

THE BALTIMORE CITY CRIMINAL JUSTICE  
COORDINATING COUNCIL

# COMPREHENSIVE ANNUAL REPORT

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FISCAL YEAR 2013

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# THE BALTIMORE CITY CRIMINAL JUSTICE COORDINATING COUNCIL

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## INTRODUCTION

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The Baltimore City Criminal Justice Coordinating Council (Council or CJCC) is the identified forum by which key criminal justice stakeholders for the City of Baltimore come together to identify and discuss issues, share necessary information, and develop effective measures to address the issues that confront and hamper the administration and enforcement of justice in Baltimore City.

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## PROJECT SUMMARY

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The Criminal Justice Coordinating Council is active within the Baltimore City Criminal Justice System in identifying, planning, and coordinating solutions for problems which may arise. The Criminal Justice Coordinating Council is a vital entity for ensuring the participation of all stakeholders operating in and affected by the Baltimore City Criminal Justice System. The Council assists the member agencies in the planning and delivery of quality services. The Council is not a statutorily created entity and has no authority to mandate member participation or specific activities. However, it is expected that all participants in the criminal justice community have had the opportunity to communicate specific needs and interests before the Council makes any recommendations. The Council is also the facilitator for integrating computer networks within the criminal justice system.

Membership on the Criminal Justice Coordinating Council is defined by the Memorandum of Understanding (MOU) executed by the criminal justice partners in August 2001 and amended in October 2004 and October 2008. The current membership includes regular representation from the Baltimore City Mayor's Office, the Circuit Court for Baltimore City, the District Court for Baltimore City, the Baltimore City Council, the Department of Public Safety and Correctional Services, the Baltimore City Office of the State's Attorney, the Office of the Public Defender, the Baltimore Police Department, the Central Region of the Department of Public Safety and Correctional Services, Community Supervision of the Department of Public Safety and Correctional Services, the United States Attorney for the District of Maryland, the Office of the Clerk of the Circuit and District Courts for Baltimore City, the Baltimore City Sheriff's Office, the Baltimore City Bar Association, the Baltimore Substance Abuse Systems, the Office of the Attorney General, the Department of Juvenile Services, and the Governor's Office. The Council meetings are open to the public and are also regularly attended by members of the Legislature and their staff as well as private and public agencies and groups interested in the criminal justice system.

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## PROJECT NARRATIVE

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The mission of the Council is for members of the Baltimore City Criminal Justice Coordinating Council and their respective agencies to work cooperatively to enhance public safety and reduce crime in Baltimore City, to advance the fair and timely disposition of cases, and to ensure justice for those accused of crimes and the victims of crimes. To accomplish our mission, we vigorously address policy questions, systemic problems, and other issues affecting public safety and the administration of criminal justice in Baltimore City. We facilitate the initiation, coordination, implementation, and evaluation of effective practices and procedures among ourselves and with other members of the criminal justice community. We promote and encourage inter-agency decision-making and communication and the sharing of timely and accurate criminal justice information. The Council is currently chaired by Judge Barry G. Williams, who became the Judge-in-Charge of the Criminal Docket in January 2012 and thus also assumed the role of Chair of the Council.

The Baltimore City Criminal Justice Coordinating Council (Council or CJCC) was formed in January 1999 by a group of key criminal justice stakeholders interested in addressing systemic problems and other issues affecting criminal justice in Baltimore City. In April 1999, the Council appointed a part-time Project Coordinator to direct its mission and to identify areas of possible reform. The primary initial focus was to expedite criminal case processing by coordinating the efforts of criminal justice system participants. The Council convened working groups and held regular monthly meetings for these purposes. To further formalize the ad hoc group, a Memorandum of Understanding (MOU) was signed by the respective agencies in August 2001 which set forth the Council's purpose and identified the composition of the Council membership, the duties and responsibilities of its Executive Director, the authority to adopt an Action Plan from time to time, and the preparation of an Annual Report.

From September 1999 to November 2001, the Council was chaired by Judge David B. Mitchell. During Judge Mitchell's tenure, necessary funding was approved to allow for the creation of a Council office with the General Assembly allocating \$250,000 in the FY 2002 Budget. The Judiciary also allotted \$150,000 in its budget. These dedicated funds allowed the Council to hire full-time contractual staff in May 2001 to manage the increasing responsibilities of the day-to-day operations of Council business and continue funding its information technology initiative that was begun in 1999 and continues with success today. In 2003, however, in light of tighter budgets, the Council's State funding was drastically reduced from a total of \$400,000 to \$235,500, which required a reduction in funds dedicated to information technology.

In September 2001, the Council held its first retreat. The purpose of the retreat was to develop formal mission and vision statements and to collectively identify present and future Council goals with the view of developing strategic focus areas and subsequent performance measures to further compliment implementation and evaluation of prior, on-going, new and proposed initiatives.

In November 2001, Judge Stuart R. Berger assumed the role of Chairman of the Council by virtue of his role as the Judge-In-Charge of the Criminal Docket, replacing Judge Mitchell. Under Judge Berger's tenure, the Council continued to make progress in addressing issues affecting the administration of criminal justice in Baltimore City. Most notably, the Council reorganized its method of addressing the critical issues affecting criminal justice in Baltimore. This reorganization was the result of information and ideas gathered at the retreat the Council held in September 2001. In addition to conducting monthly meetings, the Council decided to create various subcommittees to discuss and develop action plans for the significant issues the Council was addressing.

In January 2003, Judge John M. Glynn became the Judge-In-Charge of the Criminal Docket and assumed the role of Chairman of the Council until January 2008. Under Judge Glynn's tenure, the Council contributed to numerous projects and developed several subcommittees to address various criminal justice

issues in Baltimore City. In January 2008, Judge John Philip Miller became the Judge-in-Charge of the Criminal Docket and assumed the role of Chairman of the Council. Under Chairman Miller's leadership the Criminal Justice Coordinating Council continued to address areas of importance to the criminal justice system. During his tenure as Chairman, the Council created a Technology Committee and funded numerous technology projects to improve connectivity between members utilizing the CJCC fiber. The Council was expanded to include the Secretary of the Department of Juvenile Services as a member, and an organizational protocol for the CJCC was also developed during Judge Miller's tenure.

In January 2010, Judge M. Brooke Murdock became the Judge-in-Charge of the Criminal Docket and assumed the role of Chair of the Council. During her tenure as Chair, the Council coordinated the planning and successful implementation of the Fugitive Safe Surrender program and formed a Post-Arrest Practices Committee to study and address issues regarding bail, pretrial release and other post-arrest concerns. Judge Barry G. Williams became the Judge-in-Charge of the Criminal Docket and assumed the role of Chair of the Council in January 2012. Under his leadership the Criminal Justice Coordinating Council continues to make meaningful progress.

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## **OVER A DECADE OF SUCCESS: 1999 - 2012 ACCOMPLISHMENTS**

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The Council's accomplishments between 1999 and the signing of its Memorandum of Understanding in 2001 included:

- Established a computerized criminal justice system allowing agencies to communicate with each other using the half million dollar fiber-optic network which was created in 1999;
- Creation of a Differentiated Case Management System for the Circuit Court Criminal Docket;
- Transferred responsibility for charging defendants from the Police Department to the State's Attorney's Office which allowed for better case screening and prosecution;
- Funding and creation of a fiber-optic network that enabled automated case management and information sharing between courts and agencies in the criminal justice system;
- Creation of the Early Disposition Court.

The following matters were among its accomplishments during November 2001 and December 2002:

- Restructuring of the Early Resolution Program and the Early Resolution Court;
- Re-emphasis on expansion of Open File Discovery;
- Evaluation of the rate of convictions and sentences for persons charged with firearms in Baltimore City;
- Initiation of Pre-Trial Conferences in serious criminal cases to address discovery and other preliminary matters.

From January 2003 through June 2005, the Council accomplishments included:

- Implementation of new Circuit Court initiatives including a Felony Drug Offenders' Program, establishment of a pilot program for the Central Assignment of Certain Felony Crimes, and creation of a Motions Docket to provide a scheduled court event between felony arraignment and the scheduled trial date encouraging disposition of cases prior to a trial date;
- Additional and more effective use of Courtroom Part 40 at the Central Booking and Intake Facility to include Bail Re-Reviews;
- Work Release Program established for Baltimore City;
- Expansion of the Early Resolution Program;
- Civil Citation Program for non-felony offenses;
- Operation of a War Room at CBIF to more effectively address violent repeat offenders;
- Creation of a Jury Duty Committee with the goal of raising public awareness of the importance of jury duty;
- Creation of three (Steering, Mapping and Warrant Technology) Committees regarding the Central Booking and Intake Facility (CBIF);
- Creation of a Substance Abuse Committee;
- Creation of a Strategic Planning Committee;
- Waiver of General Felonies Arraignment;
- Notice of Violation of Probation to the Public Defender's Office;
- Electronic Violation of Probation Bench Warrant;
- Expungement Form distributed by the Release Officers at CBIF to the released individuals;
- Established a Police Department connection to the Judicial Information Systems (JIS) Database;
- Obtained and Funded Connectivity to the Felony Diversion Initiative (FDI) Assessors;
- Developed a new structure for the CJCC monthly meetings to include outside agencies working on issues relevant to the criminal justice system in Baltimore City.

From July 2005 through June 2006, the Council accomplishments included:

- Improved Central Booking and Intake Facility (CBIF) booking process to eliminate delays;
- The new United States Attorney for Maryland actively participated in the CJCC;
- The Domestic Violence Coordinating Committee (DVCC) became a Committee under the CJCC;

- Civil Citation Program was extended by the City Council;
- A Postponement Committee was formed to address the large number of postponements in the Circuit Court for Baltimore City;
- Created procedures and policies to improve warrant searches and service;
- Improved technology to make warrant searches more efficient;
- The CJCC website was updated to create better access to information for the members and the public;
- A maintenance plan was created and budgeted to maintain the CJCC network and fiber;
- Collaborations and partnerships have been formed with healthcare providers to work with CBIF on health concerns including mental health issues;
- Recommendations to eliminate gaps to access treatment through Baltimore City Criminal Justice systems were drafted;
- A Domestic Violence Fatality Review Team (DVFRT) was created by the Domestic Violence Coordinating Committee;
- Fingerprint machines were installed in three Baltimore Police Districts to identify individuals without proper ID so citations can be used for petty offenses as an alternative to arrests;
- An integrated Domestic Violence Court was formed at the Baltimore City Eastside District Court. The State's Attorney's Office, the House of Ruth, the Judiciary and the Court Commissioners are in one location to serve as a "One Stop Shop" for domestic violence;
- A new procedure for the transportation of hospitalized defendants was implemented to improve the communication between the Central Booking and Intake Facility medical staff and the hospital staff;
- After the Office of the Public Defender ceased being able to access defendant's criminal histories, the CJCC organized meetings to create alternative options and resources.

From July 2006 through December 2008, the Council accomplishments included:

- Automatic Expungement Bill passed to automatically expunge release without charges;
- Decreased the number of individuals released without charges;
- Added Baltimore Substance Abuse Systems (BSAS) as an official member of the CJCC;
- The new Secretary of the Department of Juvenile Services actively participated in the CJCC;
- Creation of the Baltimore City Gun Offender Registry, which requires individuals convicted of gun offenses in Baltimore City to register their current address and report to the Baltimore Police Department every six months for a period of three years following their conviction or period of incarceration.

From January 2008 through June 2008, the Council accomplishments included:

- Collaborated to create the Centralized Family Crimes Unit which placed all domestic violence detectives in a centralized location and allows them to be first responders to domestic violence felony cases.
- Assisted in facilitating the procurement of Death Certificates by the Baltimore Police Department to assist in reducing the backlog of unserved warrants;
- Assisted in obtaining connectivity for District Court Drug Court Assessors;
- Supported the collaborative expansion of the Quest database system to assist the Police Department in managing the summonses of officers for Juvenile Court;
- Created a Technology Committee to advise the Council on technology initiatives to support CJCC member connectivity and computer network integration;
- Funded the replacement of numerous core switches on the CJCC fiber network in key locations as part of needed maintenance and to prevent a possible future loss of connectivity;
- Supported a survey to determine the feasibility of a location for a fiber optic cable run from the Baltimore Police Department to the Baltimore Child Abuse Center at 2300 N. Charles Street to enable the collaborative operations of the Center and co-located agencies.

From July 2008 through June 2009, the Council accomplishments included:

- Amended the CJCC MOU to add the Department of Juvenile Services as a member of the CJCC and changed membership from Lt. Governor of Maryland to Governor;
- Adopted a new report rotation schedule for CJCC meetings which allows all members the opportunity to address the Council on issues of importance occurring at their agencies;
- Developed and adopted an organizational protocol for the Council;
- Adopted a Strategic Plan for 2009 which established strategies and goals for the Council and its members;
- Funded the establishment of a fiber connection between the Department of Parole and Probation and the Baltimore Police Department to support the Gun Registry and provide a secure connection, high speed access, and increased bandwidth;
- The Family Crimes Unit pilot project expanded to operate citywide;
- Restructured the Domestic Violence Coordinating Committee which is now comprised of a Full Committee meeting quarterly and a Steering Committee comprised of a core group of members who meet monthly to ensure progress is being made on the Committee's domestic violence related initiatives;

- The Domestic Violence Coordinating Committee and the Domestic Violence Fatality Review Team meetings were filmed as part of a documentary entitled “Power and Control: Domestic Violence in America”, which is used as a resource for teaching as well as professional training;
- Established a protocol regarding Domestic Violence probation cases which will allow the State’s Attorney’s Office to better track violations and court outcomes;
- Presented the DVFRT recommendations to the Governor’s Family Violence Council and discussed common themes and issues of importance with individuals from state-wide agencies and organizations;
- Implemented several DVFRT recommendations regarding recognizing and responding to the dangers of strangulation and facilitating provision of medical care to domestic violence victims through weekly in-service strangulation training for police officers and sheriffs;
- Served as a model Domestic Violence Fatality Review Team by hosting DVFRT team representatives from other jurisdictions across the state to demonstrate how to conduct thorough reviews;
- Co-sponsored a reception to recognize the installation in the Baltimore City Circuit Court of the House of Ruth Maryland’s traveling photographic exhibit on domestic violence, “A Line in the Sand”;
- Participated in the Governor’s Family Violence Council’s Domestic Violence Awareness Media Day in furtherance of the DVFRT recommendation to “Change Attitudes about Domestic Violence” through training of journalists and the media;
- Established a protocol for the pick-up of protective orders to expedite service of process;
- Significantly reduced the number of individuals released with open warrants due to the diligence of the Warrant Committee in monitoring the progress in this area and facilitating communication between the member agencies involved;
- Established a protocol for the service of hospital warrants;
- Re-convened the Postponement Committee to examine ways to reduce the number of postponements in Circuit Court;
- Established a Transportation Committee to address issues associated with transporting BCDC and DOC inmates to court as well as within the courthouses;
- Convened a Re-Entry/ID Workgroup to address the issue of identification for individuals who are re-entering society after incarceration;
- Participated in Circuit Court Drug Court meetings and initiatives;
- Created a Continuity of Operations Planning (COOP) Committee to provide a forum for the exchange of information and allow member representatives to work collaboratively on issues of common concern regarding emergency preparedness;

- Funded the replacement and upgrade of equipment and supplies for numerous core switches on the CJCC fiber network in key locations as part of needed maintenance and to prevent a possible future loss of connectivity;
- Funded the replacement and installation of 24 strand single mode cable/fiber between the Mitchell Courthouse and 6 St. Paul Street to expand the reach of the CJCC fiber network, prevent a possible loss of connectivity and allow for future expansion;
- Funded the installation of fiber to the Borgerding District Court on Wabash Avenue from the Network Maryland subway corridor, connecting the courthouse and its users to state fiber and the CJCC fiber presence at 6 St. Paul Street and providing significant cost savings over existing connectivity expenses;
- Participated in a strategic planning retreat regarding bail review and pretrial release;
- Assisted the Juvenile Court in refining the protocol for the execution of juvenile writs and warrants by law enforcement.

From July 2009 through June 2010, the Council accomplishments included:

- Coordinated the planning and successful implementation of the Fugitive Safe Surrender program June 16-19, 2010. Fugitive Safe Surrender was designed by the U.S. Marshal's Service to encourage persons wanted for non-violent felony or misdemeanor crimes to voluntarily surrender to the law in a faith-based setting and have their outstanding criminal cases resolved onsite. Due to the cooperation of Federal, State, and local agencies, the faith-based host churches, and community groups, 979 individuals surrendered and 1016 warrants were served and cleared during the four days of the program;
- Created a Safe Surrender Steering Committee to plan every aspect of the Baltimore metropolitan regional initiative which included representatives from over twenty federal, state, and local agencies;
- The Steering Committee, chaired by CJCC Executive Director Kimberly Barranco, collaborated and planned all facets of the initiative, including selection of the sites for the turn-in and courthouse, security and logistics of the turn-in, check-in and identification of the individual surrendering, screening for and serving open warrants, performing criminal history checks, assessing parole and probation status, recording the service of the warrant through LiveScan, creation of a duplicate court file, determining types of cases and offenses to be handled, plea agreement negotiations, case adjudication, sentencing, scheduling post-FSS court appearances as needed, providing information regarding drug and alcohol treatment, job training, and the procurement of a drivers license, and promoting and publicizing the initiative;
- Assisted in procuring grant funding for the Fugitive Safe Surrender program;
- Promoted the Safe Surrender program at presentations to the Judiciary, various Community Relations Councils, the Interdenominational Ministerial Alliance, the Baltimore County Bar Association, and at the GOCCP Metro Regional meeting and meeting of Bureau of Justice Assistance officials;
- Assisted in the establishment of a new protocol regarding the surrender of firearms pursuant to protective orders issued after October 1, 2009;

- Participated in a statewide meeting to discuss best practices for domestic violence for the Division of Parole and Probation;
- Established a protocol through a DVFRT workgroup which allows the State's Attorney's Office to communicate directly with the Division of Parole and Probation regarding Domestic Violence probation cases to improve court outcomes;
- Monitored the progress of the centralized Family Crimes Unit which tripled the number of victims they are working with through victim advocates;
- Provided training to the District Court and Circuit Court bench on the seriousness of strangulation as part of a comprehensive recommendation by the DVFRT to recognize and respond to the dangers of strangulation;
- Continued to serve as a model Domestic Violence Fatality Review Team by giving a presentation on the qualities of an effective team at a statewide Domestic Violence Fatality Review conference;
- Monitored the implementation of the Baltimore Police Department and House of Ruth lethality assessment pilot project and offered suggestions to improve outcomes;
- Continued significant reductions in the number of individuals released with open warrants due to the diligence of the Warrant Committee in monitoring the progress in this area and facilitating communication between the member agencies involved;
- Facilitated improvements in prisoner transportation through the CJCC Transportation Committee;
- Assisted the Adult Drug Court and Felony Drug Diversion Initiative as needed and participated in meetings;
- Funded the relocation of the CJCC core switch from the Municipal Building to the Baltimore Police Department Headquarters to allow for greater access, monitoring and climate control;
- Monitored and oversaw the technology projects funded in 2009: (1) the installation of fiber between the Mitchell Courthouse and 6 St Paul Street; (2) the upgrade of equipment and supplies for core switches on the CJCC fiber network in key locations; and (3) the installation of fiber to the Borgerding District Court on Wabash Avenue.

From July 2010 through June 2011, the Council accomplishments include:

- Established a Post-Arrest Practices Committee to study and address issues regarding bail, pretrial release and other post-arrest concerns and identify gaps and/or deficiencies that can be acted upon to improve the system;
- Suggested the implementation of an expedited bail review process for defendants with reduced charges;
- Facilitated improvements in prisoner transportation and communication through the CJCC Transportation Committee;

- Encouraged and facilitated through Warrant Committee meeting discussions the recall and dismissal of several hundred MTA citation case warrants by the State's Attorney's office in an effort to further reduce the warrant backlog;
- Facilitated the development of a protocol regarding the issuance of FTA writs for MTA citations;
- Continued significant reductions in the number of individuals released with open warrants due to the diligence of the Warrant Committee in monitoring the progress in this area and facilitating communication between the member agencies involved;
- Established a new protocol for the pick-up of warrants and protective orders to expedite service of process;
- Coordinated the development of a paperless warrant protocol for juvenile warrants;
- Addressed issues with identifying charges and related criminal history to be expunged and facilitated solutions;
- Monitored efforts by the Motor Vehicle Administration, the Division of Corrections and the Division of Pretrial Detention and Services to facilitate the provision of documents needed to obtain identification and to increase the number of IDs processed for re-entering individuals and worked cooperatively to improve outcomes;
- Completed the Fugitive Safe Surrender After Action Report and Improvement Plan which contains a detailed summary of the FSS program and provides recommendations for future warrant turn-in initiatives as well as recommendations geared toward emergency preparedness based upon the lessons learned from Fugitive Safe Surrender;
- Assisted the B'More for Healthy Babies Steering Committee in outreach to the criminal justice community and domestic violence service providers;
- Participated in meetings with the Supervised Visitation Center Committee in its planning for a Supervised Visitation Center in Baltimore City to serve families with a history of domestic violence;
- Continued to work on concrete means to enhance victim support and provide additional information to the court at hearings through the Domestic Violence Coordinating Committee;
- Funded a survey to determine an alternate fiber connectivity route for a future redundant fiber installation from the Juvenile Justice Center to the Central Booking and Intake Center;
- Funded the installation of forty-eight count of single mode fiber from the Juvenile Justice Center to the Central Booking and Intake Center to allow for future expansion and provide a more reliable connection.

From July 2011 through June 2012, the Council accomplishments include:

- Coordinated a protocol with the Department of Public Safety and Correctional Services to allow for the transportation of individuals with out-of-jurisdiction warrants upon their release from a DOC facility within Baltimore City and service of the warrant on the defendant;

- Encouraged and facilitated through Warrant Committee meeting discussions the recall and dismissal of a backlog of MTA warrants;
- Diligently monitored the progress of the Warrant Service Protocol to expedite the service of outstanding warrants and facilitated communication between the member agencies involved;
- Facilitated a change in policy with the Baltimore County Detention Center to allow Baltimore City to fax writs 48 hours in advance for all hearings, including protective order hearings;
- Developed a paperless protocol for juvenile writs with the Juvenile Court which was instituted in the Sheriff's Office;
- Coordinated the drafting of a revised Circuit Court failure to appear bench warrant to clarify the protocol for judicial review;
- Coordinated meetings to address how photographic evidence is obtained and transmitted in domestic violence cases and monitored the effectiveness of the established protocols;
- Encouraged the establishment of a new protocol to track protective order service and monitored its implementation;
- Established a protocol with representatives from Baltimore County for the transmission of service of process returns and updating of the Vine Protective Order system for protective orders issued for out-of-jurisdiction respondents;
- Addressed conflicting protective orders issued by the Circuit and District Court resulting in the establishment of a protocol to determine if there is an existing order in place;
- Formed a Domestic Violence Outreach Workgroup to offer outreach to the faith-based community to heighten awareness of domestic violence and to educate citizens on the impact domestic violence has in the community;
- Assisted in the development of a protocol for the service of protective orders on incarcerated respondents;
- Established a model protocol for assessing and providing services within the first 24 hours for children exposed to domestic violence involving the fatality or near fatality of one or more parents;
- Created an electronic resource manual containing important information for caregivers caring for children who lost a parent due to domestic violence;
- Recommended to the Judiciary that biting as an act of abuse be a check box choice which was added to the revised Protective Order Petition;
- Participated in a statewide Domestic Violence Fatality Review Council and suggested recommendations for statewide implementation;
- Assisted in providing domestic violence resource information for health care providers through the Maryland Department of Health and Mental Hygiene's website;

- Funded and monitored the successful installation of forty-eight count of single mode fiber from the Baltimore City Juvenile Justice Center to the Central Booking and Intake Center to allow for future expansion and provide a more reliable connection;
- Funded a replacement audio-visual security system located at the entrance to a Courthouse East prisoner lockup and monitored its successful installation;
- Funded the installation of forty-eight count of single mode fiber from the Baltimore City Juvenile Justice Center to the Baltimore Police Department Headquarters;
- Provided technical assistance to the Sheriff's Office to eliminate radio connectivity dead spots in the courthouses;
- Continued to facilitate improvements in prisoner transportation and communication through the Transportation Committee;
- Established a protocol allowing for the direct reporting of inmates sentenced to serve weekends, eliminating the need for inmate transportation;
- Assisted in streamlining the intake process by distributing to the Courts a handout for defendants sentenced to serve weekends listing what can and cannot be brought into the facility as well as a health screening form;
- Facilitated meetings to coordinate the provision of data to the Circuit Court concerning failure to pay court costs and fines;
- Suggested that bail review hearings should be held at the preliminary hearing when charges are reduced from a felony to a misdemeanor based upon the change in circumstances;
- Recommended that the State's Attorney's Office review Commissioner issued charges from citizen complaints in an effort to shorten pre-trial incarceration time, and this protocol was implemented and reduced the docket;
- Supported the Office of the State's Attorney's expansion of the criteria for pretrial diversion programs;
- Suggested that notice of failure to pay a bail bond forfeiture should be sent to the Maryland Insurance Administration which was implemented;
- Recommended that Commissioners set cases involving homeless defendants who would otherwise be eligible to be released on their personal recognizance on the next available ER docket within one or two days of release, lessening the possibility of a failure to appear;
- Improved coordination between criminal justice partners regarding communication of courthouse closures in the event of an emergency;
- Facilitated the dissemination of information to all member agencies through informative presentations at Council meetings.

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## 2012-2013 ACCOMPLISHMENTS

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- Diligently monitored the progress of the Warrant Service Protocol to expedite the service of outstanding warrants and facilitated communication between the member agencies involved, resulting in another consecutive year of a miniscule number of individuals released from CBIF with open warrants;
- Coordinated a protocol with the Department of Public Safety and Correctional Services and the Sheriff's Office to serve warrants for Circuit Court VOP cases on defendants in DOC facilities and commit them to DPSCS pending their hearing, and facilitated the clearing of a backlog of VOP warrants;
- Encouraged and facilitated through Warrant Committee meeting discussions the recall and dismissal of warrants by the State's Attorney's office in an effort to further reduce the warrant backlog;
- Monitored the process of converting statements of charges to citations and reviewed the effect of their addition to the dockets in the Early Resolution Court;
- Discussed the frequency of unsigned offense reports and draft statement of charges as well as solutions to alleviate their occurrence;
- Reviewed the existing written book and charge procedure and suggested edits to conform with current practice;
- Monitored defective citations written without arrest;
- Facilitated communication between the stakeholders regarding expungements and addressed discrepancies in records;
- Assisted in the dissemination of information regarding the protocol created to address the requirement for inked signatures on statements of charges and statements of probable cause and monitored the Rules Committee for a change in the requirement;
- Instituted a paperless protocol between the Juvenile Court and the Sheriff's Office for juvenile writs;
- Established a point of contact for police officers to call to verify admittance of a patient when a defendant with an open mental health warrant has returned to a facility;
- Implemented a protocol for court personnel to stamp hospital warrants to alert BPD there is a need for service;
- Continued to work on concrete means to enhance victim support and provide additional information to the court at hearings through the Domestic Violence Coordinating Committee;
- Assisted in the transition process for the Sheriff's Office to assume service of process for all peace orders and protective orders issued by a judge in Baltimore City;
- Ensured that BPD has protocols in place to effectively serve protective orders issued in the District Court and provide returns of service to the Court during the transition phase;

- Facilitated discussions between stakeholders regarding the construction of space at the Eastside District Court to provide the Sheriff's Office with space to interview petitioners as well as provide the SAO with a dedicated victim waiting room;
- Assisted BPD in drafting their Court Liaison Unit Standard Operating Procedure for the service of protective orders and obligation to update the VPO system;
- Continued to monitor the effectiveness of the established protocols for the transmittal of photographic evidence in domestic violence cases;
- Assisted in the coordination of a protocol for petitioners who are granted temporary Protective Orders in the Circuit Court to be interviewed by Sheriff's Deputies providing valuable information for successful protective order service;
- Ensured that a protocol for the transmission of service of process returns and updating of the Vine Protective Order (VPO) system for protective orders issued for out of jurisdiction respondents in Baltimore County was followed;
- Assisted the District Court and the Circuit Court in the implementation of protocols to note domestically related offenses in the criminal history;
- Coordinated a protocol to stamp bench warrants issued by the Circuit Court as "DV" to identify warrants in domestically related cases which assists the Sheriff's Office in prioritizing service of these warrants;
- Established a protocol in the Circuit Court to stamp probation orders "DV" to assist Community Supervision in the assignment of probationers to the FAST unit;
- Participated on a Governor's Office and Mayor's Office Domestic Violence Outreach Workgroup to provide outreach to the faith-based community to heighten awareness of domestic violence and to educate citizens on the impact domestic violence has in the community;
- Ensured that the protocol for assessing and providing services within the first 24 hours for children exposed to domestic violence involving the fatality or near fatality of one or more parents was followed;
- Promulgated recommendations formed as a result of studying issues which arose from fatalities the DVFRT reviewed in 2011 and 2012 and presented them to the Criminal Justice Coordinating Council;
- Distributed the DVFRT healthcare recommendations to hospitals and healthcare facilities in Baltimore City in cooperation with the Maryland Healthcare Coalition;
- Served as a model Domestic Violence Fatality Review Team by hosting DVFRT representatives from other jurisdictions across the state to demonstrate how to conduct thorough reviews;
- Coordinated a meeting with representatives from the Sheriff's Office and the Mayor's Office of Information Technology to prioritize requests from the Sheriff's Office for emergency service;
- Provided technical assistance to the Sheriff's Office on the creation and implementation of a Records Management System (RMS);

- Monitored the successful installation of forty-eight count of single mode fiber funded by the Council from the Baltimore City Juvenile Justice Center to the Baltimore Police Department Headquarters;
- Recommended the Council fund the upgrade of several core switches and enhancements to the CJCC fiber network in anticipation of expansion to reach additional locations and to plan for future growth;
- Facilitated the creation of a protocol with MOIT to allow for fiber cuts to be repaired promptly and is working with MOIT to memorialize the protocol;
- Provided technical assistance to the Sheriff's Office on the establishment of a network connection to planned offices within the Eastside District Court building to facilitate the service of protective orders;
- Continued to facilitate improvements in prisoner transportation and communication through the Transportation Committee;
- Facilitated the creation of a protocol to remove indicted defendants from the preliminary hearing transportation list;
- Monitored the effectiveness of the weekend reporting protocol and distributed a memo to all judges clarifying the parameters of the protocol;
- Enabled the Office of the Public Defender to confer with their clients more rapidly by facilitating their receipt of transportation lists from the DPSCS Transportation Unit;
- Assisted in the creation of a new transportation protocol for the release of acquitted defendants;
- Facilitated better communication among the stakeholders concerning the writ process for Federal prisoners;
- Monitored issues regarding the transportation of Circuit Court Mental Health docket defendants and suggested improvements in this area;
- Coordinated with homeless service providers to establish a homeless court docket to address misdemeanor offenses and open warrants as well as provide access to services;
- Monitored the process of converting statements of charges to citations to determine its effect on reducing the pre-trial population;
- Formed a workgroup to produce a best practices in bail and pretrial release worksheet that will be distributed to Circuit and District Court Judges;
- Recommended that the District Court institute a protocol for the court clerks to check VINE for defendants' locations when they fail to appear prior to the Court issuing a bench warrant, and this protocol was implemented in the District Court;
- Encouraged the Judicial Information Systems to work with DPSCS on interfacing its Maryland Electronic Courts Initiative to capture known data in an effort to provide as much information as possible to judges making bail determinations;

- Monitored the efforts of the Office of the Public Defender to become part of the post-commitment process to gather information for bail review hearings;
- Supported the Office of the State’s Attorney’s expansion of the criteria for pretrial diversion programs;
- Improved coordination between criminal justice partners regarding communication of courthouse closures and the procurement of needed resources during emergency events;
- Continued to provide current contact information and essential functions of court stakeholders for inclusion in the Court’s Continuity of Operations Plan;
- Assisted in the dissemination of information regarding the statewide interoperable radio network to COOP Committee members;
- Facilitated emergency notification of CJCC members by the Baltimore City Office of Emergency Management;
- Disseminated resource materials addressing various emergencies to stakeholders;
- Facilitated the dissemination of information to all member agencies through informative presentations at Council meetings. Presentations have included:
  - July 11, 2012 Council Meeting  
The Post-Arrest Practices Committee presented a report of its findings and recommendations to the Council regarding bail, pretrial release and other post-arrest concerns, identifying failures to appear, homeless and transient defendants, length of pre-trial incarceration, and bails as particular areas of concern and offering corresponding actionable recommendations.
  - September 12, 2012 Council Meeting  
Scott Beard, Executive Director of the Criminal Injuries Compensation Board (CICB) discussed the purposes of the CICB to provide aid and assistance to victims of crime in Maryland and reviewed which claims are compensable.
  - October 10, 2012 Council Meeting  
The Domestic Violence Fatality Review Team provided an update on the progress of implementation of the 2007-2011 recommendations and presented six new recommendations for 2012 including create a protocol which will identify and develop an appropriate response to children whose parent(s) have been killed as a result of domestic violence; increase screening and intervention for domestic violence before, during, and after pregnancy; pediatric providers should routinely screen their patients and their patients’ caregivers for firearm ownership; “flag” medical charts to alert health care providers of patients who have been domestic violence identified; have hospital-based intervention and safe discharge of domestic violence victims who have substance abuse issues; and have the Department of Public Safety and Correctional Services screen inmates for a history of domestic violence and offer abuser intervention programs.

- November 14, 2012 Council Meeting  
Dr. Gayle Jordan-Randolph gave a presentation on the role of DHMH behavioral health services in the criminal justice system and noted that their focus has been on expanding access to services, reducing emergency room use and providing dual diagnosis treatment.
- December 12, 2012 Council Meeting  
Kirby Fowler, President of the Downtown Partnership, gave a presentation on their public safety programs and highlighted some of the important initiatives of the Downtown Partnership.
- February 13, 2013 Council Meeting  
Judge Robert Kershaw presented to the Council on juvenile justice practices and initiatives and stressed the importance of the Juvenile Court's responsibility to identify the underlying causes of a juvenile's situation in order to produce better outcomes.
- April 10, 2013 Council Meeting  
Heather Brantner from the Baltimore City Sexual Assault Response Team advised the Council on the efforts made to establish new protocols to address unfounded rape investigations and the implementation of a multi-disciplinary approach which has resulted in a sharp decline of unfounded sexual assault cases.
- May 8, 2013 Council Meeting  
CJCC members from numerous city and state agencies presented legislative updates, advising the Council of pertinent new legislation regarding criminal offenses and procedures as well as bills that will be introduced again during the next legislative session.

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## COMMITTEES

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The CJCC committees are an essential tool in facilitating the Council's goals and visions. The committees allow for more specific and intensive work to be devoted to a particular topic that has been brought to the Council. The current working committees report all work to the Council at the monthly meetings. The Executive Director and the Project Coordinator serve as members *at large* on all committees.

### Prior Committees:

- 1) **Discovery Protocol**
- 2) **The Early Resolution Court**
- 3) **Technology**
- 4) **Bail Reform**
- 5) **Drug Court**
- 6) **Court Processes**
- 7) **Warrant Task Force**
- 8) **Jury Duty Committee**
- 9) **Substance Abuse Committee**
- 10) **Strategic Planning Committee**
- 11) **Warrant Technology**
- 12) **CBIF Committee**
- 13) **Postponement Committee**
- 14) **Re-Entry/ID Workgroup**
- 15) **Fugitive Safe Surrender Steering Committee**

Active Committees 2012-2013:

**Domestic Violence Coordinating Committee (DVCC)**

The DVCC under Chair Judge Barbara Baer Waxman serves as the CJCC workgroup for domestic violence matters in Baltimore City. The three goals of the DVCC are: 1) to improve the criminal justice system's response to the crime of domestic violence; 2) to improve direct and support services to victims and perpetrators of domestic violence; and 3) to increase community awareness about domestic violence and to educate adults and children about alternatives to violence. The DVCC oversees the implementation of the Domestic Violence Fatality Review Team (DVFRT) recommendations through meetings and communications with the Mayor's Office, the Governor's Office of Crime Control and Prevention, the Maryland Health Care Coalition Against Domestic Violence, the Governor's Family Violence Council, the Department of Public Safety and Correctional Services, and other partners. The DVCC has successfully implemented a number of the DVFRT recommendations and continues to make progress monthly.

Accomplishments:

- The DVCC continues to work on concrete means to enhance victim support and provide additional information to the court at hearings.
- The DVCC is assisting in the transition process for the Sheriff's Office to assume service of process for all peace orders and protective orders issued by a judge in Baltimore City.
- DVCC members visited the Family Justice Center in Harford County to observe best practices for replication in Baltimore City where practicable.
- The DVCC facilitated discussions between stakeholders regarding the construction of space at the Eastside District Court to provide the Sheriff's Office with space to interview petitioners as well as provide the SAO with a dedicated victim waiting room.
- During the transition phase, DVCC members are also ensuring that BPD has protocols in place to effectively serve protective orders issued in the District Court and provide returns of service to the Court.
- The DVCC continues to monitor the effectiveness of the established protocols for the transmittal of photographic evidence in domestic violence cases.
- The Committee worked to ensure that a protocol for the transmission of service of process returns and updating of the Vine Protective Order (VPO) system for protective orders issued for out of jurisdiction respondents in Baltimore County was followed.
- The DVCC participated on a Governor's Office and Mayor's Office Domestic Violence Outreach Workgroup to provide outreach to the faith-based community to heighten awareness of domestic violence and to educate citizens on the impact domestic violence has in the community.
- The DVCC assisted the District Court and the Circuit Court in the implementation of protocols to note domestically related offenses in the criminal history.
- The DVCC continued to monitor the VPO system and provided a forum for members to share their experiences with the system.

- Executive Director Kimberly Barranco participated on a statewide workgroup of the Governor’s Family Violence Council dedicated to working with school systems to address domestic violence witnessed by children.
- The DVCC continued to receive regular updates on the Baltimore City Supervised Visitation Center and provided suggestions for expansion of services.
- The DVCC continued its support of the Dating Matters Initiative to provide a healthy relationships curriculum in selected Baltimore City middle schools.
- New members were added to the DVCC to enhance the Committee’s discussions and expand the reach of the Committee’s network of partners.
- The DVCC coordinated a protocol to stamp bench warrants issued by the Circuit Court as “DV” to identify warrants in domestically related cases which assists the Sheriff’s Office in prioritizing service of these warrants.
- The DVCC coordinated a protocol in the Circuit Court to stamp probation orders “DV” to assist Community Supervision in the assignment of probationers to the FAST unit.
- The DVCC assisted BPD in drafting their Court Liaison Unit Standard Operating Procedure for the service of protective orders and obligation to update the VPO system.
- The DVCC assisted in the coordination of a protocol for petitioners who are granted temporary Protective Orders in the Circuit Court to be interviewed by Sheriff’s Deputies providing valuable information for successful protective order service.
- The DVCC continues to provide an opportunity for members to meet regularly with updates and information of interest and importance.

**Domestic Violence Fatality Review Team (DVFRT)**

The DVFRT was formed in January 2006 by the Domestic Violence Coordinating Committee. The mission of the team is to reduce domestic violence related fatalities through systemic multi-disciplinary review of domestic violence fatalities and near fatalities in Baltimore City, through inter-disciplinary training and community based prevention education, and through data driven recommendations for public policy. The DVFRT formulates strategies and recommendations to prevent domestic violence related deaths by promoting cooperation and coordination among agencies involved in domestic violence related deaths. Members of the Baltimore City DVFRT include agency representatives from the State's Attorney’s Office, the Baltimore Police Department, the House of Ruth, the Johns Hopkins School of Nursing, the Johns Hopkins Center for Health Policy, the Baltimore City Health Department, the Department of Health and Mental Hygiene, Mercy Medical Center, the Baltimore City Department of Social Services, the Department of Juvenile Services, the Family Tree, and the Department of Public Safety and Correctional Services. The DVFRT under Chair Dorothy Lennig has begun its thirteenth case review through a systemic multidisciplinary process and meets on a monthly basis. The Team has also been working with the DVCC on implementing the 2007–2012 recommendations, which are recognized as a model in the state.

Accomplishments:

- The DVFRT promulgated recommendations and presented them to the Criminal Justice Coordinating Council. The recommendations were formed as a result of studying issues

which arose from fatalities the Team reviewed in 2011 and 2012.

- The DVFRT distributed the healthcare recommendations to hospitals and healthcare facilities in Baltimore City in cooperation with the Maryland Healthcare Coalition.
- The DVFRT continued progress in team reviews by meeting with the mother of a victim and gained valuable insight.
- The DVFRT worked to ensure that the protocol for assessing and providing services within the first 24 hours for children exposed to domestic violence involving the fatality or near fatality of one or more parents was followed pursuant to the MOU between the stakeholders.
- The DVFRT continues to use a checklist of factors to assist in analyzing cases, spotting trends, and assisting in the review of cases and promulgation of recommendations.
- The Team continues to serve as a model Domestic Violence Fatality Review Team by hosting DVFRT representatives from other jurisdictions across the state to demonstrate how to conduct thorough reviews.

### **Warrant Committee**

The Warrant Committee under Chair Judge Hallee Weinstein meets bi-monthly to provide a forum for the facilitation of warrant service and discussion of related concerns. Originally created in response to the issue of numerous individuals being released with open warrants from the Central Booking and Intake Facility (CBIF) and the Baltimore City Detention Center (BCDC), the Committee continues to monitor the release of individuals with open warrants and addresses additional issues involving numerous types of warrants and citations.

#### Accomplishments:

- Due to the diligence of the Warrant Committee in monitoring the progress of its Warrant Service Protocol to expedite the service of outstanding warrants and facilitating communication between the member agencies involved, the number of individuals released from CBIF with open warrants continues to be miniscule. Warrants which are not served are invariably old and cannot be located, or are needed on a weekend when a true test copy cannot be obtained from the Court.
- The Committee coordinated a protocol with the Department of Public Safety and Correctional Services and the Sheriff's Office to serve warrants for Circuit Court VOP cases on defendants in DOC facilities and commit them to DPSCS pending their hearing, and facilitated the clearing of a backlog of VOP warrants.
- The Committee monitored the process of converting statements of charges to citations and reviewed the effect of their addition to the dockets in the Early Resolution Court.
- The Committee monitored defective citations written without arrest.
- The Committee continued to encourage and facilitate through meeting discussions the recall and dismissal of warrants by the State's Attorney's Office in an effort to further reduce the warrant backlog.

- The Committee discussed the frequency of unsigned offense reports and draft statement of charges as well as solutions to alleviate their occurrence.
- A paperless protocol between the Juvenile Court and the Sheriff's Office was instituted for juvenile writs.
- Committee members reviewed the existing written book and charge procedure and suggested edits to conform to current practice.
- The Committee established a point of contact for police officers to call to verify admittance of a patient when a defendant with an open mental health warrant has returned to a facility.
- A protocol for court personnel to stamp hospital warrants to alert BPD there is a need for service was implemented.
- The Committee facilitated communication between the stakeholders regarding expungements and addressed discrepancies in records.
- The Committee assisted in the dissemination of information regarding the protocol created to address the requirement for inked signatures on statements of charges and statements of probable cause and monitored the Rules Committee for a change in the requirement.

### **Technology Committee**

The Technology Committee is comprised of representatives from the Baltimore Police Department, the Mayor's Office of Information Technology, the Office of the State's Attorney, the Office of the Public Defender, the Department of Public Safety and Correctional Services, Judicial Information Systems, the Circuit Court, the Mayor's Office on Criminal Justice, the Sheriff's Office, the Department of Communication Services, Network Maryland, and the Maryland State Police and continues to meet monthly. Chaired by State's Attorney's Office MIS Director Darren O'Brien, this committee provides a forum for discussion on shared issues and facilitates collaboration regarding fiber and connectivity for Council members and other criminal justice partners. The Technology Committee identifies pressing technology needs, and the CJCC supports the funding of projects that continue the integration of computer networks within the criminal justice system.

#### Accomplishments:

- The Technology Committee continued to foster collaboration and communication regarding numerous fiber and connectivity issues and projects for the benefit of CJCC member agencies as well as other criminal justice partners to achieve shared objectives and actively worked to share resources.
- The Committee monitored the successful installation of forty-eight count of single mode fiber funded by the Council from the Baltimore City Juvenile Justice Center to the Baltimore Police Department Headquarters.
- The Committee recommended that the Council fund the upgrade of several core switches and enhancements to the CJCC fiber network in anticipation of expansion to reach additional locations and to plan for future growth. The Committee will monitor the project until completion.

- The Committee facilitated the creation of a protocol with MOIT to allow for fiber cuts to be repaired promptly and is working with MOIT to memorialize the protocol.
- As a result of a meeting coordinated with representatives from the Sheriff's Office and the Mayor's Office of Information Technology, requests from the Sheriff's Office for emergency service are now prioritized.
- The Technology Committee provided technical assistance to the Sheriff's Office on the creation and implementation of a Records Management System (RMS).
- The Committee also provided technical assistance to the Sheriff's Office on the establishment of a network connection to planned offices within the Eastside District Court building to facilitate the service of protective orders.
- The Committee continues to acquire new members from agencies interested in partnering to improve connectivity and network integration.

### **Transportation Committee**

The Transportation Committee was formed in May 2009 at the request of a number of members to address issues concerning the transportation of individuals from DPSCS facilities and BCDC, as well as movement within the courthouses. The Committee, chaired by Judge Emanuel Brown, provides a forum to discuss policy and procedure as it relates to inmate transportation and to identify areas in which improvement is needed. The Committee was again instrumental this year in facilitating improvements to prisoner transportation and assisted in fostering greater communication between member agencies.

#### Accomplishments:

- The Transportation Committee continued to address concerns with delays in the transportation of inmates to Circuit Court and District Court.
- The Committee facilitated the creation of a protocol to remove indicted defendants from the preliminary hearing transportation list.
- The Committee continued to monitor the effectiveness of the weekend reporting protocol and distributed a memo to all judges clarifying the parameters of the protocol.
- The Committee enabled the Office of the Public Defender to confer with their clients more rapidly by facilitating their receipt of transportation lists from the DPSCS Transportation Unit.
- The Committee assisted in the creation of a new transportation protocol for the release of acquitted defendants.
- The Committee monitored issues regarding the transportation of defendants to Circuit Court for bail review hearings resulting in improvements in this area.
- The Committee facilitated better communication among the stakeholders concerning the writ process for Federal prisoners.
- The Committee monitored issues regarding the transportation of Circuit Court Mental Health docket defendants and suggested improvements in this area.

### **Post-Arrest Practices Committee**

The Post-Arrest Practices Committee was formed in November 2010 to study and address issues regarding bail, pretrial release and other post-arrest concerns. Co-Chaired by former CJCC Chair Judge John M. Glynn and Judge Keith Mathews, the Post-Arrest Practices Committee investigated and discussed suggestions to shorten pre-trial incarceration time and promulgated a report with recommendations which was presented to the Council in July 2012. Since that time the committee has met regularly to discuss issues and address implementation of the recommendations to improve the post-arrest process.

#### Accomplishments:

- The Committee continued to provide a forum for discussion on post-arrest issues of concern to the stakeholders.
- Committee members coordinated with homeless service providers to establish a homeless court docket to address misdemeanor offenses and open warrants as well as provide access to services.
- The Committee supported the Office of the State's Attorney's expansion of the criteria for pretrial diversion programs.
- The Committee monitored the process of converting statements of charges to citations to determine its effect on reducing the pre-trial population.
- A workgroup was formed to produce a best practices in bail and pretrial release worksheet that will be distributed to Circuit and District Court Judges.
- The Committee recommended that the District Court institute a protocol for the court clerks to check VINE for defendants' locations when they fail to appear prior to the Court issuing a bench warrant, and this protocol was implemented in the District Court.
- The Committee encouraged the Judicial Information Systems to work with DPSCS on interfacing its Maryland Electronic Courts Initiative to capture known data in an effort to provide as much information as possible to judges making bail determinations.
- The Committee monitored the efforts of the Office of the Public Defender to become part of the post-commitment process to gather information for bail review hearings.

### **Continuity of Operations Planning Committee**

The Continuity of Operations Planning Committee, or COOP Committee, provides a forum for the exchange of information and allows member representatives to work collaboratively on issues of common concern regarding emergency preparedness. Chaired by Judge John R. Hargrove, Jr., the Committee facilitates the sharing of existing stakeholder continuity of operations plans and encourages agencies that do not yet have COOP plans to take a coordinated approach with other criminal justice agencies when drafting their plans. The Committee members work to ensure ongoing communication in case of emergency and in preparation for the implementation of COOP plans.

Accomplishments:

- The COOP Committee improved coordination between criminal justice partners regarding communication of courthouse closures and the procurement of needed resources during emergency events.
- The Committee continued to provide current contact information and essential functions of court stakeholders for inclusion in the Court's Continuity of Operations Plan.
- The Committee facilitated emergency notification of CJCC members by the Baltimore City Office of Emergency Management.
- The Committee assisted in the dissemination of information regarding the statewide interoperable radio network to members.
- The Committee disseminated resource materials addressing various emergencies to stakeholders.

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**OBSTACLES**

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1. Service of Protective Orders on respondents and the provision of returns of service by the Baltimore Police Department to the District Court remains problematic.
2. The provision of photographic evidence in domestic violence cases has improved but there continue to be problems with incorrect labeling of the photos.
3. The Circuit Court Continuity of Operation Plan lacks a definite long-term location for court in the event that one of the existing Circuit Court buildings is unavailable. The lack of a certain location is an impediment to other agencies whose own COOP plans hinge upon the Court's plan.
4. Cross-complaints filed in domestic violence related cases are increasing and the lack of investigation as to whether or not the complaint is retaliatory in nature remains problematic.
5. Issues with notifying petitioners who are on waivers that respondents have been served continue to exist.
6. Warrants issued by a District Court may not be picked up until the following morning due to the Police Department's inability to fully staff a final pick up at the end of each day for all District Court buildings.
7. A General Order delineating the protocol for the service of Mental Health Court warrants has been written but continues to await approval and has not yet been implemented.
8. A requirement for inked signatures on charging documents has increased the time of the booking process.
9. No emergency lighting is available in either of the Circuit Court Courthouses should the power fail.

10. Problems persist with the transportation of Mental Health docket defendants in Circuit Court by Department of Health and Mental Hygiene personnel.
11. Misconceptions regarding the use of the language line by police officers are an obstacle to working with non-English speaking victims.

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## **PERFORMANCE MEASURES**

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The goals of the Council are generated by individual and/or collective member agency needs that are dependent upon events and circumstances in any given year. The Council's abilities to perform its identified long-term and short-term goals depend on the majority of agencies identified as members having regular participation in the Council's monthly meetings as well as the subcommittees. Its success will be measured by the members' attendance at the monthly meetings, and the information shared at those meetings.

The Council is not solely responsible for specific initiatives but works to support member agencies' efforts that will have a positive impact on the entire system. The Council is responsible for ensuring the partnership of the agencies to make the initiatives successful as well as guaranteeing that information is communicated to the member agencies. Therefore, all statistics are generated by the specified agency serving as the lead on the particular initiative or project. However, the Council receives statistics from the member agencies to track:

- Arrest data by crime;
- The number of individuals booked and charged at CBIF;
- The percentage of cases dismissed due to failure to appear by police officers;
- The percentage of jurors who fail to respond or appear;
- The number of civil citations issued;
- The number of individuals released without charge from CBIF; and
- The population at CBIF and the Baltimore Detention Center.

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## **OVERVIEW OF FUNDING NEEDS AND USAGE**

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The funds that are provided to the CJCC are used primarily for the operation of a permanent office in which the activities of the Council can be planned, coordinated, followed-up on, and shared with the member agencies, other government agencies, the Legislature, and the public. The office employs an Executive Director and a Project Coordinator on a full time basis. In the past, the office has also had to engage the part-time services of contractors, administrative staff, and fiscal staff to assist with special projects. Other significant portions of the funds provided to the CJCC have been used for the purpose of expanding information technology capabilities between the CJCC member agencies and other key criminal justice stakeholders through the creation of a website and expanding connectivity capabilities through a fiber optic network. Currently, the fiber optic network links sixteen agencies which rely on the CJCC network for their day to day operations and has resulted in millions of dollars in cost savings for the agencies combined.

The work of the Council is carried out through monthly meetings and other Committee and Workgroup meetings and activities. Various written materials and reports are regularly prepared to comply with reporting and budget requirements and to inform interested parties of the activities of the Council. The CJCC and its members also communicate via its website ([www.baltimorecitycjcc.org](http://www.baltimorecitycjcc.org)) and electronic

connectivity capabilities as a result of its information technology activities. The Council's staff provides the necessary staff support for Council activities and performs the day-to-day office responsibilities.

Ten years ago, the Council's total budget was reduced from \$400,000 to its present budget of \$235,500. Since the Council's Office is very small and is comprised of only two permanent staff members, it has not been able to absorb the budget cuts and fully continue with technology projects. To date the Council has successfully been able to maintain the CJCC network and fiber through the collaborative partnerships with the member agencies. Any further cost cuts will diminish the ability of the Council to function as an office as it may not be able to sustain the operation of basic office needs and services such as salaries, benefits, telephones, computers, fax, and additional supplies.

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## CONCLUSION

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In conclusion, the Baltimore City Criminal Justice Coordinating Council is a group of independent state and local agencies that have voluntarily come together to improve management of the criminal justice system in Baltimore City. Without the CJCC, there would be no forum for the agencies within the Baltimore City Criminal Justice System to collectively identify issues, solutions and actions that would improve the public safety for citizens, visitors, victims and offenders.

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## MEMBERS 2013

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- 1) Barry G. Williams, Chair and Judge in Charge of the Criminal Docket, Circuit Court for Baltimore City
- 2) Sam Abed, Secretary, Department of Juvenile Services
- 3) John Anderson, Sheriff of Baltimore City
- 4) Anthony Batts, Police Commissioner, Baltimore Police Department
- 5) Gregg L. Bernstein, State's Attorney for Baltimore City
- 6) Joseph Clocker, Director – Community Supervision, Central Region, Department of Public Safety and Correctional Services
- 7) Frank Conaway, Clerk, Circuit Court for Baltimore City
- 8) Lonnie Ferguson, Administrative Clerk for District 1, District Court of Maryland
- 9) Wendell M. “Pete” France, Director, Central Region, Department of Public Safety and Correctional Services
- 10) Doug Gansler, Attorney General of Maryland
- 11) Rodney J. Gray, Bar Association of Baltimore City
- 12) John R. Hargrove, Jr., Administrative Judge, District 1, District Court of Maryland
- 13) Marcella A. Holland, Administrative Judge, Circuit Court for Baltimore City
- 14) Elizabeth L. Julian, Baltimore City Public Defender
- 15) Gary D. Maynard, Secretary, Department of Public Safety and Correctional Services
- 16) Martin O'Malley, Governor of Maryland
- 17) Stephanie Rawlings-Blake, Mayor of Baltimore City
- 18) Rod J. Rosenstein, United States Attorney for the District of Maryland
- 19) Gregory C. Warren, President & CEO, Baltimore Substance Abuse Systems, Inc.
- 20) Bernard C. “Jack” Young, President, Baltimore City Council