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March 21, 2016

telephone calls with detained clients; publication of consistent rules and guidelines for attorney

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- **Install and make available video conferencing (VTC) machines to allow detainees to communicate with counsel remotely.**

As you may be aware, contract terms between ICE and Stewart County require the installation of a video conferencing platform at Stewart Detention Center “to allow detainees to consult with their attorneys in preparation for administrative immigration proceedings.” Exh. 1 (Modification 18 to Intergovernmental Service Agreement); Exh. 2 (Email from CCA to ICE Re: VTC Platform). The contract specifies that this term is meant to “comply with the recommendation of the Administrative Conference of the United States” regarding such technology. The contract provides that the Corrections Corporation of America (CCA) will “provide a data circuit, router, and monthly service at Stewart at no cost to the government.” The contract further specifies that “ICE will send (2) laptops or desktops . . . with Polycom

telephone services” to allow communication with legal representatives. Stewart Detention Center should designate a duty officer whom legal representatives can contact to schedule confidential telephone calls and VTC sessions with detained clients. Legal providers have the ability to schedule calls with clients at other area detention facilities, which enables legal providers to communicate with clients in an efficient and orderly manner. This is practicable at this facility.

- **Post clear rules and guidelines for attorney access to visitation, and train Stewart Detention Center staff on such rules and guidelines.**

ICE’s Performance-Based National Detention Standards 2011 require that facilities provide notification of rules and hours for legal visitation, and that this information be prominently posted in the waiting areas, visiting areas, and in the housing units. As of the time of this writing, no such rules are on display. PBNDS 2011 § 5.7(J.2). We further recommend training of staff on the facility’s written legal visitation policy, PBNDS 2011 § 5.7(J.15), posting the written legal visitation policy on the facility’s website, and provision of the policy to members of the local immigration bar.

- **Efficiently schedule meetings for individuals in administrative and disciplinary segregation, and during count.**

ICE’s Performance-Based National Detention Standards 2011 provide that “[d]etainees in



**Exhibit 1:**  
**Modification 18 to**  
**Intergovernmental Service Agreement**





STEWART COUNTY OF

**CONTINUATION SHEET**

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
DROIGSA-06-00005//P00018

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NAME OF OFFEROR OR CONTRACTOR  
STEWART COUNTY OF

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Obligated Amount: \$0.00				

**Exhibit 2:**  
**Email from CCA to ICE**  
**Re: VTC Platform**



