



District of Columbia Sentencing and Criminal Code Revision Commission

441 4th St, NW, Suite 830 South, Washington, DC 20001
Telephone (202) 727-8822 Fax (202) 727-7929

FULL COMMISSION MEETING MINUTES

March 27, 2012

One Judiciary Square, Room 1114
Washington, DC

Attendance:

Frederick Weisberg	Dave Rosenthal	Anu Shrestha
Ramsey Johnson	Jennifer Seltzer Stitt	Mia Hebb
Julie Samuels	Meghan Murphy	Linden Fry
Stephen Husk	Laura Hankins	Thurman Sanders
Harold Cushenberry	Patricia Riley	
Michael Anzallo	Cedric Hendricks	
Barbara Tombs-Souvey	Adele Harrell	

- I. Call to order by Chairman Weisberg at 5:00 p.m.
- II. Minutes from the January 17, 2012 meeting were reviewed and approved.
- III. Director's Report – Informational Item, Barbara Tombs-Souvey

Staffing Changes: Barbara Tombs-Souvey announced that Linden Fry was promoted to Staff Attorney when the position became vacant in January. Ms. Souvey stated that his promotion, however, resulted in a vacancy for the Paralegal Specialist position. Ms. Souvey informed the Commission that the agency currently has two vacant positions, both related to the Criminal Code Revision Project. The project is essentially on hold until the Commission fills Project Director position.

Performance Hearing Outcome: Barbara Tombs-Souvey discussed the outcome of the agency's performance hearing that Ms. Souvey and Chairman Weisberg attended in February. The Council raised concerns regarding the progress of the Criminal Code Revision Project and the re-classification of the Project Director's position. Chairman

Weisberg responded to the Council's questions about the progress of Criminal Code Project. Ms. Souvey discussed the re-classification of the Project Director's position to a full-time position and the reposting of the job announcement on both internal and external websites. Ms. Souvey stated that the agency received a couple of applications that were screened by the Committee but did not meet the qualifications, thus the position remains vacant. Ms. Souvey asked Commission members to assist with the search for a Project Director. She also expressed concern that if both positions remain vacant for an extended period of time, the funding could be removed from the agency's budget.

Capital Budget Request: Barbara Tombs-Souvey briefly informed the Commission that the Council approved the Commission's \$800,000 Capital Budget expenditure request. These funds will allow the Commission to move forward with developing a new data system.

Annual Report Status: Barbara Tombs-Souvey briefly discussed the draft of the Annual Report that had been distributed to the Commission for review and comments. Ms. Souvey noted that the Compliance Section of the report is an area of concern given the large number of cases with missing criminal history information. Ms. Souvey stated that the agency is working closely with CSOSA trying to address this problem. Ms. Souvey thanked Cedric Hendricks for bringing this issue to the attention of the Director Ware. The Commission members articulated their concerns regarding the large amount of missing criminal history data. Chairman Weisberg asked if there any way to expedite the process to locate missing data for the annual report. Mr. Hendricks stated that he will follow up with this issue immediately.

IV. Data System Needs Assessment Findings – Barbara Tombs-Souvey and Shaun Edens, Enlightened, Inc.

Data System Needs Assessment Findings: Barbara Tombs-Souvey introduced Shaun Edens from Enlightened to give the Commission an overview of the IJIS Outbound Needs Assessment. Shaun Edens discussed the purpose of the final report recommendations and options. Mr. Edens gave an overview of the difference between the gap and alternative analysis and discussed information used in reaching the conclusions. Mr. Edens outlined the three options available to the Commission: enhance, buy, or build. He also provided risk and the cost benefit analysis information for each of the three options. Commission members raised several questions and concerns surrounding the new system's ability to collect criminal history data. Commission members also asked what option would most aid the Commission in fulfilling its statutory mandates. Barbara Tombs-Souvey stated that the agency is working with OCTO to secure a contract for a Project Manager that would work for the agency to ensure the system is developed and implemented to meet the specifications of the agency. The Commission members voted in favor of developing a new data system that would address both the current and future research needs of the agency.

Commission Vote: The vote was 10-0 in favor to pursue the development a new data system. (H. Cushenberry, L. Hankins, J. Seltzer Stitt, P. Riley, R. Johnson, D. Rosenthal, J. Samuels, C. Hendricks, A. Harrell and F. Weisberg)

Adjourn: 6:45 pm

NEXT MEETING:

Tuesday, April 17 , 2012, One Judiciary Square (441 4th St., NW), 11th Floor.