

Subject: RE: Public Records Request (MD-BCDC-24-1769) @encrypted
Date: Wednesday, October 23, 2024 at 8:21:33 AM Eastern Daylight Time
From: Kelly Shaw
To: AO Records
Attachments: ICE emails (Final).pdf

EXTERNAL SENDER

Good Morning,

October 23, 2024

Via Electronic Mail

Danny Martinez
1030 15th Street NW Ste B255
Washington, DC 20005

Re: Maryland Public Information Act (MPIA) Request NR# 24-985

Dear Mr. Martinez,

On October 2, 2024, you submitted a request for public records to Baltimore County's Department of Corrections for;

" All email communications (including emails, email attachments, complete email chains, calendar invitations, and calendar invitation attachments) between (a) any of the Baltimore County Department of Corrections officials listed below, and (b) U.S. Immigration and Customs Enforcement (ice.dhs.gov).

Baltimore County Department of Corrections Officials:

- i. Walt Pesterfield, Director*
- ii. Hilary Siakor-Sirleaf, Deputy Director*
- iii. Renard Brooks, Deputy Director*
- iv. Andrew Chiddick, Major*
- v. David Greer, Major*

For part 1 of this request, please note that American Oversight does not seek, and that this request specifically excludes, the initial mailing of news clips or other mass-distribution emails. However, subsequent communications responding to or forwarding such emails are responsive to this request. In other words, for example, if an official received a mass distribution news clip email from U.S. Immigration and Customs

Enforcement, that initial email would not be responsive to this request. However, if they forwarded that email to another listed individual with their own commentary, that subsequent message would be responsive to this request and should be produced.

2. All email communications (including emails, email attachments, complete email chains, calendar invitations, and calendar invitation attachments) sent by any of the officials listed above in part 1 and containing any of the key terms listed below.

Key Terms:

- a. "sanctuary status"*
- b. "sanctuary city"*

- c. “welcoming city”
- d. ICE
- e. “immigration enforcement”

- f. “immigration detainer”
- g. “Project 2025”
- h. P2025
- i. “FEMA grant”
- j. “FEMA funding”

In an effort to accommodate your office and reduce the number of potentially responsive records to be processed and produced, American Oversight has limited part 2 of this request to emails sent by the specified individuals. However, American Oversight requests that complete email chains be produced, displaying both sent and received messages. This means that both an individual’s response to an email and the initial received message are responsive to this request and should be produced.

3. A complete copy (including any attachments) of any formal or informal policy, guidance, directives, or protocol regarding cooperation between county agencies and U.S. Immigration and Customs Enforcement.

For all parts of this request, please provide all responsive records from July 1, 2023, through the date the search is conducted.”

The Maryland Public Information Act (“PIA”), Annotated Code of Maryland, General Provisions Article (“GP”), §§ 4-101, et seq. governs your request.

Attached are the responsive records that the Department of Corrections has pertaining to your request. Nothing in this response is intended to indicate that any records sought from the Department of Corrections exists or to waive any privileges held by the Department of Corrections. You have the right under GP § 4-1B-04 to contact the Public Access Ombudsman to mediate any dispute(s) you may have with this response. You may also, contest this response by filing a complaint for Judicial Review in Circuit Court pursuant to GP § 4-362.

Please refer to PIA tracking NR # 24-985 in any subsequent correspondence pertaining to this matter.

Upon the receipt of this email the department considers your request fulfilled and closed.

Sincerely,
Kelly Shaw
HR Analyst
Baltimore County Department of Corrections

From: AO Records <records@americanoversight.org>
Sent: Wednesday, October 2, 2024 3:55 PM
To: Kelly Shaw <kshaw@baltimorecountymd.gov>
Subject: Public Records Request (MD-BCDC-24-1769)

CAUTION: This message from records@americanoversight.org originated from a non Baltimore County Government or non BCPL email system. Hover over any links before clicking and use caution opening attachments.

Dear Records Custodian:

Please find attached a request for records under the Maryland Public Information Act.

Sincerely,

Eva Mayanja | She/Her

Paralegal | American Oversight

records@americanoversight.org

http://secure-web.cisco.com/1QXLDXGCPWq6PEkZk5_BbsYjZipTAKq9lw3ESv-PfDLPowae2mbydg5ET38sY4MUSbzQ0OKQgMAKFBfK2Hk_tcTZb_JaZ5pW6aeEGexuD3oF2xOMtSUkuhNKkN880eWPJOoTf1bZxEYp-vfjEnT3ygbeQ0cHaHc1CGuk56VL4uLwU48JoWlIjRTL_limHY85n1PvAVg25zyd3gn4hfw2ybERYeL59iBX_RDGUbkZEhCnMA2IK8XWvcUEnwvkDD7_8UMnQUTV8xhCMMuIoMl3RDHTFX8WcHHW9TEAxpboxqQcRF7Y3rgP0DfSzAaqDRHe-6D-aVwL-MWMr7XljhxTHBXF06oWi8AXVBaVaTN6-6iFiLEXs7Zik74EVNSz7_QeTEEKRRATSFkOHCPJNTdC8YeMnMgKkLrLATC7WvXXh81w0b5osk_QpctL8yTS6MbFrsFM1Ag0FJTkPQmz4S8o9qQ/http%3A%2F%2Fwww.americanoversight.org | [@weareoversight](https://www.americanoversight.org)

PRR: MD-BCDC-24-1769

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**BALTIMORE COUNTY, MARYLAND
DEPARTMENT OF CORRECTIONS**

 Department of Corrections Directive	Chapter:	3	Institutional Operations
	Subject:	3.4	Inmate Processing
	Title:	3.4.07	Inmate Releases
	Effective:	6/7/2024	
	Authority:	David A. Greer	A/Deputy Director
	Approved:	Walt J. Pesterfield	Director

I. REFERENCE:

- A. MCCA, ADC .010
- B. Annotated Code of Maryland, Correctional Services, Title 11, Subtitle 1, §11-102 (a)
- C. Baltimore County Code, Article 3, Title 2, Subtitle 3, §3-2-301, §3-2-302, §3-2-303; Article 3, Title 8, §3-8-101 (c) (g), §3-8-104
- D. Annotated Code of Maryland, Health General, §10-622

i. POLICY:

Staff shall ensure the lawful release of inmates by confirming there is sufficient, appropriate releasing documentation on site corresponding to all on site commitments and detainers, and verifying the identity of inmates to be released. Inmates shall be released in a timely manner after staff verify their release is appropriate.

III. PROCEDURE:

A. Releasing Documents

1. Bail Releases

- a. Security Officers assigned to the Front Lobby shall accept bail releases daily from 7 a.m. until 8 p.m.
- b. When a person enters the Front Lobby with bail release documents, the Front Lobby Security Officer shall:
 - i. Check the Jail Management System (JMS) to make certain the inmate is committed to the Baltimore County Department of Corrections (BCDC).
 - ii. Accept the bail release documents if the inmate is in the custody of BCDC.
 - iii. Print the time, their name, the inmate's name, and case number on the Criminal Records Bail Release Receipt Log.

- iv. Place the Criminal Records Bail Release Receipt Log and the bail release documents in the pneumatic tube and send it to the records office through the pneumatic tube transport system (PTT).
 - c. The Commitment Supervisor or Commitment Specialist receiving the bail release documents shall:
 - i. Remove the documents from the pneumatic tube
 - ii. Verify the information corresponding to the release on the Criminal Records Bail Release Receipt Log
 - iii. Initial on the line corresponding to the release they received.
 - iv. Place the Criminal Records Bail Release Receipt Log back in the pneumatic tube and return it to the Front Lobby through the PTT system
 - v. Begin the verification process on the release.
 - d. Processing Officers or Transportation Officers receiving bail release documents from the Police or the Commissioner shall also be required to print the time, their name, the inmate's name, and case number on the Criminal Records Bail Release Receipt Log. Likewise, the Commitment Supervisor or Commitment Specialist shall write their initials on the line corresponding to the release they received. In these cases, the log shall be obtained from the lobby via the PTT system.
 - 2. Expiration of Sentence
 - a. The Diminutions Office staff shall:
 - i. Establish the maximum release date for each sentenced inmate.
 - ii. Make certain that the good conduct, industrial and special project credits are deducted from the inmate's sentences where appropriate.
 - iii. Prepare a list each day of the inmates to be released due to the expiration of their sentence.
 - b. The Commitment Supervisor or Commitment Specialist shall begin the verification process for each inmate on the release list.
 - 3. Court Release Documents
 - a. A Commitment Supervisor or Commitment Specialist shall obtain Court releasing documents from the Court and begin the release verification process.
 - b. Processing Officers shall forward the original releasing documents from the court to the Criminal Record's office upon receipt.
- B. Criminal Records Unit
- 1. A Correctional Commitment Specialist, Commitment Supervisor, or in the absence of either, a Uniform Supervisor (who has been trained on release verification) shall:
 - a. Receive authorized release documentation.
 - b. Verify authenticity of the release documentation checking for:
 - i. Origin of release document
 - ii. Date document originated
 - iii. Case Number

- iv. Authorizing signature
- v. Embossed seal or other identifying marks
- vi. Special Conditions
- c. Compare the release documentation to the committing documentation to verify name, case number, date of birth, physical description, home address, charges, etc.
- d. Ensure the inmate does not have pending charges, detainers or other commitments. (The inmate shall not be released if there are active documents requiring the inmate to be detained.)
- e. Make victim notifications as required and document in JMS. (The release of the inmate shall not be delayed if notification cannot be made.)
- f. Enter the inmate's name and identification number on the release schedule in JMS
- g. Complete the checklist in JMS (Verify date of birth, social security number, verify case numbers match, etc.)
- h. Be alert for the following screens which may appear upon generation of the Releasing Form #21.
 - i. Green – Inmate detainer (An inmate with detainer shall not be released)
 - ii. Red – Sex Offender (Inmate shall be registered as a sex offender)
 - iii. Pink – Victim Notification (Victim notification shall be made)
- i. Generate a copy of the Releasing Form #21 in Crystal Reports and verify information for release.
- j. Compare the Releasing Form #21 with the hard card and release papers to verify the information is accurate.
- k. If the inmate's release is appropriate, sign the Releasing Form #21 authorizing the release
- l. Print the inmate's name, identification number, and initial the Release Log.
- m. Forward signed Releasing Form #21, hard card, release papers, and the Release Log to the Commitment Supervisor, or in the absence of a Commitment Supervisor, the Shift Supervisor for verification of the releasing documentation.
- 2. The Commitment Supervisor, or Shift Supervisor shall:
 - a. Verify the release of the inmate is appropriate by following the procedures as the staff member who made verification.
 - b. Sign the Releasing Form #21 authorizing the release if the inmate's release is appropriate
 - c. Initial the line of the Release Log corresponding to the release that was verified.
 - d. Print the name of the Zone #1 Supervisor and complete the remaining information on the form for the release.
 - e. Forward the Releasing Form #21 authorizing the inmate's release to the Zone #1 Supervisor and direct the Supervisor to initial next to their name.

- f. Close out cases in JMS
- g. Enter release data under Detention Input into CJIS.
- 3. Only a trained Commitment Supervisor, an acting Commitment Supervisor or in the absence of both, a Shift Supervisor (who has been trained on release verification) may sign the first line of the Form #21 authorizing an inmate's release. Only a trained Commitment Specialist, Commitment Supervisor, or in the absence of both a uniform supervisor (who has been trained on release verification) may sign the second line of the Form #21 authorizing an inmate's release.

C. Bail, Time Served, and Parole Releases

- 1. The Zone #1 Supervisor shall:
 - a. Receive the Releasing Form #21 authorizing the inmate's release.
 - b. Sign the Releasing Form #21 next to Zone #1 Supervisor notified.
 - c. Initial next to their name on the Release Log.
 - d. Forward the Releasing Form #21 to the Releasing Officer
 - e. Direct the Releasing Officer to notify the appropriate Housing Unit Officer and the Property Clerk of the pending release
 - f. Direct the Releasing Officer to begin processing the release.
(Note: An inmate for whom releasing papers has been received shall not be delayed beyond 11:00 p.m. as the inmate must be released from the Detention Center custody on the date appearing on the releasing documents.)
- 2. The Housing Unit Officer shall:
 - a. Notify the inmate of the release
 - b. Instruct the inmate to collect all personal and issued property.
 - c. Instruct inmates to show each item of Department issued property prior to leaving the sally port.
 - d. Instruct the inmate to return to the housing unit to locate any items unaccounted for.
 - e. Notify the Zone Supervisor if returnable Department issued property is missing or damaged.
 - f. Arrange escort for inmates going to Processing
 - g. Enter a single housing unit transfer to Receiving in JMS
- 3. The Property Clerk/Designated Officer shall:
 - a. Obtain the inmate's property from storage
 - b. Update JMS and print an Inmate Property Envelope at Release/Transfer Form #244
 - c. Instruct inmates to show each item of Department issued property to verify return.
 - d. In the event any items were damaged or not returned, make a notation in JMS, Notify the Zone #1 Supervisor and Financial Operation's staff so that a deduction in connection with missing Department property can be made. (The inmate shall be notified of the deduction and directed to sign the Inmate Funds Release Form #15.)
 - e. Document the return of issued property in JMS.

- f. Sign the Inmate Property Envelope at Release/Transfer Form #244, verifying the return of Department issued property
 - g. Return the inmate's personal clothing and property, including medication, when necessary.
 - h. Display each of the items from the property envelope to the inmate and verify the quantity of each item.
 - i. Instruct the inmate to sign verifying all of their property has been returned on the Inmate Property Envelope at Release/Transfer Form #244.
 - j. Sign the Inmate Property Envelope at Release/Transfer Form #244 indicating the return of the inmate's property.
 - k. Notify the Zone #1 Supervisor immediately in the event of a discrepancy with an inmate's property. In the event the discrepancy cannot be resolved or the missing item(s) cannot be located, make the appropriate notation on Inmate Property Envelope at Release/Transfer Form #244, and direct the inmate to sign for the property that was returned. (The Zone #1 Supervisor shall investigate the missing property and forward a report to the Major.)
4. The Releasing Officer shall:
- a. Notify the Housing Unit Officer and the Property Clerk of the pending release.
 - b. Ensure that the Release Form #21 has the appropriate authorizing signatures (see B. Criminal Records, number 3.).
 - c. Ensure that the information of the inmate who is pending release, matches the information on the Release Form #21.
 - d. Access the Release Module of JMS to verify the release is authorized.
 - e. Direct the inmate to the Release Dressing Room to change into personal clothing.
 - f. Secure inmates pending release in a holding cell separate from other inmates.
 - g. Complete the appropriate steps in the JMS verification process
 - h. Conduct an identification screening using information contained in JMS and a biometric finger scan.
 - i. Provide the inmate with temporary identification as necessary.
 - j. Verify that all requirements have been met.
 - k. Document the release in JMS.
 - l. Escort the inmate scheduled for release to the hallway area near the release elevator.
 - m. Contact the Zone #1 Supervisor and stage there until the supervisor arrives and verifies the release(s). (A maximum of five inmates may be released at one time.)
 - n. Forward the Inmate Property Envelope at Release/Transfer Form #244 and any additional paperwork to the Classification Unit for inclusion in the inmate's Classification file.
 - o. Verify that all property has been properly disposed of in JMS.

D. Suicide Watch Status Inmates Pending Release

1. The Mental Health Coordinator or Mental Health Clinician shall make an assessment of suicide watch status inmates pending release to determine whether the inmate has a mental disorder and presents a danger to their life or safety, or the life or safety of others.
2. If the clinician has reason to believe the inmate presents a danger to their life or safety or the life or safety of others, the clinician shall complete a Petition for Emergency Evaluation and deliver it to the Shift Supervisor. In such cases, the inmate shall remain on suicide watch status in the observation cell pending the arrival of the police.
3. If the clinician does not have reason to believe the inmate presents a danger to their life or safety, or the life or safety of others, the clinician shall provide written medical instructions clearing the inmate for release and deliver the instructions to the Shift Supervisor.
4. In the absence of the Mental Health Coordinator or a Mental Health clinician, the mid-level medical provider shall contact the on-call Mental Health provider to perform the assessment.
5. The Shift Supervisor shall:
 - a. Forward the Petition for Emergency Evaluation or the written medical instruction clearing the inmate to the Zone #1 Supervisor.
 - b. Make certain the Baltimore County Police are contacted and send an officer to take custody of the inmate when a Petition for Emergency Evaluation has been completed.
 - c. Document the release of the inmate who was on suicide watch and the action taken in association with the release in their narrative.
 - d. Attach the medical instructions clearing the inmate from suicide watch and a copy of the emergency petition to the narrative paperwork.
6. The Zone #1 Supervisor shall:
 - a. Make certain that the inmate on suicide watch status pending release was assessed by the Mental Health Coordinator or Mental Health Clinician prior to release.
 - b. Make certain all of the other general requirements for release have been met.
 - c. Make certain the inmate is released if cleared from suicide watch.
 - d. Attach a copy of the medical instructions clearing the inmate from suicide watch to the Release Form #21.
 - e. If the inmate is not cleared by the Mental Health Clinician, make certain the inmate is released to the custody of the Baltimore County Police with the completed Petition for Emergency Evaluation.

E. Final Confirmation of Release

1. The Zone #1 Supervisor shall:
 - a. Meet the Releasing Officer at the releasing elevator and conduct an identification screening using information contained in JMS.

- b. In the presence of the Releasing Officer, make certain each inmate is properly identified, ensuring that the information of the inmate who is pending release, matches the information on the Release Form #21.
 - c. Verify that the corresponding Release Form #21 contains the appropriate signatures authorizing each inmate to be released.
 - d. If either the Processing Officer or the Zone #1 Supervisor has any question as to the authenticity of the release of any of the inmates they shall:
 - i. Return the entire group to Processing.
 - ii. Review the releases, one at a time, to determine if they are appropriate.
 - iii. Contact the Shift Supervisor if the issue cannot be resolved.
 - e. After verifying that all requirements have been met, sign the releasing section of the Release Form #21 indicating they have verified the identity of the inmate being released.
 - f. Ensure that the Releasing Officer removes each inmate's identification bracelet.
 - g. Notify Central Control of the number of inmates being placed on the release elevator.
 - h. Access the releasing elevator to allow the inmates to enter one at a time while observing each inmate, the corresponding bracelet, and the corresponding Release Form #21 for each inmate.
 - i. Direct the inmates to Financial Operations to collect any remaining balance in their account. (When Financial Operations is closed, the supervisor shall direct the inmate to the Front Lobby Security Officer for bus fare if necessary and instruct the inmate to return during normal business hours to obtain the remaining balance of their account).
2. The Central Control Officers shall:
 - a. Acknowledge receiving the information from the Zone #1 Supervisor indicating the number of inmates placed on the elevator and authorized for release
 - b. Visually verify the number of inmates being released, using the surveillance camera.
 - c. Contact the Zone #1 Supervisor and return the releasing elevator to level one in the event there is a discrepancy of any kind.
 - d. Allow the inmates authorized for release access to the #309 door to enter the Front Lobby after confirmation has been made.
 3. The Front Lobby Security Officer shall provide the inmates with bus fare if necessary and direct the released inmates to the exit.

F. Immigration Releases

1. BCDC coordinates directly with Immigration and Customs Enforcement (ICE) to ensure proper procedures are followed regarding the release of individuals with an ICE detainer.

2. Upon receipt of release orders of an individual with an ICE detainer, BCDC shall attempt to provide ICE with a forty-eight-hour notice of release.
3. Individuals pending release from BCDC custody that have a judicial immigration detainer (signed by a federal judge) shall be held in custody up to forty-eight hours, excluding holidays and weekends, pending the transfer of custody to ICE agents. Individuals may be released from custody if ICE fails to assume custody before the forty-eight-hour window has expired.
4. Individuals pending the release from BCDC custody that have a non-judicial immigration detainer, shall be held in custody for up to four hours after ICE notification pending the transfer of custody to ICE. Individuals may be released from custody if ICE fails to assume custody before the four-hour window has expired.
5. The Commitment Supervisor, Commitment Specialist, or Custody Supervisor receiving release orders of an individual who has an ICE detainer shall:
 - a. Immediately contact ICE by phone notifying of the pending release (contact number is on shared directory under Emergency Contacts).
 - b. Immediately follow up by sending an email notifying of the pending release and the contact or attempt to contact by phone (email address is on shared directory under Emergency Contacts).
 - c. Document the transfer of custody to ICE or the failure of ICE to assume custody of the individual in JMS.

G. Inmates Released to Other Jurisdictions

1. The Housing Unit Officer shall:
 - a. Notify the inmate pending release to another jurisdiction to pack their property.
 - b. Instruct inmates to display each item of Department issued property prior to leaving the sally port.
 - c. Instruct the inmate to return to the housing unit to locate any items unaccounted for.
 - d. Notify the Zone Supervisor if returnable Department issued property is missing or damaged.
 - e. Notify the Processing Officer that the inmate pending release to another jurisdiction is ready for escort.
 - f. Enter internal movement information in JMS
2. After being notified of the pending release by the Processing Officer, the Property Clerk or Designated Processing Officer shall:
 - a. Instruct inmates to show each item of Department issued property to verify return. (In the event, any items were damaged or not returned a notation shall be made in JMS, the Zone Supervisor shall be notified, financial operations shall be notified to make a deduction in connection with missing Department property. The inmate shall be notified of the deduction and directed to sign Inmate Funds Release Form #15.)

- b. Document the return of issued property in JMS.
 - c. Obtain the inmate's property from storage.
 - d. Prepare a Property Control Transfer Form # 234 listing:
 - i. Acceptable property and medication to be transferred
 - ii. Unacceptable property to be stored by the Department a maximum of 30 days.
 - e. Instruct the inmate to sign the Property Control Transfer Form #234.
 - f. Return the inmate's personal clothing.
 - g. Display each of the items from the property envelope to the inmate and verify the quantity of each item.
 - h. Instruct the inmate to sign the Inmate Property Envelope at Release/Transfer Form #244 verifying that all of their property has been returned.
 - i. Sign the Inmate Property Envelope at Release/Transfer Form #244 indicating the return of the inmate's property.
 - j. Notify the Zone #1 Supervisor immediately in the event of a discrepancy with an inmate's property. In the event the discrepancy cannot be resolved or the missing item(s) cannot be located, make the appropriate notation on Inmate Property Envelope at Release/Transfer Form #244, and direct the inmate to sign for the property that was returned. (The Zone #1 Supervisor shall investigate the missing property and forward a report to the Major.)
 - k. Sign the Inmate Property Envelope at Release/Transfer Form #244, verifying the return of Department issued property.
3. The Processing Officer shall:
- a. Notify the Housing Unit Officer and the Property Clerk of the pending release to another jurisdiction.
 - b. Access the Release Module of JMS to verify the release is authorized and note the agency to whom the inmate is to be released to.
 - c. Conduct an identification screening of the inmate pending release to another jurisdiction using information contained in JMS and a biometric finger scan.
 - d. Complete the appropriate steps in the JMS verification process.
 - e. Direct the inmate to the Release Dressing Room to change into personal clothing.
 - f. Escort the inmate to a holding cell.
 - g. Verify the identity of the transporting agents and make certain they are with the correct agency.
 - h. Coordinate the transfer of the inmate's funds, medical records, institutional history and committing documents to be given to the transporting officer.
 - i. Give acceptable property, medication and documentation to the transporting officer.
 - j. Remove the inmate's identification bracelet.
 - k. Release the inmate to the transporting officer.

- l. Document the release in JMS.
- m. Forward the Inmate Property Envelope at Release/Transfer Form #244 and any additional paperwork to the Classification Unit for inclusion in the inmate's Classification file.
- n. Instruct the Transporting Officer to sign for receipt of the inmate's funds.
- o. Give the Transporting Officer a Correctional Transfer Alert Form #4, if necessary.
- p. Verify that all property has been properly disposed of in JMS.

H. Inmates Released from Court

1. Inmates who are released from the Baltimore County Circuit Court will be returned to the facility by Baltimore County Sheriff's Deputies. Processing Officers shall process those inmates for release provided they are not required to be held in connection with other commitments/detainers. (Circuit Court releases shall be verified by taking appropriate steps listed above in Sections C, D and E,)
2. Inmates who are released from the Baltimore County District Court and who are not required to be held in connection with other commitments/detainers, will be released from the District Courthouse and may return to the facility on their own to obtain their property.
 - a. Upon an inmate returning to the facility after being released from District Court, the Front Lobby Security Officer shall:
 - i. Obtain the name of the inmate.
 - ii. Contact the Releasing Officer and request a 15-day temporary ID be printed for the inmate, if necessary.
 - iii. Conduct an institutional security screening and direct the inmate to the Financial Operations Office to collect funds, if necessary.
 - iv. Verify the inmate's release with the Criminal Records Unit and JMS.
 - v. Notify the Property Clerk or Designated Processing Officer of the inmate's arrival.
 - vi. Verify the release information in the JMS.
 - b. The Property Clerk or Designated Processing Officer shall: Obtain the released inmate's property.
 - i. Document the release of the inmate's property in JMS and generate an Inmate Property Envelope at Release/Transfer Form #244.
 - ii. Sign the Inmate Property Envelope at Release/Transfer Form #244, verifying the return of Department issued property.
 - iii. Display each item from the property envelope to the inmate and verify the quantity of each item.
 - iv. Instruct the inmate to sign the Inmate Property Envelope at Release/Transfer Form #244, verifying all of their property has been returned.
 - v. Sign the Inmate Property Envelope at Release/Transfer, Form #244

- indicating the return of the inmate's property.
 - vi. Forward the signed Inmate Property Envelope at Release/Transfer Form #244 to the Classification Unit for filing in the inmate's classification file
 - vii. Notify the Zone #1 Supervisor immediately in the event of a discrepancy with an inmate's property. In the event the discrepancy cannot be resolved or the missing item(s) cannot be located, make the appropriate notation on Inmate Property Envelope at Release/Transfer Form #244, and direct the inmate to sign for the property that was returned. (The Zone #1 Supervisor shall investigate the missing property and forward a report to the Major.)
 - viii. Provide the inmate with temporary identification, if necessary.
 - ix. Verify that all property has been properly disposed of in JMS.
3. Court Releases Not Returning to the Facility
- a. Approximately 7:00 P.M. Monday through Friday, the Property Clerk or Releasing Officer shall:
 - i. Access the Release Schedules Screen in JMS to verify the release is authorized.
 - ii. Clear the released record screen in JMS.
 - iii. Complete the external movement screen in JMS and document the inmates who did not return to the facility from court.
 - iv. Sign the Inmate Property Envelope at Release/Transfer Form #244, verifying the return of Department issued property
 - v. Inventory and store remaining personal property in excess property.
 - vi. Verify that all property has been properly disposed of in JMS

IV. RECISSION: 3.4.07 Inmate Releases: 11/06/2014

Kelly Shaw

From: Walt Pesterfield
Sent: Tuesday, June 4, 2024 12:50 PM
To: Rebecca Young; Erica L Palmisano
Subject: FW: Raul Calderon-Interiano

Please see original email with notification to ICE.

Walt J. Pesterfield
Director
Baltimore County Department of Corrections
720 Bosley Avenue
Towson, Maryland 21204
410-512-3400

wpesterfield@baltimorecountymd.gov

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From: Nathan Zahn <nzahn@baltimorecountymd.gov>
Sent: Tuesday, June 4, 2024 12:47 PM
To: Walt Pesterfield <wpesterfield@baltimorecountymd.gov>
Subject: FW: Raul Calderon-Interiano

Acting Major Nathan Zahn
Baltimore County Department of Corrections
720 Bosley Ave. Towson, MD 21204
nzahn@baltimorecountymd.gov
410-512-3210

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AMERICAN
OVERSIGHT

MD-BCDC-24-1769-A-000012

From: Amanda M Denobrega <adenobrega@baltimorecountymd.gov>
Sent: Tuesday, June 4, 2024 12:45 PM
To: Nathan Zahn <nzahn@baltimorecountymd.gov>
Subject: FW: Raul Calderon-Interiano

From: Telles Rodgers <trodgers@baltimorecountymd.gov>
Sent: Wednesday, April 10, 2024 12:42 PM
To: BAL_Detainer_Releases, <BAL_Detainer_Releases@ice.dhs.gov>
Cc: Tanya Blakeney <tblakeney@baltimorecountymd.gov>; Elizabeth Vurganov <evurganov@baltimorecountymd.gov>;
Eric Brooks <ebrooks@baltimorecountymd.gov>; Amanda M Denobrega <adenobrega@baltimorecountymd.gov>;
Keanya Holland <kholland@baltimorecountymd.gov>; Tina Whitney <twhitney@baltimorecountymd.gov>
Subject: FW: Raul Calderon-Interiano

From: Telles Rodgers
Sent: Wednesday, April 10, 2024 12:41 PM
To: BAL_Detainer_Releases, <BAL_Detainer_Releases@ice.dhs.gov>
Subject: Raul Calderon-Interiano

Subject: Immigration Release Notification – Raul Calderon-Interiano

Notification of Release of Inmate:

Name: Raul Calderon-Interiano
Inmate DOB: [REDACTED]
Inmate ID: 485501
Detainer # 382866332
Release type: Released: COURT RELEASE

Dear ICE personnel:

The Baltimore County Department of Corrections (BCDOC) will detain the Subject of this DHS Form I-247N, I-247D, I-247X, or I-247A (or any successor form) that may be sent to Baltimore County Department of Corrections only if it is sent with a judicial warrant indicating that there is a probable cause to believe that the subject of the detainer has committed a violation of criminal law, or similar order issued by a Court established under Article III of the Constitution of the United States containing a judicial warrant. Because your detainer did not contain a judicial warrant for arrest or detention, the subject is being released.

Telles, Rodgers
Correctional Commitment Specialist
720 Bosley Ave Towson Md, 21204
Phone (410)512-3422 Fax (410)512-3424

*As long as we are 'still' communicating, things will improve.*TR

AMERICAN
OVERSIGHT

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