



State of Maryland
Department of Public Safety
and Correctional Services



109447

Division of Correction
fifty-third report
fiscal year 1985

State of Maryland
Department of Public Safety
and Correctional Services

109446

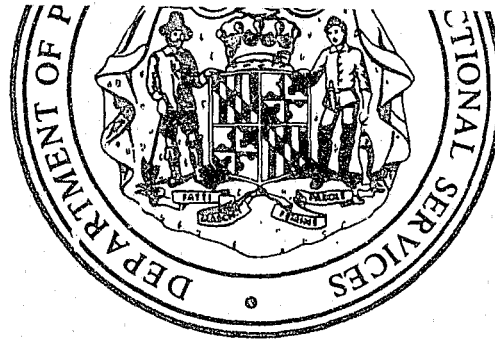
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Division of Correction

fifty-third report

fiscal year 1985

109447



DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES
DIVISION OF CORRECTION

6314 WINDSOR MILL ROAD

BALTIMORE, MARYLAND 21207

(301) 944-7028

TTY-DEAF 486-0677

State of Maryland

ARNOLD J. HOPKINS
COMMISSIONER

ELMANUS HERNDON
DEPUTY COMMISSIONER

October 31, 1985

The Honorable Harry Hughes
Governor of Maryland
State House
Annapolis, Maryland 21404

Dear Governor Hughes:

I am pleased to make available the Fifty-Third Report of the Division of Correction documenting agency activities for Fiscal Year 1985. Information and data contained therein are intended to satisfy reporting requirements set forth in Article 27, Section 678 of the Annotated Code of Maryland.

We invite your attention to sections of the annual report describing continuing efforts in reducing inmate idleness through the expansion and diversification of academic, vocational, treatment, and industries programs. As well, it is important to recognize the collective efforts of the Division of Correction work force in responding to our public safety mandate and the significance of a more stable inmate population in Fiscal Year 1985.

With the ongoing support of your office, the General Assembly, and the Secretary of Public Safety and Correctional Services, further improvements in the State's correctional system can be achieved.

Sincerely,

A handwritten signature in dark ink, appearing to read "Arnold J. Hopkins".

Arnold J. Hopkins
Commissioner



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DEPUTY COMMISSIONER

October 31, 1985

The Honorable Frank A. Hall
Secretary
Department of Public Safety and
Correctional Services
Suite 500 - One Investment Place
Towson, Maryland 21204-4187

Dear Secretary Hall:

Transmitted herewith is the Fifty-Third Report of the Division of Correction accounting for agency activities during Fiscal Year 1985. The issuance of this report is intended to satisfy requirements set forth in Article 27, Section 678 of the Annotated Code of Maryland.

Sincerely,

Arnold J. Hopkins
Commissioner

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STATE OF MARYLAND

CITY OF BALTIMORE

I HEREBY CERTIFY THAT on the 22nd day of July, in the year one thousand nine hundred and eighty six, personally appeared before me the subscriber, a Notary Public of the State of Maryland, in and for the City of Baltimore aforesaid, Arnold J. Hopkins, Commissioner of Correction of the State of Maryland, and made oath in due form of law that the matters and facts set forth in this annual report of the Division of Correction for the fiscal year ended June 30, 1985, are true to the best of his knowledge, information, and belief.

As witness my hand and notarial seal,

Notary Public

Mary F. Kennedy
Mary F. Kennedy

My Commission expires July 1, 1990

INTRODUCTION

The Maryland Division of Correction has prepared this Annual Report for Fiscal Year 1985 pursuant to Art. 27, Sec. 678, ACM. This, the Fifty-third Annual Report for the Division of Correction, summarizes the operations and activities of the Division for the period July 1, 1984, through June 30, 1985 (Fiscal Year 1985). In addition to addressing those items outlined in the applicable statute, this report reviews the history, physical aspects, capital plans, and improvements of the various institutions and pre-release units within the Division. The report also discusses problem areas, accomplishments, and initiatives undertaken by the Division in Fiscal Year 1985.

MISSION STATEMENT DIVISION OF CORRECTION

The mission of the Division of Correction is to protect Maryland citizens from repeated criminal activities of offenders sentenced to the Division's jurisdiction. This mission is attained by the secure confinement of offenders and the successful reintegration of offenders into the community through programs of treatment, training, education and work release.

ADVISORY BOARD FOR CORRECTIONS, PAROLE, AND PROBATION

The Advisory Board for Corrections, Parole, and Probation was created by Chapter 401, Acts of 1970, to succeed the Advisory Board for Corrections established by Chapter 123, Acts of 1962, and the Advisory Board for Parole and Probation established by Chapter 457, Acts of 1968. The Board consists of 17 members; 13 are appointed by the Secretary of the Department of Public Safety & Correctional Services with the approval of the Governor for four-year terms. The Deputy Secretary for Public Safety and Correctional Services, the Chairperson of the Maryland Parole Commission, the Director of Parole and Probation, and the Commissioner of Correction serve ex officio. The Governor designated the first chairperson, but thereafter the Secretary of Public Safety and Correctional Services, with the approval of the Governor, designates the chairperson.

The function of the Advisory Board is to study and observe procedures in the development and progress of the correctional, parole, and probation systems in the State. The Board also makes suggestions and gives advice regarding the State's correctional system to the Department of Public Safety and Correctional Services. The Advisory Board has no budget. Its members receive no compensation for their services, but may be reimbursed for necessary and proper expenses incurred in their duties (Code 1957, Art. 41, Sec. 204E).

Advisory Board Member

Commission Expires

Dr. Charles F. Wellford, Chairman.....	12/31/87
Honorable Robert M. Bell.....	05/31/86
Ms. Marianna Burt.....	12/31/84
Ms. Margaret Dudley.....	05/31/86
Mr. Yerby Holman.....	05/31/87
Mr. Arthur Katz.....	05/31/87
Mr. F. Stanley Kinney.....	12/31/85
Dr. Eli M. Lippman.....	05/31/88
Mr. Robert J. Tracy.....	05/31/87
Mr. Owen Wilson.....	05/31/88
Ms. Roberta Roper.....	12/31/88

Ex Officio Members

Mr. Arnold J. Hopkins, Commissioner
Division of Correction

Mr. Calvin A. Lightfoot, Deputy Secretary
Department of Public Safety and Correctional Services

Mr. William J. Kunkel, Chairman
Parole Commission

Mr. William J. DeVance, Director
Division of Parole and Probation

OVERVIEW

As it presently exists, the Division of Correction was established effective July 1, 1970. By Chapter 401, Acts of 1970, all State correctional facilities and related responsibilities were assigned to the Department of Public Safety and Correctional Services. The Department of Corrections was retitled Division of Correction and re-established as an agency under the Department of Public Safety and Correctional Services. As an agency of that Department, the Division has central administrative control over the adult correctional facilities of the State. The Commissioner of Correction is in sole and active charge of the Division of Correction, subject to the authority of the Secretary of Public Safety and Correctional Services and the Governor of Maryland.

The Commissioner of Correction is appointed by the Secretary of Public Safety and Correctional Services with the approval of the Governor, by and with the consent and advice of the Senate (Code 1957, Art. 27, Secs. 673-674).

The Division of Correction consists of the following units, facilities, and institutions classified by Level C-4 (maximum security), C-3 (medium security), C-2 (minimum security), and C-1 (pre-release):

- Headquarters Unit (HQ)
- Maryland Reception, Diagnostic, and Classification Center (MRDCC) - C-4
- Maryland Penitentiary (MP) - C-4
- Maryland House of Correction (MHC) - C-3
- Maryland Correctional Institution-Jessup (MCI-J) - C-3
- Maryland Correctional Institution for Women (MCIW) - C-4/C-3/C-2/C-1
- Maryland Correctional Institution-Hagerstown (MCI-H) - C-3
- Maryland Correctional Training Center (MCTC) - C-3
- Roxbury Correctional Institution (RCI) - C-3
- Maryland Correctional Pre-Release System (MCPRS)
 - Brockbridge Correctional Facility (BCF) - C-3
 - Baltimore City Correctional Center (BCCC) - C-2
 - Central Laundry Facility (CLF) - C-2
 - Jessup Pre-Release Unit (JPRU) - C-1
 - Baltimore Pre-Release Unit (BPRU) - C-1
 - Eastern Pre-Release Unit (EPRU) - C-1
 - Poplar Hill Pre-Release Unit (PHPRU) - C-1
 - Southern Maryland Pre-Release Unit (SMPRU) - C-1
 - Pre-Release Unit for Women (PRUW) - C-1

Under contractual agreements, the Division of Correction houses inmates at the following facilities that provide pre-release services:

- Dismas House-East - C-1
- Dismas House-West - C-1
- Threshold, Incorporated - C-1
- Montgomery County Pre-Release Center - C-1

The Division also has entered into contractual agreements to house State inmates at the:

- Allegany County Jail
- Caroline County Jail
- Garrett County Jail

SECURITY CLASSIFICATIONS

The Maryland Division of Correction uses four security level classifications for the purpose of assigning inmates to institutions, housing units, academic programs, and vocational programs. The four security levels are:

I. PRE-RELEASE - C-1

Inmates have access to the community for the purposes of going to work, participating in educational programs, drug/alcohol therapy, and the family or special leave programs. Staff escort is not necessary.

II. MINIMUM SECURITY - C-2

Inmates move within an institution without being under direct supervision of staff. While the inmates require secure confinement, they are not considered dangerous and pose little risk of escape.

III. MEDIUM SECURITY - C-3

Inmates move within the institution while being supervised by staff. Movement is usually confined to specific areas and on a scheduled or written pass basis. Inmates at this level have not been deemed suitable for lesser security. Housing units are under continuous supervision.

IV. MAXIMUM SECURITY - C-4

Inmates movement within the institution is under direct supervision and restricted to a specific area. Inmates are regarded as potentially dangerous and escape risks due to their extremely long sentences. Housing units are under continuous supervision.

The Division of Correction also provides special housing for inmates at each of the maximum-security and medium-security institutions. The special housing areas are disciplinary segregation, administrative segregation, and protective custody.

I. DISCIPLINARY SEGREGATION

Disciplinary segregation is used to isolate an inmate from the general population for punishment. Inmates may only be housed on disciplinary segregation when found guilty of an infraction. All inmates in disciplinary segregation are allowed showers and exercise periods. Privileges such as telephone use, radios, televisions, and movies generally are not permitted. Meals are served in the cells and regular medical and dental care is provided. Visiting and mail privileges

remain the same as for the general population. Reading material may be requested through the institutional library. Only commissary items designated by the Warden of each institution may be ordered.

II. ADMINISTRATIVE SEGREGATION

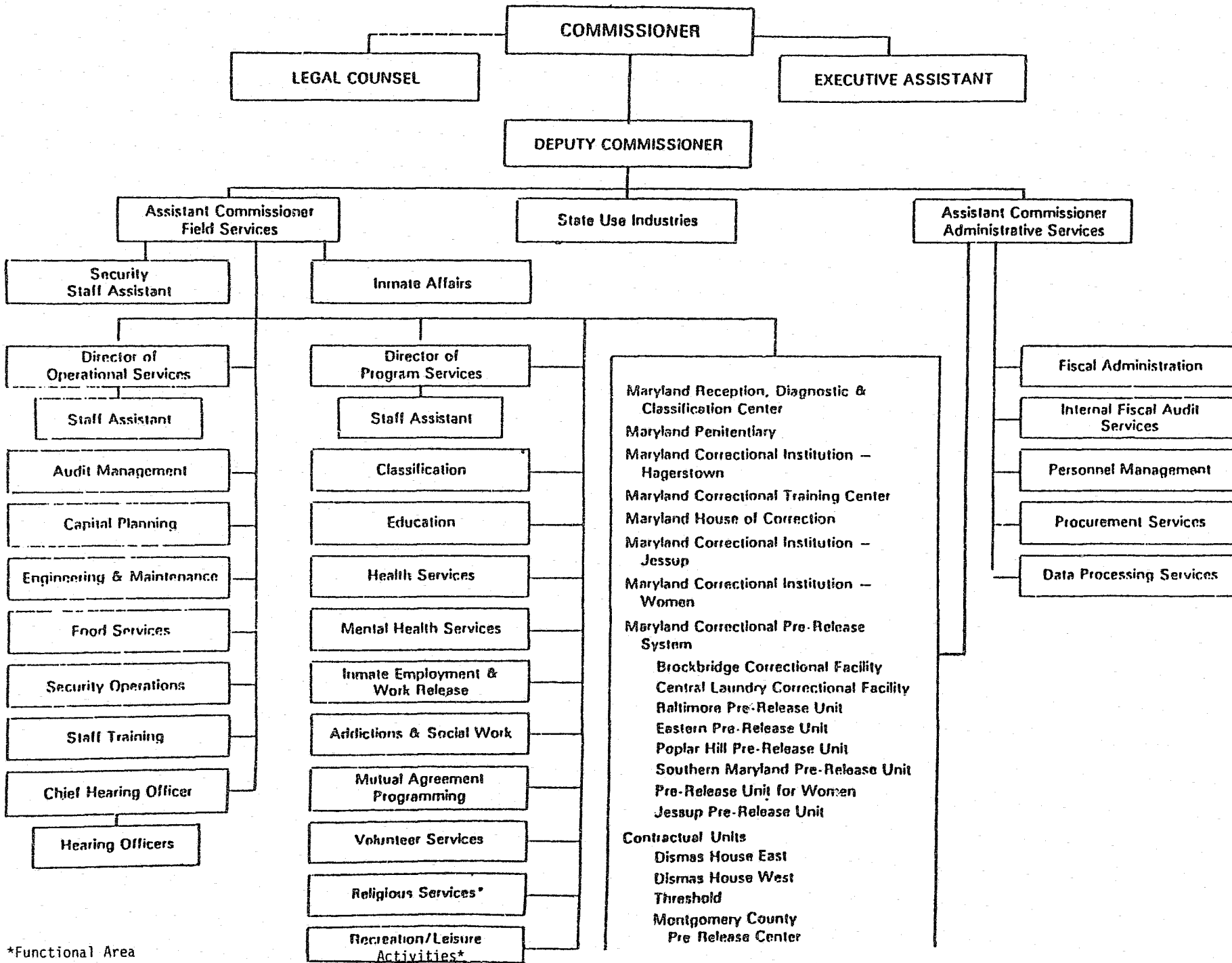
Administrative segregation can be used for the purpose of isolating an inmate from the general population for the following reasons:

- A. Preventing escape
- B. Housing inmates under death sentences
- C. Protecting other inmates
- D. Pending adjustment action
- E. Pending criminal investigation

Inmates may be placed on administrative segregation at the request of the Warden. However, a classification team must hold a hearing within 96 hours to determine whether or not administrative segregation should be continued. All inmates on administrative segregation are provided exercise periods, showers, and meals. The same privileges available to inmates in the general population are available to those on administrative segregation where possible.

III. PROTECTIVE CUSTODY

An inmate may request protective custody. Protective custody status is granted when the institution has conducted an investigation to verify that the inmate is in danger. The institution may place an inmate on protective custody; however, this is done only when officials of the institution determine that the inmate is in danger. The same privileges available to inmates in the general population are available to those on protective custody where possible.



*Functional Area

HEADQUARTERS (HQ)

*6314 Windsor Mill Road
Baltimore, Maryland 21207

Commissioner	Arnold J. Hopkins
Deputy Commissioner	Elmanus Herndon
Assistant Commissioner-Field Services	Clarence J. Guienze
Assistant Commissioner-Administrative Services	Mercedes Stevens
Director of Operational Services	J. Raymond Montgomery (Acting)

The Headquarters unit acts as the central administrative unit of the Division of Correction. This unit is responsible for the development, implementation, and monitoring of the policies and procedures which govern the operation of the Division. Headquarters is organized in two major areas - Administrative Services and Field Services to provide guidance and assistance to the institutions in reaching policy and program objectives established by the Commissioner.

Each section of the Headquarters unit reports directly to an Assistant Commissioner who, in turn, reports through the Deputy Commissioner to the Commissioner. These areas are organized as illustrated on the organization chart displayed on page 10.

*Relocation effective 1-23-86

6776 Reisterstown Road
Baltimore, Maryland 21215
(301) 764-4100

Headquarters functions and technical services are centrally administered to facilitate consistency in agency policy and procedures. The following activities fall under the responsibility of the Assistant Commissioner-Field Services:

I. Operational Services

- Adjustment Hearing Procedures
- Food Service
- Staff Training
- Audit Management
- Engineering and Maintenance
- Capital Planning
- Fire Safety and Fleet Management

II. Program Services

- Health and Mental Health Services
- Social Services
- Volunteer and Religious Services
- Educational/Vocational Programs
- Inmate Employment
- Inmate Job Placement
- Classification
- Inmate Services
- Mutual Agreement Programming

Activities that fall under the responsibility of the Assistant Commissioner-Administrative Services are as follows:

- Personnel Services
- Procurement Services
- Internal Auditing Services
- Fiscal Services
- Data Processing Services

HEADQUARTERS (HQ)

FISCAL YEAR 1985

.01	General Administration	\$	1,645,208
.02	Classification, Education and Religious Supervision		3,185,674
.03	Community Corrections (Contractual Pre-Release Units)		1,901,449
			<hr/>
	TOTAL COST:	\$	6,732,331

Staffing Configuration-Headquarters

.01	General Administration	42
.02	Classification, Education, and Religious Supervision	76
.03	Community Corrections (Contractual Pre-Release Units)	4
		<hr/>
	TOTAL:	122

CAPITAL PLANNING

The approved Fiscal Year 1985 Capital Budget Request provided the Division of Correction with the resources to construct a new institution, correct fire safety deficiencies and increase the efficiency of the operation of existing facilities. The 1984 General Assembly approved \$69,000,000 for the design and construction of a 1440 cell medium/maximum security institution in Somerset County. Construction of the Eastern Correctional Institution began in March, 1984; the institution is scheduled for completion in June, 1987. The legislature approved funds to correct fire safety deficiencies at various State correctional institutions and install a heat and water reclamation system at the Central Laundry Facility.

The Eastern Correctional Institution has been designed to operate as two separate compounds. Each compound will contain three 192 bed medium security housing units and one 144 bed maximum security unit. The compound support services building will provide administration, classification, medical, psychological, dietary, educational, recreational, and visiting programs. The support service building in one compound will house a 28 bed medical and 25 bed psychological inpatient unit. Outside of the compound perimeters will be a central administrative building, the central kitchen warehouse facilities, and the energy plant and maintenance building. The Maryland State Police detachment for the area will be housed in the central administration building.

The Division of Correction initiated and finalized several major capital improvement projects during Fiscal Year 1985. Two new facilities were completed and began housing inmates during Fiscal Year 1985. The Baltimore City Correctional Center was opened with a design capacity of 250 cells. The Baltimore City Correctional Center is a minimum security facility which provides services to enhance the inmates' entry to the pre-release facilities. The Roxbury Correctional Institution, with a rated capacity of 720, became operational in Fiscal Year 1985.

Several projects are currently in various stages of design or construction. The roof repairs to the Maryland Correctional Institution-Hagerstown were completed, and a design team was appointed for the central kitchen in Hagerstown. The design team for the Brockbridge Correctional Facility multi-purpose building was selected and authorized to proceed with the design phase. The construction of a 192 cell housing unit at the Maryland Correctional Institution for Women began during Fiscal Year 1985.

Capital improvements for the Maryland Penitentiary were given a high priority by this agency. The Division of Correction in cooperation with the Department of General Services and the Department of State Planning launched a collective effort to renovate the Maryland Penitentiary that included short and long range projects. Several immediate improvements were made to increase the security of the institution. The phone system, cell fronts, window systems, heating and ventilation systems, extended catwalks, modifications to the special behavior and confinement area, perimeter security, and the segregation visitation area were among the improvements made. Inmates were moved out of the old Print Shop to allow renovation of the area which will become the school/library building. Long range projects include major structural changes

to the large five-tier units in the South and West Wings. These proposed modifications will reduce the tiers to smaller units, improving security for both inmates and staff. Other long range modifications include plans to renovate the administrative area, and the control center, construct a new visitors' registration building, renovate the kitchen, restore the perimeter wall, demolish the old dining hall and Wood Shop, and construct and equip a new industry/recreational building. Once the new 300 cell maximum security facility is built on the Baltimore Gas and Electric site, "C" Dorm in the Maryland Penitentiary will be demolished. The proposed capital improvement projects for the Maryland Penitentiary will enhance the overall security and operation of the Institution.

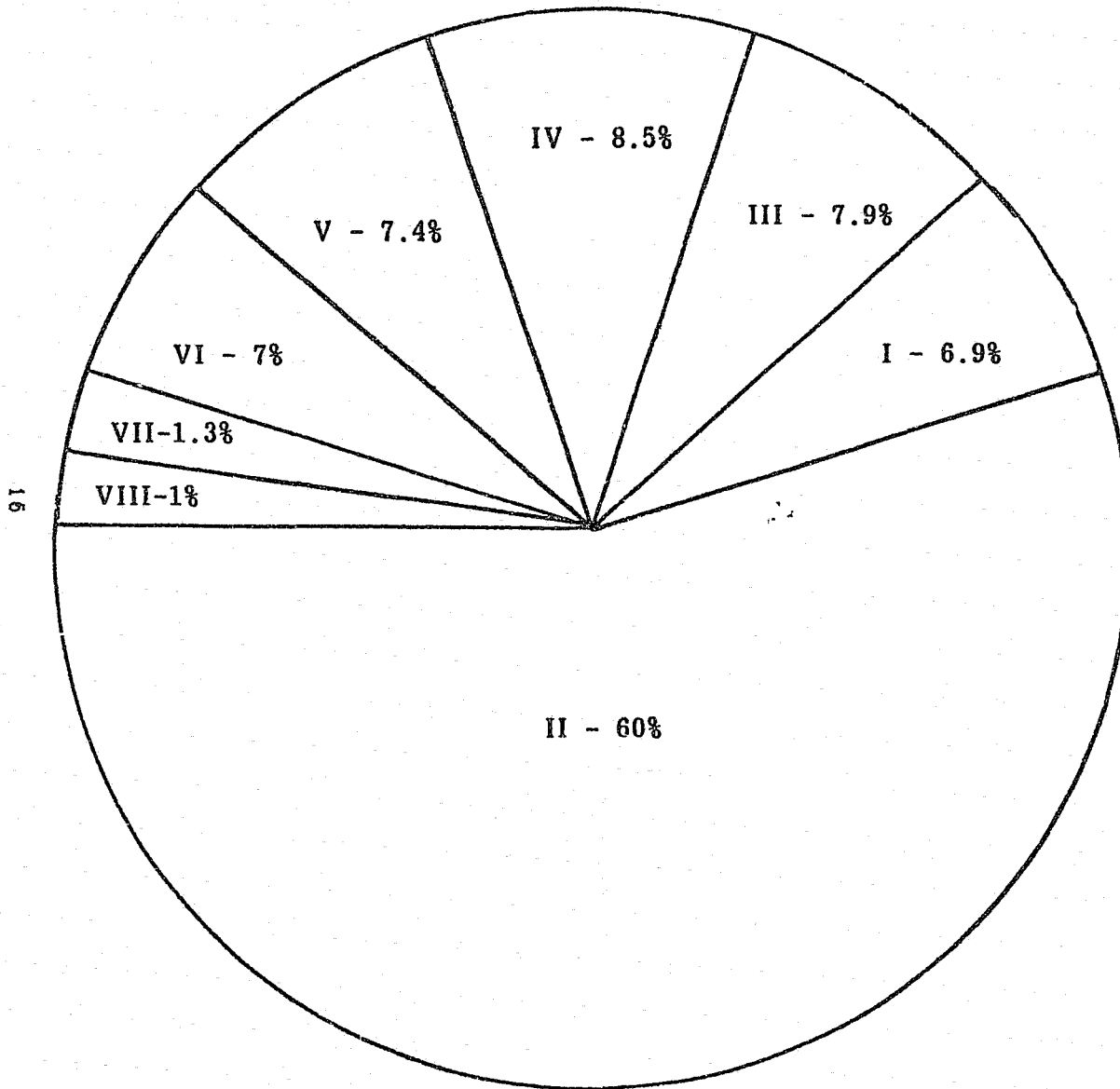
The Board of Public Works adopted Jail Loan Procedures designating the Department of Public Safety and Correctional Services as the coordinating agency between the local jurisdictions and the State for the development of capital construction or renovation of existing facilities.

The plans, contractual selections, construction documents, and change orders of local projects receiving 50% State funding are subject to review by the Departments of Public Safety and Correctional Services, State Planning and General Services. The Division of Correction acts as liaison for the Department in facilitating the review and approval of all capital improvement projects after authorization by the General Assembly.

The Division of Correction has developed a master facilities plan to address immediate and long range needs for institutions. The five year plan includes the agency's recommended course of action to meet housing and program needs of the incarcerated population and provide a secure environment for both inmates and staff.

DIVISION OF CORRECTION

SPENDING BY PROGRAM
FISCAL YEAR 1985



I - General Administration:
\$10,021,511 = 6.9%

II - Custodial Care
\$87,753,103 = 60%

III - Dietary Services
\$11,509,821 = 7.9%

IV - Plant Operations/Maintenance
\$12,415,803 = 8.5%

V - Clinical and Hospital Services
\$10,801,079 = 7.4%

VI - Classification, Recreation, and
Religious Services
\$10,218,525 = 7%

VII - Laundry Operation
\$1,549,365 = 1.3%

VIII - Community Corrections
\$1,901,449 = 1%

TOTAL \$146,170,656

**LEGISLATIVE HIGHLIGHTS
1985 LEGISLATIVE SESSION**

The following legislation enacted by the Maryland General Assembly became effective July 1, 1985:

House Bill 64: Correctional Officers - Death Benefits

The intention of this legislation is to include Correctional Officers in the group of employees who, if killed in the line of duty, would be eligible for certain death benefits.

House Bill 1002: Crimes and Punishments - Inmate Assault

This legislation provides for consecutive sentences for those inmates convicted of assault on another inmate while under the custody of the Division of Correction.

House Bill 1633: Inmates - Good Conduct Computation

This legislation modifies the method for calculating a certain deduction for good conduct from the period of commitment or sentence. The language of the bill provides for an initial deduction from the period of commitment subject to an inmate's future good conduct.

Senate Bill 789: Commissioner of Correction - Contracts

This legislation authorizes the Commissioner of Correction to enter into certain contracts for the transfer of inmates to certain institutions. The language authorizes contracting with the Federal Government for the transfer of inmates from Division of Correction institutions to those operated by the Federal Government.

DIAGNOSTIC, TREATMENT, AND REHABILITATION SERVICES

During Fiscal Year 1985, the Division of Correction provided a variety of diagnostic, treatment, and rehabilitation services to the inmate population. These services included classification, mutual agreement programming, medical and mental health treatment, academic and vocational education, social services, self-help groups, religious activities, work release, and job placement.

The classification process begins when an inmate is received into the custody of the Division of Correction and continues at each institution where the inmate is housed during the course of incarceration through the point that the inmate is released. The Director of Classification is responsible for providing administrative oversight and coordination to classification supervisors and counselors in each Division of Correction facility.

In general terms, institutional classification staff collect legal, social, and criminal history information; coordinate the assessment of inmates' individual needs by other professional staff; and then develop and implement a plan for meeting those needs.

In classifying inmates, the Division uses a multi-disciplinary team approach. Each classification team, at a minimum, is composed of a classification supervisor, senior classification counselor, a supervising correctional officer, and an additional representative of the classification staff. In addition to these required team members, the following staff are also encouraged to participate:

- Psychologist
- Vocational/academic instructor
- State Use Industries manager or designee
- Social worker

Members of classification teams are required to consider at least all of these objective factors about each inmate for whom they make a recommendation:

- Age
- Length of total sentence
- Type of offense(s)
- Detainers
- Criminal history
- Social history
- Psychological and psychiatric reports
- Programming accomplishments
- Work history
- Institutional adjustment
- Parole status or current mandatory release date
- Medical status

Classification team recommendation is required to implement or make changes in:

- Institutional work assignments
- Institutional program assignments
- Disciplinary segregation reviews
- Administrative segregation reviews
- Protective custody reviews
- Changes in security status
- Transfers
- Restoration of revoked good conduct credit
- Work release
- Family leave
- Special leave

To be implemented, classification team recommendations must be approved by a higher authority, depending on the nature of the recommendation. The approving authority is either the warden of the institution where the inmate is housed, someone acting on behalf of the warden, the Commissioner of Correction, or someone acting on behalf of the Commissioner.

The table below details the number of classification actions that occurred in each Division of Correction institution in Fiscal Year 1985:

Maryland Reception, Diagnostic, and Classification Center	6,049
Maryland Penitentiary	3,393
Maryland House of Correction	5,380
Maryland Correctional Institution-Jessup	3,654
Maryland Correctional Pre-Release System	23,987
Maryland Correctional Institution for Women	1,485
Maryland Correctional Institution-Hagerstown	8,250
Maryland Correctional Training Center	9,658
Roxbury Correctional Institution	4,309
	<hr/>
TOTAL	66,165

SOCIAL SERVICES

While this Fiscal Year is dominated by the initiation of the Social Work component of the Multi-Disciplinary Counseling Program, it is worth accenting that an orderly development of policy and procedure for each program component was begun, and most of it completed.

Over 85 per cent of all admissions to the Maryland Reception, Diagnostic and Classification Center were tested for substance abuse, with 64.3 per cent reporting positive, or 64 of every 100 inmates tested, reflecting substantial problems with alcohol or other drugs. The predominant substance of abuse is heroin; however, cocaine was reported in almost 250 instances, or about 16 per cent. About 58 of every 100 inmates reported intoxication at the time of instant offenses.

Almost 75 per cent (227) of all females tested scored in the positive range for substance abuse. As in previous years, 90 out of each 100 substance abusing women tested used drugs other than alcohol; heroin is the primary drug of abuse. More than 73 of each 100 women tested reported intoxication at offense.

Treatment services under auspices of the Drug Abuse Administration were extended to inmates in the final phase of planning for release during this year. Almost 90 per cent of the inmates completed the program. Predicated on the belief that transition from prison to the community is a period of high stress for most inmates, group treatment is offered in two phases, one addressing projected problem areas and the second dealing with actual problems with employers, family, and community treatment.

The Junction Bridge Program enjoys substantial success with the vast majority of male and female inmates found to have substance abuse problems.

Volunteer Services were systematically rendered this year with 700 volunteers providing services in the Division institutions each month. Over the entire 12 months of this Fiscal Year, 492 visits and 23,933 hours of services were donated. On the basis of the formula established by the Governor's Council on Volunteers, the monetary value of the services rendered was more than \$183,000, or roughly equivalent to seven full-time staff.

The pilot phase of the Social Work component of the Multi-Disciplinary Counseling Program was initiated with six Social Workers and a supervisor at MCIJ and RCI in September, 1984. In December, two additional Social Workers were added at RCI, and in March, 1985, services were initiated at MCIW.

This limited staff contracted to group counseling 925 inmates, male and female. Over 75 per cent completed the group treatment process.

Whereas there is insufficient time since treatment to substantiate effectiveness, two areas of emphasis have been assessed--work with men confined to segregation and inmates released following counseling in pre-release groups.

Inmates confined to segregation are characteristically management problems who most often have been cited for fighting and general disciplinary issues. Of the seven groups representing a total of 51 men, 47 completed treatment, and of these 47 inmates nine have been returned to segregation. Only one of the nine inmates was returned to segregation as a result of aggressive behavior.

The group counseling effort with these people is focused on reduced assaultive behavior during incarceration, and ultimately, a more productive use of their period of incarceration. At this point, it cannot be established that the goal is being achieved; however, early results are encouraging.

The Reentry Counseling Groups are designed to enhance adjustment of inmates once released to the community, hopefully to interrupt the "revolving door" of recidivism characteristic particularly of inmates released from medium security.

Whether the mutual goals of more productive use of the period of incarceration and more positive adjustment to community living are being achieved is conjecture at this point in time. However, preliminary findings are encouraging and these data will be pursued to more definitive analysis at the conclusion of Fiscal Year 1986.

DIVISION OF CORRECTION

SOCIAL SERVICES
MULTI-DISCIPLINARY COUNSELING PROGRAM/SOCIAL WORK COMPONENT
GROUP COUNSELING DATA

Fiscal Year 1985

Inmates Identified for Group	1,362	
Refused to Participate	438	
Contracted to Group	925	(67.9%)
Dropouts	217	(23.4%)
Completed Group	576	
Active in Treatment 06/30/85	132	
Number of Groups Started	94	
Number of Groups Completed	75	
Number of Groups Terminated	4	
Groups Active 06/30/85	15	

Reentry Groups: Inmates Released

Fiscal Year 1985

Group Number	Date Completed	Number Released	Re-arrested
1	09/27/84	5	2
2	10/17/84	9	8
3	11/01/84	7	4
4	11/15/84	10	4
5	12/05/84	2	1
6	12/05/84	9	3
7	01/17/85	10	3
8	12/26/84	7	1
9	01/16/85	8	2
10	01/17/85	5	2
11	03/27/85	8	1
12	03/27/85	11	1
13	03/07/85	10	2
14	05/22/85	7	-
15	06/05/85	10	-
16	05/13/85	7	1
**1-W	04/29/85	5	-
**2-W	06/19/85	8	-
TOTALS		138	35 (25.3%)

** MCIW

EDUCATION AND VOCATIONAL TRAINING

Responsibility for the delivery of educational services, formerly provided by the Division of Correction (DOC), was transferred to the Maryland State Department of Education (MSDE) on July 1, 1978. Administrative responsibility for correctional education was placed in the Division of Vocational/Technical Education, MSDE. Program oversight and policy initiatives for correctional education are provided by the Educational Coordinating Council on Correctional Institutions (E.C.C.C.I.) whose membership includes the State Superintendent of Schools and the Commissioner of Correction.

The correctional education budget is the responsibility of MSDE. The budget includes salaries, supplies, equipment, and related expenditures which support the correctional education program. The Division of Correction provides educational facilities, utilities, maintenance, and security.

As part of the intake process at the Maryland Reception, Diagnostic and Classification Center (MRDCC), inmates are tested for their level of educational functioning. Because of space constraints, this assessment is provided on a priority basis to inmates who have not reached their 21st birthday and who may be eligible for Federally-mandated services. During Fiscal Year 1985, MSDE, in cooperation with DOC, implemented an evening testing program to increase the number of inmates who are assessed prior to transfer to maintaining institutions. Approximately 25 inmates per week are tested in the evening. Other inmates are tested by MSDE when they are referred to school at maintaining institutions. Persons committed to the Division are frequently undereducated and lack marketable job skills. Educational testing administered at MRDCC indicates that average math and reading scores on the Test of Adult Basic Education (TABE) are in the sixth grade range with one-third of incoming inmates scoring below the fourth grade level in math and reading.

Inmates are encouraged to address their educational needs while incarcerated within the DOC. Inmates are paid a small daily stipend equal to, or greater than, that which inmates receive for performing various jobs within the institution. In addition, inmates receive a sentence reduction of five days per month for participation in school. Some programs, including all MSDE educational programs, have been designated as special projects and inmates are awarded an additional five days off their sentence per month to encourage participation. Thus, inmates in school earn a total of ten days per month off their sentence.

In Fiscal Year 1985, the Division established a 90-day mandatory schooling program for inmates scoring below the fifth grade level in math or reading. This mandatory schooling program implements a major policy recommendation of the Wellford Commission on Correctional Rehabilitation which noted that no systematic attempt was being made to address the basic educational needs of inmates with the most severe educational deficiencies. An evaluation of the mandatory schooling policy is currently underway.

Adult basic education was provided to inmates who lacked skills in reading, writing and mathematics and scored 0.0 through 7.5 (grade equivalent) on standardized achievement tests. Students attended classes at least ten hours per week and followed a curriculum that stressed academic skills. The adult basic education program leads to the eighth grade certificate issued by MSDE on the basis of a standardized achievement test scores. Adult basic education services were available at all maintaining institutions, as well as pre-release units.

The basic education program was supplemented by the Johns Hopkins Tutoring Program in which inmate tutors, trained under the auspices of the Johns Hopkins University, worked with basic education students on a one-to-one basis. In addition, computer-assisted instruction was used to supplement the basic education program at the Maryland Correctional Training Center. MSDE submitted a successful grant proposal for \$50,000 to the National Institute of Corrections that expanded computer-assisted instruction to MCIW inmates.

Many students continued their education by enrolling in the Adult Secondary Education Program which prepares students for their high school equivalency. The program is designed to prepare students in each of the five areas of the GED. Adult Secondary Education services were available at all maintaining institutions, as well as the pre-release units. During Fiscal Year 1985, MSDE funded a survey of inmate students to assess student satisfaction with both teaching and curriculum. Although there was considerable variation in student responses at different institutions, student evaluations were generally positive. MSDE has utilized the survey results to identify staff development needs.

MSDE provided specialized educational programs for inmates who had not reached their 21st birthday. These programs included Chapter I programs for neglected and delinquent youths and special education for youthful offenders with identified handicapping conditions which inhibited their learning. All inmates under 21 years of age were screened at MRDCC for their educational functioning as well as related medical and psychological conditions. For those identified as having handicapping conditions, instruction was provided at the maintaining institutions by qualified staff.

MSDE provided approved competency-based vocational education programs which prepare inmates for entry-level positions in a chosen trade. The programs, which combine classrooms and laboratory elements, are generally 600 hours in duration. Each student is rated as to his or her ability to perform specific trade tasks. The trades and their institutional locations are shown on page 27.

The major activity in Fiscal Year 1985 was the startup of vocational education services at RCI. Vocational education programs at RCI are provided contractually by Hagerstown Junior College. The college experienced some difficulty in the recruitment of staff for the RCI programs and was unable to implement the auto mechanics program. Staff turnover prevented the office practice program from being operated on a continual basis. The construction and manufacturing programs were operational in Fiscal Year 1985.

In addition to vocational education programs provided by MSDE, the DOC, in cooperation with MSDE, sponsored apprenticeship programs registered with the Maryland Apprenticeship and Training Council. These programs combined related classroom instruction and skill training in a production setting, usually with State Use Industries. These apprenticeship programs were of 6,000 to 8,000 hours in duration with 1,000 hours considered a minimum period of training.

MSDE VOCATIONAL TRAINING

<u>INSTITUTION</u>	<u>VOCATIONAL EDUCATION</u>	<u>APPRENTICESHIP</u>
MCI-H	Office Practice	Upholstery
MCI-H	Air Conditioning, Heating, Refrigeration	Metal Fabrication
MCI-H	Electronics	
MCI-H	Sheet Metal	
MCI-H	Upholstery	
MHC	Office Practice, Typing	Paint Manufacturing
MHC	Welding and Cutting	Wood Manufacturing
MCIW	Office Occupations	Upholstery
MCIW	Cosmetology	
MCIW	Home Management	Cooking
MCTC	Office Practice	Meat Cutting
MCTC	Body and Fender	
MCTC	Auto Mechanics	
MCTC	Carpentry	
MCTC	Masonry	
MCTC	Painting/Decorating	
MCTC	Plumbing/Pipe-fitting	
MCTC	Drafting	
MCTC	Electrical Wiring	
MCTC	Machine Shop	
MCTC	Barbering	
MCTC	Millwork and Cabinet-making	
MCI-J	Auto Mechanics	Graphics
MCI-J		Cooking/Baking
MCI-J	Motorcycle Repair	
MCI-J	Air Conditioning, Heating, Refrigeration	
MP	Pre-Vocational Industrial Arts	
PRE-RELEASE	External: Charles Co. (SMPRU) Somerset Co. (PHPRU) Individual Plan	
RCI	Office Occupations	
RCI	Auto/Power Training	
RCI	Fabrication/Manufacturing	
RCI	Construction Trades	

Cooperating colleges and universities, in consultation with MSDE and DOC, provided full-time post-secondary educational opportunities at maintaining institutions. Inmate students helped fund their program of study by a combination of various Federal grants, work study and personal funds. Post-secondary education was provided as follows:

<u>INSTITUTION</u>	<u>COLLEGE/UNIVERSITY</u>	<u>DEGREE</u>
MP	COPPIN STATE COLLEGE	B.S.
MHC	ESSEX COMMUNITY COLLEGE MORGAN STATE UNIVERSITY	A.A. B.S.
MCIJ	ESSEX COMMUNITY COLLEGE	A.A.
BBCF	COMMUNITY COLLEGE OF BALTIMORE	A.A.
MCIW	COMMUNITY COLLEGE OF BALTIMORE MORGAN STATE UNIVERSITY (offered at MHC)	A.A. B.S.
MCTC	Hagerstown Junior College	A.A.
MCIH	Hagerstown Junior College	A.A.
RCI	Hagerstown Junior College	A.A.
BCCC	Sojourner-Douglass College	A.A.

For several years, the Correctional Education Office of MSDE has committed new resources to service the burgeoning DOC population. In the period from 1981 to 1985, correctional education increased the number of students being served from 1,590 to 3,203; an increase of 1,613 new students. The significant rise in the number of inmates served by educational programs was partially offset by the rapid influx of new inmates. Despite the influx of new inmates, the percentage of the population served by educational programs has continued to increase. In Fiscal Year 1982, 20% of the population was served by educational programs, by Fiscal Year 1985 28% of the population was being served. The figures for Fiscal Year 1985 reflected the implementation of a Division-wide evening school program serving approximately 500 students.

Accompanying the substantial increases in enrollment, there were corresponding increases in program completions. In 1978, when responsibility for educational services was transferred from DOC to MSDE, 303 inmates received their high school diploma, and another 713 received their eighth grade certificate. The number of vocational students completing training increased from 1984 (416) to 1985 (672). The increase represented, in part, the re-opening of vocational education shops at MCIH. The combined number of completions in academic (eighth grade and high school diplomas) and vocational programs was 2,091 for Fiscal Year 1985, up 36% over Fiscal Year 1984 when

1,490 completions were recorded. The 2,091 Fiscal Year 1985 completions excludes 43 post-secondary completions (Associate or Bachelor's degrees).

One of the most encouraging aspects of the transfer of responsibility for educational and library programs to MSDE has been the substantial increase in funding for correctional education. Increases in funding for correctional education have been almost exclusively in State general funds. Federal support for correctional education has remained constant, while State support increased substantially.

The Correctional Education Office, MSDE, continued to support the basic education and vocational training programs by providing library services at all maintaining institutions. During Fiscal Year 1985, library programs were implemented at RCI and BCCC. The correctional libraries obtained Library Services and Construction Act funds to implement an audio-health information system.

Despite the two grade salary adjustment received by correctional librarians, vacancies continued. Since correctional libraries are usually staffed with a single librarian, a vacancy results in program closure. The correctional libraries continue to stress vocationally and career oriented materials, in addition to recreational and personal interest materials.

Fiscal Year 1985 represented a year of the major expansion with evening school programs implemented Division-wide. Fiscal Year 1985 was also a year of increased program completions with over 2,000 students completing a major educational milestone (eighth grade certificate, high school diploma or vocational training certificate). A major instructional program was implemented at RCI and the long awaited renovation of a new school library at MP was begun.

MUTUAL AGREEMENT PROGRAM (MAP)

The Mutual Agreement Program (MAP) is a process by which an inmate may negotiate the condition and date for release with the Division of Correction and the Parole Commission. A MAP proposal specifying the condition of release is developed by the inmate and submitted to the Parole Commission through the Division of Correction. The proposal may include plans for the inmate to participate in academic education, vocational training, substance abuse treatment, institutional work assignments, and work release experience in addition to his/her meeting specified behavioral standards. The MAP proposal specifies a release date for the inmate if he or she successfully fulfills all the condition as outlined in the proposal. The inmate meets personally with a Parole Commissioner to discuss the proposal, and adjustments in the plan are made if necessary.

If the proposal is agreed upon, then the Mutual Agreement Program is the plan and process by which the inmate will progress through the Division until release on the date specified in the agreement. The Division is responsible for monitoring the inmate's progress and compliance with the agreement and insuring that the inmate is classified and transferred to the appropriate institution as required.

If the inmate fails to meet any of the conditions set forth in the agreement, a notice of violation is prepared by the Division of Correction and submitted to the Parole Commission which may elect to renegotiate or cancel the agreement.

MAP was introduced in the Division of Correction in 1974 as a Federally-funded pilot project. In 1977, additional Federal funds allowed the State to expand the program Division-wide. By January, 1980, the program had been implemented in all the institutions.

The MAP process is centrally administered from Division Headquarters. The MAP staff is responsible for coordinating all MAP activities including monitoring compliance and program availability and insuring slots are reserved for MAP participants.

The MAP process is identical for both males and females, except females may submit proposals which include a provision by which the Division of Correction, through a voucher system, will fund certain community-based programs or services not available to female inmates within their place of confinement.

MAP activity during Fiscal Year 1985 included 464 negotiations which resulted in 258 agreements. There were 563 renegotiations with 117 agreements being cancelled. There were 223 inmates paroled via MAP which represents approximately 15% of all Division of Correction inmates paroled.

MEDICAL AND MENTAL HEALTH SERVICES

The Division of Correction has the responsibility to provide constitutionally adequate medical and mental health services to the inmate population. Fiscal Year 1985 marked the first year that all medical services within the Division were provided by private contractors. In the Baltimore Region, PHP Corporation continues to provide services. The contract in the Hagerstown Region was re-bid and awarded to PHP Corporation. The contract for services in the Jessup Region was awarded to Basil Health Systems. It is anticipated that when the Eastern Correctional Institution opens, it will constitute a fourth region, and medical care for the region will be awarded to a contractor through the competitive bid process.

Through these private contractors, the Division provides the following services:

1. General Dispensary Coverage
2. General On-Call Coverage
3. Preliminary Screening
4. Intake Physical Examinations
5. General Sick Call
6. Segregation Sick Call
7. Treatment by Medical Specialists
8. Infirmary Services
9. Inpatient Hospital Services
10. Emergency Hospital Services
11. Infectious Disease Control
12. Dental Services
13. Outpatient Mental Health Services
14. Inpatient Mental Health Services
15. Pharmacy Services: Dispensing of Medication
16. Pharmacy Services: Administration of Medicine
17. Radiology Services
18. Recordkeeping Services
19. Laboratory Services
20. Dental Laboratory Services
21. Optometric Services
22. Administrative Services
23. Pre-Employment Physical Examinations
24. High-Risk Employee Hepatitis Program
25. Maintenance and Repairs
26. Ambulance Services
27. Inmate Health Education

The contractors also operate the inpatient mental health units for the Division of Correction, as well as provide all outpatient psychiatric services.

The estimated contract cost for providing medical services in Fiscal year 1985 is about \$9.5 million.

Within the Division of Correction, mental illness is operationally defined in terms of need. Inmates who need special housing, some kind of fairly intensive routine follow-up, psychotropic medication, and who become occasionally or routinely dysfunctional in the prison population are considered to be in need of mental health services. Due to limited resources, efforts are invested in those inmates who are grossly dysfunctional, represent a threat to themselves or others, and require special attention and placement.

During Fiscal Year 1985, funding was sought to develop a chronic care mental health unit. It is anticipated that this unit will be housed at MCIJ and be comprised of 30 beds. This will be the first unit of its kind within the Division and its purpose will be to treat those inmates who are chronically mentally ill. This unit will differ significantly from the three regional units for the mentally ill presently utilized by the Division of Correction. The average length of stay in the in-patient care units is approximately two months. It is anticipated that the average length of stay in the chronic care unit will be approximately two years.

In Fiscal Year 1985, there were 23 full-time psychologists employed for the Division who served over 12,000 inmates. Their duties included:

1. Assessment of mental status, testing where appropriate
2. Supportive counseling groups
3. Crisis intervention
4. Liaison to classification departments
5. Report writing as required by Division of Correction Regulations (DCR's)
6. Long term intervention is available on an extremely limited basis.

As noted above, there are three mental health units within the Division of Correction. The Maryland Penitentiary has a 30 bed inpatient psychiatric unit. The Maryland Correctional Institution-Jessup has a 30-bed inpatient unit and Roxbury Correctional Institution in Hagerstown has operationalized a 34-bed unit. It is anticipated the Eastern Correctional Institution at Somerset will have a 25-bed inpatient unit and the Maryland Correctional Institution for Women plans a 10-bed inpatient unit.

Inpatient beds are used for special housing for inmates awaiting transfer to mental hospitals and for treatment of those inmates who are found acutely dysfunctional but unable to meet requirements for involuntary transfers to mental hospitals.

HEARING OFFICERS ADJUSTMENT PROCEEDINGS

Eight Hearing Officers who are members of Headquarters staff, under the supervision of the Chief Hearing Officer, coordinate adjustment hearings and sit as the sole arbiters of all cases. Hearing Officers rotate among the institutions every thirty (30) days. In addition, Hearing Officer's appear before the Inmate Grievance Commission and the Courts concerning decisions and proceedings of adjudicated cases.

ADJUSTMENT HEARING STATISTICS FISCAL YEAR 1985

Number of Cases Heard	22,510
Guilty Verdicts	16,507
Not Guilty Verdicts	1,815
Reduced to an Incident Report	1,213
Dismissed	2,953
Dispositions	
Segregation Recommendations	7,848
Loss of Earned Good Conduct Time	1,567
Loss of Industrial Time	527
Adjustment Charges	
Escape-Including Attempt	117
Assault on Officer	482
Assault on Inmate	1,776
Sexual Assault	55
Weapons	710
Drugs	844
Money	174

MARYLAND RECEPTION, DIAGNOSTIC, AND CLASSIFICATION CENTER (MRDCC)

WARDEN: Merry L. Coplin

ASSISTANT WARDEN: James A. Carter

The Maryland Legislature, by Chapter 695, Acts of 1967 (Art. 27, Sec. 689(g), ACM) provided that all convicted persons sentenced to the State after June 1, 1967, be committed to the custody of the Commissioner of Correction (Art. 27, Sec. 690(b), ACM) and authorized the Department to establish a receiving and classification center for prisoners.

On June 1, 1967, the Division of Correction established a reception center for males in the South Wing ("D" Block) of the Maryland Penitentiary which is located in Baltimore City, Maryland. Females were received and classified at the Maryland Correctional Institution for Women which is located in the Jessup area of Anne Arundel County, Maryland.

The Division of Correction continued to operate the reception center from the Maryland Penitentiary until October, 1981, when construction of the new Maryland Reception, Diagnostic, and Classification Center (MRDCC) was completed and began receiving inmates.

MRDCC is a seven story maximum security (C-4) facility located on the corner of Greenmount and Madison Avenues in Baltimore City. The facility was designed for 400 inmates and contains 15 housing units of which 2 are special confinement units. Each housing unit, with the exception of the special units, is constructed as a pod and contains 32 single sells. Each pod has small areas on either end which provide space for TV viewing. Outdoor recreation is provided from May to October on the recreation deck which is on the roof of the fourth level. Meals are prepared by the kitchen of the Maryland Penitentiary, and are provided from a food line setup in each housing unit.

The institution is responsible for completing all identification work on each inmate, completing the initial physical examination, obtaining and documenting an inmate's criminal history, completing the initial classification which establishes the inmate's security level and maintaining institution. Limited educational testing is provided for a group targeted by both the Division and the Department of Education. All inmates are classified within thirty days of their reception at the institution. The average length of stay is approximately eight weeks with the exception of those inmates classified to the Maryland Penitentiary who may remain at MRDCC awaiting the availability of bedspace.

In addition to receiving all inmates sentenced to the Commissioner of Correction, MRDCC also operates the Transportation Unit. This unit is responsible for all inter-institutional transfers of inmates and also transports inmates from all institutions to courts in the State of Maryland. The transportation unit operates from 20-22 hours a day and processes in excess of 10,000 writs per year.

During Fiscal Year 1985, 5,397 inmates were received at MRDCC. During this period there were no escapes, no major inmate disturbances, and no serious inmate assaults upon other inmates or staff.

MARYLAND RECEPTION, DIAGNOSTIC, AND CLASSIFICATION CENTER (MRDCC)

Breakdown of Operating Costs for Fiscal Year 1985

.01	General Administration	\$	734,118
.02	Custodial Care		8,046,647
.03	Dietary Services		684,528
.04	Plant Operation and Maintenance		886,072
.05	Clinical and Hospital Services		984,724
.06	Classification, Recreation and Religious Services		945,327
	TOTAL COST:	\$	<u>12,282,416</u>

Annual Per Capita Costs	\$ 17,178.20
Daily Per Capita Costs	47.06

Rated Capacity	400
Operating Capacity	774
Average Daily Residential Population	715

Staffing Configuration

.01	General Administration	18
.02	Custodial Care	246
.03	Dietary Services	6
.04	Plant Operation and Maintenance	9
.05	Clinical and Hospital Services	7
.06	Classification, Recreation, and Religious Services	44
	TOTAL:	<u>330</u>

MARYLAND PENITENTIARY (MP)

WARDEN: Howard N. Lyles

ASSISTANT WARDEN: Bernard D. Smith

The Maryland Penitentiary is a maximum security prison housing an average of 1,338 adult male offenders during fiscal year 1985. The original prison was built in 1804 on the present grounds; the major portion of the physical plant was built in 1894 and is still utilized as the main administration building and inmate housing units. The entire compound covers approximately 3 acres and is located in Baltimore, Maryland.

"Transient" inmates are temporarily housed in the Maryland Penitentiary awaiting transfer to permanent medium security institutions. These "transient" inmates were received from the Maryland Reception Diagnostic Classification Center (MRDCC) and housed in dormitory housing units until space became available at their intended maintaining institutions.

The Maryland Penitentiary Dietary Department provides satellite feeding for inmates in the Maryland Reception Diagnostic and Classification Center (MRDCC). As such, the Maryland Penitentiary Dietary Department is in operation approximately 18 hours per day, and comprises one of the largest and most complex food-service operations in the State.

The Maryland Penitentiary presently employs three Chaplains: Protestant, Catholic, and Muslim. Services are held for all denominations and all inmates have access to chaplains who are available to provide religious guidance at all times.

The Maryland Penitentiary employs two Correctional Recreation Officers. The Recreation program is divided into a summer and winter program. Recreation activities include softball, handball, football weight-training room, boxing, and movies twice weekly. It is estimated that at all times at least one-half of the population participates in activities of the Recreation Department.

The Education Department is run by the State Department of Education. There are presently eight academic instructors, one pre-vocational instructor, and one education supervisor assigned to the Maryland Penitentiary. Basic education programs (grades 1-5), pre-GED programs (grades 6-9), GED programs, and a four-year college program is also available through Coppin State College. In addition vocational programs in electronics, drafting, plastics, art, and woodworking are available. The school also has a well-stocked library (including a law library) and provides library service to all inmates including Protective Custody and Segregation. Two inmates graduated from Coppin State College in May, 1985 and sixty-five earned their GED's during FY 1985.

During Fiscal Year 1985 the Office of Volunteer Activities Coordinator took major priority in assisting with the hiring of a new Volunteer Activity Coordinator for the Penitentiary. Self-Help Groups are utilized to encourage maximum inmate participation; to promote appropriate inmate leadership training; to improve and facilitate comprehensive communication and exchange of ideas; and to encourage helpful and appropriate community involvement in support of the management and rehabilitative mission of the institution. There are thirteen self help organizations: Alcoholics Anonymous, Star #954,

Old Town Jaycees, Left Bank Jazz, Metropolitan People Helping and Serving Each Other (P.H.A.S.E.), Seventh Step, Project Loving Our Vital Elders (L.O.V.E.), National Association of Concerned Veterans, Project Turnabout, Epilepsy Association, Project D.E.T.E.R., Project Joy, and Narcotics Anonymous.

There were five pre-vocational work shops in the Maryland Penitentiary at beginning of the Fiscal Year; auto repair, graphics, radio repair, television repair, and typewriter repair.

Major projects completed during Fiscal Year 1985 included the following: Showers installed on the tiers in Southwing (Segregation); repair of windows in Southwing and Westwing; renovation of the heating systems in West and South Wings installation of a new air conditioner in the Crises Clinic; and installation of new emergency generator.

Major projects started but not completed this Fiscal Year included the following: Renovation of the Special Behavior Confinement area into office space; renovation of locks and cell doors in West and South Wings; renovation of showers in West Wing; the construction of an additional cat walk in South Wing; renovation of E Block into a school and library; and the renovation of the segregation visiting room.

MARYLAND PENITENTIARY (MP)

Breakdown of Operating Costs for Fiscal Year 1985

.01	General Administration	\$ 1,625,274
.02	Custodial Care	11,424,679
.03	Dietary Services	1,502,082
.04	Plant Operation and Maintenance	2,046,454
.05	Clinical and Hospital Services	1,760,082
.06	Classification, Recreation, and Religious Services	571,840
	TOTAL COST:	<u>\$ 18,930,411</u>

Annual Per Capita Costs	\$ 14,065.00
Daily Per Capita Costs	38.54

Rated Capacity	1,053
Operating Capacity	1,288
Average Daily Residential Population	1,338

Staffing Configuration

.01	General Administration	33
.02	Custodial Care	340
.03	Dietary Services	19
.04	Plant Operation and Maintenance	17
.05	Clinical and Hospital Services	18
.06	Classification, Recreation, and Religious Services	27
	TOTAL:	<u>454</u>

MARYLAND HOUSE OF CORRECTION (MHC)

WARDEN: Ralph W. Packard

ASSISTANT WARDEN: Terrie C. Chavis

Located in Jessup on 90 acres, Anne Arundel County, Maryland, The Maryland House of Correction (MHC) is a medium-security institution. Except for "C" Dormitory at the Maryland Penitentiary, the Maryland House of Correction contains the oldest housing units of the State institutions. The main buildings of the institution are attached, requiring inmates to pass around the Center Hall when moving from one area of the prison to another. The exception to this is that inmates in certain housing areas can move directly to the recreation yard or the gymnasium without passing around the Center Hall area. Average population was 1569 inmates in Fiscal Year 1985.

The cells at the Maryland House of Correction are arranged in tiers, stacked one on top of another, four high, and in long rows. The cell housing areas are referred to as the South Wing and West Wing. Inmates housed in cells move from the wings to the dining hall, both indoor and outdoor recreation, institutional work assignments, shower facilities, and various program activities.

The institution also houses inmates in dormitories which are located behind the South Wing. Each Dorm has a separate day room and laundry facilities which include showers.

Minimum-security inmates are housed in emergency housing trailers, with a rated capacity of 112. The trailers were installed adjacent to the Sally Port entrance to the State Use Industries compound. Inmates assigned to grounds maintenance and other lower-security assignments are classified and approved for placement in these housing units.

The Maryland House of Correction operates a health care infirmary that is licensed by the Maryland Department of Health and Mental Hygiene. Containing 24 infirmary beds, the facility is staffed 24 hours a day. In addition to providing dental care, the infirmary also offers on-site clinics, i.e., optometry, orthopedics, tuberculosis and venereal disease control; x-ray services are also available.

As a medium-security maintaining institution, this facility provides a variety of programs and services. Academic programs include basic reading, pre-GED, GED, and college-level courses through Essex Community College and Morgan State University. Various self-help groups include Prison Ministry Groups, library services and MAP contracting.

There are five State Use Industries shops located at the Maryland House of Correction.

The Wood, Mattress, Sign, Tag and Paint Shops employ inmates in single and double shifts. Products manufactured include office furniture, roadway signs, chairs, bedding, upholstery frames and paint products.

Each shop, managed by Industrial Supervisors, allows for in-service training and apprenticeship programs.

MARYLAND HOUSE OF CORRECTION (MHC)

Breakdown of Operating Costs for Fiscal Year 1985

.01	General Administration	\$ 1,178,544
.02	Custodial Care	10,880,017
.03	Dietary Services	1,441,067
.04	Plant Operation and Maintenance	2,661,120
.05	Clinical and Hospital Services	1,683,132
.06	Classification, Recreation, and Religious Services	963,904
	TOTAL COST	\$ 18,807,784

Annual Per Capita Costs	\$ 11,987.12
Daily Per Capita Costs	32.85

Rated Capacity	1,406
Operating Capacity	1,522
Average Daily Residential Population	1,569

Staffing Configuration

.01	General Administration	38
.02	Custodial Care	362
.03	Dietary Services	18
.04	Plant Operation and Maintenance	24
.05	Clinical and Hospital Services	24
.06	Classification, Recreation and Religious Services	40
	TOTAL:	506

MARYLAND CORRECTIONAL INSTITUTION-JESSUP (MCI-J)

WARDEN: James N. Rollins

ASSISTANT WARDEN: Eugene M. Nuth

The Maryland Correctional Institution-Jessup opened in April 1981, is located between the Maryland House of Correction and the Brockbridge Correctional Facility in Jessup, Maryland. The institution, contemporary in design, was originally constructed for the purpose of relieving overcrowded prison conditions. The institution is now a separate facility with a rated capacity of 512, and a current operating capacity of 995 inmates.

The Maryland Correctional Institution-Jessup has eight separate outdoor housing units, and two overflow housing areas located in the gymnasium and the dispensary. Each housing area has 128 cells arranged in pods of 64 double cells each.

One housing unit has been designated as a regional mental health unit where special psychological services and observation are provided. Future plans call for the establishment of a Chronic Care Mental Unit in order to provide additional long term regional care. The Mental Health Unit and Medical needs of the institution are provided by Frank E. Basil, Incorporated on a contractual basis.

The mission of the Maryland Correctional Institution-Jessup is to provide a wide range of educational and vocational training programs. Vocational training programs include: Heating and Air Conditioning, Motorcycle Repair, Auto Shop, and Apprenticeships in the Graphic Arts and Cooking/Bakery Training. The academic programs begin with basic education: Pre-GED, GED, Mandatory Education, and College Level Courses offered by Essex Community College. During the fall semester, there were 5 graduates with Maryland State High School Diplomas, 5 Automotive Repair Shop graduates, 9 Heating and Air Conditioning Repair Shop graduates, 3 Motorcycle Repair Shop graduates, and 15 graduates in the Related Trades Courses.

The Medical Department during the last quarter of the Fiscal Year saw a total of 11,728 inmates in its dispensary, with a total of 566 inmates being sent to other locations for treatment. The Mental Health Unit during the last quarter admitted a total of 30 inmates from the region, and discharged a total of 28 inmates who returned to the Maryland Correctional Institution-Jessup population or the parent institution.

There were substantial physical plant changes during Fiscal Year 1985. These changes additions, and alterations included: the renovation of the Mental Health Unit, installation of dental chair and equipment in the Infirmary, Security Screening and sectioning in the Warehouse, and the renovation of the electrical system in the the kitchen area.

Construction projects completed during Fiscal Year 1985 included: the construction of a new Mailroom and Commitment Office, three new offices in the Administrative area, and a medication dispensary area in the Officers Dining Room.

The Addiction Program has an additional Addiction Counselor added during Fiscal Year 1985. An additional Alcoholics Anonymous Self-Help Group was

created, and two simultaneous Junction Bridge sessions meet twice a week at the Maryland Correctional Institution-Jessup. In Fiscal Year 1985, 154 inmates successfully completed the Junction Bridge Program.

A Social Work Program was added to the Maryland Correctional Institution-Jessup during Fiscal Year 1985. Four Social Workers and one Supervisor were assigned to the Maryland Correctional Institution-Jessup in September 1984. New admission and pre-release groups stressing adjustment to the institution and re-entry into society were initiated at MCI-J. The Social Work staff provides group counseling at admission, emphasizing stress/reduction and adjustment to prison, and release counseling with an emphasis on the realities of job, home, family and family response to crisis.

MARYLAND CORRECTIONAL INSTITUTION-JESSUP (MCIJ)

Breakdown of Operating Costs for Fiscal Year 1985

.01	General Administration	\$	506,851
.02	Custodial Care		6,925,080
.03	Dietary Services		977,126
.04	Plant Operation and Maintenance		1,056,833
.05	Clinical and Hospital Services		759,446
.06	Classification, Recreation, and Religious Services		506,992
	TOTAL COST:	\$	<u>10,732,328</u>

Annual Per Capita Costs	\$	11,297.19
Daily Per Capita Costs		30.95

Rated Capacity	512
Operating Capacity	995
Average Daily Residential Population	950

Staffing Configuration

.01	General Administration	16
.02	Custodial Care	222
.03	Dietary Services	12
.04	Plant Operation and Maintenance	10
.05	Clinical and Hospital Services	7
.06	Classification, Recreation, and Religious Services	22
	TOTAL:	<u>289</u>

MARYLAND CORRECTIONAL INSTITUTION FOR WOMEN (MCIW)

WARDEN: SHARON L. JOHNSON

ASSISTANT WARDEN: CORNELIUS ROYSTER

Opened in 1934, the Maryland Correctional Institution for Women (MCIW) is of brick construction and rests on approximately 23 acres of land in Jessup, Anne Arundel County, Maryland. The complex is constructed in a rectangular "campus" design with two housing units on each side of a courtyard and an administration and industries building at either end.

MCIW is both the reception center and the maintaining facility for all women committed to the Division of Correction. During Fiscal Year 1985, 322 inmates were received at MCIW. Upon arrival, each inmate is fingerprinted and given a medical examination to identify and treat any immediate problems. Despite overcrowding, each inmate receives, within her first 30 days, comprehensive testing, diagnostic, and classification services. Every inmate is classified to a job or school assignment or to a waiting list pending a vacancy.

A classification team also determines each inmate's security level: maximum, medium, minimum, or pre-release, and periodically re-evaluates such levels, housing is provided at all four levels. Inmate population was 429 at the beginning of Fiscal Year 1985 and 407 at the year's end.

As a maintaining institution, MCIW offers a variety of programs and services. Beginning in November 1985, each inmate's institutional activities will be coordinated through the Multi-Disciplinary Counseling Program.

About two-thirds of entering inmates participate in six-week "front-end" counseling groups designed to reduce stress and facilitate acceptance of responsibility and regulations. Approximately 140 inmates per month participated in the drug/alcohol programs, including methadone detoxification. The Stabilization Program for substance abusers was implemented by Junction Bridge.

School program participation increased markedly during the year. Average daily enrollment increased from 152 in Fiscal Year 1984 to 177 in Fiscal Year 1985. The number of school programs completed increased from 103 in Fiscal Year 1984 to 126 in Fiscal Year 1985.

At the beginning of Fiscal Year 1985 a medical contractor assumed the responsibility of providing comprehensive medical care. The renovation of the medical unit was undertaken and the completion of the medical and mental health infirmaries is expected during Fiscal Year 1986.

State Use Industries; (SUI) operates shops in upholstery and sewing at MCIW. In Fiscal Year 1985, these shops tripled, over Fiscal Year 1984, the amount of state clothing they produced. Inmate employment was increased in the sewing shop by 10%, and in the upholstery shop by 40%.

Construction began on a new 192-bed housing unit and an extension of the perimeter fence to encompass the new unit. Completion of this unit, anticipated for January 1986, will eliminate the need for double-bunking of inmates at MCIW.

Release-readiness groups available for inmates include eight-week re-entry counseling groups and the Baltimore-based New Directions for Women.

During Fiscal Year 1985, there were no escapes from the institution, no major inmate disturbances, no serious assaults upon staff, and one serious inmate assault upon another inmate.

MARYLAND CORRECTION INSTITUTION FOR WOMEN (MCIW)

Breakdown of Operating Costs for Fiscal Year 1985

.01	General Administration	\$	442,528
.02	Custodial Care		2,983,169
.03	Dietary Services		491,984
.04	Plant Operation and Maintenance		413,550
.05	Clinical and Hospital Services		284,853
.06	Classification, Recreation, and Religious Services_		281,015
	TOTAL COST	\$	4,897,099

Annual Per Capita Costs	\$	11,857.38
Daily Per Capita Costs		32.49

Rated Capacity	258
Operating Capacity	398
Average Daily Residential Population	413

Staffing Configuration

.01	General Administration	18
.02	Custodial Care	92
.03	Dietary Services	8
.04	Plant Operation and Maintenance	4
.05	Clinical and Hospital Services	5
.06	Classification, Recreation, and Religious Services	9
	TOTAL:	136

MARYLAND CORRECTIONAL INSTITUTION - HAGERSTOWN (MCIH)

WARDEN: WAYNE B. WINEBRENNER

ASSISTANT WARDEN: MERLE R. TURNER

In 1930, the State of Maryland purchased the approximately 880 acres on which this Institution is situated, six miles South of Hagerstown in Washington County, Maryland. Originally, the intention was to establish a farm, or honor camp, for selected prisoners from the Maryland Penitentiary and Maryland House of Correction. It was also believed that, in addition to the farm colony, there should be an institution for youthful offenders and it was decided to construct a new institution. The facility was built by supervised inmate laborers using stone mined from a quarry in the immediate vicinity.

Permanent construction was begun in April 1932. Excellent progress was made through 1935, but because construction funds were not available for several years, work on the permanent structure had to be suspended. When funds were again available, work was resumed and the new institution was completed in May 1942.

The sections of the main building form a square surrounding a recreation yard. The dining hall forms one side of the square; the opposite side is formed by the Administration Building which contains administrative offices, visiting rooms, the school, and the hospital. Two sides are formed by corridors and recreation rooms, off of which are the housing units.

The north side contains four two-story wings with 80 cells per wing. The south side is of similar configuration; however, the second floor of one unit contains the classification counselors' offices. For every two wings, there is a recreation area. Beneath each housing wing is a basement which has been converted to housing dormitories which are referred to as annexes, each of the eight annexes houses 40 inmates. Except when moving to the gymnasium or the compound, inmates can pass from one area of the institution to another without going outside.

Since the original opening, there have been two housing units added to the institution. A 128-bed housing unit (North Dorm) was added in August 1980. In October 1983, the Western Program Development Center (WPDC) was opened to house 420 inmates on a temporary basis. These pre-engineered buildings are designed to be used for industry space once an adequate number of permanent beds is available. On an emergency basis, the gymnasium has been used to house up to 160 inmates.

As medium security institution, MCI-H offers a variety of programs and services designed for inmates serving lengthy sentences. The institution is self-sufficient, except for Food Service which is prepared at the Maryland Correctional Training Center (MCTC) and shipped to MCI-H for serving. The Roxbury Correctional Institution satellite provides meals for the Western Program Development Center. Inmates are assigned to institutional work assignments, including the laundry, or they may elect to participate in education or vocational programs.

The educational programs include basic, intermediate, and secondary GED. College-level courses are offered through the Hagerstown Junior College. Vocational shops consisting of electronics, graphic arts, sheet metal work,

and air conditioning repair were reopened in the Spring after having been moved from the annexes during August 1982.

Student enrollment has increased as a result of initiating night school; average student enrollment for the past year was 480. Sixty-five students were awarded the GED.

The Recreation Department has had several changes regarding facilities, personnel, and programs. The recreation yard surrounding the gymnasium was made larger when a new fence was built surrounding prison grounds. New basketball courts and handball courts were approved and will be installed in October 1985. The small gymnasium located in the main institution was renovated to accommodate body building and power lifting programs. Two softball fields were constructed at WPDC to improve the recreation programs for inmates housed in this area of the institution. The recreation programs include varsity teams in football, softball, and basketball.

State Use Industries (SUI) operates four shops - Metal 1, Metal 2, Upholstery, and Brush and Carton. Additionally, the institution, in cooperation with SUI, operates a large food-processing facility using a Cap/Kold method for preparing and shipping the food to other State and local institutions.

The Volunteer Activities Program supplements a variety of institutional programs and services utilizing the participation of registered volunteers, citizen participants, and institutional staff persons. Seminararians in the Chaplainary Program and other student interns in areas, such as, addictions, psychology, and classification provide services. There are six Self-Help groups - C.A.P. Jaycees, Alcoholic Anonymous, WPDC Anonymous, Life Style, Narcotics Anonymous, WPDC Narcotics Anonymous.

The Washington County Community Correctional Services committee has sponsored various programs for inmates and the donation of Christmas gifts to every inmate at MCI-H, and their financial support to the Roxbury Review - MCI-H institutional newspaper.

Religious needs of the inmate population were met by Catholic and Protestant Chaplains. Religious inquiries and instructions are handled through the Knights of Columbus Home Study Program of St. Louis. Weekly study groups are conducted by volunteers from local Jehovah's Witness and Seventh Day Adventist, Jewish Big Brothers. The Catholic Chaplain acts as a religious coordinator for the Sunni Muslims and Moorish Science Temple of America, with the Protestant Chaplain being the Coordinator of Jehovah's Witness and Seventh Day Adventist Study Groups. Community Church groups or pastors either conducted or participated in formal services under the Protestant Chaplain's supervision. An outreach highlight continues to be the course Introduction to Pastoral Care of the Criminal Offender, a closely supervised learning and doing experience for seminararians. Chaplains participated in counseling, study groups community activities, church groups, local clergy, and Washington County Community Correctional Services Committee.

MARYLAND CORRECTIONAL INSTITUTION-HAGERSTOWN (MCIH)

Breakdown of Operating Costs for Fiscal Year 1985

.01	General Administration	\$ 910,790
.02	Custodial Care	13,083,010
.03	Dietary Services	1,524,346
.04	Plant Operation and Maintenance	1,371,913
.05	Clinical and Hospital Services	1,421,977
.06	Classification, Recreation, and Religious Services	744,402
	TOTAL COST:	<u>\$ 19,056,438</u>

Annual Per Capita Costs	\$ 10,669.89
Daily Per Capita Costs	29.23

Rated Capacity	1,198
Operating Capacity	1,704
Average Daily Residential Population	1,786

Staffing Configuration

.01	General Administration	30
.02	Custodial Care	416
.03	Dietary Services	17
.04	Plant Operation and Maintenance	19
.05	Clinical and Hospital Services	13
.06	Classification, Recreation, and Religious Services	39
	TOTAL:	<u>534</u>

MARYLAND CORRECTIONAL TRAINING CENTER (MCTC)

WARDEN: John N. Conte

ASSISTANT WARDEN: Lloyd L. Waters

The Maryland Correctional Training Center is one of the largest correctional facilities in the State of Maryland. It is a medium security institution with design capacity of 1,707. On June 30, 1985, the inmate population of the facility was 2,483.

This institution is located on approximately 39 acres and is surrounded by a double fence. The inmate housing areas include the H.E. Donnell Building, the Emergency Housing Unit, and three pre-engineered buildings commonly referred to as Quonset Huts. Due to their physical structure, the Emergency Housing Unit and Quonset Huts reflect a dormitory style living arrangement.

The primary objective of the Maryland Correctional Training Center is to provide a secure and safe environment to those individuals committed to the Maryland Division of Correction while also offering a diversified program to enhance the individual's return to society. Some of these services are classification, psychological, educational and vocational activities, religious, and recreation.

During the Fiscal Year the Maryland Correctional Training Center educational program experienced major changes in leadership, personnel, and program focus. Projects that were started last year were completed and refined and new programs were instituted. With the implementation of the regional concept, staffs from the Maryland Correctional Training Center, Roxbury Correctional Institution, and the Maryland Correctional Institution set some cooperative goals in addition to the ones for each individual institution.

New programs were implemented and some existing programs expanded. Computer literacy and assistance programs were made available to students in reading and math. The Computer Program will eventually include subject areas on all levels with emphasis on data processing and literacy as additional components of the Office Practice curriculum.

Vocational shops were much sought after by the inmate population. Testing was done on a regular basis and each shop had a long waiting list of potential candidates. Inmates who did not pass the placement test were given a shop prep course. Each shop averaged three students on MAP contracts. Most of the instructors retained students as aides who had completed the shop program and who could function effectively as peer tutors. Students, under the guidance of their instructors, put to practical use the competencies they were mastering by completing these "live work" projects for the Education Complex and Division of Correction.

For the first time in the 6 year history of night school, classes were offered for advanced (GED) level students. In addition to the pre-occupational skills offered the previous years, teachers introduced societal/cultural skill emphasis.

The night school offered classes to men who had been on the waiting list and offered a new and different program, Building Maintenance, night School was again a successful addition to the total education programs.

Religious services at the Maryland Correctional Training Center are administered by two clergy members. The regular Sunday and Catholic Holy Day Services are conducted by a staff Catholic Chaplain and all Protestant Sunday services are provided for by a contractually paid Protestant clergy member. Both clergy members are on call virtually any time of day or night depending on religious preference.

Through the Chaplains' Department, community participation from both the local and Baltimore City churches are encouraged and provided for on a regular basis. Weekly Seventh Day Adventist services and scripture study are available in addition to local representatives of the Jehovah's Witnesses who provide weekly study and counsel groups. Another function of this department is its weekly scripture study groups conducted by Mount Hope Prison Ministries, Bible Brethern Church. Formal Catholic religious instructional classes are provided for by the Catholic Chaplain and through an approved correspondence course.

The American Muslim Mission, Sunni Orthodox Muslim, and the Moorish Science Temple of America activities are all coordinated through this office. Services are conducted weekly including instructional classes which are taught by approved inmate ministers in cooperation with official ministers from community Muslim Temples. Individual religious and marital counseling as well as group counseling are provided to the inmate population through this Department. Regular visits are made to inmates confined to Protective Custody and Segregation.

The Psychology Department continues to assist the inmate with basic anxiety and depressive symptoms, as well as provide crisis intervention to those individuals with more serious mental disorders. Diagnostic testing is also performed at the request of classification staff to assist that department in developing treatment programs and appropriate security classification.

The foundation is being prepared to develop a Mental Health Services Team utilizing the knowledge and skills of the inter-disciplinary areas to enhance the programming effort of this facility and provide more effective services to the inmate population.

MARYLAND CORRECTIONAL TRAINING CENTER (MCTC)

Breakdown of Operating Costs for Fiscal Year 1985

.01	General Administration	\$	819,516
.02	Custodial Care		12,577,055
.03	Dietary Services		2,050,889
.04	Plant Operation and Maintenance		1,387,698
.05	Clinical and Hospital Services		1,647,565
.06	Classification, Recreation, and Religious Services		865,276
	TOTAL COST:	\$	19,347,999

Annual Per Capita Costs	\$	7,884.27
Daily Per Capita Costs		21.60

Rated Capacity	1,707
Operating Capacity	2,499
Average Daily Residential Population	2,454

Staffing Configuration

.01	General Administration	30
.02	Custodial Care	389
.03	Dietary Services	20
.04	Plant Operation and Maintenance	15
.05	Clinical and Hospital Services	6
.06	Classification, Recreation, and Religious Services	39
	TOTAL:	501

ROXBURY CORRECTIONAL INSTITUTION (RCI)

WARDEN: Jon P. Galley

ASSISTANT WARDEN: Mason W. Waters

Construction on the Roxbury Correctional Institution was completed on October 15, 1984. It is an "open-campus" style facility of 35 acres enclosed by a double fence. Located six miles south of Hagerstown, in Washington County, Maryland, designed as a medium-security facility, RCI was designed to meet maximum-security, if necessary. Security measures include, a sound/microwave system, a K-9 Unit and seven security towers along the perimeter.

The interior compound contains four housing units, a Chapel, Education building, Gym, and an Administration building. Of the four housing units, one is designated for Special Management Inmates: handicapped, mentally ill, Protective Custody, and Disciplinary Segregation. The Chapel provides religious worship and related activities and houses the Social Work Department. The Education building provides classrooms, vocational shops, college classroom space, an inmate library and offices for the Classification and Psychology Departments. In addition, smaller rooms are used for the social work groups, veterans groups, administrative hearings, in-service training and individual counseling. The Gym houses the Inmate Commissary, Barber Shop, and the Drug Stabilization Program, as well as recreational activities such as basketball, weight lifting, Ping-Pong, chess, checkers and a music group. The Administration building houses the inmate and staff dining rooms, kitchen, dispensary, Mental Health In-patient Unit, inmate receiving, visiting room, control center, complex business office, property/clothing room, custody offices, supply storage, Tactical room, Mailroom, Operations offices and Administrative offices.

Because RCI opened before total construction was completed, Fiscal Year '85 was highlighted by the start of new programs and the constant influx of inmates. Meanwhile, established programs were still working toward full operation. The addition of the Social Work program, Mental Health Unit, night school, a college program, library, Training Manager and Volunteer Activities Coordinator, has added to the scope of RCI's Unit Management process. The unit management concept of providing inmate services by the team approach started with the original programs and expanded to include the new services as they became available.

The continual addition of new staff and services necessitated constant major adjustments in schedules, building usage and staffing patterns. The next fiscal year should see full operation of all programs and completion of special projects approved and funded under the Capital Construction Budget.

The inmate population gradually increased, reaching 1,129 by June 30, 1985.

ROXBURY CORRECTIONAL INSTITUTION (RCI)

Breakdown of Operating Costs for Fiscal Year 1985

.01	General Administration	\$ 625,363
.02	Custodial Care	7,794,322
.03	Dietary Services	892,723
.04	Plant Operation and Maintenance	744,934
.05	Clinical and Hospital Services	680,474
.06	Classification, Recreation, and Religious Services	479,021
	TOTAL COST:	\$11,216,837

Annual Per Capita Costs	\$11,284.54
Daily Per Capita Costs	30.92

Rated Capacity	720
Operating Capacity	1132
Average Daily Residential Population	994

Staffing Configuration

.01	General Administration	23
.02	Custodial Care	278
.03	Dietary Services	13
.04	Plant Operation and Maintenance	12
.05	Clinical and Hospital Services	4
.06	Classification, Recreation, and Religious Services	25
	TOTAL:	355

MARYLAND CORRECTIONAL PRE-RELEASE SYSTEM (MCPRS)

WARDEN: John P. Wilt

ASSISTANT WARDENS: Leslie H. Dorsey
William O. Filbert, Jr.

The Division of Correction operates pre-release units in various areas of the State of Maryland. Pre-Release headquarters is located in Jessup, Anne Arundel County, Maryland. The system houses inmates of three security levels: medium, minimum, and pre-release.

The Maryland Correctional Pre-Release System began in the 1950's and was then known as the Road Camps. In the 1960's, with the construction of modern units, the name was changed to the Maryland Correctional Camp system. In 1978, the name was changed to the Maryland Correctional Pre-Release System.

The warden of the MCPRS has administrative responsibility for the operation of each State pre-release unit, and is also responsible for those State inmates housed under contractual arrangement at non-State facilities. The Maryland Correctional Pre-Release System consists of the following:

-Pre-Release System Administration Building
Jessup, Anne Arundel County

Staff: 52

-Baltimore City Correctional Center
901 Greenmount Avenue, Baltimore 21202

Staff: 104
Average Daily Residential Population: 266

-Baltimore Pre-Release Unit
926 Greenmount Avenue, Baltimore 21202

Staff: 51
Average Daily Residential Population: 185

-Brockbridge Correctional Facility
Jessup, Anne Arundel County

Staff: 186
Average Daily Residential Population: 508

-Central Laundry Facility
Sykesville, Carroll County

Staff: 58
Average Daily Residential Population: 189

-Eastern Pre-Release Unit
Jessup, Anne Arundel County

Staff: 37
Average Daily Residential Population: 127

-Jessup Pre-Release Unit
Jessup, Anne Arundel County

Staff: 76
Average Daily Residential Population: 273

-Poplar Hill Pre-Release Unit
Quantico, Wicomico County

Staff: 38
Average Daily Residential Population: 128

-Pre-Release Unit for Women
4500 Park Heights Avenue, Baltimore 21215

Staff: 12
Average Daily Residential Population: 29

-Southern Maryland Pre-Release Unit
Charlotte Hall, Charles County

Staff: 36
Average Daily Residential Population: 129

PRIVATE AND/OR CONTRACTUAL FACILITIES

-Cecil County CARC
Elkton, Cecil County

Capacity: 30

-Dismas House-West
101 South Mount Street, Baltimore 21223

Average Daily Residential Population: 43

-Dismas House-East
1415 North Caroline Street, Baltimore 21223

Average Daily Residential Population: 44

-Montgomery County Pre-Release Unit
Rockville, Montgomery County

Average Daily Residential Population: 5

-Threshold, Incorporated
1702 St. Paul Street, Baltimore 21202

Average Daily Residential Population: 30

Baltimore City Correctional Center (BCCC) - Unit Manager: Matthew L. Robinson

The Baltimore City Correctional Center, a bi-level physical structure located in Baltimore City designed to house 250 (modified to 375) minimum and pre-release level inmates, opened its doors for occupancy on July 16, 1984. The facility supplies work crews for special projects, as well as work release inmates for employment in the State Use Industries and by private employers. Two full-time teachers and a librarian are assigned to the facility.

Baltimore Pre-Release Unit (BPRU) - Unit Manager: Patrick Conroy

The Baltimore Pre-Release Unit is located on Greenmount Avenue in Baltimore City. It came into existence in April, 1981, with the merger of the Community Vocational Rehabilitation Correctional Center (CVRRCC) with the Greenmount Avenue Pre-Release Unit (GAPRU).

The Baltimore Pre-Release Unit utilizes the community resources available in the Baltimore Metropolitan Area including educational, recreational, employment opportunities and substance abuse programs. The mission is to provide acceptable, controlled programming that will result in positive behavior change for those inmates participating in the programs.

In-house services and programs include: individual counseling, religious service, educational assistance, employment assistance, alcohol and drug counseling, family counseling services, driver's educational assistance, work release programming and referral to community based drug programs. Psychological services and/or referral are provided by the contracted medical health provider.

The educational staff are available to assist residents in their educational needs. Remedial, GED and college programs are available. Volunteer programs such as Alcoholic Anonymous, Narcotic Anonymous and religious volunteers assist with self-help therapeutic activities.

All programs are monitored and supervised by competent, qualified trained professional career personnel. All staff are committed to provide a healthy, safe and secure environment for offenders during the community re-assimilation process.

Brockbridge Correctional Facility (BCF) - Assistant Warden: Vacant

Constructed in 1966 as a minimum security facility, the Brockbridge Correctional Facility was then the Correctional Camp Center. With the development of the Maryland Correctional Pre-Release System (MCPRS), this center was renovated for security improvements and was upgraded to medium security. It serves as the reception center for, and hub to, the MCPRS as it currently operates. Inmates are housed here pending transfer to one of the lesser-security units.

As a medium-security institution, neither work release nor work crews operate out of the unit. An average daily residential population of 508 inmates are assigned to institutional work assignments, and both job readiness and substance abuse counseling programs are available. Because the number of inmates exceeds the number of available program slots, inmates are placed on a waiting list pending a vacancy.

Central Laundry Pre-Release Unit (CLPRU) - Unit Manager: Marsha Maloff

The Central Laundry, located near Sykesville in Carroll County, is a minimum security unit that has a rated capacity of 192. This facility serves two main functions: The laundry operation provides laundry services for institutions such as Springfield Hospital Center, Spring Grove Hospital Center and Rosewood Center. In addition, this laundry facility serves as a back-up for the Maryland House of Correction, Maryland Penitentiary, and the Maryland Correctional Institution-Hagerstown laundry operations.

The facility also has one road crew for Carroll County, one for Frederick County, and a three man crew for the Correctional Training Academy in Woodstock. There is also a one man detail assigned to the State Barracks in Westminster.

Central Laundry provides both work experiences and counseling programs for substance abusers. The Maryland Drug Abuse Administration, through a grant to Junction Bridge, Inc., provides two different substance abuse programs. There is a 10 week Junction Bridge cycle as well as a 26 week cycle. The 26 week cycle is geared more toward the hard-core substance abuser. The unit also has an Alcoholic Anonymous group, a full recreation program and a part-time school program.

Eastern Pre-Release Unit (EPRU) - Unit Manager: Kathleen S. Green

Eastern Pre-Release Unit was opened in 1964. It is a one story brick structure situated on eighty acres in a rural setting in Queen Anne's County. In October, 1981, the new multi-purpose building was completed adjacent to the Housing Unit. The facility has a present capacity of 140. All inmates are classified pre-release status and are housed in open-style dormitories.

Additionally, this facility accepts direct referral from the courts in the upper shore regions (Kent, Queen Anne, Talbot, Caroline and Cecil Counties).

Employment Readiness, work release, release readiness, religious counseling, substance abuse, recreation and various educational programs are available to residents. There are presently three operational outside details (State Police, State House, State Highway). Both inmate work crews and inmates on work release leave the unit daily to work in the surrounding area. Again, like the other pre-release units, the Eastern Pre-Release Unit is heavily dependent upon outside resources to provide certain programs and services to the inmates.

Jessup Pre-Release Unit (JPRU) - Acting Unit Manager: George Redd

This unit functions as a staging area for those inmates awaiting transfer to Central Laundry Pre-Release Unit for the Junction Bridge Program, a substance abuse treatment program. At the completion of the program, inmates are returned to JPRU. Within the last few months, JPRU has been receiving inmates from the Hagerstown Correctional Facilities as well as the Maryland House of Correction and the Maryland Correctional Institution-Jessup. These inmates are then transferred to the Central Laundry Pre-Release Unit. Jessup Pre-Release Unit houses a variety of inmates: approximately 70 on active work release, approximately 40 with Pre-Release status and the remainder minimum

security. Work details are provided to Maryland State Police Headquarters, Maryland Correctional Institution for Women, Maryland State Surplus Property Agency, State Use Industries, Anne Arundel County, Prince George's County, Montgomery County, Howard County, Baltimore-Washington Airport, Department of Natural Resources, Maryland Correctional Pre-Release System's Central Office, Regional Range for the Division of Correction, and Spring Grove State Hospital.

The following treatment programs are also provided: Work release, Employment Readiness, release readiness Alcoholics Anonymous, Narcotics Anonymous, Pre-GED, computer literacy, and survival skills via Adult Performance Level tests and seminars. JPRU started two new substance abuse programs in April called "Topics" and "Coping." Reading labs, with tutors, assist those inmates who are unable to read at an acceptable level for Pre-GED instruction.

The Recreation Program has teams entered in league competition in softball, football, bowling, swimming, and YMCA activities. The Leisure Services Program also operates a donor service which supplements the library and educational facilities within the MCPRS as well as institution's throughout the Division of Correction. Such services are provided to State hospitals and juvenile institutions. The donor service provides supplemental material such as books, greeting cards, athletic equipment, clothing, etc. Such materials are new and have provided recreational and educational programs within the DOC a supplement to it quality of services.

Poplar Hill Pre-Release Unit (PHPRU) - Unit Manager: George Kalorounakis

The Poplar Hill Pre-Release Unit, located in Quantico, Wicomico County, was established in 1950 as a "Road Camp" and is one of the oldest units in the system. The original physical plant was constructed in 1960. The Administration/Multi-Purpose building was built in 1983. In 1984, a 250-year-old house situated on this 40+ acre tract was renovated to accommodate the Educational Program. Renovation of this house, registered with the Historical Society, was completed in part by inmates participating in a Vocational Training Program that taught basic carpentry skills. Other training programs, available through Somerset County Vo-Tech classes include food service, automobile mechanics and masonry. Skills learned in these programs often enable an inmate to gain employment in the community as a participant of the work release program. This work program places men in jobs throughout the three counties on the Lower Eastern Shore.

Division sponsored alcohol and drug therapy are provided three times weekly; both day and evening sessions are available. Educational classes and religious meetings are held daily. The educational services include special education, basic education, 8th grade and High School Equivalency classes. Also, an Employment Readiness program is conducted to prepare residents for the responsibilities they will meet in the working world. The recreational program offers movie, ceramic classes, weight-lifting and team sports, such as basketball and softball, that compete in local leagues. Inmate work crews provide services contractually for other State and local agencies. These types of programs help contain government costs and provide useful services to the community.

Pre-Release Unit for Women (PRUW) - Unit Manager: Barbara Shaw

The Pre-Release Unit for Women was established in July, 1975. It is the only pre-release facility for women in the State of Maryland. The unit is housed in the St. Ambrose Convent in Baltimore, Maryland. The unit has double room occupancy and can accommodate 36 inmates. The facility receives women from the Maryland Correctional Institution for Women and the Federal Prison System.

The Center is community oriented and seeks to integrate residents into acceptable patterns of community life. The unit offers a wide range of treatment programs. The fundamental goal is to assist the inmate in dealing with those areas that played a major influence in her criminal behavior. Programs offered include these: MAP, work release, family leave, alcohol, drug, and pathological gambling counseling, psychological and psychiatric therapy. In addition, it provides educational, cultural, recreational, social and self-awareness, employment readiness and survival skills programs.

The current staff numbers twelve, including one contractual Dietary Technician and two Senior Aides.

Southern Maryland Pre-Release Unit (SMPRU) - Unit Manager: Raymond S. Grimes

Southern Maryland Pre-Release Unit is located in a rural setting in Charles County. The unit has a capacity for 140 men and has 36 full-time and 3 part-time employees. Like the other pre-release units, Southern Maryland offers a wide range of programs. Approximately 50% of the men are on work release jobs. Residents awaiting work release approval either work institutional jobs or are on one of the tri-county (St. Mary's, Calvert or Charles) road details. Selected residents are also allowed to visit their families on approved weekends through the family leave program. Various programs such as drug and alcohol therapy, education (GED), basic education and employment readiness, and vocational training are available within the institution. Southern Maryland Pre-Release Unit supports and encourages participation in all volunteer programs. These programs include self-help groups, religious and recreational activities.

MARYLAND CORRECTIONAL PRE-RELEASE SYSTEM

Breakdown of Operating Costs for Fiscal Year 1985 -
Pre-Release Units, Baltimore City Correctional Center
and Central Laundry Pre-Release Unit

.01	General Administration	\$ 1,312,828
.02	Custodial Care	10,437,651
.03	Dietary Services	1,657,409
.04	Plant Operation and Maintenance	1,620,244
.05	Clinical and Hospital Services	1,275,879
.06	Classification, Recreation, and Religious Services	1,572,801
	TOTAL:	\$ 17,876,812

Baltimore City Correctional Center - 35.02.07

.01	General Administration	\$ 220,491
.02	Custodial Care	2,141,817
.03	Dietary Services	287,667
.04	Plant Operation and Maintenance	226,985
.05	Clinical and Hospital Services	302,947
.06	Classification, Recreational and Religious Services	101,273
	TOTAL:	\$ 3,281,180

Central Laundry Pre-Release Unit - 35.02.08

.01	Custodial Care	\$ 1,459,654
.02	Laundry Operation	1,549,365
	TOTAL:	\$ 3,009,019

In Fiscal Year 1985, \$3,184,281 of the operating budget was earned through Laundry Operations, work release room and board costs, labor earnings, and inmate Welfare Fund.

Work Release Earnings for Fiscal Year 1985 was \$767,545 (Approximately 380 Inmates).

	MCPRS	BCCC	CLPRU
Annual Per Capita Costs	\$ 12,963.61	\$ 12,335.26	\$ 7,723.04
Daily Per Capita Costs	\$ 35.52	\$ 33.79	\$ 21.16
Rated Capacity	1,450	250	192
Operating Capacity	2,046	343	192
Average Daily Residential Population	1,379	266	189

STAFFING CONFIGURATION

Pre-Release System

.01	General Administration	46
.02	Custodial Care	336
.03	Dietary Services	24
.04	Plant Operation and Maintenance	10
.05	Clinical and Hospital Services	7
.06	Classification, Recreational and Religious Services	64
	TOTAL:	<u>487</u>

Baltimore City Correctional Center

.01	General Administration	9
.02	Custodial Care	81
.03	Dietary Services	5
.04	Plant Operation and Maintenance	3
.05	Clinical and Hospital Services	0
.06	Classification, Recreational and Religious Services	5
	TOTAL:	<u>103</u>

Central Laundry

.01	Custodial Care	39
.02	Laundry Operations	19
	TOTAL	<u>58</u>
	GRAND TOTAL:	<u>648</u>

WORK CREWS

The Annotated Code of Maryland provides that minimum security inmates can be assigned to work on local government projects. The Division of Correction is reimbursed for the costs incurred in providing such crews.

On July 6, 1982, the Work Crew concept became a reality when six crews (6-8 inmates per crew) started working for the Department of Transportation and the State Highway Administration, at various locations throughout the State of Maryland. During Fiscal Year 1985, 47 work crews provided meaningful work experiences for approximately 384 inmates working for the Department of Transportation, Department of Natural Resources, and the State Aviation Authority. Services provided by work crews included refuse collection, snow removal, road repairs, sanitation, building maintenance, tree planting, tree trimming, welding, carpentry, and painting.

Since the establishment of work crews, the average number of hours of work produced monthly has increased to approximately 38,000 hours. During the 1985 fiscal year operation, the program saved the State of Maryland \$1,437,445 in labor costs if the hours worked were at minimum wage, rather than at the wages paid the work crew participants. The number of inmates in the program has averaged 323 monthly with a turnover rate of approximately 92 per month. During the Fiscal Year 1985, there have been 4 escapes and one serious incident involving work crew program participants.

During Fiscal Year 1985, the use of work crews by other agencies increased by approximately 61%. The increase could have been even higher if additional equipment (vans) and supervisory staffs were available. Of the 47 crews, 15 inmate crews are supervised by the using agency. While the Division of Correction provides transportation and supervision for the majority of crews, transportation and supervision is provided for 7 of the crews by the using agency. In some cases, agencies provide vehicles to the Division of Correction for the transportation of inmates. The increase in the number of work crews was related directly to the additional correctional officer positions allotted to the Division of Correction.

Crew Locations - Fiscal Year 1985
47 Crews as of June 30, 1985 - 384 Inmates

Jessup Pre-Release Unit (18)

- 7 - State Highway Administration
- 1 - Maryland State Police
- 2 - State Aviation
- 2 - State Use Industries
- 1 - Maryland Correctional Institution for Women
- 1 - Jessup Pre-Release Maintenance
- 1 - Brockbridge Correctional Facility Sanitation
- 1 - Brockbridge Correctional Facility Garage
- 1 - Brockbridge Correctional Facility Range
- 1 - Department of Natural Resources

Poplar Hill Pre-Release Unit (6)

- 2 - State Highway Administration
- 1 - Department of Natural Resources
- 2 - Maryland State Police
- 1 - Wicomico County Government

Eastern Pre-Release Unit (5)

- 2 - Maryland State Police
- 1 - State Highway Administration
- 1 - State Office Building, Annapolis
- 1 - Department of Natural Resources

Southern Maryland Pre-Release Unit (6)

- 3 - State Highway Administration
- 1 - Maryland State Police
- 1 - Department of Natural Resources
- 1 - Melwood Farms

Maryland Correctional Training Center (4)

- 2 - State Highway Administration
- 1 - Department of Natural Resources
- 1 - Washington County Government

Central Laundry Facility (4)

- 2 - State Highway Administration
- 1 - Maryland Training Academy
- 1 - Maryland State Police

Baltimore City Correctional Center (6)

6 - State Highway Administration

TOTAL - 47 Crews with 384 Inmates - June 30, 1985

Total Number of Inmates Transferred to the Maryland Correctional Pre-Release System During Fiscal Year 1985 - 2,594

<u>Institution</u>	<u>Transferred In From</u>	<u>Transferred Out To</u>
MRDCC	529	1
MP	176	1
MHC	203	103
MCI-H	183	39
MCTC	841	92
MCI-J	309	31
MCI-W	82	27
Return from Escape	1	0
RCI	269	10
Charles County	1	0
Inter-Jurisdiction	0	2
Transfer our of DOC	_____	_____
	TOTAL: 2,594	306

Breakdown of Inmates Transferred Out of the Maryland Correctional Pre-Release System During Fiscal Year 1985

	MEN	WOMEN
Disciplinary	201	18
Administrative Transfer	0	9
Medical Transfer	76	0
Work Release	0	0
Inter Jurisdiction Transfer our of DOC	2	0
	_____	_____
TOTAL:	279	27 = 306

Total Number of Inmates Released from the Maryland Correctional Pre-Release System During Fiscal Year 1985

	MALES	FEMALES
Parole	946	25
Commutation of Sentence	5	0
Court Order	75	2
Escape/Walk-off	70	4
Death (Natural)	1	0
Pardon	0	0
Expiration of Sentence	0	0
Mandatory Release	868	12
TOTAL:	1,965	43 = 2,008

Breakdown of Population of the Maryland Correctional Pre-Release System as of June 30, 1985

BCF	546
JPRU	281
EPRU	114
PHPRU	113
SMPRU	139
CLF	181
BPRU	181
BCCC	343
PRU-W	31
Dismas House - East	45
Dismas House - West	45
Threshold, Inc.	32
Montgomery County Pre-Release Center	5
TOTAL:	2,056

Inmate Population of the Maryland Correctional Pre-Release System for the
First, Tenth and Twentieth Day of Each Month of the Fiscal Year 1985

	FIRST	TENTH	TWENTIETH
July, 1984	1,776	1,785	1,794
August	1,832	1,914	1,895
September	1,925	1,931	1,946
October	1,943	1,936	1,934
November	1,944	1,955	2,057
December	2,058	2,034	2,029
January, 1985	1,978	1,995	1,990
February	2,002	2,030	1,980
March	1,979	1,966	1,966
April	1,994	1,976	1,975
May	1,977	1,994	1,959
June	1,977	1,997	1,998

The inmate population as of June 30, 1985, was 2,056.

Work Release Earnings for Fiscal Year 1985 - \$767,545
(Approximately 453 Inmates)

In 1963, a law was passed which authorized the Division of Correction to establish a Work Release Program under which prisoners sentenced to the jurisdiction of the Department may be granted the privilege of leaving actual confinement during necessary and reasonable hours for the purpose of working at gainful private or public employment or attending school as part of a work release program. Such programs may also include, under appropriate conditions, releases for the purpose of seeking such employment.

Approximately 453 inmates participated in work release during Fiscal Year 1985. This represents about 22% of the pre-release population.

Active Work Release Inmates as of June 30, 1985

DOC INSTITUTIONS

JPRU - 62
PRUW - 19
SMPRU - 56
EPRU - 31
PHPRU - 48
BPRU - 149
BCCC - 0

366

CONTRACTUAL PRE-RELEASE

Dismas House - East - 31
Dismas House - West - 30
Threshold, Ind. - 26
87

During Fiscal Year 1985, the Division collected \$767,545 in room and board payments from inmates on work release. A nearly equal amount was collected by the State from work release inmates' wage taxes.

Total Number of Inmates who were approved for Work Release In The MCPRS During
Fiscal Year 1985

Brockbridge Correctional Facility	0
Jessup Pre-Release Unit	476
Eastern Pre-Release Unit	308
Poplar Hill Pre-Release Unit	262
Southern Maryland Pre-Release Unit	404
Central Laundry Facility	0
Baltimore Pre-Release Unit	891
Baltimore City Correctional Center	0
Pre-Release Unit for Women	172
Dismas House - East	190
Dismas House - West	218
Threshold, Inc.	198
Montgomery County Pre-Release Center	45

TOTAL: 3,164

STATE USE INDUSTRIES

920 Greenmount Avenue
Baltimore, Maryland 21202
(301) 659-4353

Daniel J. Moore, General Manager

STATE USE INDUSTRIES ADVISORY COMMITTEE

Advisory Committee Member

Professional Affiliation

Mr. Gerald J. Curran, Chairman	House of Delegates (District #43)
Mr. William H. Amoss	Senator (District #35) Md. State Senate
Mr. Robert Swann	Maryland State Treasury
Mr. Paul Harris	Department of General Services
Mr. John R. Wales	State Board of Community College
Mr. John Linton	Department of Education
Mr. Leonard Albert	Dept. of Economic & Community Development
Ms. Mary Stevenson	Department of Budget & Fiscal
Mr. Thomas Butler	Department of Agriculture
Mr. Louis B. Knecht	Secretary/Treasurer, Emeritus
Mr. Joseph R. Crouse	Management-Private Industry
Mr. Henry H. Edwards, Jr.	Management-Private Industry
Mr. Curtis Johnson	Organized Labor
Mr. Frank A. Hall	Public Safety & Corr. Services, Sect.

Ex Officio Members

Mr. Arnold J. Hopkins, Commissioner
Division of Correction

Mr. Daniel J. Moore, General Manager
State Use Industries

Other Members

Professional Affiliation

Dr. David Jenkins

Education Liaison-Division of Correction

STATE USE INDUSTRIES

State Use Industries (SUI), organized under the State of Maryland's Department of Public Safety and Correctional Services, is a program within the Department's Division of Correction. SUI statutory authority derives under the provisions of Article 27, Sections 680 and 681 of the Annotated Code of Maryland (ACM). The ACM provides, in part, that the Division of Correction may use inmate labor for the manufacture of goods, wares, and merchandise to be sold to the State, its political subdivisions, State-aided, owned, controlled, or managed public or quasi-public institutions or agencies, any charitable, civic, educational, fraternal, or religious association, institution or agency (for its own use and not for resale to others), or as otherwise indicated in the law. The Code also provides for an advisory committee to the Industries, consisting of State officials and members from private industry and contains certain other provisions regarding the training of inmates. In addition, the ACM requires that the Industries budget shall be included in the budget of the Department of Public Safety and Correctional Services and shall be subject to normal legislative review and approval.

State Use Industries utilizes low cost inmate labor for the manufacture of a diversified line of products and services. Production facilities, warehouses, and administrative offices are maintained at the Baltimore City Complex, the Maryland House of Correction, the Maryland Correctional Institution-Hagerstown, the Maryland Correctional Institution for Women, and the Patuxent Institution. Improvements to the occupied facilities are made by the Industries as needed. Rent is not paid for the space occupied; however, Industries does pay for certain utility costs at the facilities where it operates shops.

Chapter 125, Laws of Maryland, 1982, effective July 1, 1982, provided the Industries with a general fund appropriation of \$2,000,000 in the form of an interest-free loan to eliminate the deficit in the Industries' cash account at June 30, 1982. This cash deficit, which represented the cumulative excess of the Industries' expenditures over its receipts, was funded by advances from the General Treasury of the State. The aforementioned law stated the following:

The \$2,000,000 general fund appropriation is advanced as a loan to the State Use Industries to pay the June 30, 1982, advance from the State of Maryland. At no time shall the cash balance of State Use Industries exceed \$500,000 and any such excess cash balance shall immediately revert to the General Treasury. The loan shall be repaid as operational earnings permit, with no time limit specified for repayment."

In July, 1982, the Industries received the \$2,000,000 appropriation. Chapter 63, Laws of Maryland 1983, effective July 1, 1983, and the Fiscal Year 1984 supplemental budget bill increased the Industries' allowable maximum cash balance by stipulating that any cash balance in excess of \$1,000,000 be immediately reverted to the General Treasury. Moreover, Chapter 106 Laws of Maryland 1985, effective July 1, 1985, provided that cash previously accumulated in excess of \$500,000 and not in excess of \$1,000,000 shall not be reverted to the General Fund Treasury, but shall be used to expand State Use Industries.

STATE USE INDUSTRIES AND SERVICES
FISCAL YEAR 1985

SHOPS	POSITIONS
Maryland Penitentiary	
Envelope - Envelope, Plaques and Nametags	43
Autobody - Painting and Vehicle Body Repair	11
Maryland House of Correction	
Wood - Office Furniture, Dormitory Furniture, Table	112
Tag - Metal Motor Vehicle License Tags	53
Sign - Street Signs, Curstom made signs to order	6
Mattresses and chair assembly	17
Paint - Enamel, Latex, traffic Paints, Varnish and related products	21
Maryland Corectional Institution-Jessup	
Graphics - Complete line of letterheads, forms, business cards, and related special products.	44
Maryland Correctional Institution for Women	
Re-Upholstery - Repair and replacement or worn or torn chairs carried in SUI product line.	37
Sew - Shirts, gowns, bathrobes, flags and aprons	46
Maryland Correctional Institution-Hagerstown	
Metal - Shelving, beds, tables, wastebaskets, chairs and benches.	68
Brush & Ctn - Utility brushes and corrugated cartons	6
Upholstery - New sofas and chairs (fabric & vinyl)	33
Warehouse - Shipment of products manufactured at Hagerstown complex.	7
Maryland Corectional Training Center	
Construction, Janitorial, Labor and Moving Services	
State Use Industries, Central Office	
Warehouse - Shipment of all products produced at Baltimore Metropolitan Area Prisons	23
Garage - Preventive maintenance for State vehicles and emergency repairs.	3
Maryland Correctional Institution-Patuxent Annex	
Validation - Production of MVA Stickers and special orders for other State Agencies.	
TOTAL POSITIONS.....	
652	

STATE USE INDUSTRIES

STATEMENT OF REVENUE AND EXPENSE
FOR THE FISCAL YEAR ENDED JUNE 30, 1985

OPERATING REVENUES AND EXPENSES:

Net operating revenue from sales and services.....	\$ 8,253,514
Cost of sales and services	(6,433,568)
	<hr/>
Gross profit on sales and services.....	\$ 1,819,946
	<hr/>

Selling, general and administrative expenses:	
Salaries and wages.....	\$ 670,795
Other.....	572,422
	<hr/>
Total selling, general and administrative expenses	\$ 1,243,217
	<hr/>

NET OPERATING INCOME.....\$ 576,7299

DISPOSAL OF FIXED ASSETS:

Loss on sale of capital grant assets.....	\$ (1,746)
Loss on disposal of non-contributed capital assets.....	(1,708)
	<hr/>
Total loss on disposal of fixed assets.....	\$ (3,454)
	<hr/>

NET INCOME BEFORE CHARGES TO CONTRIBUTED CAPITAL.....\$ 573,275

ADD CHARGES MADE DIRECTLY TO CONTRIBUTED CAPITAL:

Depreciation.....	\$ 2,959
Loss on sale of capital grant assets.....	1,746
	<hr/>
Total charges made directly to contributed capital	\$ 4,705

NET INCOME TRANSFERRED TO RETAINED EARNINGS

The accompanying notes are an integral part of this financial statement.

STATE USE INDUSTRIES

BALANCE SHEET
JUNE 30, 1985

ASSETS

CURRENT ASSETS:

Cash	\$ 1,320,659
Accounts receivable	940,220
Inventories	2,606,741
Total current assets.....	\$ 4,867,620

PLANT AND EQUIPMENT:

Machinery and equipment.....	\$ 2,238,349
Motor vehicles.....	208,655
Office equipment and furniture.....	158,709
Building improvements.....	112,233
Total plant and equipment.....	\$ 2,717,946
Less - Allowance for depreciation.....	1,603,053
Net plant and equipment.....	\$ 1,114,893

TOTAL ASSETS.....\$ 5,982,513

LIABILITIES AND EQUITY

CURRENT LIABILITIES:

Current portion of loan from State of Maryland.....	\$ 54,682
Accounts payable.....	128,424
Accrued expenses.....	154,759
Accrued vacation leave.....	128,810
Advance payment by customer	1,000,000
Total current liabilities.....	\$ 1,466,675

OTHER LIABILITIES:

Long-term portion from state of Maryland.....	\$ 1,945,318
Total Liabilities.....	\$ 3,411,993

EQUITY:

Contributed capital:		
State of Maryland.....	\$	386,408
United State Government.....		9,854
		<hr/>
Total contributed capital.....	\$	396,262
Retained earnings.....		2,174,258
		<hr/>
Total equity.....	\$	2,570,520
		<hr/>
TOTAL LIABILITIES AND EQUITY.....	\$	5,982,513
		=====

INDUSTRIES PROGRAM

In the State of Maryland, the prison industries program began in the early 1800's. It progressed using prison labor farms and contracting out prison labor to major employers throughout the State to do mechanical tasks. At the beginning of World War I, prison industries across the country were pressed into service, manufacturing items for the U.S. Armed Forces. From this point forward, it began to be recognized that prison labor programs could also both rehabilitate and train inmates for productive careers on the outside of prisons. With particular attention to the Maryland prison industries system, the industries were formulated around the smoke stack type of industries that were popular in the early 1900's. The main thrust of the industries program at that time was to keep inmates busy producing goods that could be utilized by the State of Maryland, thus obviating the purchase of items from outside vendors.

In the mid-1900's, the direction of industries programs began to change. The theory of rehabilitation began to sweep the nation creating changes within the prison industry framework. Industries moved from the pure production atmosphere into one of training and rehabilitation. It is important to point out that most industries programs across the country, at that time, were at least self-supporting and, indeed, in many cases, generated revenues far in excess of expenses. However, as the Maryland industries program moved into a training mode, it began to experience extreme financial difficulties that consistently plagued the program into the 1980's.

In an effort to reverse the long-standing trend, the General Assembly made major changes in the sections of the Annotated Code dealing with SUI. Through repeal, amendment, and enactment, the SUI Act took its present form in FY 82. Shortly thereafter, the present Industries General Manager was appointed and made responsible for overhauling the program through implementation of the provisions of the revised law.

Increased sales and the amelioration of the stigma associated with inmate-made goods were established as major goals. The quality and limited diversity of the products that SUI was manufacturing left much to be desired. As such, the new industries manager utilized the services of a production engineer and completely revamped the entire line that SUI produces today. Each item was field tested and received the approval of the SUI Advisory Committee as to its quality and utility. With a new emphasis on marketing, the industries program sales climbed reaching an all-time high of 8.7 million dollars in FY 84. This sales increase made the industries self-supporting and allowed for reinvestment and replacement of outdated and worn-out equipment throughout the industries program.

As a business, SUI seeks to approximate a real world work situation within the correctional setting and thereby generate increased production, sales and profits. Inmates hired by SUI must meet established qualifications and the overall hiring/firing process is not dissimilar to that in private industry. Likewise, inmates are awarded production-driven bonuses and are afforded performance-based promotional opportunities. Correctional officers are no longer visible in the work place, and double-shift operations have been

implemented in some of the programs. An incentive-based compensation plan has been introduced for managerial and sales staff and new quality control standards have been incorporated in the production process. Professional marketing studies have been utilized to help identify new industries. An attractive contemporary catalog is presently being designed for the State Use sales force.

As a program, State Use Industries seeks to expand its vocational training and employment capabilities. Through registered apprenticeships and on-the-job training experiences inmates are taught marketable skills and provided with constructive employment as well. Some program participants are provided job placement assistance while on work release and upon release. The selection of new industries considers not only sales potential but also the marketability of the skill involved. Through greater use of state-of-the-art equipment and closer coordination with the Maryland State Department of Education, the training opportunities provided by SUI will remain relevant and continue to improve.

The importance of the by-products of the SUI experience cannot be ignored; the social skills, sound work habits, and sense of worth that can be developed through productivity and accomplishment are, in many cases, as valuable to be participants as the skill being taught.

In combination, SUI's business and program components make a cost-effective contribution to the reduction of inmate idleness and to the participants' preparation for release through the development of technical and social skills

DIVISION OF CORRECTION STATISTICS

The information contained in the following statistical section is based upon data from a combination of manual and automated information systems that are summarized at the Department of Public Safety and Correctional Services, Office of Research and Statistics. The population data is calculated from daily population sheets submitted by the Data Processing Office of the Division of Correction. The daily population sheets are manually compiled at Division Headquarters based on telephone reports from each institution. Intake and release information is compiled from monthly reports sent to the Research and Statistics Office by the individual Division of Correction institutions. Life and Death Sentence by Jurisdiction data are based upon information received monthly from the male and female reception centers and apply only to new court commitments.

Inmate characteristic information for the committed population as of June 30, 1985 is based almost entirely upon data from the Offender Based State Correctional Information System (OBSCIS). The only exception is that manual population data are used in the Sex Distribution table to allow comparisons to be made between the actual population and the computerized counts for each institution. All of the remaining characteristic information is extracted from OBSCIS via a computerized data interface software package. Minor variations between characteristic categories are due to missing data.

During Fiscal Year 1985, the Division's average total population was stable, increasing only 0.3% from 12,471 (July, 1984) to 12,512 (June, 1985).

The most significant factor contributing to the relative stability of population growth was the near equilibrium of intakes and releases. Total intakes numbered 5,694 or 475 per month during Fiscal Year 1985, while releases for the same period were 5,644 or 470 per monthly. Total intakes during Fiscal Year 1985 are 5.4% lower than during Fiscal Year 1984, while total releases have increased by 11.9%.

Escapes have been reduced by 24.5% from 106 in Fiscal Year 1984 to 80 in Fiscal Year 1985. Expiration/mandatory releases have increased by 13.9% from 2,531 in Fiscal Year 1984 to 2,884 in Fiscal Year 1985. Parole releases during this same period have increased by 12.5% from 1,507 to 1,695.

The average length of sentence for new court commitments have declined by 6.6 months from 60.6 in Fiscal Year 1984 to 54.0 in Fiscal Year 1985. Life sentences to the Division have decreased by 12.3% from 81 in Fiscal Year 1984 to 71 Fiscal Year 1985.

The inmate characteristics of the Division's population as of the end of Fiscal Year 1985 are nearly unchanged from the end of Fiscal Year 1984. The average age of the Division of Correction inmates has increased from 29 to 30 years. The average sentence length of the year end inmate population increased by five months from 133 months at the end of Fiscal Year 1984 to 138 at the close of Fiscal Year 1985. The age, sentence, race, and offense distributions have remained virtually unchanged.

AGE DISTRIBUTION FOR TOTAL POPULATION

AS OF JUNE 30, 1985

Under 17 years	19	0.2%
17 Years	60	0.5%
18 Years	159	1.3%
19 Years	301	2.4%
20 Years	476	3.8%
21 Years	648	5.2%
22 Years	679	5.5%
23 Years	704	5.7%
24 Years	751	6.0%
25 Years	712	5.7%
26-30 Years	3,125	25.2%
31-35 Years	2,303	18.6%
36-40 Years	1,216	9.8%
41-50 Years	923	7.4%
51-60 Years	264	2.1%
Over 60 Years	74	0.6%
<hr/>		
TOTAL	12,414	

Average Age: 29.8 Years

OFFENSE DISTRIBUTION FOR TOTAL POPULATION
AS OF JUNE 30, 1985

<u>Offense#</u>	<u>Count</u>	<u>Percentage</u>
Arson	95	0.8%
Assault	1,597	12.9%
Auto Theft	41	0.3%
Bribery	9	0.1%
Burglary	1,500	12.1%
Court Violation	1,047	8.4%
Disorderly Conduct	21	0.2%
Domestic Relations	52	0.4%
Drug Abuse	580	4.7%
Escape	24	0.2%
Forgery	56	0.5%
Fraud	106	0.9%
Kidnapping	133	1.1%
Larceny	886	7.1%
Manslaughter	171	1.4%
Murder	1,405	11.3%
Prostitution	7	0.1%
Rape	859	6.9%
Robbery	3,354	27.0%
Sexual Offenses	235	1.9%
Stolen Property	13	0.1%
Traffic Violation	54	0.4%
Vandalism	14	0.1%
Weapons	145	1.2%
Other	21	0.2%
TOTAL	12,425	

*Major Offense for Each Person

SENTENCE DISTRIBUTION FOR TOTAL POPULATION

AS OF JUNE 30, 1985

<u>Sentence</u>	<u>Count</u>	<u>Percentage</u>
3 Months	6	0.0%
4-6 Months	166	1.3%
7-12 Months	493	4.0%
13-18 Months	442	3.6%
19-24 Months	503	4.0%
25-36 Months	884	7.1%
37-60 Months	1,912	15.4%
61-96 Months	1,654	13.3%
97-120 Months	1,378	11.1%
121-180 Months	1,521	12.2%
Over 180 Months	2,657	21.4%
Life	816	6.6%
<hr/>		
TOTAL	12,432	

#Average Sentence Length: 137.7 Months

** Average Stay Length: 39.6 Months

#Average Sentence Length is calculated based on Total Sentence Length and does not include Life sentences.

**Average Length of Stay reflects the average length of time served in the Division as of the date of the report. This figure is not based on releases and may include time served at more than one institution.

SEX AND RACE DISTRIBUTION
AS OF JUNE 30, 1985

<u>Institution</u>	<u>Sex Distribution</u>		<u>Race Distribution</u>						<u>TOTAL</u>
	<u>Male</u>	<u>Female</u>	<u>Black</u>		<u>White</u>		<u>Indian</u>	<u>Other</u>	
			<u>Count</u>	<u>%</u>	<u>Count</u>	<u>%</u>			
MP	1,287		978	77.6%	280	22.2%	1	2	1,261
MRDCC	638		460	71.9%	180	28.1%	0	0	640
MHC	1,631		1,282	78.4%	350	21.4%	2	1	1,635
MCI-J	951		655	69.8%	282	30.1%	1	0	938
MCI-H	1,702		1,290	75.3%	420	24.5%	0	4	1,714
MCTC	2,475		1,759	71.2%	708	28.7%	1	3	2,471
RCI	1,147		681	59.7%	457	40.1%	0	2	1,140
BCF	546		437	78.6%	119	21.4%	0	0	556
PATX. ANNEX	98		62	64.6%	34	35.4%	0	0	96
MCI-W		411	288	68.4%	132	31.4%	0	1	421
JPRU	278		166	61.3%	104	38.4%	1	0	271
BCCC	342		267	78.3%	73	21.4%	0	1	341
CLF	189		125	66.1%	63	33.3%	0	1	189
EPRU	111		88	80.0%	22	20.0%	0	0	110
BPRU	189		170	89.0%	20	10.5%	1	0	191
PHPRU	108		73	68.2%	34	31.8%	0	0	107
SMPRU	136		95	71.4%	38	28.6%	0	0	133
DH-E	44		42	87.5%	6	12.5%	0	0	48
DH-W	45		37	86.0%	6	14.0%	0	0	43
MCPR CENTER	5		3	60.0%	2	40.0%	0	0	5
THRESHOLD	30		27	87.1%	4	12.9%	0	0	31
PRUW		33	18	62.1%	11	37.9%	0	0	29
TOTAL	11,952	444	9,003		3,345		7	15	12,370

INTAKE AND RELEASES FOR FISCAL YEAR 1985

<u>Intakes</u>	<u>Total</u>	<u>Monthly Average*</u>
Processed Commitments	4,798	400
Change in Jail Back-Up	-11	- 1
Returned from Parole	458	38
Returned from Escape	103	9
Returned from Mental Hospitals	35	3
Returned from Patuxent Institution	309	26
Other Intakes	2	0
<hr/>		
TOTAL INTAKE	5,694	475

<u>Releases</u>		
Expiration/Mandatory Release	2,884	240
Paroles/Continued on Parole	1,695	141
Commutations	27	2
Court Order	617	51
Pardoned	0	0
To Patuxent Institution	280	23
To Mental Hospital	27	2
Deaths	28	2
Escapes	80	7
Other Releases	6	1
<hr/>		
TOTAL RELEASES	5,644	470

*Due to rounding, the sum of the individual averages doesn't necessarily equal the total average.

PLACES OF BIRTH OF COMMITTED PERSONS
FISCAL YEAR 1985

<u>Birthplace</u>	<u>Males Processed at MRDCC</u>		<u>Females Processed at MCIW</u>		<u>TOTAL</u>
Maryland	3,042	68.0%	218	67.7%	3,260
District of Columbia	446	10.0%	31	9.6%	475
New Jersey	37	0.8%	3	0.9%	40
New York	63	1.4%	9	2.8%	73
North Carolina	153	3.4%	9	2.8%	162
Pennsylvania	92	2.1%	6	1.9%	98
South Carolina	84	1.9%	6	1.9%	90
Virginia	160	3.6%	11	3.4%	172
Other States	308	6.9%	23	7.1%	331
Outside United States	72	1.6%	5	1.6%	77
Unknown	19	.04%	1	.03%	20
TOTAL	4,476		322		4,798

RACE AND SEX OF COMMITTED PERSONS
FISCAL YEAR 1985

<u>RACE</u>	<u>Males Processed at MRDCC</u>		<u>Females Processed at MCIW</u>		<u>TOTAL</u>
Black	3,080	68.8%	228	70.8%	3,308
White	1,389	31.0%	92	28.6%	1,481
Other	7	0.2%	2	.06%	9
TOTAL	4,476		322		4,798

MAJOR OFFENSES OF COMMITTED PERSONS
FISCAL YEAR 1985

<u>Offense#</u>	<u>Males</u>	<u>%</u>	<u>Females</u>	<u>%</u>	<u>TOTAL</u>
Arson	35	0.8%	5	1.6%	40
Assault	666	14.9%	33	10.2%	699
Auto Theft	36	0.8%	1	0.3%	37
Bribery	5	0.1%	3	0.9%	8
Burglary	555	12.4%	6	1.9%	561
Court Violation	776	17.3%	89	27.6%	865
Disorderly Conduct	30	0.7%	0	0.0%	30
Domestic Relations	27	0.6%	2	0.6%	29
Drug Abuse	379	8.5%	37	11.5%	416
Escape	16	0.4%	0	0.0%	16
Forgery	17	0.4%	2	0.6%	19
Fraud	47	1.1%	13	4.0%	60
Kidnapping	33	0.7%	0	0.0%	33
Larceny	629	14.1%	98	30.4%	727
Manslaughter	32	0.7%	1	0.3%	33
Murder	150	3.4%	10	3.1%	160
Prostitution	6	0.1%	8	2.5%	14
Rape	115	2.6%	0	0.0%	115
Robbery	583	13.0%	9	2.8%	592
Sexual Offenses	83	1.9%	1	0.3%	84
Stolen Property	4	0.1%	0	0.0%	4
Traffic Violation	106	2.4%	3	0.9%	109
Vandalism	17	0.4%	0	0.0%	17
Weapons	108	2.4%	1	0.3%	109
Other	21	0.5%	0	0.0%	21
TOTAL	4,476		322		4,798

#Major Offense for Each Person

LENGTHS OF SENTENCES OF COMMITTED PERSONS

FISCAL YEAR 1985

<u>Sentence</u>	<u>Males Processed at MRDCC</u>		<u>Females Processed at MCIW</u>		<u>TOTAL</u>
3 Months	22	0.5%	5	1.6%	27
4-6 Months	438	9.8%	56	17.4%	494
7-12 Months	772	17.2%	68	21.1%	840
13-18 Months	459	10.3%	52	16.1%	511
19 Months-2 Years	400	8.9%	36	11.2%	436
25 Months-3 Years	524	11.7%	40	12.4%	564
37 Months-5 Years	730	16.3%	29	9.0%	759
61 Months-8 Years	329	7.4%	13	4.0%	342
97 Months-10 Years	239	5.3%	9	2.8%	248
121 Months-15 Years	219	4.9%	8	2.5%	227
More Than 15 Years	274	6.1%	4	1.2%	278
Life	70	1.6%	2	0.6%	72
Indefinite	0	0.0%	0	0.0%	0
TOTAL	4,476		322		4,798

AGE GROUPS OF COMMITTED PERSONS

FISCAL YEAR 1985

<u>Age</u>	<u>Males Processed at MRDCC</u>		<u>Females Processed at MCIW</u>		<u>TOTAL</u>
16 Years & Younger	38	0.8%	0	0.0%	38
17 Years	73	1.6%	0	0.0%	73
18 Years	166	3.7%	1	0.3%	167
19 Years	230	5.1%	8	2.5%	238
20 Years	297	6.6%	21	6.5%	318
21 Years	313	7.0%	17	5.3%	330
22-25 Years	1,067	23.8%	75	23.3%	1,142
26-30 Years	926	20.7%	87	27.0%	1,013
31-35 Years	635	14.2%	66	20.5%	701
36-40 Years	339	7.6%	28	8.7%	367
41-50 Years	272	6.1%	16	5.0%	288
51-60 Years	91	2.0%	3	0.9%	94
61 Years & Older	29	0.6%	0	0.0%	29
Unknown	0	0.0%	0	0.0%	0
TOTAL	4,476		322		4,798

JURISDICTION FROM WHICH COMMITTED PERSONS WERE RECEIVED
FISCAL YEAR 1985

<u>Jurisdiction</u>	<u>Males Processed at MRDCC</u>		<u>Females Processed at MCIW</u>		<u>TOTAL</u>
Baltimore City	2,321	51.9%	142	44.1%	2,463
<u>COUNTIES:</u>					
Allegany	44	1.0%	3	0.9%	47
Anne Arundel	168	3.8%	18	5.6%	186
Baltimore	447	10.0%	68	21.1%	515
Calvert	31	0.7%	6	1.9%	37
Caroline	39	0.9%	2	0.6%	41
Carroll	34	0.8%	4	1.2%	38
Cecil	99	2.2%	9	2.8%	108
Charles	114	2.5%	6	1.9%	120
Dorchester	36	0.8%	2	0.6%	38
Frederick	27	0.6%	0	0.0%	27
Garrett	30	0.7%	0	0.0%	30
Harford	44	1.0%	3	0.9%	47
Howard	80	1.8%	6	1.9%	86
Kent	28	0.6%	1	0.3%	29
Montgomery	143	3.2%	10	3.1%	153
Prince George's	463	10.3%	23	7.1%	486
Queen Anne's	28	0.6%	1	0.3%	29
Somerset	24	0.5%	1	0.3%	25
St. Mary's	66	1.5%	3	0.9%	69
Talbot	27	0.6%	4	1.2%	31
Washington	36	0.8%	4	1.2%	40
Wicomico	98	2.2%	4	1.2%	102
Worcester	48	1.1%	2	0.6%	50
Other	1	0.0%	0	0.0%	1
TOTAL	4,476		322		4,798

BY JURISDICTION, PERSONS COMMITTED TO THE DIVISION OF CORRECTION
WITH LIFE SENTENCES AND DEATH SENTENCES
DURING FISCAL YEAR 1985

<u>Committing Jurisdiction</u>	<u>#Life</u>	<u>Death</u>	<u>TOTAL</u>
Baltimore City	28	1	29
Allegany	0	0	0
Anne Arundel	1	0	1
Baltimore County	7	0	7
Calvert	1	0	1
Caroline	0	0	0
Carroll	0	0	0
Cecil	0	0	0
Charles	0	0	0
Dorchester	0	0	0
Frederick	4	0	4
Garrett	2	0	2
Harford	2	0	2
Howard	4	0	4
Kent	1	0	1
Montgomery	6	0	6
Prince George's	11	0	11
Queen Anne's	0	0	0
Somerset	0	0	0
St. Mary's	0	0	0
Talbot	0	0	0
Washington	2	0	2
Wicomico	2	0	2
Worcester	0	0	0
TOTAL	71	1	72

#Life Sentences May Include Life+ Sentences