



The Advocate

June 2008

COMMUNITY ACCOUNTABILITY JUSTICE

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PSA'S MISSION

To assess, supervise and provide services for defendants, and collaborate with the justice community, to assist the courts in making pretrial release decisions. We promote community safety and return to court while honoring the constitutional presumption of innocence.



Susan W. Shaffer
Director

State of the Agency Address (May 7, 2008)

Welcome to our 10th Annual Training and Professional Development Conference. And what a conference it is going to be! I am in awe

as I look at the descriptions of all the trainings that have been organized by our training committee over the next 2 days. Congratulations to our renowned Training Director, Laura DeVol, to our very organized Conference Committee Co-Chairs, Andrea Dunn-Jordan and Alisha Foster, and to our 24 Committee members who have done an outstanding job in putting this together for us, as well as Melvin Tildon for his creative advertisement genius. I'd like to ask the training committee, including Melvin and all those in Procurement, Facilities and the Office of Information Technology who have assisted in putting the conference together to stand and be recognized. Thank you so much for these next exciting days.

As we begin the next 2 days of Agency-wide training I want to take a little time to reflect on this year's training theme—embracing our past, valuing our present, and preparing for our future. If you listen closely you might hear some answers to the trivia quiz that is in your training conference bags—a quiz that if you win first or second prize gives you (I'm sorry we couldn't do better than this...) the grand prize of a lunch with me or Cliff! Typical of PSA, this quiz is meant to be a learning experience, so Michelle Amos tells me you can ask quiz questions of us old timers and we are supposed to answer in a way that teaches you something about PSA's past. So listen carefully! As to our newcomers, I'd like to ask the almost 40 people who have joined the PSA family in the last year to stand and be welcomed.... And as to the past, I'd like to ask everyone who has worked for PSA for 10 years or more to stand and be recognized as the wise pretrial elders that you are! These are the folks whom you all should approach for

PSA trivia quiz answers! And check out the great newsletter called *Embracing the Past*, put together by Michelle with wonderful reflections by many of you.

As we get started, I am pleased to acknowledge a number of colleagues from CSOSA who are with us, including Deputy Director Adrienne Poteat and General Counsel Art Elkins, and we welcome them. We are very grateful to them for their support in many arenas over these past years, and of Director Paul Quander's support and advocacy for us. I am also pleased to welcome Ann Robinson from the national American Federation of Government Workers.

I want to particularly recognize today someone in our midst who has been a driving force for the cause of pretrial justice for over 40 years. He is the founding father of the National Association of Pretrial Services Agencies, the Director from 1968-1984 of the DC Pretrial Services Agency, formerly known as the DC Bail Agency, the renowned teacher of standing room only Pretrial 101 and 102 courses at annual NAPSA meetings for many, many years, and, luckily for us, a contributor to our PSA trainings over the next few days. I'd like to ask him to stand, and to ask you to join me in thanking DC Superior Court Judge Bruce Beaudin for his invaluable contributions to the pretrial field and to our Agency in particular. You can hear from Judge Beaudin tomorrow if you are lucky enough to get into his class on Courtroom Demeanor and Testimony Tips or into his session on No Holds Barred! He is joined in that session by our former Deputy Director, Peter Krauthamer, and that will be well worth seeing. Another former PSA Deputy Director, Cynthia Jones, is also joining us to do her masterful course "From Arrest to Sentencing"—not to be missed. It is a tribute to them and to our Agency that our former leaders return for events such as this.

As I look back at Pretrial's history, I am extremely proud of what our Agency has accomplished. Not only have we, starting with Judge Beaudin's founding of NAPSA, been a leader

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in the pretrial field for 40 years, we have also grown enormously as an Agency without sacrificing the founding principles upon which we were established. We are one of the few jurisdictions in the country where money does not play a critical role in whether someone is detained or released. Instead, the information we give to the court provides the critical risk assessment upon which the court appropriately relies, both in its initial release decision and in its decision as to whether treatment or diversion or high risk supervision is the appropriate release option. Chief Judge Rufus King of DC Superior Court has long recognized that the courts cannot do their work without the Pretrial Services Agency and he has been an advocate for us on many fronts. And when Cliff [Keenan] and I met early this week with the new Chief Judge of the US District Court, Royce Lamberth, he noted that our reputation is so good that he never hears any criticism of our Agency's work. This reputation is well deserved, as we have an incredibly strong and talented group of men and women at PSA who are dedicated to accomplishing our mission and who carry our vision forward—as Cliff consistently reminds us, to thrive as a leader in the justice system by developing an empowered workforce that embodies integrity, excellence, accountability and innovation in the delivery of the highest quality services.

I have personally been blessed, and challenged, to help lead us over the past decade as we have moved from a DC agency to a federal agency, from a true "family" agency of 80 employees where everyone knew everyone, to an agency of 350 where we don't know each other quite so well, and from a 5 million to a 50 million dollar budget. I fully recognize that this transition has not always been easy, and that there have been some real losses along the way. There have been many times, in fact, when I doubted, when I felt overwhelmed at what I was asking many of you to push yourselves to accomplish in a new, expanding and ever demanding environment. Change is difficult, and it is often tempting to hold onto the past when we are confronted with tough challenges, rather than value the past, yet be willing to move forward. Tough as it is, however, it is through change that we grow. As we appropriately honor the past, this ability to push ourselves forward, to stretch ourselves, is what has kept us vibrant, both individually and as an agency. Winston Churchill said it well: "Change is the essence of life. Be willing to surrender what you are for what you could become". Here is what John F. Kennedy said: "Change is the law of life. Those who look only to the past or present are certain to miss the future." And Mahatma Ghandi: "We must BE the change we want to see in the world." An anonymous quote I like a lot also says it well: "When you are through changing, you are through". And finally, as Peter Drucker has succinctly summarized, "We now accept the fact that learning is a life-long process of keeping abreast of change. The most pressing task is to teach people how to learn." And that, in part is what PSA is about. Although we have to be accountable to the court and the public, we are grounded on the importance of learning from our mistakes and from our successes and moving the ball further down the court.

PSA is a learning organization, and I am extremely proud of the learning environment that we encourage. Our mentoring program and our leadership potential program are two examples of opportunities for growth. We have just begun our 4th iteration of the mentoring program, with 20 mentoring pairs expanded to 25 because of the immense interest that the PSA workforce has shown. The mentors give unsparingly of their time and wisdom, and in return they report that they learn and grow as well from their protégés. Don't give up if you didn't get into the program yet, because, as with many worthwhile endeavors, it sometimes takes multiple applications given the high demand for this opportunity. The training needs you have all identified in our 2008 training needs assessment are being quickly addressed by our Training and Career Development Center as they bring in many classes to address your interests.

PSA is in fact entering into a much more sophisticated learning environment over this next year as we roll out a new learning management system where you will take control of your learning. Our new LMS will allow you 24/7 access to your learning history, course catalogues, developmental plans and on-line learning modules. You will be able to generate SF-182s and internal training requests thru the system, track progress as they are approved, and self-enroll in classes. Supervisors will be able to view their employees' learning histories with the touch of a button. We hope to unroll the functionality of the new system a piece at a time, starting this summer. Many thanks to Training, IT and Procurement for the combined effort to get this in place for us.

In our upcoming training days, I want to mention one course that I would particularly urge you to consider if you are interested in availing yourself of promotion possibilities, whether at PSA or elsewhere. It is called "The World of KSAs" and is offered twice on Thursday. I also urge you to reread Donald Brady's advice in his March *Advocate* article entitled "Applying for a Position". Donald explains the federal hiring process, which puts great weight both on KSAs, and on interviews. It has been an adjustment for many of you to transition from a time when PSA interviewed everyone who applied for a promotion opportunity to the federal environment where your KSAs are rated, and only the best qualified are sent forward for an interview. That means you have to be able to write well, and sell yourself in a succinct yet convincing way. The raters are not allowed to consider anything they know about you outside the four walls of your written application. If your name is not sent forward, it is important for your own development to contact HR and find out how you were rated on each KSA. Only that way will you know where you need to improve. If you are in fact interviewed and not selected, speak to members of the interview panel to get valuable feedback on how you can improve your communication skills. Many people who have been promoted at PSA have tried multiple times and perfected their application by learning how to do it better each time. The key is not to be discouraged and to use the opportunity to

"We must BE the change we want to see in the world."

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learn something about yourself and where you want to improve.

A lot of change is going on at PSA, no surprise! We will soon have new opportunities available in Operations that we will open up first for consideration for lateral moves, which will then in turn open up promotion potential for line staff. We are expanding our high risk supervision operation in early June to include GPS and cellular electronic monitoring. Much thought and planning will be going on this next month about our eligibility criteria for these programs. We are talking with our law enforcement partners about giving heightened scrutiny to gun cases, and to others with violent charges and substantial criminal histories whom MPD and the US Attorney's Office believe to be weapons or gang involved and the greatest risk to public safety. We are aware that the GPS technology offers unprecedented opportunities to law enforcement, but we are also mindful of the challenges of using it appropriately for the pretrial population.

Our involvement in the GUNSTAT initiative that Cliff has informed you about has led to the recognition that it could be helpful for the Court at detention hearings for those charged with dangerous and violent crimes to have the defendant's complete criminal history, including the record of arrests that did not result in convictions. Although the Court generally may not accord much weight to acquittals and dismissals in assessing risk, a pattern of arrests for dangerous and violent crimes is something that could be a tipping factor for a judge in deciding whether to release or detain. So this is something we will now be undertaking to address with the Court at detention hearings for dangerous and violent charges.

Our job to assist the Court in making appropriate release decisions and protect public safety is enhanced by our ability to provide services to those defendants who can safely remain in the community. Our Treatment Branch has been involved in a major review and redesign of our treatment group services to address outpatient and intensive outpatient treatment needs. Some of those new protocols should be available this summer, and they include a focus on the specific needs of women in recovery, issues surrounding trauma and grief, and attention to special needs clients, including the mentally ill who are able to participate in our in-house groups. We are also working closely with the city's service providers to enhance mental health treatment for our defendants. We continue to support and expand the use of the new Mental Health Court and we are working closely with DMH [Department of Mental Health] and the Psychiatric Institute as they open DMH's Urgent Care Clinic at the courthouse this month. APRA [Addiction Prevention and Recovery Administration] and DOES [Department of Employment Services] now have services at the courthouse as well, and we are hopeful that our continuing collaboration with our partners will lead to more comprehensive services for more defendants.

We are hard at work on completing the functional requirements for the new Diagnostic protocols for PRISM 3.0 and will soon

be moving to the design phase. Although the entire development and implementation effort may well take 18 months, the best news I've heard yet is David Mullings telling us yesterday that we will be able to shave substantial time off the current process of entering criminal histories. I know that is particularly good news for our hard working Diagnostic staff who are under constant pressure to get PSRs completed expeditiously. Other improvements, including prepopulating some of our interview information with information already in PRISM, will also enhance and expedite our interviewing process. Kudos go to the work group that has been working around the clock these past few months to finish the functional requirements on schedule and thanks to those who have been stepping in to assist in the place of work group members who have had to be absent from their usual responsibilities.



The list of new initiatives goes on and on. We expect to finish our work on Supervision protocols this summer and hope to move to implement this fall. Now that our new hires have allowed us to lower General Supervision caseloads from 130:1 to 80:1, and we hope to go lower still, we will be able to realistically implement more case planning across the board. We are also developing a new initiative to support linkage to mental health and substance abuse treatment services for those in DC Misdemeanor and Traffic Court in the event that Congress supports the President's FY 2009 budget request. This will likely include support for a Drunk Driving Court that is under consideration by the DC Superior Court. We continue to work on new protocols for investigation and preparation of pretrial services reports, a review of our release services and FTA function, and a review of our new citation criteria. We are looking at self-service kiosks for supervision check-ins and at piloting random drug testing as well as ocular drug testing. Despite the high workload in the Drug Testing Unit and the Lab, we continue to assure that our forensic scientists keep abreast of the latest developments in forensic testing and have opportunities such as that this past year to host annual forensic science meetings.

We are developing our quality assurance program with the assistance of a consultant who is joining us again next month to help finalize our QA plans. Our Office of Research, Analysis and Development is also working to help us enhance our ability to use data analysis to increase our organizational accountability and achievement of our goals. RAD staff will also be focused this year on two areas I think all of you will be particularly pleased about—getting you out of the manual performance measure data collection business and giving staff more avenues besides manual policy and management instructions to learn about work requirements. Even though we know how much you like collecting data by spreadsheet and can't wait for the next multi-chaptered management instruction, we believe it's time, to quote the famous Spurgeon Kennedy, to join the next century in data collection and knowledge transfer. Stay tuned, as your opinions will be critical in these efforts.

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There are a lot of other behind the scenes efforts in HR, IT, the Lab, and Finance and Administration that have provided indispensable support to our efforts to move forward on all these initiatives. I don't begin to have time today to list them all, but let it be said that there are other things going on like an exceedingly complex migration to a new financial system that has involved months of adapting a new system to the PSA environment, with the inevitable glitches still being resolved. We are also developing a new drug test management system for the Lab that requires considerable work from our Lab and IT staffs. Renovations in 601 Indiana Avenue are ongoing, with all the labor pains that entails. We can't wait for the final completion of the rehabilitation of the elevators in that building, because as great and responsive as the PSA's Facilities office is, we can't control every aspect of the building contractors' work. Let it be said, having made the trek up 10 flights of stairs recently myself, that we welcome changes and challenges, but not of that sort!

Another initiative we are planning for this year is development of a pilot program for telecommuting. Management has been looking at the barriers to telecommuting in a law enforcement agency and attempting to determine how they can be resolved. The report I have received from a management group that I tasked to look at this issue has recommended a number of ways to overcome obstacles, although it also points out the difficulty for units where extensive in-person contact is constant. OPM guidance also points out that telecommuting should not adversely affect either your own performance or that of your co-workers, so it is imperative that we consider the impact on unit coverage when a telecommuter is absent. The consensus of the management group reviewing this issue seemed to be that for Operations, it would be extremely difficult to combine telecommuting with RDOs, given the logistics of scheduling office coverage. But the group also felt that telecommuting is possible in some units for senior staff who do not need much supervision, who are not on RDOs, and who have sufficient work that can be done outside the office. The entire management team will be meeting next Tuesday to review these issues and recommend how and where to implement a pilot.

I would like to take a minute to recognize the excellent communication that I believe has existed this year between our labor organization and management. Working in a union environment has been a big change for PSA, but I believe we have all handled it well. There have been many occasions when matters have been brought to management's attention in an organized way, and it has allowed us to better address individual concerns. The bargaining teams who worked on the proposed collective bargaining agreement, led by Tarya Lewis and Donald Brady, did an excellent job in bringing issues to the table for candid, professional discussion, always showcasing PSA values of respect, integrity, initiative, teamwork, and work ethic, with the ultimate goal of customer service. I would like to ask the negotiating teams to stand and be recognized: Tarya Lewis, Stefan Coleman, Maria Douglas, Ana Caro-Dominguez,

Sunghee Park, Donald Brady, Cliff Keenan, Romeyn Rowson, Antoinette Williams and Rashida Mims.

As we close this portion of the program, and before introducing our guest speaker, we have a very special presentation to PSA from our software engineer, Rae Grice, of the Office of Information Technology. I have a picture on my desk that I love—of me surrounded by the men and women of PSA who are currently serving in the National Guard or Reserves: Rae Grice, Rufus Parker, Dagmar Torres and Keith Sydnor. In fact, Dagmar is not with us today because she is currently on a three-week military training. They all play a critical role as volunteer soldiers upon whom the United States so heavily depends, and we are very proud of them, as we are of all those at PSA who are veterans of the United States Armed Forces.

There is a program in the military called Employer Support of the Guard and Reserve, and it recognizes employers for standing behind their employees who take on the mantle of supporting our country. We are proud to be among those agencies who can be counted on to support our employees in this way. A Rand study released last month said that 20 percent of the approximately 1.6 million US military personnel who have served in Iraq and Afghanistan suffer from symptoms of post-traumatic stress. It is very important that our men and women both in and returning from war zones have the unequivocal and full support of their agencies, as they witness things in war that we don't want to dream about. Rae has recently returned from a three-month tour of duty in Afghanistan with his Naval Reserve Unit. In addition to helping obtain clothing for Afghan children living in the bitter cold mountain winters of the area where he was stationed, he assisted in interrupting radio signals that would otherwise have triggered explosive devices in the fields of Afghanistan. His actions saved the lives of many who otherwise would have inadvertently come across these deadly devices. As Rae comes forward to present his appreciation to the Agency, I would ask our current reservists Rufus Parker and Keith Sydnor to stand, as well as all of our veterans of the United States Armed Forces, so that we can thank you, including Dagmar in absentia, for your service to our country. We are very proud of you!



[Presentation follows-next page.]

Employer Support of the Guard and Reserve

Presentation by Raeford Grice, Software Engineer

Our nation's Reserve component (National Guard members and Reserve forces from all branches of the military) represents about 48% of our total available military power.

I joined the D. C. Pretrial Services Agency fourteen years ago and have been a reservist for eighteen years. Since then, I have been deployed numerous times and the Agency has supported me and the other reservists in such endeavors. Keith Sydnor has twenty-one years in the Navy and eleven years as a reservist. In 2006, he served in Kuwait and Afghanistan for one year. Rufus Parker has twelve years in the Air Force/Army and five years as a reservist.

By complying with existing employment laws protecting the rights of those who serve, PSA and other employers play a critical role in the defense of our nation.

I would like to present this *National Ensign and Certificate* to the Agency as a token of appreciation for its support to the 'Employer Support of the Guard and Reserve' (ESGR) program. On February 13, 2008, this flag was flown into combat onboard a Navy EA-6B Prowler during "Operation Enduring Freedom (Afghanistan)" for the D.C. Pretrial Services Agency. The case contains the flag, a certificate, and my own personal Chief Petty Officer's coin (front and back) which recognizes the operation and our accomplishment.

On behalf of all Pretrial Services Guard and Reserve members, I would like to thank the Agency for its continuing support.



Director's Response: Thank you Rae. We are very proud of this and we will display it proudly in a conspicuous location in the Agency to remind us of the quiet sacrifices made by our colleagues and their families.



Johnny Cahn
F&A Director

Office of Finance and Administration

I would like to take the liberty this month to share some personal observations concerning this unique Agency that we work for. PSA provides those of us who have a strong and abiding interest in “good Government” and the effective management of organizational dynamics with a wonderful example of how organizations evolve, how they learn, how they readjust and how they reflect the human qualities of the individuals who populate them. For those of us privileged with leadership positions within PSA, the information we glean from managing and observing day-to-day operations reinforces our commitment to be even better stewards of the organization we have been entrusted with.

At the line staff level, I am constantly amazed by the quality and quantity of work you perform. As many of you know, I do a good deal of MBWA (management by walking around) so I see you at your places of work managing your caseloads, providing life-changing treatment to defendants, influencing judicial release decisions based on your diagnostic expertise, providing scientific expertise to drug testing, quietly and expertly handling the support infrastructure that runs the computers, pays the bills, writes the contracts, does the research, hires and trains the staff and provides a thousand more critical yet invisible services.

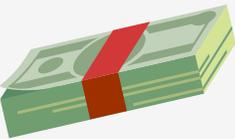
At the supervisor level, I always think back to my Army days (no, I did not serve under Julius Caesar). What was true then is still true now: the Sergeants (first line supervisors) run the Army. All of the hard work accomplished by line staff, and all of the management direction provided by upper management converge at the desk of the first line supervisor. PSA's corps of first line supervisors deals with the most difficult of on-the-ground problems, they handle the emergencies, they reprioritize tasks on the fly, they are the visible face of the Agency, so they catch all of the complaints and very little of the praise. They are also the source of much of the information that upper management uses to fine-tune policies and directives. In short, the Agency is disproportionately reliant on the performance of its supervisory staff, and they never let us down.

At the middle management level, I believe that PSA is at an interesting stage of organizational development. As the Agency grows, it is developing a clearer, more defined, need for middle managers to facilitate the flow of information between staff and upper management. The mere size of the organization is starting to impact the ability of policy makers to always communicate effectively and directly with those impacted by their decisions. Mid-level managers, those individuals who are experts in the mission areas and who understand the complexities of executive management and are also effective communicators are becoming an invaluable resource to the Agency. They also constitute the pool of future Agency executives not only for PSA but for other Government agencies as well—the theory being that good managers can apply sound and effective management skills and techniques to any work group. Our middle managers are burdened not only with these responsibilities but with the added task of defining their roles in a maturing organization. A true measure of a middle manager's potential to become an organizational leader is how well he/she defines their role within the organization. No one gives a mid-level manager power, authority or credibility. Those are earned, increment by increment, by building trust, making good decisions, communicating effectively, treating subordinates, colleagues and superiors fairly and wisely and by being a role model to others. Our mid level managers have quite a burden to shoulder as they define not only their organizational roles, but also the amount of positive influence and direction they can project as a result of the authority and credibility they have earned.

All in all, PSA is an amazingly effective organization that expertly accomplishes its important mission every day of the week. We are lucky to be a part of it!

On a completely different but equally important note, I wanted to provide you with some timely guidance concerning Procurement and its responsibilities in helping you procure the goods and services you need to carry out your duties. This guidance hopefully provides some helpful information that will assist you in most procurement actions. There may be situations that are not covered here, and for that information, please contact one of the Procurement buyers. If they don't have the immediate answer, they can certainly get it for you.

The federal procurement system can be a confusing and complex system to the non-Procurement employee. In fact, it is sometimes confusing for the Procurement employees as well, due to the constant changes being made by Congress. In order to ensure that procurement regulations and statutes are properly complied with, contract specialists are given extensive annual training and must attain certification at different levels in their field.



The dollars spent by procurement offices each year throughout the federal government are in the billions - taxpayer dollars. With that in mind, Congress has imposed many rules, regulations and statutes to protect not only the taxpayer but vendors and many special interest groups to ensure fair and equitable treatment.

It is federal policy that Government procurements are made from commercial sources for commercial products or services. There are many avenues available to determine if a requirement is available in the commercial market. The level of research necessary for each requirement varies. For example,

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Stephanie Campbell
HR Specialist
Training

Your Training and Career Development Center is Going High-Tech!

The staff of the PSA and CSOSA Training and Career Development Centers have been working on a joint effort to improve your access to training and development opportunities. Here are a few of the new and exciting things to come!

- Automated catalogs of available trainings
- 1-click training requests for internal courses (no more forms, yeah!)
- Management of your mandatory training and professional development hours requirement online
- 24/7 access to your training history
- Access to online training modules from anywhere that has Internet access
- Automated external training requests (SF-182s)
- Supervisors will be able to approve training requests with the click of a button
- Tracking your training requests online!

These are just a few of the exciting things that our new learning management system will bring. Watch for more details soon!

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a published vendor catalogue is helpful to find product information and price. Also, an Internet search or past procurements can provide the information necessary to define a requirement.

Besides the sources listed above, market research can also provide insight into the availability of competition for goods or services. It is acceptable to contact vendors regarding their products or services, however, do not try to negotiate prices. It is appropriate to ask for a published price list if there are questions about the cost but keep the discussions generic. Let the vendor know that this is only market research and once a requirement can be established, someone from the Procurement office will handle the procurement. It is sometimes difficult to properly transfer those lines of communications with a vendor once you have made contact, and depending on the estimated cost of the requirement, the method of disseminating information to vendors is very structured. It is important to understand that further discussions with a vendor may cause difficulties in the procurement process. It could also lead to a vendor's misunderstanding of your role in the process and to assume you have given them a "go ahead" for the work.

The level of market research you can perform is determined by the complexity of the requirement. For example, if you require an office supply item that is not stocked by the SSC (Support Services Center), your market research could be as simple as reviewing the Staples catalogue.



For services, most vendors have a list of their partners or customers on their website. Rather than contacting the vendor, you could contact one of the customers to find out details. Past performance is a key factor in all Government procurements and will usually tell the researcher more about a vendor or a vendor's product than any written documentation that they can provide. Communication with agencies that are using goods or services is an excellent way to determine if the product or service performs as marketed. It will also give you good insight on how easy or difficult the vendor is to deal with once a contract is in place.

The results of your market research will form the basis of your requirement. The estimated cost (usually from a catalogue or price list) will help determine the method of the procurement. Procurements over \$3,000 must be competed and depending on the dollar amount, that competition may be complex.

The more information provided to the buying office regarding a requirement, the better equipped the buyer will be in getting the best product or service to meet the Agency's needs.

The Procurement staff is always available to answer questions and provide assistance with the market research process.



Office of Operations

Kim Whatley, Director

I hope everyone is enjoying the spring so far although it feels more like summer. As the flowers bloom and the grass and trees turn green, spring always gives me a renewed sense of purpose. So, I am happy to bring you up-to-date on activities in Operations. Let's start with the restructuring in the Office of Operations. I am pleased to announce that Eric Holder has been named the Director of Supervision, Terrence Walton has been named the Director of Treatment, Michael Williams has been named the Director of Court Services to include the Drug Testing and Compliance Unit, and Darren Gowen has been named Senior Advisor for Quality Assurance and Technology. This restructuring reflects best practices in organizational development—formally delegating responsibility and flattening administrative structures so as to lessen the number of levels that separate line staff from higher management and enhancing communication. I believe this restructuring will also allow for greater ownership of the work since day-to-day decisions can be made closer to the ground and advance our vision of empowering our workforce to achieve the highest quality service. I am also pleased to announce the selection of Malaika Williams as the new Senior Special Assistant in the Office of Operations. Malaika brings a wealth of experience to this position having worked in various capacities in PSA since she joined the Agency in 1996.

With respect to staffing, in FY 2008, the total number of FTEs in Operations went up by 11, bringing the total number of FTEs in Operations to 252. Most of our new resources went to our supervision programs as we continue our efforts to reduce caseloads. The new resources allowed us to create two new teams in Supervision and appoint two new Supervisors—Takeysha Robinson and Gwen Corujo. We also recently announced the creation of a second High Intensity Supervision Unit, and will add a second Special Assistant to Supervision. While the summer months are ahead of us which generally mean higher caseloads, so far, our efforts seem to be paying off. Even without taking into account our most recent hires and reassignments, who are expected to start training in early June, the GSU supervision caseload ratio has been about 80:1, and the community court caseload ratio has been around 86:1, while the HISP caseload ratio has been around 37:1. This sure beats the days of 130:1!



Needs in our supervision programs are likely to continue as we move to implement GPS and EM cellular. This will mean more defendants will be eligible for HISP placement since a home telephone will no longer be necessary to monitor some of our more high-risk defendants. This is why we have created a new Program Analyst (COTR) position in Supervision to support the work of the existing EM contract as well as the new EM/GPS contract. I also believe the implementation of the new Supervision Protocols, expected later this year, will go a long way to help us better manage our limited supervision resources on defendants that the court identifies as most in need. This will include our ability to create individualized plans aimed at identifying a defendant's risk, assessing a defendant's needs, and monitoring a defendant's compliance with the conditions of release.

I am happy to report that the PRISM 3.0 project team, made up of Mike Williams, Malaika Williams, Janeth Munoz, Demond Tigs, and Steve Bell (from Operations) along with Brian Rybicki (from RAD), and Diana Lowery and David Mullings (from IT) has completed work on gathering the functional requirements for PRISM 3.0, the Diagnostic Module. I met with many of you over the last couple of months to update you on their efforts and to solicit your input on the proposed redesign of the case filing, interview instruments, criminal history, PSR and recommendations, and the initial case release. I really appreciate you taking the time to learn more about this important initiative. I am also grateful for the support we received from many PSOs who served in various acting capacities while this work was underway.

With Janeth back in her position, and with the additions of our two new Supervisors—Corey Baker (Evening Shift) and Stefan Coleman (Midnight Shift) in Court Services—I suspect we will hear much more in the coming months about the work in Court Services, including the work on the new protocols for the investigation and preparation of pretrial services reports led by our partner in RAD, Brian Rybicki, and Operations Program Analyst Demond Tigs, and the work by Kori Spriggs, David Gilchrist, and others to evaluate the effectiveness of C301, our release services operations, including the FTA function.

There are also a number of other initiatives underway in treatment programs. In addition to the recent hiring of a second Clinical Services Specialist, Morris Williams, and the filling of the va-

OPERATIONS —
Cont'd on following page...



Office of Information Technology (OIT)

Ron Hickey, Director

Over the past several months, the Office of Information Technology has worked diligently behind the scenes to improve productivity and make life a little easier for everyone at PSA. Some of our recent accomplishments include:

- ⇒ We deployed new servers and a database platform for PRISM and WinTOX, resulting in a very noticeable improvement in system response. Two tasks which especially benefited from this change are release order entry in PRISM and batch release in WinTOX.
- ⇒ We replaced our connection to the MPD mainframe systems (WALES, Triple-I, NCIC) with a more modern one. This change has proven to be more reliable. We've had far fewer connection-based outages since the replacement – something the evening and weekend staff can really appreciate!
- ⇒ We launched PSAWeb, the replacement for InfoWeb. This new site should significantly improve the way PSA organizes and shares internal Agency information.
- ⇒ We deployed several more color printers; now nearly every unit has color printing capability.

As summer approaches, work continues on the PRISM 3.0 Diagnostic Module and Drug Test Management System (DTMS.net) projects. As I write this, the Requirements phase for PRISM 3.0 is finishing up, with the Design phase on-deck. Operations Director Kim Whatley has been keeping you all informed on the progress of the Functional Requirements document that is the key component of the Requirements phase. DTMS.net is already in the Design phase; its Requirements phase wrapped up some time ago. Both of these systems will support better workflow and streamlined processes. The target date for deployment of DTMS.net is January, 2009.

Along with Operations, we're studying the implementation of new technology such as self-service kiosks for defendant check-ins and ocular scanning to determine drug usage. We're working with CSOSA IT to improve the client information flow from PRISM to SMART and vice-versa. We'll be implementing automated mental health interviews using tablet PCs, and we're working with Operations on a random drug testing pilot.



Stay tuned for even more future developments.

OPERATIONS—
Cont'd from previous page...

cant COTR position (congratulations to Tanya McNair-Buckner!) Terrence has added a program support specialist position (congratulations to Shelley Robinson!). Terrence and his leadership team are also putting the final touches on a proposal to change the content and design of our in-house treatment services. The objective of this initiative is to evaluate treatment group services provided by PSA and determine whether recommended changes are needed based in part on best practices in the substance abuse treatment field. Another initiative that will soon be completed is the process review of the SSU (Specialized Supervision Unit). The purpose of this review is to evaluate the workflow and processes associated with SSU placement, connections with local mental health service providers, defendants awaiting competency restoration hearings and those defendants dually diagnosed, and to make recommendations for improvements.

The Drug Testing and Compliance Unit recently moved to a fixed schedule for some staff while others continue on a rotation schedule. This has proven to be a good compromise, since some staff in DTCU has asked for a fixed schedule while others prefer the rotation. Also, this will allow Carolyn Bowen and her team to experiment with AWS, and look for ways to better staff the satellite office and offer defendants the ability to test on Saturday mornings. Carolyn and Darren Gowen are also working together to implement a pilot project on random drug testing later this year. I expect great things from DTCU this year.

Our quality control consultant is scheduled to return to PSA this summer. Some may recall we hired Pauline Higgins to help us kick-start our QA effort during a QA retreat last summer. Ms. Higgins returns this summer to help each of the QA teams (in Supervision, Treatment, Court Services, and DTCU) to develop draft QA plans for the next year. Expect to hear more from Darren and your QA teams as they work to finalize our QA plans for FY 2008-2009.

It is such a pleasure to work with the men and women of PSA. Enjoy the spring and summer.



National Night Out 2008—It's America's Night Out Against Crime

Claire J. Fay

Director, Justice and Community Relations

National Night Out (NNO) is a national, high-profile, high-impact crime prevention event to heighten awareness and strengthen participation in local anti-crime efforts. NNO is sponsored by the National Association of Town Watch and this year's 25th Anniversary event has been scheduled for August 5, 2008. In support of the President's initiative to promote volunteerism among federal employees, PSA will organize a volunteer effort to support this year's local NNO activities. I'll be sending out more details as the event approaches. Please also consider involving any community organization with which you are affiliated – everyone is encouraged to join the team.



NNO is coordinated by local crime prevention agencies and organizations and involves entire communities at one time. The NNO campaign involves citizens, law enforcement agencies, civic groups, businesses, neighborhood organizations and local officials from thousands of communities from all 50 states, US Territories and military bases worldwide. Last year, more than 34 million people participated.

NNO is designed to:

- ◇ Heighten crime and drug prevention awareness;
- ◇ Generate support for, and participation in, local anti-crime programs;
- ◇ Strengthen neighborhood spirit and police-community partnerships; and
- ◇ Send a message to criminals letting them know that neighborhoods are organized and fighting back.

Along with the traditional display of outdoor lights and front porch vigils, cities, towns and neighborhoods “celebrate” NNO with a variety of events and activities such as block parties, cookouts, visits from local police and sheriff's departments, parades, exhibits, flashlight walks, contests and youth programs.

Information on NNO is available at www.nationalnightout.org.



FOH & WorkLife4You.com

Romeyn Rowson, Human Resources Specialist

You are probably aware of Federal Occupational Health (FOH), a non-appropriated service agency that provides occupational health and wellness services to federal agencies. They have provided our Health Unit, located in District Court, and our Employee Assistance Program (EAP) for quite some time. Recently PSA agreed to provide a Work/Life Program for employees and we expanded our FOH contract to include www.WorkLife4You.com as an added benefit.

FOH provides one of the most comprehensive federal Work/Life Programs in the country. Providing access to trained Work/Life counselors both on-line and via a 24-hour call center, the program helps employees and their families balance personal and workplace responsibilities at every life stage. Call 800-222-0364 any time of the day or night and ask for Work/Life services. Services include: adoption, becoming a parent, newborn and child care, college and technical schools, relocation, career development, legal and financial assistance, retirement planning, and elder care. Go to the WorkLife4You website to access valuable information concerning a vast array of Work/Life issues. There is no need to register, simply use the screen name and password that is referenced on psaweb.

Access to the WorkLife4You web page is available both at work and at home. This is a benefit for you to use to balance your work and home life; please take advantage of it. If you have any questions you may contact Aden Williams or me in Human Resources. Thanks.

The East of the River Community Court and the Red Hook Community Justice Center: Learning from the Best

by Rashida Mims

A small group of criminal justice partners representing the United States Attorney's Office, Court Services and Offender Supervision Agency, the DC Department of Mental Health, Office of the Attorney General, Criminal Justice Coordinating Council, and Pretrial Services Agency, led by the Honorable Craig Iscoe, the Honorable Michael McCarthy and Michael Francis, DC Superior Court Coordinator paid a visit to the Red Hook Community Justice Center just a few blocks from the old Brooklyn docks in New York City. As members of a core group of East of the River Community Court and DC and Traffic Court stakeholders, we went on a fact-finding mission to learn, first-hand what makes one of the nation's preeminent problem-solving courts so successful and what lessons could we bring back to the East of the River Community Court as we look for ways to enhance and refine our processes.



Left to right - Ed Rhodes-ERCC Staff, Michael Francis- Community Court Coordinator, Ricky Shoulars, Community Service Coordinator-CSOSA, The Honorable Craig Iscoe-Presiding Judge of ERCC, Laural Tolan (Judge Iscoe's Law Clerk) and The Honorable Michael McCarthy-Presiding Judge of DC/Traffic Court

We were greeted by the Honorable Alex Calabrese, Presiding Judge of the Red Hook Community Court and the on-site staff of the Center for Court Innovation. We had the opportunity to observe their interdisciplinary team process. We were taken on a guided tour of their resource center and sat in on Judge Calabrese's status hearings. Our site visit ended with an informational session that included a question and answer period that gave us all time to interact and exchange ideas. For example, we learned that the very name "Red Hook Community Justice Center" came out of conversations with local residents who felt that "community court" did not accurately convey the project's commitment to programming outside the courtroom.

Armed with this new information about the valuable input residents of the community can provide, the East of the River Community Court (ERCC) has launched a 'Community Advisory Board' of its own, of which PSA will be a partner at the table. (*Editor's Note:* Rashida Mims has recently been named to the Community Advisory Board.) Additionally, ERCC has actively pursued the Addiction Prevention and Recovery Administration (APRA) and the Department of Employment Services (DOES) to be on-site and easily accessible to not only defendants, but also to the community at large.

Today, APRA conducts on-site assessment, referral, placement and transportation to APRA detox. Today, workforce development services are provided by DOES. Today, Unity Health Care registers eligible persons for health care. And today, the Department of Mental Health provides screening and linkage to Core Service Agencies for any defendant known in the mental health system.

While ERCC may not be where Red Hook is today, it has made tremendous strides in just a short while by increasing on-site social service availability. In its own way it is vigorously striving to become the best problem solving court it can be.

**[ERCC] has made
tremendous strides**

Red Hook Community Justice Center Fact Sheet

The Community: During the 1990s the Red Hook community was an area that suffered from high unemployment, high incidences of drugs, crime, and feelings of isolation because it is cut off from the rest of Brooklyn by an elevated highway. The catchment area of the Justice Center includes three police precincts, including Red Hook, and the surrounding neighborhoods are home to approximately 200,000 residents. It is also the home of one of New York's oldest and largest public housing developments.

Red Hook —
Cont'd on next page...

Red Hook —
Cont'd from previous page...

The Justice Center: This model of judicial excellence did not just happen. It was only after tragedy that the community said 'no more' and together with the police and other business leaders, it was ready to begin to make a change. Before opening its doors, the Justice Center went through a rigorous six-year planning process that included participation and support from the major community stakeholders; most importantly, input and buy-in from the local residents through focus groups, town hall meetings and even individual interviews.



Rashida Mims
Special Assistant
Treatment Branch

In the spring of 2000, the Red Hook Community Justice Center began operations in a refurbished Catholic school just off Red Hook's central park. It is the nation's first multi-jurisdictional community court. It offers a coordinated approach to criminal, civil and family matters typically addressed in multiple, fragmented court-houses. Based on the priorities and programming ideas unearthed during the planning stages, the goal of the Justice Center is to help address neighborhood problems such as substance abuse, juvenile delinquency, domestic violence and landlord/tenant disputes, while improving public safety.

The Red Hook Community Justice Center provides the following on-site services and they are available to all community residents on a walk-in basis, free of charge.

- ◇ Free child care—for anyone who comes to use the services.
- ◇ Drug Treatment
- ◇ Housing court resources—free legal information and referrals
- ◇ Health Services—basic health services for both court-involved and walk-ins
- ◇ Domestic violence support groups
- ◇ Mental Health—Clinic staff link clients to counseling and other mental health services
- ◇ Youth and Family services—social workers on-site
- ◇ Adult Education—GED classes run by the Department of Education on-site
- ◇ Job Placement—resume writing job development services on-site
- ◇ Mentoring and Internships—sponsors summer internships with agencies in Red Hook
- ◇ Community Initiatives—assists neighborhood residents in developing creative and lasting solutions to community problems.

Outcomes:

Public Support: As of 2004, seventy-eight percent of Red Hook residents supported having a community court in their neighborhood.

Public Trust: Approval ratings of the police, prosecutors, and court system more than doubled in the first year after the Justice Center opened.

Community Service: Each year, the Justice Center contributes thousands of hours of community service.



A Time for Change

by Karen Brown

We've been hearing a lot about change this year, so I've decided to jump on the bandwagon and make some changes of my own. I'm leaving the Helpdesk and returning to Operations as a PSO.

Many have asked, "Why would you want to go back to being a PSO?" Well, as some of you have witnessed over the years, I'm a true believer in change. I believe it's a great thing when you're ready and when you're prepared to handle it. After eleven years at the Helpdesk [has it really been *that* long??], I can honestly say I'm finally ready and prepared to make the move.

From the early days of troubleshooting the clunky client photo in DTCU, to spending an all-nighter with Mohamed Bah moving mailboxes from CC:Mail to Microsoft Outlook, IT has been a great journey!!

Thanks to Dennis [Caravantes] and Ron [Hickey] for giving me the opportunities to explore this exciting field; and thanks to all of IT and ISS (Information Support Services) staff for their support over the years. Thanks to Operations management (thank you Eric [Holder]!!) for giving me a chance to work in case management again. I look forward to the challenges of GSU (General Supervision Unit) and can't wait to get started!

To the person who once called looking for the "**Any Key**"... your secret is still safe with me [error message: "Hit Any Key to Continue"] :)



GREAT NEWS ... The PSA All-Stars are back in action!!!

Games are every Monday night at **West Potomac Park** at **7pm**. The team is made up of a dynamic group of players representing various units in the Agency. It is a great way to meet people from other units!!! **West Potomac Park** is a great environment for the entire family so if you have the time please come out and support your team.



Forefront: Chris Talley, Pam Brown, Brant Powell, Natasha Davis, Rufus Parker
2nd Row: Jordan Mansour, Tina Clemmer, Monica Bermudez
Back Row: Kyle Evans, Demond Tigs, Deon Cobb, Cliff Keenan, Sharenda Smith, Derrick Ragland



PSA Face Book — *Good news!* The Director has approved development of an employee face book on psaweb. Participation is voluntary. Check your email for an opportunity to opt-in / opt-out, and schedule an appointment for a "photo shoot."



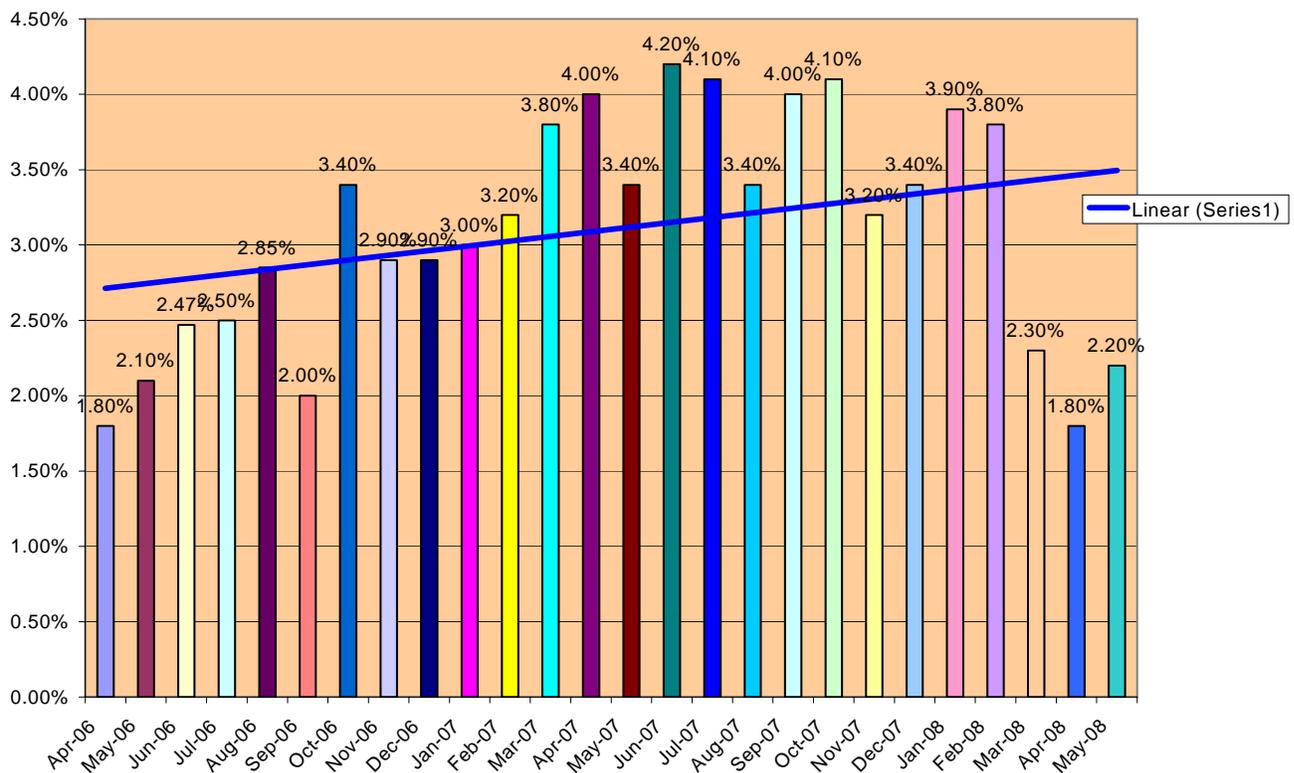
Understanding Amphetamines and Their Use Among Pretrial Adults and Juveniles

by Jerome Robinson, Director, Office of Forensic Research and Lora Wharton, Intern

Over the past three years, there has been a small but steady increase in the number of individuals using phenethylamines such as MDMA (Ecstasy), MDA, Methamphetamine and Amphetamine. Historically, this hasn't been the case. In the past, adult arrestees screened positive for Amphetamines at a rate significantly less than one percent (1%). And, when these were periodically confirmed through the quarterly DUF surveys, the drugs detected were generally the over-the-counter varieties such as phenylpropanolamine, ephedrine or pseudoephedrine. This sequence of events led to reduction in Amphetamine screening for several years. Analytical snapshots were conducted periodically to monitor the population for any change in the use pattern. We never saw any increase even during the first Methamphetamine alert for this region in the late 1990s. Concern about the eastward infiltration of Meth use never materialized in our arrestee population, which has often been a leading indicator of drug abuse trends. Additional concerns arose roughly in 2004 which led to the Agency taking a proactive stance to once again study amphetamine use in the adult and juvenile arrestee populations. This time the Agency had its own capabilities to conduct in-house Gas Chromatography/Mass Spectrometry (GC/MS) analysis. The study revealed that there was now some phenethylamine use occurring. It represented a small percentage, but the amount we detected was significant compared to the past. More importantly, the confirmations involved more of the hardcore drugs such as MDMA and Methamphetamine. This development led to the routine testing for Amphetamines in lockup and designated surveillance samples.

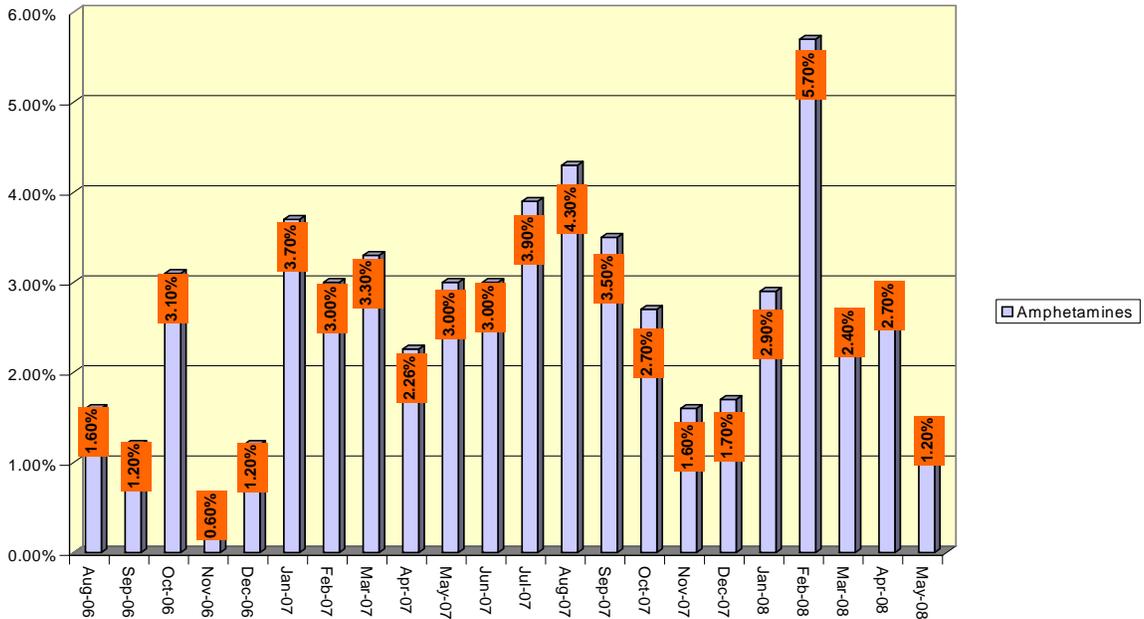
Since the initial study, the percentage of positive Amphetamine samples for adult arrestees has generally increased. Figure One, below, shows the upward trend for the period covered. Please note that occasionally there are some months where the percentage will fall back. It is, therefore, important to continue monitoring the numbers to get real-time data on the path the trend is taking.

**Percentage of Tested Arrestees Showing Positive Results for Amphetamines
Prepared by DCPSA Office of Forensic Research**



AMPHETAMINES —
Cont'd from previous page...

Percentage of Positive Amphetamines for Juveniles (Arrestees, Evals)
August 2006 through May 2008

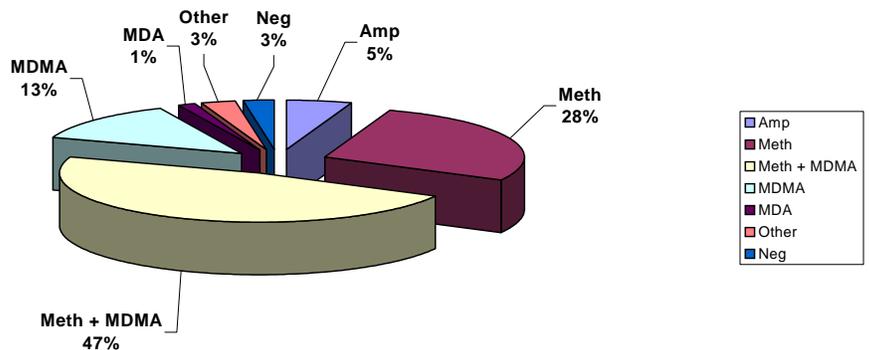


It has been more difficult to establish a trend for the juvenile samples. The data tends to fluctuate more. However, we are keeping a close watch on this group, especially after a sharp spike in February 2008. During that time period, the percent increased to 5.7%, up from 2.9% in January. The drugs detected were Methamphetamine (70%), Amphetamine (20%) and MDMA (10%). In March, there were only four positive Amphetamines. One individual confirmed for Ecstasy and Methamphetamine and three for Methamphetamine. In April 2008, six samples (DrugLock, DrugEval) screened positive for Amphetamines. Four confirmed for Amphetamine, one for Methamphetamine and one for Ecstasy. In May 2008, three samples screened for Amphetamines, two confirmed for Amphetamine and one for Methamphetamine.

GC/MS analysis of arrestee (Adult and Juvenile from August 2007) samples that screened positive for Amphetamines revealed that 47% were positive for Methamphetamine and MDMA, 28% for Methamphetamine only, 13% for MDMA only, 5% for Amphetamine, 1% for MDA, 3% other (norephedrine, phentermine) and 3% did not confirm (most likely due to drugs like Bupropion, etc.).

As we continue to study this phenomena, we hope to gain a clearer picture of the nature and scope of this problem and hopefully develop effective guidelines and strategies to combat and curtail this type of abuse. Additionally, challenges associated with prescribed drugs will also have to be dealt with. Drugs such as Adderall, Vyvanse, Desoxyn, Methedrine and others that metabolize to either amphetamine, methamphetamine or both must be documented and monitored. Our work, therefore, is cut out for us, but with the tools and personnel of the Agency we'll meet these challenges head-on. Stay tuned.

Amphetamines 2007





Thank You!

by Darius D. Reed
Drug Testing and Compliance

The past two plus years here at PSA have been two of the most productive years of my life. In this short period of time (that sometimes seemed like forever), I gained so much knowledge and worked alongside some of the best co-workers and supervisors. Although my time here is winding down, I wanted to express a sincere thank you to the Branch Manager and Supervisors in DTCU. A special thank you to my supervisor (Pam Brown), who developed me into the person I am today, and pushed me to my limit with work. She showed me that I could accomplish so much if I simply took the initiative to learn different things. She always said “Darius, you have a lot in you, but you need to have a little more confidence in yourself,” and I can truly say that she pulled the best out of me. As I prepare to embark on the next stage of my life at CSOSA as a CSO, I will truly miss the people I have come to know at PSA. Even though I am only an email away (it’s all the same system), it will not be the same because I am not in their presence.

I want to express a sincere thank you to Ms. Brown. When I first came on board, I was worried that I would not be able to continue with school due to the rotating shifts in DTCU and the high demands and need for office coverage. Throughout the past two years, Ms. Brown has been the most supportive supervisor I’ve had in all the jobs I ever worked on, from last minute schedule changes, to approving a Tuesday through Saturday schedule, so I could have a day off during the week for my 20 hour a week internship, my last minute leave approvals because of class assignments and projects — as well as being the most understanding and accommodating supervisor I have ever known, while continuing to develop me into the employee that I am today. These past two years completing the Master’s program at Howard have been difficult, working full-time and going to school full-time, but with a supervisor like Ms. Brown, anything is possible. I just really want to say thank you.

~ Congratulations ~

Kyra Savoy and **Dyrell Dent** on their April 24th wedding.
The happy couple honeymooned in Las Vegas.

Nicole McRavin on the May 6th birth of her daughter,
Mckenzie Olivia Cook.

Steve Bell became engaged to **Vee Arrington** on May 8th
in Chicago, IL.



“Kendra Anderson, Arnice Mack, Deborah Reid, and Bryan Collins distinguished themselves as outstanding forensic scientists in the Forensic Toxicology Drug Testing Laboratory during this fiscal year. Each has demonstrated a commitment to the Agency throughout their careers at PSA. Congratulations, and thank you for your dedication and effort.”

Dr. James Jones (center)



*Congratulations
Peer Award Recipients
March - June 2008*

Towanna Beard
Initiative, Teamwork
General Supervision Team 2

Karen Brown
Respect
Office of Information Technology

Shavon Butler
Teamwork, Customer Service
Office of Human Capital Management

Geraldine Decembre
Respect, Work Ethic
Drug Testing and Compliance

Eric Frye
Teamwork, Work Ethic
Drug Testing and Compliance

Sekia Glover
Teamwork
Diagnostic Unit

Tanisha Jennings
Teamwork
General Supervision Team 2

Derrick Johnson
Respect, Integrity
Drug Testing and Compliance

Keisha Kornegay
Teamwork
Finance and Administration

LaTosha Malloy
Teamwork
Diagnostic Unit

Thomas McGriff (3rd Nomination!)
Work Ethic
General Supervision Team 2

Jamil Muhammad (3rd nomination!)
Teamwork, Customer Service, Initiative
Information Technology

Francis Nichols, III
Initiative, Teamwork, Work Ethic
Drug Testing and Compliance

Corin Pinkney
Teamwork
Drug Testing and Compliance

Jeremy Schuhmacher (3rd Nomination!)
Teamwork
District Court

Christine Sciranko
Teamwork
Diagnostic

Kevin Scott
Customer Service
Information Technology

*~ Congratulations ~
Parking Drawing Winners*



June 2008
Veronica Onsurez-Pannell
New Directions
Demond Tigs (Operations)

May 2008
Paige Cruz
High Intensity Supervision
Renee Toye
General Supervision Team 1

April 2008
Donna Ching
Finance and Administration
Rae Grice (IT)

March 2008
Sheila Cherry
Social Services and Assessment Center
Rebecca Childress
Human Capital Management

*~ May ~
Best Belated Birthday Wishes*

Tyriek Austin
Willette Benyard
Stephanie Campbell
Kenneth Chen
Gwenneth Corujo
Tanya Davis
Timothy Djongoue
Darren Gowen
Rae Grice
Michael Lopez
Brandy Mathies

LaTonya McKellery
Tanya McNair-Buckner
Shana Moreno
Jamil Muhammad
Zena Parker
Mikal Roc
Leroy Rollins, Jr.
Susie Shaffer
Terrence Walton
Stephanie Wilson

Best Wishes to those moving on:

Jennifer Hall (IT)

Darius Reed (DTCU)
to CSOSA (CSO)

Constance Stone-Murray
(GSU Team 5)

Valerie Taylor (HR)
to OPM

With deepest sympathy:

*Willie Agnew (Father)
Sylvia Jones-Neclos (Sister)*



**Congratulations
On Your New Positions**

Malaika Williams

Sr. Special Assistant, Operations

Corey Baker

Supervisor, Diagnostic Evening Shift

Stefan Coleman

Supervisor, Diagnostic Midnight Shift

Karen Brown, PSO, Supervision

Kevin Scott, PRISM Administrator

Tanya McNair-Buckner, COTR

Shelley Robinson

Program Support Specialist

Welcome to the PSA Family!

Mark Griffin (welcome back!)
Pretrial Services Officer
General Supervision

Laura House, Sr. Program Analyst
Research, Analysis & Development

Morris Williams
Clinical Services Specialist
Treatment Branch

IT Specialists
Everett Houser (welcome back!)
Daniel Thrift

Program Assistants
Gwendolyn Butler
Monet McIntyre

**CONGRATULATIONS TO THE RECIPIENTS OF LENGTH
OF GOVERNMENT SERVICE CERTIFICATES**

20 Years

As of April 2008

LaVita Lawson-Bryant

As of March 2008

Alma Bell-Billups

As of Feb. 2008

LaVette Crosby
Sylvia Evans

15 Years

As of March 2008

Andrea Dunn-Jordan

As of Feb. 2008

Ashton Khuu

10 Years

As of May 2008

Charlene Andrews
Yasmine Toye

As of April 2008

Sekou Lawson
Lenn Palma
Zena Parker
Stephanie Wilson

As of Feb. 2008

LaTonya Lipford-Proctor

5 Years

As of March 2008

Tonya Davis

**Congratulations to PSA's
Training and Career
Development Center for
PSA's Outstanding 10th
Annual Training and Professional
Development Conference**









Human Resources ~Reminders~

Maryland's New Tax Formula

The National Finance Center will implement the new tax formula for the State of Maryland in Pay Period 13/2008 (pay check date: July 14, 2008). Employees subject to Maryland State Tax should submit form MW-507 to Human Resources or process the change via the Employee Personal Page.

NOTE: If form MW-507 is not completed, the new tax formula will default to **Single** along with the current number of exemptions on file to calculate the withholding tax.

Compensatory Time

Compensatory time earned in Pay Period 10 of 2007, or later will expire 26 pay periods after the pay period in which it was earned.

Time-Off-Awards

Time-off-Awards have a *one-year limitation*. If you do not use your award within one-year from the effective date, it is forfeited.

Employee Self-Service via EPP

To make payroll changes, you must use **EMPLOYEE SELF-SERVICE via the NFC Employee Personal Page**. If you have forgotten or lost your PIN, go to the Employee Personal Page website and request a new PIN. For assistance, contact Shavon Butler at 220-5643 or Claudine Cuffee at 220-5672.



Remember, you can be recognized for the volunteer work you do throughout the year with the *President's Volunteer Service Award* or the *President's Call to Service Award*, two annual awards recognizing service to others through current volunteer activities or lifetime service. Employees who have performed at least 100 hours of volunteer service between August 1, 2007, and July 31, 2008, are eligible for awards. An employee who has completed 4,000 or more volunteer service hours over the course of his/her lifetime is eligible to receive the President's Call to Service Award. Honorees will be recognized at the annual PSA Awards and Recognition Ceremony. We encourage you to apply for these awards!

If you have any questions, please contact Claire Fay at 202-220-5553. To learn more about the award or to read the "stories of service" about past honorees, please visit www.presidentialserviceawards.gov.



~ June ~

Happy Birthday Wishes

Rita Adu	Travis Jackson
Mohamed Bah	Jan Jenkins
Alma Bell-Billups	Diana Lowery
Monica Bermudez	Thomas McGriff
Miranda Boozer	Darrick Moore
Stacy Bradsher	Kim Muchnick
Gregory Burwell	Lauren Pinto
Brian Butler	Katie Rowe
Maurice Charthern	Nakesha Saboor
Tina Clemmer	Steven Stoney
Stefan Coleman	Patty Sucato
Marvin Contreras	Keith Sydnor
Franklin Dunn	Renee Toye
Sekia Glover	Yasmine Toye
Ronetta Harris	Kim Whatley
Shaila Jackson	Mike Williams



~ July ~

Best Birthday Wishes

Sherma Almeida	Barbara McClendon
Carolyn Bowen	Trudy Mitchell-Gilkey
Johnny Cahn	George Monk, Jr.
Sioban Castor	David Mullings
Rebecca Childress	Constance Murray
Kelly Crisp	Tracey Palmer
Chenequa Dixon	Donna Powell
Shirley Drayton	Metin Sahin
Orlando Gholson	Jeremy Schuhmacher
Brian Hamilton	Kevin Scott
Mohamed Jalloh	Angela Simmons
Monica James	Aaron Smith
Leighanne Kershner	Shelton Smith
Tarya Lewis	Rudolph Subryan
Gary Marbley	Christopher Talley

Thank you CSOSA and PSA!

The Taste of CSOSA/PSA was a big hit. Special thanks to MC Rebecca Childress, the judges and all the chefs for their hard work, and thanks to Charles Windley for the Hand Dancing demonstration.

The winners:

Side Dishes

- 1st Place — Tim Barnes/CSOSA (Red & White Bean Jambalaya)
- 2nd Place — Cory Heart/CSOSA (Seafood Pasta)
- 3rd Place — Jennifer Boyer/PSA (Shrimp Butter Spread)

Desserts

- 1st Place — Teonna Wallop/CSOSA (Dirt Cake)
- 2nd Place — Kim Harris-Cob/PSA (Rum Cake)
- 3rd Place — Pam Thomas/PSA (7up Pound Cake)

Entrées

- 1st Place — Eric Shuler/CSOSA (Seafood Gumbo)
- 2nd Place — Jerome Robinson/PSA (Shrimp Creole)
- 3rd Place — David Lipscomb/CSOSA (Summer Chili)

People's Choice Awards

Side Dishes

Jennifer Boyer/PSA
(Shrimp Butter Spread)

Desserts

Quinton Lowe/CSOSA
(3 Layer Chocolate Cake)

Entrees

Eric Shuler/CSOSA
(Seafood Gumbo)

CSOSA/PSA Cookout

Kenilworth Parkside Recreation Center
4300 Anacostia Avenue NE
Friday, July 25, 2008
12:00 noon - 6:00 p.m.

Ticket Sales

Byron Daniels	Charmaine Mitchell
Chris Talley	Jacqueline Wilkinson
Tracie Wilson	
10 and under = Free	
11 to 17 years old = \$10.00	
18 and over = \$20.00	

THE ADVOCATE

IS A PUBLICATION OF THE

D.C. PRETRIAL SERVICES AGENCY

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