



District of Columbia Government
Adrian M. Fenty, Mayor

DC Department of Corrections *News*



Department of Corrections
Devon Brown, Director

Volume 2 Issue 1 **January 2009**

A Defining Moment in History

*Inauguration Day
January 20, 2009*

The Department of Corrections in its entirety join millions around the world in congratulating Barack Hussein Obama as the 44th President of the United States of America.



File Photo

Presidential Oath, in accordance with [Article II, Section I of the U.S. Constitution](#):

"I do solemnly swear (or affirm) that I will faithfully execute the office of President of the United States, and will to the best of my ability, preserve, protect and defend the Constitution of the United States."



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Photo by Jerome Jones, Special Assistant to the Deputy Director

A Look Inside

Message from the Director
Digital Television Broadcasting
Ella's Kids Express Gratitude



Employee Recognitions
Opinion Poll
One Fund Campaign

Preparing for Cold and Flu Season



A Message From Director Devon Brown

A new year has graced us. The beginning of the year traditionally represents a time for setting new goals in anticipation of a better and brighter future. The first month of 2009 has been filled with celebrated events, particularly the inauguration of a new president of our country. This defining moment in history brings with it great expectations for hope and change. I believe that hope and change will result in a better and brighter tomorrow, which is possible for all who desire and are diligent workers towards its actualization. The Department of Corrections looks forward to celebrating a better and brighter 2009, which will be most notably evidenced with the expected accreditation of the Central Detention Facility this spring. As President Obama leads this nation into a new era of responsibility, I am confident that the DC Department of Corrections will proudly continue to execute its responsibility for ensuring public safety, elevate its standard of operations, and thereby, attain the highest respect and distinction it has rightfully earned and deserves among correctional systems. I look forward to what lies ahead.

The Switch to Digital Television

On February 18, 2009, television broadcasters across the country are legally required to transmit their channels over the air as a digital signal. What you should know about the switch:

What does that mean if I own an analog television?

The switch won't affect people that have cable, satellite service or a digital TV and use an antenna or rabbit ears. However, for those who own analog televisions that require an antenna or rabbit ears to get a picture will need to either buy a converter box, sign up for cable or satellite service or buy a digital television.

What should I do if I have an analog television and I get my broadcasts over the air?

The easiest option will be to buy a digital-to-analog converter box, so that your antenna will capture the digital over-the-air broadcast, and then the box will convert it to an analog signal that your television can accept. The federal government is providing coupons for converter boxes to help with the costs of upgrading to digital.

How do I get my coupons?

To request a coupon, call 1(888)-DTV-2009 or 1 (877) 530-2634 (TTY), visit www.DTV2009.gov or mail coupon applications to PO Box 2000, Portland OR 97208.

Are DTV and HDTV the same thing?

No. DTV is digital television. HDTV is high definition television. HDTV is the highest quality format of DTV, but it is only one of several formats. Consumers who have high definition TV sets may receive high definition television programming for free using an antenna.

For more information about the DTV transition, visit www.dtvanswers.com

Holiday Spirit of Giving



The Department of Corrections made the holidays enjoyable for many local young people when it delivered a truck load of toys and \$323 to Ella's Kids, Inc. Staff has supported that organization's annual toy drive for over five years.

A Note of Appreciation from Ella's Kids:

ELLA'S KIDS wishes to thank the Department of Corrections for the beautiful toys, gifts and funds for gift cards that helped us take care of 366 children for Christmas. With your help we were able to provide toys, gifts and gift certificates for all of our children and teens. We held an awesome Christmas Party for 166 of our children from the Community of Hope Shelter and also blessed the teens from Young Life who helped but had nothing for themselves for Christmas. Additionally, we took care of numerous families in crisis in the community, children from the Hannah House Shelter- Several families from Cataa House Drug and Alcohol Ministry and other disadvantaged families. We cannot thank you enough for your continued help.

With Love Peace and Prayer,

Ella Strother, PA-C



*Welcome to the
Department of Corrections*

LaToya Bell, Paralegal Specialist
Office of the General Counsel

Catrena Hunter, Clerical Support
Training Division



How to Write Incident Reports That “Stick”

Have you often wondered why many incident reports are considered useless. How they’re written is often the culprit. Avoid mistakes by making sure that all incident reports answers these questions: who was involved, what happened, when and where it happened, how it occurred and if possible - why? Don’t forget to include the action taken. What did you do when you were made aware that an incident occurred?

- ◆ Make sure that all incident reports are written in a manner that any reader could understand exactly what occurred. Avoid using field jargon. This not only pertains to staff but members of the general public as well. Consider for a moment a jury member’s interpretation of the word *shank*. Is it a home made knife or a piece of meat?
- ◆ Submit the report (Form 1) as soon as reasonably practical, usually within one hour following the incident or occurrence. Employees may not leave the work site until the report has been submitted.”
- ◆ Verify all information and proofread it before submitting it to DOC officials. Disciplinary Reports can be dismissed for inaccurate information.
- ◆ Give as much detail as possible. All pertinent information should be included in the report. It is also important, however, to be concise. If it is not relevant to the incident, leave it out.

Opinion Poll

The beginning of the year marks a time when new goals are set. People often attempt to make general improvements in their lives. DOC staff shares plans for becoming more effective professionals.

What is your new year’s resolution in regards to the Department of Corrections?

General Counsel Maria **Amato**—I would like to ensure the passage of proposed legislation to better protect correctional officers, staff, the community and inmates.

Case Manager Capucine **Carrington**—My new year’s resolution is to seek more outside training to further my career, advance my skills and help the Department of Corrections. I’m sure that I can always improve.

High School Intern Marcellus **Chambers**—My new year’s resolution would be to save my money and get to work on time.

Senior Investigator Ben **Collins**—I want to become more organized and use my time more efficiently. I also want to help eliminate the number of assaults on staff by inmates.

Corporal Jacqueline **Diouf**—My new year’s resolution is to continue to be positive and contribute to the agency 100 percent in any work capacity.

Supervisory Correctional Program Specialist Donald **Hilliard**—My new year’s resolution is to expand and maximize reimbursement. I also want to further develop and enhance the skills of everyone working in the federal billing unit.

Labor Relations Liaison Paulette **Hutchings Johnson**—I would like to do all within my power to continue the positive strides that management and the union have worked so hard to accomplish.

Private Bruce **King**—My new year’s resolution would be to encourage my fellow officers to continue to present a positive attitude toward inmates, staff and the public.

Sergeant Hazel C. **Lee**—I would hope to continue to inspire my co-workers who help me with my work in order to help the agency move forward.

Training Specialist Harry **Lundy**—My new year’s resolution is to have better communication between the training department and human resources. I also would like to see us stay more up to date on current national correctional trends.



Together, We Can Make A Difference



The 54th Annual DC One Fund campaign needs your support to raise \$1.3 million for not-for profit organizations that provide much needed and invaluable services in our communities. The District has reached 16 percent of its goal so far

with a total of \$210 thousand in pledged contributions. There are many ways to give to this charitable fundraiser including electronic donations. This online method (<https://donor.united-e-way.org/PledgeNow.aspx>) accepts credit and debit card payments, checking accounts, and payroll deductions. The process to make an on-line contribution is easy, quick, and secure using any DC Government computer with internet access.

Jerome Jones, Special Assistant to the Deputy Director is serving as the agency coordinator for this year's campaign. If you have a question about the DC One Fund, contact Mr. Jones at (202) 671-2047 or by email at Jerome.Jones@dc.gov. In the coming days One Fund Team members will stop by your workstation with a cheerful smile to provide you the traditional paper forms and personally request your support.

Remember that employee participation determines the campaign's success. As such, every contribution counts and each contribution is appreciated. Collectively, the DOC can improve living conditions in our communities.

The annual One Fund Drive will continue until Tuesday, March 31, 2009.

Health and Safety Tips

Preparing for the cold and flu season



The presence of the cold and flu season will have many individuals experiencing great difficulty in carrying out their daily routines as these common winter illnesses can drain you of all energy. However, there are simple tips that a person can follow to reduce their chances of becoming sick

- ◆ Avoid close contact with people who are sick. When you are sick, keep your distance from others to protect them from getting sick too.
- ◆ If possible, stay home from work, school, and errands when you are sick. You will help prevent others from catching your illness.
- ◆ Cover your mouth and nose with a tissue when coughing or sneezing. It may prevent those around you from getting sick.
- ◆ Washing your hands often with warm soapy water will help protect you from germs.
- ◆ Germs are often spread when a person touches something that is contaminated with germs and then touches his or her eyes, nose or mouth.
- ◆ Get plenty of sleep, be physically active, manage your stress, drink plenty of water and eat nutritious food.

Mission Statement

The mission of the District of Columbia Department of Corrections (DOC) is to ensure public safety for the citizens of the District of Columbia by providing an orderly, safe, secure, and humane environment for the confinement of pretrial detainees and sentenced inmates, while affording those in custody meaningful rehabilitative opportunities that will assist them to constructively re-integrate into the community.

DC Department of Corrections News

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