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Description of document: Federal Bureau of Prisons (BOP) Meeting agendas for each meeting of the National Institute of Corrections Advisory Board, 2012 - 2024

Requested date: 09-May-2024

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Source of document: FOIA/PA Section  
Office of General Counsel, Room 924  
Federal Bureau of Prisons  
320 First Street, N.W.  
Washington, DC 20534  
Email: [BOP-OGC-EFOIA-S@BOP.GOV](mailto:BOP-OGC-EFOIA-S@BOP.GOV)  
[Electronic FOIA Request Form](#)  
[FOIA.gov](http://FOIA.gov)

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**U.S. Department of Justice  
Federal Bureau of Prisons**

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*Central Office  
320 First St., NW  
Washington, DC 20534*

March 25, 2025

Request Number: 2024-03494

This is in response to the above referenced Freedom of Information Act (FOIA) request. A copy of your request is attached for review.

In response to your request, staff located 24 pages of responsive records, which were forwarded to this office for a release determination. After careful review, we determined 22 pages are appropriate for release in full and 2 pages are appropriate for release in part. Copies of released records are attached. Please note, the NIC website ([Advisory Board Public Hearings & Outcomes | National Institute of Corrections \(nicic.gov\)](https://www.nicic.gov)) has been updated since the submission of your request.

Pursuant to the Freedom of Information Act, 5 U.S.C. § 552, records were redacted under the following exemptions: (b)(6), Permits withholding of records and information about individuals when disclosure would be a clearly unwarranted invasion of personal privacy. (b)(7)(C), Permits withholding of records when an unwarranted invasion of personal privacy could reasonably be expected. BOP considered the foreseeable harm standard when reviewing responsive records and applying FOIA exemptions.

If you have questions about this response, please feel free to contact the undersigned, this office, or the Federal Bureau of Prisons' (BOP) FOIA Public Liaison, Ms. Kara Christenson, at 202-616-7750, 320 First Street NW, Suite 936, Washington DC 20534, or BOP-OGC-EFOIA-S@bop.gov.

Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, Room 2510, 8601 Adelphi Road, College Park, Maryland 20740-6001; e-mail at [ogis@nara.gov](mailto:ogis@nara.gov); telephone at 202-741-5770; toll free at 1-877-684-6448; or facsimile at 202-741-5769.

If you are not satisfied with my response to this request, you may administratively appeal by writing to the Director, Office of Information Policy (OIP), United States Department of Justice, 441 G Street, NW, 6th Floor, Washington, D.C. 20530, or you may submit an appeal through OIP's FOIA STAR portal by creating an account following the instructions on OIP's website: <https://www.justice.gov/oip/submit-and-track-request-or-appeal>. Your appeal must be postmarked or electronically transmitted within 90 days of the date of my response to your request. If you submit your appeal by mail, both the letter and the envelope should be clearly marked "Freedom of Information Act Appeal." If possible, please provide a copy of your original request and this response letter with your appeal.

Sincerely,

A handwritten signature in black ink, appearing to be 'J. Brown', written in a cursive style.

J. Brown, for  
Kara Christenson  
Supervisory Government Information Specialist



**Advisory Board Meeting**  
**Virtual**

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**Friday, June 23, 2023**

12:30 PM	Call to Order and Welcome	Alix M. McLearen, PhD. Director (A)
	Instructions to Advisory Board and Guests	Leslie S. LeMaster, DFO
12:35 PM	Opening Comments and Introductions	Reginald Wilkinson, Chair
12:40 PM	Review and Approval of Meeting Outcomes	Reginald Wilkinson, Chair
12:45 PM	NIC Director Update	Alix M. McLearen, PhD. Director (A)
1:00 PM	Brief Remarks from Bureau of Prisons Director	Colette S. Peters, Director, BOP
1:05 PM	NIC Needs Assessment Review and Discussion	Alix M. McLearen, PhD. Director (A)
1:50 PM	Association Member Comment Period	Alix M. McLearen, PhD. Director (A)
1:55 PM	Public Comment Period	Alix M. McLearen, PhD. Director (A)
2:00 PM	Adjourn Meeting	Alix M. McLearen, PhD. Director (A)

Good afternoon, NIC Board Members and Designees!

Our Virtual Board Meeting is almost upon us at just a week away on **Wednesday, March 10th, from 1:00 to 4:00 PM eastern time.**

As this is a three-hour meeting, we have prepared an abbreviated agenda to focus on the goals of Board Chair Peters and Vice Chair Morgan. The agenda is as follows:

**12:30 PM Eastern**

- Begin signing on to the WebEx platform, ensuring that everything's working as it should. Please ensure that you are signed in no later than 12:50 PM Eastern time.

**1:00 PM Eastern**

- Call to Order (Board Chair Colette Peters & NIC Acting Director Shaina Vanek)

**1:05 PM Eastern**

- Brief Introductions of Board Members (Appointees and Ex-Officio), and Designees (Board Chair Peters)
- Review and approval of October 2020 Meeting Outcomes (Board Chair Peters)

**1:20 PM Eastern**

- NIC Acting Directors Report - Brief State of the Institute (NIC Acting Director Vanek)
- Questions throughout from Board Members/Designees

**2:00 PM Eastern**

- NIC's Virtual Education Overview & Considerations (NIC Chief Jeff Hadnot)

**2:45 AM Eastern**

- Public Comment Period / Additional Board Questions (Board Chairperson Peters, Acting Director Vanek)

**3:00 PM Eastern**

- Release all attendees except sitting Board Members (or their designees)
- Subcommittee Report to Full Board (closed to the public, lead by Dr. Wilkinson)

**4:00 PM Eastern**

- Adjourn

In terms of preparation, we wanted to provide two documents that will help you get ready for the meeting:

The first is the **establishing legislation** from Congress that created NIC. No need to study this document, but I wanted to be sure you had a copy as you will likely refer to it often throughout your tenure on the board.

The second document is the **draft advisory board outcomes document** from our last Board meeting (October 2020). Please review it as you will be asked for any edits and then to vote on making it part of the formal permanent record during the meeting next week.

I also wanted to encourage you to **connect to the WebEx platform** and ensure that your technology works the way it should prior our meeting. **Leslie LeMaster**, NIC's Executive Assistant, can do a test run with you this week or early next, if you haven't done so already. She's cc'd on this message and can be reached at [redacted] She'll be sending out the logon link and password for the meeting via email this week, so please keep an eye out for it.

On Wednesday (3/10) morning, she will send out a reminder with the logon link, password, and step-by-step login instructions. **Please remember to follow the instructions so you come up as a named board member/designee and we can call on you during the meeting as needed** (and not "Call In User\_5"). We want to know who you are! :)

Should you have any questions between now and next Wednesday, please don't hesitate to email either Leslie or myself or call me at [redacted] The entire NIC team is looking forward to the meeting and being virtually "together"! Take good care and stay safe,  
Shaina

Shaina Vanek  
Acting Director | [redacted]@bop.gov | [redacted]



**Central Office**  
320 First Street - 5002  
Washington D.C. 20534  
NIC: 800.995.6423  
<http://NICIC.gov/HelpDesk>



## Advisory Board Meeting

500 First Street NW, 2<sup>nd</sup> Floor Conference Room  
Washington, DC 20534

### Monday, December 10, 2012

8:00 AM	Continental Breakfast	
8:30 AM	Welcome and Opening Comments	Chair Diane Williams
9:00 AM	Comments from Bureau of Prisons Director	Charles Samuels
9:15 AM	Review and Approval of April 2012 Meeting Minutes	Diane Williams
9:30 AM	National Institute of Corrections Director's Report	Morris Thigpen
10:00 AM	<b>Break</b>	
10:15 AM	Review and Discussion of August 2012 Hearing Themes	Diane Williams
11:45 AM	<b>Lunch (On Your Own)</b>	
1:00 PM	Presentation: Academy <i>Motivational Interviewing, Suicide Prevention, Thinking for a Change, Reentry Virtual Conference</i>	Robert Brown
1:45 PM	Presentation: Jails <i>AB 900, Indian Country Jails, New Jail Planning, Collaboration with Community Services EBDM</i>	Fran Zandi
2:00 PM	<b>Break</b>	
2:15 PM	Presentation: Community Services <i>Transition from Jail to Community, Evidence-Based Decision Making</i>	Jim Cosby
3:00 PM	Presentation: Prisons <i>Division Achievements through FY 2012</i>	BeLinda Watson
3:45 PM	Wrap Up	Diane Williams
4:00 PM	Adjourn	Diane Williams

## Tuesday, December 11, 2012

8:00 AM	Continental Breakfast	
8:30 AM	Executive Advisory Board Session (Closed)	Chair Diane Williams
10:00 AM	<b>Break</b>	
10:15 AM	Executive Advisory Board Session Continued (Closed)	Diane Williams
11:45 AM	Next Meeting Dates, Wrap Up	Diane Williams
12:00 PM	Adjourn	Diane Williams





## Advisory Board Meeting

500 First Street NW, 2<sup>nd</sup> Floor Conference Room, Washington, DC 20534

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### Monday, March 9

7:30 AM	Continental Breakfast	
8:00 AM	Welcome and Instructions to Advisory Board and Guests	Shaina Vanek
8:15 AM	Opening Comments	Diane Williams
8:30 AM	Review and Approval of September 2014 Meeting Notes	Diane Williams
8:45 AM	National Institute of Corrections Director's Report	Jim Cosby
9:45 AM	<b>Break</b>	
10:00 AM	Agency and Association Updates	
11:00 AM	Public Comment Period	
11:15 AM	<b>Lunch (On Your Own)</b>	
12:30 PM	NIC Prisons Division: A Primer on Initiatives and Invitation for Advice and Recommendations	BeLinda Watson
1:00 PM	Green Corrections: Creating Sustainable and Environmentally Responsible Futures	Tony Stines
1:30 PM	Crisis Intervention Teams: Promoting Better Outcomes for Persons with Mental Illnesses	Anita Grant Sandora Cathcart
2:15 PM	<b>Break</b>	
2:45 PM	Executive Women's Leadership: Updating Program and Curricula	Evelyn Bush
3:30 PM	NIC Prisons Division: Suggestions for Future Activities	Diane Williams
4:15 PM	Public Comment Period	
4:30 PM	The Changing Face of Jails: Shifting Division Priorities in Response to the Needs of the Field	BeLinda Watson
5:00 PM	Wrap Up and Adjourn	Diane Williams

## Tuesday, March 10

7:30 AM	Continental Breakfast	
8:00 AM	Follow Up on Items/Issues from Day 1 (Next Steps, Advice to NIC, etc.)	Diane Williams
8:45 AM	Staff Wellness Subcommittee: Update to Full Board	Colette Peters
9:15 AM	NIC's Wellness Work: An Overview	Maureen Buell
9:45 AM	<b>Break</b>	
10:00 AM	Staff Wellness Subcommittee: Discussion, Planning and Assigning Tasks	Colette Peters
11:00 AM	Planning for Next Advisory Board Meeting Division Update, Goals, and Objectives	Diane Williams Shaina Vanek
11:30 AM	Wrap Up	Diane Williams
11:45 AM	Adjourn / Travel	



## Advisory Board Meeting

500 First Street NW, 2<sup>nd</sup> Floor Conference Room, Washington, DC 20534

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### Monday, March 9

7:30 AM	Continental Breakfast	
8:00 AM	Welcome and Instructions to Advisory Board and Guests	Shaina Vanek
8:15 AM	Opening Comments	Diane Williams
8:30 AM	Review and Approval of September 2014 Meeting Notes	Diane Williams
8:45 AM	National Institute of Corrections Director's Report	Jim Cosby
9:45 AM	<b>Break</b>	
10:00 AM	Agency and Association Updates	
11:00 AM	Public Comment Period	
11:15 AM	<b>Lunch (On Your Own)</b>	
12:30 PM	NIC Prisons Division: A Primer on Initiatives and Invitation for Advice and Recommendations	BeLinda Watson
1:00 PM	Green Corrections: Creating Sustainable and Environmentally Responsible Futures	Tony Stines
1:30 PM	Crisis Intervention Teams: Promoting Better Outcomes for Persons with Mental Illnesses	Anita Grant Sandora Cathcart
2:15 PM	<b>Break</b>	
2:45 PM	Executive Women's Leadership: Updating Program and Curricula	Evelyn Bush
3:30 PM	NIC Prisons Division: Suggestions for Future Activities	Diane Williams
4:15 PM	Public Comment Period	
4:30 PM	The Changing Face of Jails: Shifting Division Priorities in Response to the Needs of the Field	BeLinda Watson
5:00 PM	Wrap Up and Adjourn	Diane Williams

## Tuesday, March 10

7:30 AM	Continental Breakfast	
8:00 AM	Follow Up on Items/Issues from Day 1 (Next Steps, Advice to NIC, etc.)	Diane Williams
8:45 AM	Staff Wellness Subcommittee: Update to Full Board	Colette Peters
9:15 AM	NIC's Wellness Work: An Overview	Maureen Buell
9:45 AM	<b>Break</b>	
10:00 AM	Staff Wellness Subcommittee: Discussion, Planning and Assigning Tasks	Colette Peters
11:00 AM	Planning for Next Advisory Board Meeting Division Update, Goals, and Objectives	Diane Williams Shaina Vanek
11:30 AM	Wrap Up	Diane Williams
11:45 AM	Adjourn / Travel	



**Advisory Board Meeting**  
**Washington, D.C.**

**Wednesday, April 3, 2024**

8:30 AM	Call to Order	Leslie LeMaster, DFO
	Instructions to Advisory Board and Guests	Leslie LeMaster, DFO
8:35 AM	Welcome to the Board and Guests	Holly Busby, Director (A)
8:45 AM	Advisory Board Chair Voting and Selection	Leslie LeMaster, DFO and Board
8:55 AM	Review and Approval of Meeting Outcomes	Leslie LeMaster, DFO, and newly elected Chair
9:00 AM	Advisory Board Update: Director Hiring Process	Reginald Wilkinson, Ed. D.
9:30 AM	Break	
9:40 AM	Remarks from Bureau of Prisons Director	Colette S. Peters, Director
9:50 AM	NIC Director Update	Holly Busby, Director (A)
10:50 AM	Break	
11:00 AM	Division Briefings	Division Chiefs
	Community Services	Robbye Braxton, Chief (A)
12:00 PM	Lunch on Your Own	
1:00 PM	Division Briefings continued	
1:00PM	Jails Division	Stephen Amos, Chief

2:00PM	Break	
2:10PM	Academy Division	Jeff Hadnot, Chief
3:10PM	Break	
3:20PM	Prisons Division	Ronald Taylor, Chief
4:20PM	Closing Comments	Chair and Holly Busby, Director (A)
4:30PM	Adjourn Day One	Leslie LeMaster, DFO

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## Thursday, April 4, 2024

8:30 AM	Call to Order / Day Two Instructions to Advisory Board and Guests	Leslie LeMaster, DFO
8:35 AM	Welcome to the Board and Guests / Overview of the Day	Chair and Holly Busby, Director (A)
8:45 AM	Association and Agency Updates	Chair and Representatives
9:45 AM	Break	
9:55 AM	NIC Advisory Board Bylaws Development	Leslie LeMaster, DFO and Board Members
10:25 AM	FY2024 Meeting Planning/Scheduling Discussion	Leslie LeMaster, DFO, and the Board
10:40 AM	Public Comment Period	Chair
10:50 AM	Closing Comments	Chair and Holly Busby, NIC Director (A)
11:00 AM	Public Session Adjourns	Chair and Holly Busby, NIC Director (A)
11:00 AM	Private Session	DFO and Voting Board Members
12:00 PM	Adjourn Private Session	Leslie LeMaster, DFO



## Advisory Board Meeting

500 First Street NW, Washington, DC 20534

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### Thursday, June 21

8:00 AM	Continental Breakfast	
8:30 AM	Welcome and Instructions to Advisory Board and Guests	Shaina Vanek
8:45 AM	Opening Comments and Introductions	Diane Williams
9:00 AM	Remarks from Bureau of Prisons Acting Director	Hugh Hurwitz
9:15 AM	Review and Approval of January 2018 Meeting Outcomes	Diane Williams
9:30 AM	<b>Break</b>	
9:45 AM	National Institute of Corrections Acting Director's Report	Shaina Vanek
10:45 AM	Public Comment Period	
11:00 AM	<b>Lunch (On Your Own)</b>	
12:30 PM	Agency and Association Updates	Shaina Vanek
1:45 PM	<b>Break</b>	
2:00 PM	Strategic Planning Update and Implementation Efforts	Ted Kniker
3:30 PM	Wrap Up, Next Steps, Advice to NIC	Diane Williams
4:00 PM	Public Comment Period	
4:15 PM	Chairperson Transition: Diane Williams / Colette Peters	Shaina Vanek
4:30 PM	Adjourn Public Meeting	Colette Peters

### Friday, June 22 (Closed Session)

8:00 AM	Continental Breakfast	
8:30 AM	Welcome / Setting the Agenda	Shaina Vanek Colette Peters
9:00 AM	Review of NIC Director Vacancy / Status Update & Planning Session for Future Engagement	Colette Peters
11:15 AM	Wrap Up / Adjourn Public Meeting	Colette Peters



## Advisory Board Meeting

Virtual via WebEx

### Wednesday, June 1, 2022

11:30 AM	Begin WebEx login	
11:50 AM	Web Ex login complete	
12:00 PM	Welcome and Instructions to Advisory Board and Guests	Shaina Vanek
12:05 PM	Opening Comments	Colette S. Peters
12:10 PM	Review and Approval of December 6, 2021 Outcomes	Colette S. Peters
12:15 PM	Remarks from Bureau of Prisons Director	Michael Carvajal
1:30 PM	NIC eLearning Update: Private Provider Access Pilot	Jeff Hadnot Scott Weygandt Sharon Clausen
2:00 PM	Agency and Association Updates	Association Representatives
3:00 PM	Public Comment Period	
3:15 PM	Wrap Up and Adjourn Meeting	Colette S. Peters Gabriel Morgan





National Institute of Corrections

## Advisory Board Meeting

11900 E Cornell Avenue, Aurora, CO 80014

### Monday, June 8

7:30 AM	Continental Breakfast	
8:00 AM	Welcome and Instructions to Advisory Board and Guests	Shaina Vanek
8:15 AM	Opening Comments and Review and Approval of March 2015 Meeting Notes	Diane Williams
8:30 AM	Core Correctional Communications: A Bureau Pilot Project with Implications for the Larger Field	Bernie Iszler
9:00 AM	Staff Wellness Virtual Conference Update	Colette S. Peters Bernie Iszler
10:00 AM	<b>Break</b>	
10:15 AM	Learning Management System : Trends and Strategies	Scott Weygandt
10:45 AM	Information Center: Data, Trends, and Usage	Tracey Vessels
11:45 AM	<b>Lunch (On Your Own)</b>	
1:00 PM	Agency and Association Updates	
1:45 PM	NIC's Leadership Courses: A Strategy for the Future	Amanda Hall
2:45 PM	<b>Break</b>	
3:00 PM	NIC Academy Division: A Review of Initiatives and Invitation for Advice and Recommendations	Jeffrey Hadnot
3:30 PM	National Institute of Corrections Director's Update	Jim Cosby
4:15 PM	Public Comment Period	
4:30 PM	Wrap Up and Adjourn	Diane Williams
5:00 PM	Depart Academy for Hotel (Bus)	

## Tuesday, June 9

7:30 AM	Continental Breakfast	
8:00 AM	Follow Up on Items/Issues from Day 1 (Next Steps, Advice to NIC, etc.)	Diane Williams
8:30 AM	Resiliency In Corrections: Overview and Focus Group	Amanda Hall
9:45 AM	<b>Break</b>	
10:00 AM	Resiliency In Corrections: Focus Group (continued)	Amanda Hall
11:30 AM	Planning for Next Advisory Board Meeting	Diane Williams Shaina Vanek
11:45 AM	Wrap Up	Diane Williams
12:00 PM	Adjourn / Depart Academy for Hotel (Bus) or Airport (Van)	



**Advisory Board Meeting**  
500 First Street NW, Washington, DC 20534

**Thursday, May 5**

7:30 AM	Continental Breakfast	
8:00 AM	Welcome and Instructions to Advisory Board and Guests	Shaina Vanek
8:15 AM	Opening Comments	Diane Williams
8:30 AM	Remarks from Bureau of Prisons Acting Director	Tom Kane
8:45 AM	Review and Approval of June 2015 Meeting Outcomes	Diane Williams
8:50 AM	National Institute of Corrections Director's Report	Jim Cosby
9:45 AM	<b>Break</b>	
10:00 AM	Agency and Association Updates	Shaina Vanek
11:00 AM	Public Comment Period	
11:15 AM	<b>Lunch (On Your Own)</b>	
12:30 PM	NIC Jails Division: A Primer on Efforts and Division Staff	Stephen Amos
1:00 PM	Jails Division: Program Reviews and Assessments	Stephen Amos Division Staff
1:30 PM	Jails Division: Program Improvement Measures	Stephen Amos Division Staff
2:15 PM	<b>Break</b>	
2:45 PM	Jails Division: Targeted Technical Assistance and Initiatives	Stephen Amos Division Staff
3:30 PM	California's AB 109 and Impact on Local Jails	Stephen Amos
4:15 PM	Public Comment Period	
4:45 PM	Wrap Up and Adjourn	Diane Williams
5:00 PM	Adjourn	

## Friday, May 6

7:30 AM	Continental Breakfast	
8:00 AM	Welcome / Follow Up on Items / Issues from Day 1 (Next Steps, Advice to NIC, etc.)	Shaina Vanek Diane Williams
8:30 AM	Wellness Subcommittee Report Out and Approval of Draft Report	Colette S. Peters
9:00 AM	Information Sharing with Professional Associations	Diane Williams
9:30 AM	<b>Break</b>	
9:45 AM	Engaging Advisory Board Members Between Meetings	Gary Raney
10:30 AM	Planning for Next Advisory Board Meeting	Diane Williams Shaina Vanek
11:00 AM	Wrap Up / Adjourn Public Meeting	Diane Williams Shaina Vanek

DRAFT



**Advisory Board Meeting**  
500 First Street NW, Washington, DC 20534

**Thursday, August 31**

7:30 AM	Continental Breakfast	
8:00 AM	Welcome and Instructions to Advisory Board and Guests	Shaina Vanek
8:15 AM	Opening Comments and Introductions	Diane Williams
8:30 AM	Remarks from Bureau of Prisons Acting Director	Tom Kane
8:45 AM	Review and Approval of May 2016 Meeting Outcomes	Diane Williams
8:50 AM	National Institute of Corrections Acting Director's Report	Shaina Vanek
9:45 AM	<b>Break</b>	
10:00 AM	Set Up For Success: Implementation Science – Challenges, Opportunities, and Lessons Learned	Holly Busby
10:45 AM	Agency and Association Updates	Shaina Vanek
11:30 AM	Public Comment Period	
11:45 AM	<b>Lunch (On Your Own)</b>	
1:00 PM	Strategic Planning Focus Group	Shaina Vanek Diane Williams Ted Knicker
2:45 PM	<b>Break</b>	
3:00 PM	Strategic Planning Focus Group <i>(continued)</i>	Ted Knicker
4:30 PM	Public Comment Period/ Closed Executive Session (Advisory Board & DFO Only)	Diane Williams
5:00 PM	Wrap Up	Diane Williams
5:15 PM	Adjourn Meeting	

## Friday, September 1

7:30 AM	Continental Breakfast	
8:00 AM	Welcome / Follow Up on Items / Issues from Day 1 (Next Steps, Advice to NIC, etc.)	Shaina Vanek Diane Williams
8:15 AM	Chunking, Coaching, and Capacitating: The Future of Corrections Learning	Jeff Hadnot Bernie Isler
9:00 AM	Opioids and Justice Involved Populations	Stephen Amos
9:45 AM	<b>Break</b>	
10:00 AM	Site Assessments: The Key to Successful Interventions	Ron Taylor
10:45 AM	Norval Morris Program on Corrections Innovation	Thom Feucht
11:15 AM	Planning for Next Advisory Board Meeting(s) Wrap Up / Adjourn Meeting	Diane Williams Shaina Vanek



National Institute of Corrections

## Advisory Board Meeting

901 D Street SW, Washington, DC 20024

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### Tuesday, January 24, 2023

8:30 AM	Arrive for Meeting, Visit with Colleagues	
9:00 AM	Call to Order and Welcome	Alix M. McLearen, Director (A)
	Instruction to Advisory Board and Guests	Leslie LeMaster, DFO
9:15 AM	Board Member and Staff Introductions	Alix M. McLearen, Director (A)
9:30 AM	Advisory Board Chair / Vice Chair Selection	DFO and Board
9:45 AM	Review and Approval of Meeting Outcomes	New Chair
9:50 AM	Remarks from Bureau of Prisons Director	Collette S. Peters, Director, BOP
10:00 AM	<b>Break</b>	
10:15 AM	NIC Director's Report	Alix M. McLearen, Director (A)
10:30 AM	Question and Answer Period: Division Briefing Packets	NIC Division Chiefs/Program Staff
11:00 AM	Public Comment Period	
11:15 AM	<b>Adjourn Public Portion of Advisory Board Meeting</b> <i>Ex-Officios, Guests, and NIC Staff Members Depart</i>	
11:30 AM	<b>Advisory Board Private Lunch Convenes</b>	
1:15 PM	Closed Advisory Board Session Convenes Ethics Training for Appointed Board Members	Members and Alternate DFO Rachel Cejka
1:45 PM	<b>Break</b>	
2:00 PM	Board Business/Planning Session/Internal Personnel Matters	Chair
4:00 PM	Adjourn Meeting	Chair

**Wednesday, January 25, 2023 [ CLOSED SESSION ]**

8:30 AM Arrive for Meeting, Visit with Colleagues

9:00 AM Call to Order and Welcome

Alix M. McLearen, Director (A)

9:15 AM Continuation Board Business/Planning  
Session/Personnel Matters

Chair, Members, Alternate DFO

11:00 AM **Adjourn Meeting**





## Advisory Board Meeting

Washington, D.C.

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### Wednesday, September 13, 2023

9:00 AM	Call to Order	Leslie LeMaster, DFO
	Instructions to Advisory Board and Guests	Leslie LeMaster, DFO
	Welcome to the Board and Guests	Alix M. McLearen, Ph.D. Director (A) Reginald Wilkinson, Chair, Ed.D.
9:05 AM	Review and Approval of Meeting Outcomes	Leslie LeMaster, DFO Reginald Wilkinson, Chair, Ed.D.
9:15 AM	NIC Director Update	Alix M. McLearen, Ph.D. Director (A)
9:45 AM	Advisory Board Updates: Director Search	Reginald Wilkinson, Chair, Ed.D.
9:55 AM	Advisory Board Updates: NIC Needs Assessment Subcommittee	Reginald Wilkinson, Chair, Ed.D.
10:05 AM	Re-Open Discussion: NIC Needs Assessment Report	Alix M. McLearen, Ph.D. Director (A)
10:20 AM	Commentary on Needs Assessment to Board from Stakeholders/Professional Associations	Reginald Wilkinson, Chair, Ed.D.
12:00 PM	Lunch on your own	
1:00 PM	Updates and Commentary on Needs Assessment to Board from NIC Chiefs and Employees	Reginald Wilkinson, Chair, Ed.D.

2:15 PM	Association Updates	Reginald Wilkinson, Chair, Ed.D.
3:00 PM	Public Comment Period	Reginald Wilkinson, Chair, Ed.D.
3:15 PM	Adjourn Public Meeting	Leslie LeMaster, DFO
3:20 PM	Closed Session	
4:00 PM	Adjourn Closed Session	Leslie LeMaster, DFO



## Advisory Board Meeting

500 First Street NW, Washington, DC 20534

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### Friday, August 17, 2018

8:00 AM	Continental Breakfast	
8:30 AM	Welcome and Instructions to Advisory Board and Guests	Shaina Vanek
8:45 AM	Opening Comments and Introductions	Colette Peters
9:00 AM	Remarks from Bureau of Prisons Acting Director	Hugh Hurwitz
9:15 AM	Review and Approval of June 2018 Meeting Outcomes	Colette Peters
9:30 AM	<b>Break</b>	
9:45 AM	National Institute of Corrections Acting Director's Updates <i>(in response to June 2018 data requests from Advisory Board)</i>	Shaina Vanek
11:00 AM	Public Comment Period	
11:15 AM	<b>Lunch (On Your Own)</b>	
12:45 PM	Strategic Planning Update from Coordinator and Goal Owners	Bob Brown Goal Owners
1:15 PM	Division Update and Special Topic: Boundaries Training	Holly Busby
1:45 PM	Division Update and Special Topic: Modifying Current Audit Tool	Ron Taylor
2:15 PM	<b>Break</b>	
2:30 PM	Division Update and Special Topic: Statewide Training Partnerships	Stephen Amos
3:00 PM	Division Update and Special Topic: Leadership Training Efforts	Jeff Hadnot
3:30 PM	Important Agency Updates / Public Comment Period	
4:00 PM	Wrap Up, Next Steps, 2019 Scheduling, Advice to NIC	Colette Peters
4:45 PM	Adjourn Public Meeting	Colette Peters