



U.S. Department of Justice

Executive Office for Immigration Review

Office of the General Counsel

5107 Leesburg Pike, Suite 1903
Falls Church, Virginia 22041

Heidi Altman, Esq.
National Immigrant Justice Center
1099 New York Ave. NW #670
Washington, DC 20001

AUG 08 2017

Re: FOIA 2017-21872

Dear Ms. Altman,

This letter is a partial response to your Freedom of Information Act (FOIA) request to the Executive Office for Immigration Review (EOIR) in which you seek records regarding Immigration Judge "details" to new hearing locations, and the Institutional Hearing Program (IHP). Per our conversations in April, you agreed to limit your request to documents with significant policy, guidance, or procedural implications in view of our expediting your request. In view of this agreement, we have already forwarded to you a number of releasable documents and confirmed the nonexistence of others.

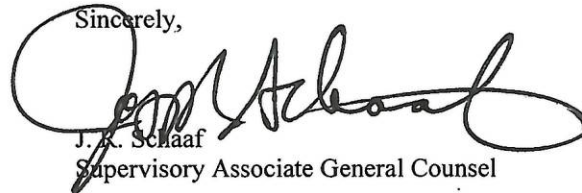
Enclosed are records responsive to your request. There will be no charge to you for these documents. EOIR has redacted information pursuant to 5 U. S.C. § 552(b)(5) of the FOIA regarding deliberative, predecisional, or privileged material and/or 5 U. S.C. § 552(b)(6) of the FOIA to avoid a clearly unwarranted invasion of personal privacy.

Please note that our response to #2 includes cases rescheduled for all "other" reasons (adjournment code "35"), including detail assignments, but also including other unscheduled leave. There is no way to further distill this data.

Additionally, EOIR identified equities of the Department of Homeland Security (DHS), Immigration and Customs Enforcement (ICE) (5 pages) and the Justice Management Division (JMD) (5 pages) in the enclosed records and has not released the information in those records to you. EOIR has forwarded five pages of the records to DHS ICE as a referral and DHS ICE will provide you with a direct response regarding those records. EOIR has also forwarded five pages of the records to JMD for consultation, and EOIR will provide you with a response regarding those records when the consultation is complete.

EOIR continues to process the remainder of your FOIA request and will provide you with additional responses as soon as possible. If you have any questions, you may contact Supervisory Attorney Advisor Joseph Schaaf at (703) 305-0417.

Sincerely,



J. R. Schaaf
Supervisory Associate General Counsel

Enclosure:

EOIR FOIA# 2017-21872

(b) (6)

From: (b) (6)
Sent: Thursday, March 09, 2017 4:34 PM
To: All of OCIJ HDQ and Courts (EOIR)
Subject: Detail update on behalf of CIJ MaryBeth Keller

Good afternoon Judges and all court staff,

As you know from my previous messages to you, we have been anticipating that we will be detailing judges and staff in significant numbers in the weeks and months to come. We have been asked by the Attorney General to begin detailing 50 Immigration Judges in person to various locations at or near the border, and other detention locations around the country.

We have already begun to enhance our judicial presence in Adelanto, Otay Mesa, Eloy, Krome, Oakdale, and Chicago Detained. We are carefully considering the spaces and locations presented by DHS, and are independently looking at viable courtrooms to hold in-person hearings for detained cases.

Once we have more certain information regarding additional locations where we will detail judges, we will let you know. We will first seek volunteers for these details, and will attempt to provide as much flexibility as we can.

You may have heard rumors that the upcoming details would include extended court hours. At this time, there are no plans for extended court hours.

Through this entire process, we have a specific sensitivity and awareness of the challenges these details will have on the IJs and the entirety of the EOIR workforce. Most importantly, the safety and security of our Immigration Judges and staff is of primary concern in all of our decision making.

I am sure you will have many questions as we go forward with this initiative. I assure you we will update you as further information becomes available, and as we receive further direction from the Attorney General.

I thank you for continued dedication and professionalism.

MaryBeth Keller
Chief Immigration Judge
U. S. Department of Justice
Executive Office for Immigration Review
Mary.Beth.Keller@usdoj.gov
703-305-1247

(b) (6)

From: (b) (6)
Sent: Friday, April 07, 2017 3:55 PM
To: All of OCIJ HDQ and Courts (EOIR)
Subject: Request for Leave - on behalf of DCIJ Mary Cheng and DCIJ Print Maggard

Good afternoon,

As you know, on March 16, Chief Immigration Judge Keller asked Judges, interpreters, and court staff to designate eight weeks during a one-year period from April 2, 2017 until March 31, 2018, when you will be unavailable for detail travel. The Deputy Chief Immigration Judges and the Chief Clerk are relying on these designations to assign individuals to fill in-person detail requirements to support our implementation of the President's Executive Orders, after we have exhausted the list of available volunteers to fill these details. Thank you for your prompt responses and your continued support and cooperation as we develop and refine the assignment process.

The eight weeks of unavailability you designated was intended to cover any previously approved leave, as well as any planned leave you anticipated taking through March 31, 2018. However, the CAs and ACIJs have received a number of requests for leave that fall outside the employees' designated weeks. To the extent possible, you should schedule any leave during the eight weeks you have designated that you are not available for detail. We understand that, in rare instances, it is not possible to schedule your leave during those eight weeks. **All requests for annual leave and any planned sick leave that falls outside of the eight weeks you have designated you are unavailable for detail travel must be submitted in WebTA no later than April 21, 2017, and must include an explanation why it is not within the eight weeks you designated.** We will evaluate the requests for leave and provide approvals or denials as expeditiously as possible. Please be aware that even if your leave is approved, there may be circumstances where it may be necessary for your supervisor to revert and deny the leave if you are needed for an in-person detail. If your supervisor approves leave for a period of time outside of your designated eight weeks of unavailability, you are encouraged to identify a suitable backup or replacement to volunteer to go in your stead, should you be identified for a mandatory detail assignment. In addition, if you are selected for a mandatory detail assignment for a time period when you have approved leave outside of your eight weeks of unavailability, and you cannot change your plans to allow for travel, or cannot find a replacement to volunteer to cover the detail for you, you will be required to move one of your remaining designated eight weeks of unavailability to the week you are now claiming to be unavailable.

We are sensitive to real-life challenges that make it difficult to plan for every eventuality. We are balancing your need for predictability and flexibility with the challenge of mobilizing a large number of people on a rotating and continuing basis. We recognize that we are asking you to take extraordinary measures to enable us to meet our mandates in implementing the Executive Orders. Your dedication and cooperation are certainly being noticed and appreciated. We have risen to every challenge presented so far, and we owe our success to you.

MARY CHENG
DEPUTY CHIEF IMMIGRATION JUDGE

(b) (6)

From: (b) (6)
Sent: Tuesday, March 07, 2017 4:29 PM
To: (b) (6)
Subject: FW: Deployment of IJs to border - DO NOT DISTRIBUTE
Attachments: Detained Locations with Available Space_Chart 3.1.17_draft.pdf; IJ Surge_3.1.17_draft.pdf
Importance: High

FYI.

From: (b) (6)
Sent: Tuesday, March 07, 2017 4:19 PM
To: (b) (6)
Subject: FW: Deployment of IJs to border - DO NOT DISTRIBUTE
Importance: High

FYI.

From: Maggard, Print (EOIR)
Sent: Monday, March 06, 2017 1:30 PM
To: (b) (6); Pasierb, Mark (EOIR); (b) (6)
(b) (6)
Cc: Keller, Mary Beth (EOIR); McGoings, Michael (EOIR)
Subject: FW: Deployment of IJs to border - DO NOT DISTRIBUTE
Importance: High

All, FYI, please attend the meeting at 2 EST in the conference room. Thank you.

Print Maggard

From: Maggard, Print (EOIR)
Sent: Monday, March 06, 2017 9:39 AM
To: Bartolomei, Jr. Rico (EOIR); Cheng, Mary (EOIR); Dufresne, Jill (EOIR); Feldman, Irene (EOIR); Griswold, Stephen (EOIR); Hoogasian, Amy C. (EOIR); Mart, H. Kevin (EOIR); McNulty, Sheila (EOIR); Nadkarni, Deepali (EOIR); Rooyani, Rodin (EOIR); Santoro, Christopher A (EOIR); Sukkar, Elisa (EOIR); Wagner, Clarence M. (EOIR); Weil, Jack (EOIR)
Cc: EOIR EO Team (EOIR)
Subject: Deployment of IJs to border - DO NOT DISTRIBUTE
Importance: High

Court Management Information - Close Hold - Do Not Distribute

All,

First, thank you all for the fast responses on the information requests this weekend!

Second, in preparation for our meeting today at 2 EST, we wanted you to have more information. You are aware the Attorney General directing to have fifty Immigration Judges to the border in support of the President's Executive Orders; this information and the meeting are part of our approach in meeting that mission. Attached you will find documents from ICE on detained dockets and coverage.

We have a lot of issues to discuss, such as CASE, portable DAR, interpreters, JLCs, etc. In addition, it is important to note that VTC is not counted in the coverage of these dockets (for example, the VTC currently covering Dilley).

A significant change is some of these locations will have double shifts (6 am to 2 pm, and 2 pm to 10 pm [0600-1400, 1400-2200 hours]). Double shifts are only at locations where we are currently located. New locations are subject to inspection by space and facilities and security, those inspections are ongoing this week.

Below is the current plan of IJ details to meet the mission (plan on staff, interpreters, JLCs & others to follow) of 50 IJs on the border as required by the Attorney General (these mobilization locations are not final):

- Adelanto: 2 empty courtrooms, add 6 IJs for double shifts = 8
- Otay Mesa: 3 empty courtrooms, add 5 IJs for double shifts = 8
- Eloy: 1 empty courtroom, add 4 IJs for double shifts = 5
- Florence: No empty courts, add 3 IJs, double shifts = 3
- Houston detained: No empty courts, add 3 IJs, double shifts = 3
- Krome: No empty courts, add 3 IJs, double shifts = 3
- Varick: No courtrooms, add 6 IJs on detained dockets from non-detained court at Federal Plaza. = 6
- Otero: 4 courtrooms, add 4 IJs, no double shift = 4
- Dilley: 1 courtroom (5 courtrooms but low docket), add 1 IJ, no double shift = 1
- Karnes: 1 courtroom, add 1 IJ, no double shift = 1
- Polk: 2 courtrooms, add 2 IJs, no double shift = 2
- LaSalle (Jena, Louisiana): 5 courtrooms, add 5 IJs, no double shift = 5
- Laredo: 1 courtroom (site not acceptable at this time), add 1 IJ, no double shift = 1

One last note, time is of the essence as we will have these IJs in place by **20 March 2017**. Thank you, I look forward on working on this and meeting the mission with you.

Print

PRINT MAGGARD
DEPUTY CHIEF IMMIGRATION JUDGE

Department of Justice
Executive Office for Immigration Review
Office of the Chief Immigration Judge



Court Management Information - Close Hold - Do Not Distribute



Surge Hearing Locations

March 6, 2017 (or thereafter depending on the surge court) to Present

1. Adelanto

With over 1,540 pending cases and a detainee population close to 2,000 (full capacity), Adelanto has plenty of work.

Adelanto has received a total of 932 charging documents. As part of the surge, a caseload of 458 cases is now being heard by the detailed judges. The female docket in Adelanto is at 249 cases, which are heard at the East facility. The additional 209 cases are heard at the West facility, which was not active prior to the surge.

There are four sitting judges and the fifth judge will enter on duty (EOD) on April 16, 2017. Also, there is one judge on detail in Adelanto until May 19, 2017.

Currently, Adelanto East does not have the analog lines installed in order for the judges to use the Creston pad for telephonic interpretations or appearances. There is no fax or copier machine. The judges and staff in Adelanto use an old courtroom printer that was supposed to be excessed as a copier in order to assist pro se detainees. The court has requested an increase of the budget in order to have adequate supplies at both East & West courts.

2. Chicago-detained

Chicago-detained has more than enough cases to keep two judges fully occupied. The temperature in the courtrooms at 101 W Congress is very warm. One judge says the temperature is as high as 78 degrees. The building engineers have been working on this and hope to have the problem resolved by Thursday.

The judges have also complained that the air quality is poor. We have alerted General Services Administration to have them test the air quality and they are doing so.

Security: There is only one door to get in and out of the court's internal space. Each courtroom has its own exit door; however, the courtrooms are only 450 square feet, and, in the event of an emergency situation, judges are concerned that there is insufficient room to exit.

Officers: we have been told that there will be roving officers between the two courtrooms at 101 W Congress. Judges remain concerned about their safety because the Department of Homeland Security (DHS) only provides a guard for the respondent, and, if an incident arises, the guard takes care of the respondent only.



Benches: It has been previously noted several times that the benches are not properly constructed. Judges cannot always see over the bench because they are not constructed with the proper dimensions. Some judges have complained that this leads to back and neck pain if they are on the bench for prolonged periods of time.

Separate hallway for the judges: Judges must walk past families, attorneys, etc., because there is no separate entrance, exit, or hallway from the courtrooms, and this makes for an uncomfortable and potentially unsafe situation for the judges.

Some issues have been resolved: Judges have access to a separate restroom, the phones are all working now, and we have removed much of the extra outdated equipment that was taking up room.

3. Corley and Polk

Corley and Polk are "strong and steady." The court still does not have a network at the Polk Facility so changes to the dockets can only be made on a once a week basis when the temporary digital audio recording (DAR) laptops are transported back to the main Houston Detained Court (HOD) on Saturday or Sunday; Tammy Young is doing an outstanding job managing Polk operations working with detailed legal assistants in support of the 2 detailed immigration judges. They are occasionally sending an HOD staff legal assistant to assist Tammy with window operations when they are able to afford the absence from the main court.

Communication in general will remain problematic until the network is introduced. Cell phone coverage at the facility is difficult and intermittent at best; they have limited email capability with Ms. Young because the Office of Information Technology (OIT) has provided a "hot spot," which allows select laptops to get onto EOIR email servers. The hot spot also allows for intermittent connections to the outside world with OIT provided iPhones.

The operations at Joe Corley Detention Center (JCD) are currently proceeding as well as can be expected. With the weekly rotation of immigration judges, there is a weekly learning curve that transpires in getting the detailed courts used to having EOIR/DHS do automatic connections at 8:15am CT. The detailed judges have also changed court rooms at their locations which also proves problematic for the daily video teleconference (VTC) connection process.





nothing but compliments about the support received by the VTC lab personnel and the on-site detention center personnel.

IJs report that respondents often bond out. For example, one morning, 12 of the 16 masters had bonded out.

As for the current workload at JCD and Polk:

Joe Corley Detention Center	Conroe, TX
<u># of Detailed Judges:</u>	5
<u>Current # Pending Cases:</u>	514
<u># of New Charging Documents:</u>	150 Notices to Appear (NTAs) and 17 credible fear reviews (CFRs)
<u>Issues/Challenges:</u>	VTC connection process and distribution of filings

Polk County Detention Facility	Livingston, TX
<u># of Detailed Judges:</u>	2
<u>Current # Pending Cases:</u>	499
<u># of New Charging Documents:</u>	234 NTAs and 18 CFRs
<u>Issues/Challenges:</u>	No Network. Changes to dockets can only be made once a week when the laptops are transported back to HOD on weekends. Limited cell phone coverage and email coverage. Limited hot spots from laptops to check email.

4. Dilley

At this time nothing is pending at Dilley. The one judge detailed there is not occupied.

Dilley Family Residential Center	Dilley, TX
<u># of New Charging Documents:</u>	3 CFRs with a total of 6 riders (mom and child). However, they have since been released because they can only be held for 21 days.
<u>Issues/Challenges:</u>	Phone lines. AT&T is scheduled to extend lines into the client's network room on 4/5/17.

5. Elizabeth

From March 28 to present, the Court has 71 Receipts and 29 completions. Individual cases have been scheduled through May for all visiting judges to Elizabeth. At this time the court is not facing any challenges to meet case completion goals.



6. Eloy

Eloy currently has 1 courtroom available for IJ details. The first detail began on March 20, 2017 through March 31, 2017. Judge Renner's full docket consisted of Initial Masters and Bond Hearings. 41 final orders were issued and 65 bond hearings were completed.

Eloy receives between 15 to 20 NTAs daily.

7. Hutto

5 Miami IJs were asked to cover Hutto, despite the limited number of cases at Hutto. There are not enough cases to fill one IJ's docket, and certainly not five.

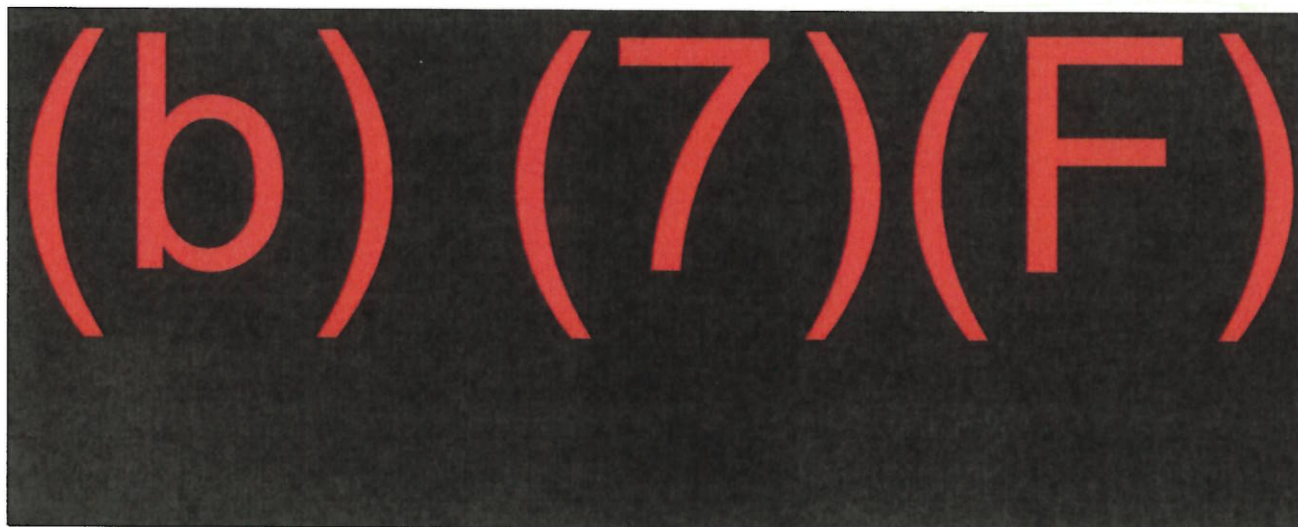
Hutto Residential Center
of New Charging Documents:

Taylor, TX
235 NTAs, 40 CFRs, 1 reasonable fear review (RFR), and 6 withholding-only cases (WHO)

Issues/Challenges:

Some of the detailed courts have not rescheduled the cases in CASE. They are receiving 30+ bond requests daily and ensuring which judge/court has the ROP is challenging. There are no rooms for attorneys to be with their clients.

8. Imperial Regional Detention Facility (IRDF)



9. Karnes

IJ reports docket is light.

Karnes Residential Center

Karnes, TX



of New Charging Documents: 1 NTA, 2 AOC, and 6 CFRs
Issues/Challenges: Analog lines have not been installed for the postage meter. There are concerns on where to put the copier/scanner/fax/printer, which will be installed on 4/5/17. There is also concern regarding the lack of filings to sustain details from other courts.

10. Krome/Broward

Pending Case Load

	Receipts	Pending	Pending Charging Documents to enter in CASE
Krome (KRO)	326	402	14
Broward Transitional Center (BTC)	255	375	30
Glades County Prison (GCP)	176	166	8

Additional Judges would be welcome to help complete the cases more expeditiously, but there currently are no additional Courtrooms available.

IJ assignments are perfect at this time. There are currently four IJs; a fifth will begin on April 24th. The Miami Immigration Court is assigning IJs to cover CWS/AWS days off and scheduled leave dates.

11. Laredo

Laredo Processing Center (female) Laredo, TX

of New Charging Documents: 34 NTAs, 3 CFR, 11 RFR, and 7 WHO
Issues/Challenges: The data cables in courtroom, IJ office, legal assistants LAs workstation, and mailroom/fax/postage meter area have not been installed. Have to upload cases from computer room where there is a network.

Laredo Rio Grande (male)

Laredo, TX

of New Charging Documents: 45 NTAs and 2 CFRs
 ***Laredo Processing Center and Laredo Rio Grande have been combined into a weekly docket to ensure that there is a full week of cases.



12. LaSalle

LaSalle Detention Facility is a 1,300 bed GEO site running at full capacity. There are five courtrooms with five judges and minimal support staff all on detail to the site.

During the week of March 20, 2017, Enforcement and Removal Operations (ERO)/Office of Chief Counsel (OCC) filed 74 new NTAs.

During the week of March 27, 2017, ERO/OCC filed 62 new NTAs. It should be noted that during this week (March 27) the Oakdale ERO office was damaged by a severe storm. This resulted in a reduction of filings due to staff unavailability and staff being moved to an alternate site for operations.

During the week of April 3, 2017, ERO/OCC has filed 0 NTAs. It should be noted that during this week (April 3) the city of Alexandria (alternate site for ERO out of Oakdale) and Jena (site of detention facility) had severe weather with a number of tornados touching down in the area. The court was closed on April 3 and normal operations resumed today, April 4.

At this time, there is not enough work for five judges. There is enough work for a reasonable docket and three judges.

There are some bigger picture technical issues with ERO insofar as how they manage the detention and transfer of detainees. For example, there are 100 cases set on a visiting judge's docket. The calendars are sent out to ERO/OCC/EOIR/GEO. As the week proceeds, the court identifies a number of detainees that have court who have been moved to another detention site (Pine Prairie, same AOR, 1.5 hours away) before the hearing could take place. ERO pushes back when requested to transport the detainee back to LaSalle for court. Thus, the case requires a reset and there is very little work for a detailed judge to complete.

13. Oakdale

There are sufficient cases for a reasonable docket for three judges in Oakdale as this time. The on-site detail IJ is hearing in-person cases in the Oakdale court without any type of problem or concern.

14. Otay Mesa

Otay Mesa started receiving IJ details the week of March 13, 2017. There are 5 courtrooms with 5 in-person IJs, all of which have full dockets. 76 charging documents have been filed at Otay Mesa as of March 13, 2017. Otay Mesa Court received 4 NTAs the week of March 27, 2017.

The facility is at capacity and the current cases are mostly contested so the court does not expect the number of charging documents to increase.



15. Otero

The short turn around notification for the information regarding IJ details has presented some challenges at Otero, but now that a detail list has been provided several months into the future this should enable Otero to schedule in a more organized manner. Since March 20, 2017, which was when the Otero surge docket began, they have received 105 NTAs, 28 CFR, and 1 RFR case, and they anticipate receiving approximately 60 NTAs per week. As the weeks go by, they will also be generating a merits hearing calendar from the initial cases that they are now hearing. They have 4 IJs handling the docket and anticipate all 4 being busy.

16. Prairieland/Alvarado

The Dallas Court had already started hearing cases at Prairieland Detention Center (PDC) located in Alvarado a couple of weeks before tasked with placing a judge on-site. An IJ had been doing these cases via VTC. However, when the call for the on-site judge was made, that IJ was on leave that Monday and on AWS that Friday so a second IJ went to PDC for on-site cases. At that time, the docket only supported an IJ for 1.5 days a week. PDC received a couple more bonds and so some cases were moved to other dates that first week, as the dockets were too large to handle on-site and with a portable DAR.

Initially, the Dallas Portable DAR was not working. IT was able to send a new one and PDC was able to load the cases for last Wednesday through Friday, the first live hearing dates. Monday and Tuesday were handled via VTC; Wednesday through Friday were completed with live hearings. The Dallas supervisory legal assistant (SLA) was at PDC the first day to help with computer issues and getting matters set up and the Dallas Staff interpreter was with the IJ Wednesday through Friday.

Security provided by ERO and the detention staff was more than adequate.

PDC requested a second portable DAR be created, but there have been a variety of IT issues causing some delay in the hearings.

PDC is arranging a courier service to get cases and documents as well as the portable DAR back and forth from the Dallas Court and PDC. Other office furniture is on order for secure storage of files, office supplies, and staff personal items, as the office space is in ICE space.

PDC is not receiving enough cases to truly fill a docket or even come close to it.

17. Cibola

Cibola has received 14 NTAs and 5 CFRs, which has not been sufficient to keep the 2 IJs assigned to this docket occupied.

Number and Length of IJ details for March 2017

In order to deploy IJs as quickly as we did and cover the dockets for March, EOIR provided IJs with the opportunity to volunteer for details. We received some volunteers, but had to fill in the missing locations from our "mass migration" list, which only allows for one week mandatory details each time. OCIJ has now launched a new database that will allow them to schedule 2 week details if IJs do not volunteer for locations. However, due to the timing of its launch EOIR can only begin to use it for the details starting on April 3. At this time, for March coverage, here are the number and length of IJ details:

15 volunteer details: 10 IJ volunteers for 1 week at a time and 5 IJ volunteers for 2 week details
12 mandatory details, which are one week in duration.

Options to Increase Detained Hearing Time

- (1) "No dark" detained courtrooms – We can cover extended (more than a day or two) absences of detained judges, and all CWS days, and maybe even scheduled "admin time", via in person or VTC judge coverage.

IJs, like all employees, take planned annual and administrative leave. Sick leave is also occasionally planned in advance. Further, most IJs are on a compressed or adjusted work schedule (CWS/AWS) and therefore work 9 days out of every 10, leaving an empty courtroom 1 day per pay period. Finally, IJs, like all employees, get break for lunch as well administrative time to accomplish work in their offices, which may consist of up to a half-day per courtroom every two weeks.

By detailing non-detained IJs- whether in person or via VTC- to cover planned absences, CWS/AWS days, and lunch breaks and administrative time, each detained courtroom will continue to operate at full capacity at all times, regardless of an IJ's absence or other time commitment. Over the course of time, this will add up to substantial additional case completions.

- (2) Mobile Action Teams – Judge, Legal Assistant, Interpreter and JLC that could be deployed to cover detained dockets wherever we need them (see number (1)), and possibly on extended hours.



(b) (5)

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13-Mar-17

NEW LOCATIONS

NEW	Fillings	# Courtrooms	# TOTAL US	First Court Date	# Judges w/Docket	Travel Team Arrival Date	Travel Team				Guard Required?
							Leadership*	OIT	CA	TDY Legal Asst.	
Otero	El Paso	4	4	TBD	TBD	Monday, 3/17/2017	(b)				No
Dilley	Pearsall	1	1	3/20/2017	1	Monday, 3/17/2017	(b)				Yes
Karnes	San Antonio	1	1	TBD	TBD	Wednesday, 3/22/2017	(6)				No
Poik	Houston Detained	2	2	3/20/2017	2	Monday, 3/17/2017	(6)				Yes
LaSalle	Oakdale	5	5	3/20/2017	3	Monday, 3/17/2017	(6)				No
Laredo	San Antonio	1	1	TBD	TBD	Monday, 3/17/2017	(6)				Yes
TOTAL		14	14								

* will arrive on Monday morning.

Referred to ICE

Senate Appropriations Staff Questions – IJ Details

3/29/17

Q1. Have the IJ moves started? If not, when will they start?

A1. Yes, Immigration Judges (IJs) began in-person details to several DHS immigration detention facilities at or near the border during the week of March 6th. As more facilities have been identified and made appropriate for in-person details, additional IJs have been detailed each successive week since the 6th.

Q2. What's the total number of IJs temporarily reassigned?

A2. As of March 29, 2017, there are a total of 27 billets where EOIR is currently making in-person IJ detail assignments (in some cases one IJ may have handled the docket for an earlier week and a different IJ may now be handling the detail assignment so there may have been more than 27 distinct IJs temporarily reassigned).

Q3. What's the expected length of reassignment?

A3. Length of detail assignments can vary according to management needs. Currently, for some locations, EOIR is using two-week IJ details. For certain locations that are in closer proximity to an IJ's home duty station, EOIR is providing month-long detail assignments.

Q4. What will the FY17 cost of these reassignments be? Is there an FY18 continuing cost?

A4. At this time, EOIR does not know the total number of IJ detail locations that DHS will be able to make available in FY17, therefore, we do not have available an FY17 cost nor an FY18 estimate. One way we are gauging the cost is to use the average weekly cost to detail one person, which is approximately \$2,020. With each IJ, EOIR recommends three supporting staff. In most locations, DHS is not able to provide sufficient space for three staff, so the cost is variable per location. EOIR estimate that the TDY cost could be a high of \$21 million per full fiscal year. This estimate does not include additional IT investments, which EOIR has needed to make to increase the IT capacity of these new locations. Additional IT costs are estimated to be at least \$1.5 million and are highly dependent on the technology DHS has in place in the detention facilities.

Q5. How are the IJs being selected (if there are not enough volunteers, can the AG reassign them or is there a plan to ask for volunteers among non-IJs but those with immigration experience like OIL attorneys to come in as temp IJs)?

A5. Some IJs have volunteered for detail assignments. Other IJs have been selected off of a pre-existing roster of IJs available for detail that EOIR has historically maintained in order to shift resources as needed. At this time, there is no plan to ask for volunteers from groups of individuals other than current IJs.

Q6. What's the plan for the workload of the dockets where IJs are being reassigned from particularly in some of the courts with larger backlogs like CO or GA (will those be where the new IJs in the pipeline are directed to)?

A6. It is likely that the case backlog will increase for the locations from which an IJ is assigned. While the IJ is on detail his or her cases will be reassigned to the next available date in the future. New IJs in the pipeline can only be immediately assigned to those locations to which they applied and for which they have interviewed, been selected, and accepted an offer.

Q7. Are there additional needs for support staff (particularly interpreters) with these moves?

A7. Yes, there is a need for support staff, to include interpreters, legal assistants, judicial law clerks, and in some cases court administrators to also be detailed to support the immigration judges in the temporary duty locations. In some locations, EOIR is detailing staff interpreters and in other locations where contract interpretation is available EOIR is using in-person contract interpreters. Should the need arise, EOIR is also able to access a telephonic interpretation service that can assist.

Surge Sites	Date of Implementation	Phase 1 (by March 20)	Phase 2 (by April 3)	Converting non-detained court to a detained court
Adelanto	week of March 6	2		
101 W. Congress	week of March 6	2		
Krome	week of March 13	1		
Otay Mesa	week of March 13/Mar 20	2/1		
Eloy	by March 20	1		
Oakdale	by March 20	1		
LaSalle			5	
Otero			4	
Laredo			1	
Dilley			1/4	
Karnes			1	
Polk			2	
Cibola			2	
El Centro			2	
El Paso				4
Dallas				6
Tucson				3
Denver				5
Total: 50		10	22	18

Notes

2 old rooms, will need PSOs due to security concerns until ICE will need to retrofit (sending ICE email on 3/10/2017)

Please note: expansion to 5 will require caseload from ICE. Also, the fifth courtroom has been dismantled and will need to be retrofitted again.

will need to be retrofitted by ICE. Cibola does not have enough staff space to accommodate 2 IJs and staff. We would need more staff space. Alternative plan would be to go to Corley where there is space for one U and convert two of the VTC courtrooms into staff space.

2 old courtrooms, needs inspection the week of March 13 (to confirm at 3/10/2017 EOIR meeting)

In Person Sites

Adelanto **Adelanto, CA**
of Detailed Judges: 2
Current # Pending Cases: 458
of New Charging Documents: 932
Issues/Challenges: None Identified

Chicago Detained **Chicago, IL**
of Detailed Judges: 2
Current # Pending Cases: 207
of New Charging Documents: 75
Issues/Challenges: Excessive heat in the courtroom; air circulation and air quality continue to be an issue for one of the judges; the other judge and the legal assistant, however do not have issues with the temp or the quality. (b) (7)(F)

(b) (7)(F)

(b) (7)(F) as of Thursday there should be better air flow and as of April 15, GSA will turn on the coolers in the entire building for the season, which should help. Mold check and air quality are being conducted. New cooling unit was place in the courtroom that had a poorly functioning unit yesterday.

Polk County Detention Facility **Livingston, TX**
of Detailed Judges: 2
Current # Pending Cases: 499
of New Charging Documents: 234 NTAs and 18 CFRs
Issues/Challenges: No Network. Changes to dockets can only be made once a week when the laptops are transported back to HOD on weekends. Limited cell phone coverage and email coverage. Limited hot spots from laptops to check email.

Dilley Family Residential Center **Dilley, TX**
of Detailed Judges: 1
Current # Pending Cases: 0
of New Charging Documents: 1 CFRs with a total of 2 riders. 1 Withholding Only case with one rider.
Issues/Challenges: Phone lines. AT&T is scheduled to extend lines into the client's network room on 4/5/17.

Elizabeth **Elizabeth, NJ**
of Detailed Judges: 1
Current # Pending Cases: 166
of New Charging Documents: 71 receipts
Issues/Challenges: None

Eloy
of Detailed Judges: 1
Current # Pending Cases: 307
of New Charging Documents: 75 – 100 NTAs weekly
Issues/Challenges: None

Karnes
of Detailed Judges: 1
Current # Pending Cases: 7
of New Charging Documents: 1 NTA, 2 AOC, and 6 CFRs
Issues/Challenges: Analog lines have not been installed for the postage meter. There are concerns on where to put the copier/scanner/fax/printer, which will be installed on 4/5/17. There is also concern regarding the lack of filings to sustain details from other courts.

Krome/Broward
of Detailed Judges: 1
Current # Pending Cases: 374
of New Charging Documents:
Issues/Challenges: None Identified

Miami, FL

Laredo Processing Center (female)
of Detailed Judges: 1
Current # Pending Cases: 113
of New Charging Documents: 34 NTAs, 3 CFR, 11 RFR, and 7 WHO
Issues/Challenges: The data cables in courtroom, IJ office, legal assistants LAs workstation, and mailroom/fax/postage meter area have not been installed. Have to upload cases from computer room where there is a network.

Laredo Rio Grande (male)
of New Charging Documents: 45 NTAs and 2 CFRs
***Laredo Processing Center and Laredo Rio Grande have been combined into a weekly docket to ensure that there is a full week of cases.

LaSalle
of Detailed Judges: 5
Current # Pending Cases: 393
of New Charging Documents: 0 this week
Issues/Challenges: At this time, there is not enough work for five judges. There is enough work for a reasonable docket and three judges. There are some bigger picture technical issues with ERO insofar as how they manage the detention and transfer of detainees. For example, there are 100 cases set on a

Jena, LA

visiting judge's docket. The calendars are sent out to ERO/OCC/EOIR/GEO. As the week proceeds, the court identifies a number of detainees that have court who have been moved to another detention site (Pine Prairie, same AOR, 1.5 hours away) before the hearing could take place. ERO pushes back when requested to transport the detainee back to LaSalle for court. Thus, the case requires a reset and there is very little work for a detailed judge to complete.

Oakdale

Oakdale, LA

of Detailed Judges: 1
Current # Pending Cases: 336
of New Charging Documents: 5
Issues/Challenges: None

Otay Mesa

Otay Mesa, CA

of Detailed Judges: 3
Current # Pending Cases: 200
of New Charging Documents: 4
Issues/Challenges: None

Otero

Otero, NM

of Detailed Judges: 4
Current # Pending Cases: 257
of New Charging Documents: 105 NTAs, 28 CFR, and 1 RFR case
Issues/Challenges: Need a telephone installed in courtroom #3 and #4 so that the IJs can handle telephonic hearings.

Prairieland/Alvarado

Alvarado, TX

of Detailed Judges: 1
Current # Pending Cases: 152
of New Charging Documents: 0
Issues/Challenges: PDC is not receiving enough cases to truly fill a docket or even come close to it. Portable DAR and IT concerns. The only other issues that I would add are the challenges presented by logistics. For instance, when we were doing cases from Cibola to NYC and to Tucson, there were major time zone issues. In addition, as to Prairieland, there is no office space for EOIR staff. The EOIR staff had to sit in ERO space.

Imperial Regional Detention Facility (IRDF)

Imperial, CA

of Detailed Judges: 2
Current # Pending Cases: 39
of New Charging Documents: 22 NTAs
Issues/Challenges: Thus far, it has not resulted in any net gain in terms of completions. Instead, it has caused the shifting of non-

detained dockets to accomplish the in-person hearing. The courtrooms at IRDF are not suitable for in-person hearings because security is wholly inadequate. In terms of equipment, both fax machines are not working, although the court administrator has ordered new ones. There is no telephone in the room and the one that they will give the court will share the fax line. The court cannot do telephonic interpreters and the request to have in-person interpreters for all cases remains pending. This would not be necessary if the docket was handled via VTC. The IJs and clerks do not have computer access. Last week, an IJ was left in the courtroom without a bailiff; DHS informed the court administrator yesterday that the court will get a second bailiff for the courtrooms. The noise level at the prison continues in the hallway adjacent to the courtroom; the interpreter bangs on the door to have the officers be quiet. Today while the IJ was in court, she could hear the doors banging loudly.

VTC Sites

Joe Corley Detention Center

Conroe, TX

of Detailed Judges:

5

Current # Pending Cases:

514

of New Charging Documents:

150 Notices to Appear (NTAs) and 17 credible fear reviews (CFRs)

Issues/Challenges:

VTC connection process and distribution of filings

Hutto

Taylor, TX

of Detailed Judges:

5 (5 Miami IJs were asked to cover Hutto, despite the limited number of cases at Hutto. There are not enough cases to fill one IJ's docket, and certainly not five.)

Current # Pending Cases:

277

of New Charging Documents:

235 NTAs, 40 CFRs, 1 reasonable fear review (RFR), and 6 withholding-only cases (WHO)

Issues/Challenges:

Some of the detailed courts have not rescheduled the cases in CASE. They are receiving 30+ bond requests daily and ensuring which judge/court has the ROP is challenging.

There are no rooms for attorneys to be with their clients.

Glades

Glades, FL

<u># of Detailed Judges:</u>	1
<u>Current # Pending Cases:</u>	166
<u># of New Charging Documents:</u>	176
<u>Issues/Challenges:</u>	None

Cibola

Cibola, NM

<u># of Detailed Judges:</u>	2
<u>Current # Pending Cases:</u>	20
<u># of New Charging Documents:</u>	14 NTAs and 5 CFRs
<u>Issues/Challenges:</u>	has not been sufficient to keep the 2 IJs assigned to this docket occupied

Facility	Per DHS, Total Number of Empty Courtrooms / Available Now	Number of Courtrooms Suitable for In-Person Hearings	Number of Courtrooms Suitable for VTC	Current EOIR IJ presence live/ VTC	Date Available for EOIR Inspection	Date of EOIR (Space and Facilities/IT/OCIJ) Inspection	Needed Upgrades or Changes and Date of Completion = Space; Security; IT	Date Available for EOIR Occupancy	Date Immigration Judges Available for Hearings	Notes
Adelanto Detention Facility, CA	1/1	1	N/A		N/A	N/A	N/A	3/6/2017		Done
Otay Mesa Detention Facility, CA	3/2	2	1		N/A	N/A	N/A	2-3/13/2017		Done
Aurora Contract Detention Facility, CO					EOIR currently working with ICE to determine					This is the old detention facility. It will need inspection. We have IJ at new location.
Glades County Detention, FL	1/0	Per ICE Facilities, not suitable								
101 West Congress, IL	2/0				N/A	N/A	N/A	N/A	On March 6, 2 immigration judges will be live in the courtrooms	
ERO Building, KY	1/0									Please note: This facility was used by EOIR in the past for non-detained

LaSalle Detention Center, LA												cases, it is VTC only. However, there were significant challenges with connectivity and having a DHS presence to assist. Therefore, EOIR has determined it is opening its own non-detained location in Louisville.	
Cibola County Correctional Center, NM												Needs Inspection	
Otero County Processing Center, NM *	4/4	4	4	0/2	Inspected 2/28/17	Inspected 2/28/17	Inspected 2/28/17	EOIR inspection being scheduled now				Dependent on DHS upgrades to security	Needed upgrades: Security strobe lights and rail stops. IT needs 30 days to install DAR

Alvarado Detention Facility, TX	1/0					Waiting on DHS pre-inspection					?
Joe Corely Detention Facility, TX	5/0	0 - no admin space	5	VTC available		From pictures and blueprint EOIR has determined this space is unsuitable	N/A			Via VTC we can make IUs available.	
Laredo Detention Center, TX	2/0 ICE report 1 current VTC	1?					EOIR inspection being scheduled now				
South Texas Family Residential Center (Dilley), TX	4/2 (5)	5?					EOIR inspection being scheduled now				Needs Inspection Assign TIJs
T. Don Hurtt Residential Center, TX	5/0	0 -no admin space -Not adequate size	5	VTC only		From pictures and blueprint EOIR has determined this space is unsuitable	N/A				Please see pictures: Padded closet
Northwest Detention Center, WA	2/1		1			This space would need	N/A			3/6/2017 VTC	

Sites	Date of Implementation	March Detained Courts	April 7 Detained Courts	Empty Detained Courtrooms	Notes	Non-detained Courts
Adelanto	week of March 6	2			Judges deployed.	
Chicago	week of March 6	2			Judges deployed.	
Otay Mesa	week of March 13	3			Judges deployed.	
LaSalle	week of March 20	3			3 Judges deployed. Insufficient caseloads so far for further deployments.	
Otero	week of March 20 and 27	2		2	1 judge deployed 3/20; 1 to be deployed 3/27. Insufficient caseloads so far for further deployments.	
Laredo	week of March 20	1			Judge deployed.	
Dilley	week of March 20	1		4	Judge deployed. To date she has not had cases and there are no new NTAs filed. Awaiting ICE decision on possible expansion.	
Karnes	week of March 20	1			Judge deployed.	
Polk	week of March 20 and 27	2			1 judge deployed 3/20; 1 to be deployed 3/27.	
Eloy	week of March 20	1			Judge deployed.	
Krome/Broward	week of March 20	1			Judge deployed.	
Oakdale	week of March 20	1			Judge deployed.	
Cibola	mid/end of April				Awaiting ICE buildout of facility.	
Imperial Regional Detention Facility	TBD			2	Inspection of 2 courtroom and facility raised questions about sufficiency of staff space and some security concerns	
Prairie Land/Alvarado	TBD			1	Awaiting ICE response regarding questions about insufficient staff space and security concerns	
Elizabeth	TBD			1	To be proposed by EOIR to ICE as possible facility.	
Total:		20	4	8		0

Total detained:	24
Total empty:	8
Total	32

EO Implementation Meeting notes

March 6, 2017

Duty hours

- It will vary depending on location
 - Issue – AWS
- Alternatives – Create a list with all possibilities of schedules/ shifts
- 6:00am – 2:00pm or 2:00pm- 10:00pm do not forget about a 30min lunch break
- Equipment needed
 - Desks
 - Office space for staff
 - Laptops or desktops
- Follow-up needed for Tuesday meeting
 - OCIJ/ELR Discussion regarding use or suspension of AWS
 - OCIJ/ELR/space and facilities Discussion regarding where staff/JLCs/IJs will sit during double shifts
 - Are there any space countermeasures needed? (OCIJ)
 - What will be the equipment needs for double shifts? (OCIJ/OIT)

Kekoa visit update

- The space is small. 14 x 26 will not fit 2 tables side to side
- (b) (7)(F)
- (b) (7)(F)

IT

- Will start ordering new equipment for the 7 new locations
 - review the chart provided by ICE
- Information needed from OCIJ – Judges information to keep track where the equipment is going to and where it will be placed
- Detail Dashboard: trying to get input screen for IJ only up by Thursday. Meeting this afternoon with OCIJ on staff version.

CASE

- System is getting updated
 - Changing the time to Military time to avoid confusions between AM & PM for double shifts
 - Visiting judge limitations (only assigned Judges are able to close cases)
 - Need hearing location codes
 - VTC use vs. in-person: need decision whether this will be mandatory field in CASE

- o Should we look at 356 days a year that can be scheduled 24 hours a day?

Answer: Yes

- Detention facilities need new location codes – 7 locations
- Docketing by Friday – 10 day notice will not happen within CASE. IT will use an outside software and have a work around.

Admin

- Are bonuses an option for details? As a reward. Will JMD give us more bonus \$?
- Need instructions for how to record time differential
- Procurement
 - o Man Tech: New contract in place for the new locations
 - o OCIJ sending mods for SOSI and telephonic interpreting. VRI is only a long term solution
 - o JMD knows this is a priority
- (b) (5)
- ELR – will need to give notice to NAJ soon, but need to wait for clearance from ODAG
- (b) (7)(F) Admin will have to be involved in conversations with ICE on remediations.
- Admin will set up a nightly call with the travelling inspections teams to get reports.
- TIJs – can we change their work loads to all cases? ELR: we can add it to the conversation with NAJ.

Port Courts

GSA is managing/ starting to construct?

Paso del Norte

Lisa will get in touch with CBP for more information in order to involve EOIR in their plans

IHP

EOIR has agreed to provide VTC equipment

EO Implementation Meeting notes

March 7, 2017

We will proceed with the plan – March 20th, 2017 is our first deadline

OCIJ (meeting @ 12:00pm)

- AWS & CWS are not granted for IJ's on detail. It will not conflict with their schedules
 - Please note: need to look at non-detained dockets
- (b) (5)
- (b) (5)
- (b) (5)
- (b) (5)
- (b) (5)
- (b) (5)
- (b) (5)
- What do we do about the lunch hour?
 - Ana – they need their hour
 - Can we provide lunch?
 - Admin: can't pay for food?
 - Admin: will start working on welcome packets for locations
 - Food truck they can pay?
 - Ana: look into an extended stay facility with kitchen
 - Access to transportation – any shuttles?
- WIFI – it will cost 1.5 million & 650K for upkeep
- Laptops will be assigned and will stay in place
- (b) (5)
- Need TP's on hard –offs for IJ 2 week details
- Dockets: Detained spaces bring cases to the ones that are far out

Space & Facilities

- Laredo
 - (b) (7)(F)
 - (b) (7)(F)
 - (b) (7)(F)
 - (b) (7)(F)
 - We will need to shift tables around
- Dilley
 - (b) (7)(F)
 - (b) (7)(F)
- Karnes
 - Security measures are in place

- o Staff area has one office (room for two)

ADMIN

- We should suggest to waive TSA precheck for EOIR – ask DHS
- Mantech - still working on the modification to the current contract
- Starting to run low on \$ and we do not have supplemental yet

Donna Carr – will get back to us

- Getting a lot of NTA's on non-detained dockets- want to know if these NTAs were delayed filing by ICE

IT

- CASE - working on updating the system. Updates should be completed by Friday March 10, 2017 in order to print hearing schedules for March 20, 2017
 - Already modified monthly agenda. Testing the notices now
 - Giving full access to everyone- Kate and Mark will work on a plan
 - ECHO is also impacted by this
 - We can give IJs notice ability – IJs like to have training in person – can we do that?
 - OIT/OCI/ ADMIN need to meet today to come up necessary resources
 -

COMMUNICATIONS

- Internal communications - Video CIJ message
 - o Marybeth will send a new revised script and email
- External communications
 - o Need to keep finger on pulse
 - o Something will be out there before us
 - o Atlanta Stakeholder meeting on 3/16/2017 – will make a statement & follow by a listening session
- April 5 – national stakeholder meeting
 - o Should this be a principal's meeting

OGC

- ELR – need to get notice to NAIJ
- TIJ- give NAIJ chance to agree to waive MOU

Port Courts

- CBP has done a paper on port courts
- 4 options
 - o PDN or Tornillo – VTC or in person
 - o Timeframe – 30 days
 - o Modular timeframe – 6 months

- Lisa will talk to GSA FEMA for more info – to be continued...

IHP

- RCM setting up next meeting for 3/16/2017
- USCIS will participate

(b) (7)(F)

Need TPs on this from Admin

3/8/2017, EO Implementation meeting

1. Possible Plan B for 50 IJs: please see attached spreadsheet.

2. March 20 Roll-out of 6 new locations:

a. OCIJ:

1. Phone call with NAIJ
2. Message from CIJ
3. Planning call with ICE (to be coordinated with OOD)
4. Location codes (in conjunction with OIT)
5. Staff interpreters will be detailed to new locations at this point. We will face hurdles

with interpretation of languages other than Spanish if phones are not operable for telephonic interpretation.

b. Admin:

1. K amended for telephonic interpretation
2. Procurement already working on ways to K with extended stay facilities

c. OIT:

1. OIT needs POC to start shipping equipment
2. OIT will configure equipment and plans to be on site for a day or two to assure it is all working when details start.

3. CASE merge

d. OOD:

1. Email to ICE with inspection report read outs
2. OCLA will work with OCIJ on external communication

3. Port Courts: Lisa reached out to CBP to see if she can get info on trailer proposal and is waiting to hear back. GSA has not received information from CBP.

4. IHP: Inter-agency meeting scheduled for March 16, 2017.

5. Other

a. Mantech K: PSS is working on modification.

EO Implementation Meeting notes

March 9, 2017

- ODAG has for now halted conversations on double shifts
- Deadline to initiate the rest of the plan is no longer March 20, 2017, due to the fact that we have not been able to solicit volunteers or set up dockets. However let's keep on pushing forward as if it is.
- NAIJ call at 4:00pm

Space & Facilities

- Cibola does not enough space to staff two courtrooms. There are two small offices for the two courtrooms.
- Alternative locations
 - Start looking into Joe Corley. We would need ICE to convert two VTC courtrooms into staff space.
 - Converting non-detained to detained
 - Atlanta ICRO – Federal facility is completely empty
 - Salt Lake City
- Polk facility visit

- (b) (7)(F)
- (b) (7)(F)
- (b) (7)(F)
- (b) (7)(F)

- La Salle facility visit is tomorrow

OIT

- CASE- all updates are complete
 - Hearing locations are set
- New need: Interpreters equipment –ADMIN & OCU will meet to further discuss
- Otero- the facility has no WIFI network. EOIR will place a WIFI network through a cellular hotspot from ATT for portable DARS
- Waiting to hear back from Jack Murphy for a POC

Do out

ADMIN & OCU will meet to discuss supplies.

Need 14 days in order to assure that the IJ has a docket the day s/he starts as long as everything goes as it is supposed to.

Detail database will be ready Monday for IJs to start using for details starting April 1, 2017.

EO Implementation meeting notes

March 14, 2017

OCJ

- An JJ from Miami is ready to detail starting March 20 to Dilley
- La Salle- 3 JJ's will be selected today and there are three dockets up and running for March 20
- Mike to travel to Dilley/Karnes, Mary Beth to Otero, Print to LaSalle, Ana to Polk, Kate to Laredo
- Dockets
 - o La Salle – Full docket for 3 Judges
 - o Polk – Has a full docket to start on Monday
 - o Dilley – docket ready for Monday

OIT

- IT will be on-site by Sunday to have the equipment running by Monday at 9:00AM
 - o La Salle
 - o Polk
 - o Dilley
- It is mission critical that Polk and La Salle get their circuits ASAP. Circuits are already on order for all locations.
- IT planning to be on the ground on Friday, March 17. Mary Jane will work ICE to assure we have access to the courtrooms over the weekend so that mobile DAR will be up and running on Monday morning.
- IT will configure Hotspots for JJs and Staff to use outside the detention centers to upload portable DAR feeds
- IT will need to drop an analog service line for mail meters in Polk and LaSalle. OIT is putting in an order for the meters and faxes for all locations.

Admin

- Kate will visit Laredo Monday morning
- Alina is working on a spreadsheet of supplies to order and hopes to finalize it today to place orders
- Please complete the chart Lisa has created with travel dates and travelers.

U, court administrators, legal assistants, IT, etc.)

Facilities and Security

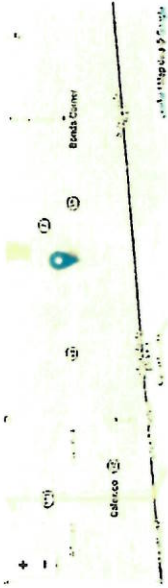
- La Salle, Polk, Dilley are good to go as long as ICE will provide a guard
- Security to confirm locations where a guard is necessary so RCM or Print can confirm that ICE will have the guard.
- Site Visit to El Centro on Monday March 20
 - ICE is referring to the Imperial Regional Facility near Calexico. It appears to have only 2 courtrooms, not 3. ICE OPLA in speaking with Print thought it was El Centro SPC. Ray will do a site visit with ICE (Allen) next Monday, March 20. OIT may send someone on the team as well. Security stands ready to send someone as well, but would prefer to make sure the location is a viable location before sending someone to inspect.

Immigration Enforcement

Detention Facilities

Imperial Regional Detention Facility

San Diego Field Office
 1572 Gateway Road Calexico, CA, 92231
 See map: [Google Maps](#)



If you need information about a detainee that is not in this facility, you may call (760) 513-7200 between the hours of 2 a.m. and 4 p.m. When you call please have the detainee's biographical information ready including first, last and middle names; date of birth; date of apprehension; date of release; and date and country of birth.

Detainees cannot receive incoming calls. If you need to speak with a detainee to leave an urgent message, you must call (602) 378-7200 and leave the detainee's full name, phone registration number and your name and telephone number with which you are associated. The detainee may be given your message.

Parking: Free public parking is available at the facility (fees included) for visitors. Free parking is marked.
 Accessibility for Individuals with Special Needs: The facility is in compliance with the Americans with Disabilities Act (ADA).

OGC

- ELR and OCIJ had a conversation with the union about the new plan for details. They are meeting this afternoon re the response to the union.

Port Courts

None

IHP

- Meeting this Thursday BOP will be attending
- Transportation the van will leave G2 at 9:40am.

To do

- It is mission critical to complete the implementation spreadsheet for the six sites that will start the week of March 20 TODAY. OCJ, ADMIN, OIT will need to complete the spreadsheet by COB with as much information as possible so we can discuss it at the daily meeting tomorrow at 10:30.

(b) (6)

From: (b) (6)
Sent: Wednesday, June 21, 2017 1:44 PM
To: (b) (6)
Cc: (b) (6)
Subject: FW: FOIA 2017-21872
Attachments: 17-196.xlsx

(b) (6)

I have attached the results that you requested. Please let me know if there is anything further that you need.

Thank you

(b) (6)

From: OPAS Stats Requests (EOIR)
Sent: Friday, June 16, 2017 8:05 AM
To: (b) (6)
Subject: FW: FOIA 2017-21872

New request needs a number. I said we could provide all the 35 ADJ codes by IJ since March 6th (start of surge courts)

From: (b) (6)
Sent: Thursday, May 25, 2017 3:36 PM
To: OPAS Stats Requests (EOIR) <OPAS.StatsRequests@EOIR.USDOJ.GOV>
Subject: FOIA 2017-21872

NIJC requests:

“Number, category, type, location of cases recalendared/rescheduled for IJs sent on detail”

Please let me know if you can provide all or part. Thank you!

(b) (6)

Executive Office For Immigration Review
Department of Justice

(b) (6)

Executive Office for Immigration Review
Office of Planning, Analysis, and Statistics

OPAS #17-196

Use of Adjourment 35 since March 6th, 2017

Hearings where adjourment code 35 (UNPLANNED IJ LEAVE - DETAIL/OTHER ASSIGNMENT) has been used since March 6, 2017 by location and Immigration Judge

JUDGE NAME	Base City	Hearing Location	Hearings adjourned with code 35
(b) (6)	ADELANTO	ADELANTO DETENTION FACILITY EAST	14
	ADELANTO	ADELANTO DETENTION FACILITY WEST	1
	ADELANTO	ADELANTO DETENTION FACILITY WEST	1
	ARLINGTON	ARLINGTON DET	1
	ARLINGTON	ARLINGTON, VA	252
	ARLINGTON	ARLINGTON, VA	329
	ARLINGTON	ARLINGTON, VA	1
	ARLINGTON	ARLINGTON, VA	849
	ARLINGTON	ARLINGTON, VA	157
	ARLINGTON	ARLINGTON, VA	73
	ARLINGTON	ARLINGTON, VA	325
	ATLANTA	ATLANTA DET	1
	ATLANTA	ATLANTA DET	2
	ATLANTA	ATLANTA DET	44
	ATLANTA	ATLANTA DET	6
	ATLANTA	ATLANTA, GEORGIA	77
	ATLANTA	ATLANTA, GEORGIA	490
	ATLANTA	ATLANTA, GEORGIA	235
	ATLANTA	ATLANTA, GEORGIA	1
	BALTIMORE	BALTIMORE, MD	124
	BALTIMORE	BALTIMORE, MD	3
	BALTIMORE	BALTIMORE, MD	2
	BLOOMINGTON	BLOOMINGTON	2
	BOSTON	BOSTON DETAINED	4
	BOSTON	BOSTON DETAINED	5
	BOSTON	BOSTON, MASS	9
	BOSTON	BOSTON, MASS	21
	BOSTON	BOSTON, MASS	9
	BOSTON	BOSTON, MASS	45
	BOSTON	BOSTON, MASS	30
	BOSTON	BOSTON, MASS	28
	BOSTON	BOSTON, MASSACHUSETTS	136
	BUFFALO	BUFFALO JUVENILE	11
	BUFFALO	BUFFALO, NY	112
	BUFFALO	BUFFALO, NY	139
	CHARLOTTE	CHARLOTTE JUVENILE	2
	CHARLOTTE	CHARLOTTE, NC	11
	CHARLOTTE	CHARLOTTE, NC	26
	CHARLOTTE	CHARLOTTE, NC	32
CHICAGO	CHICAGO DET	2	
CHICAGO	CHICAGO DET	2	

(b) (6)

CHICAGO	CHICAGO DET	27
CHICAGO	CHICAGO DET	13
CHICAGO	CHICAGO DET	3
CHICAGO	CHICAGO DET	30
CHICAGO	CHICAGO DET	1
CHICAGO	CHICAGO NON-DETAINED JUVENILE	24
CHICAGO	CHICAGO NON-DETAINED JUVENILE	14
CHICAGO	CHICAGO NON-DETAINED JUVENILE	3
CHICAGO	CHICAGO NON-DETAINED JUVENILE	4
CHICAGO	CHICAGO NON-DETAINED JUVENILE	33
CHICAGO	CHICAGO NON-DETAINED JUVENILE	22
CHICAGO	CHICAGO, IL	46
CHICAGO	CHICAGO, IL	1
CHICAGO	CHICAGO, IL	161
CHICAGO	CHICAGO, IL	12
CLEVELAND	CLEVELAND DETAINED LOCATION	22
CLEVELAND	CLEVELAND, OHIO - CEL	67
CLEVELAND	CLEVELAND, OHIO - CEL	144
CLEVELAND	OHIO DEPT. OF CORRECTIONS	1
DALLAS	DALLAS DET	1
DALLAS	DALLAS, TX	20
DALLAS	DALLAS, TX	20
DALLAS	DALLAS, TX	23
DALLAS	DALLAS, TX	2
DALLAS	DALLAS, TX	2
DALLAS	DALLAS, TX	123
DALLAS	DALLAS, TX	1
DALLAS	DALLAS, TX	1
DALLAS	PRAIRIELAND DETENTION CENTER	5
DALLAS	PRAIRIELAND DETENTION CENTER	2
DALLAS	PRAIRIELAND DETENTION CENTER	21
DENVER	DENVER, CO	17
DENVER	DENVER, CO	57
DENVER	DENVER, CO	212
DENVER	DENVER, CO	158
DENVER	DENVER, CO	41
DETROIT	DETROIT DET	2
DETROIT	DETROIT JUVENILE	182
DETROIT	DETROIT, MI	129
DETROIT	DETROIT, MI	25
EL PASO	EL PASO, TX	2
EL PASO	EL PASO, TX	3
EL PASO SPC	EL PASO DET	1
EL PASO SPC	OTERO COUNTY PROCESSING CENTER	5
EL PASO SPC	OTERO COUNTY PROCESSING CENTER	4
ELIZABETH	ELIZABETH DET	2
ELIZABETH	ESSEX COUNTY JAIL	1
ELIZABETH	ESSEX COUNTY JAIL	1
ELIZABETH	ESSEX COUNTY JAIL	6
ELIZABETH	ESSEX COUNTY JAIL	1
ELOY	ELOY INS DET	15
FLORENCE SPC	FLO DET CTR	1

(b) (6)

FLORENCE SPC	FLO DET CTR	1
GUAYNABO (SAN JUAN)	SAN JUAN, PUERTO RICO	10
GUAYNABO (SAN JUAN)	SAN JUAN, PUERTO RICO	50
HARLINGEN	HARLINGEN, TX	1
HARLINGEN	HARLINGEN, TX	77
HARLINGEN	HARLINGEN, TX	19
HARTFORD	HARTFORD JUVENILE	59
HARTFORD	HARTFORD, CT	76
HARTFORD	HARTFORD, CT	45
HARTFORD	SUFFIELD CT DOC	1
HOUSTON	HOUSTON, TEXAS	25
HOUSTON	HOUSTON, TEXAS	2
HOUSTON	HOUSTON, TEXAS	1
HOUSTON	HOUSTON, TEXAS	2
HOUSTON	HOUSTON, TEXAS	2
HOUSTON	HOUSTON, TEXAS	38
HOUSTON	HOUSTON, TEXAS	2
HOUSTON	LELAND FEDERAL BUILDING	40
HOUSTON	LELAND FEDERAL BUILDING	9
HOUSTON SPC	HOUSTON DET	3
KANSAS CITY	KANSAS CITY, MO	126
KANSAS CITY	KANSAS CITY, MO	111
KANSAS CITY	KANSAS CITY, MO DETENTION	5
KROME NORTH SPC	BROWARD TRANS CTR	2
KROME NORTH SPC	BROWARD TRANS CTR	5
KROME NORTH SPC	BROWARD TRANS CTR	1
KROME NORTH SPC	GLADES COUNTY PRISON	1
KROME NORTH SPC	GLADES COUNTY PRISON	1
KROME NORTH SPC	KROME DET	2
KROME NORTH SPC	KROME DET	2
LAS VEGAS	LAS VEGAS JUVENILE	62
LAS VEGAS	LAS VEGAS JUVENILE	52
LAS VEGAS	LAS VEGAS JUVENILE	83
LAS VEGAS	LAS VEGAS, NV	35
LAS VEGAS	LAS VEGAS, NV	68
LAS VEGAS	LAS VEGAS, NV	69
LAS VEGAS	LAS VEGAS, NV	74
LAS VEGAS	RENO, NEVADA	146
LOS ANGELES	LOS ANGELES 3	1
LOS ANGELES	LOS ANGELES, CA	139
LOS ANGELES	LOS ANGELES, CA	254
LOS ANGELES	LOS ANGELES, CA	354
LOS ANGELES	LOS ANGELES, CA	206
LOS ANGELES	LOS ANGELES, CA	8
LOS ANGELES	LOS ANGELES, CA	1
LOS ANGELES	LOS ANGELES, CA	24
LOS ANGELES	LOS ANGELES, CA	121
LOS ANGELES	LOS ANGELES, CA	86
LOS ANGELES	LOS ANGELES, CA	19
LOS ANGELES	LOS ANGELES, CA	129
LOS ANGELES	LOS ANGELES, CA	210
LOS ANGELES	LOS ANGELES, CA	196

(b) (6)

LOS ANGELES	LOS ANGELES, CA	284
LOS ANGELES	LOS ANGELES, CA	172
LOS ANGELES	LOS ANGELES, CA	739
LOS ANGELES	LOS ANGELES, CA	132
LOS ANGELES	LOS ANGELES, CA	91
LOS ANGELES	LOS ANGELES, CA	186
LOS ANGELES	LOS ANGELES, CA	40
LOS ANGELES	LOS ANGELES, CA	56
LOS ANGELES	LOS ANGELES, CA	3
LOS ANGELES	ORANGE COUNTY DETAINED	2
LOS ANGELES	ORANGE COUNTY DETAINED.	6
LOS FRESNOS (PORT ISABEL)	PORT ISABEL DET	1
LOS FRESNOS (PORT ISABEL)	PORT ISABEL DET	1
MEMPHIS	LOUISVILLE JUVENILE	1
MEMPHIS	LOUISVILLE, KY	91
MEMPHIS	LOUISVILLE, KY	18
MEMPHIS	MEMPHIS, TN	109
MEMPHIS	MEMPHIS, TN	120
MEMPHIS	MEMPHIS, TN	3
MIAMI	CENTRAL FL DOC	1
MIAMI	MIAMI, FLORIDA	41
MIAMI	MIAMI, FLORIDA	1
MIAMI	MIAMI, FLORIDA	2
MIAMI	MIAMI, FLORIDA	57
MIAMI	MIAMI, FLORIDA	33
MIAMI	MIAMI, FLORIDA	378
MIAMI	MIAMI, FLORIDA	101
MIAMI	MIAMI, FLORIDA	215
MIAMI	MIAMI, FLORIDA	102
MIAMI	MIAMI, FLORIDA	1
MIAMI	MIAMI, FLORIDA	139
MIAMI	MIAMI, FLORIDA	693
MIAMI	MIAMI, FLORIDA	619
MIAMI	MIAMI, FLORIDA	49
MIAMI	MIAMI, FLORIDA	48
MIAMI	MIAMI, FLORIDA	10
MIAMI	MIAMI, FLORIDA	249
MIAMI	MIAMI, FLORIDA	118
MIAMI	MIAMI, FLORIDA	53
MIAMI	MIAMI, FLORIDA	192
MIAMI	MIAMI, FLORIDA	142
MIAMI	NORTH FL FL DOC	6
MIAMI	SOUTH FL DOC	3
MIAMI	WASHINGTON FL DOC	5
NEW ORLEANS	NEW ORLEANS, LA	23
NEW ORLEANS	NEW ORLEANS, LA	72
NEW ORLEANS	NEW ORLEANS, LA	1
NEW ORLEANS	NEW ORLEANS, LA	42
NEW ORLEANS	NEW ORLEANS, LA	414
NEW YORK - DET	NY DET (VARICK ST.)	4
NEW YORK CITY	NEW YORK CITY, NEW YORK	35
NEW YORK CITY	NEW YORK CITY, NEW YORK	2

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NEW YORK CITY	NEW YORK CITY, NEW YORK	1
NEW YORK CITY	NEW YORK CITY, NEW YORK	18
NEW YORK CITY	NEW YORK CITY, NEW YORK	161
NEW YORK CITY	NEW YORK CITY, NEW YORK	11
NEW YORK CITY	NEW YORK CITY, NEW YORK	163
NEW YORK CITY	NEW YORK CITY, NEW YORK	64
NEW YORK CITY	NEW YORK CITY, NEW YORK	335
NEW YORK CITY	NEW YORK CITY, NEW YORK	11
NEW YORK CITY	NEW YORK CITY, NEW YORK	68
NEW YORK CITY	NEW YORK CITY, NEW YORK	58
NEW YORK CITY	NEW YORK CITY, NEW YORK	18
NEW YORK CITY	NEW YORK CITY, NEW YORK	202
NEW YORK CITY	NEW YORK CITY, NEW YORK	86
NEW YORK CITY	NEW YORK CITY, NEW YORK	97
NEW YORK CITY	NEW YORK CITY, NEW YORK	27
NEW YORK CITY	NEW YORK CITY, NEW YORK	11
NEW YORK CITY	NEW YORK CITY, NEW YORK	125
NEW YORK CITY	NEW YORK CITY, NEW YORK	20
NEW YORK CITY	NEW YORK CITY, NEW YORK	13
NEW YORK CITY	NEW YORK CITY, NEW YORK	15
NEW YORK CITY	NEW YORK CITY, NEW YORK	80
NEW YORK CITY	NEW YORK CITY, NEW YORK	33
NEW YORK CITY	NEW YORK CITY, NEW YORK	30
NEW YORK CITY	NEW YORK CITY, NEW YORK	167
NEW YORK CITY	NEW YORK CITY, NEW YORK	166
NEW YORK CITY	NEW YORK CITY, NEW YORK	1
NEW YORK CITY	NEW YORK CITY, NEW YORK	11
NEW YORK CITY	NEW YORK CITY, NEW YORK	133
NEW YORK CITY	NEW YORK CITY, NEW YORK	158
NEW YORK CITY	NEW YORK CITY, NEW YORK	6
NEW YORK CITY	NEW YORK CITY, NEW YORK	120
NEW YORK CITY	NEW YORK CITY, NEW YORK	6
NEW YORK CITY	NEW YORK CITY, NEW YORK	60
NEW YORK CITY	NEW YORK CITY, NEW YORK	36
NEW YORK CITY	NEW YORK CITY, NEW YORK	18
NEW YORK CITY	NEW YORK CITY, NEW YORK	7
NEW YORK CITY	NEW YORK CITY, NEW YORK	85
NEW YORK CITY	NEW YORK CITY, NEW YORK	49
NEW YORK CITY	NEW YORK CITY, NEW YORK	67
NEWARK	NEWARK SURGE	319
NEWARK	NEWARK, NEW JERSEY	72
NEWARK	NEWARK, NEW JERSEY	15
NEWARK	NEWARK, NEW JERSEY	61
NEWARK	NEWARK, NEW JERSEY	200
NEWARK	NEWARK, NEW JERSEY	166
NEWARK	NEWARK, NEW JERSEY	223
OAKDALE	FED. DET. CTR-OAK 2	15
OMAHA	OMAHA, NE	1
OMAHA	OMAHA, NE	11
ORLANDO	ORLANDO, FL	1
ORLANDO	ORLANDO, FL	261
ORLANDO	ORLANDO, FL	273

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ORLANDO	ORLANDO, FL	248
PHILADELPHIA	PHILADELPHIA ADULTS WITH CHILDREN	10
PHILADELPHIA	PHILADELPHIA ADULTS WITH CHILDREN	88
PHILADELPHIA	PHILADELPHIA JUVENILE	1
PHILADELPHIA	PHILADELPHIA, PA	95
PHILADELPHIA	PHILADELPHIA, PA	18
PHILADELPHIA	PHILADELPHIA, PA	46
PHILADELPHIA	PHILADELPHIA, PA	25
PHILADELPHIA	PHILADELPHIA, PA	3
PHILADELPHIA	PITTSBURGH, PENNSYLVANIA	33
PHOENIX	PERRYVILLE AZ DOC	9
PHOENIX	PHOENIX JUVENILE	1
PHOENIX	PHOENIX, AZ	43
PHOENIX	PHOENIX, AZ	53
PHOENIX	PHOENIX, AZ	47
PHOENIX	PHOENIX, AZ	42
PORTLAND	PORTLAND DET	2
SALT LAKE CITY	SALT LAKE CITY	75
SALT LAKE CITY	SALT LAKE CITY	10
SALT LAKE CITY	SALT LAKE CITY	198
SALT LAKE CITY	SALT LAKE CITY DETAINED	2
SAN ANTONIO	SAN ANTONIO NON-DETAINED JUVENILE	1
SAN ANTONIO	SAN ANTONIO, TX	122
SAN ANTONIO	SAN ANTONIO, TX	18
SAN ANTONIO	SAN ANTONIO, TX	50
SAN ANTONIO	T. DON HUTTO RESIDENTIAL	6
SAN ANTONIO	T. DON HUTTO RESIDENTIAL	2
SAN ANTONIO	T. DON HUTTO RESIDENTIAL	1
SAN DIEGO	SAN DIEGO JUVENILE	2
SAN DIEGO	SAN DIEGO JUVENILE	1
SAN DIEGO	SAN DIEGO, CA	97
SAN DIEGO	SAN DIEGO, CA	19
SAN DIEGO	SAN DIEGO, CA	54
SAN DIEGO	SAN DIEGO, CA	65
SAN DIEGO	SAN DIEGO, CA	18
SAN DIEGO	SAN DIEGO, CA	19
SAN FRANCISCO	BOP PLEASANTON	11
SAN FRANCISCO	SAN FRANCISCO DET	1
SAN FRANCISCO	SAN FRANCISCO VIDEO	1
SAN FRANCISCO	SAN FRANCISCO, CA	124
SAN FRANCISCO	SAN FRANCISCO, CA	30
SAN FRANCISCO	SAN FRANCISCO, CA	9
SAN FRANCISCO	SAN FRANCISCO, CA	72
SAN FRANCISCO	SAN FRANCISCO, CA	5
SAN FRANCISCO	SAN FRANCISCO, CA	267
SAN FRANCISCO	SAN FRANCISCO, CA	1
SAN FRANCISCO	SAN FRANCISCO, CA	25
SAN FRANCISCO	SAN FRANCISCO, CA	183
SAN FRANCISCO	SAN FRANCISCO, CA	445
SAN FRANCISCO	SAN FRANCISCO, CA	61
SAN FRANCISCO	SAN FRANCISCO, CA	135
SAN FRANCISCO	SAN FRANCISCO, CA	71

(b) (6)	SAN FRANCISCO	SAN FRANCISCO, CA	73
	SAN FRANCISCO	SAN FRANCISCO, CA	149
	SAN FRANCISCO	SAN FRANCISCO, CA	4
	SAN FRANCISCO	SAN FRANCISCO, CA	155
	SEATTLE	SEATTLE, WA	236
	SEATTLE	SEATTLE, WA	244
	SEATTLE	SEATTLE, WA	212
	STEWART	STEWART DETENTION CENTER, LUMPKIN GEORGIA	1
	TACOMA	NORTHWEST DETENTION CENTER	24
	TACOMA	NORTHWEST DETENTION CENTER	19
	TACOMA	NORTHWEST DETENTION CENTER	2
	TACOMA	NORTHWEST DETENTION CENTER	25
	TUCSON	TUCSON AZ DOC	17
	TUCSON	TUCSON, ARIZONA	39
	ULSTER	ULSTER NY DOC	1

Please note that EOIR staff frequently enter and update information into the case database; so the statistics provided are subject to change.

-----Original Appointment-----

From: Sheehey, Kate (EOIR)

Sent: Monday, April 17, 2017 3:40 PM

To: Osuna, Juan (EOIR); Kocur, Ana (EOIR); Cutlip-Mason, Rena (EOIR); Keller, Mary Beth (EOIR); McGoings, Michael (EOIR); Maggard, Print (EOIR); Cheng, Mary (EOIR); Ward, Lisa (EOIR); McDaniel, James P. (EOIR); Dalton, Kay (EOIR); King, Jean (EOIR); (b) (6)

Subject: IJ hiring process changes

When: Tuesday, April 18, 2017 9:30 AM-10:00 AM (UTC-05:00) Eastern Time (US & Canada).

Where: Director's Conference room

As promised last week, this is a meeting to discuss more of the details re: IJ hiring process changes.

General changes include"

First, EOIR will now be permitted to post a single job announcement to which IJ candidates may apply. The single announcement will list all locations for which EOIR is currently seeking applicants. In the past, EOIR was required to post separate announcements for each location.

Second, there are some changes to the EOIR evaluation phase of the process. Most notably, interviews of first tier candidates and summaries of the interviews will have to be completed within one month. The Director will select a small group of candidates for each position to forward to the Department for further review.

Third, the Department is doing away with the former "DAG panel" process to review candidates recommended by EOIR. Instead, the DAG and the Assistant Attorney General for Administration will designate officials to review candidates and make recommendations to the DAG.

Finally, all selected candidates will be allowed to enter on duty under a temporary appointment pending full background investigation.

Consult with JMC

Consult with JMD

Consult with JMD

Consult with JMD

Consult with JMD

**EOIR Legal Orientation Program
LOP Expansion – Modification #1 to Consolidate all LOP Sites
Statement of Work**

The Contractor will provide Legal Orientation Programs (LOP) for detained adult aliens who are, or may be, placed in EOIR Immigration Court proceedings at the following sites:

1. Irwin County Detention Center, Ocilla, Georgia;
2. Polk County Adult Detention Facility, Livingston, Texas;
3. Prairieland Detention Center, Alvarado, Texas;
4. *Adelanto Detention Facility, Adelanto, California;
5. *Aurora Contract Detention Facility, Aurora, Colorado;
6. *Berks County Family Shelter, Leesport, Pennsylvania;
7. *Broward Transitional Center, Pompano Beach, Florida;
8. *Buffalo Federal Detention Facility, Batavia, New York, to also include all detained women appearing before the Buffalo Immigration Court;
9. *Central Arizona Detention Center, Florence, Arizona;
10. *East Hidalgo Detention Facility, La Villa, Texas;
11. *El Paso Service Processing Center, El Paso, Texas;
12. *Elizabeth Detention Center, Elizabeth, New Jersey;
13. *Eloy Contract Detention Facility, Eloy, Arizona;
14. *Essex County Jail, Newark, New Jersey;
15. *Florence Correctional Center, Florence, Arizona;
16. *Florence Service Processing Center, Florence, Arizona;
17. *Frederick County Adult Detention Center, Frederick, Maryland;
18. *Houston Contract Detention Facility, Houston, Texas;
19. *Howard County Detention Center, Jessup, Maryland;
20. *Hudson County Jail, Kearny, New Jersey;
21. *ICA Farmville, Farmville, Virginia;
22. *Joe Corley Detention Facility, Conroe, Texas;
23. *Karnes County Residential Center, Karnes City, Texas;
24. *Kenosha County Detention Center, Kenosha, Wisconsin;
25. *Krome Service Processing Center, Miami, Florida;
26. *LaSalle Detention Facility, Jena, Louisiana;
27. *McHenry County Jail, Woodstock, Illinois;
28. *Northwest Detention Center, Tacoma, Washington;
29. *Otay Detention Facility, San Diego, California;
30. *Otero County Processing Center, Alamogordo, New Mexico;
31. *Pine Prairie Correctional Center, Pine Prairie, Louisiana;
32. *Port Isabel Service Processing Center, Port Isabel, Texas;
33. *South Texas Detention Complex, Pearsall, Texas;
34. *South Texas Family Residential Center, Dilley, Texas;
35. *Stewart Detention Center, Lumpkin, Georgia;
36. *Virginia Peninsula Regional Jail, Williamsburg, Virginia;
37. *West Texas Detention Facility, Sierra Blanca, Texas;
38. *Worcester County Jail, Snow Hill, Maryland;
39. *York County Prison, York, Pennsylvania.

The new period of performance for sites 1-3 is September 26, 2016 to July 31, 2017.

*The period of performance for sites 4-39 is April 1, 2017 to July 31, 2017.

A. The specific tasks to be provided are as follows:

- (1) Establish a Program Operation Plan (POP), in consultation with the EOIR Contract Officer's Representative (COR) and prior to the start of operation, to include:
 - (a) Proposed budget;
 - (b) Start date;
 - (c) Structure and schedule of group orientations and individual orientations;
 - (d) Structure and schedule of self-help workshops;
 - (e) Pro Bono Plan (see A(14) below).
- (2) Coordinate with the COR and on-site representatives to implement the program at the site. "On-site representatives" may include officials from the Department of Homeland Security (DHS) Immigration and Customs Enforcement, EOIR, or other individuals deemed necessary by the Contractor or the COR.
- (3) Arrange for suitable space in which to conduct the group orientations, which may include the EOIR Immigration Court or other space within the detention facility. Where a contract detention facility, or state or county jail is involved, EOIR will make its best effort to facilitate access to a suitable space.
- (4) Review in advance available information on individuals scheduled to attend the group orientation in order to make necessary preparations for the orientation.
- (5) Provide group orientations to all aliens, who are or may be placed in immigration removal proceedings (with reasonable exceptions to be approved by the COR), prior to their initial Master Calendar Hearing in the Immigration Court. Additional group orientations may be provided to aliens prior to subsequent hearings. Group orientations will review the range of rights available to aliens in immigration proceedings, and alert these individuals to their alternatives or the lack thereof.
- (6) Follow the general structure of the group orientation as designed by the EOIR Legal Orientation Program and contained in the Legal Orientation Program Training Manual. The LOP presenters will respond to general concerns of individuals in group question and answer periods held during the group orientations.
- (7) Conduct group orientations in the language most appropriate for the majority of aliens present at the orientation. If an alien does not understand the language in which the group orientation is conducted, the presenter shall provide an interpreter or written or taped orientation materials in a language understood by the alien.
- (8) State at the beginning of each group orientation that the presenter is not the attorney or representative of the aliens, and that the views expressed by the presenter do not necessarily represent the views of EOIR, the Department of Justice, or the United States

Government. In addition, the presenter shall not, in any manner, either speak, or appear to speak, on behalf of EOIR, the Department of Justice, or the United States Government.

- (9) Provide individual orientations when requested by unrepresented individuals and as specified in the POP. The individual orientations are intended to assist individuals in understanding their legal situations. The presenters may respond to specific concerns/questions of an individual regarding matters of immigration law and procedure. Individual orientations should be distinguishable from consultations with legal representatives to avoid the appearance of representation to the individuals.
- (10) Explain to all aliens receiving an individual orientation that the presenter is not their attorney or representative. In addition, the presenter shall not, in any manner, either speak, or appear to speak, on behalf of EOIR, the Department of Justice, or the United States Government. The presenter shall also obtain written acknowledgment from the individual stating, in effect, that the individual understands the presenter is not his/her attorney or representative, that the individual has voluntarily given his/her information, and that there is no guarantee of pro bono representation in the individual's case.
- (11) Conduct the individual orientation in the language most appropriate for the alien.
- (12) Distribute to individuals at the group orientation and individual orientation appropriate written legal orientation and other relevant and informative materials, as well as make available any relevant taped materials. All such materials intended for distribution under this agreement must be pre-approved by the COR.
- (13) Provide "self-help workshops" in accordance with the POP for unrepresented individuals interested in pursuing relief from removal (including voluntary departure), custody redetermination, or subject to special procedures (i.e. Temporary Protected Status, reinstatement of a previous order of removal/deportation, reasonable fear or credible fear proceedings, and aliens eligible for post-removal order review). The purpose of the self-help workshop is to inform and assist small groups of individuals in understanding the relevant law and procedures to be followed in pursuing particular forms of relief or custody redetermination, or in understanding special procedures in place that may apply to their own legal situation.
- (14) Develop a Pro Bono Plan to promote and facilitate *pro bono* representation for aliens. This plan shall be developed in consultation with the COR, and included in the POP.
- (15) Maintain and continue to develop the Legal Orientation Program Training Manual, and provide training for all essential participants in the program, including Contractor presenters and key management staff. This training may be provided through an annual conference, a series of on-site training programs, and/or other means such as meetings, individual phone consultations and group conference calls.
- (16) Conduct monthly conference calls with all LOP provider sites and the COR to discuss program operations and performance. The Contractor and the COR may hold fewer

conference calls or additional conference calls and/or meetings as they deem mutually necessary.

- (17) The Contractor will report to the COR any problems that arise related to the performance of the specific tasks in this Statement of Work, and will consult with the COR regarding resolution of such problems.
 - (18) The Contractor will coordinate with the COR to conduct visits of each designated site by the COR and/or the Contractor to monitor performance and provide feedback regarding observed performance.
- B. Contract funds are specifically restricted to the services outlined within this Statement of Work, and may not be used to provide "representation" within the meaning of 8 C.F.R. Section 1.1(m), and as restricted by Section 292 of the Immigration and Nationality Act, 8 U.S.C. § 1362.
- C. The work to be performed under this Statement of Work involves access to sensitive data (i.e. personally-identifiable information). The Contractor shall comply with all security-related requirements as specified in Section 5 of the LOP Blanket Purchase Agreement.
- D. In the event the Contracting Officer or COR finds that the Contractor has failed to comply with any provision of this Statement of Work, the Contractor's representative shall be promptly notified in writing of the nature and scope of the found deficiency. Upon such notice, the Contractor will have 30 days to respond and/or remedy the deficiency before any further action is taken by the Contracting Officer or COR. The Contracting Officer or COR will notify the Contractor, within 7 days of any response or attempt to remedy, as to whether the Contractor is still found to be out of compliance with this Statement of Work.

*****END OF STATEMENT OF WORK*****

April 6, 2017: Notes from IHP Meeting

1. Taft can be used as an additional IHP location. Equipment will need to be installed in there to make it operational.
 - a. BOP would appreciate the use of Taft to allow them greater flexibility.
2. Technology:
 - a. EOIR will look to prioritize installing equipment in new sites that do have any equipment.
 - b. EOIR ordered circuits on April 6, 2017.
 - c. We will plan for 2 VTCs in each site.
 - d. BOP and EOIR IT continue to review IT solutions.
3. BOP will look into the best times to schedule hearings. Generally, hearings should be scheduled M – TH (no federal holidays).
4. EOIR requested that they be provided with the date of release. Everyone agreed to share this information.
5. MOU Update: ICE is working on the first draft and will circulate (Circulated on April XX, 2017)
6. USCIS
 - a. USCIS currently does not interview in BOP facilities. Interviews generally happen when individuals come into ICE custody.
 - b. A discussion was had about how USCIS could conduct phone interviews for individuals in BOP custody. BOP mentioned they would have to treat this as any other law enforcement visit.
 - c. We may need to bring the Marshalls into the discussion since these interviews may take place while individuals are in Marshall's custody.
7. Statistics
 - a. With data from the BOP and Marshalls we can currently report on 2/3 of the population. As we accelerate Marshalls interviews then that proportion will go up.
 - b. Will take about 2 years to normalize the reports
 - c. It was suggested that DHS OIS speak with SSA regarding their data. BOP was going to provide a contact.
 - d.

IHP Meeting Agenda
May 10, 2017

I. Welcome and Introductions

II. IHP Expansion Implementation

A. Updates on planning

- a. BOP – what are options for hours? EOIR would like 5 days a week for 8 hours as an option.
- b. Can we get access to Sentry/EPRD from BOP?
- c. ICE, can you add to the stamp the EPRD?
- d. Will an officer be available at all times?

B. Technology Needs

- a. Contract Facilities: Is the contractor at the locations, like Taft, going to provide VTC?
- b. Can the ERO person open the case when hearing start? If so then the speaker and microphone can be housed in the case and then locked up after hearings.

C. MOU

D. Incorporating USCIS needs

III. Data update

IV. Next Steps and Adjournment



U.S. Department of Justice

Executive Office for Immigration Review

Office of the Director

5107 Leesburg Pike, Suite 2600
Falls Church, Virginia 22041

EOIR Requirements for Increasing In-person and Virtual Presence in DHS Facilities

The Executive Office for Immigration Review (EOIR) administers the nation's immigration court system, under the overall authority of the Attorney General. The immigration courts' caseload is tied directly to DHS enforcement and detention activities. DHS makes initial detention determinations and decides whether to file charging documents with the immigration court. EOIR's primary mission is to adjudicate immigration cases in a careful and timely manner, including cases involving detained aliens, criminal aliens, and aliens seeking asylum as a form of relief from removal, while ensuring due process. Overall EOIR currently has 301 immigration judges.

EOIR operates 58 immigration courts nationwide, which, in addition to non-detained dockets, cover over 150 dockets, either in-person or virtually, of individuals held in DHS detention facilities. For the sites where EOIR co-locates with a DHS-run facility for holding aliens, EOIR's Office of the Chief Immigration Judge coordinates with DHS, Immigration and Customs Enforcement (ICE), to ensure DHS allocates appropriate space and equipment to EOIR so that individuals detained in DHS custody receive expeditious adjudication of their cases. The purpose of co-locating EOIR court space, either in person or virtually, has always been to provide expeditious processing of aliens charged without having to move them to locations remote from where DHS is currently holding them. Generally, when EOIR has an in-person presence in a DHS facility, EOIR needs the following support staff in addition to a court administrator and the number of immigration judges appropriate for the caseload: legal assistants, judicial law clerks, and possibly interpreters. The number of support staff will vary based on the number of immigration judges assigned. When an immigration judge hears cases via video teleconference (VTC) to a DHS facility, the immigration judge, and supporting staff, will be located in the court where the immigration judge is sitting.

The purpose of this memo is for EOIR to provide DHS with its requirements, below, for increasing either its in-person presence or presence via VTC in DHS facilities that hold aliens.

Requirements for increasing EOIR resources to DHS alien holding facilities

1. In-person space

Included as Attachment A is the design standard for Contract Detention Facilities and Intergovernmental Service Agreements with DHS, ICE, Office of Enforcement and Removal Operations. This document lays out the EOIR requirements for in-person court rooms in DHS facilities, including, but not limited to, detention facilities and ports of entry.

2. VTC space

Included as Attachments B and C are the layouts for a VTC courtroom.

In addition, the VTC courtroom will need, at least, 768Kb/s bandwidth with ZOS per VTC via IP connections. *Please see Attachment D.* As well, a Fast Ethernet connectivity (100Mb/s) dedicated to each drop in a courtroom terminating to an EOIR switch to the demarcation point of the facility interfacing with the local telecom provider will be required. *Please see Attachment E.*

Steps for increasing EOIR resources to DHS alien holding facilities

1. DHS builds or contracts for space that meets or exceeds the requirements in Appendix A.

2. EOIR inspection of the facility

Prior to placing an immigration team in-person in a DHS facility, EOIR must inspect the proposed space to ensure that the accommodations are adequate for EOIR personnel, that security is appropriate for the safety of its staff, and that all technological equipment is operational.

3. EOIR set-up of EOIR owned equipment

Once the EOIR-owned equipment needs are assessed during the facility inspection, EOIR staff will install the equipment necessary to ensure the courtroom is functional for the immigration judge and support staff.

4. Deployment of support personnel (court administrator and legal assistant(s)) to prepare the court for operation and dockets for judges

After the courtroom and space are established, EOIR will deploy support staff to prepare the court for operation, including establishing a docket for the immigration judge(s).

5. Deployment of judges (and remaining support personnel)

Shortly thereafter, EOIR will deploy the assigned immigration judge(s) and remaining support personnel to the site to begin court operations.

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