

Corrections Information Council FY2017

Agency Corrections Information Council

Agency Code FI0

Fiscal Year 2017

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.

2017 Strategic Objectives

Objective Number	Strategic Objective
1	Improve system transparency through inspections, monitoring, and timely inspection reports.
2	Provide education on conditions of confinement, programs, and prison reentry to inform and empower inmates, community, and policy decision-makers.
3	Provide recommendations to improve conditions of confinement, policies and procedures affecting incarcerated residents to improve public safety.
4	Create and maintain a highly efficient, transparent and responsive District government.**

2017 Key Performance Indicators

Measure	New Measure/ Benchmark Year	Frequency of Reporting	Add Data Fields (if applicable)	FY 2014 Actual	FY 2015 Target	FY 2015 Actual	FY 2016 Target	FY 2016 Actual	FY 2017 Target
1 - Improve system transparency through inspections, monitoring, and timely inspection reports. (1 Measure)									
Percentage of Inspection reports submitted to corrections agency for review within 90 days of onsite inspection	✓	Annually		Not available	Not available	Not available	Not available	New Measure	60%
2 - Provide education on conditions of confinement, programs, and prison reentry to inform and empower inmates, community, and policy decision-makers. (2 Measures)									
Number of issue papers/thematic reports produced	✓	Annually		Not available	Not available	Not available	Not available	New Measure	3
High rating of meetings by attendees to CIC meetings	✓	Annually		Not available	Not available	Not available	Not available	New Measure	75%
4 - Create and maintain a highly efficient, transparent and responsive District government.** (9 Measures)									
Contracts/Procurement-Expendable Budget spent on Certified Business Enterprises	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Contracts/Procurement-Contracts lapsed into retroactive status	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Budget- Local funds unspent	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Budget- Federal Funds returned	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Customer Service-Meeting Service Level Agreements	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Human Resources-Vacancy Rate	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Human Resources-Employee District residency	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Human Resources-Employee Onboard Time	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Performance Management-Employee Performance Plan Completion	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017

2017 Operations

Operations Header	Operations Title	Operations Description	Type of Operations
1 - Improve system transparency through inspections, monitoring, and timely inspection reports. (1 Activity)			
Inspections and Reports	Inspect BOP and DOC facilities, monitor changes, and write/publish inspection reports.		Daily Service
2 - Provide education on conditions of confinement, programs, and prison reentry to inform and empower inmates, community, and policy decision-makers. (2 Activities)			
Thematic Reports	Provide brief/reports on systemic issues affecting inmates in BOP or DOC facilities		Daily Service
Community Outreach and Education	Attend events and hold events with experts to educate community about CIC and its mission.		Daily Service
3 - Provide recommendations to improve conditions of confinement, policies and procedures affecting incarcerated residents to improve public safety. (1 Activity)			
Relationship Building	Communications with BOP and DOC officials on conditions of confinement and community concerns		Daily Service
4 - Create and maintain a highly efficient, transparent and responsive District government.** (1 Activity)			
COMPREHENSIVE INSPECTIONS DISTRICT PRIS	Inspection of Corrections Facilities	CIC will report on inspections it conducts of prisons, jails, and halfway houses where DC residents are incarcerated.	Daily Service

2017 Workload Measures

Measure	New Measure/Benchmark Year	Add Historical and Target Data (FY17)	Numerator Title	Units	Frequency of Reporting	FY 2014	FY 2015	FY 2016 Actual
1 - Inspect BOP and DOC facilities, monitor changes, and write/publish inspection reports. (2 Measures)								
Number of onsite facility inspections conducted	<input type="checkbox"/>		Number of facilities inspected	Number of facilities inspected	Semi-Annually	Not available	Not available	8
Number of inspection reports published	<input type="checkbox"/>		Number of inspection reports published	Number of inspection reports	Annually	Not available	Not available	10
2 - Attend events and hold events with experts to educate community about CIC and its mission. (2 Measures)								
Number of community meetings and events attended by CIC	<input type="checkbox"/>		Number of community events attended	Number of community events attended	Annually	Not available	Not available	51
Number of CIC education presentations/events held	<input type="checkbox"/>		Number of CIC education events held	Number of CIC education events held	Annually	Not available	Not available	3
2 - Provide brief/reports on systemic issues affecting inmates in BOP or DOC facilities (1 Measure)								
Number of thematic reports/issue briefs on issues affecting incarcerated residents published	<input type="checkbox"/>		Number of thematic reports/issue briefs	Number of thematic reports/issue briefs	Annually	Not available	Not available	5
3 - Communications with BOP and DOC officials on conditions of confinement and community concerns (1 Measure)								
Number of meetings with corrections agency heads regarding CIC recommendations	<input type="checkbox"/>		Number of meetings with agency heads	Number of meetings with agency heads	Annually	Not available	Not available	5
4 - Inspection of Corrections Facilities (1 Measure)								
One Annual Report of CIC inspections, reports, educational activities, outreach and value-added impact	<input type="checkbox"/>		Annual report within 60 days of end of fiscal year	annual report	Annually	Not available	Not available	0

2017 Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
Community Outreach and Education (1 Strategic Initiative-Operation Link)		
Subject-Matter Expert Participation	Invite subject-matter experts to participate in inspections and to present on discrete issues affecting incarcerated DC residents at Open Meetings or other forums.	09-30-2017
COMPREHENSIVE INSPECTIONS DISTRICT PRIS (3 Strategic initiative-operation links)		

Data Management System	Collection and analysis of data within and across facilities to evaluate facility operations, programs, and reentry initiatives	09-30-2017
Subject-Matter Expert Participation	Invite subject-matter experts to participate in inspections and to present on discrete issues affecting incarcerated DC residents at Open Meetings or other forums.	09-30-2017
Engage Subject Matter Experts in work of CIC	Invite Subject Matter Experts (SMEs) to participate in inspections, training, and presentations at CIC events.	09-30-2018
Inspections and Reports (1 Strategic Initiative-Operation Link)		
Data Management System	Collection and analysis of data within facilities and across facilities to evaluate facility operations.	09-30-2017
Thematic Reports (2 Strategic initiative-operation links)		
Data Management System	Collection and analysis of data within and across facilities to evaluate facility operations, programs, and reentry initiatives	09-30-2017
SME Participation in Thematic Reports	Include SMEs in writing, editing or review of thematic reports and issue briefs on issues affecting incarcerated DC residents.	09-30-2017

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