



## MONTGOMERY COUNTY DEPARTMENT OF CORRECTION AND REHABILITATION

As our community and local criminal justice system continue to navigate through fluid circumstances due to the ongoing COVID pandemic, our Department continues to re-evaluate and adjust our modified operations in order to meet ongoing and changing needs. To date, our staff at the Montgomery County Correctional Facility (MCCF) and Montgomery County Detention Center (MCDC) have risen beyond expectations in order to facilitate ongoing remote Court hearings and support related stakeholder connections. Operational balance is critical within our facilities to ensure we are able to maintain safety, security, and services to our population. Through recent process reviews we have determined the operational need to adjust the availability and related staff processes for hosting professional phone calls in order to ensure we are able to maintain our core priorities while still providing limited courtesy opportunities.

### **NEW** Update Professional Call Changes– Effective February 16, 2021

Effective Tuesday February 16, 2021, both MCCF and MCDC will reduce the frequency and duration of available professional calls for all attorneys and stakeholders in order to ensure our operational balance within the facilities.

Please note the following operational adjustments for professional calls:

- Six (6) professional call opportunities will be available Monday-Friday at MCCF in thirty (30) minute increments at 10am, 10:30am, 1pm, 1:30pm, 2pm, and 2:30pm only.
- Two (2) professional call opportunities will be available Monday-Friday at MCDC in thirty (30) minute increments at 3pm and 3:30pm only.
- All professional call opportunities for MCCF and MCDC must be scheduled no later than 5pm on the business day before through [Joanna.Henriquez@montgomerycountymd.gov](mailto:Joanna.Henriquez@montgomerycountymd.gov). The designated time slots will be filled on a first come first serve basis. Additional call requests will be considered for next available time slots on a subsequent business day.
- Professional calls will not be available during the evenings, weekends, or holidays.

We recognize this change in practice will require adjustments for attorneys and stakeholders to resume primary connections with clients in our custody through onsite professional visits. Full legal access to custodial clients remains intact through onsite professional visits at both facilities on a daily basis from 8am-11am, 1pm-4pm, and 6pm-8pm.

We will continue to re-evaluate our operational capacities at both facilities for any future adjustments needed as well as alternative opportunities to consider.

## **June 8<sup>th</sup>, 2020**

Update Professional Visiting– Effective June 8<sup>th</sup>, 2020 professional visits are permitted. Attorneys may enter any of the facilities to complete professional visits with their clients (no appointments required). Professional visits will occur in designated professional visiting offices with barriers (plexi-glass) between the client. Please note that pursuant to the recent orders issued by Governor Larry Hogan and County Executive Marc Elrich, anyone entering any DOCR facility must wear a mask. Anyone not wearing a mask will be refused entry. Additionally, prior to be admitted to any DOCR facility, you will need to submit to a temperature check. If your temperature is 100.4 or higher, you will be denied entry. We appreciate your understanding and cooperation as we take steps to protect the inmates and staff of the DOCR.

## **April 17<sup>th</sup>, 2020**

Effective April 17<sup>th</sup>, 2020, in light of the COVID-19 pandemic, and in accordance with duties imposed by Correctional Services sec. 11-103 of the Annotated Code of Maryland and Montgomery County Code sec. 13-1, DOCR is suspending face to face attorney visits until the end of the public health emergency. If you are an attorney who needs to speak to your client related to a legal matter that is being heard by the Court, you may come to the Montgomery County Correctional Facility (MCCF) to have a phone conversation with your client or you may pre-schedule a time to have a phone conversation with your client. Attorney phone hours will be **8-11am, 1-4pm and 6-8pm daily**. To schedule an appointment to speak to your client please contact Deputy Warden Shelford Gilliam at **240-773-9842**. Similar arrangements can be made at the Montgomery County Detention Center (MCDC) by contacting Acting Deputy Warden Martin Westby at **240-777-9962** and at the Montgomery County Pre-Release Center (PRC) by contacting Acting Chief Ben Stevenson at **240-773-4262**. Staff will make every effort to ensure that inmates have a confidential communication with their attorney within the reasonable staffing and security parameters of the facility. Please note that pursuant to the recent orders issued by Governor Larry Hogan and County Executive Marc Elrich, anyone entering any DOCR facility must wear a mask. Anyone not wearing a mask will be refused entry. Additionally, following guidance from the CDC, prior to be admitted to any DOCR facility, you will need to submit to a temperature check. If your temperature is 100.4 or higher, you will be denied entry. This is an unprecedented time and we appreciate your understanding as we take steps to protect the inmates and staff of the DOCR.