



## Department of Public Safety and Correctional Services

### Maryland Commission on Correctional Standards

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ENTRY SERVICES

THOMAS REECE  
CHAIRPERSON

VERONICA D. MOORE  
EXECUTIVE DIRECTOR

281<sup>st</sup> Commission (Virtual) Meeting

September 28, 2023

### Minutes

#### MEMBERS PRESENT:

Major Thomas D. Reece, Administrator, Calvert County Detention Center,  
Chairperson

Laura Allen, Budget Analyst, Department of Budget and Management, Representing  
Secretary Helene T. Grady

Yolanda Bethea, National Accreditation Organization

April Cockrell, Citizen Member

Cleveland Friday, Commissioner, Division of Pretrial Detention Services

Beverly Hughes, Assistant Attorney General, representing Attorney General

Anthony G. Brown

Lakia James, Correctional Officer, Local Correctional Facility

Annie Harvey, Deputy Secretary of Operations, Department of Public Safety and  
Correctional Services

Nelson Reichart, Deputy Director, Department of General Services, Representing  
Atif Chaudhry

Kelly Russell, Alderman, Local Elected Official, Frederick County, Maryland

Niani Smith, Citizen Member

#### STAFF PRESENT:

Veronica Moore, Executive Director

Brian Raivel, Senior Correctional Program Specialist

Officer Tareda Armwood-Faison

LaShawn Payton-Muhammad, Correctional Program Specialist

Diana Viville, Auditor

Cassandra Holdsclaw, Auditor

LaDonna Newman, Management Associate

#### VIRTUAL GUESTS:

Phil Morgan, Commissioner, Division of Corrections

Director Ben Stevenson, Montgomery County Department of Correction and  
Rehabilitation

Warden Frederick Abello, Montgomery County Correctional Center/Montgomery  
County Detention Center

Stephen Murphy, Division Chief, Medical and Behavioral Services, Montgomery  
County Department of Correction and Rehabilitation

Kaye Beckley, Division Chief, Administrative Services, Montgomery County Department of Correction and Rehabilitation Services  
Sergeant Brandon Ward, Accreditation Specialist, Montgomery County Department of Correction and Rehabilitation Services  
Warden Christopher Smith, Maryland Correctional Institution-Jessup  
Assistant Warden Damean Stewart, Maryland Correctional Institution-Jessup  
Security Chief Reginald Sheppard, Maryland Correctional Institution-Jessup  
Lieutenant Chinelo Ukelegbu, Maryland Correctional Institution-Jessup  
Warden David Greene, Maryland Correctional Prerelease System  
Assistant Warden Lorelei Sattler, Dorsey Run Correctional Facility  
Facility Administrator Damilare Adisa-Thomas, Baltimore City Correctional Center  
Major Vera White, Baltimore City Correctional Center  
Corporal Mechelle Johnson, Baltimore City Correctional Center  
Deputy Warden Luke Dixon, Caroline County Detention Center  
Lieutenant Richard Moorer, Caroline County Detention Center  
Sergeant Timoty Brewer, Caroline County Detention Center  
Officer Tyneshia Heath, Caroline County Detention Center  
Debbie Lewis, Registered Nurse, Caroline County Detention Center  
Superintendent Christopher Klein, Anne Arundel County Department of Detention Facilities  
Correctional Facility Administrator Michael Borgese, Anne Arundel County Department of Detention Facilities, Jennifer Road Detention Center  
Assistant Correctional Facility Administrator Jay Ingle, Anne Arundel County Department of Detention Facilities, Jennifer Road Detention Center  
Officer Rachel Frankenfield, Anne Arundel County Department of Detention Facilities, Jennifer Road Detention Center  
Correctional Facility Administrator John Kelson, Anne Arundel County Department of Detention Facilities, Ordnance Road Correctional Center  
Assistant Correctional Facility Administrator Thomas Laue, Anne Arundel County Department of Detention Facilities, Ordnance Road Correctional Center  
Destiny Foye, Compliance Coordinator, Anne Arundel County Department of Detention Facilities, Ordnance Road Correctional Center  
Director Lamonte Cooke, Queen Anne's County Department of Corrections  
Major Milton Greenwood, Queen Anne's County Department of Corrections  
Lieutenant Cottman, Queen Anne's County Department of Corrections  
Corporal David Pratt, Queen Anne's County Department of Corrections  
Ms. Cindy Moore, Queen Anne's County Department of Corrections  
Warden Thomas Wolfe, Chesapeake Detention Facility  
Assistant Warden Emmanuel Nzeadighibe, Chesapeake Detention Facility  
Sergeant Grace Adzoyi, Chesapeake Detention Facility  
Assistant Warden Tikaya Parker, Maryland Correctional Institution for Women  
Chief of Security Genieve Goodall, Maryland Correctional Institution for Women  
Sergeant Eugenia Stepney, Maryland Correctional Institution for Women  
Sergeant Sherell McQueen, Maryland Correctional Institution for Women  
Deputy Director Hilary Siakor-Sirleaf, Baltimore County Department of Corrections  
Deputy Director David Greer, Baltimore County Department of Corrections  
Major Andrew Chiddick, Baltimore County Department of Corrections  
Acting Major Nathan Zahn, Baltimore County Department of Corrections  
Acting Captain Jerlean Rhodes-Cadell, Baltimore County Department of Corrections

Deputy Warden Dennis Harmon, Carroll County Detention Center  
Captain Rebert, Carroll County Detention Center  
Captain Troy Stower, Carroll County Detention Center  
Sergeant Clark, Carroll County Detention Center  
Facility Administrator James Sprecher, Central Maryland Correctional Facility  
Acting Major Lance Bernhard, Central Maryland Correctional Facility  
Lieutenant Melissa Parsons (ESCO), Central Maryland Correctional Facility  
Officer Kara Moxley (Fire Safety Officer), Central Maryland Correctional Facility

The Maryland Commission on Correctional Standards held the 281<sup>st</sup> Commission Meeting (Virtual Meeting) via Google Meet. The agenda was as follows:

1. Welcome/Introduction/Remarks
2. Approval of Minutes, March 30, 2023
3. Chair's Comments
4. Executive Director's Comments
5. Nomination/Vote for Chairperson
6. Consideration of Final Reports
  - Montgomery County Correctional Facility
  - Maryland Correctional Institution-Jessup
  - Montgomery County Detention Center
  - Baltimore City Correctional Center
  - Caroline County Detention Center
7. Continuing Business-Monitoring Reports
  - Anne Arundel County Department of Detention Facilities-Jennifer Road Detention Center
  - Anne Arundel County Department of Detention Facilities-Ordnance Road Correctional Center
  - Queen Anne's County Department of Corrections
  - Chesapeake Detention Facility
  - Maryland Correctional Institution for Women
  - Baltimore County Department of Corrections
  - Carroll County Detention Center
8. Appeal Hearing – Central Maryland Correctional Facility
9. Announcements
10. Adjournment

# **1. WELCOME/INTRODUCTION/REMARKS**

Chairperson T.D. Reece officially called to order the 281<sup>st</sup> Commission (Virtual) Meeting at 10:00 AM. Chairperson Reece welcomed everyone to the 281<sup>st</sup> Commission (Virtual) Meeting. Chairperson Reece introduced himself and stated that he is the administrator of the Calvert County Detention Center and the Chair of Board of the Commission on Correctional Standards. Chairperson Reece commented that there was a pretty aggressive agenda and he would try to move through it quickly. Chairperson Reece stated that the meeting would be recorded and minutes would be taken concerning the meeting. Chairperson Reece reminded members and guests to mute their telephones and any other devices in order to reduce

background noise and interruptions during the meeting. Chairperson Reece explained the virtual meeting guidelines regarding how the meeting would be conducted today. Chairperson Reece advised facility attendees that once their respective audit report is presented, they could feel free to exit the meeting; however, they are welcome to stay for the duration of the meeting. Chairperson Reece stated that if any member needs to request a recusal concerning any of the reports, please advise of the recusal and state his/her name prior to the request for a recusal from the voting process. Chairperson Reece advised the Commission members and guests regarding the voting process for the reports. Chairperson Reece stated that he would call for a first and a second by the Commission members regarding the reports. Chairperson Reece stated that the Commission member must state his/her name for the motion and prior to the second to seal the vote for the approval of the report. Chairperson Reece advised the Commission Members that he would only address “nay” responses regarding the voting process. Chairperson Reece stated that the members silence would confirm their support and approval of the report. Chairperson Reece requested that each guest state their name prior to speaking for the purpose of knowing who is speaking/responding to a question. Chairperson Reece stated that each facility’s audit report would be presented in accordance with the agenda and read by a M CCS staff member. Chairperson Reece stated that the facility representative(s) would have an opportunity to make comments regarding the audit experience. Chairperson Reece stated that the Commission members would have an opportunity to ask questions regarding the audit report and the facility representative(s) will respond to any questions asked by the Commission members. Chairperson Reece stated that the Recognition of Achievement awards approved at the meeting would be forwarded to the managing official at a later date. Chairperson Reece deferred to Executive Director Veronica Moore to conduct a Roll Call (attendance) of the Commission members for the purpose of a quorum for the virtual meeting. Chairperson Reece stated that the Roll Call of the Commission members would also serve as the introduction of the Commission members. Chairperson Reece deferred to Executive Director Veronica Moore to conduct the Roll Call. Chairperson Reece stated that the Roll Call will serve as the introduction and attendance of the Commission members who were present for the meeting.

## **2. APPROVAL OF MINUTES – MARCH 30, 2023**

Chairperson T.D. Reece entertained a virtual motion/vote on the approval of the Minutes regarding the March 30, 2023 meeting. Ex-officio member Laura Allen requested a modification regarding the name of the Secretary of the Department of Budget and Management as written concerning the minutes of the March 30, 2023 meeting. Ex-officio member Laura Allen reported that Ms. Helene Grady serves as the Secretary of the Department of Budget and Management. Chair Reece stated that the modification was duly noted for the purpose of the approval of the March 30, 2023 meeting. Deputy Secretary Annie Harvey made a motion to approve the Minutes of the March 30, 2023 virtual meeting and Assistant Attorney General Beverly Hughes seconded. The unanimous response of silence denoted the approval of the modified Minutes of the March 30, 2023 Commission (Virtual) meeting.

### **3. CHAIR'S COMMENTS**

Chairperson Reece stated that foremost, he would like to welcome all of the new Commission members. Chairperson Reece introduced the newest Commission members as follows: Dr. Yolanda Bethea, member representing a national correctional accreditation organization. Ms. April Cockrell, member representing as a citizen member. Mr. Cleveland Friday, Commissioner, Division of Pretrial Detention and Services, member representing a correctional State government. Corporal Lakia James, official representing a local correctional facility. Mr. Philip Morgan, Commissioner Division of Correction, member representing a correctional State government. Alderman Kelly Russell, member representing a local elected official. Dr. Niani Smith, member representing as a citizen member. Chairperson Reece expressed to the new Commission members that he thinks they will find the work of the Commission very interesting. Chairperson Reece commented that there are some interesting things going on in Corrections. Chairperson Reece commented that the staff at the Maryland Commission on Correctional Standards does an excellent job. Chairperson Reece stated that the Commission staff performs a thorough review as they conduct an audit in the facilities. Chairperson Reece extended congratulations to the individuals regarding all of the new positions within the Department of Public Safety and Correctional Services. Ms. Annie Harvey as the Deputy Secretary of Operations. Mr. Renard Brooks as the Assistant Secretary of Programs, Treatment and Re-Entry Services. Mr. Cleveland Friday as the Commissioner of the Division of Pretrial Detention and Services. Mr. Phil Morgan as the Commissioner of the Division of Corrections and Mr. Keith, Dickens as the Deputy Commissioner of the Division of Corrections. Chairperson Reece once again, extended congratulations to all on their new positions with the Department.

### **4. EXECUTIVE DIRECTOR'S COMMENTS**

Executive Director Veronica Moore welcomed the new commission members to the Commission board as stated by Mr. Reece. Executive Director Moore commented that she also wanted to welcome her new staff members: Mrs. LaShawn Payton-Muhammad, Correctional Program Specialist, Ms. Diane Viville, Auditor and Mrs. Cassandra Holdsclaw, Auditor. Executive Director Moore congratulated Mr. Brian Raivel on his promotion as the Senior Correctional Program Specialist with M CCS. Executive Director Moore commented that Mr. Raivel has been with M CCS for approximately over six years and has progressed up the ranks. Executive Director Moore commented that she looks forward to Mr. Raivel advancing on to something else in the future. Executive Director Moore shared the profile pictures of the M CCS staff for anyone who wants to know what the M CCS staff members look like and who they are. Executive Director Moore stated that the M CCS staff members profile pictures were forwarded via email. Executive Director Moore reported that the Duly Authorized Inspector Training is scheduled to take place on October 12, 2023 at the Police and Correctional Training Center. Executive Director Moore reported that the registration for the training has been closed. Executive Director Moore reported that the M CCS Audit Schedule for fiscal year, which is the period of June 2023-July 2024, is posted on the M CCS website. Executive Director Moore also reported that the fiscal year 2025 audit schedule for the first half of July 2024 through December 2024 has been completed and disseminated to managing officials. Executive Director Moore commented that the Commission board still has one vacancy and that vacancy is for health care professional. Executive Director Moore closed her remarks and expressed appreciation to everyone in the correctional community for their continued support of M CCS.

## **5. NOMINATION/VOTE FOR CHAIRPERSON**

Chairperson T.D. Reece turned the meeting over to Executive Director Veronica Moore to preside over the nomination/vote for Chairperson and Vice Chairperson of the Commission on Correctional Standards Board. Executive Director Veronica Moore opened the floor for nominations for the Chairperson of the Commission Board. Assistant Attorney General Beverly Hughes nominated Mr. T.D. Reece concerning the position of the Chairperson of the Commission on Correctional Standards Board. Executive Director Moore asked if there were any other nominations for the position of Chairperson. Executive Director Moore put forth a motion/vote in favor of the approval of the nomination/appointment of Mr. T.D. Reece to serve as the Chairperson of the Commission on Correctional Standards Board. Deputy Secretary Annie Harvey made a motion for the approval of Mr. T.D. Reece to serve as the Chairperson of the Commission on Correctional Standards Board and Commissioner Phil Morgan seconded. The unanimous response of silence denoted the approval of the appointment of Mr. T.D. Reece to serve as the Chairperson of the Commission on Correctional Standards Board. Executive Director Veronica Moore closed the nominations regarding the Chairperson position. The Commission members congratulated Mr. T.D. Reece on his appointment as the Chairperson of the Commission on Correctional Standards Board. Chairperson Reece commented that he appreciated the confidence of the Commission members regarding his appointment as the Chairperson of the Commission on Correctional Standards Board. Chairperson Reece commented that he will do his best! Executive Director Moore stated to Mr. Reece that he has been doing his best.

Executive Director Veronica Moore opened the floor for nominations concerning the Vice Chairperson of the Commission on Correctional Standards Board. Executive Director Veronica Moore commented that she forwarded via email the duties of the Vice Chairperson of the Commission on Correctional Standards Board. At this time, there were no nominations concerning the Vice Chairperson of the Commission on Correctional Standards Board. Executive Director Moore made a recommendation to table the Nomination/Vote for Vice Chairperson of the Commission on Correctional Standards Board. Chairperson Reece commented that recruitment for the Vice Chairperson position would take place. Chairperson Reece called for a motion to table the Nomination/Vote for Vice Chairperson of the Commission on Correctional Standards Board. Assistant Attorney General Beverly Hughes made a motion to table the Nomination/Vote for Vice Chairperson and Deputy Secretary Annie Harvey seconded. The unanimous response of silence denoted the approval to table the Nomination/Vote for Vice Chairperson of the Board of the Commission on Correctional Standards. Chairperson Reece announced that the Nomination/Vote for Chairperson would be held at the next regularly scheduled Commission meeting.

Chairperson Reece assured anyone who was entertaining the idea of serving as the Vice Chairperson that he attends pretty much every meeting and rarely misses a meeting. Chairperson Reece commented he would be at most of the meetings with the exception of the meeting scheduled in July of the calendar year, which always seems to fall on the week of his planned vacation.

Executive Director Veronica Moore turned the meeting over to Chairperson Reece. Executive Director Moore conducted a Roll Call of the facility representatives as the reports were presented according to the meeting agenda.

## **6. CONSIDERATION OF FINAL AUDIT REPORTS**

### **• MONTGOMERY COUNTY CORRECTIONAL FACILITY**

Correctional Program Specialist LaShawn Payton-Muhammad presented the audit report regarding the onsite audit conducted at the Montgomery County Correctional Facility on September 20-21, 2022 by Commission staff and three Duly Authorized Inspectors. The Montgomery County Correctional Facility, located in Boyds, Maryland, is the main detention facility in the county for pretrial and sentenced male and female detainees. The facility operated under the administrative authority of the former Director, Angela Talley, and the former Warden, Susan Malagari, at the time of this audit. The facility is now under the administrative authority of Director Ben Stevenson and is managed by Warden Frederick Abello. After a thorough review and assessment of the required documentation, the facility was found to be in substantial compliance with the standards for an Adult Detention Center. The identified deficiencies were as follows: There were no quarterly fire drills for the first and second quarter of 2021, as required by the standard. There were no annual reviews of the Montgomery County Department of Corrections and Rehabilitation Detention Services' Division Policy and Procedures Manual #1300-1-7 for the entire audit period, as required by the standard. A review of inmate medical records indicated that inmates' physicals were not conducted within 14 days of arrival, during the period of 2021 through 2022, of the audit period of October 1, 2019 through September 1, 2022, as required by the standard. Records of the quarterly inspections of kitchen utensils were not available for the 4th quarter of 2019 and the years of 2020 and 2021, of the audit period of October 1, 2019 through September 1, 2022, as required by the standard. Records of the annual reviews of official publications were not available for the year 2019, 2020 and 2021 of the audit period of October 1, 2019 through December 2021, as required by the standard. The following standards were not applicable to the Montgomery County Correctional Facility, at the time of the audit: .01 M Inmate Transportation; .01 N Intake Procedures; .01 O Release Procedures; .02 G Reception Medical Screening; .02 P Release Medical Screening; .04 I Inmate Property Management (except .04 I (3) Confiscation receipt/return). The Remote Audit Process was initiated for this audit and the facility provided compliance documentation and the preaudit packet for remote review by the auditors. During the on-site audit, the administration and staff were available to assist and address questions for the auditors. The facility utilized Google Teams to assist with facilitating remote reviews, interviews and inventories, during the pre-onsite audit phase of the audit. Primary and secondary documentation was provided via a Google Teams Drive and access was granted to the auditors. The Google Teams Drive proved to be very functional for auditing the standards. The facility will need to continue to make progress with providing documentation for the remote review component of the audit. Auditors were able to review documentation remotely; however, a significant amount of standard documentation was required for review on site. The administration and staff were well prepared for the audit. The information and documentation was easily accessible to the audit team with staff's assistance. The Audit Coordinator and his team also provided documentation, as requested and in a timely manner. During the on-site audit, primary and secondary documentation was located in the multipurpose conference room and other documentation was located in specific areas where the function occurred. Additionally, the Google Teams Drive was accessible to the auditors with provided laptops, which were available in the multipurpose conference room.

Facility staff was available to escort and answer questions, as necessary. The emergency plans and post orders address staff and inmate concerns and public safety. Inmate orientation materials cover issues that are relevant to the inmate population. The current manuals of standard operating procedures continue to be instructional to staff, functional and comprehensive. The facility tour was conducted by five groups of auditors and staff. The physical plant was in good condition during the tour of the facility. There were minor sanitation issues noted by the auditors. The majority of the sanitation and maintenance issues, cited by the auditors, were proactively addressed by the staff, prior to the exit conference. Maintenance issues which required additional time for repair were as follows: N1.1 had mold and dust on the ceiling, the door window was cracked (N1.10) and there was peeling paint in the segregation recreation yard; N2.2 had peeling paint in the recreation yard; W1 had broken and missing tiles in the showers; W2 had inoperable intercoms in W2.6 Cells 18, 19 and 23, the washing machines were out of order in W2.3 and W2.2 Laundry; and the Visiting Area had peeling and cracked paint trim. The facility management provided a corrective action plan to verify that the necessary repairs were completed and the cited issues were resolved. Overall, the facility staff and inmates have maintained the facility and the grounds in a sanitary and orderly manner. The maintenance of the facility contributes to the well-being of the staff and inmates. The Maryland Commission on Correctional Standards will conduct a monitoring review of compliance documentation to be submitted to MCCS, no later than Wednesday, April 17, 2024, to assess compliance with the noncompliant standards. Once compliance has been established, the Montgomery County Correctional Facility will be recommended to receive the Recognition of Achievement Award. The Montgomery County Correctional Facility has demonstrated their commitment to adhering to the standards for an Adult Detention Center. The facility provides a number of resources which are beneficial to the inmate population. The Montgomery County Commissioners are encouraged to continue to provide the support and the resources necessary to the Montgomery County Correctional Facility. The staff continuously strive to achieve total compliance with the standards.

Chairperson Reece welcomed comments from the representatives of the Montgomery County Correctional Facility. Director Ben Stevenson thanked the audit team for visiting the facility. Director Stevenson commented that he was present during the audit; however, two of the new managers that were present at the Commission meeting were not present at the time of the audit. Director Stevenson reported that the former Director (Angela Talley) and he were both covering medical when he held the position of Division Chief. Director Stevenson commented that it was a very unique audit and during that time the facility was still depleted from a lot of managerial staff. Director Stevenson stated that the administration and staff appreciated the feedback that they received from the audit team. He stated that the feedback from the audit team was helpful in getting the corrective actions completed for presentation to the Commission before next April. Director Stevenson mentioned that moving forward as a result of the helpful feedback that they received, the facility has implemented their first ever electronic health record. Director Stevenson stated that has been long overdue and not resembling of other agencies throughout the state. Director Stevenson reported that the implementation of the electronic health record went into effect several months ago. Director Stevenson reported that they went live and it should help the facility's data and compliance. Director Stevenson reported that the facility purchased and is using power DMS software. Director Stevenson commented that



the DMS software has helped the facility manage and receive alerts concerning certain things that need to be taken care of which allows them to manage several different facilities with documentation. Director Stevenson thanked everybody that came during a very interesting time because the facility did not have a lot of people there. Director Stevenson reported that the facility is now fully operational. Director Stevenson assured the Commission members that in good faith, they would get the deficiencies addressed.

Chairperson Reece welcomed comments and questions from the Commission members. Assistant Attorney General Beverly Hughes inquired about the non-compliance concerning standard .02 C (5, 7a) Disaster Plans. Assistant Attorney General Hughes asked why were there were no quarterly fire drills for the first and second quarter of 2021. Assistant Attorney General Hughes noted that most of the deficiencies appear to have been between 2019 and 2022. Director Ben Stevenson responded that he did not want to provide an excuse but, during the COVID-19 period, the facility had significant staffing challenges. Director Stevenson reported that at one point, they had more than 100 employees absent out of almost 550 employees. Director Stevenson commented that they had a very generous policy regarding quarantining on paid leave. He reported that the facility had staffing issues that were at emergency levels. Director Stevenson stated that there is no excuse for not doing what they needed to do. Director Stevenson reported that there were gaps. Director Stevenson stated that the administration/staff acknowledge the gaps; but, they should not be there to present. Director Stevenson stated that the Montgomery County Department of Correction and Rehabilitation facilities are like any other agency that was experiencing staff shortages; but, they are nothing like they were during the pandemic. Director Stevenson recalled at one period of time, Montgomery County wanted to move towards a Child Care Leave allotment for all employees and they actually had to tell the county that they could not do that; because, there would be an even larger decrease in the number of staff during that time period. Director Stevenson commented that the staffing crisis was very, very real and went all the way up the chain to the top. Director Stevenson commented that they had to hold back on doing some things just to keep staff. Director Stevenson stated that staffing challenges has been one of the main challenges during COVID-19. Director Stevenson said that he was working as a community corrections chief and as a medical health service administrator, which is not his background; but, he had to do it in order to manage the operations. Director Stevenson said that he was not doing clinical work; but, they were all over the place and he is sure that many others have had similar situations. Assistant Attorney General Hughes asked how is staffing at this point. Director Stevenson responded that the staffing is much better. Director Stevenson reported that currently there are thirty-four concerning the uniformed staff and about 60-70 total for the whole department. Director Stevenson reported as a whole, that the Department is doing better. Director Stevenson reported that the Community Corrections Division is back on live this past April 2023. He reported that they are slowly getting clients. Director Stevenson reported that some of the vacancies are due to programs not being fully open; but, the facilities are not at a point of crisis. However, there are still some staffing challenges.

Chairperson Reece entertained a virtual motion and vote to approve the audit report as written with the established monitoring date as written. Deputy Secretary Annie Harvey made a motion to approve the audit report as written with the established monitoring date and Assistant Attorney General Beverly Hughes seconded. The unanimous response of silence denoted the approval of the audit report.

• **MARYLAND CORRECTIONAL INSTITUTION-JESSUP**

Officer Tareda Armwood-Faison presented the audit report regarding the onsite audit conducted at the Maryland Correctional Institution-Jessup on October 4-6, 2022 by Commission staff and five Duly Authorized Inspectors. The Maryland Correctional Institution-Jessup is located in Jessup, Maryland. The facility houses sentenced male medium, minimum and pre-release security inmates. It is the designated institution for deaf and hearing impaired inmates. This facility comes under the administrative authority of the former Commissioner, Annie Harvey, and is managed daily by Warden Christopher Smith. After a thorough review of the required documentation, the Maryland Correctional Institution-Jessup was found to be in total compliance with the standards for an Adult Correctional Institution. This is the first time the facility has achieved 100% compliance at the initial audit. The Remote Audit Process was used for this audit and the facility provided compliance documentation and the pre-audit packet for remote review by the auditors. The facility utilized the MCCA U drive and the MCIJ restrictive folder which were developed to facilitate the remote audit process. Secondary documentation was located throughout the facility at the respective units and departments, in the conference room or in the audit coordinator's office. The audit coordinator demonstrated a high level of organization for documents within the MCIJ restrictive folder and those provided on-site. During the on-site audit, the administration and staff were available to assist and address questions for the auditors. Manuals of standard operating procedures and inmate orientation materials were found to be current, useful to staff and responsive to the needs of inmates. Emergency plans, post orders, policies and procedures reviewed by the audit staff were informative and appropriate for facility staff, inmates and the local community to address public safety concerns. The tour of the institution was conducted by six groups of auditors who were escorted throughout the facility. The physical plant was in good condition during the tour of the facility. Maintenance and minor sanitation issues were noted and many were corrected prior to the exit conference of the audit. Work orders and requisitions were provided for issues requiring additional time to repair. In the MCE's Envelope Shop, two lights were out, peeling paint was noted in the Auto Shop, and two lights were out in the Shaw Crow Office. There were two lights out and the inmate bathroom had a broken sink in the Print Shop. In addition, broken lights, broken inmate bathroom sinks and missing tiles were noted in the Gym, Library, Chapel, Maintenance and Education areas. In the Dietary area, the refrigerators were out of order, lights needed replacement in the ODR and repairs for hot water were needed for the dining room serving line and the production area in the Kitchen. Issues with lighting, plumbing, water temperatures, shattered security glass in the pod dayrooms and broken fixtures were noted in housing units BHU, CHU, DHU, EHU, FHU, HHU and L 2/3. Additionally, repairs were in progress for inoperable locking mechanisms on housing unit doors and control center control panels. Overall, the facility was found to be a clean and sanitary environment for both staff and inmates. The Department of Public Safety and Correctional Services (DPSCS) Managing for Results (MFR) initiative includes specific core objectives that address compliance with the minimum standards for places of adult confinement. Outlined below are the results for these objectives:

- Percent of applicable inmate security standards met **100%**
- Percent of applicable inmate well-being standards met:
- \* Medical, Dental and Mental Health **100%**
- \* Food Service **100%**
- \* Housing and Sanitation **100%**

The compliance results are incorporated as a part of this report for the DPSCS MFR 2023 fiscal year reporting requirements. In conclusion, the staff at the Maryland Correctional Institution–Jessup demonstrated pride in their facility and dedication to the audit process. The Department of Public Safety and Correctional Services is encouraged to continue to provide the support and resources necessary to support the Maryland Correctional Institution–Jessup in order to maintain compliance with the standards for an Adult Correctional Institution. The Maryland Correctional Institution–Jessup is recommended to receive the Recognition of Achievement Award.

Chairperson Reece welcomed comments from the representatives of the Maryland Correctional Institution–Jessup. Warden Christopher Smith expressed appreciation to Executive Director Moore, the Commission staff as well as the audit team. Warden Smith commented that that achievement of total compliance with the standards certainly involves a lot of hard work. Warden Smith commented that 100% compliance is very significant especially since it is the first time and a lot of hard work went into it. Warden Smith stated that he wanted to thank his team, especially to thank the audit team. Warden Smith remarked that Lieutenant Chinelo Ukpellegbu and Lieutenant Fateema Mobley do a bang-up job as the audit coordinators. He stated that it is not easy staying behind staff, and asking for paperwork repeatedly can be a nuisance, but it just shows that it paid off. Warden Smith stated that he was ecstatic regarding the achievement. Warden Smith also thanked the Commission Board for the recognition regarding compliance with the standards.

Chairperson Reece welcomed questions/comments from the Commission members. Assistant Attorney General Hughes congratulated Warden Smith on his facility's achievement of total compliance with the standards. Assistant Attorney General Hughes commented that she knows how difficult it is to achieve 100% compliance. Assistant Attorney General Hughes stated that the achievement was definitely well-deserved and the hard work that staff put into it is deserving of the achievement. Assistant Attorney General Hughes stated that she had a couple of questions with respect to the maintenance issues. Assistant Attorney General Hughes referenced that one of the maintenance issues that was noted indicated that the refrigerators were not operable in the dietary department. Assistant Attorney General inquired about the status of the inoperable refrigerators. Warden Smith responded that all of those issues have been long-standing because some of them are capital projects and there was a lot of work that took place during the latter part of the summer. Warden Smith reported that those issues were addressed. Warden Smith reported that Assistant Warden Damean Stewart recently provided an update concerning the various maintenance issues. Warden Smith asked Assistant Warden Stewart if the issue regarding the refrigerators was resolved. Assistant Warden Stewart responded that the refrigerators are back online, working and operable. Assistant Attorney General Hughes commented that another issue that she had concerns about was regarding the inoperable locking mechanisms on housing unit doors and control center panels that need to be fixed and repaired. Warden Smith commented that the facility was built in 1981. Warden Smith responded that it is also a capital project that is in the works. Warden Smith reported that the administration is in the process of addressing the security issues. Warden Smith reported that locks were ordered through a contractor. Warden Smith also reported that control center panels would be replaced for all of the errors except the dormitory housing which does not have a panel or a lock system similar to the housing unit. Warden Smith stated that it is in the plans to have all of the issues

rectified by the end of, as well as, the issues with the locks concerning the cell doors. Assistant Attorney General Hughes inquired about what is being done in the meantime when it comes to the security concerning the doors. Warden Smith responded that a process is in place and staff routinely check the cell doors. Warden Smith stated that the staff are checking the cell doors to ensure that toilet paper and paper cardboard or any material an inmate may have access to is not being used to jam the locks. Warden Smith added that routinely the cells are checked across all shifts to ensure that nothing is being used to jam the locks. Warden Smith stated that if a compromise does occur that involves an inmate, an infraction is written and submitted to the administrative hearing officer. Assistant Attorney General Hughes commented that when inmates observe weaknesses concerning security, all of a sudden the Department starts to experience a lot of legal problems as well as other issues that come up. Assistant Attorney General Hughes stated that she understands that there is a problem and she assumes that the administration has all the confidence that it will be addressed and the facility is doing everything that they can to protect the security of the facility until that is done. Assistant Attorney General Hughes commented that it is so difficult to get to where the facility is at now and she appreciates all of their hard work.

Chairperson Reece entertained a virtual motion and vote to approve the audit report and grant the Recognition of Achievement award. Assistant Attorney General Beverly Hughes made a motion to approve the audit report and grant the Recognition of Achievement award and Dr. Yolanda Bethea seconded. The unanimous response of silence denoted the approval of the audit report and the Recognition of Achievement award. Deputy Secretary Annie Harvey and Commissioner Phil Morgan requested a recusal regarding the vote to approve the audit report and grant the Recognition of Achievement award. The Commission members congratulated the facility on their achievement.

- **MONTGOMERY COUNTY DETENTION CENTER**

Ms. Diana Viville presented the audit report regarding the on-site audit at the Montgomery County Detention Center conducted on October 18-19, 2022 by Commission staff and three Duly Authorized Inspectors. The Montgomery County Detention Center (MCDC) is located in Rockville, Maryland. As the Central Processing Unit, it is responsible for the intake and release processing of male and female detainees. As a part of intake processing, the female detainees are immediately transferred to the Montgomery County Correctional Facility. The facility operated under the administrative authority of the former Director, Angela Talley, at the time of this audit. The facility is now under the administrative authority of Director Ben Stevenson and is managed by Warden Frederick Abello. After a thorough review and assessment of the documentation, the facility was found to be in compliance with the standards for an Adult Detention Center. The identified deficiencies were: there were no annual reviews of the Montgomery County Department of Corrections and Rehabilitation Detention Services Division Policy and Procedures Manual #1300-1-7 for the entire audit period, as required by the standard. A review of inmate medical records indicated that inmates' physicals were not conducted within 14 days of arrival, during the audit period of November 1, 2019 through

October 1, 2022, as required by the standard. Records of the annual reviews of official publications were not available for the year 2019, 2020 and 2021 of the audit period of November 1, 2019 through October 1, 2022, as required by the standard. The following standards were not applicable to the Montgomery County Detention Center, at the time of the audit: .01 M Inmate Transportation and .01 P Special Confinement. The Remote Audit Process was initiated for this audit and the facility provided compliance documentation and the pre-audit packet for remote review by the auditors. During the on-site audit, the administration and staff were available to assist and address questions for the auditors. The facility utilized Google Teams to assist with facilitating remote reviews, interviews and inventories, during the pre-onsite audit phase of the audit. Primary and secondary documentation was provided, via a Google Teams Drive and access was granted to the auditors. The Google Teams Drive proved to be very functional for auditing the standards. The facility will need to continue to make progress with providing documentation for the remote review component of the audit. Auditors were able to review documentation remotely; however, a significant amount of standard documentation was required for review on site. The administration and staff were well prepared for the audit. The information and documentation was easily accessible to the audit team with staff's assistance. The Audit Coordinator and his team also provided documentation, as requested and in a timely manner. During the on-site audit, primary and secondary documentation was located in the multipurpose conference room and other documentation was located in specific areas where the function occurred. Additionally, the Google Teams Drive was accessible to the auditors with provided laptops, which were available in the multipurpose conference room. Facility staff was available to escort and answer questions, as necessary. The emergency plans and post orders address staff and inmate concerns and public safety. Inmate orientation materials cover issues that are relevant to the inmate population. The current manuals of standard operating procedures continue to be instructional to staff, functional and comprehensive. The auditors toured the physical plant on the first day of the audit, in four groups. Minor sanitation and maintenance issues were noted by the auditors which were promptly addressed by the facility staff throughout the week of the audit. The facility staff provided maintenance work orders for areas which need additional time to address, such as, the Male Locker Room had two locker doors broken: in the Bond Hearing Tank (R-2) and L3, there was peeling paint and graffiti; F wing F3 has peeling paint on the floor; E4 area has leaking toilets in cells 4 and 5; and the sink in F3 cell 11 had no water. The facility management provided a corrective action plan to verify that the necessary repairs were completed and the cited issues were resolved. Several housing units in the facility, which no longer house detainees, are closed, or have been repurposed. The sanitation and maintenance of the facility continues to be exemplary for an adult detention center and provides a safe and sanitary environment for the staff and inmates. The Maryland Commission on Correctional Standards will conduct a monitoring review of the compliance documentation to be submitted to MCCS, no later than April 17, 2024, to assess compliance with the noncompliant standards that were noted during the initial audit. Once compliance has been established, the Montgomery County Detention Center will be recommended to receive the Recognition of Achievement Award. In conclusion, the staff at the Montgomery County Detention Center continue to operate in accordance with the standards. They strive for compliance with the standards of an Adult Detention Center. The Montgomery County Commissioners are encouraged to provide the support and the resources necessary to the Montgomery County Detention Center to achieve total compliance with the standards.

Chairperson Reece welcomed comments from the representatives of the Montgomery County Detention Center. Director Ben Stevenson commented that his remarks are similar to the remarks that he presented concerning the Montgomery County Correctional Facility. Director Stevenson stated that the facility's electronic health records are maintained by powered DMS software in order to organize the documents. Director Stevenson reported that they accept all of the deficiencies. Director Stevenson reported that all of the issues have been corrected and they are working on the recommendations as well. Director Stevenson noted that while the conditions of sanitation and maintenance were excellent, it should be noted that the Montgomery County Detention Center is a sixty-two year old jail. Director Stevenson reported that the county is planning to build a new jail at some point and time. Director Stevenson noted that most of the deficiencies are all concerning the management of the jail. Director Stevenson stated that they do have significant maintenance issues and continuing the upkeep of the building is becoming more and more difficult. Director Stevenson commented that he just wanted to make those comments for the record because it sounds like things are always great and they are not always great. Director Stevenson concluded his remarks and stated that the administration appreciates the feedback. Director Stevenson thanked the audit team and commented that they learned a lot from the audit experience.

Chairperson Reece welcomed comments and questions from the Commission members. Alderman Kelly Russell raised a question regarding the graffiti. Alderman Russell asked how does the graffiti get treated in terms of tracking the removal via an investigation or is the graffiti just cleaned. Director Ben Stevenson responded that the facility has two gang intelligence officers. Director Stevenson stated that whenever they denote any kind of graffiti or anything that may be of a security threat to any group within either facility, the incident is documented, investigated and the gang intelligence officers track the incident. Warden Abello reported that the team has its own separate office and tracking of validating regarding gang members in the facility. Director Stevenson reported that the facility also has a maintenance team as well that performs graffiti removal. Director Stevenson reported that they have been doing a lot of preparation for cleaning and painting. He reported that they have a huge refresh project, not only for the jail, that is going to entail painting the whole entire kitchen, as well as, all the dormitories. Director Stevenson reported that a lot money is being invested because the jails are becoming much older. Director Stevenson commented that once an area is identified as having graffiti, the incident is documented and pictures are taken of the area. Warden Abello commented that the facility is looking into purchasing a different kind of paint that is easier to clean. Warden Abello stated that it is about holding individuals accountable and holding detainees accountable. Warden Abello stated that is difficult to hold detainees accountable for acts of graffiti because they are just coming in to be processed from the intake side and have not been committed to the facility, so there is no way to make the detainee pay for it; because, they are usually leaving within four hours. Warden Abello reported that all of the cells are equipped with cameras and during a camera review, if an inmate is identified for committing an act of graffiti, the inmate is charged and made to pay restitution. Dr. Yolanda Bethea raised a question regarding the non-compliance cited concerning standard .08 Annual Publications/Reviews. Director Stevenson responded that the use of power DMS software has assisted with the update of all the facility's policies. Director Stevenson stated that the staff uses a single sign-on log in through a third party remote power DMS software which oversees the process and provides a notice through a larger

listing of individuals, who are deficient and not conducting annual reviews. Director Stevenson noted that the process regarding annual publications/reviews is done throughout the whole department to include community corrections. Director Stevenson noted that this has been a major aid in for the correctional facilities in making sure that they are not only tracking issues, policy and training, but also looking at their policies and making sure everyone reads them thoroughly and annually, as well.

Chairperson Reece entertained a virtual motion and vote to approve the audit report to include the modification to the summary section of the audit report and with established monitoring date as written. Deputy Secretary Annie Harvey made a motion to approve the audit report with the modification and established monitoring date and Commissioner Phil Morgan seconded. The unanimous response of silence denoted the approval of the audit report and the monitoring date. Deputy Secretary Annie Harvey requested a recusal regarding the vote to approve the audit report.

*Executive Director Veronica Moore advised Chairperson Reece that Commissioner Cleveland Friday and Deputy Director Nelson Reichart had joined the remote meeting.*

- **BALTIMORE CITY CORRECTIONAL CENTER**

Senior Correctional Program Specialist Brian Raivel presented the audit report concerning the on-site audit conducted at the Baltimore City Correctional Center on November 1-3, 2022 by Commission staff and three Duly Authorized Inspectors. The Baltimore City Correctional Center is located in Baltimore, Maryland. The facility houses male minimum and pre-release security and work release inmates. The facility is under the administrative authority of Warden David Greene and is managed daily by Facility Administrator Damilare Adisa-Thomas. After a thorough review of the required documentation, the facility was found to be in compliance with the majority of the standards for an Adult Correctional Institution. The identified deficiencies were as follows: A review of the (BCCC) Vehicle Daily Search log and the Division of Correction Vehicle Inspection Reports for Departmental Vehicles driven during the audit period revealed that the list of drivers did not match the list of approved drivers, as such, not all staff who were driving state vehicles had their license checked annually, during the audit period of January 2020 – December 2021, to ensure that they were appropriately licensed, as required by the standard. A Maryland State Fire Marshall Fire Safety inspection was not conducted in 2021, as required by the standard. Quarterly fire drills were not conducted in the Occupational Skills Training Center for the audit period of April 1, 2021 – November 1, 2022, as required by the standard. The Remote Audit Process was used for this audit and the facility provided compliance documentation and the pre-audit packet for remote review by the auditors. The facility utilized the MCCS U drive and the BCCC restrictive folder, developed to facilitate the remote audit process. During the on-site audit, the administration and staff were available to assist and address questions for the auditors. Primary and secondary documentation was located in the audit coordinator's office, multipurpose room and in specific areas where the function occurred. The facility would benefit from technology to continue the objectives of the Remote Audit Process, in order to conduct remote inventories and to provide the majority of documentation for the standards. Emergency plans and post orders were conducive to staff, inmate and public safety concerns. Manuals of standard operating procedures and inmate orientation materials were reviewed during the audit and were found to be current, useful to staff

and responsive to inmate needs. The tour of the facility and the Occupation Training Skills Center (OTSC) was performed by five groups of auditors. Both buildings show obvious wear from age, but appeared generally clean. Work orders were provided for several broken or cracked windows, as well as, several vents that needed cleaning. There is also a Capital Project to replace the excessive amount of door knobs and locks missing. Minor maintenance and cleanliness issues were completed by the end of the audit. The Department of Public Safety and Correctional Services (DPSCS) Managing for Results (MFR) initiative includes specific core objectives that address compliance with the minimum standards for places of adult confinement. Outlined below are the results for these objectives:

• Percent of applicable inmate security standards met	94%
• Percent of applicable inmate well-being standards met:	
*Medical, Dental and Mental Health	100%
*Food Service	100%
*Housing and Sanitation	100%

The compliance results are incorporated as a part of this report for the DPSCS MFR 2023 fiscal year reporting requirements. The Maryland Commission on Correctional Standards' staff will conduct a monitoring review and all required compliance documentation is due to the MCCS office, no later than Wednesday, April 10, 2024, to assess compliance with the minimum mandatory standards found in noncompliance at the audit. Once compliance has been established, the Baltimore City Correctional Center may be recommended to receive the Recognition of Achievement Award. In conclusion, the Baltimore City Correctional Center continues to be managed by dedicated staff. The administration and staff take pride in their work and are making a concerted effort to instill pride into all operational elements. The Department of Public Safety and Correctional Services is encouraged to continue to provide the support and resources necessary to the Baltimore City Correctional Center to achieve and maintain compliance with the standards.

Chairperson Reece welcomed comments from the representatives of the Baltimore City Correctional Center. Warden David Greene expressed appreciation to the audit team. Warden Green expressed his appreciation to all the auditors for their time at the facility. Warden Greene commented that an additional set of eyes is always beneficial. He stated they really appreciate the assistance because it helps in keeping the facility running smoothly. Warden Greene reported that the administration has taken some correctional actions on the three areas marked as deficient. Warden Greene closed his comments and said that they are looking forward to the monitoring visit in the next few months.

Chairperson Reece welcomed comments and questions from the Commission members. Alderman Kelly Russell advised of a change regarding the incorrect usage concerning the spelling of the word "capital" as it related to funding in the facility tour section of the draft audit report. Chairperson Reece stated that the modification was duly noted. Assistant Attorney General Beverly Hughes referenced the non-compliance concerning standard .01 M Transportation of Inmates. Assistant Attorney General Hughes commented that the non-compliance was cited concerning a review of the (BCCC) Vehicle Daily Search log and the Division of Correction Vehicle Inspection Reports for Departmental Vehicles, driven during the audit period, revealed that the list of drivers did not match the list of approved drivers, as such,



not all staff who were driving state vehicles had their license checked annually, during the audit period of January 2020–December 2021. Assistant Attorney General Beverly Hughes commented that it was her understanding that the deficiency was corrected concerning standard .01 M Transportation of Inmates. Assistant Attorney General Hughes stated that she wanted to know specifically how the deficiency is being addressed. Warden Greene responded that they now have a current and updated roster of all staff at the facility that are licensed and authorized to transport the facility's incarcerated individuals and operate state vehicles. Warden Greene reported that the information is maintained by Miss Johnson (audit coordinator), who ensures that licenses are checked annually. Warden Greene reported that the licenses were checked for 2022, the licenses are up to date at present and moving forward.

Chairperson Reece entertained a virtual motion and vote to approve the audit report as written with the established monitoring date. Assistant Attorney General Beverly Hughes made a motion to approve the audit report with the established monitoring date and Deputy Director Nelson Reichart seconded. The unanimous response of silence denoted the approval of the audit report and the monitoring date. Deputy Secretary Annie Harvey and Commissioner Phil Morgan requested a recusal regarding the vote to approve the audit report.

- **CAROLINE COUNTY DETENTION CENTER**

Mrs. Cassandra Holdsclaw presented the audit report regarding the on-site audit at the Caroline County Detention Center conducted on December 6-7, 2022 by Commission staff and three Duly Authorized Inspectors. The Caroline County Department of Corrections is a 100 years old facility and located in the historical district in Denton, Maryland. The facility houses male and female pretrial, sentenced, and work release inmates classified at the maximum, medium and minimum levels of security. The Detention Center is under the administrative authority of the Caroline County Board of Commissioners. The facility is managed daily by Warden Charles Scott. After a thorough review of the required documentation, the Caroline County Detention Center was found to be in substantial compliance with the standards for an Adult Detention Center. The identified deficiency was: Records of quarterly fire drills on each shift did not reflect that they were not conducted in 2020 in the following areas, C, D and F wings, Male work release, Med Office, and Female yard; in 2021 in the following areas, E and F wings, Male Work Release, Administration, Medical Isolation, Medical Office, Female yard; and in 2022 in the following areas, E and F wing, Male Work release, Admin, Medical Isolation, Medical Office, Male yard, as required by the standard. The Remote Audit Process was initiated for this audit and the facility provided compliance documentation and the pre-audit packet for remote review by the auditors. During the on-site audit, the administration and staff were available to assist and address questions for the auditors. The facility utilized Google Meet to assist with facilitating remote reviews, interviews and inventories, during the pre-onsite audit phase of the audit. Primary and secondary documentation was provided via a Google Drive and access was granted to the auditors. The Google Drive proved to be very functional for auditing the standards. The facility will need to continue to make progress with providing documentation for the remote review component of the audit. Auditors were able to review documentation remotely; however, a significant amount of standard documentation was required for review on site. The Audit Coordinator and his team also provided documentation, as requested. During the

onsite audit, primary and secondary documentation was located in the multipurpose room and other documentation was located in specific areas where the function occurred. Additionally, the Google Drive was accessible to the auditors with provided laptops, which were available in the multipurpose room. Facility staff was available to escort and answer questions, as necessary. The emergency plans, post orders, inmate orientation materials, policy and procedure manuals and reference materials were available for the auditors review. This vital documentation, comprehensively, addressed staff and inmate concerns, public safety, and issues relevant to the inmate population. The facility tour was conducted by three groups of auditors. Escorts were assigned to escort auditors throughout the facility. This facility is 100 years old and was found to be in exceptional condition on the day of the tour. Minor maintenance and plumbing issues were cited by the auditors. All repairs and sanitation issues were addressed prior to the exit conference. The facility management provided a corrective action plan and photographs to verify that the necessary repairs were completed and the issues were resolved. Overall, during the tour auditors found the facility to be orderly and sanitary, to ensure that staff and inmates have a safe working and living environment. The Maryland Commission on Correctional Standards' staff will conduct a monitoring review of the compliance documentation to be submitted to MCCS, no later than April 10, 2024, to assess compliance with the standard found in noncompliance at the audit. Once compliance has been determined, the Caroline County Detention Center will be recommended to receive the Recognition of Achievement Award.

Chairperson Reece welcomed comments from the representatives of the Caroline County Detention Center. Sergeant Timothy Brewer commented that he just wanted to thank all of the auditors for visiting the Caroline County Detention Center. Sergeant Brewer stated that there were a lot of people who were helping with the new process concerning the remote audit process. Sergeant Brewer commented that since the time of the audit, the facility has moved to a digitized process of a lot of files with the help of their IT department. He reported that some of the documentation that they have paper wise is now digital. Sergeant Brewer reported that the software actually determines what that actual file is, as soon as, the document is entered and the software logs the document into a file. Sergeant Brewer commented that the new process has been a great help.

Chairperson Reece welcomed questions/comments from the Commission members. Chairperson Reece inquired about the non-compliance concerning standard .02 C (5) Disaster Plans. Chairperson Reece asked if they just missed the mark regarding the fire drills. Sergeant Jeffrey Brewer responded that he missed it during the process. Sergeant Brewer stated that he should have been checking to making sure that those individual little areas were completed and included the inmates. Sergeant Brewer reported that a process is in place now and whenever the inmates are going through a specific area, they make sure to inform the inmates and provide the proper instructions regarding the evacuation process in the event of a fire drill. Sergeant Brewer reported that he actually has taken on the responsibility of alerting the inmates when there is a fire drill. Chairperson Reece asked is it correct that they were conducting the quarterly fire drills as required by the standard; but, they were not conducting the fire drills in every area of the facility. Sergeant Brewer responded that the fire drills were not conducted every year and did not include the inmates as required. Chairperson Reece advised Sergeant Brewer that they have to move it around to all the areas.

Chairperson Reece entertained a virtual motion and vote to approve the audit report with the established monitoring date. Commissioner Phil Morgan made a motion to approve the audit report with the established monitoring date and Deputy Secretary Annie Harvey seconded. The unanimous response of silence denoted the approval of the audit report.

## **7. CONTINUING BUSINESS**

### **MONITORING REPORTS**

- **ANNE ARUNDEL COUNTY DEPARTMENT OF DETENTION FACILITIES- JENNIFER ROAD DETENTION CENTER**

Officer Tareda Armwood-Faison reported on the monitoring review conducted on June 6, 2023 regarding the Jennifer Road Detention Center's non-compliant standards. Officer Armwood-Faison reported that the purpose was to review the standards that were found in non-compliance at the initial audit conducted in February 2022. Officer Armwood-Faison reported that this was the first monitoring review since the audit. The documentation to substantiate compliance with the standards was submitted, via email, by Officer Rachel Frankenfield (Audit Coordinator). The results of the monitoring period from December 1, 2022 through June 1, 2023, were as follows: Standard .03 C Health Inspection was found to be compliant. A review of the Maryland Department of Health Comprehensive Food Service Facility Inspection report, completed on March 22, 2023 and there were no violations. The facility demonstrated compliance with obtaining an annual comprehensive health inspection, as required by the standard. Standard .08 D Official Publication and Annual Review was found to be compliant. A review was conducted of the Anne Arundel County Department of Detention Facilities - Jennifer Road Detention Center's Post Orders and Institutional Directives by staff on all shifts, for the monitoring period. The records demonstrated that management and staff reviewed the required official publications for necessary modifications and updates, as evidenced by the date of their review and signatures, as required by the standard. The inspection reports were reviewed from other regulatory agencies. The State Fire Marshal's Office conducted a comprehensive inspection, on May 26, 2023, with no cited violations. Dietary menus were reviewed and approved on May 12, 2023 by Dietician Julia Ann Dunnigan (Lic. #DX4883). A MOSH Inspection was conducted on December 3, 2021, with five violations, noted by the inspector. The five violations were corrected on March 3, 2022. After a thorough review of the secondary documentation for the non-compliant standards, the facility was found to be in total compliance with all the standards for an Adult Detention Center. The Anne Arundel County Department of Detention Facilities - Jennifer Road Detention Center is recommended to receive the Recognition of Achievement Award.

Chairperson Reece welcomed comments from the representatives of the Anne Arundel County Department of Detention Facilities-Jennifer Road Detention Center. Correctional Facility Administrator Michael Borgese extended congratulations to Mr. Raivel on his promotion. Correctional Facility Administrator Borgese commented that he had the opportunity to work with Mr. Raivel on their most recent audit, as well as, the rest of the MCCS team. Correctional Facility Administrator Borgese commented that it was a very collaborative and positive

interaction. Correctional Facility Administrator Borgese said that he also wanted to extend thanks to the Commission Board and all the others that provided their time and invested their time and oversight concerning the meetings and audits. Correctional Facility Administrator Borgese commented that as reported by the Montgomery County Department of Correction and Rehabilitation, the Anne Arundel County Department of Detention Facilities is moving towards the power DMS system and the management of their policy reviews and revisions. Correctional Facility Administrator Borgese commented that the process is in its infancy and they have just started to initiate the process. Correctional Facility Administrator Borgese reported that the facility is probably about six or eight months away of bringing the power DMS software online. Correctional Facility Administrator Borgese commented that in the meantime they are going to continue to ensure that the facility is in compliance with this particular standard as well as the others. Correctional Facility Administrator Borgese stated that in addition to the MCCS certifications, they are also working towards a PREA audit, which the facility has never had before regarding the Anne Arundel County Department of Detention Facilities. Correctional Facility Administrator Borgese mentioned that they have a PREA audit scheduled in December 2023. He stated that they are hopeful that the facility will be able to obtain their PREA certification, as well.

Chairperson Reece entertained a virtual motion to accept the monitoring report concerning the Anne Arundel County Department of Detention Facilities-Jennifer Road Detention Center and grant the Recognition of Achievement award. Dr. Yolanda Bethea made a motion to approve the monitoring report and grant the Recognition of Achievement award and Deputy Secretary Annie Harvey seconded. The unanimous response of silence denoted the approval of the monitoring report and the Recognition of Achievement award. The Commission members congratulated the administration and staff on the achievement of total compliance with the standards.

- **ANNE ARUNDEL COUNTY DEPARTMENT OF DETENTION FACILITIES-ORDNANCE ROAD CORRECTIONAL CENTER**

Officer Tareda Armwood-Faison reported on the monitoring review conducted on June 6, 2023 regarding the Ordinance Road Correctional Center's non-compliant standards. Officer Armwood-Faison reported that the purpose was to review the standards that were found in non-compliance at the initial audit conducted in February 2022. Officer Armwood-Faison reported that the documentation, to substantiate compliance with the standard, was submitted, via email, by Ms. Destiny Foye (Audit Coordinator), at the request of MCCS. The results of the monitoring period from December 1, 2022 through June 1, 2023 were as follows: Standard .02 K (4) Control of Medical and Dental Instruments was found to be compliant. A review of the Wellpath Weekly Bulk Sharps Inventory forms was conducted for the monitoring period. The forms demonstrated that bulk needles and syringes at the Anne Arundel County Department of Detention Facilities - Ordinance Road Correctional Center were accounted for, as required by the standard. Standard .03 C Health Inspections was found to be compliance. The Anne Arundel County Department of Health conducted a comprehensive health inspection of the kitchen on December 1, 2022 with three deficiencies noted. The deficiencies were addressed and corrected

on January 4, 2023. Based on the review of the comprehensive health inspection and the corrective actions, the facility is in compliance with the requirements of the standard. Standard .08 D Official Publications/ Annual Reviews– Compliance – A review was conducted of the Anne Arundel County Department of Detention Facilities - Ordnance Road Correctional Center Review Master Log, the Annual Policy and Publications forms, and the Shared Operational Directive review forms. All policies and procedures were reviewed during the monitoring period, as required by the standard. Inspection reports were reviewed from other regulatory agencies. The Anne Arundel County Office of the Fire Marshal conducted an inspection, on February 17, 2023, with no violations. Dietary menus were reviewed and approved on November 22, 2022 by Julia Dunnigan, Dietician (Lic. #DX4883). The Maryland Department of Labor, Licensing, and Regulations conducted a MOSH inspection at the facility, on January 1, 2023. The inspection cited two violations, which were abated onsite. After a thorough review of the secondary documentation for the three non-compliant standards, the facility was found to be in compliance with all of the standards for an Adult Detention Center. The Anne Arundel County Department of Detention Facilities - Ordnance Road Correctional Center is recommended to receive the Recognition of Achievement Award.

Chairperson Reece welcomed comments from the representatives of the Anne Arundel County Department of Detention Facilities-Jennifer Road Detention Center. Correctional Facility Administrator John Kelson thanked the MCCA staff. Correctional Facility Administrator Kelson also extended his appreciation to Ms. Destiny Foye (Compliance Coordinator). Correctional Facility Administrator Kelson stated that Ms. Foye is new to the compliance position. He stated that all of her work was greatly appreciated in working to bring the facility into compliance. Correctional Facility Administrator Kelson commented that he appreciated the hard work of the staff at the Ordnance Road Correctional Center. Correctional Facility Administrator Kelson commented that the facility is looking forward to the audit in November 2023.

Chairperson Reece entertained a virtual motion to accept the monitoring report concerning the Anne Arundel County Department of Detention Facilities-Ordnance Road Correctional Center and grant the Recognition of Achievement award. Commissioner Phil Morgan made a motion to approve the monitoring report and grant the Recognition of Achievement award and Assistant Attorney General Beverly Hughes seconded. The unanimous response of silence denoted the approval of the monitoring report and the Recognition of Achievement award. The Commission members congratulated the administration and staff on the achievement of total compliance with the standards.

- **QUEEN ANNE'S COUNTY DEPARTMENT OF CORRECTIONS**

Correctional Program Specialist LaShawn Payton-Muhammad reported on the monitoring review conducted on April 6, 2023 regarding the Queen Anne's County Department of Corrections non-compliant standards. Correctional Program Specialist Payton-Muhammad reported that the purpose was to review the standards that were found in non-compliance at the initial audit conducted in March 2022. Correctional Program Specialist Payton-Muhammad reported that the documentation, to substantiate compliance with the standards, was submitted,

via email, by Corporal David Pratt (Audit Coordinator), at the request of MCCS. The results of the monitoring period from October 1, 2022 through April 1, 2023 were as follows: Standard .03 C Health Inspection was found to be compliant. The Maryland Department of Health conducted a comprehensive health inspection on February 13, 2023, with two violations. The facility corrected one violation on site and the other violation was corrected on March 15, 2023. An annual comprehensive health inspection was conducted, as required by the standard. Standard .03 J (2, 4) Kitchen Utensils was found to be compliant. A review of the Aramark Kitchen Utensil Movement Log and the Inventory of Utensils Kept in Kitchen form demonstrated the daily inventory and the daily issue and return of kitchen utensils, during the monitoring period. The quarterly inspection documentation denoted the condition of kitchen utensils, on the Inventory of Utensils Kept in Kitchen form. A remote inventory of the kitchen utensils was conducted and all kitchen utensils were accounted for, as required by the standard. Standard .04 A (2, 4) Toxic, Caustic and Flammable Materials was found to be compliant. A review was conducted of the Kitchen Chemical Supply Inventory forms, which documented the daily issue and return of Toxic, Caustic and Flammables (TCFs) located in the kitchen. The Toxic, Caustic, and Flammable Quarterly Inventory and Inspection forms listed all areas of the facility in which TCFs are stored, to include the Kitchen, Medical, Storage Room, and Storage Shed. The documentation provided for each area of TCFs demonstrated the accountability and noted the condition, quarterly, as required by the standard. Inspection reports were reviewed from other regulatory agencies. The Queen Anne's County Office of the Fire Marshal conducted an inspection, on February 18, 2023, with no violations. Dietary menus were reviewed and approved on November 22, 2022 by Julia Dunnigan, Dietician (Lic. #86086847). The Maryland Department of Labor, Licensing, and Regulations conducted a MOSH inspection at the facility, on January 24, 2022. The inspection cited two violations, which were abated by February 9, 2022. After a thorough review of the secondary documentation for the non-compliant standards, the facility was found to be in compliance with all of the standards for an Adult Detention Center. The Queen Anne's County Detention Center is recommended to receive the Recognition of Achievement Award.

Chairperson Reece welcomed comments from the representatives of the Queen Anne's County Department of Corrections. Director Lamonte Cooke commented that he appreciated the camaraderie of the MCCS staff. Director Cooke commented that the MCCS staff is always available to assist whether it is via a phone call or physically. Director Cooke stated that it is always a good experience even when there are issues at the facility, they seem to get through them. Director Cooke commented that he wanted to thank the staff because they deserve all of the credit. Director Cooke commented that the facility is 37 years old and it is starting to show its age. Director Cooke reported that the planning process is currently underway for the construction of a brand new facility. Director Cooke stated that the Queen Anne's County Department of Corrections is looking at going in with two other counties to create a regional facility. Director Cooke commented that it is going to be a unique experience. Director Cooke commented that the achievement of total compliance goes to the staff. Director Cooke commented hats off to the staff. Director Cooke closed his comments and stated there was a good collaboration between the Queen Anne's County Department of Corrections staff and the auditors that come in and how well they worked with the staff.

Chairperson Reece entertained a virtual motion to accept the monitoring report concerning the Queen Anne's County Department of Correction and grant the Recognition of Achievement award. Dr. Yolanda Bethea made a motion to approve the monitoring report and grant the Recognition of Achievement award and Deputy Secretary Annie Harvey seconded. The unanimous response of silence denoted the approval of the monitoring report and the Recognition of Achievement award. The Commission members congratulated the administration and staff on the achievement of total compliance with the standards.

- **CHESAPEAKE DETENTION FACILITY**

Mrs. Cassandra Holdsclaw reported on the monitoring review conducted on April 12, 2023 regarding the Chesapeake Detention Facility non-compliant standards. Mrs. Holdsclaw reported that the purpose was to review the standards that were found in non-compliance at the initial audit conducted in September 2022. Mrs. Holdsclaw reported that the documentation to substantiate compliance with the standard was submitted, via email, by Corporal Tina LaCroix (Audit Coordinator). The results of the monitoring period from October 1, 2022 through April 1, 2023, were as follows: Standard .01 J (2) Search Procedures was found to be compliant. The Chesapeake Detention Facility's fence to fence search documentation, for the monitoring period. The staff documented the names of the staff conducting the searches, the areas searched, and the names of the inmate cells searched on the Matter of Record forms. The records provided for the semi-annual search of the facility, also included pictures of confiscated items and notices of infraction, which demonstrated one semiannual facility search, as required by the standard. Standard .01 L (3) Tool Control was found to be compliant. The review was conducted of the upon entry and exit forms for the inventories of the Chesapeake Detention Facility's maintenance contractor's tools, for the monitoring period. It was demonstrated that the maintenance contractor's tools were accounted for during the entry and exit processes by the security staff. Upon review of the maintenance contractor's tools, upon entry and exit forms, the standard was determined to be compliant. Inspection reports were reviewed from other regulatory agencies. Dietary Menus were reviewed and approved on August 24, 2022 by Scott Steininger, Dietician (Lic. #DO1350). The Department of Mental Health and Hygiene conducted a comprehensive inspection of the Dietary Department, on November 4, 2022, with no violations noted. A review was conducted of the materials submitted by the Maryland Department of Labor, Licensing, and Regulations. A MOSH inspection was completed on July 19, 2021, which listed three violations. The compliance plan indicates that the other issues were corrected, on August 16, 2021. A Fire Safety Inspection was conducted by the Maryland State Fire Marshal, on July 7, 2022, with no violation. After a thorough review of the secondary documentation for the two non-compliant standards, the facility was found to be in compliance with all of the standards for an Adult Detention Center. The Chesapeake Detention Facility is recommended to receive the Recognition of Achievement Award.

Chairperson Reece welcomed comments from the representatives of the Chesapeake Detention Facility. Warden Thomas Wolfe commented that he would like to thank the Commission staff for visiting the facility and providing an education lesson regarding the audit

process. Warden Wolfe commented that the audit experience always brings up something new and they always learn from the audit. Warden Wolfe expressed appreciation to Sergeant Grace Adzoyi and Officer Tina Lacroix and mentioned that they worked diligently for hours on end to bring the facility into total compliance. Warden Wolfe commented that he appreciated the hard work and dedication of the entire staff.

Chairperson Reece entertained a virtual motion to accept the monitoring report concerning the Chesapeake Detention Facility and grant the Recognition of Achievement award. Assistant Attorney General Beverly Hughes made a motion to approve the monitoring report and grant the Recognition of Achievement award and Dr. Yolanda Bethea seconded. The unanimous response of silence denoted the approval of the monitoring report and the Recognition of Achievement award. Deputy Secretary Annie Harvey and Commissioner Cleveland Friday requested a recusal regarding the vote to approve the audit report and grant the Recognition of Achievement award. The Commission members congratulated the administration and staff on the achievement of total compliance with the standards.

- **MARYLAND CORRECTIONAL INSTITUTION FOR WOMEN**

Mrs. Cassandra Holdsclaw reported on the monitoring review conducted on April 12, 2023 regarding the Maryland Correctional Institution for Women non-compliant standards. Mrs. Holdsclaw reported that the purpose was to review the standards that were found in non-compliance at the initial audit conducted in April 2022. Mrs. Holdsclaw reported this was the first monitoring review since the audit. Mrs. Holdsclaw reported that the documentation, to substantiate compliance with the standards, was submitted, via email, by Sergeant Sherrell McQueen (Audit Coordinator). The results of the monitoring period from October 1, 2022 through April 1, 2023, were as follows: Standard .01 M (1) Transportation of Inmates was found to be compliant. The documentation was reviewed and verified that motor vehicle driver's records checks were conducted for correctional staff authorized to transport inmates, during the monitoring period. The facility conducted its annual motor vehicle driver's records check for 2023. The records proved that authorized transportation staff, currently assigned to transport inmates outside the institution, drivers' licenses were valid to operate motor vehicles, as required by the standard. Standard .03 E Dietary Medical Screening was found to be compliant. The Department of Corrections' Medical Clearance for Food Handling forms for dietary employees and dietary inmate workers were reviewed for the monitoring period. Each dietary staff member assigned to work in the kitchen received a dietary medical screening, in order to work in the dietary department. All dietary staff's medical screening indicated that they were medically cleared to work in the kitchen, as required by the standard. Inspection reports were reviewed from other regulatory agencies. Dietary Menus were reviewed and approved on August 24, 2022 by Scott Steininger, Dietician (Lic. #DO1350). The Department of Mental Health and Hygiene conducted an inspection of the Dietary Department, on December 16, 2022, with no violations noted. A MOSH inspection was conducted by the Maryland Department of Labor, Licensing, and Regulations, on April 7, 2022. The inspection report cited three violations which were corrected during the visit. A Fire Safety Inspection was conducted by the Maryland State Fire



Marshal on August 2, 2022, with no violations. After a thorough review of the secondary documentation for the two non-compliant standards, the facility was found to be in total compliance with all of the standards for an Adult Correctional Institution. The Maryland Correctional Institution for Women is recommended to receive the Recognition of Achievement Award.

Chairperson Reece welcomed comments from the representatives of the Maryland Correctional Institution for Women. Assistant Warden Tikaya Parker expressed appreciation to the audit team as well as the Commission staff.

Chairperson Reece entertained a virtual motion to accept the monitoring report concerning the Maryland Correctional Institution for Women and grant the Recognition of Achievement award. Assistant Attorney General Beverly Hughes made a motion to approve the monitoring report and grant the Recognition of Achievement award and Dr. Yolanda Bethea seconded. The unanimous response of silence denoted the approval of the monitoring report and the Recognition of Achievement award. Deputy Secretary Annie Harvey and Commissioner Phil Morgan requested a recusal regarding the vote to approve the audit report and grant the Recognition of Achievement award. The Commission members congratulated the administration and staff on the achievement of total compliance with the standards.

- **BALTIMORE COUNTY DEPARTMENT OF CORRECTIONS**

Ms. Diana Viville reported on the monitoring review conducted on April 13, 2023 regarding the Baltimore County Department of Corrections non-compliant standard. Ms. Viville reported that the purpose was to review the standard that was found in non-compliance at the initial audit conducted in December 2021. Ms. Viville reported this was the first monitoring review since the audit. Ms. Viville reported that the documentation to substantiate compliance with the standard was submitted, via email, by Captain Nathan Zahn (Audit Coordinator) at the request of MCCS. The results of the monitoring period from October 1, 2022 through April 1, 2023 were as follows: Standard .03 J (2, 3) Kitchen Utensils was found to be compliant. Records of daily inventories for the Bosley Kitchen and staff dining room were reviewed for the monitoring period. The documentation demonstrated that the Baltimore County Department of Corrections was conducting daily inventories and quarterly inspections of the kitchen utensils for the cited areas. It is recommended that the form should include an area to denote the specific condition of each kitchen utensil for quarterly inspections, in all areas which store kitchen utensils, as required by the standard. Based on the review of the records for daily inventories and quarterly inspections of the kitchen utensils, in the Bosley Kitchen and the staff dining room, the standard was found to be compliant. Inspection reports were reviewed from other regulatory agencies. The Baltimore County Fire Department Investigative Services conducted a fire inspection on March 14, 2023, with no cited violations. Dietary menus were reviewed and approved on January 20, 2023, by Julia Dunnigan, Dietician (Lic. #DX4883). The Baltimore County Department of Health conducted a comprehensive health inspection on November 17, 2022, with six deficiencies noted, which were corrected by November 30, 2022. The Maryland Department of Labor, Licensing, and Regulations conducted a MOSH inspection at the facility

on April 20, 2023. There were four discrepancies cited by the inspector, two were corrected on site and the other two were corrected the next day. After a thorough review of the secondary documentation for the non-compliant standard, the facility was found to be in compliance with all of the standards for an Adult Detention Center. The Baltimore County Department of Corrections is recommended to receive the Recognition of Achievement Award.

Chairperson Reece welcomed comments from the representatives of the Baltimore County Department of Corrections. Deputy Director Hilary Siakor-Sirleaf expressed appreciation to the Commission staff. Deputy Director Hilary Siakor-Sirleaf extended congratulation to Mr. Brian Raivel on his promotion.

Chairperson Reece entertained a virtual motion to accept the monitoring report concerning the Baltimore County Department of Corrections and grant the Recognition of Achievement award. Assistant Attorney General Beverly Hughes made a motion to approve the monitoring report and grant the Recognition of Achievement award and Commissioner Phil Morgan seconded. The unanimous response of silence denoted the approval of the monitoring report and the Recognition of Achievement award. The Commission members congratulated the administration and staff on the achievement of total compliance with the standards.

- **CARROLL COUNTY DETENTION CENTER**

Ms. Diana Viville reported that a monitoring visit was conducted on April 15, 2023 by Executive Director Veronica Moore and Senior Correctional Program Specialist Nicole Brown regarding the Carroll County Detention Center non-compliant standard. Ms. Viville reported the purpose was to review the one standard that was found in non-compliance during the initial audit in March 2022 and this was the first monitoring since the audit. At the monitoring visit, the auditors met with Captain Michael Green, Sergeant Nicholas Clark and Corporal Garrett Martin. The documentation regarding the regulatory agencies was submitted on April 17, 2023, via email, by Captain Michael Green (Audit Coordinator). The results of the monitoring period from October 1, 2022 through April 1, 2023, were as follows: Standard .06 A (3) Classification was found to be compliant. A review was conducted of the automated records for the initial classification of detainees, with the lockup listing. Seventy-nine detainees were selected randomly from the lockup list, which also provided the detainee's admission date. Each detainee's initial classification action was reviewed on OCMS. The assessment determined that each detainee was initially classified within seven days of admission to the facility. The standard was found compliant, at the monitoring visit. Inspection reports were reviewed from other regulatory agencies. Dietary Menus were reviewed and approved on March 2, 2023 by Ms. Julia Anne Dunnigan, Dietician (Lic. #DX4883). The Department of Mental Health and Hygiene conducted an inspection of the Dietary Department, on August 12, 2022, with violations noted. The facility submitted a corrective action to the health department on August 18, 2022. A review was conducted of the MOSH inspection from the Maryland Department of Labor, Licensing, and Regulations, completed on November 9, 2022. Three hazards were noted and they were corrected during the visit. A Fire Safety Inspection was conducted by the Maryland State Fire Marshal on April 21, 2022, with no violations. After a thorough review of the secondary

documentation for the non-compliant standard, the facility was found to be in total compliance with all of the standards for an Adult Detention Center. The Carroll County Detention Center is recommended to receive the Recognition of Achievement Award.

Chairperson Reece welcomed comments from the representatives of the Carroll County Detention Center. Deputy Warden Dennis Harmon expressed appreciation to the Commission staff as well as the Commission Board. Deputy Warden Harmon reported that Captain Michael Green has retired and Captain Stower has assumed the responsibility and oversight of the facility's audit processes. Deputy Warden Harmon commented that the Carroll County Detention currently utilizes the powered DMS electronic system. Deputy Warden Harmon commented that the power DMS software is a great system. Deputy Warden Harmon expressed appreciation to the Commission staff for their assistance throughout the audit process.

Chairperson Reece entertained a virtual motion to accept the monitoring report concerning the Carroll County Detention Center and grant the Recognition of Achievement award. Assistant Attorney General Beverly Hughes made a motion to approve the monitoring report and grant the Recognition of Achievement award and Deputy Secretary Annie Harvey seconded. The unanimous response of silence denoted the approval of the monitoring report and the Recognition of Achievement award. The Commission members congratulated the administration and staff on the achievement of total compliance with the standards.

## **8. NEW BUSINESS**

Chairperson Reece called to order the Appeal Hearing at 11:48 a.m. regarding the Central Maryland Correctional Facility. The Appeal Hearing regarding the Central Maryland Correctional Facility was rescheduled until the next regularly scheduled Commission meeting due to the lack of a quorum at the 279<sup>th</sup> Commission (Remote) Meeting, held on January 26, 2023.

- Appeal Hearing and Testimony - Central Maryland Correctional Facility – Standard .02 Inmate Safety, A. Fire Safety Inspections. Chairperson Reece called to order the Appeal Hearing at 11:48 a.m. to consider the appeal concerning the Central Maryland Correctional Facility. Executive Director Veronica Moore conducted a roll call concerning the attendees from the Central Maryland Correctional Facility. The representatives from the Central Maryland Correctional Facility were: Warden David Greene (MCPRS), Assistant Warden Lorelei Sattler, Facility Administrator James Sprecher, Acting Major Lance Bernhard, Lieutenant Melissa Parsons (ECSO) and Officer Kara Moxley (Fire Safety Officer). The representative from the Maryland Commission on Correctional Standards was: Mr. Brian Raivel (Senior Correctional Program Specialist). The Commission Oath was presented to all parties by Correctional Program Specialist LaShawn Payton-Muhammad regarding the testimonies to be presented at the hearing regarding the Central Maryland Correctional Facility. The Commission on Correctional Standards Board members reviewed all documentation submitted, heard testimony and arguments from each party, accepted evidence submitted by each party, and allowed direct and cross-examination of all witnesses. As the presiding officer of the Commission meeting and hearing, Chairperson T.D. Reece stated the decision of the Commission, on the record, based on

the findings of fact and conclusions of law. The Commission on Correctional Standards Board members deliberated and unanimously determined that the facility would remain noncompliant regarding Standard .02 Inmate Safety, A Fire Safety Inspections, affirmed the auditor and Executive Director Veronica Moore's decision and found the appeal without merit. The standard remains non-compliant. The vote to uphold the findings of the non-compliance regarding standard .02 Inmate Safety, A Fire Safety Inspections was unanimous. Deputy Secretary Annie Harvey and Commissioner Phil Morgan advised of their recusal regarding the vote concerning the decision regarding the appeal. Chairperson Reece advised the facility administration of the right to appeal and request a reconsideration of the final decision within 10 days after receipt of the final decision. Chairperson Reece also advised the facility administration that based on the decision of the Commission regarding the non-compliant standard, the facility's final audit report would be modified to include a modified compliance due date. Due to the length of the testimonies presented, the full transcript (testimonies, questions and responses) of the hearing is maintained on a separate transcript.

## **9. ANNOUNCEMENTS**

A request was made by Ms. April Cockrell (Citizen Member) concerning an orientation/training for the new Commission members. Ms. Cockrell stated that the training would be helpful in order to orientate the new Commission members regarding the roles/responsibilities of a Commission member. Executive Director Veronica Moore stated that she would advise the new Commission members of the date concerning the orientation.

Assistant Attorney General Beverly Hughes extended congratulations to all of the facilities that were approved to receive the Recognition of Achievement award. Assistant Attorney General Hughes remarked that this was a good representation for the other facilities who are striving to achieve total compliance.

## **10. ADJOURNMENT**

Chairperson Reece entertained a motion to adjourn the 281<sup>st</sup> Commission (Virtual) Meeting. Assistant Attorney General Beverly Hughes made a motion to adjourn the meeting and Deputy Secretary Annie Harvey seconded. The 281<sup>st</sup> Commission (Remote) Meeting concluded at 12:40 p.m.