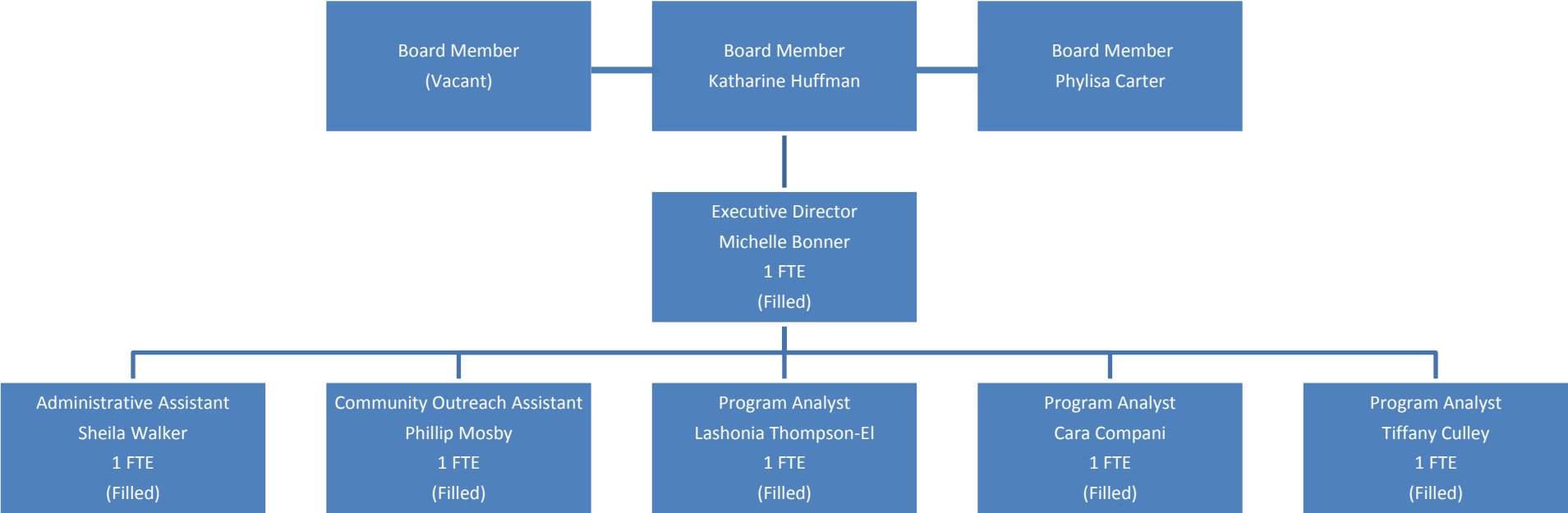


**DC Corrections Information Council  
Organization Chart  
(Effective December 14, 2015)**



CORRECTIONS INFORMATION COUNCIL SCHEDULE "A" AS OF FEBRUARY 1, 2016												
Agency Code	Fiscal Year	Posn Nbr	Prgm Code	Activity	Vac Stat	Title	Name	Hire Date	Grade	Step	Salary	Fringe - 19.2%
FIO	16	00029006	1010	1000	F	Program Analyst	Compani,Cara M.	8/20/12	5	0	65,775.80	12,628.95
FIO	16	00085456	1010	1000	F	Clerical Assistant	Walker,Sheila A	11/7/11	5	5	35,191.00	6,756.67
FIO	16	00085457	1010	1000	F	Community Outreach Assistant	Mosby,Phillip D	3/9/15	5	1	30,895.00	5,931.84
FIO	16	00087330	1010	1000	F	Program Analyst	Thompson,Lashonia	4/8/13	11	1	55,195.00	10,597.44
FIO	16	00087548	1010	1000	F	Program Analyst	Culley,Tiffany	12/14/15	11	4	60,517.00	11,619.26
FLO	16	00087609	1010	1000	F	Executive Director	Bonner,Michelle R.	11/09/15	9	0	120,000.00	23,040.00
											<b>\$ 367,573.80</b>	<b>\$ 70,574.17</b>

FTE x Dist %	Reg/Temp/Term	Hiring Status	Filled by Law Y/N
1.00	Term		N
1.00	Term		N
1.00	Reg		N
1.00	Term		N
1.00	Term		N
1.00	Reg		N



**DC Corrections Information Council (CIC)  
Travel Expense Database  
FY 2015**

<b>Name / Position</b>	<b>Date / Destination</b>	<b>Total Expense</b>	<b>Justification</b>
<b>FY 2015</b>			
Rev. Samuel Whittaker, Board Member	11/16/14 – 11/18/14 FCI Bennettsville, Bennettsville SC FCI Edgefield, Edgefield SC	\$ 347.17	The CIC is mandated to inspect and monitor conditions of confinement at facilities operated by the FBOP, DC DOC, and their private contractors that incarcerate DC inmates. The travel enabled the CIC to inspect the facility or facilities listed as the destination.
Cara Compani, Program Analyst	11/16/14 – 11/18/14 FCI Bennettsville, Bennettsville SC FCI Edgefield, Edgefield SC	\$ 769.36	Same as above.
John Kowalko, Legal Fellow	11/16/14 – 11/18/14 FCI Bennettsville, Bennettsville SC FCI Edgefield, Edgefield SC	\$ 347.17	Same as above.
Katharine Huffman, Board Member	12/4/14 – 12/5/14 FCI Cumberland, Cumberland MD	\$ 186.52	Same as above.
Cara Compani, Program Analyst	12/4/14 – 12/5/14 FCI Cumberland, Cumberland MD	\$ 361.01	Same as above.
John Kowalko, Legal Fellow	12/4/14 – 12/5/14 FCI Cumberland, Cumberland MD	\$ 186.52	Same as above.
Rev. Samuel Whittaker, Board Member	02/24/15 – 2/27/15 FCC Beaumont, Beaumont, TX	\$ 899.00	Same as above.
Cara Compani, Program Analyst	02/24/15 – 2/27/15 FCC Beaumont, Beaumont, TX	\$ 1,207.77	Same as above.
John Kowalko, Legal Fellow	02/24/15 – 2/27/15 FCC Beaumont, Beaumont, TX	\$ 875.00	Same as above.
Rev. Samuel Whittaker, Board Member	3/22/15 – 3/24/15 USP Coleman I & II, Sumterville, FL	\$ 714.00	Same as above.
Cara Compani,	3/22/15 – 3/24/15	\$ 1,117.37	Same as above.

Program Analyst	USP Coleman I &II, Sumterville, FL		
John Kowalko, Legal Fellow	3/22/15 – 3/24/15 USP Coleman I &II, Sumterville, FL	\$ 728.50	Same as above.
Katharine Huffman, Board Member	4/23/-15 – 4/24/15 FCI Fort Dix, Joint Base MDL, NJ	\$ 466.50	Same as above.
Samuel Whittaker, Board Member	4/22/15-4/24/15 FDC Philadelphia, Philadelphia, PA FCI Fort Dix, Joint Base MDL, NJ	\$ 608.89	Same as above.
Cara Compani, Program Analyst	4/22/15 – 4/24/15 FDC Philadelphia, Philadelphia, PA FCI Fort Dix, Joint Base MDL, NJ	\$ 1,411.26	Same as above.
John Kowalko, Legal Fellow	4/22/15 -4/24/15 FDC Philadelphia, Philadelphia, PA FCI Fort Dix, Joint Base MDL, NJ	\$ 851.73	Same as above.
Katharine Huffman, Board Member	7/15/15 - 7/17/15 USP Big Sandy and FCI Gilmer	\$ 1,029.77	Same as above.
Cara Compani, Program Analyst	7/15/15 - 7/17/15 USP Big Sandy and FCI Gilmer	\$ 1,452.50	Same as above.
Sophia Browning, Summer Legal Intern	7/15/15 - 7/17/15 USP Big Sandy and FCI Gilmer	\$ 1,074.77	Same as above.
Charleen Hutson, Summer Legal Intern	7/15/15 - 7/17/15 USP Big Sandy and FCI Gilmer	\$ 1,035.17	Same as above.
Phylisa Carter, Incoming Board Member	7/15/15 - 7/17/15 USP Big Sandy and FCI Gilmer	\$ 1,029.77	Same as above.
<b>FY 2016</b>			
Katharine Huffman, Board Member	10/23/15 USP McCreary	\$1583.74	Same as above.
Phylisa Carter, Board Member	10/22/15-10/23/15 USP Lee and USP McCreary	\$815.00	Same as above.
Cara Compani, Program Analyst	10/22/15-10/23/15 USP Lee and USP McCreary	\$1016.00	Same as above.
GraceAnn Caramico, Legal Intern	10/22/15-10/23/15 USP Lee and USP McCreary	\$815.00	Same as above.

Gen Question #4e FY15 FY16 Overtime Earners

Count	Posn Nbr	Name	Title	Prgm Code	Activity	Salary	Fringe - 19.0%	Overtime Pay
1	00085457	Mosby, Phillip D	Community Outreach Assistant	6100	6100	29,994.00	5,698.86	21.63
FQ0-61000 - Corrections Information Council Grand Total						29,994.00	5,698.86	21.63



FY 2015 BUDGET VERSUS ACTUAL SPENDING BY PROGRAM AND FUND

DEPARTMENT OF CORRECTIONS  
PUBLIC SAFETY AND JUSTICE AGENCY

PROGRAM TITLE	LOCAL			FEDERAL PAYMENTS			FEDERAL GRANTS			PRIVATE DONATION			SPECIAL PURPOSE REVENUE			INTRA-DISTRICT FUNDS			GROSS FUNDS		
	FY 2015 Budget	FY 2015 Actuals	FY 2015 Balance	FY 2015 Budget	FY 2015 Actuals	FY 2015 Balance	FY 2015 Budget	FY 2015 Actuals	FY 2015 Balance	FY 2015 Budget	FY 2015 Actuals	FY 2015 Balance	FY 2015 Budget	FY 2015 Actuals	FY 2015 Balance	FY 2015 Budget	FY 2015 Actuals	FY 2015 Balance	FY 2015 Budget	FY 2015 Actuals	FY 2015 Balance
FQ0-6100- Comprehensive inspection of DC Prisons	251,380.00	228,352.00	23,028.00	-	-	-	-	-	-	5,494.00	1,330.00	4,164.00	-	-	-	-	-	-	256,874.00	229,682.00	27,192.00
<b>TOTAL</b>	<b>251,380.00</b>	<b>228,352.00</b>	<b>23,028.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,494.00</b>	<b>1,330.00</b>	<b>4,164.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>256,874.00</b>	<b>229,682.00</b>	<b>27,192.00</b>

FY 2015 Balance	FY 2015 GROSS VARIANCE EXPLANATIONS:
27,192	Salary lapse, underspending in Out of Town Travel and Professional Services, incl Outreach Interns
<b>27,192</b>	



**FY 2015 BUDGET VERSUS ACTUAL SPENDING BY PROGRAM AND FUND**

DEPARTMENT OF CORRECTIONS  
PUBLIC SAFETY AND JUSTICE AGENCY

PROGRAM TITLE	LOCAL			FEDERAL PAYMENTS			FEDERAL GRANTS			PRIVATE DONATION			SPECIAL PURPOSE REVENUE			INTRA-DISTRICT FUNDS			GROSS FUNDS		
	FY 2016 Budget	FY 2016 Actuals	FY 2016 Balance	FY 2016 Budget	FY 2016 Actuals	FY 2016 Balance	FY 2016 Budget	FY 2016 Actuals	FY 2016 Balance	FY 2016 Budget	FY 2016 Actuals	FY 2016 Balance	FY 2016 Budget	FY 2016 Actuals	FY 2016 Balance	FY 2016 Budget	FY 2016 Actuals	FY 2016 Balance	FY 2016 Budget	FY 2016 Actuals	FY 2016 Balance
1000 - Prisoner Well-Being	482,292.00	54,295.00	427,997.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	482,292.00	54,295.00	427,997.00
<b>TOTAL</b>	<b>482,292.00</b>	<b>54,295.00</b>	<b>427,997.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>482,292.00</b>	<b>54,295.00</b>	<b>427,997.00</b>

FY 2016 Balance	FY 2015 GROSS VARIANCE EXPLANATIONS:
427,997	Additional funds will be utilized for PS and NPS expenditures
<b>427,997</b>	

# CIC Purchase Card Charges - FY15 and FY16

## DCPCARD

Date/Time Printed: 02/25/2016 10:12:29 PM

Orientation: Portrait

**NOTE: Travel Expenses (airfare, train fare, hotels) were for prison inspections outside of District of Columbia**

MCC	Merchant Name	Address	Transactions	Amount
<b>1st Quarter 2015 - Shakenia Bryant, Clerical Assistant</b>				
3174	JETBLUE 27975810055631	08005382583, WA	1	\$185.60
3174	JETBLUE 27975810055642	08005382583, WA	1	\$185.60
3174	JETBLUE 27921279140271	08005382583, UT	1	\$686.94
<b>Total for: Jetblue Airways</b>			<b>3</b>	<b>\$1,058.14</b>
3631	SLEEP INN WILDWOOD	WILDWOOD, FL	3	\$542.82
<b>Total for: Sleep Inn</b>			<b>3</b>	<b>\$542.82</b>
4111	METRO FARE AUTOLOAD	02029625711, DC	4	\$80.00
<b>Total for: Local/Suburban Commuter Transportation - Community Outreach</b>			<b>4</b>	<b>\$80.00</b>
5111	STAPLES DIRECT	800-3333330, MA	3	\$2,723.93
<b>Total for: Stationery,Office Supplies,Printing/Writing Paper</b>			<b>3</b>	<b>\$2,723.93</b>
5912	CVS/PHARMACY #02834	WASHINGTON, DC	1	\$40.00
<b>Total for: Drug Stores, Pharmacies</b>			<b>1</b>	<b>\$40.00</b>
5943	STAPLES 00117200	WASHINGTON, DC	2	\$119.94
<b>Total for: Stationery, Office &amp; School Supply Stores</b>			<b>2</b>	<b>\$119.94</b>
<b>1st Quarter 2015 Total:</b>			<b>16</b>	<b>\$4,564.83</b>
<b>2nd Quarter 2015 - Shakenia Bryant, Clerical Assistant</b>				
3665	HAMPTON INN	BORDENTOWN, NJ	4	\$446.20
<b>Total for: Hampton Inns</b>			<b>4</b>	<b>\$446.20</b>
4111	METRO SMARTRP TDM	WASHINGTON, DC	1	\$10.00
4111	METRO FARE AUTOLOAD	02029625711, DC	12	\$210.00
<b>Total for: Local/Suburban Commuter Transportation - Community Outreach/local inspections</b>			<b>13</b>	<b>\$220.00</b>
4112	AMTRAK .CO1110637077559	08008727245, DC	1	\$87.00
4112	AMTRAK .CO1110671086532	08008727245, DC	1	\$143.00
4112	AMTRAK .CO1110691080010	08008727245, DC	1	\$116.00
4112	AMTRAK .CO1110676073063	08008727245, DC	1	\$208.00
4112	AMTRAK .CO1110620095212	08008727245, DC	1	\$572.00
<b>Total for: Passenger Railways</b>			<b>5</b>	<b>\$1,126.00</b>
5111	STAPLES DIRECT	800-3333330, MA	3	\$2,168.08
<b>Total for: Stationery,Office Supplies,Printing/Writing Paper</b>			<b>3</b>	<b>\$2,168.08</b>
5943	STAPLES 00117200	WASHINGTON, DC	6	\$249.69
<b>Total for: Stationery, Office &amp; School Supply Stores</b>			<b>6</b>	<b>\$249.69</b>
<b>2nd Quarter 2015 Total:</b>			<b>31</b>	<b>\$4,209.97</b>
<b>3rd Quarter 2015 - Shakenia Bryant, Clerical Assistant</b>				
3063	USAIRWAY 03776649922835	BELLEVUE, WA	1	\$687.20
3063	USAIRWAY 03776649922824	BELLEVUE, WA	1	\$687.20
3063	USAIRWAY 03776649922850	BELLEVUE, WA	1	\$687.20
3063	USAIRWAY 03776649922846	BELLEVUE, WA	1	\$687.20
3063	USAIRWAY 03776649922813	BELLEVUE, WA	1	\$687.20
3063	USAIRWAY 03724106713202	800-428-4322, AZ	1	\$129.10
<b>Total for: U.S. Airways</b>			<b>6</b>	<b>\$3,565.10</b>

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Summary Quarterly Vendor Analysis

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3174	JETBLUE 27921349602341	08005382583, UT	1	\$269.10
<b>Total for: Jetblue Airways</b>			<b>1</b>	<b>\$269.10</b>
3501	HOLIDAY INN EXPRESS	PIKEVILLE, KY	1	\$760.10
<b>Total for: Holiday Inns</b>			<b>1</b>	<b>\$760.10</b>
3665	HILTON GARDEN INN	PIKEVILLE, KY	5	\$767.55
<b>Total for: Hampton Inns</b>			<b>5</b>	<b>\$767.55</b>
4111	WASH METRORAIL	WASHINGTON, DC	4	\$60.00
4111	METRO SMARTRP TDM	WASHINGTON, DC	1	\$10.00
4111	METRO FARE AUTOLOAD	02029625711, DC	4	\$80.00
4111	METRO FARE AUTOLOAD	202-962-5711, DC	9	\$180.00
<b>Total for: Local/Suburban Commuter Transportation - Community Outreach/local inspections</b>			<b>18</b>	<b>\$330.00</b>
5111	STAPLES DIRECT	800-3333330, MA	4	\$1,373.06
<b>Total for: Stationery,Office Supplies,Printing/Writing Paper</b>			<b>4</b>	<b>\$1,373.06</b>
5943	STAPLES 00117200	WASHINGTON, DC	1	\$80.00
<b>Total for: Stationery, Office &amp; School Supply Stores</b>			<b>1</b>	<b>\$80.00</b>
7011	FLATWOODS HOTEL & CONF	SUTTON, WV	1	\$559.95
<b>Total for: Hotels-Lodging (Not Listed Elsewhere)</b>			<b>1</b>	<b>\$559.95</b>
<b>3rd Quarter 2015 Total:</b>			<b>37</b>	<b>\$7,704.86</b>
<b>4th Quarter 2015 - Sheila Walker, Administrative Assistant</b>				
4111	METRO FARE AUTOLOAD	202-962-5711, DC	1	\$150.00
<b>Total for: Local/Suburban Commuter Transportation - Community Outreach</b>			<b>1</b>	<b>\$150.00</b>
5045	DMI* DELL K-12/GOVT	800-981-3355, TX	1	\$528.00
<b>Total for: Computers,Computer Peripheral Equipment, Software - Monitors for Program Analysts</b>			<b>1</b>	<b>\$528.00</b>
5111	STAPLES DIRECT	800-3333330, MA	1	\$468.98
<b>Total for: Stationery,Office Supplies,Printing/Writing Paper</b>			<b>1</b>	<b>\$468.98</b>
<b>4th Quarter 2015 Total:</b>			<b>3</b>	<b>\$1,146.98</b>
<b>1st Quarter 2016</b>				
5045	DMI* DELL K-12/GOVT	800-981-3355, TX	1	\$1,734.00
<b>Total for: Computers,Computer Peripheral Equipment, Software - CPUs for Program Analysts</b>			<b>1</b>	<b>\$1,734.00</b>
5111	STAPLES DIRECT	PUTNAM, CT	1	\$136.59
5111	STAPLES DIRECT	FRAMINGHAM, MA	1	(\$134.99)
5111	STAPLES DIRECT	800-3333330, MA	3	\$247.97
<b>Total for: Stationery,Office Supplies,Printing/Writing Paper</b>			<b>5</b>	<b>\$249.57</b>
5943	STAPLES 00117200	WASHINGTON, DC	1	\$50.70
<b>Total for: Stationery, Office &amp; School Supply Stores</b>			<b>1</b>	<b>\$50.70</b>
<b>1st Quarter 2016 Total:</b>			<b>7</b>	<b>\$2,034.27</b>
<b>Grand Total:</b>			<b>94</b>	<b>\$19,660.91</b>

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Summary Quarterly Vendor Analysis

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**CIC Report Status**

<b>Fiscal Year</b>	<b>Facility</b>	<b>Inspection Date</b>	<b>CIC Reps</b>	<b>Draft Complete</b>	<b>Sent to Board</b>	<b>Sent to FBOP/DOC</b>	<b>Publication Date</b>
2013	1. Hope Village RRC	November 30, 2012	Bonner, Huffman, Whittaker, Compani	Yes			May 24, 2013
	2. FCI Fairton	March 5, 2013	Bonner, Huffman, Whittaker, Compani	Yes			February 28, 2014
	3. USP McCreary	April 15, 2013	Bonner, Whittaker, Compani	Yes			February 28, 2014
	4. FCI Manchester	April 16, 2013	Bonner, Whittaker, Compani	Yes			February 28, 2014
	5. The Fairview RRC	June 26, 2013	Huffman, Whittaker, Compani	Yes			February 28, 2014
	6. USP Allenwood	September 19, 2013	Bonner, Whittaker, Compani	Yes			November 3, 2014
	7. FCI Allenwood Low	September 19, 2013	Bonner, Whittaker, Compani	Yes			November 3, 2014
	8. Rivers CI	September 26-27, 2013	Bonner, Huffman, Whittaker, Compani	Yes			
	9. Annual Report FY 2013	N/A	N/A	Yes			February 28, 2014
2014	1. USP Atlanta	February 11, 2014	Huffman, Whittaker, Compani	Yes			November 3, 2014
	2. USP Lewisburg	April 10, 2014	Bonner, Whittaker, Compani, Scott	Yes	March 27, 2015	April 9, 2015	November 5, 2015
	3. FCI Schuylkill	April 11, 2014	Bonner, Whittaker, Compani, Scott	Yes	February 12, 2015	April 9, 2015	June 22, 2015

	4. USP Victorville	April 30, 2014	Whittaker, Compani, Valentine	Yes	March 13, 2015	April 9, 2015	January 7, 2016
	5. FCI Victorville Medium I	May 1, 2014	Whittaker, Compani, Valentine	Yes	March 13, 2015	April 9, 2015	January 7, 2016
	6. FCI Victorville Medium II	May 2, 2014	Whittaker, Compani, Valentine	Yes	March 13, 2015	April 9, 2015	January 7, 2016
	7. USP Canaan	August 4, 2014	Huffman, Whittaker, Compani, Cutin	Yes	August 18, 2015	September 21, 2015	January 7, 2016
	8. FCI Otisville	August 5, 2014	Whittaker, Compani, Cutin	Yes	August 18, 2015	September 21, 2015	January 7, 2016
	9. FCI Petersburg Medium	August 18, 2014	Whittaker, Compani, Cutin	Yes	February 16, 2016		
	10. FCI Petersburg Low	August 19, 2014	Whittaker, Compani, Cutin	Yes	February 16, 2016		
	11. USP Hazelton	August 25, 2014	Whittaker, Compani, Cutin	Final edits			
	12. SFF Hazelton	August 26, 2014	Whittaker, Compani, Cutin	Final edits			
	13. Rivers CI	September 25, 2014	Huffman, Whittaker, Compani	No			
2015	1. FCI Edgefield	November 17, 2014	Whittaker, Compani, Kowalko	Final edits			
	2. FCI Bennettsville	November 18, 2014	Whittaker, Compani, Kowalko	Final edits			
	3. FCI Cumberland	December 5, 2014	Huffman, Compani, Kowalko	Final edits			
	4. USP Beaumont	February 24, 2015	Whittaker, Compani, Kowalko	No			
	5. FCI Beaumont Medium	February 25, 2015	Whittaker, Compani,	Final edits			

			Kowalko				
	6. FCI Beaumont Low	February 25, 2015	Whittaker, Compani, Kowalko	Final edits			
	7. USP Coleman I	March 23, 2015	Whittaker, Compani, Kowalko	Final edits			
	8. USP Coleman II	March 24, 2015	Whittaker, Compani, Kowalko	No			
	9. FDC Philadelphia	April 23, 2015	Whittaker, Compani, Kowalko	No			
	10. FCI Fort Dix	April 24, 2015	Huffman, Whittaker, Compani, Kowalko	No			
	11. USP Big Sandy	July 16, 2015	Huffman, Carter, Compani, Browning	No			
	12. FCI Gilmer	July 17, 2015	Huffman, Carter, Compani, Browning	No			
2016	1. USP Lee	October 22, 2015	Carter, Compani, Caramico	No			
	2. USP McCreary	October 23, 2015	Huffman, Carter, Compani, Caramico	No			
	3. DC Jail (part one)	November 2, 2015	Huffman, Carter, Compani,	No			

Personnel #1 FY15 FY16 Employees \$100K or more

Count	Posn Nbr	Name	Title	Prgm Code	Activity	Salary	Fringe - 19.0%	Overtime Pay	Bonus Pay
1	00087330	Kowalko,John A	PROGRAM ANALYST	6100	6100	110,500.00	20,995.00	-	-
FQ0-61000 - Corrections Information Council Grand Total						\$ 110,500.00	\$ 20,995.00	\$ -	\$ -

Agency	Dept No	Name	Job Title	Agency Code	Agency Salary	Agency - 10/24	Overhead	Agency Pay
1	0000	Director	Director	0000	100,000.00	21,540.00	-	-
AGENCY GRAND TOTAL					\$ 100,000.00	\$ 21,540.00	\$ -	\$ -



Personnel #2 FY15 FIO Overtime Earners

Count	Posn Nbr	Name	Title	Prgm Code	Activity	Salary	Fringe - 19.0%	Overtime Pay
1	00085457	Mosby, Phillip D	Community Outreach Assistant	6100	6100	29,994.00	5,698.86	21.63
FQ0-61000 - Corrections Information Council Grand Total						29,994.00	5,698.86	21.63



**Correction Information Council (CIC)**

**OBJECTIVE 1: Conduct comprehensive inspection of facilities housing DC inmates.**

**INITIATIVE: 1.1: Inspect, monitor, and report on conditions of confinement at facilities where DC residents are incarcerated in DC and across the U.S.**

In FY 2014 the CIC will complete 16 thematic and facility inspections here in the District and across the US. In FY 2015 the CIC will continue to fulfill mandated activities by inspecting 18 facilities operated by the DOC, FBOP, and their contract facilities in the District and across the US. The facility inspections have and will continue to include an onsite inspection, document review, observation of programming, and staff and inmate interviews.

An important aspect of the CIC's mandate includes the DC Jail, CTF, and the RRCs in DC. In FY 2014 the CIC implemented a policy of regular monitoring of DC DOC jail facilities via several meetings with the DOC and visits to the DC Jail and CTF. In FY 2015 the CIC will continue this initiative by quarterly meetings with DOC and bi-annual tours of the DC Jail and CTF.

In FY 2013 the CIC implemented an inspection policy and schedule that allows the CIC to visit different security level facilities and medical centers, and regions.

- FBOP facilities with 50 or more DC inmates (currently 30 facilities), are placed on a three year rotating schedule. Each facility will be visited once every three years; however more frequent visits may be arranged depending on the specific circumstances;
- FBOP facilities with between 20 and 50 DC residents (currently this is 14 facilities), we will attempt to visit once every five years. Out of these 14 facilities, five are located at federal correctional complexes and will be on a three year rotation because other facilities at the complex have greater than 50 DC residents. We will have contact (through personal letters or surveys) with all DC residents at these facilities once every two years;
- FBOP facility with less than 20 DC residents, currently this is 68 facilities, we will have contact (through personal letters or surveys) with all DC residents at these facilities once every two years. The CIC will attempt to visit once every five years; and
- Rivers Correctional Institute, with over 600 DC residents, we will visit annually;
- For RRCs in DC, we will inspect a minimum of one per year; and

- Conduct regular monitoring of DC DOC jail facilities  
**Completion Date: September 30, 2015.**

- **Performance Assessment Key: Not Achieved.** In FY 2015 the CIC visited a total of 12 FBOP facilities, ten of which had over than 50 DC inmates. The CIC did not visit Rivers Correctional Institute in FY 2015, having visited the facility in September 2014, just before the start of FY 2015. While the CIC did not inspect an RRC in FY 2015, it did continue to regularly monitor DC DOC jail facilities through regular contact with DOC leadership.

The CIC is revising its projections for FY 2016. Due to vacant board positions throughout the year and lack of staffing capacity, the CIC has a backlog of reports on inspections to complete and publish. Under the leadership of its first Executive Director, a full board, and two additional program analysts, the CIC will be better equipped to meet and exceed its performance measures in FY 2016.

## **OBJECTIVE 2: Promote Community Outreach**

### **INITIATIVE 2:1. Facilitate outreach to the DC Community**

The DC community and their concerns, experience, and expertise are extremely important to the CIC. Throughout FY 2014 the CIC Board, program analyst, office manager, and community outreach intern attended more than 12 community meetings, DC Council hearings, forums, and events with DC community members to understand their concerns regarding conditions of confinement and reentry into the DC community. Additionally, in FY 2014 the CIC held seven public meetings, these brought together a variety of stakeholders to discuss issues relevant to the CIC.

In FY 2014 the CIC had one community outreach intern to assist with outreach, providing information about the CIC to DC community residents and organizations and gathering input from them. The intern obtained information from returning citizens, family members and loved ones of currently incarcerated individuals, and other sources relevant to the CIC's work; collected and responded to letters, calls and other inquiries for the CIC; and made referrals to other reentry service organizations and other community providers. In FY 2015 will further the same goals and increase the volume of community outreach completed by the CIC. **Completion Date: September 30, 2015.**

- **Performance Assessment Key: Fully achieved.** In FY 2015, the CIC increased capacity with the hire of a full-time community outreach coordinator, a legal fellow, and three summer interns. With their outreach, the CIC attended no fewer than 65 meetings and events on behalf of the CIC.

### **OBJECTIVE 3: Develop the CIC Administratively**

#### **INITIATIVE 3.1: Set up confidential office space**

The CIC is still facing administrative obstacles. The CIC guarantees all DC residents anonymity for phone conversations and written correspondence. To date the CIC's office space has not been confidential and does not have the capacity to maintain confidentiality as the work of the CIC increases. We do not believe anyone will infringe on the CIC's privacy; however, without an office with a door the CIC cannot guarantee the confidentiality that is crucial to our inspecting and monitoring role. Therefore, in FY 2015 the CIC will continue to work toward a more secure office space. **Completion Date: September 30, 2015.**

- **Performance Assessment Key: Fully achieved.** Under Mayor Bowser's administration, the CIC was moved from the open office bank on the fifth floor of the Wilson Building, to private, secure facility in the Greater Washington Urban League building, at 2901 14<sup>th</sup> St NW, Washington, DC. This has provided CIC with the capacity to maintain confidentiality of phone and written correspondence.

#### **INITIATIVE 3: Increase CIC full time staff**

The CIC's mandate includes almost 6,000 DC residents in FBOP custody and over 2,000 DC residents in DOC custody. In FY 2013 and 2014 the CIC staff included one full time staff person, one volunteer community outreach intern for approximately ten hours per week, and a contract office manager. In FY 2015 the CIC was awarded two additional FTEs. The two FTEs will assist the CIC greatly and we will work to obtain one additional full time employee to fulfill the mandate of the CIC. **Completion Date: September 30, 2015.**

- **Performance Assessment Key: Fully achieved.** Under Mayor Bowser's administration, in FY 2015, the CIC was awarded a budget for a full-time outreach coordinator and a full-time administrative assistant, in addition to the full-time program analyst. This administration has continued its support of the CIC into FY 2016, with additional allocations for a full-time executive director and two additional program analysts.

### **OBJECTIVE 4: Obtain Training from Local and National Experts to Develop Best Inspection and Monitoring Practices**

#### **INITIATIVE 4.1: Continue training from members of the DC community and experts in prison oversight.**

In FY 2014, the CIC held more than three training sessions with members of the DC community and experts in prison oversight. The sessions included

training on general information about DC agencies and organizations, best inspection and monitoring practices, and areas of concern for D.C residents in DOC and FBOP custody. In FY 2015, the CIC will continue training with local and national experts.

**Completion date: September 30, 2015.**

- **Performance Assessment Key: Fully achieved.** In FY 2015, the CIC received training on no fewer than five separate occasions from local and national experts. Training topics included: Medicaid suspension of incarcerated persons, returning residents with mental illness, trauma and recidivism, video visitation, and on how to improve the work of the CIC. Michele Deitch, a national expert on prison oversight, provided her expertise on inspection and report writing of the CIC on August 31, 2015; and the CIC will incorporate her insights into its work in FY 2016.

#### **OBJECTIVE 5: Reach a Larger Portion of DC Residents in FBOP custody.**

##### **INITIATIVE 5.1: Send a survey to a statistically significant portion of DC inmates in FBOP custody.**


In FY 2015 the CIC will send a survey about conditions of confinement and reentry to a statistically significant portion (at least 1/3) of DC residents at each FBOP facility where DC residents are incarcerated. The CIC continues to look for innovative ways to reach larger portions of the DC inmate population in FBOP custody.

**Completion date: September 30, 2015.**

- **Performance Assessment Key: Not achieved.** While, in FY 2015, the CIC visited 1048 incarcerated DC residents at twelve facilities throughout the United States, it did not see its proposed goal of 35% of all DC residents incarcerated. Also, the CIC did not send out a survey about conditions of confinement and reentry to incarcerated DC residents by September 30, 2015.

The CIC is revising its projections for FY 2016. Due to vacant board positions throughout the year and lack of staffing capacity, the CIC was unable to meet this objective. Under the leadership of its first Executive Director, a full board, and two additional program analysts, the CIC will be better equipped to meet and exceed its performance measures in FY 2016.

**KEY PERFORMANCE INDICATORS-Correction Information Council (CIC)**

	KPI	Measure	FY 2014 YE Actual	FY 2015 YE Target	FY 2015 YE Revised Target	FY 2015 YE Actual (KPI Tracker)	FY 2015 YE Rating (KPI Tracker)	Budget Program (KPI Tracker)
●	Not Achieved	Number of site visits at FBOP and DOC facilities	16	18	18	12	66.67%	Deputy Mayor for Public Safety & Justice
●	Not Achieved	Percentage of DC inmates at FBOP facilities the CIC inspects	30%	35%	35%	20.8%	60%	Deputy Mayor for Public Safety & Justice
●	Fully Achieved	Number of community outreach meetings	> 20	12	12	63	525%	Deputy Mayor for Public Safety & Justice
●	Fully Achieved	Number of training sessions held with DC and national experts in prison oversight	> 3	3	3	5	167%	Deputy Mayor for Public Safety & Justice