

## Justice Center Oversight Committee

John H. Mulroy Civic Center  
11th Floor East  
421 Montgomery Street  
Syracuse, NY 13202  
(315) 435-3565

## 2019 Justice Center Oversight Committee Meeting Dates

Meeting #	Date	Location	Notes
1	January 9th	South Side Innovation Center - 2610 S. Salina St.	
2	February 6th	South Side Innovation Center - 2610 S. Salina St.	
3	March 6th	South Side Innovation Center - 2610 S. Salina St.	MEETING CANCELLED
4	April 3rd	South Side Innovation Center - 2610 S. Salina St.	
5	May 1st	South Side Innovation Center - 2610 S. Salina St.	
6	June 5th	South Side Innovation Center - 2610 S. Salina St.	Primarily a Work Session in Executive Session
7	July 10th	South Side Innovation Center - 2610 S. Salina St	
8	August Meeting Cancelled	South Side Innovation Center - 2610 S. Salina St.	MEETING CANCELLED
9	September 4th	South Side Innovation Center - 2610 S. Salina St.	
10	October 2nd	South Side Innovation Center - 2610 S. Salina St.	MEETING CANCELLED
11	November 6th	South Side Innovation Center - 2610 S. Salina St.	

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12	December 4th	South Side Innovation Center - 2610 S. Salina St.	
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Onondaga County / Syracuse  
**Human Rights Commission**

J. Ryan McMahon II  
County Executive

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Barrie Gewanter  
Executive Director

**AGENDA – January 9, 2019 MEETING of the  
JUSTICE CENTER OVERSIGHT COMMITTEE (JCOC)**

**MEMBERS**    \_\_\_ Marissa J Mims (Chair)    \_\_\_ Jeff Marier (Vice Chair)  
**PRESENT:**   \_\_\_ Cassandra J. Ingram        \_\_\_ Carlton Strail  
                  \_\_\_ Nicholas Paro                \_\_\_ Dr. Najah Salaam Jennings-Bey  
                  \_\_\_ Dr. Jennifer Yolles               \_\_\_ Dr. Dennis Nave?

**MEMBERS ABSENT or EXCUSED:** Allan LaFlore

**ASL INTERPRETERS:** n/a

**COUNTY STAFF PRESENT:** Barrie Gewanter & Montanette Murphy, Human Rights Staff

**MEMBERS OF THE PUBLIC PRESENT:** \_\_\_\_\_

**Business Session (Open to the Public)**

1. Welcome & Introductions 5:30
2. Nov. 7<sup>th</sup> Meeting Minutes Avail. (8 thru-12/2017 & 1-3 & 6-8 & 12/2018 not avail) 5:35
3. Report from the Committee Chair Marissa Mims (4 Items) 5:40
4. Report from Administrator Barrie Gewanter (6 items) 5:50
5. Status a. Added 31 Nave Recs to Database / Total 160 Indiv. Recs Drafted by JCOC 6:10  
Of Recs: Dr. Yolles & Barrie can begin formatting new Med Rec Doc from Nave Recs  
b. Update on Two - Lang. Assistance & Procedural Communication (MJM)  
New Rec Docs - Religious Accommodation of Inmates & Visitors (NSJB)
6. Old Business: 6:25
7. New Business: Nave suggests explore creation of correctional medical training program 6:35
8. Recognition of Visitors for Public Comment (*Time Limit May Be Imposed*) 6:40
9. Board member Roundtable Comments on Board Business Matters 6:50

**Executive Session (Closed to the Public)**

1. Review of New Med Recommendations from Dr. Nave & Related Questions 7:00
2. Discussion of other issues related to cases, process, or draft rec documents 7:10
3. Return to Business Session & Motion to Adjourn Meeting 7:30

**Next JCOC Meeting – Feb. 6, 2019** Next Meet w/Custody Command Jan or Feb. Date TBA - 5:30 @Jail



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**AGENDA – February 5, 2019 MEETING of the  
JUSTICE CENTER OVERSIGHT COMMITTEE (JCOC)**

**MEMBERS**    \_\_\_ Marissa J Mims (Chair)    \_\_\_ Jeff Marier (Vice Chair)  
**PRESENT:**   \_\_\_ Cassandra J. Ingram    \_\_\_ Carlton Strail (on phone)  
                  \_\_\_ Nicholas Paro            \_\_\_ Dr. Najah Salaam Jennings-Bey  
   \_\_\_ Dr. Jennifer Yolles

**MEMBERS ABSENT or EXCUSED:**

**ASL INTERPRETERS:** on phone

**COUNTY STAFF PRESENT:** Barrie Gewanter & Montanette Murphy, Human Rights Staff

**MEMBERS OF THE PUBLIC PRESENT:** \_\_\_\_\_

**Business Session (Open to the Public)**

1. Welcome & Introductions 5:30
2. 11/7/18 & 1/9/19 Meeting Minutes Avail. (8-12/2017 & 1-3, 6-8,12/2018 not avail) 5:35
3. Report from the Committee Chair Marissa Mims (5 Items) 5:45
4. Report from Administrator Barrie Gewanter (6 items) 5:55
5. Status    a. Total I60 Indiv. Recs Drafted / 95 Formatted in Rec Documents related to 6:15  
                  of            29 (51%) of JCOC cases received in 2016 and 2017.  
                  Recs:    b. Update on Next    - Lang. Assistance & Procedural Communication (MJM)  
   Three Rec Docs    - Religious Accommodation of Inmates & Visitors (NSJB)  
       - Next Med Rec Document Based on Dr. Nave Review
6. Old Business: Response to idea to explore new correctional medical training program 6:30
7. New Business: \_\_\_\_\_ 6:35
8. Recognition of Visitors for Public Comment (*Time Limit May Be Imposed*) 6:40
9. Board member Roundtable Comments on Board Business Matters 6:50

**Executive Session (Closed to the Public)**

1. Review of Recent Discussion of Chair w/Leg Leaders about JCOC Process 7:00
2. Discussion of other issues related to cases, process, or draft rec documents 7: 10
3. Return to Business Session & Motion to Adjourn Meeting 7:30

**Next JCOC Meeting – March 6, 2019**

**Next Meet w/Custody Command \_\_\_\_\_ - 5:30 @Jail**



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**AGENDA – April 3, 2019 MEETING of the  
JUSTICE CENTER OVERSIGHT COMMITTEE (JCOC)**

**MEMBERS**    \_\_\_ Marissa J Mims (Chair)    \_\_\_ Jeff Marier (Vice Chair)  
**PRESENT:**   \_\_\_ Cassandra J. Ingram    \_\_\_ Carlton Strail (on phone)  
                  \_\_\_ Nicholas Paro                \_\_\_ Dr. Najah Salaam Jennings-Bey  
   \_\_\_ Dr. Jennifer Yolles

**MEMBERS ABSENT or EXCUSED:**

**COUNTY STAFF PRESENT: Barrie Gewanter & Montanette Murphy (Human Rights Staff)**

**MEMBERS OF THE PUBLIC PRESENT:** \_\_\_\_\_

**Business Session (Open to the Public)**

1. Welcome & Introductions 5:30
2. Meeting Minutes: 11/2018 & 1/9 & 2/6/19 Avail. (8-12/2017&1-3,6-8,12/2018 not avail) 5:35
3. Report from the Committee Chair Marissa Mims (5 Items) 5:45
4. Report from Administrator Barrie Gewanter (6 items) 5:55
5. Status of Recs: Next Three Rec Docs in Process: 6:10
  - a. Lang. Assistance & Procedural Communication (Mims)
  - b. Religious Accommodation of Inmates & Visitors (Dr. Salaam JB)
  - c. Next Med Rec Document: 32 Recs from Dr. Nave Review of 7 Cases  
5 Recs So Far from Dr. Yolles Review of 3 Cases
6. Old Business: Initial response + CCS Info Re: a correctional medical training program 6:20
7. New Business: \_\_\_\_\_ 6:25
8. Recognition of Visitors for Public Comment (*Time Limit May Be Imposed*) 6:30

**Executive Session (Closed to the Public)**

1. Presentation of Dr. Yolles Medical Review of 3 Cases & 5 Proposed Recs 6:35
2. CCS's Written Responses to Questions from Dr. Nave Review of 7 Cases
3. Discussion of other case info &/or draft rec documents:
4. Return to Business Session & Motion to Adjourn Meeting 7:25

**Next JCOC Meeting – May 1, 2019**

*Next Meet w/Custody Command Wed. May 8<sup>th</sup> - 5:30 @Jail*



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**AGENDA – May 1, 2019 MEETING of the  
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**MEMBERS**    \_\_\_ Marissa J Mims (Chair)    \_\_\_ Jeff Marier (Vice Chair)  
**PRESENT:**   \_\_\_ Cassandra J. Ingram        \_\_\_ Dr. Jennifer Yolles  
                  \_\_\_ Nicholas Paro                \_\_\_ Dr. Najah Salaam Jennings-Bey

**MEMBERS ABSENT or EXCUSED:** Carlton Strail

**COUNTY STAFF PRESENT:** Barrie Gewanter & Montanette Murphy (Human Rights Staff)

**MEMBERS OF THE PUBLIC PRESENT:** \_\_\_\_\_

**Business Session (Open to the Public)**

1. Welcome & Introductions 5:30
2. Meeting Minutes: 4/3/19 Avail + Held from 11/2018 & 1/9/19 & 2/6/19 5:35  
(8-12/2017 & 1-3 & 6-8 & 12/2018 not yet avail)
3. Report from the Committee Chair Marissa Mims (5 Items) 5:45
4. Report from Administrator Barrie Gewanter (5 items) 5:55
5. Status of Recs: Next Three Rec Docs in Process: 6:10
  - a. Lang. Assistance & Procedural Communication (Mims)
  - b. Religious Accommodation of Inmates & Visitors (Dr. Salaam J-B)
  - c. Next Med Rec Document: 32 Approved + 4 New Recs from Dr. Nave Review of 7 Cases  
4 Approved + 4 New Recs from Dr. Yolles Review of 3 Cases
6. Old Business: Jeff Marier Contact with 3 Univ.-based Corr. Medical Training programs 6:20
7. New Business: \_\_\_\_\_ 6:25
8. Recognition of Visitors for Public Comment (*Time Limit May Be Imposed*) 6:30

**Executive Session (Closed to the Public)**

1. Presentation of Dr. Yolles & Dr. Nave Review of 1 Case/ea. & 7 Proposed Recs 6:35
2. Discussion of other case info &/or draft rec documents: 6:55
3. Return to Business Session & Motion to Adjourn Meeting 7:25

**Next JCOC Meeting – June 5 , 2019**

*Next Meet w/Custody Command Wed. May 8<sup>th</sup> - 5:30 @Jail*

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**AGENDA – July 10, MEETING of the  
JUSTICE CENTER OVERSIGHT COMMITTEE (JCOC)**

**MEMBERS** \_\_\_ Marissa J Mims (Chair) \_\_\_ Jeff Marier (Vice Chair)

**PRESENT:** \_\_\_ Cassandra J. Ingram \_\_\_ Dr. Jennifer Yolles

**MEMBERS ABSENT or EXCUSED:** John Falge, Nicholas Paro, Dr. Najah Salaam Jennings-Bey

**COUNTY STAFF PRESENT:** Barrie Gewanter & Montanette Murphy (Human Rights Staff)

**MEMBERS OF THE PUBLIC PRESENT:** \_\_\_\_\_

**Business Session (Open to the Public)**

1. Welcome & Introductions 5:30
2. May Meeting Minutes Avail. (8-12/2017 & 1-3 & 6-8 & 12/2018 not yet avail) 5:35
3. Report from the Committee Chair Marissa Mims (6 Items) 5:45
4. Report from Administrator Barrie Gewanter (4 items) 5:55
5. Update on Next Three Rec Docs in Process: 6:10
  - a. Lang. Assistance & Procedural Communication (Mims)
  - b. Religious Accommodation of Inmates & Visitors (Dr. Salaam J-B)
  - c. Next Med Rec Document: 36 Approved Recs from Dr. Nave Review of 7 Cases  
7 Approved Recs+ 1 revision TBA from Dr. Yolles Review of 5 Cases
6. Old Business: Contact with 3 Univ.-based Corr. Medical Training programs (J. Marier) 6:20
7. New Business: Doing Community Outreach for JCOC Required by Legislation 6:25
8. Recognition of Visitors for Public Comment (Time Limit May Be Imposed) 6:30

**Executive Session (Closed to the Public)**

1. Presentation of 3 New JCOC Cases & Discussion of 2 Potential New Cases 6:35
2. Presentation of Dr. Yolles Review of 1-3 Cases & Any New Proposed Recs 6:45
3. Discussion of other case info &/or draft rec documents: 7:00
4. Return to Business Session & Motion to Adjourn Meeting 7:25

**Next JCOC Meeting – Sept. 4 (Work Session)**

**Next Bi-Monthly Meet at Jail.- Aug. 14<sup>h</sup> - 6:00 @Jail**

**Informal Notes for Chair's Report at 7/10/19 Meeting**





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1. **Status of Appointments:** **1 OPEN POSITIONS – 1 CE (Nave's Position) + 1 LEG (Strail's Position)**  
*How should board encourage appointing authorities to fill positions?*
2. **Update on Leg. Leader Review on 1<sup>st</sup> 5 Rec Documents issued in late 2018/Jan. 2019**
3. **2020 Budget Review in Legislature Sept. 15 through Nov. 4.**  
**Process:** *Director Seeking 1 Additional FT Position to focus on JCOC Casework*
4. **Report Back from June 26 Bi-Monthly Meeting at Jail**  
*Participants: Marissa Mims, Dr. Yolles, Jeff Marier, John Falge, Cassandra J. Ingram*
5. **Next Bi-Monthly w/ Custody Command on Aug. 14<sup>th</sup> @ 5:30pm at Jail**  
Topics: Custody Response to 1<sup>st</sup> 3 Rec Docs, especially in relation to Verbal/Bias Harrassment  
Schedule of Next Meeting w/Wellpath Administration, Other: \_\_\_\_\_
6. **Case Review & Meetings Update:** **Closed 16 Cases at June 5<sup>th</sup> Executive Session,**  
**No August Meeting, Note Designated Reviewer Categories,**  
**September & November Meetings to be Work Sessions.**  
**October & December Meetings to be Business Sessions**

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**Informal Notes for JCOC Administrator at 7/10/19 Meeting**

1. **Scheduling** – Orientation Class, Tour & Sit-Alongs for John Falge? \_\_\_\_\_  
New Dates for Sit-Alongs: Marissa \_\_\_\_ (what Pods?), Dr. Yolles \_\_\_\_ (BHU)  
Meeting w/Marissa \_\_\_\_ & Dr. Salaam \_\_\_\_ to work on new rec docs  
Meeting w/Dr. Yolles to continue case review & start new med rec doc
2. **Statistics & 2018 Intake Statistics & JCOC Accepted & Closed Cases to Date**  
**New Cases:** May – 2 Cases Re: Disability Accommodate, Med Care, Incident or Emerg. Resp.  
June - 1 Allegation related to Religious Accommodation in Visitation
3. **April & May 2019 Hospital Transport Logs Available for Review**  
**1 Set of New Medical Records Available for Dr. Yolles**
4. **Upcoming Outreach Events:** Friday July 12 – Street Addiction Institute Block Party at 100 Coolidge Ave. (\_\_\_\_\_) & Thursday Aug. 15 – West Side Multi-cultural Block Party at Skiddy Park & Sunday Sept. 22 – Westcott Neighborhood Street Fair



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## July 10, 2019 MEETING

### JUSTICE CENTER OVERSIGHT COMMITTEE (JCOC)

*Members of the Public*  
*Please Sign In to Indicate That You Were Present*

#	Name	Affiliation	Phone	Email	Please Notify Me of Future Meetings
1					
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**AGENDA – Sept. 4, 2019 MEETING of the  
JUSTICE CENTER OVERSIGHT COMMITTEE (JCOC)**

**MEMBERS**    \_\_\_ Marissa J Mims (Chair)    \_\_\_ Jeff Marier (Vice Chair)  
**PRESENT:**   \_\_\_ Cassandra J. Ingram    \_\_\_ Dr. Jennifer Yolles  
                  \_\_\_ Nicholas Paro                \_\_\_ Dr. Najah Salaam Jennings-Bey

**MEMBERS ABSENT or EXCUSED:** John Falge,

**COUNTY STAFF PRESENT:** Barrie Gewanter & Montanette Murphy (Human Rights Staff)

**MEMBERS OF THE PUBLIC PRESENT:** \_\_\_\_\_

**Business Session (Open to the Public)**

1. Welcome & Introductions 5:30
3. Brief Updates from Chair & Administrator (6 Items) 5:35
  - a. May & June Minutes Avail. for review for Oct. business meeting
  - b. Chair Presentation & Discussion in 8/13 Legislature Public Safety Comm.
  - c. New Appointee to Join Board in October – Christine TenEyck
  - d. Updated Board Contact Sheet & Updated Chart of Case Review Assignments
  - e. Updated Key to Jail Floors/Pods & Description of New Step Down Program
  - f. Review Draft Chart of Changes at the Jail as a Result of JCOC Cases
  - g. New Inmate Handbook Now Available
  - h. Any JCOC Members Willing to do Workshift at Westcott St. Fair 9/22?

**Executive Work Session (Closed to the Public)**

1. Presentation of Dr. Yolles Review of 3 Cases & Proposed Recs in 3 Cases 6:00  
Note: 3 Additional Cases (Rcvd May-July) Pending Review of Medical Records
2. Identification of 2019 Cases (Recs& Questions) to Discuss w/Wellpath on 10/9 6:20
3. Discussion of other case info &/or draft rec documents: 7:00
4. Return to Business Session & Motion to Adjourn Meeting 7:25

**Next JCOC Meeting – Oct. 2 (Business Session)    Next Bi-Monthly Meet at Jail.- Oct. 9<sup>th</sup> - 5:30 @Jail**

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**AGENDA – December 4, 2019 Work Session of the  
JUSTICE CENTER OVERSIGHT COMMITTEE (JCOC)**

<b>MEMBERS</b>	___ Marissa J Mims (Chair)	___ Dr. Jennifer Yolles
<b>PRESENT:</b>	___ Jeff Marier (Vice Chair)	___ Cassandra J. Ingram
	___ John Falge	___ Dr. Najah Salaam Jennings-Bey

**MEMBERS EXCUSED:** Christine TenEyck, Nick Paro

**COUNTY STAFF PRESENT:** Barrie Gewanter & Montanette Murphy (Human Rights Staff)

<b>5:30pm</b>	<b>Meeting called to order</b>
<b>5:30pm</b>	<b>Welcome and Introductions</b>
<b>5:35pm</b>	<b>Approval of Minutes (<i>May, June, July Available</i>)</b>
<b>6:00pm</b>	<b><u>Executive Work Session (<i>Closed to the Public</i>)</u></b>
	1. Revised Medical Recommendations from Dr. Yolles
	2. Process for generating and drafting recommendations
	• Religious Accommodation
	• Disability Accommodation
	3. Intake case review
	4. New Cases
<b>7:30pm</b>	<b>(Public Session) Approval of revised medical recommendations</b>
<b>7:30pm</b>	<b>Adjournment</b>