




**Commission of
Correction**

ALLEN RILEY
Chairman

THOMAS J. LOUGHREN
Commissioner

YOLANDA CANTY
Commissioner

M E M O R A N D U M

TO: COMMISSION MEMBERS
FROM: Brian Callahan, General Counsel 
RE: AGENDA FOR COMMISSION MEETING
DATE: May 24, 2023 at 11:00AM

LOCATION: Alfred E. Smith Building, 80 So. Swan Street, 12th Floor,
Albany, New York.

**Please be advised that proper identification is required at front desk.*

I. MINUTES

SCOC

April 26, 2023 Commission Meeting

CPCRC

May 11, 2023 CPCRC Meeting

MRB

Administrative Closures

II. MAXIMUM FACILITY CAPACITY

- A. New York State Office of Children and Family Services
Brookwood Secure Detention
Revised MFC**
- B. New York State Office of Children and Family Services
Goshen Secure Detention
Revised MFC**
- C. New York State Office of Children and Family Services
MacCormick Secure Detention
Revised MFC**
- D. Onondaga County Sheriff's Office
Onondaga County Custody Department
Revised MFC**

III. CONSTRUCTION

- E. Bath Village Police Department**
22-C-079
Decommission Lockup

- F. Monroe County Sheriff's Office**
Monroe County Jail
23-C-058
Shower Renovations

- G. New York City Department of Correction**
Anna M. Kross Center
23-C-046
Install L3 Body Scanner

- H. New York City Department of Correction**
Eric M. Taylor Center
23-C-047
Install L3 Body Scanner

- I. New York City Department of Correction**
Eric M. Taylor Center
23-C-056
Construct Outdoor Exercise Areas

- J. New York City Department of Correction**
George R. Vierno Center
23-C-049
Install L3 Body Scanner

- K. New York City Department of Correction**
George R. Vierno Center
23-C-054
Pace Housing Unit 11B

- L. New York City Department of Correction**
North Infirmery Command
23-C-051
Install L3 Body Scanner

- M. New York City Department of Correction**
Otis Bantum Correctional Center
23-C-048
Install L3 Body Scanner

- N. New York City Department of Correction
Otis Bantum Correctional Center
23-C-057
Construct Outdoor Exercise Areas**
- O. New York City Department of Correction
Robert. N. Davoren Complex
23-C-050
Install L3 Body Scanner**
- P. New York City Department of Correction
Rose M. Singer Center
23-C-052
Install L3 Body Scanner**
- Q. New York City Department of Correction
Vernon C. Bain Center
23-C-059
Install L3 Body Scanner**



Commission of Correction

ALLEN RILEY
Chairman

THOMAS J. LOUGHREN
Commissioner

YOLANDA CANTY
Commissioner

MINUTES Commission Meeting

STATE COMMISSION OF CORRECTION LOCATIONS:

80 S. Swan Street, 12th Floor, Albany, New York 12210
and
Ellenton, Florida 34222

DATE OF MEETING: April 26, 2023

Chairman Riley called the meeting to order at 11:00 a.m.

PRESENT:

- Allen Riley, Chairman
- Thomas Loughren, Commissioner (**WebEx**)
- Yolanda Canty, Commissioner
- Tricia Amati, Assistant to Chairman/Commissioner
- Brian Callahan, Counsel (**WebEx**)
- Debbie Slack-Bean, Associate Attorney
- Jayne Lavigna-Jesmain, Senior Attorney
- Keith Zobel, Deputy Director of Operations
- Cynthia Allen, Correctional Facility Specialist 3
- Amanda Grimes, Correctional Facility Specialist 3
- Lloyd Robistow, Correctional Facility Specialist 3
- Larry Roe, Correctional Facility Specialist 3
- Adam Tilbe, Correctional Facility Specialist 3
- Sean Desch, Correctional Facility Specialist 1
- Bob Mennona, Correctional Facility Specialist 1
- Peter DiPaola, Executive Director of Compliance and Practice Improvement
New York City Administration for Children’s Services

LOCATION: Alfred E. Smith Building, 80 So. Swan Street, 12th Floor,
Albany, New York and Ellenton, Florida 34222.

**Please be advised that proper identification is required at front desk.*

I. MINUTES

SCOC
March 22, 2023 Commission Meeting

**Approved Unanimous
Canty/Loughren**

CPCRC
April 13, 2023

**Approved Unanimous
Canty/Loughren**

II. VARIANCES

**A. New York City Department of Correction
George R. Vierno Center
23-V-02
Section 7075.4(a)
Programming Desks**

**Approved Unanimous
October 31, 2023
Canty/Loughren**

III. CONSTRUCTION

**B. Jefferson County Sheriff's Office
Jefferson County Jail
23-C-044
Housing Unit 3A Floor Renovation**

**Approved Unanimous
Canty/Loughren**

**C. New York City Department of Correction
Anna M. Kross Center
23-C-023
Install Exhibits for Children at Visit Area**

**Tabled Unanimous
Canty/Loughren**

**D. New York City Department of Correction
Eric M. Taylor Center
23-C-041
Install Exhibits for Children at Visit Area**

**Tabled Unanimous
Canty/Loughren**

**E. New York City Department of Correction
George R. Vierno Center
23-C-024
Install Exhibits for Children at Visit Area**

**Approved Unanimous
Canty/Loughren**

**F. New York City Department of Correction
North Infirmary Command
23-C-042
Install Exhibits for Children at Visit Area**

**Tabled Unanimous
Canty/Loughren**

**G. New York City Department of Correction
Robert N. Davoren Center
23-C-026
Install Exhibits for Children at Visit Area**

**Tabled Unanimous
Canty/Loughren**

- | | |
|---|---|
| <p>H. New York City Department of Correction
Rose M. Singer Center
23-C-025
Install Exhibits for Children at Visit Area</p> | <p>Approved Unanimous
Canty/Loughren</p> |
| <p>I. New York City Department of Correction
Vernon C. Bain Center
23-C-027
Install Exhibits for Children at Visit Area</p> | <p>Tabled Unanimous
Canty/Loughren</p> |
| <p>J. New York City Administration for Children’s
Services
Crossroads Specialized Secure Detention
Facility
23-C-032
Hardening and Renovations Phase 2</p> | <p>Approved Unanimous
Canty/Loughren</p> |
| <p>K. New York City Administration for Children’s
Services
Horizon Specialized Secure Detention Facility
23-C-053
Hardening and Renovations</p> | <p>Approved Unanimous
Canty/Loughren</p> |
| <p>L. Ontario County Sheriff’s Office
Ontario County Jail
23-C-038
Replacement Medical Bunks</p> | <p>Approved Unanimous
Canty/Loughren</p> |
| <p>M. Ontario County Sheriff’s Office
Ontario County Jail
23-C-040
Visitation Floor Replacement</p> | <p>Approved Unanimous
Canty/Loughren</p> |
| <p>N. Saratoga County Sheriff’s Office
Saratoga County Jail
23-C-043
Security System Upgrades</p> | <p>Approved Unanimous
Canty/Loughren</p> |
| <p>IV. <u>MAXIMUM FACILITY CAPACITY</u></p> | |
| <p>O. New York City Administration for Children’s
Services
Horizon Specialized Secure Detention Facility</p> | <p>Approved Unanimous
Canty/Loughren</p> |

Revised MFC

V. REGULATORY REVIEW

P. Five Year Regulatory Review

**Approved Unanimous
Canty/Loughren**

Commissioner Canty made a motion to go into executive session at 11:09 a.m. to discuss Construction and Variance items which was seconded by Commissioner Loughren. Commissioner Canty made a motion to exit Executive Session and return to general session at 11:33 a.m., which was seconded by Commissioner Loughren.

The meeting resumed at 11:33 a.m. Motion was made by Commissioner Canty to ratify actions taken in Executive Session regarding Construction and Variance items, seconded by Commissioner Loughren. Commissioner Canty made a motion to adjourn at 11:33 a.m. which was seconded by Commissioner Loughren.

Respectfully submitted,

Tricia Amati
Assistant to Chairman/Commissioners



Commission of Correction

ALLEN RILEY
Chairman

THOMAS J. LOUGHREN
Commissioner

YOLANDA CANTY
Commissioner

EXECUTIVE SESSION

MINUTES Commission Meeting

STATE COMMISSION OF CORRECTION

LOCATIONS:

80 S. Swan Street, 12th Floor, Albany, New York 12210
and
Ellenton, Florida 34222

DATE OF MEETING: April 26, 2023

Chairman Riley called the meeting to order at 11:00 a.m.

PRESENT:

Allen Riley, Chairman
Thomas Loughren, Commissioner (**WebEx**)
Yolanda Canty, Commissioner
Tricia Amati, Assistant to Chairman/Commissioner
Brian Callahan, Counsel (**WebEx**)
Debbie Slack-Bear, Associate Attorney
Jayne Lavigna-Jesmain, Senior Attorney
Keith Zobel, Deputy Director of Operations
Cynthia Allen, Correctional Facility Specialist 3
Amanda Grimes, Correctional Facility Specialist 3
Lloyd Robistow, Correctional Facility Specialist 3
Larry Roe, Correctional Facility Specialist 3
Adam Tilbe, Correctional Facility Specialist 3
Sean Desch, Correctional Facility Specialist 1
Bob Mennona, Correctional Facility Specialist 1
Peter DiPaola, Executive Director of Compliance and Practice Improvement
New York City Administration for Children's Services

Commissioner Canty made a motion to go into executive session at 11:09 a.m. to discuss Construction and Variance items which was seconded by Commissioner Loughren. Commissioner Canty made a motion to exit Executive Session and return to general session at 11:33 a.m., which was seconded by Commissioner Loughren.

The meeting resumed at 11:33 a.m. Motion was made by Commissioner Canty to ratify actions taken in Executive Session regarding Construction and Variance items,

seconded by Commissioner Loughren. Commissioner Canty made a motion to adjourn at 11:33 a.m. which was seconded by Commissioner Loughren.

Respectfully submitted,

Tricia Amati
Assistant to Chairman/Commissioners

CITIZENS' POLICY AND COMPLAINT REVIEW COUNCIL

May 11, 2023

NYS Commission of Correction
at
Alfred E. Smith Office Building
80 South Swan Street, 12th Floor
Albany, NY 12210
WEBEX Meeting

PRESENT:

Commissioner Canty

Council Members:

Albany:

Martin Stanton

Also Present:

Commissioner Thomas Loughren

Deborah Slack-Bean

Jayne Lavigna-Jesmain

Keith Zobel

Ellen Tryon

Chris Ost

Cynthia Allen

Andrew Iulucci

Vicky Connors

Tia Lane

Commissioner Canty opened the meeting at 11:00 AM.

Commissioner Canty asked for a motion to ratify all actions taken at the April 13, 2023 meeting. Martin Stanton made a motion to ratify all actions taken on April 13, 2023. Commissioner Canty seconded. Carried. Commissioner Canty asked for a motion to approve the minutes of the April 13, 2023 meeting. Martin Stanton made a motion to approve the minutes of the April 13, 2023 meeting. Commissioner Canty seconded. Carried.

Martin Stanton, Commissioner Canty, and Commissioner Loughren reviewed the Denied with Comment grievances for the month of May 2023. Martin Stanton and Commissioner Canty made motions to Deny with the appropriate comment the grievances that they reviewed. These motions were seconded by Commissioner Canty and Martin Stanton respectively, and unanimously passed. Upon the recommendation of Commissioner Loughren, Martin Stanton made a motion to Deny with the appropriate comment the grievances that Commissioner Loughren reviewed. This motion was seconded by Commissioner Canty, and unanimously passed.

Martin Stanton, Commissioner Canty, and Commissioner Loughren reviewed the Expedited grievances for the month May 2023. Martin Stanton and Commissioner Canty made motions to Deny the grievances that they reviewed. These motions were seconded by Commissioner Canty and Martin Stanton respectively, and unanimously passed. Upon the recommendation of

Commissioner Loughren, Martin Stanton made a motion to Deny the grievances that Commissioner Loughren reviewed. This motion was seconded by Commissioner Canty, and unanimously passed.

Martin Stanton and Commissioner Canty reviewed 10 Facility Responses. Martin Stanton made a motion to refer Cayuga County Facility Responses to Grievance #171297, #171299, #171637, Erie County Facility Response to Grievance #171230, Niagara County Facility Responses to Grievance #171005, #171006, Ontario County Facility Response to Grievance #171064, and Westchester County Facility Response to Grievance #169976 to the Commission for follow up. This motion was seconded by Commissioner Canty, and unanimously passed.

The Council reviewed the remaining grievances.

ACCEPT IN PART

175998
Cayuga CJ Unanimous

175739
Clinton CJ Unanimous

175309
Cortland CJ Unanimous

174865
Herkimer CJ Unanimous

175537
Schenectady CJ Unanimous

174570
Schoharie CJ Unanimous

175965
Wayne CJ Unanimous

DENIED WITH COMMENT

175602
Herkimer CJ Unanimous

175603
174451
174450
174449
174448
174447
Seneca CJ Unanimous

ADMINISTRATIVE CLOSURES

DENY

175864

174804

174644

Albany CJ

Unanimous

175839

Cattaraugus CJ

Unanimous

175748

175743

175732

175731

175491

175373

175046

174971

174969

174685

174684

174663

174661

174660

Cayuga CJ

Unanimous

175968

175410

175405

175224

174966

174784

174765

174647

174627

174387

Chautauqua CJ

Unanimous

175664

Chemung CJ

Unanimous

175866

175709

175497

175496

175495

175494

175493

175492

175328 174928 174927 Chenango CJ	Unanimous
174973 Columbia CJ	Unanimous
175833 175794 175793 175505 175504 175284 175265 Cortland CJ	Unanimous
176027 175870 174972 Delaware CJ	Unanimous
175594 175568 174924 Dutchess CJ	Unanimous
176129 176055 176054 176032 175996 175751 175708 175637 175636 175549 175536 175534 175467 175425 175407 175325 175057 175055 174805 174528 Erie CF	Unanimous
174729 Erie CJ	Unanimous

175344 174926 174727 Fulton CJ	Unanimous
175791 175387 174629 174531 174325 Herkimer CJ	Unanimous
174728 Jefferson CJ	Unanimous
175371 Livingston CJ	Unanimous
175790 175624 175553 174544 174504 Monroe CJ	Unanimous
175367 174970 174968 174904 174874 174731 174404 Montgomery CJ	Unanimous
175737 175736 Nassau CJ	Unanimous
175545 Niagara CJ	Unanimous
174893 174487 Oneida CJ	Unanimous
175626 Onondaga COR	Unanimous

175632
175598
175597
175596
175595
175571
175570
174946
Onondaga CUS Unanimous

175844
175842
175829
175789
175786
175784
175525
175429
175427
174986
174888
174632
174424
Ontario CJ Unanimous

175796
175485
175465
174979
Orange CJ Unanimous

174445
Oswego CJ Unanimous

174945
174789
Putnam CJ Unanimous

174944
Rensselaer CJ Unanimous

176001
175601
175112
175076
173884
Rockland CJ Unanimous

175386 175144 175074 174990 174892 174890 Schenectady CJ	Unanimous
175924 Schoharie CJ 176170 176002 Seneca CJ	Unanimous Unanimous
175729 175728 175727 175644 175532 175531 175065 175064 175050 St. Lawrence CJ	Unanimous
175108 Suffolk CJ	Unanimous
175027 Sullivan CJ	Unanimous
175408 175404 175048 175047 175026 174785 Tioga CJ	Unanimous
175973 175972 175825 175390 175389 174726 Tompkins CJ	Unanimous

175843
175589
175588
174735
Warren CJ Unanimous

174467
Washington CJ Unanimous

175964
175795
174772
Wayne CJ Unanimous

175966
175837
175798
175635
175634
175633
175546
175345
175073
175054
174984
174770
174566
Westchester CJ Unanimous

175989
174885
Wyoming CJ Unanimous

175741
175740
175464
175244
175045
175044
174894
174812
174604
Yates CJ Unanimous

DENIED WITH COMMENT

174649
Broome CJ Unanimous

175840
175828

174974
Cattaraugus CJ Unanimous

175999
175764
175742
175374
175372
174662
174659

Cayuga CJ Unanimous

174967
174965
174964
Chautauqua CJ

Unanimous

175498
175164
174846
174704
Chenango CJ

Unanimous

175752
175738
Clinton CJ

Unanimous

176026
175430
175489
174811
Columbia CJ

Unanimous

175264
175184
Cortland CJ

Unanimous

175569
174976
Dutchess CJ

Unanimous

175997
175904
175535
Erie CF

Unanimous

175310
Fulton CJ

Unanimous

174844 174624 Greene CJ	Unanimous
175792 174630 Herkimer CJ	Unanimous
174744 Jefferson CJ	Unanimous
175004 Madison CJ	Unanimous
175869 175625 Monroe CJ	Unanimous
174664 Oneida CJ	Unanimous
175993 174405 Onondaga CUS	Unanimous
175841 175804 175788 175787 175785 175544 175524 175428 175365 175364 174655 Ontario CJ	Unanimous
176125 175484 175385 175084 Orange CJ	Unanimous
175506 Oswego CJ	Unanimous
174485 Putnam CJ	Unanimous

175710 Rockland CJ	Unanimous
175327 175308 174948 174947 Saratoga CJ	Unanimous
175075 174991 174891 Schenectady CJ	Unanimous
174465 174464 Seneca CJ	Unanimous
175529 175066 175049 St. Lawrence CJ	Unanimous
175687 Suffolk CJ	Unanimous
174409 Sullivan CJ	Unanimous
175324 Tioga CJ	Unanimous
175827 175826 175803 175802 175801 174824 174725 174724 Tompkins CJ	Unanimous
175566 175565 174792 Ulster CJ	Unanimous
175865 175593 175592 175591	

175590	
175056	
174869	
174867	
174866	
174736	
174734	
Warren CJ	Unanimous
174486	
Washington CJ	Unanimous
175830	
Wayne CJ	Unanimous
175797	
175547	
175111	
175110	
175109	
175072	
174769	
174768	
Westchester CJ	Unanimous
175564	
Wyoming CJ	Unanimous
175753	
175604	
174895	
173856	
Yates CJ	Unanimous

FACILITY RESPONSES REFERRED TO THE COMMISSION

171297	
171299	
171637	
Cayuga CJ	Unanimous
171230	
Erie CJ	Unanimous
171005	
171006	
Niagara CJ	Unanimous
171064	
Ontario CJ	Unanimous

169976
Westchester CJ

Unanimous

The next CPCRC meeting will be held on Thursday June 8, 2023 at 11:00 A.M. via WebEx.

Commissioner Canty requested a motion to adjourn the meeting, which was made by Martin Stanton, seconded by Commissioner Canty, and carried. The meeting adjourned at 11:31 PM.

Respectfully submitted,

Victoria Connors
Administrative Assistant



**Commission of
Correction**

MAXIMUM FACILITY CAPACITY

For the

Brookwood Secure Center

Claverack, New York

May 24, 2023

Allen Riley
Chairman

Thomas J. Loughren
Commissioner

Yolanda Canty
Commissioner

Located in Claverack, New York, the Brookwood Secure Center was originally built in 1963 and renovated in 1997. The current Maximum Facility Capacity is rated at 146 beds at standard, consisting of 9 individual occupancy housing areas and 2 special housing areas.

The facility is managed by a Director, who along with a staff of clinicians, counselors, direct-care workers and educators are responsible for providing care and required essential services to youth.

The population served at Brookwood Secure Center are youth who committed an offense while under the age of 18 and by court order have been placed in the care of the Office of Children and Family Services.

BROOKWOOD SECURE CENTER – MFC 2023

NOTE: ONLY LIVING UNITS AND SPECIAL MANAGEMENT UNITS WHICH MEET THE FOLLOWING REQUIREMENTS PURSUANT TO 9 NYCRR PART 7442 ARE TO BE INCLUDED IN THIS CAPACITY FORMULATION.

INDIVIDUAL OCCUPANCY ROOM:

1. Each such room shall have an individually controlled locking device secured from youth access and be equipped to accommodate one youth.
2. Each such room shall contain at least 60 square feet of floor space.
3. Each such room shall contain:
One (1) bed and mattress; mattresses shall be constructed of fire-retardant material.

LIVING UNIT:

1. Sufficient showers shall be available to permit each youth to shower daily.
2. At least one functioning toilet, sink and shower for every fifteen (15) youth confined within a living unit.
3. Each individual occupancy room constructed after the effective date of 9 NYCRR 7442 shall provide a minimum of 25 square feet of unencumbered living unit space per youth adjacent and accessible to such unit.

SPECIAL MANAGEMENT UNITS:

1. Each such unit used to house youth separate and apart from general population for purposes including but not limited to:
 - a. a medical treatment unit;
 - b. a modified services program unit;
 - c. a classification and orientation unit; or
 - d. a mental health unit.

EXCEPTIONS:

1. A unit may contain less than 60 square feet of floor space if such unit was originally constructed for single occupancy prior to the effective date of 9 NYCRR Part 7442.

BROOKWOOD SECURE CENTER – MFC 2023

LIVING UNITS

Name of Living Unit	Number of Individual Occupancy Rooms	Number of Toilets	Number of Sinks	Number of Showers	Size of Unit (Sq. Ft. of Floor Space)	Maximum Youth Capacity
Wing 1*	13	3	3	3	80 Sq. Ft.	13
Wing 2*	13	3	3	3	80 Sq. Ft.	13
Wing 3*	12	3	3	3	80 Sq. Ft.	12
Wing 4*	13	3	3	3	80 Sq. Ft.	13
Wing 5*	15	3	3	3	75 Sq. Ft.	15
Wing 6*	15	3	3	3	75 Sq. Ft.	15
Wing 7*	15	3	3	3	75 Sq. Ft.	15
Wing 9*	15	3	3	3	75 Sq. Ft.	15
Wing 10**	15	3	3	3	75 Sq. Ft.	15
Wing 12*** (Annex)	13	3	3	3	80 Sq. Ft.	0
Wing 13*** (Annex)	11	3	3	3	80 Sq. Ft.	0

*Note: These living units do not contain sinks nor toilets but are acceptable for occupancy because they were constructed prior to the effective date of Part 7442 (August 12, 2009).

**Note: Rooms 3, 4, 5, 6, 7, 12 and 13 contain a sink and toilet.

***Note: Wing 12 and Wing 13 closed for renovations.

Living Unit Total: 126

SPECIAL MANAGEMENT UNIT

Name of Living Unit	Type of Unit	Number of Individual Occupancy Rooms	Number of Toilets	Number of Sinks	Number of Showers	Size of Unit (Sq. Ft. of Floor Space)	Maximum Youth Capacity
Wing 8*	Mental Health	12	3	3	3	75 Sq. Ft.	12
Wing 11	Modified Services	8	8	8	1	65 Sq. Ft.	8

Special Management Unit Total: 20

BROOKWOOD SECURE CENTER – MFC 2023

Unit Type	TOTALS
Subtotal Individual Occupancy Rooms Used as Living Unit	126
Subtotal Individual Occupancy Rooms Used for Special Management	20
MAXIMUM FACILITY CAPACITY:	146

Other identified areas not rated as part of Maximum Facility Capacity: Yes () No (X)

The above-noted capacity is based upon the following:

1. The number of properly equipped individual occupancy rooms, including the number of properly equipped special management units;
2. The total number of youth housed within the facility shall not exceed the maximum facility capacity; and
3. The facility's ability to provide required programs and services and to comply with other rules and regulations of 9 NYCRR Chapter IV which are related to facility capacity.

JUSTIFICATION FOR CHANGE IN MFC

Revised to reflect recent MFC template changes.

To the best of my knowledge all information contained in this formulation is correct:

Reviewed by: Adam Tilbe



Unit Supervisor 5/16/2023

Approved by: Keith Zobel



Deputy Director 5/16/2023



**Commission of
Correction**

MAXIMUM FACILITY CAPACITY

For the

Goshen Secure Center

Goshen, New York

May 24, 2023

Allen Riley
Chairman

Thomas J. Loughren
Commissioner

Yolanda Canty
Commissioner

Located in Goshen, New York, the Goshen Secure Center was originally built in 1961. The current Maximum Facility Capacity is rated at 97 beds at standard, consisting of 5 individual occupancy housing areas and 2 special housing areas.

The facility is managed by a Director, who along with a staff of clinicians, counselors, direct-care workers and educators are responsible for providing care and required essential services to youth.

The population served at Goshen Secure Center are youth who committed an offense while under the age of 18 and by court order have been placed in the care of the Office of Children and Family Services.

GOSHEN SECURE CENTER – MFC 2023

NOTE: ONLY LIVING UNITS AND SPECIAL MANAGEMENT UNITS WHICH MEET THE FOLLOWING REQUIREMENTS PURSUANT TO 9 NYCRR PART 7442 ARE TO BE INCLUDED IN THIS CAPACITY FORMULATION.

INDIVIDUAL OCCUPANCY ROOM:

1. Each such room shall have an individually controlled locking device secured from youth access and be equipped to accommodate one youth.
2. Each such room shall contain at least 60 square feet of floor space.
3. Each such room shall contain:
One (1) bed and mattress; mattresses shall be constructed of fire-retardant material.
One (1) functioning toilet; and
One (1) functioning sink.
4. Individual occupancy rooms which do not contain individual sinks or toilets are permitted if such units were originally constructed for such purpose prior to the effective date of this Part.

LIVING UNIT:

1. Sufficient showers shall be available to permit each youth to shower daily.
2. At least one functioning toilet, sink and shower for every fifteen (15) youth confined within a living unit.
3. Each individual occupancy room constructed after the effective date of 9 NYCRR 7442 shall provide a minimum of 25 square feet of unencumbered living unit space per youth adjacent and accessible to such unit.

SPECIAL MANAGEMENT UNITS:

1. Each such unit used to house youth separate and apart from general population for purposes including but not limited to:
 - a. a medical treatment unit;
 - b. a modified services program unit;
 - c. a classification and orientation unit; or
 - d. a mental health unit.

EXCEPTIONS:

1. A unit may contain less than 60 square feet of floor space if such unit was originally constructed for single occupancy prior to the effective date of 9 NYCRR Part 7442.

GOSHEN SECURE CENTER – MFC 2023

LIVING UNITS

Name of Living Unit	Number of Individual Occupancy Rooms	Number of Toilets	Number of Sinks	Number of Showers	Size of Unit (Sq. Ft. of Floor Space)	Maximum Youth Capacity
Wing 2*	15	2	3	3	56 Sq. Ft.	15
Wing 3*	16	2	3	3	56 Sq. Ft.	16
Wing 4*	16	2	3	3	56 Sq. Ft.	16
Wing 5*	17	3	3	3	56 Sq. Ft.	17
Wing 6*	17	3	3	3	56 Sq. Ft.	17

*Note: These living units are less than 60 square feet of floor space and do not contain sinks nor toilets but are acceptable for occupancy because they were constructed prior to the effective date of Part 7442 (August 12, 2009).

Living Unit Total: 81

SPECIAL MANAGEMENT UNIT

Name of Living Unit	Type of Unit	Number of Individual Occupancy Rooms	Number of Toilets	Number of Sinks	Number of Showers	Size of Unit (Sq. Ft. of Floor Space)	Maximum Youth Capacity
Wing 1*	Behavioral Management	13	3	3	3	8 @ 64 Sq. Ft. 5 @ 56 Sq. Ft.**	13
CSU	Medical	4	1	1	2	2 @ 62 Sq. Ft. 1 @ 102 Sq. Ft.	3

**Note: These living units do not contain sinks nor toilets but are acceptable for occupancy because they were constructed prior to the effective date of Part 7442 (August 12, 2009).

Special Management Unit Total: 16

GOSHEN SECURE CENTER – MFC 2023

Unit Type	TOTALS
Subtotal Individual Occupancy Rooms Used as Living Unit	81
Subtotal Individual Occupancy Rooms Used for Special Management	16
MAXIMUM FACILITY CAPACITY:	97

Other identified areas not rated as part of Maximum Facility Capacity: Yes () No (X)

The above-noted capacity is based upon the following:

1. The number of properly equipped individual occupancy rooms, including the number of properly equipped special management units;
2. The total number of youth housed within the facility shall not exceed the maximum facility capacity; and
3. The facility's ability to provide required programs and services and to comply with other rules and regulations of 9 NYCRR Chapter IV which are related to facility capacity.

JUSTIFICATION FOR CHANGE IN MFC

Revised to reflect recent MFC template changes.

To the best of my knowledge all information contained in this formulation is correct:

Reviewed by: Adam Tilbe



Unit Supervisor 5/16/2023

Approved by: Keith Zobel



Deputy Director 5/16/2023



**Commission of
Correction**

MAXIMUM FACILITY CAPACITY

For the

MacCormick Secure Center

Brooktondale, New York

May 24, 2023

Allen Riley
Chairman

Thomas J. Loughren
Commissioner

Yolanda Canty
Commissioner

Located in Brooktondale, New York, the MacCormick Secure Center was originally built in 1962 and renovated in 2022. The current Maximum Facility Capacity is rated at 35 beds at standard, consisting of 3 individual occupancy housing areas and 1 special housing area.

The facility is managed by a Director, who along with a staff of clinicians, counselors, direct-care workers and educators are responsible for providing care and required essential services to youth.

The population served at MacCormick Secure Center are youth who committed an offense while under the age of 18 and by court order have been placed in the care of the Office of Children and Family Services.

MACCORMICK SECURE CENTER – MFC 2023

NOTE: ONLY LIVING UNITS AND SPECIAL MANAGEMENT UNITS WHICH MEET THE FOLLOWING REQUIREMENTS PURSUANT TO 9 NYCRR PART 7442 ARE TO BE INCLUDED IN THIS CAPACITY FORMULATION.

INDIVIDUAL OCCUPANCY ROOM:

1. Each such room shall have an individually controlled locking device secured from youth access and be equipped to accommodate one youth.
2. Each such room shall contain at least 60 square feet of floor space.
3. Each such room shall contain:
One (1) bed and mattress; mattresses shall be constructed of fire-retardant material.
One (1) functioning toilet; and
One (1) functioning sink.
4. Individual occupancy rooms which do not contain individual sinks or toilets are permitted if such units were originally constructed for such purpose prior to the effective date of this Part.

LIVING UNIT:

1. Sufficient showers shall be available to permit each youth to shower daily.
2. At least one functioning toilet, sink and shower for every fifteen (15) youth confined within a living unit.
3. Each individual occupancy room constructed after the effective date of 9 NYCRR 7442 shall provide a minimum of 25 square feet of unencumbered living unit space per youth adjacent and accessible to such unit.

SPECIAL MANAGEMENT UNITS:

1. Each such unit used to house youth separate and apart from general population for purposes including but not limited to:
 - a. a medical treatment unit;
 - b. a modified services program unit;
 - c. a classification and orientation unit; or
 - d. a mental health unit.

EXCEPTIONS:

1. A unit may contain less than 60 square feet of floor space if such unit was originally constructed for single occupancy prior to the effective date of 9 NYCRR Part 7442.

MACCORMICK SECURE CENTER – MFC 2023

LIVING UNITS

Name of Living Unit	Number of Individual Occupancy Rooms	Number of Toilets	Number of Sinks	Number of Showers	Size of Unit (Sq. Ft. of Floor Space)	Maximum Youth Capacity
A Unit*	11	2	2	2	82 Sq. Ft.	11
B Unit*	11	2	2	2	82 Sq. Ft.	11
C Unit*	11	2	2	2	82 Sq. Ft.	11
D Unit**	12	2	2	2	82 Sq. Ft.	0

* Note: These living units do not contain sinks nor toilets but are acceptable for occupancy because they were constructed prior to the effective date of Part 7442 (August 12, 2009).

**Note: D Unit closed for renovations.

Living Unit Total: 33

SPECIAL MANAGEMENT UNIT

Name of Living Unit	Type of Unit	Number of Individual Occupancy Rooms	Number of Toilets	Number of Sinks	Number of Showers	Size of Unit (Sq. Ft. of Floor Space)	Maximum Youth Capacity
Infirmery*	Medical	2	2	1	1	90 Sq. Ft.	2

Special Management Unit Total: 2

MACCORMICK SECURE CENTER – MFC 2023

Unit Type	TOTALS
Subtotal Individual Occupancy Rooms Used as Living Unit	33
Subtotal Individual Occupancy Rooms Used for Special Management	2
MAXIMUM FACILITY CAPACITY:	35

Other identified areas not rated as part of Maximum Facility Capacity: Yes () No (X)

The above-noted capacity is based upon the following:

1. The number of properly equipped individual occupancy rooms, including the number of properly equipped special management units;
2. The total number of youth housed within the facility shall not exceed the maximum facility capacity; and
3. The facility's ability to provide required programs and services and to comply with other rules and regulations of 9 NYCRR Chapter IV which are related to facility capacity.

JUSTIFICATION FOR CHANGE IN MFC

Revised to reflect recent MFC template changes.

To the best of my knowledge all information contained in this formulation is correct:

Reviewed by: Adam Tilbe



Unit Supervisor 5/16/2023

Approved by: Keith Zobel



Deputy Director 5/16/2023



**Commission of
Correction**

MAXIMUM FACILITY CAPACITY

For the

Onondaga County Justice Center

Syracuse, New York

May 24, 2023

Allen Riley
Chairman

Thomas J. Loughren
Commissioner

Yolanda Canty
Commissioner

ONONDAGA COUNTY JUSTICE CENTER – MFC 2023

NOTE: INDIVIDUAL OCCUPANCY HOUSING UNITS AND MULTIPLE OCCUPANCY HOUSING UNITS WHICH MEET THE FOLLOWING REQUIREMENTS PURSUANT TO 9 NYCRR PART 7040 ARE TO BE INCLUDED IN THE MAXIMUM FACILITY CAPACITY FORMULATION.

I. INDIVIDUAL OCCUPANCY HOUSING UNITS:

1. Each such unit shall only house one (1) incarcerated individual and contain at least 60 square feet of floor space.
2. Each such individual occupancy housing unit shall contain:
One (1) bed and mattress;
One (1) functioning toilet; and
One (1) functioning sink.
3. Sufficient showers shall be available to permit each incarcerated individual to shower daily.
4. Each tier or section of individual housing units constructed after the effective date of 9 NYCRR 7040 shall provide dayroom space adjacent and accessible to such tier or section.

EXCEPTIONS:

1. A unit may contain less than 60 square feet of floor space if such unit was originally constructed for single occupancy prior to the effective date of 9 NYCRR Part 7040.
2. Each such unit used to house incarcerated individuals apart from general population for the purpose of medical observation or treatment shall have a minimum of 80 square feet of floor space.

II. MULTIPLE OCCUPANCY HOUSING UNITS:

1. Each such unit shall provide a minimum of 50 square feet of floor space per incarcerated individual in the sleeping area.
2. Each such unit shall house no more than 60 incarcerated individuals.
3. Each such unit shall have a bed and mattress for each incarcerated individual.
4. Each such unit shall have at least:
One (1) functioning toilet for every 12 incarcerated individuals;
One (1) functioning shower for every 15 incarcerated individuals; and
One (1) functioning sink for every 12 incarcerated individuals.
5. Each such unit shall provide a minimum of 25 square feet of dayroom space immediately adjacent and accessible to the sleeping area.

EXCEPTIONS:

1. Each such unit used to house incarcerated individuals apart from general population for the purpose of medical observation or treatment shall have a minimum of 80 square feet of floor space.

ONONDAGA COUNTY JUSTICE CENTER – MFC 2023

III. UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING:

1. The requirements as stipulated in I and II apply to all housing units consisting of both individual and multiple occupancy housing units.

EXCEPTIONS:

1. A unit may contain less than 60 square feet of floor space if such unit was originally constructed for single occupancy prior to the effective date of 9 NYCRR Part 7040.
2. Each such unit used to house incarcerated individuals apart from general population for the purpose of medical observation or treatment shall have a minimum of 80 square feet of floor space.

IV. NON-HOUSING AREAS USED FOR THE TEMPORARY DETENTION OF INDIVIDUALS

1. These are used to identify areas within the facility that are used for the temporary detention of individuals. These areas do not increase the capacity of the facility.

ONONDAGA COUNTY JUSTICE CENTER – MFC 2023

IA. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR GENERAL HOUSING

Name of Housing Area/Section	Number of Individual Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available per Section	Maximum Incarcerated Individual Capacity
5-B	8	8 @ 88 sq. ft.	1	8

Individual General Housing Unit Total: 8

IB. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR ADMISSIONS/ORIENTATION, MEDICAL AND MENTAL HEALTH OBSERVATION

Name of Housing Area/Section	Type of Housing	Number of Individual Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
5-B Behavioral Health	Mental Health	12	12 @ 88 sq. ft.	2	14
		2	2 @ 100 sq. ft.	1	12
5-C MHU	Mental Health	47	47 @ 88 sq. ft.	7	55
		8	8 @ 100 sq. ft.		47
Cell #7 see note					8

Note: Cell #7 has no fixtures. Accordingly, it cannot be used to house incarcerated individuals.

Individual Admissions/Orientation, Medical and Mental Health Observation Housing Unit Total: 69

IC. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR SPECIAL HOUSING

Name of Housing Area/Section	Type of Special Housing	Number of Individual Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	# of Showers Available per Section	Maximum Incarcerated Individual Capacity
5-B SHU #2	Punitive and Administrative Segregation	4	4 @ 88 sq. ft.	1	4
5-B SHU #3	Punitive and Administrative Segregation	32	32 @ 88 sq. ft.	4	32

Individual Special Housing Unit Total: 36

ONONDAGA COUNTY JUSTICE CENTER – MFC 2023

IIA. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR GENERAL HOUSING

Name of Housing Area/Section	Number of Toilets	Number of Sinks	Number of Showers	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Incarcerated Individual Capacity
Not Applicable					0

Multiple General Housing Unit Total: 0

IIB. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR ADMISSIONS/ORIENTATION, MEDICAL AND MENTAL HEALTH OBSERVATION

Name of Housing Area/Section	Type of Housing	Number of Toilets	Number of Sinks	Number of Showers	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Incarcerated Individual Capacity
Not Applicable						0

Multiple Admissions/Orientation, Medical and Mental Health Observation Housing Unit Total: 0

IIC. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR SPECIAL HOUSING

Name of Housing Area/Section	Type of Special Housing	Number of Toilets	Number of Sinks	Number of Showers	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Incarcerated Individual Capacity
Not Applicable						0

Multiple Special Housing Unit Total: 0

ONONDAGA COUNTY JUSTICE CENTER – MFC 2023

IIIA. UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING USED FOR GENERAL HOUSING

Name of Housing Area/Section	Number of Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
2-A Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 52 8
2-B Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	0 See Note
2-C Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 52 8
3-A Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	0 See Note
3-B Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 52 8
3-C Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 52 8
4-A Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 52 8
4-B Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 52 8
4-C Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 52 8

Note: 2-B Pod & 3-A Pod may not be used to house incarcerated individuals until further notice due to ongoing renovations.

Individual and Multiple Occupancy General Housing Unit Total: 420

ONONDAGA COUNTY JUSTICE CENTER – MFC 2023

IIIB. UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING USED FOR ADMISSIONS/ORIENTATION, MEDICAL AND MENTAL HEALTH OBSERVATION

Name of Housing Area/Section	Type of Housing	Number of Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
5-A	Medical				12
Infirmary		4	4 @ 100 sq. ft.	2	4
Negative Pressure 1		1	1 @ 100 sq. ft.	1	1
Negative Pressure 2		1	1 @ 100 sq. ft.	1	1
Ward #1		Dorm	1 @ 368 sq. ft.	1	3
Ward #2		Dorm	1 @ 302 sq. ft.	1	3

Individual and Multiple Occupancy Admissions/Orientation,
Medical and Mental Health Housing Unit Total: 12

IIIC. UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING USED FOR SPECIAL HOUSING

Name of Housing Area/Section	Type of Special Housing	Number of Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
Not Applicable					0

Individual and Multiple Occupancy Special Housing Unit Total: 0

ONONDAGA COUNTY JUSTICE CENTER – MFC 2023

IV. NON-HOUSING AREAS USED FOR THE TEMPORARY DETENTION OF INDIVIDUALS

Name of Area/Section	Number of Toilets	Number of Sinks	Total Size of Area (Sq. Ft. of Floor Space)	Description of Use
Court Holding #1	1	1	1 @ 362 sq. ft.	The facility may hold up to twenty-four (24) incarcerated individuals.
Court Holding #2	1	1	1 @ 408 sq. ft.	The facility may hold up to twenty-seven (27) incarcerated individuals.
Court Holding #3	1	1	1 @ 408 sq. ft.	The facility may hold up to twenty-seven (27) incarcerated individuals.
Court Holding #4	1	1	1 @ 118 sq. ft.	The facility may hold up to seven (7) incarcerated individuals.
Holding #1	1	1	1 @ 92 sq. ft.	The facility may hold up to six (6) incarcerated individuals.
Holding #2	1	1	1 @ 92 sq. ft.	The facility may hold up to six (6) incarcerated individuals.
Holding #3	1	1	1 @ 92 sq. ft.	The facility may hold up to six (6) incarcerated individuals.
Holding #4	1	1	1 @ 92 sq. ft.	The facility may hold up to six (6) incarcerated individuals.
Holding #5	1	1	1 @ 92 sq. ft.	The facility may hold up to six (6) incarcerated individuals.
BSR Holding Cell <i>see note #2</i>	0	0	1 @ 92 sq. ft.	The facility may hold one (1) incarcerated individual.

Notes:

1. **Non-Standard housing may be used only for temporary holding for up to the number of incarcerated individuals as prescribed. The facility shall limit individual occupancy holding to 12 hours. Multiple occupancy holding shall be limited to four (4) hours. Any other use is prohibited. Whenever incarcerated individuals are placed in non-standard housing, at a minimum, Active Supervision shall be maintained.**

2. **Any incarcerated individual placed in the BSR Holding Cell shall be provided access to a toilet and sink.**

ONONDAGA COUNTY JUSTICE CENTER – MFC 2023

HOUSING TYPE	TOTALS
Subtotal Individual Housing Units Used for General Housing	8
Subtotal Individual Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation	69
Subtotal Individual Housing Units Used for Special Housing	36
Subtotal Multiple Occupancy Housing Units Used for General Housing	0
Subtotal Multiple Occupancy Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation	0
Subtotal Multiple Occupancy Housing Units Used for Special Housing	0
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for General Housing	420
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Admissions/Orientation, Medical and Mental Health Observation	12
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Special Housing	0
MAXIMUM FACILITY CAPACITY:	545

Other identified areas not rated as part of Maximum Facility Capacity: Yes (X) No ()

The above-noted capacity is based upon the following:

1. The number of properly equipped individual occupancy housing units, including the number of properly equipped admissions, medical and mental health and any other special housing units;
2. The number of properly equipped multiple occupancy housing units, including the number of properly equipped admissions, medical and mental health and any other special housing units; and
3. The facility's ability to provide required programs and services and to comply with other rules and regulations of 9 NYCRR Chapter IV which are related to facility capacity.

JUSTIFICATION FOR CHANGE IN MFC

Revised to reflect current and ongoing facility renovations as previously approved under project numbers 22-C-073 and 23-C-011.

Reviewed by: Adam Tilbe



Deputy Director 5/15/2023

Approved by: Keith Zobel



Director 5/15/2023