



A MONTHLY PUBLICATION OF CSOSA

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## Voice of the Director



Paul A. Quander, Jr.

Three and a half years ago, CSOSA established a five-year goal to reduce the recidivism rate for violent and drug-related crime for offenders under our supervision by 50 percent. Our Strategic Plan outlined a series of objectives, what we now call Critical Success Factors that, if met, would allow us to achieve our long-range crime reduction target. Admittedly our strategic plan goals were ambitious. However, we were confident that with an effective model for community supervision, adequate funding from Congress and a staff of highly competent, hardworking and creative employees we would achieve our objectives within the Agency's first five years of existence.

The recent killing of teenager, Jahkema Princess Hansen in Sursum Corda reminded me of why we established such lofty goals in the first place. While crime of any sort is unsettling and murders are horrendous, the senseless killing of a young person tends to rattle most of us to our core. The CSO assigned to the offender arrested in the murder had done a yeoman's job in supervising the individual with 19 contacts in the month prior to the

murder, an accountability tour just ten days earlier, a request for electronic monitoring and three AVRs for various acts of non-compliance. Little more could have been done to maintain accountability from this offender. CSOs grapple daily with the possibility of an offender committing a heinous crime and work diligently on the front lines to impose strict accountability, remove dangerous offenders from the community when necessary and provide the needed support to offenders who have demonstrated a willingness to abide by the community's standards of good conduct.

The times we are living in require that we redouble our efforts to reduce recidivism among the offender population. While our front line staff have constant reminders of our public safety responsibilities in the faces of the offenders they work with every day, staff outside of CSS and CJP have a less direct connection to our public safety mission. Although not as obvious, every technical innovation implemented and computer malfunction corrected by our IT staff contributes to our public safety goals. Our ability to work from strategically located field sites and offices that are comfortable, secure, well-equipped and maintained allows us to perform our public safety functions. Our success in recruiting

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### Special Points of Interest:

- *A special guest helps staff commemorate the life and legacy of an extraordinary civil rights leader*
- *CSOSA celebrates Reentry Week*
- *IT exposes the hidden dangers of Spyware*
- *OHR announces the highly anticipated conversion to competitive service*
- *Did you know? ... A moment in PSA history*
- *Find out the Director's position on the Agency's Dress Code Policy in this edition's "Ask the Director" segment*

## CSOSA's Mission Statement

The mission of the Court Services and Offender Supervision Agency for the District of Columbia is to increase public safety, prevent crime, reduce recidivism, and support the fair administration of justice in close collaboration with the community. The Agency will enhance decision-making and provide effective community supervision, thereby ensuring public confidence in the criminal justice system.

## CSOSA Events

### CSOSA CELEBRATES THE LIFE DR. MARTIN LUTHER KING, JR.

By Robert Murphy, Media Specialist

Office of Legislative, Intergovernmental and Public Affairs (OLIPA)



On January 21, 2004 CSOSA and Pre-Trial Services Agency hosted a celebration commemorating the birthday of the late Dr. Martin Luther King, Jr. The program, which played to a full house at CSOSA's Carver Training Center was organized by the Agency's Special Observances Committee, Chaired by Ms. Arla Scott and Co-chaired by Mr. Thomas Walker and Ms. Patrice Richardson.

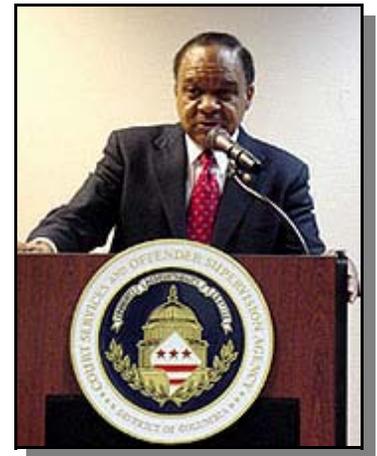
Director Quander welcomed the special guest of honor and guest speaker for the event, the Reverend Walter E. Fauntroy. An additional treat for the audience was the participation of the H.D. Woodson Senior High School Choir.

Reverend Fauntroy is a well-known and much respected member of the Washington D.C. community. He spoke to the crowd of his personal history with Dr. Martin Luther King, Jr., which began in his undergraduate days at Virginia Union University. In 1960, Dr. King asked him to join his staff as director of the Southern Christian Leadership Conference's Washington bureau. He acted as the organization's lobbyist in Congress. Dr. King was so impressed with Mr. Fauntroy's talent for analyzing problems and developing strategy for campaigns that he asked him to coordinate the SCLC's involvement in the 1963 March on Washington.

After the Civil Rights Act of 1964 was passed, Dr. King chose Mr. Fauntroy to coordinate the campaign so that blacks could have the right to register and vote. Moving forward with determination, Mr. Fauntroy pressed President Johnson to take action. The Voting Rights Act of 1965 was signed into law a few weeks after it was rushed to Congress. Following this success, in 1966 Mr. Fauntroy created the Model Inner City Community Organization. This led President Johnson to appoint Mr. Fauntroy vice-chairman of the District's first city council.

In 1971, he was elected to the first of ten terms he was to serve as the District of Columbia's delegate in the U.S. House of Representatives.

President Bush, in his annual proclamation stated, "America has come far in realizing Dr. King's dream, but there is still work to be done. In remembering Dr. King's vision and life of service, we renew our commitment to guaranteeing the unalienable rights of life, liberty, and the pursuit of happiness for all Americans."



Guest Speaker  
Reverend Walter E. Fauntroy

Interested in learning more about the life and legacy of Dr. Martin Luther King Jr.?  
Visit the King Center online at [www.thekingcenter.com](http://www.thekingcenter.com)  
and discover how YOU can re-ignite the dream!



CSOSA/Faith Community Partnership

## REENTRY WEEK 2004

For the third consecutive year, CSOSA united with our city's faith community to raise awareness of returning offenders' needs and the efforts of the CSOSA/Faith Community Partnership. Reentry Week 2004 provided an innovative opportunity for the Partnership to increase its network of participating institutions and services through community meetings, special ceremonies and worship services. This year's activities began on Saturday, January 24th and ended on Friday, January 30th, each aimed at highlighting the need to assist returning offenders in building new lives and avoiding the cycle of crime and substance abuse. Special thanks to all the community volunteers and CSOSA staff members who dedicated their time and energy to make Reentry Week 2004 a huge success.

### "A VICTORY FOR THE COMMUNITY"

Submitted by Leonard Sipes & Joyce McGinnis  
OLIPA

Cold temperatures and the threat of snow did not deter approximately 50 community, religious, and government leaders from congregating Saturday, January 24th for an unlikely celebration. Rarely do neighborhoods welcome a facility housing offenders under community supervision with open arms. But the opening of CSOSA's Interim Assessment and Orientation Center (AOC) at 1301 Clifton Street, NW illustrates how that can change when the community is involved in the process and feels that its concerns are met with response, not resistance.

The AOC was previously located on the campus of the former D.C. General Hospital, but has now been relocated to the Clifton Street facility in South Columbia Heights while its current site is renovated and expanded. The temporary relocation is scheduled to last 20 months.

The AOC provides assessment and pre-treatment services to offenders with substance abuse problems. After completing the 30 day program, AOC clients generally progress to either inpatient or outpatient treatment, which is provided by a number of contract vendors throughout the city.

The highly successful AOC program is partially funded by the Office of National Drug Control Policy through the Washington/Baltimore High Intensity Drug Trafficking Area (HIDTA). A 2002 study by HIDTA demonstrated that the AOC's clients experienced a "75 percent reduction in arrests one year after completion" of the treatment continuum.

District of Columbia officials estimate that there are approximately 60,000 residents with substance abuse problems in the city. Nearly one in ten citizens are addicted to illegal drugs or alcohol. Nine percent of the District's citizens self report a dependence on drugs or alcohol, compared to a national estimate of 4.8 percent. District officials believe that additional treatment related services and resources are needed to meet the need. The expansion of CSOSA's AOC will help significantly in that regard.



Director Quander, CSOSA staff members, Council member Graham and community representatives cut the ceremonial ribbon at the interim facility

At the opening ceremony, Ward One Council member Jim Graham called the facility, "A victory for the community." Graham applauded the partnership between CSOSA and community leaders that was forged during the facility's planning stages.

"It was so easy for the neighborhood to say no, but the leadership of Court Services constantly said 'lets talk,'" Graham continued. "I felt good about every discussion we had. There was total agreement from the beginning. We are bringing people back who have paid their debt to society. We are meeting an unmet need. On this, there was unanimity."

During the opening ceremony, Director Quander explained how this residential facility was successfully placed when many similar efforts have failed due to lack of community support. "We put the community first, and this is the underlying philosophy of everything that we do," Quander said. "We need to put public safety first. We need to be a friend to all community members within the District. We believe that we have a track record of success in Washington. If we are successful, it's because we believe that we exist to serve the community. Any government organization that takes on this philosophy will succeed."

## Office Updates



### OFFICE OF INFORMATION TECHNOLOGY UPDATE : *Spyware – Somebody's Watching You*

Spyware are small programs that run in the background on your computer. They 'hide' themselves from you and perform tasks that invade your privacy. They literally 'spy' on you. These Spyware programs come bundled with free downloadable programs from the Internet (such as Hotbar, Gator and Surfbar). The programs are free because advertising companies pay the program developer to include Spyware with their program. The frequently asked questions below can provide you more information on Spyware programs.

**What can Spyware do?** Some Spyware programs display pop-up advertisement, interfering with your normal browsing activities. Others are more serious - they can log everything you type (keyloggers) then send the results to a company without your knowledge or approval. Yes, this means they can read all your private emails; find out what sites you visit, and even capture your passwords.

**What is the CSOSA policy?** CSOSA does not permit Spyware Programs on Computer Workstations or Laptops. If Spyware is detected on CSOSA workstations or laptops it will be removed. The CSOSA Network Security Policy PS 2011 prohibits the use of hardware or software that may be used to circumvent the Agency network security architecture.

**How common is Spyware?** There are over 350 commercially available computer monitoring Spyware programs, and thousands of other programmed hacker spy software on the web.

**How does Spyware get in my computer?** Spyware applications are usually downloaded and installed together with various free programs - the most common are file-sharing applications. Spyware now comes with about 900 different applications (including Hotbar, Gator, Surfbar, etc.) and their number is rising with each day.

**I run anti-virus and have a firewall, is this enough?** No. These cannot stop computer-monitoring Spyware or erase Internet tracks.

**Can't I just uninstall the software, which came with Spyware?** You would think that uninstalling the original program would remove the Spyware it came with. In some cases it will - but you can't be sure - these people want to steal any information they can get off you, it's worth money to them, that's all that matters. Programming a proper uninstall for their own Spyware software is not in their interest, so don't count on it.

**Where can I research Spyware?** Information on Spyware can be found online at <http://www.Spywareinfo.com/>.

*Contact the IT Helpdesk at 220-5377 for more information..*

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### OFFICE OF SECURITY UPDATE: *Bomb Threat Checklist*

In view of recent bomb threats received at a CSOSA field site, the Office of Security offers a checklist to guide you through a potentially dangerous situation. This document is available on the CSOSA intranet website, under "Emergency Preparedness", to download and retain for your reference. Hardcopies, for posting on or near your phone, are available from the Office of Security.



In the event you receive a bomb threat telephone call, remain calm, and record the number that appears on the caller ID screen. Keep talking with the caller and start recording the outlined information from the checklist. If necessary, ask the caller to repeat the message, continue to ask the questions on the checklist and write down as much information as possible.

After the caller has hung up, immediately notify the security officers on-site and provide the incoming number displayed to the security officer.

*If you have any questions please contact the Office of Security at 220-7750.*

## ON THE USE OF AGENCY AND PRIVATELY OWNED VEHICLES

By Lisa V. Terry, Assistant General Counsel

It seems that little causes as much confusion and unease, as the use of agency vehicles and privately-owned vehicles to conduct agency business. For that reason, this article will address some of the questions and concerns we have heard voiced on this topic, and will try to allay some of the concerns you have about using agency vehicles or your own vehicle to perform your duties.

First, the topic of liability. Many employees want to know, "Will I be held financially responsible if an agency vehicle is damaged while I am conducting official agency business?" In the great majority of cases, the answer will be a resounding, "No." You will not be held financially responsible as long as: (1) you had approval to use the vehicle; and (2) you were performing official agency business at the time of the accident. If, however, damage to an agency vehicle was caused by your negligence or recklessness, the Agency has the discretion to seek reimbursement from you to recover for such damage, as well as to take disciplinary action. This is no different than any other agency-owned or leased property issued to employees to conduct agency business, such as cell phones, body armor, laptops, jackets, or even a badge. In each instance, employees are required to exercise prudent care in safeguarding the property. The Agency will evaluate each situation on a case-by-case basis. Moreover, if you did not have proper approval or were not performing agency business (e.g., you made the unfortunate decision to run personal errands using the agency vehicle and an accident occurred), you could be held responsible not only for damage to the agency vehicle, but also damage to the other vehicle and injury to anyone else involved. This would not be the case if you were acting within the "scope of your employment" at the time of the accident and exercised prudent care to safeguard the property. Generally speaking, you are acting within the scope of your employment if your conduct is being carried out for the purpose of serving the Agency.

So, the best advice is to follow proper procedure, drive carefully, and to go from "Point A" to "Point B" while conducting agency business, without detouring. The same applies while using your own vehicle.

Second, the topic of proper use of an agency vehicle. This is not an elusive concept: the use of agency vehicles is limited to conducting official agency business only. Also note that agency vehicles are to be used for local travel only, meaning travel that is within the Washington



Metropolitan Area, including Baltimore, Maryland and Lorton, Virginia. You must also have a valid driver's license in order to operate an agency vehicle. Pursuant to federal law, employees who willfully misuse agency vehicles will, at a minimum, be subject to a 30-day suspension from work.

Finally, the topic of insuring your own vehicle. This can be a little tricky because the burden is on you, the car-owner, to ensure that you have adequate insurance to cover any damage to your vehicle caused while in the performance of your job. This is the critical language that you want to discuss with your insurance provider. You do not want to discover, after the fact, that your insurance does not cover damage to your vehicle that occurred while you were performing your job. CSOSA is not responsible for damage to your vehicle under such circumstances. CSOSA will, however, reimburse you in the amount of your deductible if your claim is substantiated and the damage was not caused by your negligence or a wrongful act. Please remember that you are not required to use your own vehicle to perform agency business. If you do decide to use your personal vehicle, you are entitled to reimbursement of 37.5 cents per mile and parking if you paid to park in a commercial lot while conducting agency business.

The Agency is in the process of finalizing policies on the use of agency and privately-owned vehicles. These policies will address more specifically the topics raised here, as well as other procedural issues, such as traffic fines and parking, transporting passengers, and accident reporting procedures.

*Correction: Last month's OGC update on "Why it is important to get your financial house in order", was submitted by General Counsel George Pruden, not Assistant General Counsel Lisa Terry.*

## COMMUNITY JUSTICE PROGRAMS UPDATE: New Recruit Training - CSOSA/MPD Partnership

By Greg Thomas, Community Relations Specialist

The partnership between the Metropolitan Police Department (MPD) and CSOSA continues with positive growth and efforts. CSOSA representatives have been incorporated into MPD's initiatives and policies in the instructional curriculum. The new police recruits entering the Maurice T. Turner Police Training Academy, located at Blue Plains, are taught about programs currently in place. This approach is designed to introduce newly hired police recruits to CSOSA and provide them with a clear and thorough understanding of the primary components that drive the partnership. Information Sharing, Accountability Tours, Offender Mass Orientation and Community Justice Advisory Network (CJAN) meetings are specific topics that expose the recruit to the partnership.

The training is an all day workshop beginning with CSOSA Community Relations Specialists (CRS) conducting presentations before individual recruit classes at the police academy. Classes range in size from 25 to 35 sworn members. Each class



CRS Greg Thomas and recruits  
the Police Academy

receives three hours of in-class lecture on each component of the partnership. Each attending recruit receives a handout package containing resource information. After a lunch break, the recruit officers are moved to the CSOSA South Capitol Field Office where they are escorted to the drug testing lab. A lab technician speaks on the procedures involved in drug testing. Subsequently, the recruits are taken on a tour of the facility. They are engaged in open dialog by awaiting Supervisory Community Supervision Officers (SCSOs) and Community Supervision Officers (CSOs). This is probably the most meaningful and worthwhile segment of the entire day. In this environment discussions are held with respect to the valuable resource each agency offers and some of the initial barriers experienced. Dialogue is open about ever present pitfalls to avoid in order for the partnership to reach it's full potential.

This method of introducing police officers, in the beginning stages of their career, to the CSOSA organization and the components partnership has proven to be an excellent tool. It provides the officers with an invaluable resource at their disposal that allows them to perform their function in a more efficient and effective manner. Additionally, it has certainly improved the lines of communications between MPD and CSOSA. This is a clear demonstration of each agency's complete and sincere commitment to public safety.

## Office of Human Resources INFO TIP OF THE MONTH:

### CONVERSION TO COMPETITIVE SERVICE

By Fran Hagan, Special Assistant



Effective March 21, 2004, the Office of Human Resources will convert CSOSA employees from the excepted service to the competitive service of the federal government. In keeping with the Office of Personnel Management (OPM) requirements, the primary practical effect of this conversion is that CSOSA employees (except attorneys, students and certain other appointments excepted by Title 5) will be eligible to apply for positions in other federal agencies that are limited to "status only" candidates. [Excepted service employees with no prior competitive service are eligible to apply for only those positions "open to all sources".]

OHR currently is reviewing individual employee records to ensure accuracy in assigning the appropriate type of appointment and tenure for each CSOSA employee. (Appointments will vary based on prior government service.)

During the next few months, as OHR leads the Agency to make this significant transition, this office will provide additional information regarding the effects and progress of the Agency's change to competitive status.

### CSOSA PROXIMITY CARD LOSSES

In the recent months, we have had an increase in the loss or misplacement of proximity cards, which also serve as Agency identification. The Office of Security would like to remind all CSOSA employees to wear their proximity card at all times in the workplace. When displaying the card, it should be worn between the neck and waist, on the front of the wearer. The card should not be left unsecured in your working. Remember to remove the identification upon leaving the workplace and put it in a secure place where you will remember to retrieve it for the next duty day. You should protect your proximity card as you would your purse or wallet.

Regardless of the precautions taken, there will be times when your card is lost or stolen. If this should happen, please ensure that the Office of Security is contacted immediately so that your card can be immediately deactivated. Should you subsequently find your lost or stolen card after having it replaced, do not attempt to use the card and turn it into the Office of Security.

**Remember, security begins with you!**

## Employee Focus

### WHO IS LEONARD A. SIPES JR.?

#### CSOSA's New Public Affairs Specialist

Submitted by the Office of Legislative, Intergovernmental and Public Affairs (OLIPA)



Mr. Leonard A. Sipes

Leonard Adam Sipes, Jr. is an experienced public affairs executive and criminal justice manager. He has extensive media, community relations, public information and criminal justice management experience. He has been steadily promoted through senior administrative ranks. His administrative expertise, information management and public affairs skills have been used by thousands of requesters including: national, state and local media, the White House, U.S. Supreme Court, presidential campaigns, the U.S. Attorney General's office, and members of the U.S. Department of Justice, and all levels of national, state, regional and local governments. Mr. Sipes has been quoted in many national and local publications, including the Christian Science Monitor, U.S. News and World Report, Woman's Day, and Changing Times, among others. He has provided information for all national network and local news productions, including 60 Minutes, Good Morning America, and the CBS Evening News. He has appeared as a guest on the Geraldo Rivera show, Entertainment Tonight, London Independent Television News, Swiss National Television, and National Public Radio. He has also served as a consultant to the Reader's Digest "Books" division.

Leonard Sipes has many years of management, media, community relations and criminological experience, including positions as: a state trooper, teaching duties at several colleges, director of national clearinghouse operations, advisor to national advertising campaigns, director of public information offices, and security manager for the United States Senate.

Mr. Sipes is a graduate of one college and three universities, including the Johns Hopkins University in Baltimore, Maryland.

In 1980, he was appointed to the National Institute of Justice/NCJRS (the Department of Justice's primary research institute) as a Senior Public Information Specialist for community relations and crime prevention. While in this position, Mr. Sipes was charged with supervising the responses to approximately 15,000 requests for criminological and community relations issues. Many of these requests were media related.

In November 1985, Mr. Sipes was appointed the Director of Information Services for the National Crime Prevention Council (NCPC). For close to a decade, he was the U.S. Department of Justice's primary media representative and contact person for community and citizen involvement in criminological issues. He advised the acclaimed "McGruff - Take a Bite Out of Crime" – the most successful public service advertising campaign in America.

Mr. Sipes' tenure with The National Institute of Justice/NCJRS and NCPC makes him one of a handful of criminological public affairs and community relation's specialists in America. His abilities are exemplified by three consecutive annual awards for excellence given by NCJRS directors, and the plaques, certificates, and letters of commendation from the international, national, state, and local criminological communities. Independent evaluators have given his operations and publications very high marks.

Mr. Sipes has written or edited over 35 books, articles, reports, papers, and bibliographies. He was the principal writer, researcher and project manager for the Department of Justice's primary citizen and community outreach booklet. His assistance is acknowledged in six books. Findings from his reports have been used in Congressional testimony and read into the Congressional Record.

In May of 1989, he became the Director of Public Information for the Maryland Department of Public Safety and Correctional Services, a 12,000-employee, \$900-million-dollar operation. He received recognition from the Governor for producing the "Outstanding Public Information Office of the Year." He managed statewide emergency public information operations and a statewide radio and cable television networks.

**Please join us in welcoming Mr. Leonard Sipes to the CSOSA Family!**

## Employee Milestones



### NEW EMPLOYEES FOR THE MONTH OF DECEMBER

*Office of Equal Employment Opportunity*  
**Cynthia S. Chick**

*Office of Human Resources*  
**Kim E. Smith**

*Community Supervision Services*  
**Tony L. Brown, Sr.**  
**Adam D. Evans**

### 1 YEAR ANNIVERSARY WITH CSOSA AS OF 12/31/03

**Latreasa D. Early**  
**Sara Nebiyeloul**

### 5 YEARS OF GOVERNMENT SERVICE AS OF 12/31/03

**Sammy Sohrab**  
**Nakeita L Tate**  
**Anthony L. Taylor**  
**Julette L. Terrell**

### 10 YEARS OF GOVERNMENT SERVICE AS OF 12/31/03

**Knikkia C. Pitts**

### 20 YEARS OF GOVERNMENT SERVICE AS OF 12/31/03

**Carolyn D. Austin**  
**Freddie C. Burnette**

*Congratulations to you all!*



## Health & Fitness

### NEW LOCATION FOR THE FOH HEALTH CLINIC

*Information provided by*  
**Marcia Murray, Employee/Labor Relations Specialist**



Please be advised that the location of the Federal Occupation Health (FOH) Health Clinic has changed. The former site at 555 4th Street, NW is no longer available for use by CSOSA staff.

Effective immediately, employees are to use the FOH facility located at **333 Constitution Avenue, NW (in the E. Barrett Prettyman Building), Room 1612 (on the first floor)**. Clinic hours are 7:30 a.m. to 4:00 p.m., Monday through Friday. No appointment is necessary.

Staff located at 800 North Capitol Street and 25 K Street may also use the FOH Health Unit at **800 North Capitol Street, NW, Room LL80 (on the lower level)**. Hours of operation for this site are 8:00 a.m. to 12 noon.

FOH Clinic services include:

- ✓ **Cholesterol testing and Health Risk Assessments**
- ✓ **Blood pressure screening**
- ✓ **Over-the-counter medications**
- ✓ **Nutrition counseling**
- ✓ **Allergy injections with prescription from a physician**
- ✓ **Tetanus Boosters**
- ✓ **Hearing and vision screening**

A limited supply of flu shots are still available.

*If you have any questions regarding the Health Unit, please contact Leslie Lilly, RN, at (202) 219-4739.*

### >> health tip



### DIET AND DEPRESSION

"You are what you eat" may apply to our moods as well. A study conducted at Texas A&M University found that over one-third of the subjects who were on a diet free from refined sugar and caffeine showed a significant decline in how often they were depressed.

*Source: American Institute for Preventative Medicine*

## Variety Pages

### A MOMENT IN PSA HISTORY

By Gladys Dorgett, SCSO

Did you know that the location of the CSOSA Assessment and Orientation Interim Facility, 1301 Clifton Street, NW, was once the residence of a Supreme Court Justice?



Photo Circa 1903  
1301 Clifton Street, NW

Born April 17, 1849 in Ravenna, Ohio, Justice William R. Day was nominated by President Theodore Roosevelt to the Supreme Court on February 14, 1903. Justice Day, who resided at 1301 Clifton Street, NW, served the Supreme Court for nineteen years, and retired in 1922. He died on July 9, 1923, at the age of seventy-four.

Directly across the street from Justice Day, lived Amzi Barber, the developer of both LeDroit Park and Columbia Heights. Barber, on the present site of the Clifton Terrace Apartments, built a splendid castle named "Belmont" that had one of the most panoramic views in the city.

Columbia Heights, bounded by Florida Avenue on the south, 16<sup>th</sup> Street on the west, Spring Road on the north, and Sherman Avenue on the east, is served by PSA's in the Third District. This community was distinguished during the turn of the century as an exclusive Victorian enclave that was favored among high-ranking officials as an attractive place to raise a family. Besides members of the judiciary, Columbia Heights residents included congressmen, educators, members of the city council and other prominent Washingtonians. Due to the presence of Columbia College, many of the surrounding streets were named for educational institutions. Harvard Street, Columbia Road, and University Place are just a few street names that survive to the present day.

During the 1950's and 1960's, suburban development induced city dwellers to move. Racial tensions and the riots of 1968 accelerated the decline of the 14<sup>th</sup> Street commercial district. In the years following the riots, some of the majestic mansions were razed in the name of progress. Today Columbia Heights is experiencing yet another type of progress — a renaissance. CSOSA, a collaborative stakeholder in this diverse vibrancy, is helping to stabilize this community by providing strategic law enforcement support, and meaningful interventions to reduce recidivism and assist offenders in their quest to successfully reintegrate and become productive members of society.



## Ask the Director



JANUARY 2004

Dear Director:

*Is it permissible for staff who work in field units and are confined to their offices/workstations to wear a dress sweater in place of a shirt and tie? The understanding of staff would be that they would have to have a shirt and tie readily available should they have to go to court, receive visitors (including other Agency staff) or conduct Agency business outside of the office.*

CSO Walter Hagins,  
Team #37

Dear CSO Hagins:

**The requirement for staff to be professionally dressed serves several purposes. As a law enforcement agency, our attire must reflect the seriousness of our mission to both the general public and the offenders we supervise. CSOSA has established itself as a professional law enforcement agency and we are well on our way to becoming the model for community corrections in the nation. To get there requires that we maintain and build upon the high standard set thus far. Studies have shown that clothing influences both the behavior of the individual and the response to the individual by others. I believe that relaxing our dress code would diminish our effectiveness among the offenders we supervise and detract from the positive image we maintain with our criminal justice partners, the community and our coworkers. There is some truth to the saying that "clothes make the man/woman" and this is especially true in the workplace.**

**The CSS Dress Code Policy allows for the accommodations you request on Fridays. This is consistent with the practice in other Federal agencies and many private corporations. I encourage you to take advantage of the "business casual" option on Fridays as appropriate. I am not, however, inclined to change the policy to allow business casual attire in CSS on the other days of the week. I am convinced that the cost to the Agency would far outweigh the benefit.**

Paul A. Quander, Jr.  
Director



# Bulletin Board



CSOSA & PSA's Special Observances Committee  
sponsored by the Office of Equal Employment Opportunity  
invites you to attend

## A Celebration of National Black History Month



**Thursday, February 26, 2004  
11:00 am**

**633 Indiana Ave., NW  
Training Room 4A/B**

**Special Guest:**  
U.S. Congressman John Conyers, Jr.

## ADVANCE NOTICE... 2004 Summer Training Conferences



2004 NABCJ Conference and Training Institute:  
Making a Difference in the American Justice System

**7/18/04 - 7/22/04**

Jacksonville, Florida

Event URL: [www.nabcj.org](http://www.nabcj.org)

American Correctional Association (ACA)  
34th Congress of Correction

**7/31/04 - 8/05/04**

Chicago, Illinois

Event URL: [www.aca.org](http://www.aca.org)

The CSOSA/PSA Recreation Association announces  
**A NIGHT AT THE CIRCUS**

Ringling Bros. and Barnum & Bailey Circus  
Wednesday, March 24, 2004  
MCI Center  
Washington, DC



For more information on this special  
event, send an e-mail inquiry to:  
[csosarecreationassociation@csosa.gov](mailto:csosarecreationassociation@csosa.gov)

Office of  
Management & Administration  
welcomes  
**Janice Davis**  
Budget Analyst  
Office of Financial Management



## Birthday Announcements



Happy Birthday to  
CSO Michelle Pelzer (1/15)  
from Stephanie Gray

Happy Birthday to  
CSO Lastell Minor-Creighton (1/15)  
from  
Angela Davis and Patricia Baucom Dyson

Happy Birthday to  
CSO Crystal Coleman (1/13)  
from  
Secretary Sherry Bailey (1/13)

Management & Administration  
sends Happy Birthday wishes to  
Dale Douglas (1/6)  
Teresa Heller (1/12) &  
Andrew Thomas (1/20)

Happy Birthday to  
CSO Imari Niles (1/30) &  
Program Analyst  
Raquel Martinez Niles (1/15)  
from their friends in TAP

*Crystal, you have been the pillar  
of my strength and knowledge on  
many occasions. It's nice to work  
with someone as wonderful as  
you. Have a happy year!*

*(Continued from page 1)*

and retaining qualified, well-trained staff is basic to our mission and our responsible stewarding of our financial resources ensures that funding needed to carry out that mission increases as CSOSA grows. The work of every CSOSA team member, whether done publicly in full view of the community or quietly from an office cubicle, represents an important contribution to our success in meeting our goals.

As we continue to put our heads together to come up with new ways to serve the offender population we have asked you to add new responsibilities to already full plates. Be it serving on a task force to reorganize the CIT, Intake or another function, learn a new software application, participate in an evening activity or pilot a product, each request has been made with the view of our ultimate goal of reducing criminal activity in the District in mind. I am grateful to each of you for taking on those responsibilities and giving it your full effort.

We have several months remaining before we complete our first five years of operation. With all of us working in concert I am confident that we will reach all our Strategic Plan goals. The youth, the senior citizens and all of the community are depending on us.

*- Director Paul A. Quander, Jr.*

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### NEWSLINK QUOTE OF THE MONTH

Injustice anywhere is a threat to justice everywhere.  
We are caught in an inescapable network of mutuality, tied in a single garment of destiny.  
Whatever affects one directly, affects all indirectly."

- *Martin Luther King, Jr., Letter from the Birmingham Jail, April 16, 1963*

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#### NOTE FROM THE EDITOR:

Happy new year!! This concludes another edition of the CSOSA Newslink. While some things will inevitably change in 2004, it's good to know some things will remain constant. The Newslink will continue to serve as your reliable source of agency news and information throughout the year, bringing you highlights of the Agency's special events and periodic updates from its various offices. Remember, your ideas and suggestions are always welcome. As always, thanks for your continued support.

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