

# Corrections Information Council FY2019

**Agency** Corrections Information Council

**Agency Code** F10

**Fiscal Year** 2019

**Mission** The District of Columbia Corrections Information Council (CIC) is an independent monitoring body mandated by the US Congress and the DC Council to inspect, monitor, and report on the conditions of confinement at facilities where DC residents are incarcerated.

**Summary of Services**

## 2019 Accomplishments

Accomplishment	Impact on Agency	Impact on Residents
In fiscal year 2019, the CIC was able to eliminate the backlog of reports from inspections completed during prior fiscal years.	This will allow the CIC to dedicate more efforts to improving the speed of the report writing process.	This will allow the CIC to dedicate more efforts to improving future communication with the residents since the past reports have been settled.

## 2019 Key Performance Indicators

Measure	Frequency	FY 2017 Actual	FY 2018 Actual	FY 2019 Target	FY 2019 Q1	FY 2019 Q2	FY 2019 Q3	FY 2019 Q4	FY 2019 Actual	KPI Status	Explanation
<b>1 - Improve transparency of the corrections systems through inspections and monitoring. (1 Measure)</b>											
Number of facilities housing DC residents that have been inspected during the fiscal year	Annually	Waiting on Data	6	8	Annual Measure	Annual Measure	Annual Measure	Annual Measure	9	Met	
<b>3 - Provide recommendations to improve conditions of confinement, policies, and procedures affecting incarcerated residents to improve public safety. (2 Measures)</b>											
Percent of inspections that have published reports	Quarterly	Waiting on Data	63.7%	75%	66.7%	150%	No data available	133.3%	125%	Met	CIC was understaffed in FY19, and the prior Director resigned. Despite the unmet KPIs, the CIC cleared the backlog of inspection reports and produced two thematic reports. Also, some reports require visits to two facilities for one report, and one report only required research, both of which reduce the percentage numbers. Other reports will be produced in FY20. Additionally, some reports were produced in FY19 even though visits occurred in other fiscal years. This KPI will likely be revised to reflect a raw number, which would be more indicative of output, as opposed to a percentage.

Measure	Frequency	FY 2017 Actual	FY 2018 Actual	FY 2019 Target	FY 2019 Q1	FY 2019 Q2	FY 2019 Q3	FY 2019 Q4	FY 2019 Actual	KPI Status	Explanation
Average number of calendar days to produce a draft report from the date of completion of an inspection	Annually	Waiting on Data	150	120	Annual Measure	Annual Measure	Annual Measure	Annual Measure	165	Unmet	CIC was significantly understaffed in FY19, which slowed the capacity to increase the speed productivity. In FY20, CIC now has a full staff, and will reevaluate performance measures in order to assure proper execution.

## 2019 Workload Measures

Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Q1	FY 2019 Q2	FY 2019 Q3	FY 2019 Q4	FY 2019 Actual
<b>1 - Inspections and Reports (3 Measures)</b>							
Number of facilities nationwide housing DC residents	Waiting on Data	476	No applicable incidents	No applicable incidents	122	122	244
Number of inspections with expert participation	Waiting on Data	0	0	0	0	0	0
Number of facilities inspected	Waiting on Data	6	3	2	0	4	9
<b>2 - Community Outreach and Education (3 Measures)</b>							
Number of community meetings and events attended by CIC	36	40	Annual Measure	Annual Measure	Annual Measure	Annual Measure	14
Number of CIC education presentations/events held	4	3	Annual Measure	Annual Measure	Annual Measure	Annual Measure	0
Number of bulletins produced	Waiting on Data	12	3	2	2	3	10
<b>3 - Relationship Building (3 Measures)</b>							
Number of inspection reports published	Waiting on Data	6	2	2	1	4	9
Number of thematic reports published	Waiting on Data	5	0	1	0	1	2
One Annual Report of CIC activities of prior fiscal year, per statute	Waiting on Data	2	Annual Measure	Annual Measure	Annual Measure	Annual Measure	1

## 2019 Operations

Operations Header	Operations Title	Operations Description	Type of Operations
<b>1 - Improve transparency of the corrections systems through inspections and monitoring. (2 Activities)</b>			
Inspections	Inspections and Reports	Inspect Bureau of Prisons and Department of Corrections facilities, monitor changes, and write and publish inspection reports.	Daily Service
Liaison Program Analyst	Liaison Program Analyst	Receive individual complaints and concerns, and share them with corrections agencies for notice and corrective action.	Daily Service
<b>2 - Provide information and education on conditions of confinement, programs, and prison reentry to inform and empower inmates, the community, and policy decision-makers. (3 Activities)</b>			

Operations Header	Operations Title	Operations Description	Type of Operations
Community Outreach and Education	Community Outreach and Education	Attend events, host events, and communicate via the web, email, and social media in order to educate the community about issues related to confinement.	Daily Service
Data Reporting	Data Reporting	Develop independent content on the information received directly about the Bureau of Prisons and Department of Corrections, and regularly disseminate that information via agency newsletters, the dashboard, and other media platforms.	Key Project
Thematic Reports	Thematic Reports	Provide briefs and reports on systemic issues affecting inmates in Bureau of Prisons or Department of Corrections facilities.	Key Project
<b>3 - Provide recommendations to improve conditions of confinement, policies, and procedures affecting incarcerated residents to improve public safety. (1 Activity)</b>			
Relationship Building	Relationship Building	Communication with Bureau of Prisons and Department of Corrections officials on conditions of confinement and community concerns.	Daily Service
<b>4 - Improve the transparency of CIC operations, including how the CIC selects facilities to inspect, and how the CIC stores and uses information from stakeholders. (1 Activity)</b>			
Scheduling	Scheduling	Create inspection schedules based on the incoming information, and draft a list of facilities to inspect at the beginning of the fiscal year.	Daily Service

## 2019 Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Completion to Date	Status Update	Explanation for Incomplete Initiative
<b>Community Outreach and Education (1 Strategic Initiative)</b>				
Bureau of Prisons Newsletter	Create and disseminate an annual newsletter to District residents incarcerated in Bureau of Prisons facilities.	0-24%	This initiative was not completed due to significant changes in leadership and staffing. The current regime is assessing the usefulness of this initiative, as compared to a more regular form of communication (such as a quarterly compilation of data containing information received by incarcerated persons in an attempt to present their concerns).	This initiative was not completed due to significant changes in leadership and staffing. The current regime is assessing the usefulness of this initiative, as compared to a more regular form of communication (such as a quarterly compilation of data containing information received by incarcerated persons in an attempt to present their concerns).
<b>Inspections and Reports (1 Strategic Initiative)</b>				
Bureau of Prisons Youth Program Report	Produce a report on Bureau of Prisons programs per the Youth Rehabilitation Amendment Act of 2017	Complete	The first annual report on the Youth Rehabilitation Amendment Act is complete.	