by, or available for use by your agency. For each fund identified, provide: (1) the revenue source name and code; (2) the source of funding; (3) a description of the program that generates the funds; (4) the amount of funds generated by each source or program; and (5) expenditure of funds, including the purpose of each expenditure.

Please see attachment titled “Attachment 8 – FLO FY2014 and 2015 Special Purpose Revenue Summary.”

9. Please list all memoranda of understanding (MOU) entered into by your agency during FYs 2013, 2014 and 2015 (to date). For each, indicate the date entered, and the termination date.

FY 2013

No.	MOU Title	Agency	Cost	Start Date	Exp. Date
1.	Replacement for Medical Director	Department of Fire and Emergency Medical Services	\$2,000.00	10/1/2012	9/30/2013
2.	Inmate Work Squad	DGS	\$150,000.00	10/1/2012	9/30/2013
3.	Pharmaceutical Procurement	DOH	\$2,950,000.00	2/21/2013	9/30/2013
4.	Court-Involved Youth	Department of Youth Rehabilitation Services	\$15,370.88	10/1/2012	11/30/2012
5.	Trunked Public Safety Radio System	Inter- Jurisdictional Mutual Aid Communications	N/F	10/1/2012	9/30/2013
6.	Grant Agreement for Residential Substance Abuse Treatment Program	JGA	\$30,000.00	10/1/2012	9/30/2013
7.	Grant Agreement for Residential Substance Abuse Treatment Program	JGA	\$73,403.00	3/1/2013	9/30/2013
8.	Grant Agreement for DOC Re-Entry Initiative	JGA	\$272,225.00	3/1/2013	8/31/2013
9.	Firearms Training	MPD	\$67,700.00	10/1/2012	9/30/2013
10.	Legal Services	OAG	\$494,854.00	10/1/2012	9/30/2013
11.	Transport District Funds	OFT	\$1,700.00	10/1/2012	9/30/2013

12.	Reentry Initiative	ORCA	Non-Financial	2/5/2013	9/30/2013
13.	DC NET	OCTO	\$70,972.20	6/22/2013	9/30/2013
14.	Virtual Database Platform	OCTO	\$17,529.00	10/1/2012	9/30/2013
15.	GED Testing	OSSE	\$12,500.00	12/15/2012	9/30/2013
16.	Radio Systems	Office of Unified Communications	\$21,294.07	10/1/2012	9/30/2013
17.	Shared Services Center	Office of Unified Communications, Office of Chief Financial Officer	\$90,000.00	10/1/2012	9/30/2013
18.	Grant Agreement for PREA	Office of Victim Services	\$93,642.50	10/1/2012	9/30/2013
19.	Criminal Justice System	MPD	N/F	10/1/2012	9/30/13
20.	Snow Removal	DPW/DOT	\$22,825.00	10/1/2012	9/30/13
21.	Provide Halfway House beds for Pretrial defendants	PSA	N/F	10/1/2012	9/30/13
22.	Prison Rape Elimination Act (PREA) – to hire a PREA coordinator to help implement programmatic goals in support of sexual abuse victims within DOC	JGA		10/1/2012	9/30/13

FY 2014

No.	MOU Title	Agency	Cost	Start Date	Exp. Date
1.	Firearms Training	MPD	\$67,700.00	10/1/2013	9/30/2014
2.	GED Testing	OSSE	\$12,000.00	10/1/2013	9/30/2014
3.	Grant Agreement for Residential Substance Abuse Treatment Program	JGA	\$42,357.00	12/1/2013	9/30/2014
4.	Halfway House Beds	PSA	Non-Financial	10/1/2013	9/30/2014
5.	Inmate Work Squad	DGS	\$150,000.00	10/22/2013	9/30/2014
6.	Pharmaceutical Procurement	DOH	\$2,777,000.00	10/1/2013	9/30/2014

No.	MOU Title	Agency	Cost	Start Date	Exp. Date
7.	Radio Systems	OUC	\$61,436.00	10/1/2013	9/30/2014
8.	Shared Services Center	Office of the Unified Communication, The Office of Chief Financial Officer	\$90,000.00	10/1/2013	9/30/2014
9.	Snow Removal	DPW	\$22,825.00	10/1/2013	9/30/2014
10.	Transport District Funds	OFT	\$1,700.00	10/1/2013	9/30/2014
11.	Video Visitation	DCPL	Non-Financial	12/23/2013	9/30/2014
12.	Victim Recovery	Network for victim recovery D.C.	Non-Financial	8/27/2014	9/30/2014
13.	Support of Legal Services	OAG	\$494,854.00	10/1/2013	9/30/2014

FY 2015

No.	MOU Title	Agency	Cost	Start Date	Exp. Date
1.	Special Education Services	DCPS	Non-Financial	10/1/2014	9/30/2015
2.	Halfway House Beds for Pretrial Inmates	Pretrial Services	N/F	10/1/2014	9/30/2015
3.	Snow Removal	DPW	\$22,825.00	10/1/2014	9/30/2015
4.	Residential Substance Abuse Treatment (RSAT)	JGA	\$11,517.00	10/1/2014	9/30/2015
5.	Inmate Work Squad	DGS	\$160,000.00	11/3/2014	9/30/2015
6.	Mobile Library for Inmates	DCPL	Non-Financial	11/5/2014	9/30/2015
7.	Firearms Training	MPD	\$65,520.00	10/1/2014	9/30/2015
8.	Homeland Security	Homeland Security	\$250,000.00	9/1/2014	11/29/2015
9.	Pharmaceutical Services	DOH	\$3,178,212.00	10/1/2014	9/30/2015

10.	Video Visitation	DCPL	Non-Financial	10/1/2014	9/30/2015
11.	Armored Cars	OFT	\$1,700.00	10/1/2014	9/30/2015
12.	PC Replacement Inventory	OCTO	\$20,460.00	TBD	9/30/2015
13.	PREA Reallocation	JGA	\$22,217.00	10/1/2014	9/30/2015
14.	Phase I Integration of InTime	OCTO	\$59,829.70	10/1/2014	9/30/2015
15.	GED Exams	OSSE	\$12,500.00	10/1/2014	9/30/2015

10. Please provide, as an attachment, a list of all budget enhancement requests (including, but not limited to, capital improvement needs), for FYs 2014 and 2015 (to date). For each, include a description of the need and the amount of funding requested.

None--Agency needs met by the Mayor's Budget.

11. Please list in chronological order every reprogramming in FY 2014 and FY 2015 (to date) for funds into an out of the agency. Include a "bottom line"- the revised, final budget for your agency. For each reprogramming, list the date, the amount, the rationale and the reprogramming number.

Please see attachment titled "Attachment 11 – FLO FY14 and FY15 Reprogramming List."

12. (a) Please list each grant or sub-grant received by your agency in FYs 2014 and 2015 (to date). List the date, amount, and purpose of the grant or sub-grant received.

(b) How many FTEs are dependent on grant funding? What are the terms of this funding? If it is set to expire, what plans (if any) are in place to continue funding?

FY 2014 DEPARTMENT OF CORRECTIONS (FL0) Grant and Subgrant Awards					
AWARD DATE	AMOUNT	GRANTOR	PURPOSE		12b. FTEs Supported
1-Oct-13	42,357.00	Justice Grants Administration	Sub-grant to support pre-and post-incarceration residential substance abuse treatment and supportive housing services to		0.6 & 0.6 part time Peer Specialist positions.

			select RSAT inmates.		
1-Oct-13	35,452.00	Justice Grants Administration	Sub-grant to support pre-and post-incarceration residential substance abuse treatment and supportive housing services to select RSAT inmates.		No FTE supported with this Intra - District
1-Oct-13	84,975.00	Office of Returning Citizen Affairs (ORCA)	Supports personnel services obligations for ORCA		1.0 FTE Supported by Intra - District
GRAND TOTAL	\$162,784.00				

DEPARTMENT OF CORRECTIONS FY2014 GRANT FUNDED EMPLOYEES

Agency Code	Fiscal Year	Employee Name	Position Title	Salary	Grant/PH	FTE	BEGIN DATE	END DATE	How will costs be covered after the Grant End Date?
FL0	2014	Wilson, Trisha Y	Peer Program Assistant	17,471.40	RST14 F/14	0.6	10/01/13	09/30/14	The agency will not cover the costs after the grant end date. Position will be terminated.
FL0	2014	Acheampong, Regia A	Peer Program Assistant	17,471.40	RST14 F/14	0.6	10/01/13	09/30/14	The agency will not cover the costs after the grant end date. Position will be terminated.

FL0	2014	Battle, Victor	Program Analyst	64,375.00	ORCA 14/14	1.0	10/01/13	09/30/14	The agency will cover the cost with local budget authority.
AGENCY GRAND TOTAL				\$99,317.80		2.2			

FY 2015 DEPARTMENT OF CORRECTIONS (FL0) Grant and Subgrant Awards									
AWARD DATE	AMOUNT	GRANTOR	PURPOSE						12b. FTEs Supported
1-Oct-14	73,958.00	Justice Grants Administration	Sub-grant to support pre- and post-incarceration residential substance abuse treatment and supportive housing services to select RSAT inmates.						Grant is supported with 0.5 & 0.6 part time Peer Specialist positions.
1-Oct-14	35,452.00	Justice Grants Administration	Sub-grant to support pre- and post-incarceration residential substance abuse treatment and supportive housing services to select RSAT inmates.						No FTE supported with this Intra - District
1-Oct-14	88,870.00	Justice Grants Administration	Contractual services supporting compliance with full Prison Rape Elimination Act (PREA) regulations and standards.						No FTE supported with this Intra - District
1-Oct-14	225,575.00	Homeland Security Emergency Services Administration	Administer Correctional Emergency Preparedness and Response Administration - DC 5% project, which is funded through Grantor.						Grant is supported with 2.0 FTE
GRAND TOTAL	\$ 423,855.00								

DEPARTMENT OF CORRECTIONS FY2015 GRANT FUNDED EMPLOYEES									
Agency Code	Fiscal Year	Employee Name	Position Title	Salary	Grant/PH	FTE	BEGIN DATE	END DATE	How will costs be covered after the Grant End Date?
FL0	2015	TBD	Peer Specialist	18,894.72	RSAT 4F/15	0.5	TBD	09/30/15	The agency will not cover the costs after the grant end date. Position will be terminated.
FL0	2015	TBD	Peer Specialist	12,596.48	RSAT 4F/15	0.6	TBD	09/30/15	The agency will not cover the costs after the grant end date. Position will be terminated.

FLO	2015	TBD	Emergency Management Program Administrator	95,000.00	FL4U A4/14	1.0	TBD	09/30/15	The agency will need future grant funds to sustain this position over the next 3-5 years, or until the agency is provided FTE authority to hire a full - time position.
FLO	2015	TBD	Communications Specialist Salary	80,000.00	FL4U A4/14	1.0	TBD	09/30/15	The agency will need future grant funds to sustain this position over the next 3-5 years, or until the agency is provided FTE authority to hire a full - time position.
GRAND TOTAL				\$206,491.20		3.1			

13. Please provide a list of all projects for which your agency currently has capital funds available. Please include the following:

- **A description of each project**
- **The amount of capital funds available for each project**
- **A status report on each project, including a timeframe for completion**
- **Planned remaining spending on the project**

Please see attachment titled “Attachment 13 – Capital Project Status” for a copy of DOC’s Capital Project Status.

14. Please list all projects completed in FY 2014, including whether each project was completed on time and within budget.

The Suicide Risk Mitigation Project (FL4FLC) was completed on October 8, 2014 on time and within budget.

15. Please list all pending lawsuits that name the agency as a party. Please identify which cases on the list are lawsuits that potentially expose the city to significant liability in terms of money and/or change in practices and their current status. For those identified, please include an explanation about the issues for each case.

Please see attached all pending litigation cases against DOC in attachments 15 A and 15 B. Please note that pending DOC cases are detailed in 2 listings -- one including writs of habeas corpus and one excluding writs. Both exclude disability compensation cases. The Office of the Attorney General cannot identify which cases potentially expose the city to significant liability in terms of money or change in practices as it would seriously compromise the District’s position in those cases.

16. Please list and describe any ongoing investigations, audits, or reports of your agency or any employee of your agency, or any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed during FYs 2014 and 2015 (to date).

YEAR	AUDIT
2014	D.C. Department of Health Environmental Inspection- (Quarterly DOH Inspection)
2014	U.S. Department of Justice Federal Bureau of Prisons – (Juvenile Inspection)
2014	Department of Behavioral Health/ APRA - (RSAT Program)
2014	Department of Behavioral Health - (RSAT Program)
2014	Red Hawk Fire and Security Inspection (Testing of Fire and Safety equipment)
2014	Criminal Justice Coordinating Council (Juveniles)
2014	D.O.H Health Regulatory and Licensing Administration - (Pharmacy)
2014	National Commission on Correctional Healthcare (Medical Services)**
2014	Federal Bureau of Prisons (Juvenile Unit Operations/Programs and Services)

**DOC underwent a week long audit by the National Commission on Correctional Health Care (NCCHC) from January 5-January 9, 2015. They surveyed both the Central Detention Facility (CDF) and the Correctional Treatment Facility (CTF). After their thorough review of the comprehensive medical, mental health and dental services provided as well as policies and procedures, they noted that the provision of health care services at DOC was the “gold standard” in the country. They gave us a preliminary assessment of 100% compliance with their standards. The final report is expected in March 2015.

17. Please list the following information in table format regarding the agency’s use of Smart Pay (credit) cards for agency purchases: individuals (by name) authorized to use the cards in FYs 2014 and 2015 (to date); purchase limits (per person, per day, etc.); total spent in FYs 2014 and 2015 (by person and for the agency).

P-Card Transactions – Fiscal Years 2014 – 2015

Fiscal Year	Account Holder	Monthly Limit	Daily Limit	Total Spent
2014	Braxton, Loretta	\$20,000.00	\$5,000.00	\$ 13,882.13
	Cross, Carolyn	\$20,000.00	\$5,000.00	\$ 24,758.28
	Davenport, Michelle	\$20,000.00	\$5,000.00	\$ 48,860.91
	Dockery, Terry	\$20,000.00	\$5,000.00	\$ 91,046.74
	Powell, Genester	\$20,000.00	\$5,000.00	\$ 13,109.14
	Smith, William	\$20,000.00	\$5,000.00	\$ 9,026.34
	Thomas, Sallie	\$20,000.00	\$5,000.00	\$ 44,081.09
	TOTAL			244,764.63
2015	Berres, Matt	\$20,000.00	\$5,000.00	\$ 32,666.38
	Davenport, Michelle	\$20,000.00	\$5,000.00	\$ 11,874.74
	Powell, Genester	\$20,000.00	\$5,000.00	\$ 11,809.26
	Smith, William	\$20,000.00	\$5,000.00	\$ 17,149.01
	Thomas, Sallie	\$20,000.00	\$5,000.00	\$ 18,618.08
	TOTAL			\$ 92,117.47

18. (a) What procedures are in place to track individuals or units assigned to possess mobile communication and mobile devices (including, but not limited to, smartphones, laptops, and tablet computers)? Please include how the usage of these devices is controlled.

DOC uses the Fixed Cost Management System (FCMS) provided by the Office of the Chief Technology Officer (OCTO) to perform inventory control and track individuals or units assigned phones and mobile communication devices. DOC periodically audits to ensure that use of these devices is monitored and usage complies with policy and regulations.

DOC has implemented and uses an IT asset management system to control inventory via asset tagging and bar code scanning of all DOC computer equipment which includes laptops and tablet computers.

(b) How does your agency manage and limit its mobile communications and devices costs?

DOC only assigns mobile devices to users who are required to be available on a 24/7 basis to respond to agency matters. We generally purchase new mobile devices that are free or cost a small amount i.e. \$0.99, with OCTO’s new service plan for basic or Smartphone service. Both service plans use a shared pool of minutes for all devices; this contributes to and results in great cost savings.

(c) For FYs 2014 and 2015 (to date), what was the total cost (including, but not limited to, equipment and service plans), for mobile communications and devices?

According to the information available in OCTO’s Fixed Cost Management System (FCMS), the total cost for mobile communication and devices in FY 2014 was \$63,969.97 while for FY 2015 projected costs are \$66,845.14.

19. Please provide the total number of vehicle accidents involving your agency’s vehicles for FYs 2014 and 2015 (to date). What is your plan for reducing accidents?

A total of three (3) accidents occurred in FY 2014 and FY 2015 (YTD January 29, 2015). Our plan to reduce accidents includes increasing awareness and accountability with drivers and performing routine hands-on inspections to ensure safe driving practices are followed.

Incident Date	Description of Accident	Vehicle Number	Type of Vehicle	Justification	Name/Title
4-8-14	Officer struck a yellow parking pole with left side front fender and door.	41	2009 Ford Explorer	Inmate Transport	Cpl. James Williams
5-9-14	Agency vehicle was struck by a vendor vehicle while sitting at the staff entrance.	35	2013 Dodge Van	Transport	Renee Morgan
9-29-14	Damage was discovered during shift change in MHU parking area.	23	2013 Chevy Van	MHU parking lot	No driver was with the vehicle when damaged

20. In table format, please provide the following information for FYs 2013, 2014 and 2015 (to date) regarding your agency's authorization of employee travel: (1) individuals (by name and title/position) authorized to travel outside the District; total expense for each trip (per person, per trip, etc.); and (3) justification for the travel (per person).

All Staff Travel Related to Job Responsibilities/Professional Certification

Agy	Fiscal Year	Employee	Employee Title	Travel Description	Actual Cost
FL0	2013	Bennett, Leona	Assistant to the Deputy Director	2013 American Correctional Conference	\$ 569.50
FL0	2013	Carmichael, Bernita	Fire Protection Specialist	OSHA Trainer Course	\$ 795.00
FL0	2013	Carmichael, Bernita	Fire Protection Specialist	Fire Inspector III	\$ 550.00
FL0	2013	Cross, Carolyn	Deputy Director	2013 American Correctional Conference	\$ 452.12
FL0	2013	Faust, Thomas	Director	2013 American Correctional Conference	\$ 1,894.01
FL0	2013	Ford, Alvin	Sergeant	2013 American Correctional Conference	\$ 482.62
FL0	2013	Lane, LaToya	Program Administrator	2013 American Correctional Conference	\$ 385.50
FL0	2013	Lane, Sylvia	Public Information Officer	2013 American Correctional Conference	\$ 477.64
FL0	2013	Makins, Dionne	Sergeant	2013 American Correctional Conference	\$ 494.50
FL0	2013	Martin, Tecora	EEO Officer	Mediation Training	\$ 1,025.00
FL0	2013	Nagori, Binit	Industrial Engineer	InTime System Online Training	\$ 875.00
FL0	2013	Nagori, Binit	Industrial Engineer	MicroMain Maintenance Management Online	\$ 3,180.00
FL0	2013	Parker, Michon	Audit and Compliance Manager	PREA Audit Tool Regional Training	\$ 314.00
FL0	2013	Pirog, Keith	Firearm Instructor	Smith & Wesson Training Academy	\$ 295.66
TOTAL					\$11,789.89

Agy	Fiscal Year	Employee	Employee Title	Travel Description	Actual Cost
FL0	2014	Brooks, Keia	Agency Contracting Officer	National Institute of Governmental Purchasing Annual Forum	\$2,216.96

FL0	2014	Carmichael, Bernita	Fire Protection Specialist	Middle Atlantic States Correctional Association Annual Conference	\$340.00
FL0	2014	Chakraborty, Reena	Chief of Strategic Planning and Analysis	Public Performance Measurement and Reporting Conference	\$228.00
FL0	2014	Clark, Erik	Correctional Officer	Annual National Memorial Ceremony	\$807.00
FL0	2014	Cooper, Kimberly	Correctional Officer	Annual National Memorial Ceremony	\$807.00
FL0	2014	Cross, Carolyn	Deputy Director	American Correctional Association Training Workshop	\$1,225.22
FL0	2014	Dowery, Darrell	Correctional Officer	Annual National Memorial Ceremony	\$1,318.00
FL0	2014	Daniels, Forrest	Health Systems Administrator	American Correctional Association Training Workshop	1,148.19
FL0	2014	Faust, Thomas	Director	American Correctional Association Training Workshop	\$1,545.47
FL0	2014	Faust, Thomas	Director	National Sherriff Association Correctional Training and Workshop	\$1,943.77
FL0	2014	Gladden, Robert	Correctional Officer	Annual National Memorial Ceremony	\$1,318.00
FL0	2014	Hoey, Thomas	Deputy Director	Global Tel*Link/Digital Solution-Inmate Telephone Inc. Offender Management System User Group Conference	\$836.75
FL0	2014	Lane, LaToya	Deputy Warden	American Correctional Association Training Workshop	\$1,167.44
FL0	2014	Lester, Gerald	Correctional Officer	Annual National Memorial Ceremony	\$807.00
FL0	2014	Martin, Tecora	Equal Opportunity Specialist	Equal Employment Opportunity Commission Excel Training Conference	\$2,540.82
FL0	2014	Mynett, Beth	Medical Director	Spring 2014 National Conference on Correctional Health Care	\$2,205.36
FL0	2014	Nagori, Binit	Industrial Engineer	Online Training for Crystal Reports XI & Project Management	\$250.00

FL0	2014	Nagori, Binit	Industrial Engineer	Biometrics for Government and National Security	\$699.00
FL0	2014	Nettles, Michael	Supervisory – Correctional Treatment Specialist	2014 RSTAT National Workshop	\$1,609.94
FL0	2014	Oliveria, Marie	Chief of Human Resource Management	International Public Management Association for Human Resources	\$1,625.79
FL0	2014	Pflaum, Mark	Operations Research Analyst	Public Performance Measurement and Reporting Conference	\$228.00
FL0	2014	Rand, Sarah	Risk Manager	2014 National Americans with Disabilities Act Symposium	\$1,882.35
FL0	2014	Shell, Denise	Management Liaison Specialist	International Public Management Association for Human Resources	\$1,625.79
FL0	2014	Siddhabhaktuni, Venkata	Operations Research Analyst	Project Management Professional Certification Training Program	\$1,547.06
FL0	2014	Thomas, Michelle	Correctional Officer	Annual National Memorial Ceremony	\$1,318.00
FL0	2014	Walker, Glennard	Correctional Officer	Annual National Memorial Ceremony	\$1,318.00
FL0	2014	Williams, James	Correctional Officer	Annual National Memorial Ceremony	\$807.00
TOTAL					\$33,365.91

21. Please provide, to date, the current number of WAE contract and term personnel within your agency. If your agency employs WAE contract or term personnel, please provide, in table format, the name of each employee, position title, the length of their term or contract, the date on which they first started with your agency, and the date on which their term or contract expires.

Table 21. D.C. Department of Corrections Current Number of WAE Contract and Term Personnel as of February 6, 2015

Last Name	First Name	Position Title	Length of Term	Start with Agency	NTE Date
Battle	Julian	Correctional Officer - Lead	13 month to 4 yrs.	4/5/10	5/3/2015
Battle	Victor	Workforce Development Specialist	13 month to 4 yrs.	10/1/14	11/4/2015
Blakeney	Antonio	Security Guard	13 month to 4 yrs.	9/24/12	12/23/2015
Carey	Rickey	Security Guard	13 month to 4 yrs.	12/16/12*	4/15/2015

Etheridge	Lashonia	Community Services Program Assistant	13 month to 4 yrs.	5/4/2014	6/3/2015
Greene	Robert	Correction Treatment Spec.	13 month to 4 yrs.	8/11/13*	9/10/2014
Golson	Cynthia	Clerical Assistant	13 month to 4 yrs.	6/3/13	8/2/2015
Hargrove	Sharon	Correctional Program Specialist	13 month to 4 yrs.	6/3/12*	8/2/2015
Harrington	Cicily	Management and Program Analyst	13 month to 4 yrs.	1/13/14	3/11/2016
Hill	Joseph	Correctional Officer	13 month to 4 yrs.	10/26/09	6/24/2016
Johnson Soares	Jacqueline	Management Liaison Specialist	13 month to 4 yrs.	1/13/14	3/12/2017
King	Shanita	Clerical Assistant (OA)	13 month to 4 yrs.	7/29/12*	9/28/2015
Lightner	Vera	Correctional Treatment Specialist	13 month to 4 yrs.	2/27/12	3/26/2015
Mante Pearson	Dede	Paralegal Specialist	13 month to 4 yrs.	10/1/2014	3/31/2015
Miller	Deborah	Correctional Program Specialist (Re-entry)	13 month to 4 yrs.	6/20/11	9/18/2015
Moon	Jibri	Security Guard	13 month to 4 yrs.	12/17/12	3/15/2016
Murphy	Meghan	Attorney Advisor	13 month to 4 yrs.	10/1/14	3/31/2015
Thalley	Sandra	Clerical Assistant	13 month to 4 yrs.	12/20/10	3/19/2015
Washington	Kimberly	Staff Assistant	13 month to 4 yrs.	6/3/13	3/9/2015

* Date denotes new term appt.

22. Please provide your anticipated spending pressures for FY 2015. Include a description of the pressure, the estimated amount, and any proposed solutions.

Based upon the OCFO's assessment at the end of Q1, DOC reports no anticipated spending pressures at this time.

23. (a) Please provide, as an attachment, a copy of your agency's FY 2014 performance plan.

Please find DOC's FY 2014 Performance Plan attached – Attachment 23a.

(b) Please explain which performance plan objectives were completed and whether or not they were completed on time and within budget. If they were not, please provide an explanation.

Please see attachment 23b for the status of DOC’s FY2014 Performance Plan Initiatives by Agency Division. An explanation is provided for initiatives that were not completed.

(c) Please provide, as an attachment, a copy of your agency’s FY 2015 performance plan as submitted to the Office of the City Administrator.

Please find DOC’s FY 2015 Performance Plan approved by the Office of the City Administrator – Attachment 23c.

24. What are your top priorities for the agency? Please provide a detailed explanation for how the agency expects to achieve or work toward these priorities in FYs 2015 and 2016.

The following represent the top priorities for the Department of Corrections.

- ✓ Operations: Complete final phase of the Inmate Processing Center – Work in partnership with DGS/contractors (FY15)
- ✓ Inmate Health Care: Complete procurement of new health services contract – Work in partnership with OCP (FY15)
- ✓ Inmate Health Care: Achieve National Commission on Correctional Health Care (NCCCHC) reaccreditation for inmate health services at the D.C. Jail and Correctional Treatment Facility – Finalize all NCCCHC follow-up requirements (FY15)
- ✓ Operations: Achieve American Correctional Association (ACA) reaccreditation of D.C. Jail operations, programs and services – Complete audit process/meet with accreditation panel (FY16)
- ✓ Re-Entry: Implement broadened jail reentry to include dedicated employment readiness unit – Work in partnership with DOES to establish program (FY16)
- ✓

25. Please provide the number of FOIA requests for FYs 2014 and 2015 (to date). Include the number granted, partially granted, denied, pending, average response time, the estimated number of FTEs processing requests, and the estimated hours spent responding to these requests.

FOIA INFORMATION	FY 2014	FY 2015 to Date
Number of requests	118	79
Number granted in whole	60	43
Number granted in part	4	2
Number denied	7	8
Number pending	1	6
Average response time	15 days	15 days
Estimated number of FTE’s processing requests	2	2
Estimated hours spent responding to requests	2400	600

Note: Information sought in Item 25 does not represent a comprehensive disposition of FOIA requests received. To illustrate, with FY 2014, 4 requests were withdrawn, 16 referred to another agency and 27 categorized as “other disposition,” largely requests that were abandoned. So, these additional numbers account for the difference between the total number of requests received in FY 2014 and the FY 2014 disposition represented in the chart.

26. (a) Please provide, by month, the number of grievances filed by prisoners at the CDF since January 15, 2014.

. Inmate Grievances (IGP and IRC combined) by month filed.

Year Filed	Month Filed	Complaints
2014	1	36
	2	58
	3	57
	4	83
	5	57
	6	84
	7	103
	8	89
	9	62
	10	47
	11	65
	12	22
2014 Total		763
2015	1	17
2015 Total		17
Grand Total		780

(b) On a fiscal year basis, how many of these received a response within 15 days? How many were received within 31 days? How many were appealed to Level 2? How many Level 2 complaints received a response within 15 days? How many Level 2 complaints received a response within 31 days? How many reached the Director level (Level 3)? What was the average response time at Level 3?

Year Filed	Days to Close Group	Count of DCDC#
2014	Within 15 days	613
	15-31 days	63
	Over 31 days	87
2014 Total		763
2015	Within 15 days	10
	15-31 days	1
	Active	6
2015 Total		17
Grand Total		780

In FY 2014 613 of 763 grievances (80.3%) were responded to within 15 days, 63 grievances (8.3%) between 15 and 31 days, and 87 grievances (11.4%) took over 31 days to resolve. In FY 2015 through January 15, 2015 10 grievances (58.8%) were responded to within 15 days, 1 grievance (5.9%) required between 15 and 31 days to resolve, and 6 grievances (35.3%) are still active (within 15 days of being filed).

In FY 2014 there were 24 Complaints Appealed to Level 2, 15 were answered within 15 Days, and were 9 answered within 31 Days.

In FY 2014 there were 2 Complaints Appealed to Level 3, 1 answered within 21 Days, and 1 answered.

27. Please provide the inmate population at the CDF and CTF (DOC inmates only) as of the first Monday of the month for FYs 2014 and 2015 (to date).

The inmate populations at the CDF and CTF (DOC inmates only) as of the first Monday of the month for fiscal years 2014 and 2015 (through February 2, 2015) are provided in Table 27.

Table 27 Inmate Population at CDF and CTF on the first Monday of each month for FY 2014 and FY 2015 (through February 2, 2015).

FY	Month	Date	CDF	CTF
FY 2014	10	10/7/2013	1656	555
FY 2014	11	11/4/2013	1702	498
FY 2014	12	12/2/2013	1676	512
FY 2014	1	1/6/2014	1579	488
FY 2014	2	2/3/2014	1515	475
FY 2014	3	3/3/2014	1427	540
FY 2014	4	4/7/2014	1453	477
FY 2014	5	5/5/2014	1387	491
FY 2014	6	6/2/2014	1457	437
FY 2014	7	7/7/2014	1477	424
FY 2014	8	8/4/2014	1371	411
FY 2014	9	9/1/2014	1340	403
FY 2015	10	10/6/2014	1384	430
FY 2015	11	11/3/2014	1371	421
FY 2015	12	12/1/2014	1301	431
FY 2015	1	1/5/2015	1172	399
FY 2015	2	2/2/2015	1137	409

28. Please include a monthly population breakdown, including the number of pre-trial felons, sentenced felons, pre-trial misdemeanants, sentenced misdemeanants, parole violators, writs/holds, and federal program failures, from January 1, 2014 until the present. Explain how these numbers were calculated.

Data for the first of the month that indicates the number of pre-trial felons (PF), pre-trial misdemeanants (PM), sentenced misdemeanants (SM), parole violators (PV), sentenced felons (SF), and writs/holds (WH) are presented below in Table 28.

Table 28. First of the month inmate population distribution by inmate legal status.

Date	OT	PM	SM	PF	PV	SF			WH	Grand Total
						Short Term Sentenced Felons	Other Sentenced Felons	Total Sentenced Felons		
1/1/2014	22	169	268	989	481	154	151	305	91	2325
2/1/2014	24	132	254	970	457	142	153	295	97	2229
3/1/2014	20	134	243	939	472	153	131	284	94	2186
4/1/2014	24	153	257	959	440	179	98	277	96	2206
4/28/2014*	22	169	247	953	429	203	69	272	90	2182
6/1/2014	28	159	259	946	401	166	107	273	97	2163
7/1/2014	29	132	276	965	424	147	121	268	91	2185
8/1/2014	25	140	244	925	407	170	86	256	81	2078
9/1/2014	28	137	197	916	384	162	105	267	77	2006
10/1/2014	29	141	213	890	391	150	110	260	74	1998
11/1/2014	23	132	236	881	428	151	98	249	72	2021
12/1/2014	39	117	216	839	436	133	95	228	74	1949
1/1/2015	19	117	163	806	369	138	98	236	81	1791
2/1/2015	7	105	197	800	346	136	88	224	79	1758

* The tables used for reporting were unavailable from 4-29-2014 through 5-2-2014; therefore data has been provided for 4/28/2014 to approximate the state of the system on 5-1-2014.

29. What is the average daily population at the CTF thus far for FY 2015?

The average daily population from October 1, 2014 through January 31, 2015 at the CTF was 424. In addition there were 139 Short Term Sentenced Felons and 66 USMS Greenbelt Inmates (not DOC custody), housed on an average daily basis at CTF—for a total of 629.

30. Please describe the steps that the DOC has taken to reduce the inmate population at the CDF and CTF, including reducing the number of parole violators, sentenced felons and writs/holds. What steps does the DOC plan to take to further reduce or maintain the population levels at both facilities?

DOC continues to work with Federal partner agencies to monitor and ensure that inmates are designated and removed in a timely manner. The FY 2014 ADP at CDF and CTF (excluding USMS Greenbelt and FBOP Short Term Sentenced Felons) respectively were 1490 and 472; for FY 2015 YTD through January 31, 2015 the ADP at each facility is 1261 and 424, respectively. DOC continues to support, as requested, the District’s diversion efforts as well as reentry supportive efforts, both of which over time have significantly reduced the numbers of persons re-incarcerated at DOC within a 12 month period of release. The percentages (as a

fraction of annual releases) of persons re-incarcerated within a 12 month period of release have remained steady, because the total annual intakes and total annual releases themselves have also been on a significant decline. With the full implementation of the COMPAS risk and needs assessment by September 30, 2015, DOC intends to have better baseline data by the end of FY 2016 to allow for more data-driven evaluation of the effectiveness; and, where needed, the realignment of institutional programming and pre-release activities.

31. (a) As of January 15, 2015, what was the average time (days) between sentencing and BOP designation of felons by DOC?

The 328 sentenced felons (non-STSF) released during this period had an average length of stay between sentencing and designation of 28 days. There were seven additional sentenced felons released between October 1, 2014 and January 31, 2015 who had stays longer than 365 days between sentencing and designation

(b) As of January 15, 2015, how many sentenced felons were “billable” to BOP?

On January 15, 2015 160 sentenced felons of the 214 sentenced felons in DOC custody were billable to the FBOP, 115 were billable at the rate of \$130.99 under the Short Term Sentenced Felon Program (these include some parole violators), 3 were juvenile sentenced felons billable at the rate of \$230.00 per day, and 21 were designated to DOC. In addition there were 21 sentenced felons billable to the United States Marshalls’ Service at the rate of \$106.62 per day.

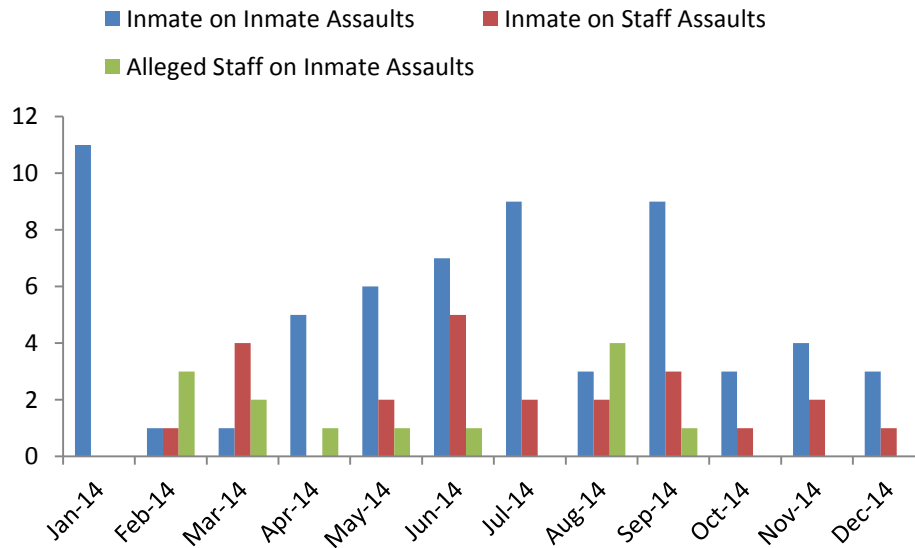
Twenty-eight (28) additional inmates were eligible for federal reimbursement: 16 were Parole Violators, 6 were BOP Weekenders and 6 were Federal Program Failures. All were billable at the rate of \$106.62 per day.

32. Please provide, on a monthly basis, the number of inmate-on-inmate assaults, assaults on staff, and allegations of staff on inmate assaults, for calendar year 2014 to date. Please explain the trend, if any.

Table 32. Inmate on Inmate, Inmate on Staff and Alleged Staff on Inmate Assaults for January 1, 2014 through December 31, 2014.

	Inmate on Inmate Assaults	Inmate on Staff Assaults	Alleged Staff on Inmate Assaults
Jan-14	11	0	0
Feb-14	1	1	3
Mar-14	1	4	2
Apr-14	5	0	1
May-14	6	2	1
Jun-14	7	5	1
Jul-14	9	2	0
Aug-14	3	2	4
Sep-14	9	3	1
Oct-14	3	1	0
Nov-14	4	2	0
Dec-14	3	1	0

As is evident from figure 32 below, it is not possible to discern a trend in this data.



33. In table format, please list each erroneous release, together with an explanation of the cause, in chronological order for calendar year 2014 to date.

Date Released	Computed Release Date	Return to Custody Date	Total Days of Early Release before return to custody	Inmate Name DCDC	Reason for Early Release	Disciplinary Action Taken
June 20, 2014	November 28, 2014	June 21, 2015	1	Keith Hunter 335921	Inmate released at court hearing in error	Corrective Counseling

34. In table format, please list each case of over-detention in chronological order for calendar year 2014 to date. Exclude from this list any person held only until the next morning because of the 10 p.m. cut-off in the law. State the late release date, the number of days the inmate was over-detained, the inmate's DCDC ID number, the inmate's name, the reason for the over-detention, and whether any personnel disciplinary action was taken. Please do not redact any of the requested information.

Date Released	Computed Release Date	# Of Days Late	Inmate Name DCDC	Reason for over detainment	Disciplinary Action Taken
April 28, 2014	April 25, 2014	3	Tyrell Newton 328014	Sentence Computed in error	Corrective Action
April 30, 2014	March 21, 2014	39	Brian Jefferson 277381	Good time credit not applied to sentence	Corrective Action
July 15, 2014	July 7, 2014	7	David Sewell 251011	Sentence computed in error	Corrective Action
July 24, 2014	June 30, 2014	22	Joseph Foust 327372	Sentence computed in error	Corrective Counseling
August 27, 2014	August 14, 2014	13	Danny Suggs 318186	Prior jail credit not applied to sentence	Corrective Action
September 10, 2014	August 8, 2014	31	Gregory Samuels 333518	Inadequate review of inmate record and documents	Nine (9) days suspension
October 16, 2014	October 14, 2014	2	Nassoro Djumbe 341946	Good time credit not applied to sentence	Corrective Counseling
January 5, 2015	December 31, 2014	5	David Johnson 213041	Inadequate review of inmate record and documents	Fifteen (15) days suspension
January 9, 2015	January 8, 2015	1	Warren Askew 326165	Staff error in Receiving and Discharge	Corrective Counseling

35. Broken down by program or purpose, what was the actual revenue collected from the US Marshals in FYs 2014 and 2015 (to date).

Table 35a. Fiscal Year 2014 (Federal Reimbursements collected in fiscal year)

Program Name	Amount Billed	Amount Received	Balance Outstanding	
USMS-USDC - FEDERAL HOUSING (USDC COMMITMENTS)	\$9,276,366.48	\$9,276,899.68	\$533.20	(EXCESS)
USMS-USDC - SUPERIOR COURT TRANSPORTATION SERVICES	\$232,973.24	\$232,973.24	\$0.00	
USMS-DCSC - PAROLE/SUPERVISED RELEASE VIOLATORS	\$1,294,686.66	\$1,294,686.66	\$0.00	
USMS - SUPERIOR COURT DESIGNATED FELONS	\$232,538.22	\$232,538.22	\$0.00	
USMS-SUPERIOR COURT TRANSPORTATION SERVICES	\$785,322.76	\$785,322.77	\$0.01	(EXCESS)
USMS-USDC-DISTRICT OF MARYLAND	\$9,275.94	\$9,275.94	\$0.00	
USMS SUPERIOR COURT - MEDICAL TRANSPORTATION	\$53,998.01	\$53,998.00	(\$0.01)	
USMS-DCSC - SUPERIOR COURT FELONY PROBATION VIOLATORS	\$232,111.74	\$232,111.66	(\$0.08)	
FBOP - PAROLE VIOLATORS	\$1,344,904.68	\$1,344,904.68	\$0.00	
FBOP - SENTENCED FELONS DESIGNATED TO DOC	\$649,422.42	\$649,422.42	\$0.00	
FBOP - FEDERAL PROGRAM FAILURES	\$52,883.52	\$52,883.52	\$0.00	
FBOP-WEEKENDERS	\$71,435.40	\$71,449.12	\$13.72	(EXCESS)
FBOP- SENTENCED JUVENILES	\$512,670.00	\$513,008.61	\$338.61	(EXCESS)
USMS-MEDICAL INVOICE	\$308,207.54	\$308,207.54	\$0.00	
FBOP - 200 SHORT-TERM FELONS	\$8,740,938.77	\$8,741,379.79	\$441.02	(EXCESS)
Total:	\$23,797,735.38	\$23,799,061.85	\$1,326.47	(EXCESS)

Table 35b. Fiscal Year 2015 (Federal Reimbursements collected in fiscal year 2015 through 1-15-2015)

Program Name	Amount Billed	Amount Received	Balance Outstanding
USMS-USDC - FEDERAL HOUSING (USDC COMMITMENTS)	\$1,346,610.60	\$692,177.04	(\$654,433.56)
USMS-USDC - SUPERIOR COURT TRANSPORTATION SERVICES	\$38,291.02	\$21,565.85	(\$16,725.17)
USMS-DCSC - PAROLE/SUPERVISED RELEASE VIOLATORS	\$105,020.70	\$0.00	(\$105,020.70)
USMS - SUPERIOR COURT DESIGNATED FELONS	\$35,930.94	\$17,059.20	(\$18,871.74)
USMS-SUPERIOR COURT TRANSPORTATION SERVICES	\$194,387.45	\$128,045.31	(\$66,342.14)
USMS-USDC-DISTRICT OF MARYLAND	\$1,172.82	\$1,172.82	\$0.00
USMS SUPERIOR COURT - MEDICAL TRANSPORTATION	\$4,498.73	\$2,656.17	(\$1,842.56)
USMS-DCSC - SUPERIOR COURT FELONY PROBATION VIOLATORS	\$39,556.02	\$23,136.54	(\$16,419.48)
FBOP - PAROLE VIOLATORS	\$72,075.12	\$0.00	(\$72,075.12)
FBOP - SENTENCED FELONS DESIGNATED TO DOC	\$166,647.06	\$85,656.25	(\$80,990.81)
FBOP - FEDERAL PROGRAM FAILURES	\$4,904.52	\$213.24	(\$4,691.28)
FBOP-WEEKENDERS	\$17,912.16	\$10,555.38	(\$7,356.78)
FBOP- SENTENCED JUVENILES	\$32,200.00	\$18,400.00	(\$13,800.00)
USMS-MEDICAL INVOICE	\$57,076.50	\$0.00	(\$57,076.50)
FBOP - 200 SHORT-TERM FELONS	\$1,214,146.31	\$635,956.45	(\$578,189.86)
Total:	\$3,330,429.95	\$1,636,594.25	(\$1,693,835.70)

In fiscal year 2014, the agency had a collection rate of 100% for federal reimbursements from the US Marshals and FBOP. For fiscal year 2015, it's reported that the agency billed out \$3,330,429.95 as of January 15, 2015. Although on the spreadsheet the balance of \$1,693,835.70 appears to be outstanding, it actually is still current, i.e., within the payment terms (not yet 30 days due).

36. Please describe the procedures for in-person visitation at the CTF for both the female and juvenile population.

In adherence with national correctional standards and best practices that juveniles be removed from all but incidental sight and sound of the adult population, juveniles visit via the video-visitation system. Video Visitation is offered Wednesday through Sunday from 11:00AM–10:00PM by appointment and lasts 45 minutes. Juvenile inmates are allowed two (2) visits per week. Those residents who have earned Gold Tier status on the Behavioral Modification Program are allowed three (3) video visits per week.

As a reward for exceptional behavior, DOC has afforded one contact visit per month with their parent or guardian to those juveniles who have earned Gold Tier status (honor) in the Behavior Modification Program. The Gold Tier contact visits that started on April 1, 2014 have gone exceptionally well and continue to be utilized. Recently, for the Thanksgiving and Christmas Holidays, all juvenile residents were afforded a contact visit with their parents or guardians. The numbers of Gold Tier contact visits thus far are as follows:

Month	Number
April 2014	5
May 2014	9
Mother's Day(2014)	10
June 2014	5
July 2014	4
August 2014	5
September 2014	5
October 2014	2
November 2014	12
December 2014	14

DOC-incarcerated women may receive in-person visitation at the CTF for 1 hour each week. An additional hour is generally approved for advance requests when visitors are coming from out of town (50 or more miles outside of the District of Columbia).

37. Please describe, in detail, the mental health services offered to DOC inmates. What is the average monthly number of inmates that receive these services?

DOC provides comprehensive outpatient and inpatient mental health services for inmates in our custody through the current medical services contractor, Unity Health Care, Inc. During the intake process, all inmates undergo a mental health screening to determine their mental health status and needs. Approximately 40% of the inmates have diagnosed mental health conditions such as bipolar disorder, depression and schizophrenia. Mental health clinicians see these patients as well as others who entered without mental health conditions already diagnosed. Some inmates' mental health conditions become first diagnosed in jail and others without diagnosed mental health conditions seek counseling services from the mental health clinicians. Approximately 80% of those inmates with diagnosed mental health conditions also have substance abuse issues. On average, 1500 inmates receive mental health services

on monthly basis. It is worth noting that this high number reflects the rapid turnover rate of the inmate population with 50% of intakes released (the majority to the community) within less than a month for men; and, for females, within fewer than 15 days.

Based on intake screening results, direct referral to a mental health clinician may follow for a more comprehensive mental health assessment. The outcome of this assessment will determine the course of mental health treatment. This may include: 1) referral to a staff psychiatrist for further evaluation; 2) referral for housing on the mental health unit based on acute care needs; 3) regularly scheduled individual or group counseling; and/or 4) prescriptions for required psychotropic or other medications. Specialized intervention is provided for inmates who have been sexually victimized, present with a history of sexually aggressive, and/or are suicidal risks. The treatment course is detailed in the Individualized Treatment Plan and updated/tracked in the electronic medical record. In addition to counseling services, and psycho-tropic medication provision and aforementioned services, we offer a Residential Substance Abuse Treatment program, a methadone clinic, Alcoholics Anonymous and Narcotics Anonymous programs.

DOC actively collaborates with other sister agencies, community organizations, and even federal agencies in offering mental health services. The D.C. Department of Behavioral Health has a full-time “jail liaison” on-site who works daily with the medical service contractor. In partnership, they provide on-site services during incarceration and coordinate after care services to ensure continuity of care. As discharge approaches, these professionals work together with DOC Program staff and participate in the case conferencing process to finalize plans for post release services. DOC has regularly worked with community organizations to discuss mental health services in the jail and is currently working together with clinical leaders at SAMSHA (Substance Abuse and Mental Health Services Administration)- an agency within the US Department of Health and Human Services, to bring complementary “trauma informed care” counselling services to DOC inmates.

38. What is the status of the healthcare contract?

The current contract with Unity Healthcare, Inc. is valid through March 31, 2015. A long term contract (proposed awardee Corizon) is in the Executive Office of the Mayor.

39. Are there any DOC inmate health services that can be moved in-house?

Central Cell Block Clinic

DOC is proud to have developed and overseen the creation of the health care clinic in the Central Cell Block. Arrestees requesting care for symptoms or medication needs are now able to be seen by a Nurse Practitioner who staffs the clinic 12 hours a day, 7 days a week. As a result, arrestees no longer need to be transported out of the CCB for the overwhelming majority of their health care needs while in DOC custody at the CCB. The number of transports has been drastically reduced from over forty (40) transports per month prior to the opening of the CCBC to approximately 5 visits per month at this time. The Metropolitan Police Department reported 4906 hospital details (requiring 2 officers per arrestee) in the 9 month period between October 2012 and June 2013; annualized, this represents 6541 hospital

details. Assuming \$30 per hour and 8 hours per detail and one officer per detail; conservatively estimated savings were \$240 per detail or \$1.57 million per year.

At a cost of approximately \$436,000 in FY 2014, the CCBC has served an average of 146 arrestees on a monthly basis since opening in December 2013. The number of hospital details from the CCB was reduced by nearly 90% as a result of this initiative, thereby, reducing the demand on Emergency Room staff and making more MPD officers available for the community, where they were available to improve public safety through increased police presence. This resulted in reduced rates of intake at both the CCB and CDF and lower average daily population at DOC. Associated savings due to significantly reduced EMS costs to the District were conservatively estimated at \$1.5 million (based on \$750 per transport).

40. Please describe DOC's current release procedures and reentry planning procedures relating to inmates with mental health needs.

DOC's discharge planning is comprehensive with respect to the medical and mental health needs of DOC inmates. Discharge planners work with inmates seeing them shortly after intake to begin planning and at different times during their incarceration. Liaisons from outside community organizations and the Department of Behavioral Health (DBH) have a strong presence in the jail and keep clients connected to their respective organizations during incarceration. The DBH liaison also works to determine what inmates currently not on DBH roles could be eligible for services in the Core Service Agencies (CSA).

As a part of the intake process, every person committed to the DOC receives a medical and mental health screening, and if diagnosed for mental illness; they receive medication, individual counseling and regular mental health follow-up consultations.

There are currently three (3) Forensic Mental Health Technicians from the Department of Behavioral Health (DBH) who are assigned on a full time basis to the Central Detention Facility and the Correctional Treatment Facility. Their function is to research DBH's database in order to (1) advise community-based Core Service Agencies (CSA) when their clients become incarcerated; (2) to schedule CSA appointments for impending returning citizens; (3) reenroll and schedule appointments for returning citizens who may have previously stopped going for services while in the community; and (4) to enroll and schedule appointments for returning citizens who have been newly diagnosed during incarceration. Returning citizens in the DOC are defined as pretrial and sentenced misdemeanors, short term felons designated by the Federal Bureau of Prisons to serve their sentence in the DC DOC and technical parole violators who are designated to participate in the residential substance abuse treatment program or who have been reinstated to parole by the US Parole Commission.

Mental health staff and the CSAs work in tandem to develop discharge plans for returning citizens who have Serious Persistent Mental Illness (SPMI) such as psychotic disorders, bipolar, schizophrenia, etc.

DBH and CSAs, in conjunction with DOC discharge planners who conduct gender-responsive risk and needs assessments for misdemeanors serving 60 days or more; develop release plans for returning citizens who have less severe mental health needs.

Returning citizens with an Axis I Diagnosis who are currently being prescribed psychotropic medications are released with a three (3) day supply of medication and a 30 day prescription. Reentry support is also provided by CSAs and referrals are made through non-profits.

In addition, DBH received a Second Chance Act grant in 2013 to conduct co-occurring disorder screenings and to develop a plan of action to treat female offenders who have co-occurring disorders. Two of the assigned DBH staff work with this project where they provide screenings during the intake process for females defined above as impending returning citizens. Once the project is completed it is anticipated that recommendations will be made to improve prerelease treatment, discharge planning and post release treatment services for women with co-occurring disorders.

41. Please describe the DOC pre-service suicide prevention curriculum. As of date, has all staff received training?

The suicide/mental health training course is 4 hours long. During the course, staff learn to examine the signs and symptoms used in detecting possible mental health issues and use of communication skills to improve interaction with mental health inmates. Staff also reviews jail stressors, barriers to suicide prevention, suicide statistics, suicide risk factors and methods, signs of potential suicidality and responding to suicide attempts.

Trauma informed care is designed to give DOC personnel a better understanding of trauma, enable staff to identify examples of traumatic events, and understand how prevalent trauma histories are among the inmate population.

42. In FYs 2014 and 2015 (to date), please indicate what changes were made within DOC in order to promote cost savings for inmate health care.

Health care cost savings measures include a new health care contract; receiving federal dollars for eligible inpatient hospitalizations; improved medical scheduling procedures (in order to decrease use of custody staff for transport), planning for the purchase of a medication packaging machine along with implementation of an electronic Medication Administration Record system and medication carts to improve service delivery, reducing the rising cost of inmate pharmaceuticals, medication wastage, and significant costs associated with staffing the inmate pharmacy and medication distribution.

Working with the Office of Contracting and Procurement, DOC has specified requirements and worked to participate in the process of recommending award of a new health care contract---which would result in cost savings and efficiencies over the current contract while maintaining or improving upon the standards of care required by NCCHC and ACA, and expected by the District.

Over the past year, DOC has been working closely with the DC Health Care Finance agency to bring the District into compliance with the federal Medicaid law. Once the policies are implemented, both DOC and the District may significantly benefit from Medicaid reimbursements for eligible inmates' in-patient hospitalization costs for stays beyond 24 hours.

DOC is very interested in purchasing a medication packaging machine to help innovate pharmacy practices and effectively reduce both staff costs as well as rising pharmacy expenditures. By automating a process now manually driven, DOC stands to reduce staff time and potentially reduce the pharmacy budget.

43. For FYs 2014 and 2015 (to date), please list all HVAC outages that have occurred.

In both 2014 and 2015, there were partial HVAC outages in both the summer and winter months. Winter outages have been related to emergency and planned outages of the Boiler plant on the DC General Campus operated and maintained by the Department of General Services. Summer outages were largely due to mechanical failures with the facility's air handlers, motors, piping and coils. While ongoing preventive maintenance is completed on DOC HVAC equipment, due to the age of the system, emergency repairs are often required to maintain the system at maximum capacity. A full assessment of the Central Detention Facility's HVAC system was completed by an independent engineering firm in collaboration with the Department of General Services in FY13. The study identified mechanical deficiencies and provided recommendations for next steps. Based on that study's recommendations, DOC is working with DGS on a design and engineering plan to completely replace HVAC equipment that serves CDF housing units. Design work is scheduled to be completed in FY15 with construction following in FY16-17 pending available capital funding.

44. There is a 1998 MOU between the BOP and DOC to house inmates within 500 miles of their home. Does the agency maintain the number of inmates housed farther than 500 miles? If not, would the agency be open to tracking such information?

The MOU between the federal government and the DC Government does not specify a 500 mile radius. It states that "every effort will be made to house D.C. felons at facilities as close to D.C. as permitted by inmate program and security needs and BOP population management requirements. Information about federal inmates housed outside of DOC is not made available to the agency by BOP; therefore, cannot be tracked.

**Please note that this may fall under the scope of the Corrections Information Council (CIC).

45. What is the current status of the Inmate Processing (Reception) Center?

The Department of General Services continues to oversee the IRC construction efforts which are nearing completion. A new subcontractor has been brought in by DGS to complete

systems integration. Once the integration is completed, the contractor will certify the system and conduct training.

All workstations, stand-alone printers, and scanners have been installed and fully tested. All IT related equipment, PCs and telephones are being deployed, setup, tested, and readied for use. Furniture fixtures and other equipment are in place. The property conveyor system is onsite and being installed. Once the installation is completed staff will be trained on the use of the system.

46. For FYs 2014 and 2015 (to date), please indicate all known incidents in which contraband was smuggled into the jail. In your answer, please specify what contraband as well as the DOC response.

CONTRABAND RECOVERY 2014 THROUGH 2015

Month	Marijuana (GRAMS)	Cocaine (GRAMS)	Heroin (GRAMS)	Cell Phones	Other
JAN 2014	13.44	0.54	5.67	1	0
FEB 2014	0.88	0	0	0	0
MAR 2014	2.82	0	0	0	0
APR 2014	4.04	0	0	2	30
MAY 2014	3.19	0	0	0	0
JUNE 2014	8.81	0	0	1	0
JULY 2014	1.69	0	0	0	0
AUG 2014	0	1.28	1.29	0	0
SEPT 2014	6.87	0	1.11	0	0
OCT 2014	3.04	0	0.48	1	0
NOV 2014	0.86	0	0	0	0
DEC 2014	1.52	6.72	0	0	0
TOTAL-2014	47.16	8.54	8.55	5	30

JAN-2015	24.53	0	0	0	0
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TOTAL 2015	24.53				
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To address contraband introduction, DOC uses standard security measures such as daily shakedowns of housing units and searches of inmates at intake. The agency’s K-9 drug intradiction unit is an integral part of this security team.

In response to contraband confiscation, the Office of Internal Affairs conducts an initial investigation and based upon the results, referrals may be made to the US. Attorney’s Office for criminal prosecution. Items may also be forwarded to the Metropolitan Police Department for disposal if the investigation does not identify a specific responsible party (cell phones are not disposed of but kept for further investigation).

47. For FYs 2014 and 2015 (to date), how many appeals were received by the Office of Community Corrections for grievances filed within the correctional community centers?

For FY14 and FY 15 to date, there were zero (0) formal appeals received by the Office of Community Corrections for grievances filed by residents at the community correctional centers. Residents in community correctional centers, as well as their family members, have the ability to contact the Office of Community Corrections directly regarding problems and concerns. This allows the Office of Community Corrections to troubleshoot and provide clarification to residents and family members regarding program policies and procedures. This hands on process, which is very different than that utilized by incarcerated inmates, has been very successful in resolving issues with residents, staff and family members before they reach a level necessitating a formal appeal.

48. How are inmates advised about the services provided by the Office on Returning Citizen Affairs?

Inmates at the CDF and CTF are informed about Reentry during the intake process via a Reentry-specific video that is played in the processing area, in the medical intake area and during orientation in the intake unit. This video includes information about services provided by the Office of Returning Citizens Affairs as well as about how to access other release planning and community resources.

Information updates about a range of community based resources including services offered by ORCA, the Department of Employment Services, and other public/ private sector organizations are included in the Reentry Coordinator’s quarterly meeting with case managers at the CDF; through quarterly Reentry orientation sessions for correctional staff that is conducted at roll call and during bi-monthly meetings with community partners.

Intake case managers provide information about Reentry during Orientation, and inmates at the CDF sign to acknowledge that information was provided and they had the opportunity to discuss it with the case manager. All case managers are responsible for sharing reentry

services information with impending returning citizens; they periodically distribute ORCA's brochures; and they assist returning citizens to complete the ORCA referral documents.

ORCA provides office space to Consultants for Change who, under a Justice Grant (JGA), currently provide the bulk of pre-release planning for female returning citizens inside of the Correctional Treatment Facility and who thereafter provide community-based reentry support services when a woman is released.

Plans are underway to have ORCA staff come in to the CTF to provide informational sessions to women about services they provide upon release.

49. If an inmate misbehaves or otherwise violates a rule or directive, what is the DOC response/protocol?

- ✓ A complete list of Inmate offenses and penalties is described in the Inmate handbook, which is provided upon intake/orientation.
- ✓ If an inmate is charged with committing any offense, it's investigated by an impartial DOC employee, who will determine if the disciplinary report should be forwarded to a panel for adjudication.
- ✓ Based on the severity of the infraction, possible penalties range from a warning to disciplinary detention per Program Statement 5300.1F Inmate Discipline and Administrative Housing.

50. Based on Ridley Group's findings regarding juvenile unit assessments, what changes has the DOC implemented in response to recommendations? What more can be done? What additional funds might be required?

Since the Ridley Group conducted their assessment of the DOC Juvenile Unit, the agency has taken action on all recommendations given. Enhancements are listed below:

- ✓ Increased program offerings for juveniles
- ✓ Increased partnerships with community providers to broaden services
- ✓ Implemented an after school tutoring program
- ✓ Implemented a more user friendly grievance process
- ✓ Made meal time modifications to better accommodate needs of juveniles
- ✓ Initiated reentry planning for juveniles expected to return to the community
- ✓ Incorporated services to address mental health and substance abuse needs—part of treatment team planning and action
- ✓ Family members have been incorporated in the treatment team process
- ✓ Using a licensed clinical social worker to provide individualized mental health counseling
- ✓ Utilizing the positive youth development model—developing multi-faceted programming that contributes to positive growth and development
- ✓ Implemented a new behavior modification program model
- ✓ Expanded incentives and engaged youth in the process
- ✓ Increased staff training in juvenile specific areas

51. To date, has a mobile library system been implemented through DC Public Library?

In Fall 2014, a full-time librarian and part-time library technician were hired to manage and implement the program. Mobile Library Service at the D.C. Jail was piloted at three housing units in January 2015. Library service to all housing units is expected to roll out in February 2015. Library services will be implemented in two phases.

In Phase One, inmates will have access to library materials on a three-week rotation (one housing unit per day) through a mobile, book-cart library that will be set up in the common area of the housing unit. Inmates will have access to a robust collection of 2,000 fiction (bestsellers, westerns, mysteries, science fiction, fantasy, historical fiction and more) and non-fiction (memoirs, GED preparation, legal, self-help, skill development, inspirational, etc.) as well as Spanish and large print materials. The librarian will answer inmate questions about reading material, check out books and help inmates make book selections on topics that interest them.

The DC Public Library and D.C. Department of Corrections worked closely together on the development of the program, selection of materials and the planning for future library service.

Phase Two of the program will roll out sometime in FY15 and include reentry support for inmates and Sing, Talk and Read (STAR) early literacy workshops for inmates with young children.

52. Please outline the current retirement benefits for Corrections Officers. Does the agency consider such benefits competitive?

DOC staff currently receive the following retirement benefits in addition to the option of voluntary participation in the 457(b) deferred compensation plan:

401 (a) Defined Contribution Pension Plan is for employees hired after September 30, 1987 (excluding firefighters, teachers and civil service employees). The District government contributes an amount equal to 5 percent of the annual base (5.5 percent for detention officers) to a pension account in the employee's name, beginning the first pay period following completion of one year of creditable service. Contributions are made each pay period based on the employee's pre-tax base salary (excluding overtime, holiday and Sunday compensation)

Civil Service Retirement System (CSRS) is for employees hired before September 1, 1987. The CSRS is a defined benefit, contributory retirement system. Employees share in the expense of the annuities to which they become entitled. CSRS covered employees contribute 7, 7 1/2, or 8 percent of pay to CSRS and while they generally pay no Social Security retirement, survivor and disability tax, they must pay Medicare tax (currently 1.45 percent of pay). The employing agency matches the employee's CSRS contributions.

Table 52. Comparison of Salary and Benefits for comparable positions in the Washington Metropolitan Area.

CITY or COUNTY	POSITION	MINIMUM SALARY	MAXIMUM SALARY	RETIREMENT BENEFITS	Notes
DC DOC	Correctional Officer	\$ 42,685.00	\$ 52,873.00	401 (a) Defined Contribution Pension Plan	401 (a) Defined Contribution Pension Plan is for employees hired after September 30, 1987 (excluding firefighters, teachers and civil service employees). The District government contributes an amount equal to 5 percent of the annual base (5.5 percent for detention officers) to a pension account in the employee's name, beginning the first pay period following completion of one year of creditable service. Contributions are made each pay period based on the employee's pre-tax base salary (excluding overtime, holiday and Sunday compensation)
Arlington County	Deputy Sheriff I	\$ 48,006.40	\$ 79,684.80	See note	<p>Defined Benefit Plan</p> <ul style="list-style-type: none"> •Mandatory personal and county contribution for guaranteed monthly lifetime retirement benefits •4 percent general employee contribution •7.5 percent public safety employee contribution •Pretax contribution paycheck deductions •Full vesting after five years <p>401(a) Defined Contribution Plan</p> <ul style="list-style-type: none"> •4.2 percent county contribution for general employees •After-tax contributions <p>457 Deferred Compensation Plan</p> <ul style="list-style-type: none"> •Pretax contributions to 457(b) and/or after-tax contributions to Roth 457(b) •100 percent county contribution match up to \$20/paycheck
City of Alexandria	Deputy Sheriff I	\$ 44,938.00	\$ 77,819.82	The City participates in a number of public employee retirement plans including Virginia Retirement System, Deferred Compensation Plan 457, Supplemental Retirement Plan, Retirement Income Plan	

CITY or COUNTY	POSITION	MINIMUM SALARY	MAXIMUM SALARY	RETIREMENT BENEFITS	Notes
Prince Wm. County	Jail Officer	\$ 45,884.80	\$ 77,916.80	See note	<p>The County is part of the Virginia Retirement System (VRS).</p> <p>Jail Officers receive the same benefits as all other County employees (plus enhanced benefits for hazardous duty employees)</p> <p>ENHANCED BENEFITS FOR HAZARDOUS DUTY EMPLOYEES</p> <p>Hazardous duty employees hired after January 1, 2014 are exempt from the Hybrid Plan and will be enrolled in Plan 1 or Plan 2 benefits depending on their employment date and prior VRS service. Whether a member of Plan 1 or Plan 2, VRS members in hazardous duty positions are eligible for full, unreduced retirement at age 50 with at least 25 years of creditable service or age 60 with at least five years of creditable service. Those age 50 with at least five years of creditable service are eligible for an early, reduced benefit.</p> <p>Employees serving in uniform for 20 or more years, who meet the age requirement for retirement, receive a stipend in addition to their monthly annuity until they reach their normal social security retirement age.</p>
Prince Georges County	Correctional Officer	\$ 39,464.00	\$ 71,509.00	Correctional Officers' Comprehensive pension Plan, Supplemental Pension Plans, Deferred Compensation Plan (Employee - 13% / Employer - 87%)	
	<i>Effective 3/8/15</i>	\$ 40,647.00	\$ 73,654.00		
Fairfax County	Correctional Officer	\$ 47,804.00	\$ 81,430.00	401(a) Defined Benefit Plan (See notes)	<p>Varies. (As of July 1, 2014 - 37.90%.)</p> <ul style="list-style-type: none"> • Plan E -- Employee: 7.08% of salary. <p>Employer: amount required to fund the plan based on actuarial calculations: Varies. (As of July 1, 2014 - 37.90%.)</p> <p>Note: All employees who started work in a position as a member of the Uniformed Retirement System on or after January 1, 2013 are members of URS Plan E.</p> <p>Employee contributions earn 5% interest annually.</p>

The information tabulated in table 52 demonstrates the challenges DOC experiences in its ability to recruit and retain highly qualified correctional staff in the Metropolitan Area's highly competitive market where DOC must compete with 22 state, local and federal corrections and law enforcement agencies for the same candidate pool.

53. Please describe the video visitation system and its possible expansion.

Video visitation continues for inmates housed at the D.C. Jail. The main site for visitation is the Video Visitation Center (VVC) located within the former D.C. General Hospital adjacent to the jail. The VVC has 54 video units and is open for visitation from Wednesday through Sunday from 11:00 am to 10: pm. In an effort to make the visitation process more accessible to the visiting public, the Department established community based visitation sites at the MLK Library, Anacostia Neighborhood Library, Deanwood Recreation Center and Bald Eagle Recreation Center.

54. Please outline any ongoing environmental, structural or mechanical deficiencies throughout CDF and CTF.

The roof system at the Central Detention Facility is near the end of its useful life and failures in the system result in water infiltration to the building envelope during heavy rains. Temporary repairs have been made to address significant leaks in recent years. Capital funds have been allocated for full roof rehabilitation, and DOC is working with DGS on design plans for phased roof work beginning in spring FY15.

HVAC systems and equipment serving the jail side housing units are near the end of their useful life and experiencing an increase in mechanical failures. Facility maintenance staff undertakes preventive maintenance and emergency repair activities as necessary to ensure the continued operation of the equipment. However, the HVAC system also suffers from structural deficiencies related to the initial installation that inhibits consistent temperature and air flow controls. DOC is working with DGS on design and engineering plans for complete replacement of the HVAC systems that will remedy current deficiencies and replace aged equipment. Design work is scheduled to be completed in FY15 with construction following in FY16-17 pending available capital funding.

Emergency power generators serving the jail (4) are beyond the end of their expected useful life and beginning to experience increasing and costly repairs. DOC facility maintenance completes routine operational testing and preventive maintenance service on each generator set and associated electrical equipment to ensure continued operation of this mission critical equipment. DOC is working with DGS on design and engineering plans for complete replacement of the emergency generator system for the jail. Design work is scheduled to be completed in FY15 with construction following pending available capital funding.

One of the primary original terracotta sewer lines serving the CDF facility is partially failed and requires substantial rehabilitation to prevent sewage backup events. DOC is working with DGS on design and engineering plans to complete this work in FY15.

55. What educational services does the Department provide to youth with a GED or high school diploma?

On average we may have one juvenile per year that enters the unit with a GED or high school diploma. In addition to identifying resources online, the Juvenile Unit Program Manager has received course catalogs from The Adams State University Prison College Program (accredited program). Through correspondence courses, residents will be allowed to work for college credit and towards a degree. Course catalogs have been received from the program and will be offered to eligible residents.

The Juvenile Unit Program Manager has also begun meeting with representatives from the University of the District of Columbia Community College (UDCCC) to negotiate a partnership to allow juveniles to take classes. Specifically, the Program Manager has met with the Director of Academic Support Services about this initiative. We have explored allowing juveniles to participate in the UDCCC dual enrollment program offered to other District high school students as well as having UDCCC professors teach onsite.

56. What special training do Department staff who work with youth receive? Are there any staff who interact with youth that do not receive this training?

Staff that work with youth receive training in positive youth development principles. In 2013, trainers from the Department of Youth Rehabilitation Services (DYRS) offered training to DOC employees including correctional officers. The purpose of the class was to train personnel who work with juvenile offenders in the development, safety and other specific needs of juvenile offenders. Topics covered during this training session included Understanding Acting-Out Behavior, Cultural Awareness, Contributing Factors (i.e. family and how the family may affect the development of juvenile delinquency), Juvenile's Sense of Self Worth, School (how academic performance and classroom conduct problems may be predictors of later delinquency), Delinquent Behaviors/Signs and Symptoms, Understanding Individual Development, Case-Management Planning and Implementation.

This training has been added to the 2015 DOC in-service training schedule and is a standard component of the training for all new recruits.

57. What action has the Department taken in the last year to improve the delivery of mental health and substance abuse services to youth?

Mental health services are available 24 hours a day to juvenile residents. The Director of Mental Health is a member of the Juvenile Treatment Team Review Board and is present at weekly meetings with residents. In addition, juveniles are seen by mental health clinicians on an as needed and emergency basis. The agency is also soliciting for a contractual Licensed Clinical Social Worker to provide individual counseling, as well as cognitive behavioral groups to all residents. Currently a newly hired DOC Psychiatric Social Worker provides individual counseling to residents identified by the Treatment Team Review Board as needing the service. We are also working with one of our volunteers to start a substance

abuse education component for the unit (certified Addiction Counselor). This is set to begin March 12th.

58. What action has the Department taken in the last year to decrease its use of solitary confinement for youth?

It is DOC policy that juveniles will not be placed in administrative segregation for more than five (5) days unless there is evidence that administrative segregation should be continued beyond that time based on safety and security of the unit and population. If it is continued beyond the five days, there is a review by the Housing Review Board twice weekly with the goal of terminating the segregation. When a juvenile is placed on administrative segregation, he is moved from the original cell and housed in a single cell on the lower tier within the unit. The juvenile is under an adjusted recreation and confinement schedule, and time is allotted for education as required by DCPS. The officers are required to conduct a visual security check of the juvenile every fifteen minutes. Juveniles on administrative segregation are still allowed to participate in programming, however it is done individually. The juvenile has reasonable contact with other juveniles while on administrative segregation. Juveniles placed in administrative segregation have access to living conditions and privileges approximate to those available to the general population.

The DC DOC Juvenile Unit uses a behavior modification program model. The program relies on a three-tiered color level system that progresses from bronze to silver and finally gold. The program utilizes a system of firm consequences and increasing rewards to effectively address behavioral concerns. To ensure strict compliance, the program utilizes the Treatment Team Review Board to monitor and discuss individual progress on a weekly basis. Each juvenile sets personal goals for himself that are measureable, monitored and discussed at length each week. When behavior becomes problematic, the Treatment Team completes behavioral intervention plans for the resident.

Parents/guardians of the juveniles also participate in the Treatment Team process via case conferences. Case conferences are held on a monthly phone call to the parent/guardian that gives them the opportunity to discuss with the team the juvenile's progress and allows them the opportunity to support their child during incarceration. Since implementing these conferences, legal guardians have been overwhelmingly supportive of this effort and negative behavior has declined significantly and with it the need to confine them to their cells.

When segregation is used, the average time is approximately two days. There has been no juvenile placed on disciplinary status since November 2014, which was a maximum of two days. At the time of this report, the juvenile unit has gone sixty-nine (69) consecutive days without incident or need to confine a juvenile to their cell for disciplinary reasons. Below you will find the number of juveniles placed on disciplinary status for FY 15 thus far.

Month	Number of Juveniles
October 2014	Six (6)
November 2014	Two (2)
December 2014	Zero (0)
January 2015	Zero (0)

59. How are female youth housed when in the custody of the DOC?

Female juveniles are housed in the CTF on a tier that is separate from adults. Their programming, education and recreational activities are separate and apart from the adult population. The focus is to provide programs appropriate to the needs of adolescents; assisting them through supportive guidance and professional assistance. Over the past few years, there has only been an average of one (1) female youthful offender per year, with one-on-one education and mental health counseling as well as regular and consistent interaction between the juvenile, case manager and correctional staff and managers.

In addition, the Treatment Team Review Board meets every Thursday with the juvenile to discuss school progress and to work jointly in developing and achieving personal development goals to reinforce positive behavior.

60. How are special education services delivered to the youth population in CTF?

DC Public Schools (DCPS) provides special education services to juveniles adjudicated as adults from 8:45 a.m. to 3:15 p.m. Monday through Friday according to their Individual Education Plan (IEP). The goal is to provide students receiving special education services with access to the general education curriculum, while working towards their high school diploma.