



A MONTHLY PUBLICATION OF CSOSA

Volume 3, Issue 9

October/November 2003



Paul A. Quander, Jr.

Voice of the Director

Technology has created a monster in the Quander household. Armed with a digital camera, some software, a scanner, and a good printer, I've become a menace to my family. They misunderstand my motives and think that I am trying to mortify them with the most embarrassing moments I can either capture or re-create. My humble goal, however, is to simply document the history of my branch of the Quander clan with the most potent images possible. My current project is to create a photo montage of my youngest daughter's life from birth to her twenty-first birthday. Sorting through boxes of old pictures, I've come across many photos of family events that she will likely not remember, several funny moments that will cause her to cringe and a number of occasions on which I remember being extremely proud of her. I'm not sure that she will be as happily sentimental about the presentation as her Dad.

Working on this project has been much like my preparations for last month's State of the Agency Address. There were innovations that I wanted to include because they represented major shifts in our business processes. Unit and team accomplishments illustrated our ability to pull together to

achieve a goal. Then there were the many individual achievements that represented the spirit and dedication of the CSOSA employee. Not to be left out were the social events that allowed us to set aside the seriousness of our mission and enjoy each other's company for a few hours. I realized that to list every agency accomplishment would have made my remarks interminably long and so I agonized over what to include that would give an accurate depiction of our journey over the past year. My hope was that staff would connect to the spirit of my message and not feel slighted if any particular project or work unit was not specifically mentioned.

Whenever I reach the end of an old family photo album I always wonder what happened to the people in the pictures who I didn't know well -- what they went on to do and what twists and turns life presented them along the way. Finishing the State of the Agency Address, my thoughts were on the journey that we, as an Agency, had taken thus far and where we would go from here. One of my last statements was a challenge to begin considering how we might have an impact on the children of our offenders so that they might make better choices than perhaps their parents did.

We have a number of beginnings in this
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- *Introducing CSOSA's newest Community Supervision Officers*
- *A Format for Change: How one Supervision Team discovered a way to address the needs of young male offenders*
- *Office of Procurement encourages proper use of your Government Credit Card*
- *You asked and the Director responded - In this edition's "Ask the Director" segment*
- *CSOSA announces the Employees of the Year*

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

DIRECTOR DELIVERS THE FIRST STATE OF THE AGENCY ADDRESS

*Submitted by Erika N. Evans, Office of the Associate Director
Community Supervision Services*



Director Paul A. Quander, Jr.

On October 22, 2003, hundreds of CSOSA employees gathered at the Cloyd Heck Marvin Center, located on the campus of George Washington University, to hear Director Paul A. Quander, Jr. publicly convey the *State of the Agency*. Through this special event, the Director solidified his commitment to increasing open two-way communication between himself and every worker bound by the agency's mission, creating what he appropriately called "...an unprecedented opportunity for all staff to come together in one location to discuss issues, progress and future plans for the agency". Much like the commonly known "State of the Union Address" given periodically by each U.S. President, CSOSA's leader delivered a compelling review of the agency's score-card on everything from strengthening relationships with our criminal justice partners to improving and expanding our information technology. Commemorating his first year in leadership, Director Quander highlighted many of the agency's policies and programs in stages, confirming that CSOSA is in fact growing to be vibrant and strong.



A resounding theme in the Director's message was the need for staff to continue to "feel good" about the work they are charged to perform. All of us, rather through Community Supervision, Community Justice Programs or some other Division within the agency, are working towards a common goal; to improve the lives of men and women who need our services and support. As we continue to grow as an agency, Director Quander said, so must we continue to remain true to our purpose.

Director Quander reassured staff that the community still needs and deserves our best efforts toward monitoring and assisting the offender population. With that, he invited all those in attendance to take a close look at the agency's Strategic Plan for FY 2005 – FY 2010, which lays out plans for where our future efforts will be directed. Welcoming feedback on the strategic plan from staff, the Director commented, "Our biggest ally is the community. Let us not be afraid to try different approaches and be more innovative in the field." The ability to establish effective community partnerships that are mutually beneficial to the citizens and the agency is an essential ingredient to CSOSA's success. During his message, Director Quander spoke passionately about plans to forage more ways to build those type community relationships.

Ladies and Gentlemen, it appears the State of our Agency is good. Steadfast in our purpose, we must now press on. I, for one feel more up for the challenge knowing the agency's leader is accessible, open-minded and confident in the ability of his staff to make positive steps forward in achieving our mission. Congratulations to the Director on the success of his first State of the Agency Address and thanks to all staff who assisted in the event planning.

For Your Information...

CSOSA's Strategic Plan for
FY 2005 - FY 2010
can be found on the CSOSA Web
(see the "Strategic Plan" link)





CSOSA KICKS OFF ITS ANNUAL COMBINED FEDERAL CAMPAIGN

The CFC: Its Story and Mission

Submitted by the Office of General Counsel

The following information is reprinted from the website of the Combined Federal Campaign of the National Capital Area (www.cfcnca.org).

The mission of the Combined Federal Campaign (CFC) is to support and to promote philanthropy through a program that is employee-focused, cost-efficient and effective in providing all Federal employees the opportunity to improve the quality of life for all.

With a tradition of commitment to the community through the selfless efforts of Federal employees, the CFC has its roots in the many charitable campaigns of the early 1960's. Seeing a need to bring the diversity of fundraising efforts under one umbrella, Federal employees created the CFC - one campaign, once a year. By allowing employees to select the organizations of their choice from a single brochure and to make their contributions through payroll deductions, the CFC opened wide the door to more opportunities for generous giving to literally hundreds of worthy causes. An Executive Order made the CFC a reality, and turned an innovative idea into a uniquely effective way for Federal employees to help those in need across our community and throughout the world. The CFC is the only authorized solicitation of employees in the Federal workplace on behalf of charitable organizations. It continues to be the largest and most successful workplace fundraising model in the world.

The Combined Federal Campaign of the National Capital Area (CFCNCA) gives you the power to help your neighbors in need, around the corner, across the nation, and throughout the world.

You've Got the Power to Support a Wide Variety of Charities. All charities that apply and meet basic requirements set by OPM are included in this campaign. These charities serve a wide range of causes from local concerns, national issues, health care problems, and international relief and development matters.

You've Got the Power to Make Your Gift Have Greater Impact. Knowing that your payroll deduction gift will keep coming throughout the year helps charities plan better and deliver their services more reliably to those in need.

You've Got the Power to Make Your Gift Go Further. Thanks to the low cost of running the CFCNCA, less than 8% of the total raised will be used to manage the campaign. This ratio is lower than nationwide CFC fundraising costs and well below both the CFC regulation of 25% and the prevailing industry standards of 35%.

The Goal for CSOSA / PSA this year is \$55,000.

The Campaign runs from October 22nd through December 3rd.

"You've Got the Power to Help"

Be sure to check out the CSOSA/PSA CFC Online Silent Auction

(Refer to Agency-wide e-mail dated 11/24/03 for details and instructions)

***All funds raised will be donated to the 2003 Combined Federal Campaign**

CSOSA PROUDLY INDUCTS NEW COMMUNITY SUPERVISION OFFICERS BASIC SKILLS CLASS OF 2003-03

*Submitted by Rhonda P. Carter, Training Specialist
Training and Career Development Center*

On October 31, 2003, eighteen (18) graduates of the Basic Skills for Community Supervision Officers Academy were sworn in to their new positions after successfully completing six (6) weeks of intensive training. Please join us in extending congratulations and support to the following new Officers as they settle into their respective assignments within Community Supervision Services:

Amon Banks
Timothy Brown
Robert Evans, III
Crystal Glover
Jermaine Hudson
Christopher Kuhlman
Felicia Murray
Tehran Palmer
Tracey Palmer

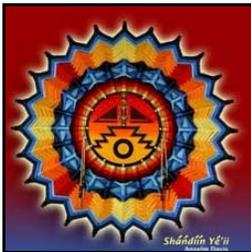
Tiffany Robinson
Ebony Rubio
Nicole Salvano
Shani Spivey
Ingrid St. Villier
Jessica Stigall
Candy Tartt
Stephanie Thompson
Tiffany Wright



CSO Class of 2003-03
Pictured with Director Paul A. Quander, Jr. (far left)
and Associate Director of CSS, Thomas H. Williams (far right)



*Welcome aboard and
good luck to all of you!*



CELEBRATING NATIONAL AMERICAN INDIAN HERITAGE MONTH, 2003

During the month of November, we honor the heritage, accomplishments and contributions of American Indians. On November 20, 2003 CSOSA's Special Observances Committee, sponsored by the Office of Equal Employment Opportunity (EEO), hosted the Agency's annual program to promote awareness of and appreciation for the history and culture of this diverse group of people.

Special Guest **Tracey Toulou**, Director of the U.S. Department of Justice Office of Tribal Justice, provided this year's attendees with background information on the legal responsibilities of the Federal Government in "Indian Country", or communities where Native Americans live within the limits of Indian territory. He also gave an overview of important issues that continue to stand out in Indian Country Law Enforcement, such as the increase in violent crime and improving public safety for Indian citizens who live on or near reservations.



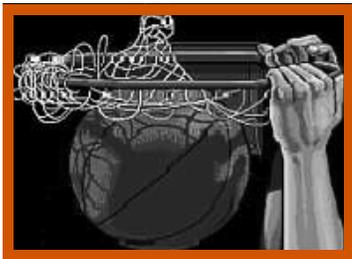
Guest Speaker Penny Gamble-Williams

Guest Speaker **Penny Gamble-Williams**, WOL Radio Talk Show Host and descendent of the Chappaquiddick-Wampanoag Tribe, provided an extra ounce of flavor to this year's event. Through songs and short stories reminiscent of the rich American Indian culture, she illustrated the American Indians' strong sense of connectedness with each other and all living things in their environment. She spoke of the cultural exchange that took place between the American Indians and the African slaves bought to this country, encouraging many attendees to seek out their own Indian roots and family history.

To close out the program, staff and special guest, including students from Whittier Elementary School, were invited to enjoy an ethnic sampling of tasty beef stew, wild rice, corn bread and pumpkin dessert. Hats off to the SOC event planning committee for delivering such a great program in honor of this national observance!

To learn more about American Indians, visit the **National Indian Heritage Foundation** online @ <http://indians.org>.

**CSOSA/PSA
EMPLOYEE RECREATION ASSOCIATION
ANNOUNCES 1ST ANNUAL BASKETBALL TOURNAMENT**



CSOSA, PSA and the Employee Recreation Association cordially invite you to come join in the fun and support our 1st annual Basketball Tournament. Trophies and bragging rights will be given to the winning team!

**When: Saturday Dec. 6, 2003
12 pm - until**

**Where: Run N Shoot
6417 Marlboro Pike
Districts Heights, MD 20747**



Upcoming ...

CSOSA/PSA
Employee Recreation Association Presents:



A WINTER WEEKEND GETAWAY



**Friday, Feb. 13, 2004 to
Sunday Feb 15, 2004**

Friar Tuck Inn & Resort in Catskill, NY
Activities include: skiing, Woodbury Commons Outlet
Shopping, paintball, horseback riding, game room,
ice skating, swimming and more....

For more information please contact:

Emesha James	(202) 585-7804
Danielle Epps	(202) 585-7410
Chanea Carey	(202) 585-7368
Jermaine Cooper	(202) 220-5313
Tiffany Kirkland	(202) 585-7756
Tracie Wilson	(202) 220-5559

E-mail: csosarecreationassociation@csosa.gov

Office Updates

BRINGING TREATMENT TOGETHER

*Submitted by SCSO John-Patrick Ifedi, PhD, LPC, CDCV
& CSO Walter N. Hagins, MSW, CCDVC*

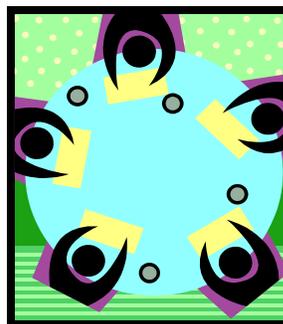
Domestic Violence Intervention Program (DVIP), Team #37

On October 3rd, 2003, CSOSA's Domestic Violence Intervention Program (DVIP, Teams #37 & #36) and Central Intervention Team (CIT) held a dialogue session at the Northeast Field Unit. The purpose of the meeting was for both programs to gain a full understanding of each other's function as they relate to the agency's overall mission and identify potential complementary services that could best assist offenders to be successful with community supervision.

The Domestic Violence Intervention Program (DVIP) is responsible for providing domestic violence treatment to offenders who are mandated to the program by order of the court as a condition of monitoring or community supervision. Treatment is conducted using a composite of therapeutic services that are embedded in Cognitive Theory. The DVIP staff use the Duluth Curriculum, although not exclusively, as its model to correct the many misconceptions that offenders have about the appropriateness of power and control used in intimate and familial relationships.

The Central Intervention Team (CIT) is charged with providing anger management education to referred offenders who display a lack of control of anger and/or uncontrollable impulses that are negatively manifested outside the context of intimate or familial relationships. Similar to the DVIP, the mission of anger management is cognitive restructuring. The program's goal is to change distorted beliefs and thinking that offenders have about anger and the use of violence.

The discussion rendered a striking contrast between the two programs. However, what is more noteworthy is that the DVIP and CIT staff agree that domestic violence and anger management are vital services within the agency and the District of Columbia. Offenders referred to both programs are in dire need of learning new skills and alternatives for



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healthy problem-solving and conflict resolution that these programs provide. And by doing so, each program fulfills its obligation to helping the agency meet its mission and strategic goals.

Another observation worth mentioning is that both programs concur that the services of anger management and domestic violence treatment are similar in most key respects and could successfully co-exist under the same organizational framework.

Overall, the meeting proved to be beneficial for both programs. Staff from each program left with an understanding of the other's function(s) and practical application. More importantly, each committed to maintaining continued dialogue in efforts to improve the specialized services that CSOSA provides to its internal and external customers.



A FORMAT FOR CHANGE

*Submitted by
General Supervision Branch IIB,
Team 6*

Today's young men between the ages of 18-30 have a dramatic presence in America, from entertaining us to motivating us to filling up the criminal justice system. Yet how truly familiar are we with their thoughts and feelings? So often they peer out from beneath do-rags and hooded sweatshirts, purposely hidden from society only to lash out from the pain of being misunderstood. In most instances, these young men want to reveal more of themselves but are afraid; instead they wear the tough exterior for bravado - a defense mechanism. As Community Supervision Officers who begin to peel back the layers, we are amazed to hear how desperately many of these male offenders want and need someone to talk with and offer words of encouragement.

In response to this observation, we the members of General Supervision, Team 6 have created an eight-week "rap format" to provide space for young male offenders to share their growing pains as well as their accomplishments. This format also allows the Community Supervision Officer an opportunity to provide additional support, guidance and direction to the young men so they may successfully complete the community supervision process.

The groups are held every Wednesday for two hours and attendees are afforded the opportunity to share on

the following topics:

- Values Identification
- Effects of Drugs
- Respect
- Conflict Resolution
- Time Management
- Building Positive Relationships
- Money Management
- Parenting

In the beginning, there was little participation and discussion from the offenders. They appeared to be apprehensive about participating and they seemed uncomfortable speaking candidly about some issues. In order to engage the offenders, our team members used popular and sub-cultural topics such as music, clothing, movies and current events to evoke conversation, which ultimately tied into the above-mentioned topics. The young men seemed to embrace our attempts to relate their own lives to the popular images displayed in mass media (i.e. popular magazines, newspapers and television). Insinuating that they also can obtain success in whatever their field of choice through prioritization, legal means and better choices was well received by the young men.

During the sessions, the young men were challenged to question some obvious stereotypes and question some behaviors. We focused on the positive steps being taken by individuals, schools, churches, and communities to provide hope, options, skills, and support. As the group progressed, the young men began to assist each other

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with decision-making skills and debated popular topics.

Guest speakers have been invited to attend some sessions. Mr. James Sheffield, Director of The National Economic Development Administrators, was a guest speaker who provided the offenders with valuable information about his program. The Ex-Offender Re-Entry Initiative Mentoring Program was contacted and representatives provided valuable information and encouragement for the offenders to transition on to other mentoring program. After eight weeks, several offenders were admitted into the various programs for continued mentoring and training in fatherhood skills, life skills, job training and all were admitted into the mentoring program.

Certificates were presented to the offenders who successfully completed the first eight-week program. The young men evaluated the program and one comment made by an offender's was, "...The group was based on real life and it addresses immediate issues."

Many of the young male offenders expressed a need for a concerned adult to nurture their interest and provide an outlet for expression. With this rap format, our team believes that we are expanding our efforts to address the needs of this special group of offenders who need our help to get their life going in a better direction.

Training and Career Development Center Update:

CONGRATULATIONS TO THE 2003 WASHINGTON EXECUTIVE SEMINAR (WES) PARTICIPANTS

Submitted by Deedy M. Peters, Human Resources Specialist

The John A. Carver Training and Career Development Center is pleased to congratulate the following 7 CSOSA employees for their selection, participation and completion of the Graduate School, USDA's 2003 Washington Executive Seminar (WES):

Tammie Crank, Director of Procurement
Kenya Gregory, Assistant General Counsel
Pereuna Johnson, Director, Training and Career Development
Linette Lander, Assistant General Counsel
Barbara Matthews-Beck, Director, EEO, Diversity and Special Programs
Susan Nelson, Space Management Officer
Carol Synder, Security Officer

The WES is a 2-week non-residential program that focuses on the Executive Core Qualifications (ECQs) of Leading Change and Building Coalitions/ Communication. The program also touches on the other ECQ's of Leading People, Results Driven and Business Acumen as well. The candidates attended sessions on Capitol Hill, met with members of Congress, and participated in individual/group activities, exercises and presentations from September 8-19, 2003. The last session was rescheduled to October 17, 2003, due to Hurricane Isabel.



(L-R) Barbara Mathews Beck,
Susan Nelson, Tammie Crank, Pereuna Johnson,
Carol Synder and Kenya Gregory



Linette Lander

Linette Lander, Assistant General Counsel, Office of General Counsel, shared the following remarks about her experience as a participant in the program, "The WES provided me with a great opportunity over two weeks to become acquainted with other federal employees working throughout the government. Stepping away for a few days from the usual deadlines and agency-specific focus enhanced my perspective concerning my own role and CSOSA's place in the Federal government as a whole. The experience was both instructive and inspiring."

If you have any questions about this program, please feel free to contact Deedy Peters at (202) 220-5638.



Office of General Counsel Update: FEDS AND THE FIRST AMENDMENT

Submitted by *Linette A. Lander,*
Assistant General Counsel

The Office of the General Counsel (OGC) occasionally receives questions that touch on various aspects of the First Amendment to the Constitution of the United States as it applies to federal employees. This article will provide some general guidance, but staff is encouraged to contact OGC with specific questions.

Politics: The Hatch Act prohibits covered employees from engaging in political activity while on duty, in a government office or building, while wearing an official uniform, or using a government vehicle. 5 U.S.C. § 7324. Federal regulations define “political activity” as “activity directed toward the success or failure of a political party, candidate for a partisan political office or partisan political group.” 5 C.F.R. § 734.101. Applying these definitions, a recent opinion of the U.S. Office of Special Counsel (OSC) (which enforces the Hatch Act), determined that federal employees are not prohibited from wearing antiwar buttons while on duty, because the buttons are not directed at the success or failure of any political party. OSC Advisory 3/18/03. Following the same logic, a button that supports the military and/or supports a war would also be acceptable in the federal workplace.

Protest: When off duty and not at the workplace, federal employees enjoy all the rights of other citizens to express their views, including participation in political demonstrations. Employees of CSOSA and PSA should keep in mind, however, that any protest situation that escalates to the point of an employee’s arrest would require the employee to report the arrest to the Designated Agency Ethics Official (DAEO) under the personal conduct provisions of the Agency’s Standards of Employee Conduct.

Public Interest: The question of whether the speech of a government employee concerning the workplace is protected under the Constitution involves “a balance between the interests of [the employee], as a citizen, in commenting upon matters of public concern and the interest of the [government], as an employer, in promoting the efficiency of the public services it performs

through its employees.”¹ The leading case that reiterated this rule involved a teacher who criticized a school system policy in a conversation with the media. The short answer as to whether a government employee’s speech concerning the workplace is protected is the attorney’s favorite response: It depends upon the facts and circumstances of the individual case.

Proselytizing: Some employees have asked OGC whether employees are permitted to quote religious readings, wear religious articles of clothing, or to discuss religion with other employees while on official duty. These questions involve a balancing of the two elements of the First Amendment that relate to religious expression: “Congress shall make no law [1] respecting an establishment of religion, or [2] prohibiting the free exercise thereof . . .”² The first clause is known as the establishment clause, and prohibits government endorsement or support for a particular religious establishment. The second clause is known as the “free exercise” clause, and prohibits the government from interfering with an individual’s practice of her religion.

In 1997, President Clinton issued guidelines on “Religious Exercise and Expression in the Federal Workplace.” Those guidelines are too detailed to adequately summarize here. Generally speaking, however, the guidelines provide that federal agencies may not regulate their employees’ religious expression any more than other types of workplace speech. Speech that is objected to by other employees as harassment, or which interferes with workplace efficiency, may be prohibited. Employees are advised to consider the feelings of their colleagues and to be attuned to signals that a particular discussion may not be welcome, recognizing the religious diversity of our workplace and our country as a whole. For their part, government agencies may not give employees or the public the impression of a government preference for a particular religion by posting signs or decorations that are symbols of a particular faith, or coercing participation (or non-participation) in religious activities.

Religious tolerance and neutrality and freedom of expression are among the central values that define our nation and set it apart. Let us protect and celebrate them.

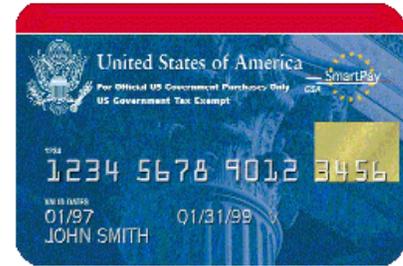
¹ *Mt. Healthy City School District Board of Education v. Doyle*, 429 U.S. 274, 284 (1977) (quoting *Pickering v. Board of Education*, 391 U.S. 563, 568 (1968)).

² Numbers have been inserted for discussion purposes.

Office of Procurement Update: USE OF YOUR GOVERNMENT CREDIT CARD

Submitted by Elijah Anderson, Contract Specialist

Across the Federal government, the small purchase credit card program has proven to benefit programs by speeding-up the delivery of supplies and reducing paperwork. The government purchase card program "SmartPay" is one method the Court Services and Offender Supervision Agency uses to acquire a wide variety of goods and services essential to the agency's operation.



There are sixty-four (64) purchase cardholders within the agency, this includes Fleet cards. Cardholders use the "SmartPay" purchase cards to pay for authorized government purchases and they are subject to established transactional and billing cycle amounts, and merchant code limitations.

Unfortunately, throughout the government there have been some reported incidents of misuse and/or abuse. To assist CSOSA cardholders with appropriate usage, the Office of Procurement offers the following tips to remember when using your "SmartPay" purchase card.

- The card is issued to one individual [cardholder] and he or she is the only person authorized to use that card.
- Every time you make a purchase using your "Smart Pay" purchase card you must complete a credit card transaction form. Your operating plan manager must sign the credit card transaction form. A justification must be provided for all purchases other than routine office supplies or training. Ensure all back-up documentation is attached to the credit card transaction form, i.e. packing slips and invoices.
- **All** credit card transactions require the approval of an **authorized** operating plan manager **before** a purchase is made.
- If your card is used to pay for training, ensure all back-up documentation is attached to the credit card transaction form, i.e. signed training authorization form (SF182) and other documents that describe the training course.
- On Thursdays, a copy of your credit card transaction forms must be provided to the Office of Financial Management.

The "SmartPay" purchase card cannot be used for the following items:



- The purchase of software or equipment that must be reviewed and/or controlled by the agency;
- Employee travel and related expenses (the government travel card is used for all official travel);
- The rental or lease of motor vehicles while on official travel;
- The purchase of gasoline to operate a rental vehicle;
- The purchase of personal items or services of any kind;
- Cash advances through an automated teller machine or through a bank teller;
- Purchasing employee awards; and,
- Telephone calls.

For more information or to obtain a copy of the complete requirements on the appropriate use of your government purchase card, please contact our Program Coordinator, Tammie Crank at (202) 220-5710.

ASK THE DIRECTOR...

Dear Director:

We at the Taylor Street ISCU have exhausted all possibilities in a resolution to our parking situation. At Taylor Street all parking spaces are now assigned to CSOs as will any future spaces. This leaves all of the remaining staff at Taylor with no place to park. All street parking around the area is zoned residential and we must move our cars every 2 hours or receive a citation. We have no transportation to or from Metro since the cancellation of the shuttle bus. Without transportation, we are required to walk 5 blocks through a high crime area. We are asking for your assistance in obtaining some form of parking.

- Taylor Street ISCU Staff

Dear Taylor Street ISCU Staff:

Unfortunately, there is no simple solution to the parking situation at Taylor Street. Federal law places restrictions on providing employee parking at government expense. As you know CSOs are responsible for conducting fieldwork, attending Court and USPC hearings and responding to management. At present, only 17 of the 33 CSOs at Taylor Street have assigned parking spaces. Like the ISCU staff, the other 16 CSOs must utilize Metro, negotiate the residential parking restrictions or make other arrangements. The shuttle service to the Petworth Metro was eliminated in order to adjust the schedule to ensure on-time transportation to Superior Court for the CSOs.

The Office of Management and Administration will be developing a proposed Parking Plan for Taylor Street once the garage renovations have been completed. The proposed Parking Plan will be forwarded to CSS management who will make final parking assignments based on the needs of the agency and taking into consideration all employee concerns. While I cannot guarantee that spaces will be dedicated to ISCU staff, I am confident that the space assignment will be fair and reasonable given the space constraints and competing demands we face.

- Paul A. Quander, Jr.
Director



Office of Human Resources INFO TIP OF THE MONTH:

**Thrift Savings Plan
Open Season
Ends December 31, 2003**

The Thrift Savings Plan (TSP) open season began October 15, 2003 and will end December 31, 2003. During the open season, you may begin contributing to the TSP or change the amount of your contributions.

Where can you get more information about the TSP? The booklet Summary of the Thrift Savings Plan for Federal Employees describes the TSP in detail and contains more information about contribution elections, contribution allocations, and inter-fund transfers. The latest version of this booklet is dated May 2001 and is located on the TSP Web site, www.tsp.gov.

**This personnel benefits tip brought to you
— For Your Information —
by your customer-friendly
Office of Human Resources.**

**CSOSA extends special thanks to
Fran Hagan
of the Office of Human Resources
for an extraordinary job of managing
and coordinating this year's
incentive awards process
and ceremony.**

**Also special thanks to the rest of the OHR staff,
event ushers, presenters and the entire
planning committee for helping to make this
year's awards ceremony a very special occasion
for all our honorees.**

Employee Focus



Employee Milestones



NEW EMPLOYEES FOR THE MONTH OF SEPTEMBER

Office of Community Supervision Services

Maketta J. Batts Sam E. Castle, IV
Shaniece C. Brown Michael K. Woodberry

Erica L. Workman

Office of Information Technology

Timothy P. Barnes
Ali Eskandary

5 YEARS OF GOVERNMENT SERVICE AS OF 9/30/03

Priscilla M. Alston Valerie K. James
Robin Armstrong Anne D. Phillip
Nicole D. Brown Patricia S. Willett

10 YEARS OF GOVERNMENT SERVICE AS OF 9/30/03

Shantell A. Diggs

15 YEARS OF GOVERNMENT SERVICE AS OF 9/30/03

Lorenzo L. Harris, Jr.
Angelia L. Perry

20 YEARS OF GOVERNMENT SERVICE AS OF 9/30/03

Toni M. Brinson Sheila P. Moody
Darrell S. Gomes Eugene A. Randall

30 YEARS OF GOVERNMENT SERVICE AS OF 8/31/03

Victoria Gray

NEW EMPLOYEES FOR THE MONTH OF OCTOBER

Office of Community Supervision Services
Dariel L. Lamar

Office of Information Technology
Timothy G. Ghebeles

1 YEAR ANNIVERSARY WITH CSOSA AS OF 10/31/03

Daryl E. Beard	Elizabeth A. Olson
Jennifer L. Bullock	Marcus A. Patterson
Lakisha D. Copeland	Rosa A. Pena
Lavonya S. Douglas	Nathan A. Penn
Liasia S. Fenwick	Adrienne R. Poteat
Mikhail K. Jackson	James E. Robinson III
Bruce G. James, Jr.	Nicole M. Sims
Eric E. James	Colette D. Smith
Mark J. Lennon	Anthony L. Taylor
Jennifer Lynn-Whaley	Kimberly L. Wade
Shelton C. McKellery	William A. Watkins
Chandra M. Miller	Erika A. Westry

5 YEARS OF GOVERNMENT SERVICE AS OF 10/31/03

Joseph C. Alston
Ignatius O. Asoegwu
Joel O. Azikiwe

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

Malik A. Waleed

15 YEARS OF GOVERNMENT SERVICE AS OF 10/31/03

Cheryl K. Hatcher

20 YEARS OF GOVERNMENT SERVICE AS OF 10/31/03

Deborah J. Canty

CSOSA EMPLOYEES OF THE YEAR 2003

Office of the Director
Leslie M. Combs
Program Analyst
Community Justice Programs

Leslie M. Combs was instrumental to the success of the CSOSA Substance Abuse Treatment and Related Services Work Group, coordinating Community Justice Programs / Community Supervision Services staff efforts, tracking data, representing the Agency in meetings, and shouldering the task of editing the Group's final report of recommendations to improve Agency processes. Ms. Combs also played an important role in tracking and verifying a multi-million dollar contract for treatment, halfway back and ancillary services that placed 2, 217 offenders in various programs.

During the year, Ms. Combs further contributed to the Agency's Critical Success Factors by drafting the scope of work for a residential substance abuse treatment program for dually diagnosed offenders that will enable CSOSA to better serve this offender population. Her talents and dedication are realized in refinements to SMART, quality assurance site visits, resolving vendor issues for improved service delivery, involvement with the Faith Based Initiative, and guidance on changes to Agency business practices. These efforts resulted in increased services and enhanced offender supervision, directly benefiting the community.

Community Supervision Services
Melissa G. Shelton
Community Supervision Officer

Melissa G. Shelton joined General Supervision Branch IIB, Team 31 in August 2002, and has proven to be a dynamic team member who consistently and effectively promotes the CSO mission to "provide appropriate treatment and support services as determined by the needs assessment, to assist offenders in reintegrating into the community, and to establish partnerships with other criminal justice agencies and community organizations". During the past year, Ms. Shelton applied considerable initiative, creativity and energy to furthering these goals.

Ms. Shelton constantly exceeds performance expectations in her casework and is an advocate for the social and personal growth of the offenders under her supervision. She understands the significant connection between her work with offenders and the direct impact supervision has on the safety of the community.

CONGRATULATIONS ON YOUR SUCCESS AND EXEMPLARY PERFORMANCE
IN FURTHERING CSOSA'S MISSION!



Health & Fitness

PLEDGE TO FEEL GOOD, STAY HEALTHY AND CONTROL DIABETES FOR LIFE

*Submitted by Marketia Davis, Office of Facilities Management
Adapted from the American Diabetes Association*



November is National Diabetes Month and the perfect time to commit to a healthy lifestyle since diabetes, which affects how the body turns food into energy, strikes African Americans more than any other race. Nearly 2.8 million African Americans have diabetes, the American Diabetes Association reports.

African Americans are 1.7 times more likely to develop diabetes than whites; are more likely to suffer from diabetes-related complications like heart disease, stroke, blindness, kidney failure and limb amputations, and have higher death rates from the disease.

But it doesn't have to be that way. Exercising, eating right and getting regular health checkups can cut your risk of developing diabetes or suffering from its complications. So in honor of Diabetes Month, pledge to feel good, stay healthy and control diabetes for life with these simple steps:

- ✓ **Educate yourself:** When you eat, your body turns food into glucose (blood sugar), then uses glucose to give your cells energy. In healthy people, a hormone called insulin helps the glucose get into the cells, but if you have diabetes, your body doesn't make enough insulin or can't use it properly. Over time, excess glucose in the blood can damage the eyes, kidneys, nerves and heart.
- ✓ **Know the signs:** One-third of African Americans with diabetes don't know they have it, partly because symptoms are easily missed. Frequent urination, extreme hunger and thirst, vision changes, fatigue, tingling or numbness in the hands and feet, dry skin and slow healing sores are all common signs.
- ✓ **Move it or lose it:** Regular physical activity, like 30 minutes of brisk walking every day helps your cells take in vital blood sugar. If you're overweight, losing a few pounds also helps your body use insulin better. Experts say that shedding just 10 or 20 pounds may be enough to control your diabetes.
- ✓ **Seek balance:** A diet of fatty, sugary food spikes your risk of developing diabetes and boosts blood sugar to dangerous levels when you have the disease. Skip the sweets and fats and go for a balanced diet full of fruits and vegetables. Smoking and heavy drinking also increase your risk of diabetic complications.
- ✓ **Check it:** If you have diabetes, ask your doctor how and when to check your sugar, and what to do when it goes too high or low. Have your blood pressure and cholesterol checked regularly and have your feet, eyes and kidneys examined at least once a year.

For more information go to: www.diabetes.org



WORLD AIDS DAY - DECEMBER 1ST

Five people world-wide die of AIDS every minute of every day. HIV has hit every corner of the globe, infecting more than 42 million men, women and children, 5 million last year alone.

Started in 1988, World AIDS day is not just about raising money, but also about raising awareness, education and fighting prejudice. World AIDS day is also important in reminding people that HIV has not gone away, and that there are still many things to be done to win the war against a very serious disease.

For more information, see the Center for Disease Control's fact sheet on HIV/AIDS at www.cdc.gov, keyword AIDS.

Variety

WHAT ABOUT THE CHILDREN?

*Submitted by Thomas A. Walker, Training Specialist
Training and Career Development Center*

As we approach the holiday season, many of us have much to celebrate and be grateful for. However, some of us remain blind to the growing needs of others, particularly our society's children. We work for an Agency that functions to monitor and address the needs of adult offenders, all the while searching tirelessly for the remedy to make right what has gone wrong in the lives of individuals who commit crimes. But what about the children? We must consider the well-being of the children who run the terrible risk of growing up to be the adults we see processed through the criminal justice system every day.



Each Christmas holiday, CSOSA sponsors the Angel Tree Program. The names of students from an inner city elementary school sponsored by CSOSA are placed on a tree and staff members have an opportunity to select the name of a child for whom they will purchase an inexpensive gift. Once the names are selected and the gifts are placed under the "angel tree", Agency participants travel to the school and deliver the gifts and host an impromptu party for the students. This is a great program and I feel very fortunate to be involved. My children are grown, and my two grandchildren receive so many Christmas gifts from their extended family that they show little interest or gratification. However, in the past 2 years that I have attended the Angel Tree Program gift delivery, one of the most rewarding feelings I've had is being able to watch the faces of the children when they open their presents. As the popular Master Card commercial on TV suggests, "Priceless!"

Last year, Dale Douglas of CSOSA's Office of Facilities dressed up as Santa Claus for the event. Most of the forty plus children actually believed that he had brought them the gifts, so they openly hugged him and expressed their appreciation (that Dale is a lucky guy). I always personally seek out the child that got my gift. You can't help but want to let him or her know that you're responsible for that gift, but you understand how the system works and you learn to keep the secret.

My experience in participating with the Angel Tree project and with trying to reach out to the children involved has shown that it's always a good idea to introduce yourself, give the children some basic information about yourself, and then allow them to ask questions. It's also interesting to have students introduce themselves and state what they plan to be when they grow up. Here's where it usually gets real

interesting for me. Consistently, each of the male students who I asked this question to state with pride that they want to be professional athletes. Upon further investigation I determined that the rationalization for their choice aspiration is often that professional athletes have expensive cars, jewelry, clothing and wads of money to spend. It appears professional athletes are the most visibly successful Black males that they feel they can identify with. I am not one to destroy any child's dream, but I had to tactfully address this issue.

Last year, I gave the children an idea of the number of students that played sports at the secondary and collegian level and I informed them that a very small percentage of those athletes will go on to play at the professional level. I also stated that, what they should do is to work very hard at their academic studies and have a backup career choice, just in case the hopes of becoming a professional athlete didn't pan out. To my disbelief, they would not hear of it.

This bothered me immensely. I know that a percentage of the students living in the District are at risk for dropping out of school because of socio-economic reasons and inevitably, some will resort to criminal behavior to earn a living or to obtain the high-end athletic gear so popular among their generation today. AIDS, illegal drugs and teen pregnancy will claim many of them. Also, a large percentage will believe that their access to the ladder of success has been permanently blocked and just give up. Therefore, I can't help but think that too many of them could eventually wind up as offenders supervised by CSOSA.

I think it's safe to say that one of the key problems faced by many youths today is a faulty family structure; many of them come from fatherless homes or are being raised by elder grandparents in the absence of both parents who may not have the energy to tackle some of the issues our young people are forced to deal with on a daily basis. More specifically, many of our young people, as evidenced by several of the pro-athlete hopefuls I came into contact with during my participation with the Angel Tree Program, have not had the opportunity to observe a successful male role model who gets up in the morning, goes to work, pays taxes and is law abiding. Most are unaware that there are in fact successful males within their community that earn a good honest living without having a good jump shot!

Therefore, as you begin reflecting on how you will observe this holiday season, ask yourself, "Is there anything I can do to give hope to our young brothers and sisters?" Can you help open the mind of a young person to pursue goals and challenges beyond what they see on television? Well, as a start, we need more males to be seen and heard during our annual Angel Tree visit!

Bulletin Board



Congratulations to
Cheryl Hatcher

October 23, 2003 marks her
4-year Wedding Anniversary
and 15 years of dedicated Federal service.

Congratulations to
Immanuel and Malvia Myles
on the birth of their new baby girl,
Imani Elain Myles
born October 12th weighing 5 lbs, 10 oz.

Alfreda Jackson of Community Supervision Services' Intake Unit
Proudly announces her daughter's academic success.
Dominique Y. Jackson made the honor role in her first year
at Isaac J. Gourdine Middle School.

The Office of Facilities Management
would like to congratulate
Orlando Williams on his marriage to
Jessica Tate on October 18, 2003
&
Dale Douglas who celebrated his
33rd Wedding Anniversary
on October 24, 2003

The CSOSA family sends its deepest
sympathy and condolences to
Community Supervision Officers
Ina Igbozurike & W. Benard Davis
for the loss of their loved ones.

Friendly Reminder...

All applications for the **Spring 2004 Tuition Reimbursement Program**
must be submitted by Friday, December 12th to the CSOSA Training and
Career Development Center. Please mail your applications to: 633 Indi-
ana Avenue, NW
Suite 650
Washington, DC 20004

Congratulations to
CSO Angela D. Oliver
on receiving her
Master of Science in Administration
from Central Michigan University
on October 19, 2003

Application packets are available on the CSOSA Web.



Birthday Announcements



Happy Birthday
Linda Lonzer (10/9)
Patrice Richardson (10/15)
Bonnie Andrews (10/18)
& **Cynthia Hunter** (10/18)
From the Office of the Executive Assistant, CSS

Happy Birthday to
Community Supervision Officer
Nicole Sims (10/01)
*From the 3rd Floor Birthday Club
at the K Street, NE Field Unit*

Happy Birthday wishes to
Jemell Courtney (11/21)
& **Ayeola Owens** (11/20)

Members of TIPS Team #27

*The Office of Management & Administration
would like to wish
Tresa Grosshans (10/21), **Linda Ellis** (11/2)
Voni Ross (11/8), & **John Henley** (11/28)
a very Happy Birthday*

(Continued from page 1)

area. Just recently CSOSA was named trustee of the District's Weed and Seed Program. Funded by the U.S. Justice Department, the Weed and Seed Program provides funding to community organizations to support two major goals. The weeding component of the program seeks to identify, investigate and suppress criminal activity in targeted areas using primarily law enforcement strategies. The goal of the seeding component is to divert at-risk youth away from criminal activity using any number of strategies. It is the potential for creativity in the seeding component of the program that I am most excited about. While serving as the trustee for the Weed and Seed Program will not bring additional funds to the agency, it will allow us an opportunity to impact how the money is spent and ensure that the children of offenders are channeled into the various programs.

Over the next year, I'd like to consciously shift our thinking to include the children of offenders in all of our program decisions. This could be the impact of family violence on children in homes where a Civil Protection Order has been filed, how we might expand our Faith Based Initiative to include greater involvement of offender's children or how an offender's inability to read is effecting the school performance of their children. While budget constraints may preclude our developing broad new programs, I believe there are many unexplored partnerships and other linkages that will allow us to have a positive impact our young citizens.

I'm looking for to our next State of the Agency Address and the creative thinking, new programs and accomplishments we will celebrate. Let's keep the momentum going.

- Director Paul A. Quander, Jr.

NEWSLINK QUOTE OF THE MONTH

Offered on the occasion of the 40th anniversary of the death of the 35 President of the United States

"For of those to whom much is given, much is required. And when at some future date the high court of history sits in judgment on each one of us—recording whether in our brief span of service we fulfilled our responsibilities to the state—our success or failure, in whatever office we may hold, will be measured by the answers to four questions: First, were we truly [people] of courage—with the courage to stand up to ones enemies—and the courage to stand up, when necessary to one's associates—the courage resist public pressure, as well as private greed? Secondly, were we truly [people] of judgment—with perspective of the future as well as the past—of our own mistakes as well as the mistakes of others—with enough wisdom to know that we did not know, and enough candor to admit it? Third, were we truly [people] of integrity—[people] who never ran out on either the principles in which they believed or the people who believed in them—[people] who believed in us—[people] whom neither financial gain nor political ambition could ever divert form the fulfillment of our sacred trust? Finally, were we truly [people] of dedication—with an honor mortgaged to no single individual or group, and comprised by no private obligation or aim, but devoted solely to serving the public good and the national interest."

- From the Address of President-Elect John F. Kennedy, delivered to a Joint Convention of the General Court of the Commonwealth of Massachusetts, the State House, Boston on January 9, 1961

NOTE FROM THE EDITOR:

This concludes another edition of the CSOSA Newslink. If you have an idea or an event that you would like covered in future publications, please feel free to contact me via e-mail or phone. Thanks for your continued support!

Erika N. Evans
Newslink Editor & Coordinator
 Voice: (202) 585-7356 / Fax: (202) 585-7374
 Erika.Evans@csosa.gov

COURT SERVICES AND OFFENDER SUPERVISION AGENCY FOR THE DISTRICT OF COLUMBIA



633 INDIANA AVENUE, NW
 WASHINGTON, DC 20004-2902
 (202) 220-5300