

**From:** [REDACTED]

**To:** [REDACTED]

**Subject:** Re: Follow up

**Date:** Fri, 16 Aug 2019 16:27:56 +0000

**Importance:** Normal

**Attachments:** [REDACTED].vcf

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Before I respond to [REDACTED] let me know if you have any questions about the below:

[REDACTED] Below are the staff/positions we are currently scheduling for TDY assistance at MCC New York (NYM):

- 1 - Warden
- 1 - Deputy Warden
- 1 - Deputy Captain (will assist the Captain with implementing/improving procedures)
- 12 - Lieutenants (will assist in monitoring Correctional Officer duties and ensure policies and procedures are followed)
- 15 - Correctional Officers (8 Correctional Officers; 7 Non-Custody Staff). All volunteered to work Correctional Officer post at MCC NYM for up to 30 days. Additional TDY Officers will be scheduled on a rotational basis.

- 1 - Case Management Coordinator/CMC (oversight of Receiving and Discharge/R&D Department)
- 1 - Supervisory Correctional Systems Specialist/SCSS (supervised by CMC; direct oversight of daily operations in R&D)
- 3 or 4 - Correctional Systems Officers (perform daily functions of R&D); coordinating the availability now.

This is only the initial TDY plans. As needs become evident or rotations are needed, additional staff will be scheduled.

In addition to the above TDY staff, we are developing teams to conduct reviews of local operations, recommend and establish procedures, and train local staff in the following areas:

Correctional Services Administrator, Northeast Regional Office: Will return to MCC NYM the week of August 19, 2019. Expertise in Correctional Services, to include inmate accountability and Special Housing Unit Operations.

Correctional Services Team: A group of national specialist in the Correctional Services field will review inmate accountability procedures and Special Housing Unit (SHU) operations, and implement sound correctional procedures.

Correctional Programs Team: A group of national specialist in the Correctional Programs field will review Receiving and Discharge operations and implement sound correctional procedures.

I will be returning to MCC NYM Friday, September 6, 2019, to evaluate the progress and personally thank the initial group of TDY staff.

Let me know if you have any questions about the above staffing or their duties/functions. Thanks

[REDACTED]

>>> [REDACTED] 8/15/2019 9:39 PM >>>

[REDACTED] We appreciate all you've done to stabilize the MCC. Keep up the good work. The meetings and tour today were very helpful.

Can you please send me the information about the personnel you've added to the MCC, including the additional warden, the lieutenants and COs. I want to make sure I have the numbers and titles are correct.

EFTA00036608

Thanks

