

CR-SENT
1-9-89
MPA

113624

113624

**U.S. Department of Justice
National Institute of Justice**

This document has been reproduced exactly as received from the person or organization originating it. Points of view or opinions stated in this document are those of the authors and do not necessarily represent the official position or policies of the National Institute of Justice.

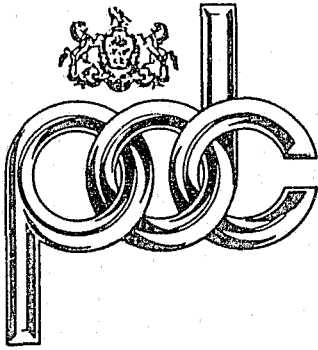
Permission to reproduce this copyrighted material has been granted by

Pennsylvania Department
of Corrections

to the National Criminal Justice Reference Service (NCJRS).

Further reproduction outside of the NCJRS system requires permission of the copyright owner.

1136241



Commonwealth of Pennsylvania Department of Corrections 1986-87 Annual Report

Published June 1988
by the Department of Corrections Press Office



Robert P. Casey
Governor



Mark S. Singel
Lieutenant Governor



David S. Owens, Jr.
Commissioner

FIGURES

SEP 28 1988

Lee T. Bernard II
Deputy Commissioner

Erskind DeRamus
Deputy Commissioner

ACQUISITIONS

Lowell D. Hewitt
Deputy Commissioner

Kenneth G. Robinson
Press Secretary

Iris Y. Crumbly
Deputy Press Secretary

W. Scott Thornsley
Legislative Liaison

Susan E. McNaughton
Staff Assistant

Art & Composition by
Graphic Services, Office of the Budget

Printed at SCI Huntingdon



**COMMONWEALTH OF PENNSYLVANIA
OFFICE OF THE GOVERNOR
HARRISBURG**

The Governor

My Fellow Pennsylvanians:

Pennsylvania's correctional system, the oldest in the nation, is dedicated to providing safe, secure and humane treatment for nearly 16,000 inmates housed in 12 correctional institutions throughout the Commonwealth.

Under the leadership of the new Corrections Commissioner, David S. Owens Jr., the Department is undergoing a period of dynamic change as it expands the number of institutions and staff to meet the new and challenging needs of its growing inmate population.

Commissioner Owens is also striving to implement recommendations of the Governor's Task Force on Corrections, which in the last year reported on what must be done to improve the system.

Education, job training, health care, prisoner treatment and visitation, overcrowding and the overall management of the system are among the areas of priority.

Our standards are high. This report reflects the efforts underway to build a Department that responds to the demands of the future while caring for the needs of today.

Sincerely,

A handwritten signature in cursive script that reads "Robert P. Casey".

Robert P. Casey
Governor



PENNSYLVANIA DEPARTMENT OF CORRECTIONS

P. O. BOX 598

CAMP HILL, PENNSYLVANIA 17011

(717) 975-4860

To the Citizens of Pennsylvania:

It is my pleasure to submit to you the yearly review of highlights of this department in the form of the *1986-87 Department of Corrections' Annual Report*.

The 1986-87 fiscal year was one of significant growth with the addition of two new correctional institutions and an increased workforce. Today, the Department of Corrections is the fifth largest state agency in the commonwealth with nearly 5,000 employees. This report provides the details of our growth and describes major projects and accomplishments which occurred during this period.

The 1986-87 fiscal year was also one of transition. Former Corrections Commissioner Glen R. Jeffes headed the agency until his retirement in May. Therefore, a review of activities of this fiscal year will reflect his leadership as well as the early days of my administration.

This is an exciting time to be a corrections professional. The challenges and rewards of protecting Pennsylvania communities and providing services to inmates committed to our care are ongoing. We appreciate the support received from the Governor's Office and the General Assembly during this period of growth and transition. It would be nearly impossible to improve our services and continue to provide quality care for our ever-increasing inmate population without their support.

The Governor's Interdepartmental Task Force on Corrections was formed at the time of my appointment to take a look at the department and offer recommendations for improvement. It is just one of the many indications of support the department received during this fiscal year. It is this kind of support that lays the foundation for our success in becoming one of the best Departments of Corrections in the country.

Respectfully,


David S. Ownes Jr.
Commissioner

Pennsylvania Department of Corrections

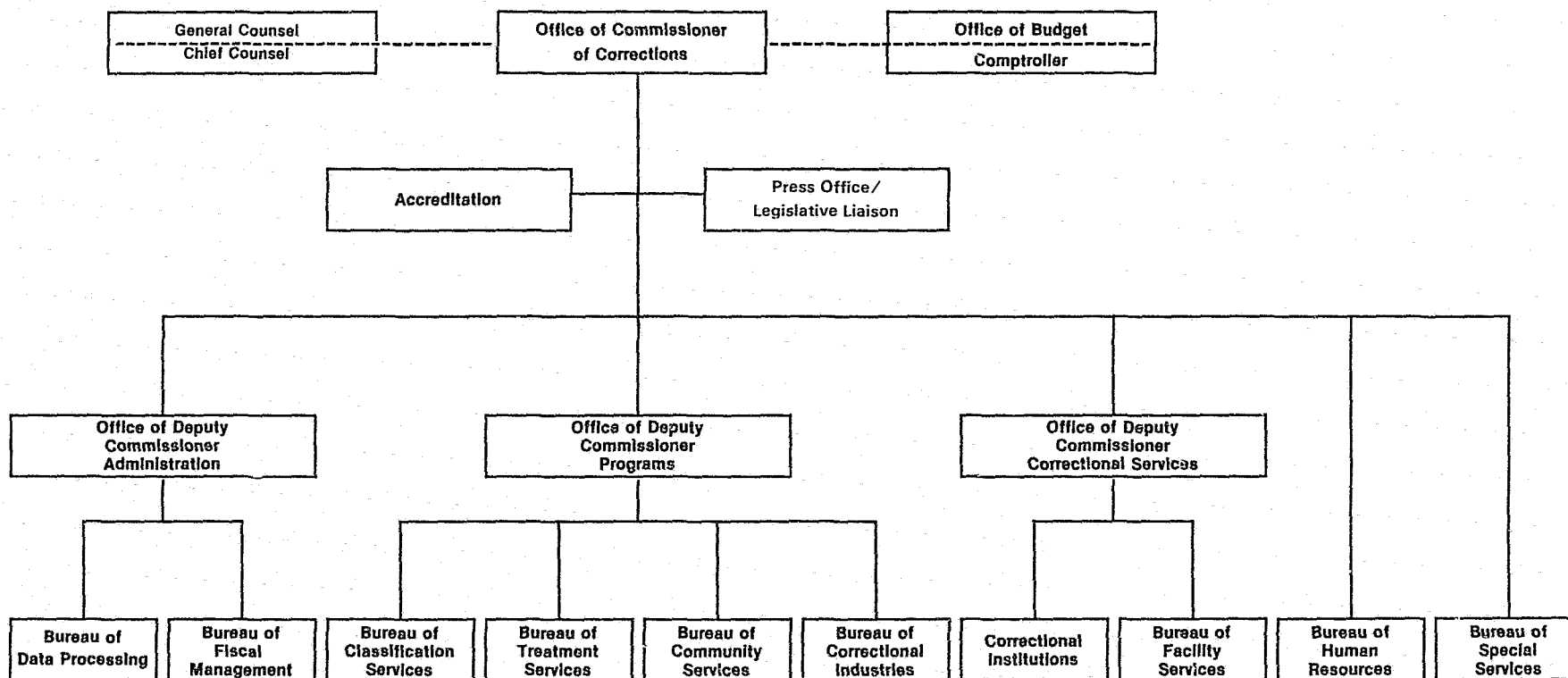


TABLE OF CONTENTS

Introduction	3
The Commissioner	7
Accreditation	8
Office of Chief Counsel	9
Press Office	10
Bureau of Human Resources	11
Manpower Management and Personnel Services Division	11
Office of Equal Opportunity Development	11
Labor Relations Division	12
Staff Development and Training Division	12
Bureau of Special Services	16
Inspection Division	16
Investigation Division	17
Deputy Commissioner for Administration	19
Planning, Research and Statistics Division	20
Statistical Tables: Inmate Population	21
Support Services Division	20
Bureau of Data Processing	26
Bureau of Fiscal Management	27
Table: Cost by Institution	27
Graph: Five Year Comparison: Expenditures and Population	29
Deputy Commissioner for Programs	31
Bureau of Classification Services	32
Inmate Classification Division	32
Inmate Records Division	32
Hearing Examiners Division	33
Bureau of Community Services	33
CSC Statistics	35
Bureau of Correctional Industries	37
Financial Statement	38
Manufacturing Activities	40
Bureau of Treatment Services	41
Psychology Division	41
Activities Division	43
Health Care Division	43
Education Division	44
Pardons Division	44
Religious Services Division	47
Deputy Commissioner for Correctional Services	49
Bureau of Facility Services	50
Food Services Division	50
Construction, Maintenance and Engineering Division	52
Security, Fire and Safety Division	52
The Institutions	55
Location Map	54
SCI Camp Hill	55
SCI Cresson	57
SCI Dallas	58
SCI Frackville	60
SCI Graterford	61
SCI Greensburg	63
SCI Huntingdon	64
SCI Muncy	66
SCI Pittsburgh	67
SCI Retreat	68
SCI Rockview	69
SCI Waynesburg	71
SRCF Mercer	72

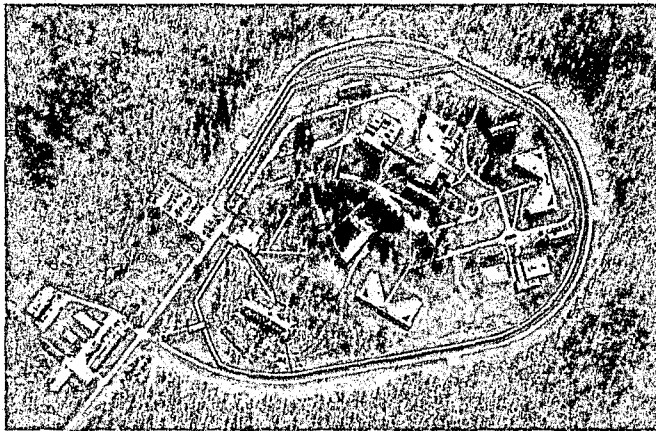
AGENCY GOALS

The department's primary responsibility is the protection of the community. This can best be accomplished through the following 12 priorities:

- ⦿ Safe and secure housing for inmates
 - ⦿ Good medical and psychiatric care
 - ⦿ Employment and vocational training opportunities
 - ⦿ Religious and recreational opportunities
 - ⦿ Psychological and counseling services and programs
 - ⦿ The operation of productive and viable Correctional Industries operations
 - ⦿ The recruitment, training, development and retention of qualified staff
 - ⦿ Operating in a fiscally sound manner
 - ⦿ Assistance to local corrections
 - ⦿ Cooperation with other governmental agencies
 - ⦿ Improvement of research and planning capabilities
 - ⦿ Community involvement
-

INTRODUCTION

The 1986-87 fiscal year was one of transition for the Department of Corrections. On the heels of a new gubernatorial administration, David S. Owens Jr. was appointed by Governor Robert P. Casey to head the agency. Commissioner Owens brings to the department over 23 years experience in corrections. Most recently he was superintendent of the Philadelphia County prison system. He follows Commissioner Glen R. Jeffes who retired in May. Jeffes led the department during the first three quarters of the fiscal year.



Conversion of the former Cresson State Center to the State Correctional Institution (SCI) at Cresson was completed during the year. The new facility opened in February 1987.

GROWTH

This year was one of significant growth for the department. Two new state correctional institutions (SCIs) opened: SCI Cresson in February and SCI Frackville in April.



Superintendent Raymond E. Clymer opened the new SCI Frackville in April 1987. Acting Commissioner Glen R. Jeffes, left, and General Services Secretary James W. Brown assisted with the ribbon cutting.

The department began recruiting to staff the new SCI at Retreat, scheduled to open in late 1987. Major construction continued at SCIs Graterford and Pittsburgh. A 418-cell addition at SCI Graterford, housing a diagnostic and classification center, infirmary and mental health unit, will help to ease overcrowding while improving specializ-

ed services. At SCI Pittsburgh, two new cell blocks to replace a century-old unit were under construction. Construction of SCI Smithfield, a new facility adjacent to SCI Huntingdon, got underway this year. It is expected to be ready for occupancy sometime in the summer of 1988.

In addition to new construction, the department filled some 744 staff positions throughout the system. The department's Staff Development and Training Division added a Management/Supervisory Training Section to manage and expand training for first-level supervisors and managers.



Principals in the presentation of SCI Waynesburg's accreditation included, from left to right Lt. Gov. Mark S. Singel, Acting Commissioner Jeffes, Waynesburg Superintendent Margaret A. Moore and state Representative H. William DeWeese.

ACCREDITATION

SCI Waynesburg received its first accreditation from the American Correctional Association (ACA) this year, while SCIs Huntingdon and Dallas, and the State Regional Correctional Facility (SRCF) at Mercer were all approved for reaccreditation. SCI Rockview, audited at the end of the previous fiscal year, received its reaccreditation in August. The department closed the year with eight of 12 correctional institutions and seven of 15 community service centers (CSCs) accredited by the ACA.



After several years apart, a young boy is reunited with his sister by Project IM-PACT, SCI Muncy's new program for inmates and their families.

NEW PROGRAMS

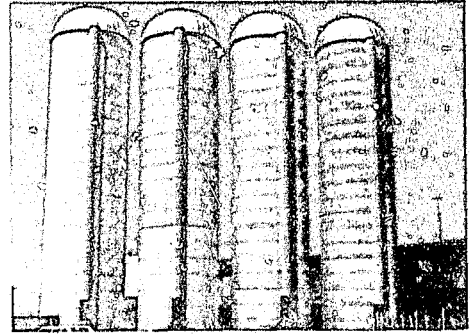
In an effort to provide a more pleasant atmosphere in which inmates can visit with their children, Project IM-PACT was implemented at SCI Muncy. This model program also emphasizes training in parenting skills and has received significant community support. Provisional mental health units opened at SCIs Graterford and Muncy, while planning for additional units continued. A Post Traumatic Stress Disorder (PTSD) program for veterans was developed and implemented this year. Selected staff received training to implement the new program.



The new perimeter fence at SCI Retreat, scheduled to open in fiscal year 1987-88, symbolizes the department's commitment to protect the community.

SECURITY

The Special Services Bureau reported a dramatic decrease in the number of escapees at large. Since 1975, that number has dropped from 324 to 86. The number of escapes reported during the year remained extremely low despite major increases in the inmate population.

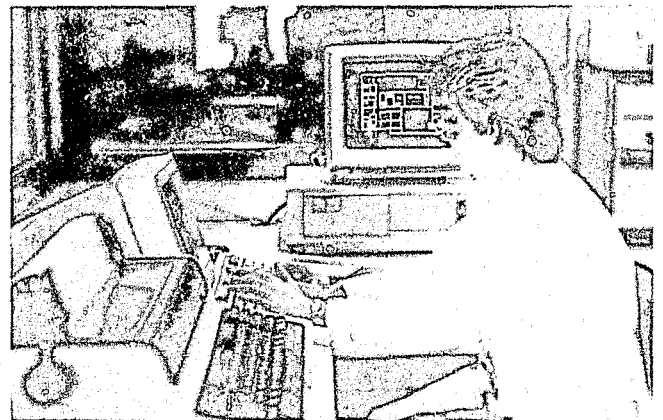


Correctional Industries products range from manufactured goods to farm produce. These new silos were built at the SCI Graterford to support beef and dairy herds.

ACHIEVEMENTS

Correctional Industries recorded over \$17 million in sales this year, employing some 140 staff and 1,868 inmates.

Inmate John Freddie Nole was the recipient of the prestigious "Spirit of Philadelphia Award." He was honored for his role in starting the Parent Child Resource Center at SCI Graterford.



Taking advantage of advances in technology, the department quadrupled the number of personal computers and nearly doubled the number of word processors.

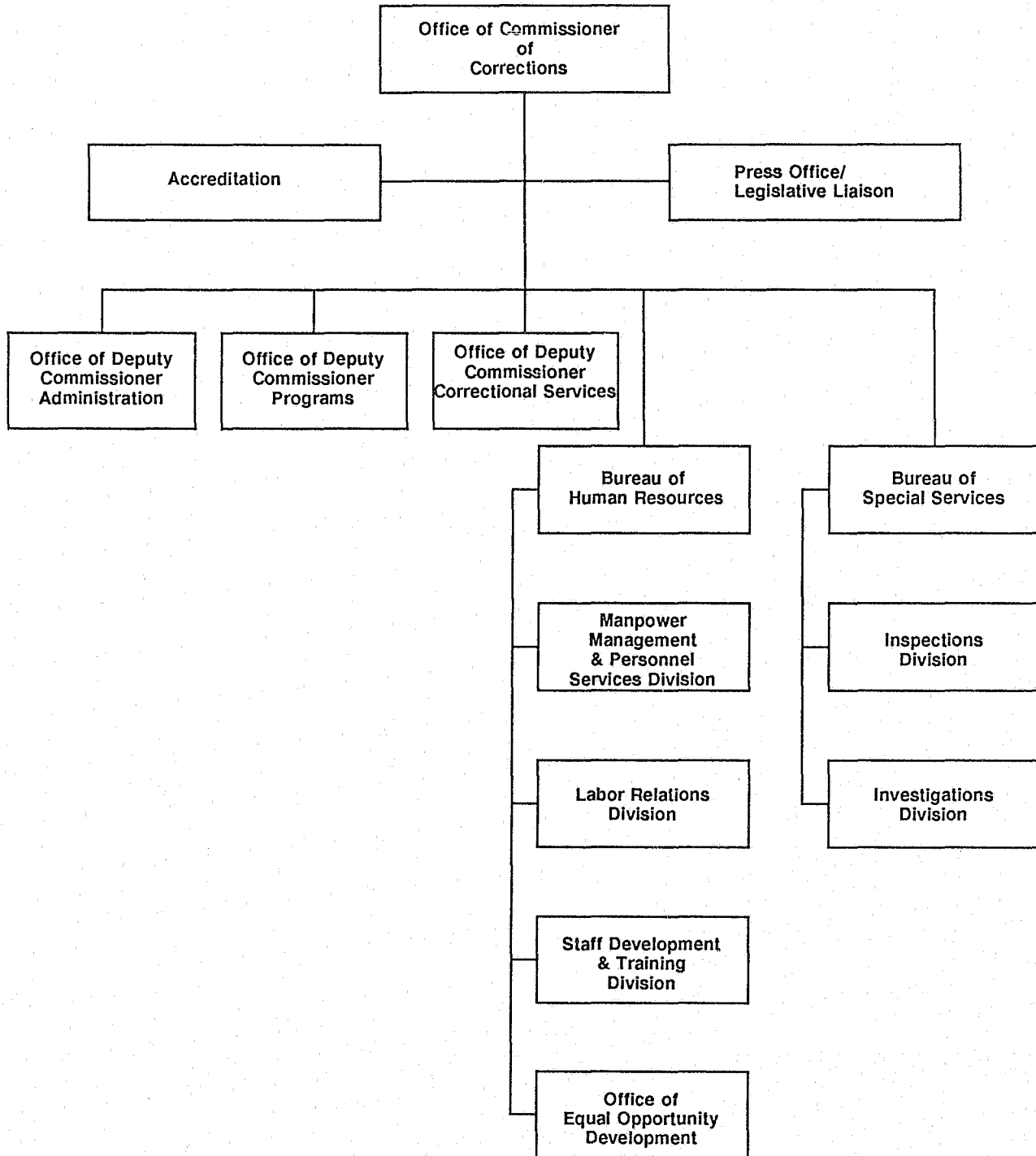
TECHNOLOGY

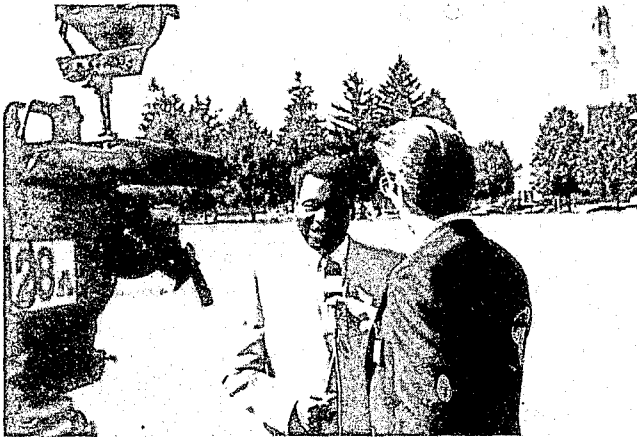
"High tech" was an overriding factor in the department's achievements this year. Some 42 additional word processors were installed, almost double the number in use last year. The number of word processing operators trained more than doubled throughout the department. The number of personal computers in use throughout the department more than quadrupled, increasing from 10 in fiscal year 1985-86 to 48 in fiscal year 1986-87. Automation has greatly facilitated operations in areas such as personnel, training, treatment and CSCs.



The department's 1987 Outstanding Performance Awards, recognizing consistent, exceptional performance on the job, went to (first row, from left): Sandy Kirby, nurse 2 of SCI Waynesburg; Nancy Bowers, GED instructor at SCI Muncy; Hedy T. Zbick, Clerk-steno 3 of SCI Dallas; Janie Gardner, pre-release center monitor of Philadelphia Community Service Center No. 2. Second row, from left: Leo A. Nobile, corrections activities manager 2 of SCI Pittsburgh; Richard Woodcock, food service manager 2 of SCI Huntingdon; James Scekere Sr., corrections plumbing tradesman instructor of SCI Greensburg; Geoffrey Lucas, academic counselor of SCI Huntingdon; Donald L. Williamson, corrections counselor 2 of SCI Camp Hill; and Anthony C. Biviano, corrections superintendent assistant 2 of SCI Rockview. Absent for the photo was Engene D. Bacorn, corrections officer 1 of SCI Graterford.

THE COMMISSIONER
THE COMMISSIONER





Commissioner Owens heads one of the largest agencies in state government.

The commissioner of corrections, actually a departmental secretary within the governor's cabinet, oversees a state adult correctional system which housed over 16,000 inmates in 12 correctional institutions and 15 community service centers and employed 4,700 employees as of June 30, 1987.

Reporting to the commissioner are three deputy commissioners, overseeing administration, programs and correctional services. Also reporting directly to the commissioner are the chief counsel, press secretary, legislative liaison, accreditation manager and the directors for the Bureaus of Human Resources and Special Services.

The commissioner's immediate staff includes an executive assistant, an executive secretary and clerical support personnel.



Frank D. Gillis
Executive Assistant

Charles W. Utz
Accreditation Manager



ACCREDITATION

The Office of Accreditation Manager is under the direct supervision of the commissioner of corrections. This office serves as a consultant to institution superintendents, regional community service center directors and institutional community service center accreditation coordinators in all matters pertaining to accreditation.

The department's accreditation process is a management tool which is utilized to evaluate our institutions, facilities, policies and programs and help them become more effective. In addition, accreditation assures that a safe, secure environment is provided to staff, inmates and visitors. The department remains confident that all of its facilities and institutions will successfully meet the accreditation standards. The result will be an improvement in the delivery of correctional services, which is especially crucial in view of increasing population pressures.

Overall, one goal of the Department of Corrections is to have the entire agency accredited, maintaining 100 percent compliance with the 455 nationally recognized standards for adult institutions and 181 standards for community services.

This past year the Department of Corrections' commitment to the accreditation process produced the following results:

- SCI Waynesburg was awarded a three-year accreditation certificate in December 1986.
- Reaccreditation audits were completed at SCI Huntingdon, SRCF Mercer and SCI Dallas.

Each of these institutions will be recommended to continue their accredited status at the August 1987 panel hearings. (Editor's note: All three facilities were reaccredited.)

- SCI Camp Hill is prepared for its reaccreditation audit in September 1987.
- Four community service centers are prepared for accreditation audits in September 1987: Philadelphia #4, Allentown, Pittsburgh #2 and Erie.

Thus far, eight of 12 institutions are accredited, as are seven out of 15 community service centers. As of August 1987, five of the institutions will have been reaccredited. Planning for accreditation audits for existing and new facilities continues.



Theodore G. Otto III
Chief Counsel

OFFICE OF CHIEF COUNSEL

The major role of the Office of Chief Counsel is to provide legal services to the Pennsylvania Department of Corrections.

The issues faced by corrections administrators are subject to continual change caused by federal, state and local court decisions which modify or overturn prior law. Statutory revisions and enactments also have an impact on the department. Thus, it is necessary for the Office of Chief Counsel to constantly review policies and procedures of the department to ensure compliance with decisions and statutes.

Legal review by this office is an integral part of the final appeals of inmate misconducts. In fiscal year 1986-87, 463 appeals were received. This represents a 5.5 percent increase over the 439 appeals received

in fiscal year 1985-86. The rate of increase is commensurate with the population increase for the same time period. The inmate appeals being received are becoming more sophisticated in the sense that there is a greater awareness of which types of issues are consequential and could lead to a modification of discipline or a complete reversal.

The Office of Chief Counsel delivers instruction on the application of law to line and management employees. Staff attorneys teach the basic course in the legal aspects of corrections for all new corrections officers employed by the department. This course teaches the fundamentals of legal process, inmate civil rights, use of force and some employment-related issues. As a cooperative partner in the department's ongoing training programs, this office provides advanced and specialized courses. In addition to providing this advance instruction, staff attorneys also provide immediate access to legal advice on the endless variety of legal issues that are encountered in the daily operation of state correctional institutions.

The representation provided by the office is usually before administrative agencies of the commonwealth. These agencies consist of the State Civil Service Commission, the Human Relations Commission, the Equal Employment Opportunity Commission, the Unemployment Compensation Board of Review and the Board of Claims. Each new inmate lawsuit is reviewed by this office for the issues and necessary action which should be taken immediately. The primary responsibility for representation in inmate litigation is with the Office of Attorney General, as a result of the Commonwealth Attorneys Act. Inmate litigation has been delegated to this office for representation when the attorney general determines that it is in the best interest of the commonwealth.

Total New Cases Served by Institution*

	1986-87	1985-86	1984-85
Camp Hill	36	39	17
Cresson	2	—	—
Dallas	77	41	42
Frackville	2	—	—
Graterford	65	58	72
Greensburg	27	19	8
Huntingdon	103	68	75
Mercer	19	5	3
Muncy	6	2	6
Pittsburgh	82	64	51
Rockview	29	25	22
Waynesburg	2	—	—
Total Cases Filed	450	321	312

Issues by Major Subject Matter*

	1986-87	1985-86	1984-85
Due Process, Discipline	125	85	72
Due Process, Administrative			
Custody	12	2	16
Conditions of Confinement	57	73	42
Medical Care	109	89	53
Access to Courts	54	35	25
Religion-Speech	39	39	25
Use of Force by Employees ...	49	29	12
Assault by Inmate	3	5	12
Torts	38	11	21
Miscellaneous**	52	-	-

*Some cases involve more than one institution and/or issue. Totals do not include petitions for writs of habeas corpus which involve only issues related to the inmate's conviction.

**Cases which raise issues other than those above.



*Kenneth G. Robinson
Press Secretary*

PRESS OFFICE

The Press Office, headed by a press secretary, reports directly to the commissioner of corrections

while working closely with the Governor's Press Office. The office, which also includes a deputy press secretary and clerical support, is responsible for the dissemination of public information through statements, press releases, an annual report, numerous publications and by coordinating appearances by department officials at public forums.

Also in the Press Office is the department's legislative liaison, who reports to the commissioner, while working closely with the Governor's Office of General Counsel. The legislative liaison responds to inquiries from members of the General Assembly, tracks corrections-related legislation and keeps the Governor's Office of Legislative Affairs informed as to what correctional legislation is being discussed by standing legislative committees. Because both the press secretary and legislative liaison disseminate information, the sharing of information and the coordination of similar duties enhances the department's overall public relations efforts.

The Press Office released 60 news releases during fiscal year 1986-87, and responded to over 3,000 news media calls. News releases vary according to subject matter. Routine releases typically involve the completion of new employees undergoing basic training, key staff appointments, the release of the department's three annual reports, its inmate art calendar and institutional accreditation achievements. News media inquiries answered involved such issues as inmate programs, special institutional incidents, the death penalty, inmate sentence information, departmental policy, new construction projects, inmate population and double celling, and miscellaneous information regarding county jails.

The Press Office also is responsible for the preparation and distribution of the department's annual report and Newsfront, a bimonthly newsletter distributed to employees, members of the General Assembly and other criminal justice agencies. Additionally, it is responsible for the production and dissemination of the department's widely distributed inmate art calendar.

Bureau of Human Resources



*Daniel R. Tepsic
Director, Bureau of Human
Resources*

The Bureau of Human Resources is responsible for efficient management of the department's approximately 4,700 employees.

Comprising this bureau are the Divisions of Manpower Management and Personnel Services, Labor Relations, Staff Development and Training, and the Office of Equal Opportunity Development. These components provide centralized direction, support and monitoring of personnel offices at each institution and regional facility.



The department employed over 4 800 men and women, more than half of whom are corrections officers.

MANPOWER MANAGEMENT AND PERSONNEL SERVICES DIVISION

Under this division are the position classification and pay programs, position transactions and pay process-

ing, employee benefits programs and recruitment and placement activities.

This division was very busy during the fiscal year as the result of the opening of SCIs Cresson and Frackville. In addition, recruiting began for SCI Retreat, while corrections officer trainee testing was completed for SCI Smithfield.

Noteworthy accomplishments for the fiscal year included issuance of policy and procedures for the Right to Know Act; implementation of Phase 1 (combining personnel and payroll files) of the integrated central system (ICS) for input of all personnel transactions; and revision of the Civil Service promotion examination for corrections officers 2, 3, and 4, with the State Civil Service Commission. In addition:

- 744 new positions were created. (Authorized salary complement as of June 30, 1987, is 4,807. This does not include Correctional Industries or wage positions.)
- 147 non-Civil Service positions were filled by referrals from the Division of State Employment.
- A personal computer was obtained to maintain files for State Police background investigations.

OFFICE OF EQUAL OPPORTUNITY DEVELOPMENT

Training in recognizing and preventing sexual harassment has been provided to more than 900 managers, supervisors and appropriate staff since November 1984.

This office provided affirmative action orientations to the newly designated affirmative action liaisons at SCIs Frackville, Cresson and Retreat. Additionally, affirmative action briefings were presented at the Central Training Academy and provided to basic supervision groups during each quarter of the past fiscal year.

The affirmative action officer assisted with a sensitivity session in Frackville, Schuylkill County, which focused on ethnic intimidation and institutional vandalism. Coordinated by the Pennsylvania Human Relations Commission, participants included Frackville citizenry, State Police from the Frackville barracks, the Frackville Police Department and local clergy.

LABOR RELATIONS DIVISION

Responsible for representing the department in every aspect of the collective bargaining process, this division administers the terms and conditions and provides interpretation for management on seven different labor agreements and three memoranda of understanding; responds to grievances submitted to the third step of the grievance procedures; assists with the preparation of and attends arbitration and labor board hearings; and assists with contract negotiations.

While most commonwealth agencies had a year off from contract negotiations, corrections officer negotiations were in full swing throughout this period. The agreement was extended through December 31, 1987, with outstanding issues to be resolved through interest arbitration.

State-wide labor management meetings with the American Federation of State, County and Municipal Employees (AFSCME), the Pennsylvania Social Services Union (PSSU) and the Pennsylvania Nurses Association (PNA) were coordinated by this division. These sessions continued to strengthen relationships and provide a better understanding and resolution of problems.

Labor relations training was provided to supervisors and managers during In-Service Training Days at Greensburg, Mercer, Rockview and Waynesburg. Training was also provided in three Academy programs.

During calendar year 1986, 347 grievances were appealed to this office for investigation and response.

STAFF DEVELOPMENT AND TRAINING

This division is responsible for conducting centralized, regionalized and on-site training for employees of



Staff training programs include specialized courses such as this one on the transportation of inmates.

state correctional institutions, the regional facility, community service centers, central office and county prisons.

In addition to offering over 79 courses during the 1986-87 fiscal year, the division accomplished the following administrative projects:

- Opened a new academy that can accommodate 250 people simultaneously.
- Implemented the Managerial Assessment of Proficiency (MAP) video-based program to assess training and developmental needs for managers.
- Computerized all employee training records.
- Developed a core curriculum for all levels of management
- Revised the basic training curriculum to extend the academy instruction to four weeks, to offer more small group work, and to emphasize skills-building instruction for new recruits.
- Established annual mandatory courses for specific groups of employees to improve their preparedness for emergency situations.
- Developed a Management/Supervisory Training Section within the division to manage and expand the department's training for first-level supervisors and managers.



Corrections professionals from county, state and federal institutions were on hand as Governor Casey signed a proclamation designating May 3 to 9, 1987, as "Corrections Employee Week." Shown in front of the department's display in the state capitol rotunda are: Corrections Officer Mark Barlow, Schuylkill County Prison; Captain James H. Wilson, SCI Greensburg; Corrections Officer Carol A. Banks, Philadelphia County Prisons Transport Unit; Corrections Commissioner David S. Owens Jr.; Corrections Counselor 2 Donald Williamson, SCI Camp Hill; Lt. Florence Hill, SCI Muncy; Corrections Officer W. E. Bryant, Philadelphia Detention Center; Senior Officer Specialist James Loy, Lewisburg Federal Penitentiary; Pre-release Center Monitor Janie Gardner, Philadelphia Community Service Center No. 2.

**DEPARTMENT EMPLOYEES BY CATEGORY
AS OF JUNE 30, 1987**

	Filled Positions	Vacancies
Administrative and Clerical	589	38
Treatment (includes counseling and psychological staff)	222	19
Custodial (includes uniformed corrections officers through the rank of major) ...	2,671	200
Education (does not include personnel employed by the Pa. Dept. of Education)	100	14
Voc. and Maintenance (includes work crew supervisors and tradesmen instructors)	382	24
Medical	112	10
Human Services (includes food service staff, laundry workers and general custodial staff)	254	19
Inspection and Investigation	63	16
Industries	133	17
Community Services	162	9
TOTAL	4,688	366

Centralized Training

Pre-service training of new state employees is a priority. To support this training, basic training classes were in session 46 weeks during the fiscal year. Fourteen three-week basic courses were conducted, and four one-week, "non-contact" basic courses were conducted. A total of 1,101 trainees — including 779 state and 322 county prison employees — completed basic training during fiscal year 1986-87. These totals include both the three-week and one-week basic courses.

Centralized training sponsored by the Department of Corrections with the support of other agencies enabled 1,764 training participants to receive 58,224 specialized training hours in the following areas: Counseling Skills, Public Relations, Levels 1 and III Self-Defense, Riot Baton, Hostage Response Techniques, Management/Supervisory/Professional/Technical (MSPT) Performance Evaluation System, Labor Relations, Computer, Stress Management, Right To Know, Word Processing, Effective Writing, the MAP assessment, Effective Meetings, Communication Skills for Secretaries/Clerical Personnel, Interpersonal Communications for Institutional Personnel, Chemical Munitions Instructor Course, Firearms Instructor Course, and AIDS Training for Corrections Officers.

County Prison Training

The Department of Corrections extended its resources to the maximum to meet the training needs of county prisons in Pennsylvania. During fiscal year 1986-87 63 percent of county jails participated in training. Some 322 employees attended the three-week, 120-hour basic training course at the Department of Corrections.

The department logged a total of 38,640 training man-hours for county prison employees during the year. The County Prison Training Statistics Report for fiscal year 1986-87 includes specific county prison participation.

Training for Trainers

The Staff Development and Training Division continued to certify agency personnel to teach various subjects. The department's intent is to certify on-site trainers so ongoing training can occur at each location.

During fiscal year 1986-87, a self-defense trainer course was conducted by the department's training staff in response to recommendations made during the Personnel Management Reviews. Training was also offered for CPR trainers, chemical munitions instructors, firearms trainers and for interpersonal communications instructors.

**COUNTY PRISON STATISTICS
Fiscal Year 86/87
On-Site and Basic Training Report**

County*	Attended Basic Training	Basic Training Man-Hours
Allegheny	6	720
Armstrong	2	240
Berks	22	2,840
Bucks	25	3,000
Cambria	20	2,400
Cameron	4	480
Carbon	6	720
Centre	3	360
Chester	28	3,360
Clearfield	2	240
Clinton	2	240
Columbia	2	240
Crawford	8	960
Cumberland	11	1,320
Dauphin	5	600
Erie	4	480
Fayette	2	240
Greene	7	840
Huntingdon	3	360
Indiana	1	120
Jefferson	1	120
Juniata	1	120
Lackawanna	3	360
Lancaster	28	3,360
Lawrence	8	460
Lebanon	4	480
Lehigh	21	2,520
Luzerne	20	2,400
Lycoming	4	480
Mercer	1	120
Mifflin	2	240
Monroe	11	2,320
Northampton	8	960
Pike	3	360
Snyder	2	240
Somerset	6	720
Tioga	6	720
Warren	9	1,080
Washington	2	240
Westmoreland	4	480
Wyoming	1	120
York	14	1,680
Totals	322	38,640

*Counties not listed did not participate in training offered by the Department of Corrections during 1986-87.

Training With Other Agencies

During the year, the division continued to develop inter-agency training resources. Included were Office of Drug and Alcohol programs, the Office of Administration's training courses and the Parole Board's training courses. These resources were not used as extensively as in previous years because the division expanded its internal capacity to offer similar courses such as the Commonwealth's Management Training Program core curriculum. The National Institute of Corrections National

ment, Management of Personnel, Employee Development, Project Management and Performance Evaluation.

Managers and supervisors attended eight courses conducted by the Office of Administration. Thirty-two employees completed classroom instruction in courses such as Governor's Management Seminars, Basic Training Theory and Practice, Interpersonal Effectiveness in Compliance Activities, Training Needs Assessment, Personal Productivity, Group Processes and Time Management for Managers and Their Secretaries.

<i>Course</i>	<i>Location</i>	<i>Dates</i>	<i>Participants</i>
<i>Assertiveness</i>	<i>SCI Camp Hill</i>	<i>May 4-5</i>	<i>25</i>
<i>Burnout</i>	<i>SCI Camp Hill</i>	<i>February 9-10</i>	<i>31</i>
	<i>SCI Pittsburgh</i>	<i>January 22-23</i>	<i>18</i>
<i>Pharmacology</i>	<i>SCI Camp Hill</i>	<i>January 26-27</i>	<i>18</i>
	<i>SCI Pittsburgh</i>	<i>May 18-19</i>	<i>28</i>
<i>Case Management</i>	<i>SCI Graterford</i>	<i>February 23-24</i>	<i>12</i>
<i>Advanced Group</i>	<i>SRCF Mercer</i>	<i>June 3-4</i>	<i>15</i>
<i>Sexuality Issues</i>	<i>SCI Pittsburgh</i>	<i>June 25-26</i>	<i>15</i>
	<i>SCI Dallas</i>	<i>June 11-12</i>	<i>15</i>
<i>Individual Counseling</i>	<i>SCI Muncy</i>	<i>May 7-8</i>	<i>36</i>
<i>Domestic Violence</i>	<i>SCI Greensburg</i>	<i>June 29-30</i>	<i>20</i>
<i>Advanced Pharmacology</i>	<i>SCI Camp Hill</i>	<i>June 30</i>	<i>25</i>
<i>Domestic Violence</i>	<i>SCI Camp Hill</i>	<i>June 19</i>	<i>20</i>

This represents a total of 168 hours and 278 participants.

Academy of Corrections resources were used to the extent possible. The following describes our involvement with other agencies:

**DEPARTMENT OF HEALTH,
OFFICE OF DRUG AND ALCOHOL**

This department provided the following training programs for the Department of Corrections staff members in fiscal year 1986-87:

**OFFICE OF ADMINISTRATION,
TRAINING AND DEVELOPMENT
DIVISION**

The Department of Corrections' commitment to the Commonwealth Management Training Program during the fiscal year enabled 35 managers to complete training in areas such as Management by Objective, Budget Planning Process, Decision Making, Financial Manage-

**NATIONAL INSTITUTE OF CORRECTIONS,
NATIONAL ACADEMY OF CORRECTIONS**

The Department of Corrections made maximum use of the National Academy of Corrections. Some of the completed courses were Correctional Management, Training for Staff Trainers, Prison Crowding, Human Resource Management, Prison Security, Introduction to Correctional Supervision and Hostage Negotiation.

In addition, the National Academy of Corrections delivered the "Interpersonal Communications for Institutional Personnel" outreach course for 25 employees.

Summary

Centralized training objectives for fiscal year 1986-87 were exceeded. In comparison to the centralized training offered during 1985-86, 50 more courses were offered and 498 more people were trained during the 1986-87 fiscal year. This increase was made possible

by the new training facility and the division's reorganization.

Future goals for the Staff Development and Training Division include developing a standardized orientation program for new department employees and contracted personnel. Also, the division will establish a standard needs assessment process for identifying training needs for all employees. The division is also planning to train new employees for the opening of the Retreat and Smithfield institutions in the 1987-88 fiscal year.



Harry E. Wilson
Director, Bureau of Special
Services

Bureau of Special Services

The Bureau of Special Services was originally known as the Jail Inspection Division and was created concurrently with the formation of the Bureau of Correction (now the department) in 1953. The powers and duties of inspection and investigation were transferred from the Department of Public Welfare by amendment of the Administrative Code of 1929. Inspections were limited to county prisons and municipal lockups. Inspections of Bureau of Correction institutions were initiated in 1971.

In 1972, a special investigator was attached to the division to conduct internal investigations in bureau institutions. From that time until 1978, three additional investigators were employed, and the present Investigation Division was formed.

In addition to the primary functions of inspections and investigations, additional activities of the bureau include planning, review and approval for new construction of county prisons and jails; approval and coordination of transfers of county prisoners to department facilities; and provision of technical assistance to county prison administrators and their governing boards.

Technical assistance and advisory services include staff pattern studies, security surveys, evaluations of proposed satellite buildings for special housing of prisoners and oral board testing for promotion of county personnel.

Another service provided is assistance in recruiting wardens and screening of resulting applicants.

INSPECTION DIVISION

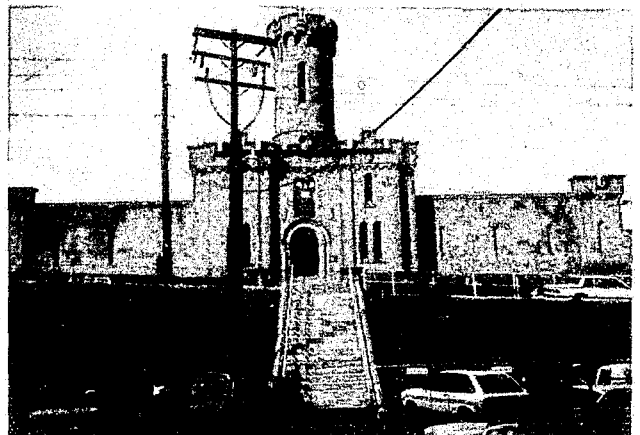
The Inspection Division conducts mandated annual inspections of the department's correctional facilities and community service centers. Inspection guidelines for department institutions are based on compliance with administrative directives and the commissioner's policy memoranda. During past years, accreditation standards have been incorporated into the inspection procedures.

In addition, semi-annual inspections are made of county institutions. Inspection procedures for county prisons are based on Pennsylvania Code Title 37, Chapter 95.

In 1986-87, inspection evaluations were made of 10 state correctional institutions, the regional facility, the 15 community service centers and three group homes contracted by the department.

Inspections of county facilities are executed on a calendar-year schedule because of statute. In calendar year 1986, all 70 county facilities were inspected once, and 46 follow-up inspections were conducted.

Two staff studies were conducted and numerous special surveys were made, ranging from security studies to approval of buildings for special housing of inmates. One oral promotion board examination was conducted.



The department is responsible for the inspection of all county prisons in Pennsylvania. Shown above is the Schuylkill County Prison.

During 1986-87, six new or completely renovated county prisons were dedicated, and seven additional counties began re-construction or expansion.

INVESTIGATION DIVISION

This division conducts criminal and administrative investigations of employees, inmates and visitors to the state correctional system. Investigations are initiated for certain appropriate authorities upon request, when approved by the commissioner of corrections. The division also investigates and apprehends escapees from the state correctional system.

Through, in part, a close liaison with foreign, federal, state and local law enforcement agencies, the division collects, analyzes and disseminates intelligence information vital to the security, safety and orderly function of the Department of Corrections.

In 1986-87, the division initiated 33 full-field investigations and 32 limited investigations, with 29 full-field investigations and 31 of the limited investigations completed as of June 30, 1987. The majority of the investigations resulted in successful criminal prosecution and/or administrative action. Also, 930 criminal history record information checks on departmental employee applicants were also completed by the division.

One-third of the full-field investigations concerned sex-related fraternization between staff and inmates. As a result of the investigations, new awareness of this

problem has been addressed through disciplinary action and/or criminal proceedings, as well as development of departmental direction and additional training for employees.

Since 1975, a concerted effort has been made by the division to locate and apprehend escapees from the correctional system. Thanks to the able assistance of the Pennsylvania State Police, the U.S. Marshals Service, the Philadelphia Police Department and numerous other local law enforcement agencies, the number of escapees still at large has been reduced from 324 in 1975 to 86 in 1986-87.

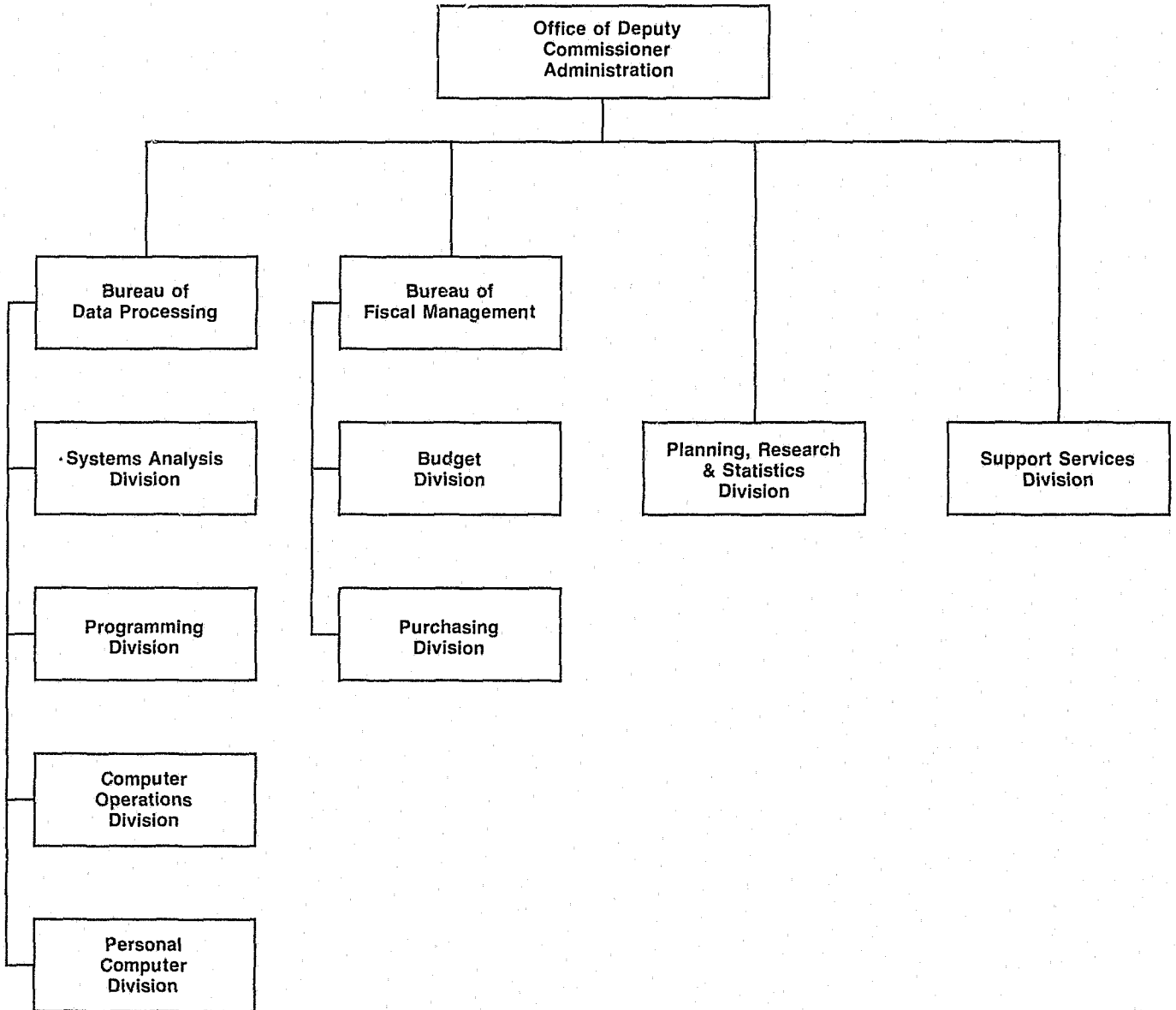
During the year, division staff completed specialized training in interviewing techniques, street survival, hostage response, drug identification and evidence handling.

Goals

The Bureau of Special Services will continue to assist counties with bringing their facilities into compliance with minimum standards. Revision of the county prison regulations, originally written in 1973, is also a continuing project.

The development and implementation of policy and procedure to supervise construction and renovation of county facilities was completed during the fiscal year. Further development of this program through training of inspection staff is a continuing goal of the bureau.

DEPUTY COMMISSIONER FOR ADMINISTRATION
DEPUTY COMMISSIONER FOR ADMINISTRATION





*Lee T. Bernard II
Deputy Commissioner for
Administration*

The deputy for administration oversees all fiscal operations, office services, planning and research, support services and statistic gathering for the Department of Corrections.

Administration staff prepare and manage the department's budget, oversee purchasing, produce a variety of statistical reports, manage the department's data processing, word processing and other office services. It also handles a variety of support activities including automotive, telecommunications, surplus property and Central Office maintenance.

PLANNING, RESEARCH AND STATISTICS DIVISION

This division has several wide-ranging functions. It is responsible for departmental planning, which includes projecting the problems and needs of the inmate population and proposing solutions. This division is also responsible for the review, approval and monitoring of all research projects and grant applications. Division staff prepare the annual statistical reports for the department and the commonwealth's county prisons, and are responsible for the validation and auditing of all statistical data collected and reported by the department.

The Planning, Research and Statistics Division also reviews proposed changes to the department's administrative directives and, when necessary, submits these policy directives for state regulatory review. In addition to the role of regulatory coordination, the division is responsible for coordinating criminal justice information with other major criminal justice agencies, including electronic data exchange.

Examples of projects that were completed during the year, or are ongoing, include:

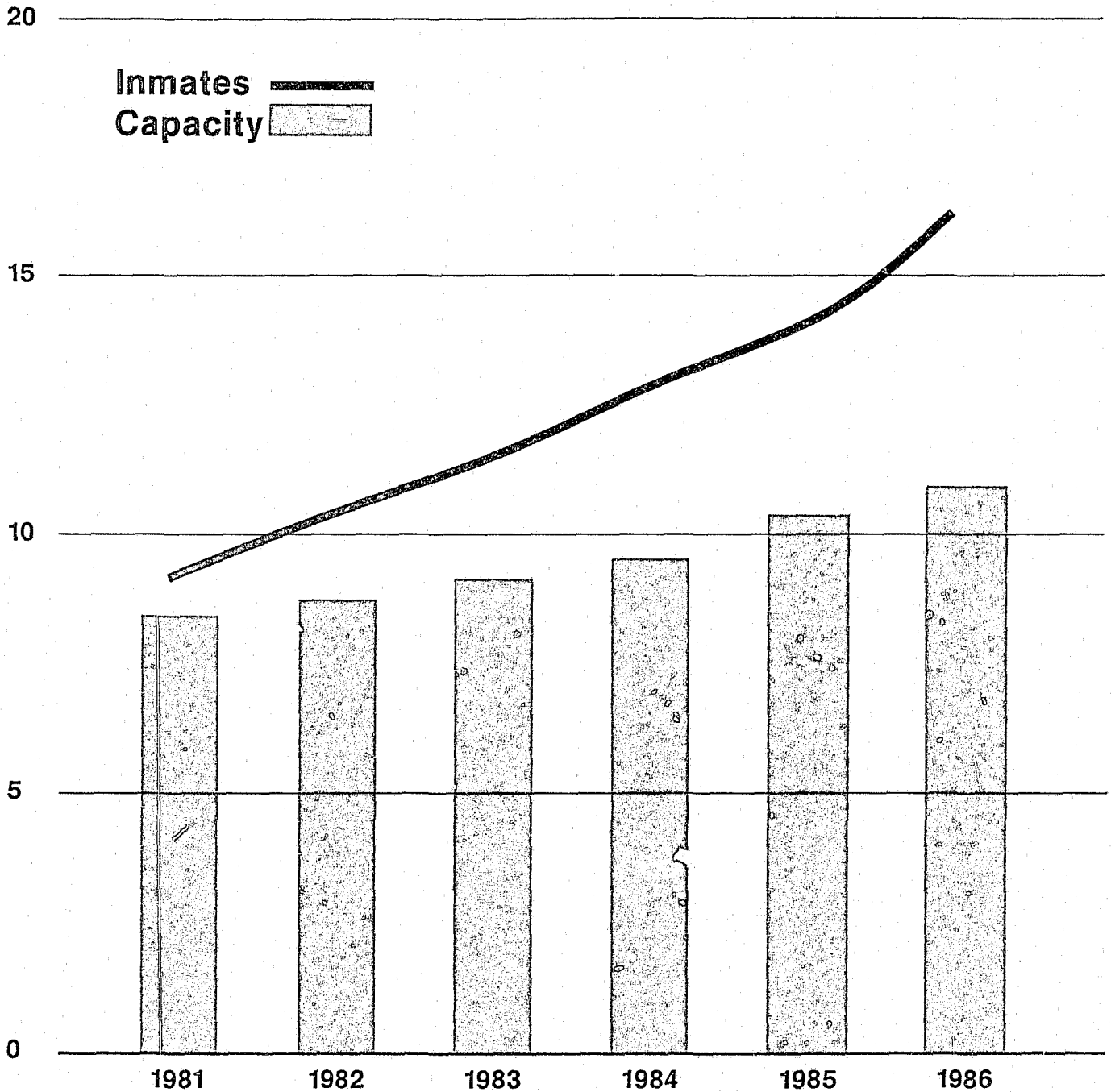
- Completion of a six-year (1980 to 1985) department statistical report.
- Updated state prison population projections.
- Preparation of several applications for state and federal funds that included: a grant for approximately \$100,000 for the reimbursement for housing Mariel Cubans; a grant from the state Department of Community Affairs for two-year operating costs for Project IM-PACT at the Muncy institution; a National Institute of Corrections grant for a machine apprentice program at the Camp Hill institution; and a pending application for federal drug enforcement funding for a continuum of drug and alcohol services for inmates who are chemically dependent.
- Review and approval of several outside independent research projects that included: a "Survey of Counselors and Therapists," conducted by the Criminology Department of Indiana University of Pennsylvania; "Linguistics Research"; research on the "Sexual Exploitation of Children"; and a continuing research project to determine "Post Release Outcomes" of community service center placements.

SUPPORT SERVICES DIVISION

This division is responsible for overseeing departmental activities involving telecommunications, automotive equipment and maintenance of the Central Office building, as well as working with the Bureau of Fiscal Management on the department's surplus property program.

Fiscal year 1986-87 was a busy one in telecommunications. New telephone systems were installed and made operational at Cresson and Frackville. A third contract for a new system at Retreat was initiated, and that system should be operational sometime in the fall of 1987. A department-wide telecopier system was installed. Telecommunications plans for the next fiscal year include a new telephone system at Smithfield and replacing the existing system at Graterford.

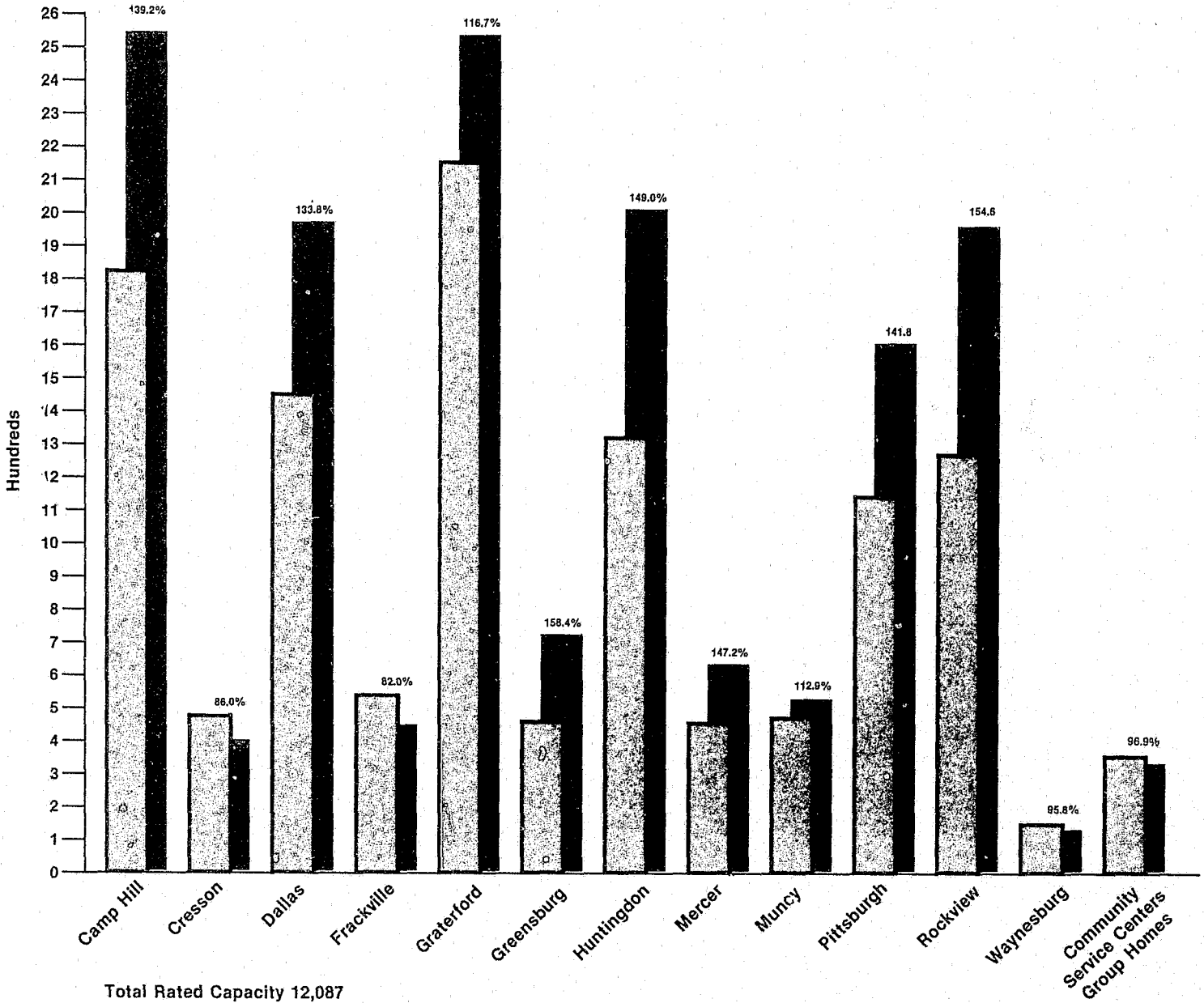
Inmate Population Versus Capacity on December 31, 1981 to 1986



TOTAL POPULATION

1986	1987		
July 31	15,120	January 31	15,248
August 31	15,051	February 28	15,314
September 30	15,088	March 31	15,518
October 31	15,295	April 30	15,634
November 30	15,315	May 31	15,743
December 31	15,227	June 30	15,910

INMATE POPULATION Versus RATED CAPACITY as of June 30, 1987



Total Rated Capacity 12,087

Total Number of Inmates 15,910

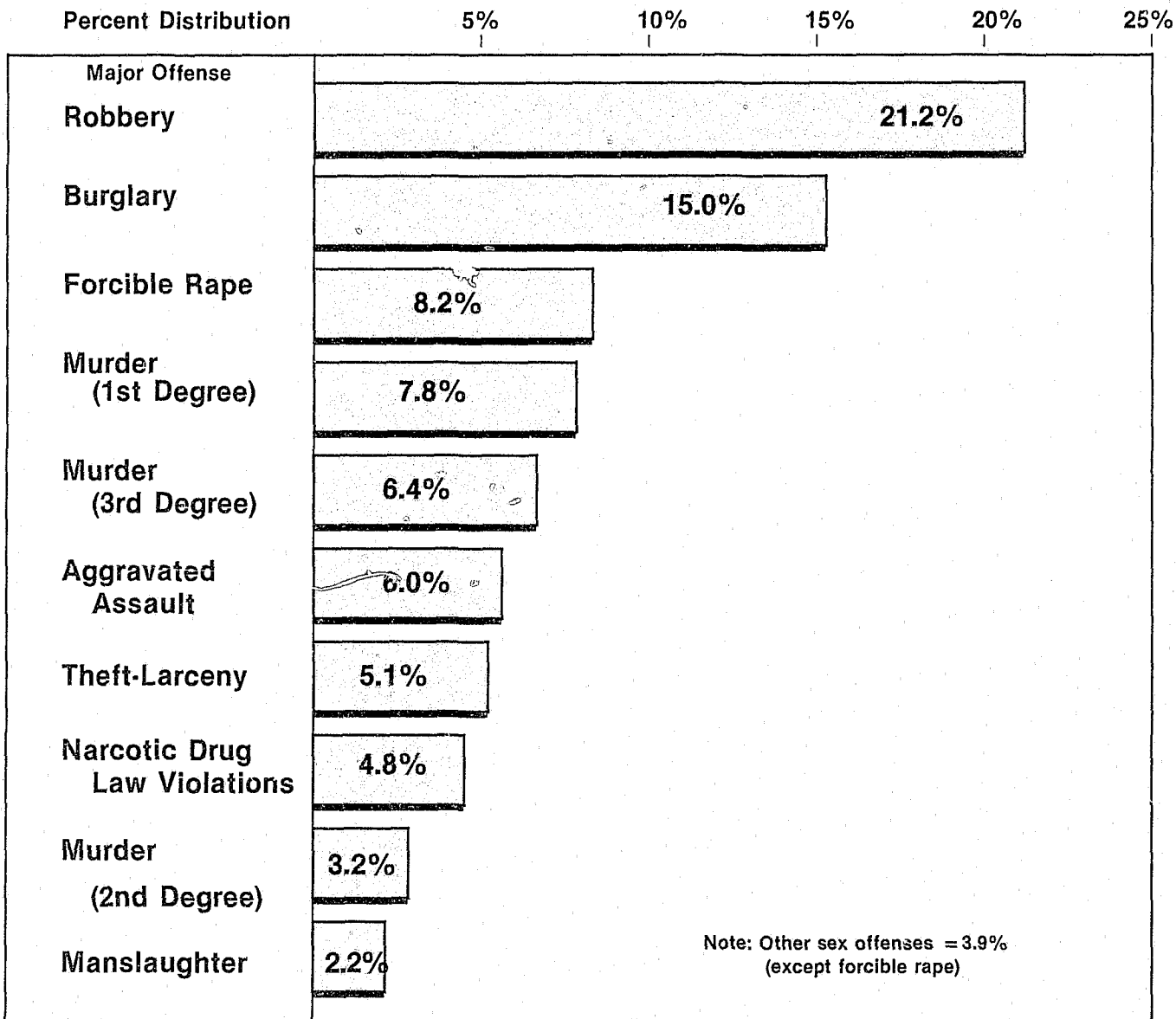
73 in Group Homes

Number of Inmates

Rated Capacity
(Includes Modular Housing Units and dormitory space)

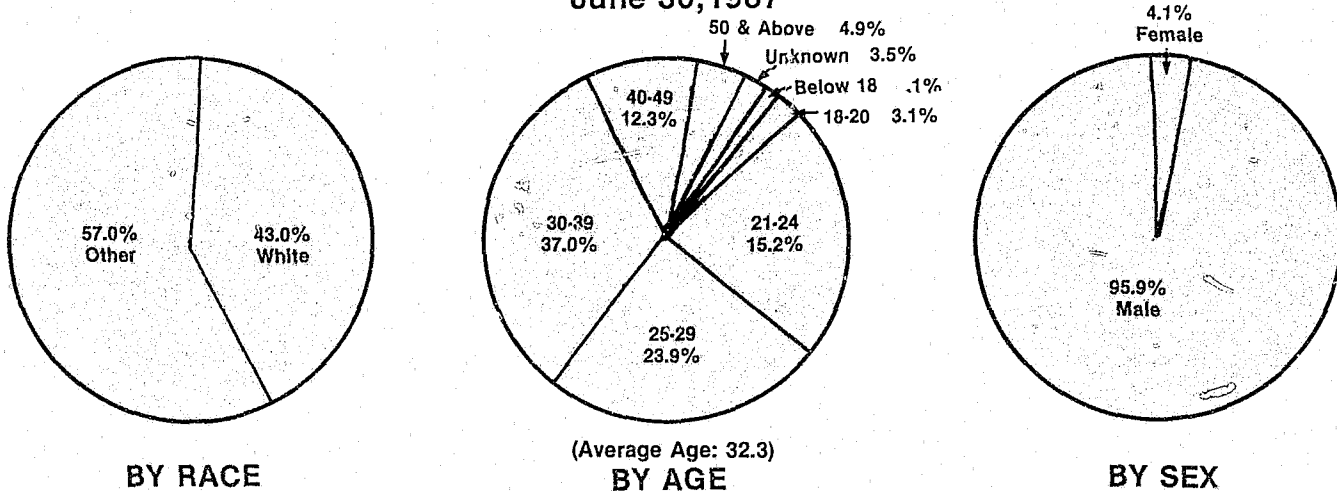
Distribution of Inmates by Major Offense

June 30, 1987



Inmate Population Breakdown

June 30, 1987



LIFE COMMITMENTS AS OF JUNE 30, 1987

INSTITUTION	FEMALE		MALE		TOTAL		GRAND TOTAL
	WHITE	OTHER	WHITE	OTHER	WHITE	OTHER	
Camp Hill	—	—	56	117	56	117	173
Dallas	—	—	118	148	118	148	266
Graterford	—	—	88	358	88	358	446
Huntingdon	—	—	171	188	171	188	359
Muncy	26	37	2	3	28	40	68
Pittsburgh	—	—	114	152	114	152	266
Rockview	—	—	15	6	15	6	21
TOTAL:	26	37	564	972	590	1,009	1,599

EXECUTION COMMITMENTS AS OF JUNE 30, 1987

INSTITUTION	FEMALE		MALE		GRAND TOTAL
	WHITE	OTHER	WHITE	OTHER	
Graterford	—	—	6	17*	23*
Huntingdon	—	—	25	27	52
Pittsburgh	—	—	1	2	3
TOTAL:	—	—	32	46	78

*Includes one inmate in Farview State Hospital

INMATE DEATHS JULY 1, 1986 to JUNE 30, 1987

INSTITUTIONAL DEATHS

OUTSIDE DEATHS

Natural Causes	By Assault	Suicide	Outside Hospital	Other
12	1	8	23**	3*

*Includes two escaped inmates reported dead and one ICC case from Lycoming County who was later transferred to Florida, all of natural causes.

**Includes four deaths due to AIDS.

FISCAL YEAR ESCAPES

	1986						1987						Total
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
SCI Camp Hill													
B	0	0	0	0	0	0	0	0	0	0	0	0	0
F	0	0	0	0	0	0	0	0	0	0	0	0	0
WD	0	0	0	0	0	0	0	0	0	0	0	0	0
W/ER	0	0	0	0	0	0	0	0	0	0	0	0	0
SCI Cresson													
B							0	0	0	0	0	0	0
F							0	0	0	0	0	0	0
WD							0	0	0	0	0	0	0
W/ER							0	1	0	0	0	0	1
SCI Dallas													
B	0	0	0	0	0	0	0	0	0	0	0	0	0
F	1	0	0	0	0	1	0	0	0	0	0	0	2
WD	0	0	0	0	0	0	0	0	0	0	0	0	0
W/ER	0	0	0	0	0	0	0	0	0	0	0	0	0
SCI Frackville													
B							0	0	0	0	0	0	0
F							0	0	0	0	0	0	0
WD							0	0	0	0	0	0	0
W/ER							0	0	0	0	0	0	0
SCI Graterford													
B	0	0	0	0	0	0	0	0	0	0	0	0	0
F	0	0	1	0	1	0	0	2	0	1	0	0	5
WD	0	0	0	0	0	1	0	0	0	0	0	1	2
W/ER	0	0	0	0	0	0	1	0	0	0	0	0	1
SCI Greensburg													
B	0	1	0	1	0	0	0	0	0	0	0	0	2
F	0	1	0	0	0	0	0	1	0	0	0	0	2
WD	0	0	0	0	0	0	0	0	0	0	0	0	0
W/ER	0	0	0	0	0	0	0	0	0	0	0	0	0
SCI Huntingdon													
B	0	0	0	0	0	0	0	0	0	0	0	0	0
F	0	0	0	0	0	0	0	0	0	0	0	0	0
WD	0	0	0	0	0	0	0	0	0	0	0	0	0
W/ER	0	0	0	0	0	0	0	0	0	0	0	0	0
SCI Muncy													
B	0	0	0	0	0	0	0	0	0	0	0	0	0
F	0	0	0	0	0	1	0	0	0	0	0	0	1
WD	0	0	1	0	0	0	0	0	0	0	0	0	1
W/ER	0	0	0	0	0	0	0	0	0	0	0	0	0
SCI Pittsburgh													
B	0	0	0	0	0	0	0	0	0	0	0	0	0
F	0	0	0	1	0	0	2	0	0	1	0	0	4
WD	0	0	0	0	0	0	0	0	0	0	0	0	0
W/ER	0	0	0	0	0	0	0	0	0	0	0	0	0
SCI Rockview													
B	1	0	0	0	0	0	0	0	1	0	0	0	2
F	0	0	0	1	0	0	0	1	0	0	0	0	2
WD	0	0	0	1	0	0	0	0	0	0	0	0	1
W/ER	0	0	0	0	0	0	0	0	0	0	0	0	0
SCI Waynesburg													
B	0	0	0	0	0	0	0	0	0	0	0	0	0
F	1	0	0	0	0	0	0	0	0	0	0	0	1
WD	0	0	0	0	0	0	0	0	0	0	0	0	0
W/ER	0	0	0	0	0	0	0	0	0	0	0	0	0
SRCF Mercer													
B	0	0	0	2	0	0	0	0	0	0	0	0	2
F	0	0	0	0	0	0	0	0	0	0	0	0	0
WD	0	0	0	0	0	0	0	0	0	0	0	0	0
W/ER	0	0	0	0	0	0	0	0	0	0	0	1	1
CSC Region I													
B	1	4	6	1	2	2	0	0	0	2	2	3	23
NR	0	0	0	0	0	0	2	2	1	2	1	2	10
CSC Region II													
B	0	0	0	0	1	0	0	0	0	0	0	0	1
NR	1	2	2	1	0	1	1	1	1	5	0	1	16
CSC Region III													
B	0	1	2	0	0	0	0	1	0	1	1	0	6
NR	0	0	0	0	0	0	0	2	0	1	0	0	3
Monthly Totals	5	9	12	8	4	6	6	11	3	13	4	8	89

At Large, June 30, 1987:89

Key:

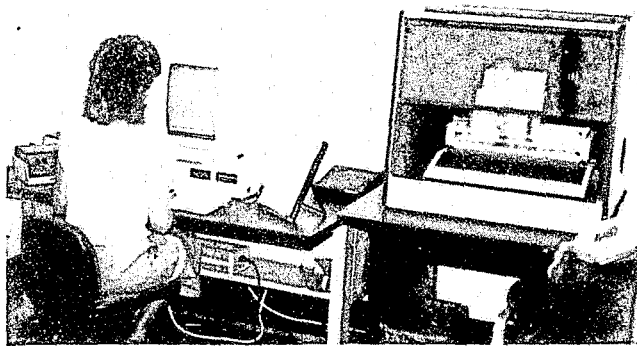
B — Breach
 F — Furlough
 WD — Work Detail
 W/ER — Work/Education Release
 NR — Non-Return

CALENDAR YEAR ESCAPES					
Year	Escapes				
1977	_____	140	1982	_____	109
1978	_____	114	1983	_____	112
1979	_____	88	1984	_____	76
1980	_____	90	1985	_____	75
1981	_____	78	1986	_____	77

More commercial vehicles were purchased in 1986-87 than any other year. This was due to the purchase of vehicles for new institutions and the expansion of the replacement program for the existing institutions. A second diesel-powered bus was put into service in early 1987. A third bus is scheduled to be delivered in the fall of 1987. The department will be working with the Department of General Services in the upcoming fiscal year to upgrade the size of sedans and station wagons used to transport inmates.

Word Processing

Through word processing technology, clerical staff now have the opportunity to advance their skills and value to the department. Development of training with the addition of software upgrades and increased quantities of equipment will allow operators to develop skills on an ongoing basis.



The use of word processors continued to expand.

The 1986-87 fiscal year saw the installation of 42 additional word processing work stations at the institutions. In conjunction with these installations, a total of 84 new operators were trained in word processing functions, records processing, mathematical computation skills and application development. A total of 87 work stations and 158 operators were in the system as of June 30, 1987.

With the opening of Frackville and Cresson, word processing was introduced at both institutions. The use of word processors will continue to expand with the upcoming inclusion of equipment at Retreat and the three regional offices.

Future word processing plans include the introduction of this technology to community service centers, doubling the current number of word processors in existence at most institutions, and the conversion of Central Office to equipment with greater software capability. Also, laser printers are being considered for special applications.

The recent introduction on the market of a combination personal computer/word processor will potentially allow for the enhancement and upgrading of current equipment to the progressive environment of integrated systems within the department.

The current word processing equipment has integral capabilities to allow for many options of expansion to accommodate the changing and growing needs of the department. At the end of the upcoming fiscal year, the ratio of one word processor for every two clerical staff members will enable the department to increase clerical productivity to a level unequalled in the department's history.

*Michael P. Cannon
Director, Bureau of Data
Processing*



Bureau of Data Processing

The Bureau of Data Processing provides computer support to the department. This support is provided through the use of personal computers and a central mainframe computer.

During the past year, the number of personal computers has increased from 10 to 48. These units are now being used throughout the department in areas such as personnel, employee training, inmate employment, treatment and community service regional offices. The use of personal computers (PCs) is expected to continue to grow. During the coming fiscal year, pilot projects will link a number of PCs together in a local area network (LAN). This will make data from one office readily available to other offices within an institution.

The number of mainframe-connected terminals increased from 32 to 62 this past year. Two new institutions were provided with on-line terminals. Also, additional terminals were provided to a number of business

and records offices. The existing mainframe computer and computer facility have reached their practical expansion limits. Governor Casey's budget provides funds to acquire a new computer facility and mainframe computer during the 1987-88 fiscal year.

Major systems supported by the mainframe computer include inmate records and inmate accounts. During the past year, improvements to the inmate accounts system have reduced the clerical effort required to maintain each account and have increased transactions throughout. A new inmate records system has been under development for some time and is projected for implementation in January 1988. The new inmate system will provide real-time availability of information and enable users to quickly obtain information on multiple sentences for a single inmate.

Also during the past year, the department began providing its own terminals and support for access to the Integrated Central System (ICS) maintained by the Office of Administration. This change has resulted in a financial savings to the department, assured the availability of equipment, and increased the level of training provided to departmental employees. A significant number of additional terminals are expected to be acquired during the coming year to support enhancements being made to the centralized systems.

Timothy S. Ringler
Director, Bureau of Fiscal Management



Bureau of Fiscal Management

The Bureau of Fiscal Management oversees all financial activities of the Department of Corrections including the budgeting, accounting and purchasing functions.

The major budget responsibilities are preparing the department's annual budgets, monitoring expenditure levels to see that they remain within the amounts allocated, functioning as liaison with the Governor's Office of the Budget and legislative appropriation com-

COST BY INSTITUTION

	(Dollar Amounts in Thousands)*				
	1982-83	1983-84	1984-85	1985-86	1986-87
Camp Hill	\$ 18,533	\$ 21,095	\$ 23,269	\$ 26,372	\$ 27,465
Cresson	\$ 129	\$ 427	\$ 405	\$ 544	\$ 5,092
Dallas	\$ 16,154	\$ 17,054	\$ 18,977	\$ 21,796	\$ 22,214
Frackville	0	0	\$ 26	\$ 75	\$ 4,705
Graterford	\$ 25,548	\$ 27,884	\$ 29,527	\$ 32,734	\$ 33,074
Greensburg	\$ 4,418	\$ 5,105	\$ 6,445	\$ 9,770	\$ 10,770
Huntingdon	\$ 14,242	\$ 15,322	\$ 17,757	\$ 20,094	\$ 20,571
Mercer	\$ 4,104	\$ 4,747	\$ 6,030	\$ 8,208	\$ 9,129
Muncy	\$ 6,594	\$ 6,900	\$ 8,432	\$ 10,119	\$ 11,242
Pittsburgh	\$ 16,930	\$ 17,676	\$ 20,341	\$ 21,658	\$ 21,960
Retreat	\$ 222	\$ 215	\$ 221	\$ 340	\$ 1,341
Rockview	\$ 14,350	\$ 15,380	\$ 17,201	\$ 19,378	\$ 19,922
Smithfield	0	0	\$ 22	\$ 37	\$ 52
Waynesburg	0	0	\$ 2,386	\$ 3,603	\$ 4,006
Central Office	\$ 4,235	\$ 5,009	\$ 6,478	\$ 6,417	\$ 7,449
Community Service Centers	\$ 4,112	\$ 4,412	\$ 4,685	\$ 5,148	\$ 5,601
Grand Total	\$129,571	\$141,186	\$162,202	\$186,293	\$204,593

*Includes state, federal and other funds.

mittees, and conducting ongoing reviews to improve cost efficiency in the department's operations.

The Department of Corrections is funded from two operating budgets. The General Fund budget, which utilizes tax dollars, funds all activities except Correctional Industries, which is supported by the Manufacturing Fund. The Manufacturing Fund is a self-sustaining entity which generates revenues from the sale of Correctional Industries' products. For the 1985-86 fiscal year, the General Fund budget was \$204.8 million, while Manufacturing Fund expenditures were \$17.2 million.

The department's General Fund budget increased by 10 percent from the prior year; however, this increase was more than offset by a rapidly rising inmate population, inflation, new programming and the opening of two new correctional institutions. The Department of Corrections funded new mental health units at Graterford and Muncy; staffed, equipped and operated the new institutions at Frackville and Cresson; purchased fixed assets for the institution at Retreat and implemented a department-wide post secondary education program.

The Bureau of Fiscal Management also oversees the Inmate General Welfare Fund, which provides monies for inmate recreational activities.

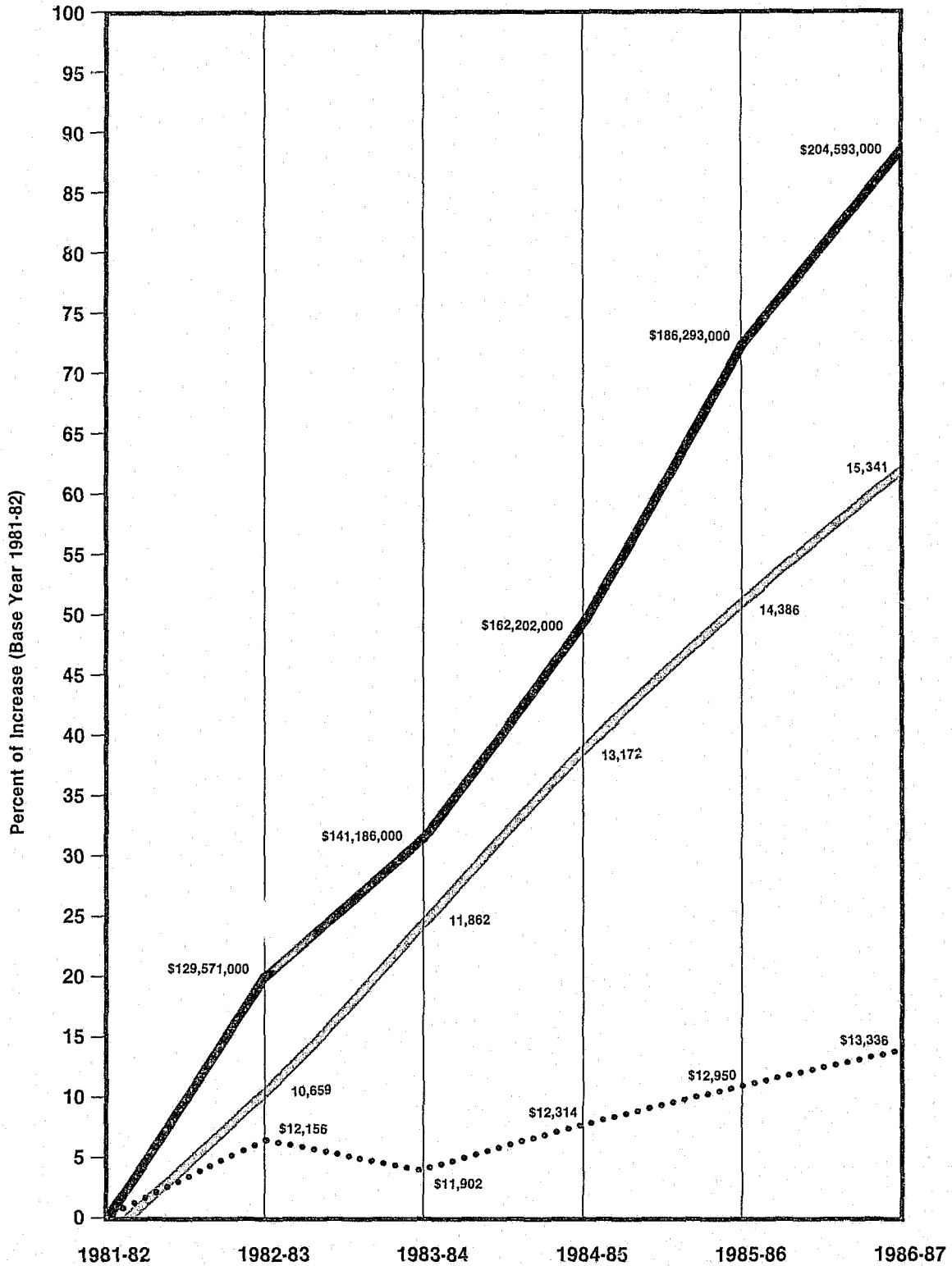
The major purchasing responsibilities are interpreting commonwealth purchasing regulations and establishing agency purchasing policies and guidelines; handling central purchases such as word processing

equipment, data processing equipment, photocopiers, pharmacy services and group home services; purchasing goods for Central Office and the Community Services Bureau; monitoring open orders and institutional purchasing practices; and coordinating the surplus property program.

The bureau accomplished the following during this year:

- Implementation of the automated purchase-requisition system in the department.
- Management of the individual budgets for the Cresson, Frackville and Retreat institutions.
- Contracts for operation of two mental health units, four comprehensive health care contracts, and two contracts for consolidated physician/specialty care and outside hospitalization.
- Development of department policy for inventory of significant value fixed assets.
- Development of an automated surplus property acquisition system.

Five Year Growth Comparison Expenditures and Average Daily Population



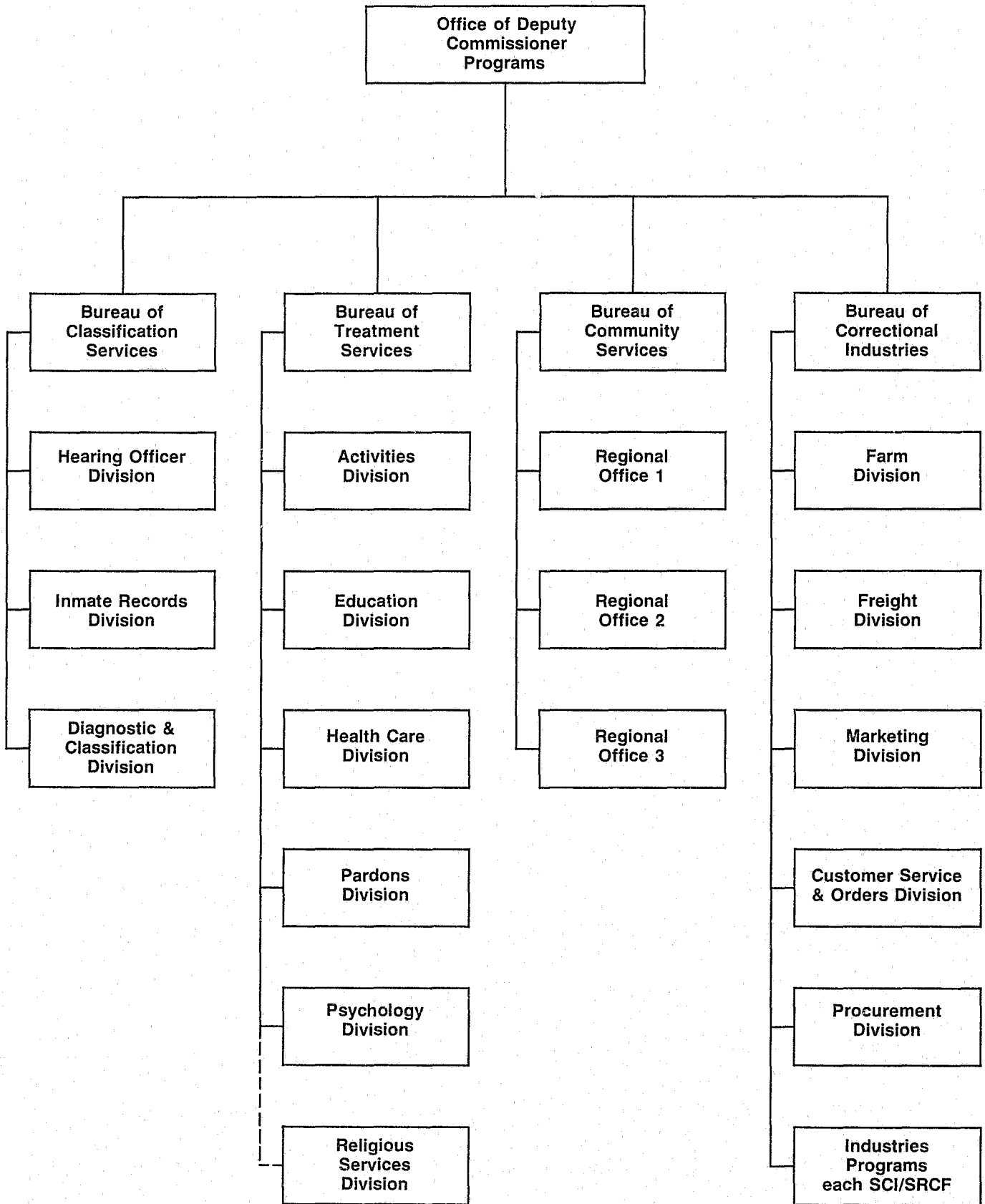
Total Expenditures
(\$108,453,000 in '81-82)

Average Daily Population
(9,505 in '81-82)

Annual Cost Per Inmate
(\$11,410 in '81-82)

The department's annual cost per inmate increased by only 17 percent over the five-year period, as compared to a 20.9 percent rise in the Consumer Price Index.

DEPUTY COMMISSIONER FOR PROGRAMS
DEPUTY COMMISSIONER FOR PROGRAMS





*Erskind DeRamus
Deputy Commissioner for
Programs*

The Office of the Deputy Commissioner for Programs oversees four bureaus. The Bureau of Treatment Services includes the Activities, Education, Health Care, Psychological Services, Religious Services and Pardons Divisions. The Bureau of Community Services oversees three regional offices and 15 community service centers. The Bureau of Correctional Industries, which sold over \$17 million in products and services in fiscal year 1986-87, oversees some 47 shops, employs 140 civilians and 1,868 inmates. The Bureau of Classification Services oversees the classification and transfer of inmates, maintenance of inmate records and institutional hearing officers.



*David L. Gearhart
Director, Bureau of
Classification Services*

Bureau of Classification Services

The Bureau of Classification Services consists of an Inmate Classification Section, a Hearing Examiner Section and an Inmate Records Section.

The bureau was involved in the opening of the Cresson and Frackville institutions through the selection and training of staff. It provided support services during the initial months of operation in addition to its normal daily routines and responsibilities.

INMATE CLASSIFICATION

The ever-increasing inmate population has been the major focus of attention for this section. It is imperative that these cases continue to flow through the system to avoid backups in the diagnostic and classification centers. While it is important to keep these cases moving, it is equally important that steps be taken to ensure that the quality of the reports produced through this process is not sacrificed by reason of the increase in the population at each center.

The other major function during the year for this section was the monitoring and control of the inmate population through the classification and reclassification process. Doing so ensured that there were enough beds available for those inmates coming into the system. The bureau also processed appropriate inmates into the community-based programming facilities and programs.

This section has been able to keep pace with the increase, and there is no doubt that the coming year will continue to bring even more challenges in this area.

INMATE RECORDS

A major function of this section during the year was a cooperative effort with data processing in the development of a more extensive and up-to-date inmate records management system. January 1988 is the target date for the implementation of this new system. The new program will be an on-line system which will allow record generation and updating by direct line from the institutions, thereby providing a more up-to-date information system with a much faster retrieval period. It is also expected that this new system will eliminate some of the forms and manual record keeping that are now required.

Another major function of this section was the creation of a centralized records management program for those inmate records retained at the Central Office. Prior to the development of this system, each bureau at Central Office retained its own copies of their dealings with inmates. Now, all records are retained in one area and in one file, thereby eliminating the possibility of duplication of efforts and multiple responses regarding a particular situation.

HEARING EXAMINERS

The Division of Hearing Examiners is comprised of 10 hearing examiners who are supervised by the division chief. This division provides hearing examiner coverage for the 12 institutions.

Hearing examiners hold administrative hearings for those inmates charged with misconducts. They are responsible for determining the guilt or innocence of the defendants and imposing sanctions for all guilty determinations.

The Hearing Examiner Division conducted over 24,000 hearings during the fiscal year. The percentage of remands due to procedural error has been less than 0.1 percent.

The major issues confronting this division over the year were the selection and training of new hearing examiners and the provision of hearing examiner coverage for the new institutions at Frackville and Cresson.



Charles C. Pagana
Director, Bureau of
Community Services

Bureau of Community Services

Community Services was established in 1968 under the authority of Act 173, the Pre-Release Act. The enabling legislation requires the provision of a wide range of social services in the correctional system leading to the reintegration of the offender into society.

The commonwealth is divided into three community service regions, each of which is headed by a regional director who in turn is responsible to the bureau director at Central Office.

All centers are operated conceptually as halfway houses. Fifteen are currently in operation. The centers are strategically located in urban communities throughout the commonwealth and, of the current 15, two are specifically designed for the female offender. The remaining 13 serve male offenders.

This fiscal year, the bureau focused on increased bed capacities at existing centers and expansion through additional group home contracts. The community service center staffs responded commendably to the challenge in all three regions, focusing on accreditation and the improvement of the quality of life and reducing the overcrowding in the institutions.

A pilot project conducted in Region I under the auspices of the National Alliance of Businessmen on the deliverance of self-directed job search skills to community service center residents for counselors and residents alike was completed. The project will be expanded to Regions II and III this coming fiscal year. Funding for the pilot project was through the National Institute of Corrections, and additional funds were requested for fiscal year 1987-88.

The purchase of electronic data processing equipment at Central Office and the regional offices is proving to be a very good investment in improving record keeping, and transmission of data and other relevant information. As the staff receives more training in this area it will be able to maximize its use in gathering information in a timely and accurate manner for the Central Office operation.

Future plans are to continue assisting the institutions with overcrowding via continued expansion of existing centers as well as concentrating on the development of one specialized treatment facility (drug and alcohol) in each of the three regions. Contracts with specialized treatment facilities in the private sector will also be sought.

REGION I

Region I focused on expansion of bed space to help relieve overcrowding. During fiscal year 1986-87, 46 additional beds were obtained through contracting of services with two group homes — Volunteers of America and Onwards. As a result, a new position — group home coordinator — was created to supervise these facilities.

In keeping with the region's expansion goals, CSC #4, located at 1628 N. 15th Street, Philadelphia, has entered into an agreement to obtain an addition at 1630



Community Service Center for women in Philadelphia.

N. 15th Street. Renovations are being made which will increase the center's capacity to 38. Current projections indicate that the addition will be completed and in use by October 1987. CSC'S 1 and 2, located at 3025 N. Broad Street, are negotiating for an adjoining building. This addition will allow Center 1 staff and residents to be housed separately from Center 2.

Community Service Center #3 in Germantown has been actively involved in organizing the Eastside Neighbors Association. This community group arose out of a need to curb mischievous acts by preteens and early teens in a radius of three square blocks. Madeline Harris, a pre-release center monitor at Center #3 who is also a resident of the surrounding community, has done extensive volunteer work with the youngsters. Community meetings have alternated between High Street Church of God and CSC #3. A greater sense of belonging and community acceptance has resulted.

This year one of our center directors participated as a panelist at two conferences. Marian W. Langdon joined Mary Treadwell of the District of Columbia Parole Board to discuss the needs of female offenders at the Mid-Atlantic States Correctional Association's annual meeting in Ocean City, Maryland. She also spoke to conferees of Coalition Against Domestic Violence Women of Color Caucus in Harrisburg on the special problems confronting female offenders.

Region I has expanded its training of employees through on-site programs coordinated by Center Directors Thomas Rieser and Marian Langdon. During the past year, training has focused on ongoing issues such as security, safety and report writing with special emphasis on information on current issues affecting corrections, such as AIDS. During the coming fiscal year, suicide prevention, domestic violence and other crisis intervention issues will be addressed.

The Region I Citizens Advisory Board has selected employment for offenders and ex-offenders as its ongoing project. The board is currently working on a proposal to improve services to residents after completing a research project on the employment needs of CSC residents. These dedicated volunteers, who for the most part are involved in human services employment, have provided assistance and insight to the region.

Considering our building expansion plans and our programming, we anticipate a year of growth and productivity in our efforts to provide better service to a challenging population.

REGION II

During fiscal year 1986-87 negotiations were concluded and a lease signed to reconstruct the Scranton Community Service Center at its existing site. This was the first time this was accomplished with a community service center.

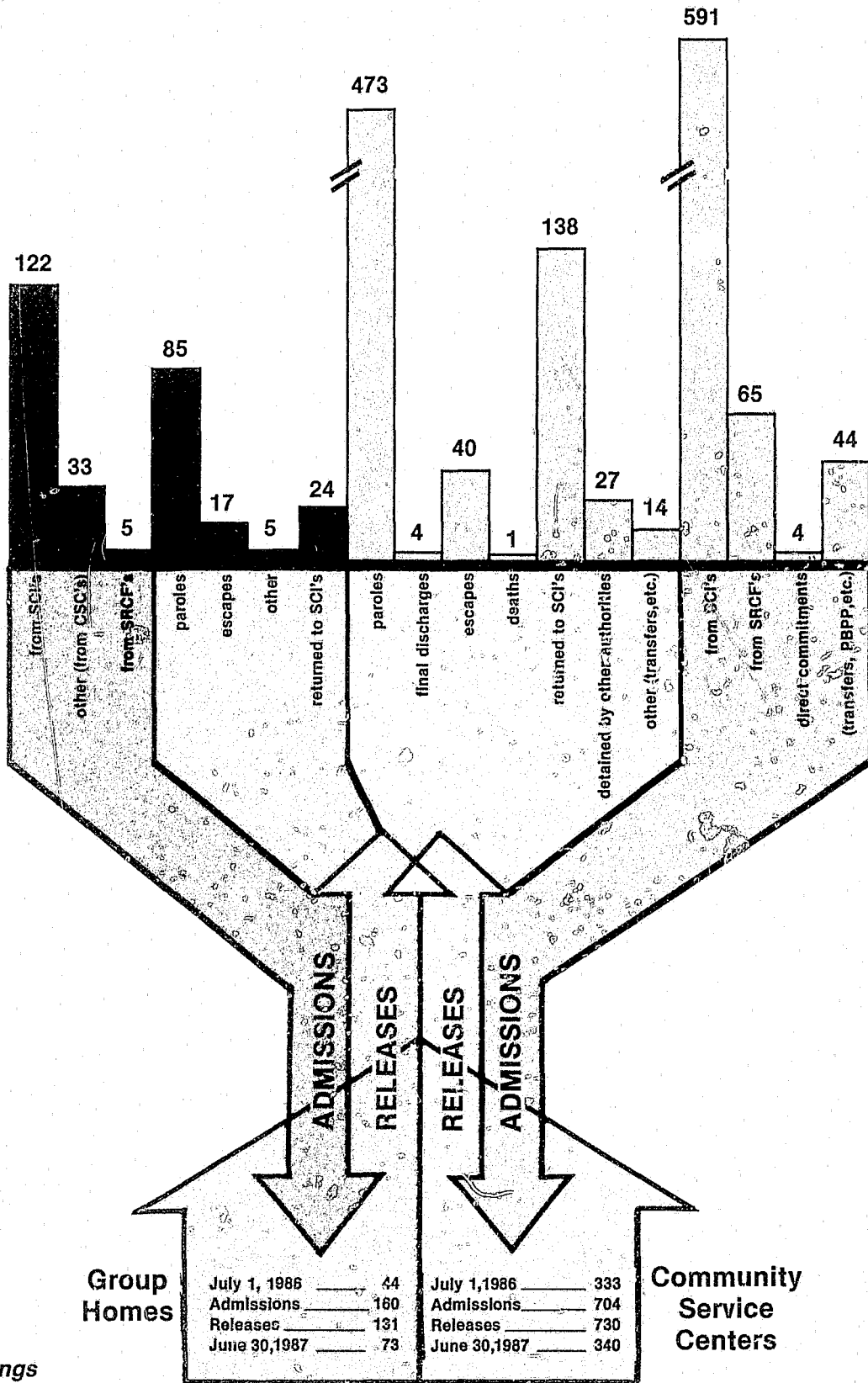
On April 25, 1987, the staff and residents of the Scranton Community Service Center relocated to a temporary building at Wyoming and Linden Avenues. On May 11, 1987, demolition of the interior of the center began. It is anticipated that work will be completed prior to the beginning of the new year.

A new, private, group home was opened in the Harrisburg area. Help House Inc., is a community correctional center for men with a maximum capacity of 10. A group home contract was signed by the Bureau of Community Services with Help House, and the first inmate was placed in that facility on June 1, 1987. The facility was at full capacity by the end of July.

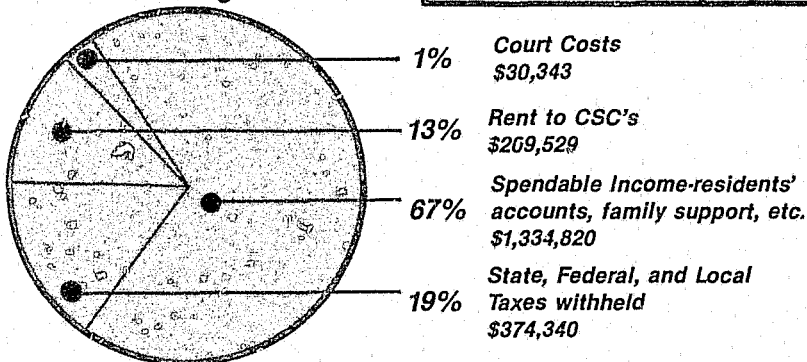
Consultations have been conducted throughout the fiscal year with the Transitional Living Center (TLC) in Williamsport. TLC is a small community-based facility for women. Contract negotiations are under way and it is anticipated that women will be placed in the facility about mid-fiscal year.

During fiscal year 1986-87, the Department of Corrections acquired a two-story residence located at 1235 Elmerton Avenue, Harrisburg. This facility will soon be converted into the regional office for Region II of the Bureau of Community Services. In addition to the regional director, the facility will house the furlough investigator and will contain space for training within the region. Relocation is anticipated during the fall of 1987.

Upon relocation of the regional office, the Harrisburg Community Service Center capacity will be expanded



Distribution of Residents' Earnings



CSC Residents' Gross Earnings From Jobs in the Community:
\$1,949,032

Net Earnings
\$1,574,692

BUREAU OF COMMUNITY SERVICES STATISTICS

July 1, 1986 — June 30, 1987

REFERRALS

7-1-86	47	referrals pending	
	+1139	referrals received	
Total	1186		100%
	824	referrals accepted	69%
	205	referrals rejected	17%
	50	referrals withdrawn	7%
	55	referrals pending	7%

VOLUNTEER SERVICES

3,247 hours of volunteer services were obtained for use by Community Service Centers.

18,799 hours of outside agency services were utilized by Community Services.

EDUCATIONAL INVOLVEMENT

(combined CSC's and Group Homes)

High School	12
Vocational/Technical	85
College	21
TOTAL	118

MISCONDUCTS

(combined CSC's and Group Homes)

335	Class I Misconducts
96	Class II Misconducts

to 40 inmates. The area previously occupied by the regional office will serve as an area for elderly inmates.

A personal computer was purchased for the regional office. This computer's programs include the main community services files, which contain information on all the inmates in community services centers and group homes within the region, and an inventory file which stores data regarding all capital equipment. During the year, work began to develop a fiscal program which will serve as the main accounting tool for the inmates' wages and rent payments.

REGION III

Pittsburgh CSC #1 (North Side) overcame major obstacles in the struggle to renew its lease. Now in the final stages of negotiations, renewal of the lease looks very promising. The CSC house is owned by Allegheny Community College which was considering other uses for the facility. However, efforts by Center Director Patrick Malloy, working with government and college officials, were instrumental in the success of the negotiation.

The Pittsburgh CSC #3 (for women) and the Sharon CSC received their accreditation certificates from the Commission on Accreditation for Corrections.

The Pittsburgh CSC #2 (E. Liberty) and the Erie CSC continued preparation for accreditation. This included obtaining the support of the landlords to make the necessary physical improvements in the buildings so that life-safety and quality-of-life standards could be met.

The Sharon CSC established a joint sex-offender program with SRCF Mercer. An ex-offender job bank and agency networking program was established along with other county, state and federal agencies that serve ex-offenders in the Pittsburgh metropolitan area.

Due to increased public interest in CSCs in the Pittsburgh area, a grant was secured to contract with the University of Pittsburgh to conduct an impact study of group homes in the Pittsburgh area.

The region assisted SCI Pittsburgh during its major fire by moving inmates from the Region III waiting list into the centers and group homes.

A family counseling program was established with Families Outside for residents of the Pittsburgh centers and their families.

Assistance was given to the Salvation Army in establishing Parenting Program furloughs to its Camp Allegheny for female offenders.

A non-contract, in-patient drug and alcohol program for center residents was secured at Decision House and St. John's Hospital. Also, a contract for a long-term, in-patient drug and alcohol program was implemented at the House of the Crossroads.

Volunteer programs were established in each center. Meanwhile, the Erie CSC implemented a Life Skills Group for center residents, conducted by volunteers from the Erie Catholic Diocese.

*Robert A. Steele
Director, Bureau of
Correctional Industries*



Bureau of Correctional Industries

As a vendor of significance in the Commonwealth of Pennsylvania government marketplace, the Bureau of Correctional Industries remains continually dedicated to the development of marketable skills within the inmate work force. Each opportunity to provide the commonwealth with one of many products or services becomes the basis for progress and accomplishment within the work force.

Inmates successfully respond to the needs of a demanding market with responsibility for managing raw materials, manufacturing, quality control, packaging, shipping and handling of products under the PENCOR label. Currently, the Bureau of Correctional Industries is a network of manufacturing sites located in eight correctional facilities; and there are four farms, including two dairies.

PENCOR can only attribute its success to its 140 civilian employees and approximately 1,868 inmates who manufactured products which sold for more than \$17 million this fiscal year, with a profit of \$1.9 million.

MANUFACTURING FUND

Financial Position

The Balance Sheet for June 24, 1987 reflects the following:

— ASSETS —

CURRENT ASSETS

Cash With Treasurer	\$ 2,703	
Investments	2,136,000	
Cash in Transit	0	
Petty Cash Advance	438,500	
Accounts Receivable	2,221,417	\$ 4,798,620

INVENTORIES (SCHEDULE A)

Raw Materials	2,991,540	
Component Parts	278,037	
Work in Process	1,436,832	
Finished Goods	1,385,360	6,091,769

TOTAL CURRENT ASSETS		\$10,890,389
Residual Value/Property, Plant and Equipment		3,279,443

Deferred Charges

Prepaid Expense		14,213
Total Deferred Charges		14,213

TOTAL ASSETS		<u>\$14,184,045</u>
--------------------	--	---------------------

— LIABILITIES AND NET WORTH —

CURRENT LIABILITIES

Voucher Payable	\$ 335,617	
Payable Not Vouchered	810,183	
Advance Collections	0	
Accrued Payroll Liabilities	240,882	

TOTAL CURRENT LIABILITIES		\$ 1,386,682
---------------------------------	--	--------------

Long Term Lease Obligations	182,303	
		182,303

NET WORTH

Net Worth Beginning Balance	10,708,593	
Prior Year Adjustment	6,026	10,714,619

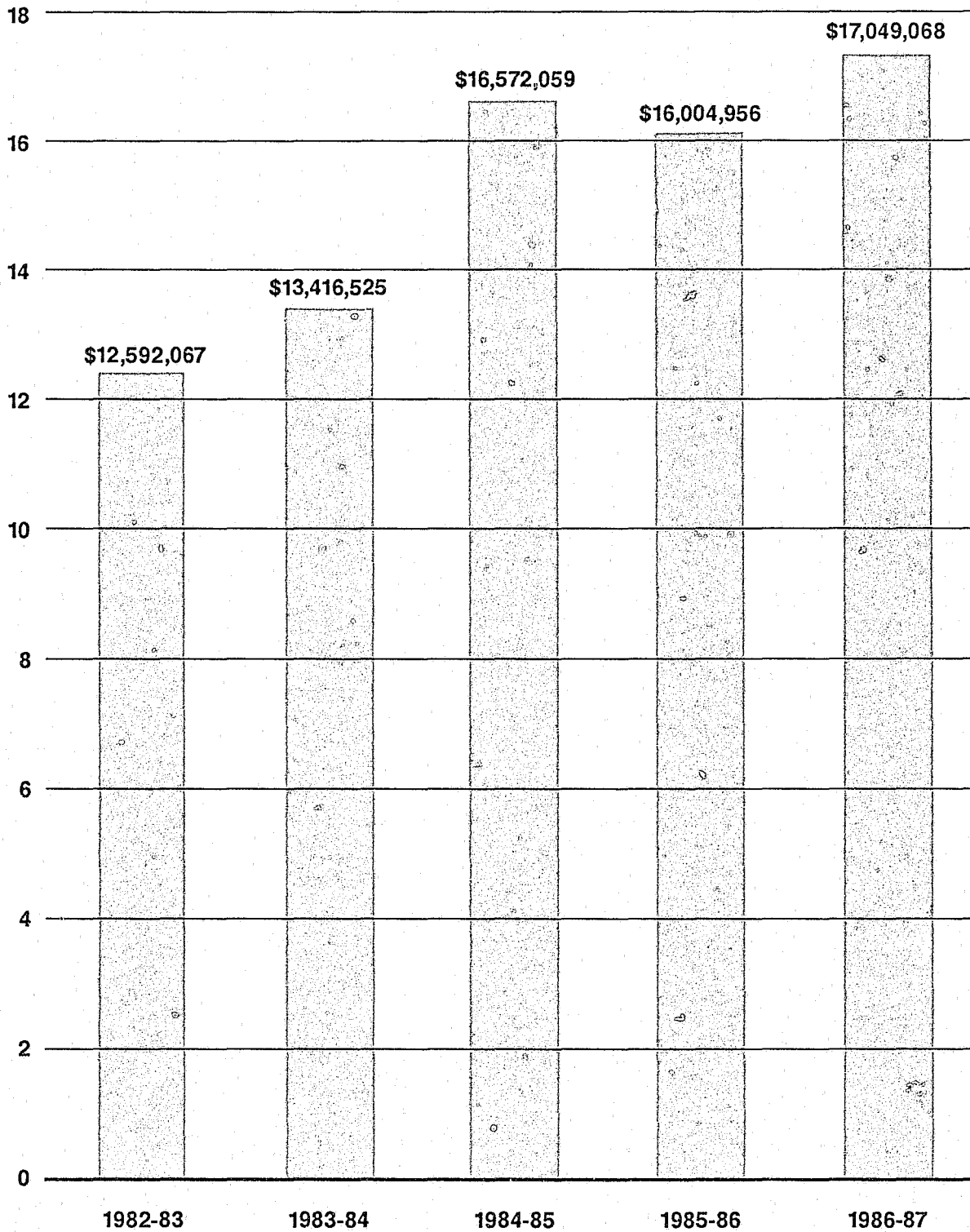
Net Operating Profit or (Loss)	1,928,415	
Other Earnings and Expense (Net)	89,426	
Current Year Adjustment	(117,400)	
Net Profit or (Loss)		1,900,441

Net Worth as of June 24, 1987		12,615,060

TOTAL LIABILITIES AND NET WORTH		<u>\$14,184,045</u>
---------------------------------------	--	---------------------

Correctional Industries

S A L E S



ANALYSIS OF INDUSTRIES OPERATIONS

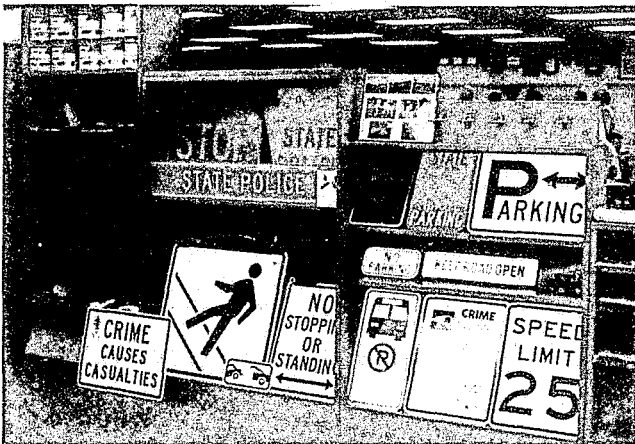
Division	Products and Services	Shops	Avg. No. Inmates Employed	No. of Civilians Employed	Sales 1985-86	Sales 1986-87
Transportation	Delivering and hauling for state-owned institutions	5	33	18	\$ 405,917	\$ 387,649
Coffee and Tea	All coffee and tea products	1	14	1	576,728	659,300
Furniture	Benches, bookcases, desks, bureaus, cabinets, chairs, tables	1	143	9	346,701	550,535
Meat Processing	Beef and pork products	1	29	1	2,084,222	1,558,267
Mattresses	Mattresses, pillows, laundry bags and reconditioning mattresses	1	50	2	1,073,249	1,053,808
Cardboard Products	Cardboard containers	1	21	1	164,818	151,580
Metal	Metal Stacking Furniture and Auto Body	1	15	2	2,853	33,029
Garments	Uniforms, coats, raincoats, aprons, flags, jackets, trousers, vests, nightgowns, shirts, slips and dresses	4	386	13	2,918,684	3,647,531
Underwear	Under garments for men and women	1	55	1	440,561	423,336
Shoes	Shoes for men and women. Dress shoes, work shoes and hush puppies	1	75	2	527,904	453,964
Textiles	Sheeting, ticking and all types of towels	1	59	3	249,001	260,192
Hosiery	Hosiery for men and women	1	12	1	153,274	182,200
Soap and Detergents	Laundry soap, scouring powder toiletries and liquid detergents	1	37	3	812,639	891,287
Printing	Forms, envelopes, news letters, validation stickers and other printed materials	1	144	4	783,842	881,160
Stamping	License plates	1	102	4	1,727,425	1,884,942
Metal Products	Shelving, metal furniture, metal beds and traffic control signs	2	112	6	835,092	1,054,412
Creamery	Ice cream	1	14	1	37,973	37,984
Cannery	Canned vegetables and fruits	1	56	2	907,635	944,879
Wood Products	Lumber, picnic tables, survey stakes	1	29	2	155,548	95,739
Nursery	Trees and shrubbery	1	25	1	98,523	121,713
Dental Lab	Dental products	1	23	1	123,778	122,032
Shipping and Receiving	Receiving raw materials and shipping finished products	5	72	6	-0-	-0-
Farming	Milk, fruits, vegetables, hay and field crops	4	295	20	1,545,561	1,617,444
Administration	Budget, purchasing, sales, management and order processing	7	55	35	-0-	-0-
Broom Plant	Scrub brushes and brooms	1	7	1	-0-	1,887
Engraving/Personal Kits	Name plates, signs, personal care kits	1	5	-0-	33,028	34,198
TOTAL	Shops, Inmates, Civilians and Sales	47	1,868	140	\$16,004,956	\$17,049,068

Correctional Industries is a self-sustaining program that operates under the Manufacturing Fund and does not receive any tax monies for its operations.

Outdated machines are continually replaced with new modern machines. This creates better products in a shorter time and enables inmate production workers to use the types of machines that are being operated in civilian life. Some of these new machines are pictured below.



One of Correctional Industries' products is outerwear for corrections officers.



Correctional Industries manufactures a variety of metal signs, canned goods and the shelving units upon which these samples are displayed.

William A. Harrison
Director, Bureau of
Treatment Services



Bureau of Treatment Services

The Bureau of Treatment Services, which is comprised of the Psychology Division, Activities Division, Health Care Division, Education Division, Pardons Division and Religious Services Division, has the challenging task of providing quality programs to a diverse group of clients. The provision of meaningful, viable programs is especially important in institutional environments that are crowded and taxed beyond their physical limitations.

During the past year, the Bureau of Treatment Services met the challenge through the design and implementation of new and innovative programs to supplement existing programs. Existing programs were expanded in order to adapt to the ever-changing needs of the inmate population. The various divisions expanded the use of the management survey as a mechanism to evaluate the institutional delivery of treatment services. Computerization was also initiated in the areas of staffing-pattern analysis, identification of treatment needs, tracking of suspended visitors and volunteers, and the analysis of miscellaneous program data.

PSYCHOLOGY DIVISION

Over the past year, the Psychology Division has overseen the opening of provisional Mental Health Units at Graterford and Muncy. In addition, requests for proposals (RFPs) for the operation of the mental health units at Cresson and Frackville were developed and sent to vendors. RFPs for the operation of mental health units at Retreat and Smithfield were also developed. The division continued to work closely with the Office of Mental Health in the development of mental health units and in the coordination of mental health services with its mental health facilities.

**BUREAU OF TREATMENT SERVICES
STATISTICS
JULY 1, 1986 — JUNE 30, 1987**

Classification Summaries Prepared

Initial	6,023
Parole Violator	391
Continuation	814
Court Evaluations	51

Clinical Services

Individual Services

Counseling	157,023
Psychological Therapy	13,540
Psychiatric Therapy	4,919

Group Services

Groups (Average)	129
No. of Inmates (Average)	2,971

Classification Services

Reception Orientation	10,787
Program Orientation	4,805
Initial Classification	10,621
Reclassification	23,389
Casework Interviews	14,818
Psychological Interviews	12,131
Psychological Testing	8,806
Psychiatric Examination	6,364

Activities*

Varsity All-Star Sports	5,987
Intramural Sports	31,696
Games, Organized Competition	12,119
General Leisure	212,011
Arts	6,999
Inmate Organizations & Clubs	36,345
Leisure Education	7,961

*(Total Number of Participants For Entire Year)

The Psychology Division assisted SCI Pittsburgh in the preparation of an RFP for a vendored sex offender treatment program and assisted in the selection of the vendor. The division provided monitoring and support for the Pittsburgh program and a similar one at SCI Graterford. The division also hosted a training program on the identification and treatment of sex offenders for Department of Corrections staff.

The Psychology Division developed, implemented and is monitoring a system-wide Post Traumatic Stress Disorder (PTSD) treatment program for Vietnam veterans. As part of this program, the division, in conjunction with the Veteran Outreach Centers, organized and hosted a three-day training program on the recognition and treatment of Post Traumatic Stress Disorders for staff members.

During the past year, the division coordinated and monitored the psychological evaluation of over 360 correctional officer trainee candidates.

Future plans and goals include: Implementation of two additional mental health units; development of architectural plans for mental health units at Camp Hill, Dallas and Muncy; complete development, in conjunction with the Office of Mental Health, of the rules and regulations for the operation of our in-house mental health units; and continued support and monitoring of the sex offender and PTSD treatment programs.



Softball is one of the many activities for inmates.

ACTIVITIES DIVISION

The Activities Division continued to expand existing programs while initiating new programming aimed towards developing inmates' talents to prepare them for lifestyles more acceptable to society. Examples of these initiatives are: placing selections from the annual calendar art project on tour to expose residents of the

commonwealth to inmate art; development of grant programs sponsored by the state Council on the Arts, which sent well-known artists to institutions — the program's success led to the doubling of funding for the 1987-88 fiscal year; the annual poetry and prose competition to which greater numbers of works are being submitted; and interinstitutional competitions in softball, track and field, boxing, powerlifting, basketball, volleyball and a talent contest. All events were videotaped so that inmates in other institutions could view these activities.

Management surveys were conducted at all correctional institutions to ascertain levels of recreational supervision, volunteer usage and craft shop services, and to project administrative, personnel and equipment needs for the upcoming fiscal year. The surveys demonstrated continuing improvement in program delivery.

Institutional staff were encouraged to utilize VCR technology for movie presentations. By the close of the fiscal year, 10 of the 12 SCIs were on line with video movie systems. VCR technology saves money, provides more variety and saves manpower formerly used in moving inmates.

Volunteer recognition week was endorsed by Central Office again this year. All institutions recognized volunteers at luncheons or banquets with news releases and certificates of appreciation.

HEALTH CARE

During the past year, the Health Care Division was active in several areas. In addition to the items listed below, the division focused upon vendors' compliance with the medical services contracts at the Graterford institution. Contracted comprehensive medical service is new to the Department of Corrections, and it requires much attention by Central Office staff.

Other major accomplishments include: hiring of corrections health care administrators at three correctional facilities; completion of an AIDS policy and training program for all correctional staff and the inmate population; completion of final plans for the demolition, interim service unit and construction of a new medical services building at Pittsburgh; and providing input into the health services construction at Graterford, Rockview and Camp Hill.

Auditing of in-house medical care continued through the Medical Management Review. This management tool checks compliance with recognized standards,



A routine blood pressure check is performed on a new corrections officer by a member of the medical staff at SCI Cresson.

allowing medical staff to project budgetary and administrative needs. All institutions now fall above the 80th percentile in compliance. Additional staff is needed to reach 100 percent.

EDUCATION DIVISION

Educational programming is one of many approaches used for building self-esteem, self-worth, pride and providing salable skills development for positive change in the inmate population.



Corrections works closely with the state Department of Education in the development of academic and vocational classes for inmates.

The administration of education programs is a joint effort of the Department of Education and the Department of Corrections. Funding is established for the following educational programs: Adult Basic Education

Programs (ABE); General Education Development Program (GED); Chapter I (ECIA); Special Education Programs; Disadvantaged Vocational Programs (federal funding); Job Training Partnership Act (federal funding); and post-secondary education programs. Department of Education funding for the 1986-87 fiscal year amounted to \$4.6 million plus \$600,000 in federal disadvantaged funds and \$700,000 for the Job Training Partnership Act.

The Department of Corrections employed approximately 60 full-time education staff and the state Department of Education employed 124.

Prescriptive programming was endorsed for offenders as the initial step to assure quality education. Every offender functioning below the eighth-grade level was given the opportunity to reach that level. Opportunities were also offered to those determined to be functioning at the eighth-grade level or above and who did not have a high school diploma. Vocational assessment, job placement services and post-secondary education programs were also available.

Efforts are being made to deal with staff and resource shortages.

Among other education accomplishments: 82 barber students taking state board examinations had a passing rate of 86.6 percent; all eight cosmetology students taking state board examinations passed; of 1,312 offenders who took GED examinations, 763 passed, for a passing rate of 58.1 percent; a literacy program was implemented at each SCI; special education programs were implemented at some institutions; 13 offenders completed apprenticeship training; 36 offenders completed the associate degree program; and two offenders completed bachelors degree programs.

PARDONS DIVISION

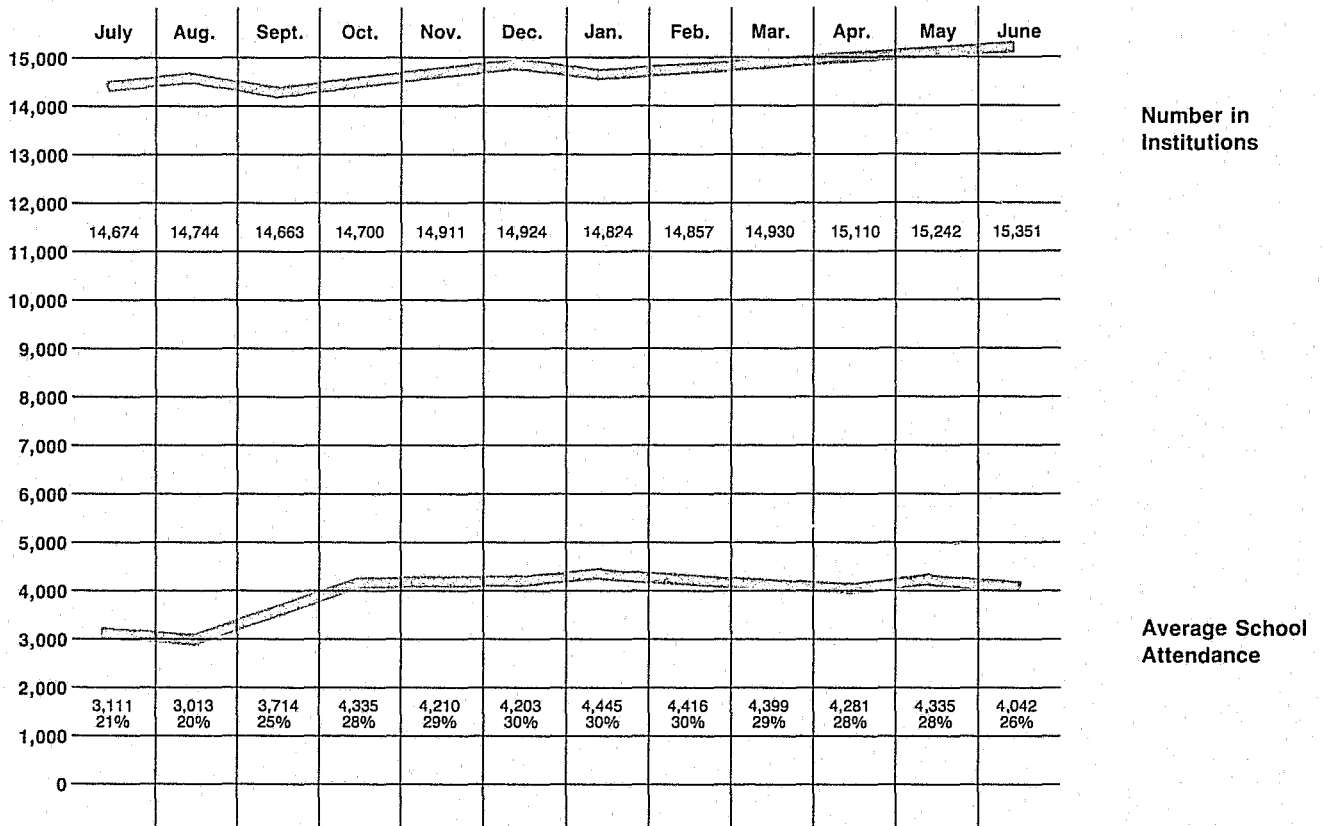
An increase in the number of inmates filing for executive clemency before the state Board of Pardons is reflective of new hope for release consideration for lifers and long-term offenders. In response to this increase, seminars on the commutation process have been sponsored by the Pennsylvania Lifers Associations and the Jaycee Chapters for each of the institutions. The increase in applicants has led to a greater demand for advocacy services. The department's pardons case representative program has increased to 20 volunteer participants. A majority of the representatives are Department of Corrections professional staff, supplemented by volunteers from the community.

A highlight of the year for the division was par-

PARTICIPATION IN EDUCATION PROGRAMS 1986-87
Average attendance for each month and program

MONTH	VOL. LIT.	ABE	GED	ECIC CHPTR. I	VOC. ED.	COLLEGE	CELL STUDY	TOTAL
July	232	412	968	331	940	180	48	3,111
August	235	358	924	407	854	191	44	3,013
September	293	444	1,055	482	982	416	42	3,714
October	270	615	1,209	500	1,283	419	39	4,335
November	269	534	1,188	501	1,268	403	39	4,202
December	274	594	1,194	462	1,237	402	40	4,203
January	311	642	1,226	470	1,295	470	31	4,445
February	324	604	1,179	512	1,274	483	40	4,416
March	318	678	1,173	459	1,253	518	35	4,434
April	301	615	1,097	435	1,261	540	32	4,281
May	329	605	1,174	540	1,137	524	26	4,335
June	339	548	1,095	468	1,029	524	38	4,041
Average	291	554	1,124	464	1,151	423	38	4,044

**AVERAGE SCHOOL ATTENDANCE EACH MONTH
COMPARED TO THE INSTITUTIONAL POPULATION
AT THE END OF EACH MONTH
1986-87**



MEDICAL DEPARTMENT STATISTICAL REPORT
 JULY 1, 1986 — JUNE 30, 1987

I. General Workload:	
A. Clinical Visits	327,825
B. In-Patient Hospitalization:	
1. Institution:	
a. Number of Patients Admitted	1,834
b. Number of Patients Discharged	1,841
c. Number of Patient Days	23,361
d. Average Length of Stay	64 days
2. Community:	
a. Number of Patients Admitted	658
b. Number of Patients Discharged	619
c. Number of Patient Days	4,704
d. Average Length of Stay	12.88 days
II. Consultant Services:	
A. Referrals to Specialists	43,265
III. Ancillary Services:	
A. Laboratory Tests	57,096
B. Audiograms	8,032
C. EKG's	4,160
D. Immunizations	12,898
E. X-ray Film Exposures	19,356
F. Tuberculin Testing	7,152
G. Visual Acuity Tests	6,315
H. Physical Examinations	8,989
I. Pharmacy Units	4,883,296
J. Telebinocular	8,688
K. Eye Refractions	3,694
L. Spectacles Ordered	3,551
Total Ancillary Services	5,023,227
IV. Communicable Disease:	
A. Communicable Diseases Treated	1,327
V. Deaths:	
A. Resident Deaths	42
VI. Dental:	
A. Procedures Performed	95,431
VII. Surgical Procedures	
A. Institution	304
B. Community	597
Total Surgical Procedures	901
VIII. Accidents and Trauma	
A. Inmate — Inmate Assaults	1,479
B. Inmate — Custody Staff Assaults	310
C. Inmate — Treatment Staff Assaults	17
Total Assaults Resulting in Trauma	1,806
C. Inmate Accidents	6,314
D. Staff Accidents	796
Total Accidents Resulting in Trauma	7,110

ticipating as a speaker in the first regional seminar on executive clemency among the American states, sponsored by the National Governors' Association Center for Policy Research.

The number of volunteers complementing existing treatment programs staff has increased to approximately 900. In past years, the division has participated in the development of volunteer orientation materials. Training in the use of the materials was given to staff responsible for volunteers in the correctional facilities.

The significant contributions of volunteers were formally recognized by the commissioner and superintendents in the respective institutions for the second year. Four volunteers were nominated by the department for the American Correctional Association (ACA) Distinguished Service Award, as announced at the second annual Serenade for Volunteers in Criminal Justice.

Future plans include scheduling commutation seminars upon request from inmate organizations.

RELIGIOUS SERVICES DIVISION

The recent opening of new institutions at Cresson and Frackville have added two new staff chaplains to the roster. Already they have embarked on their correctional careers with energy and enthusiasm.

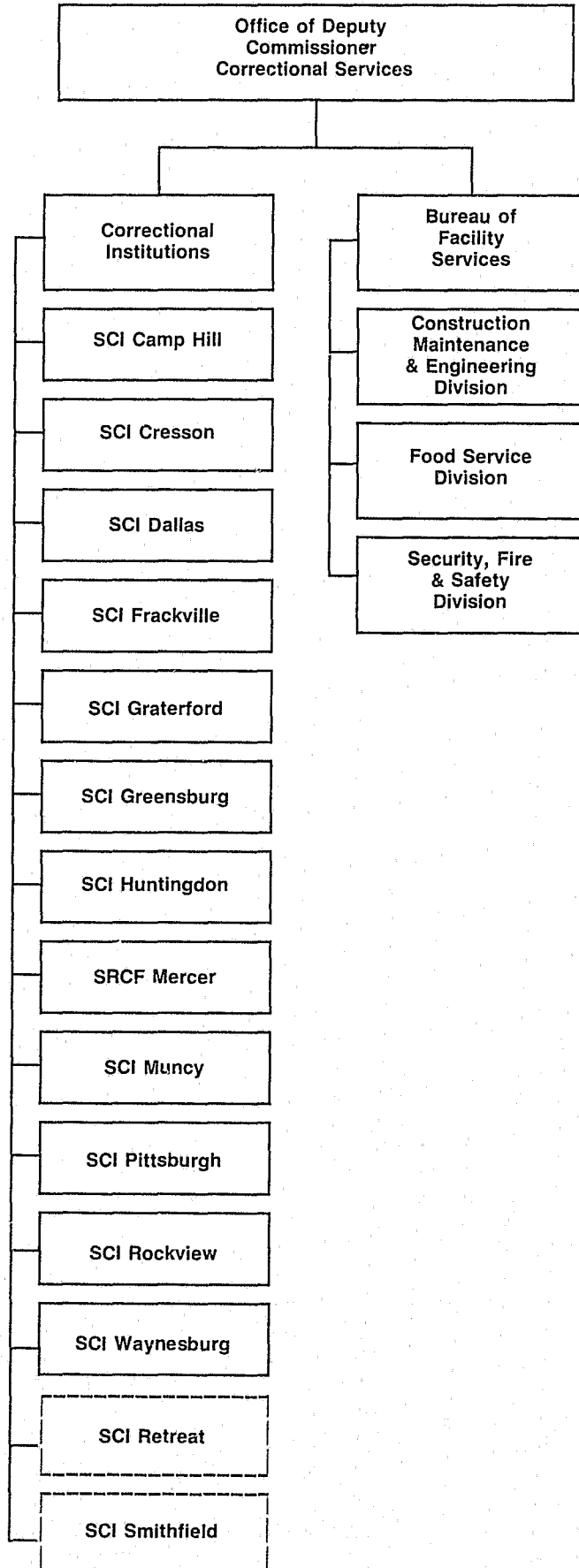
During the past year, chaplains had opportunities to participate in continuing education through programs provided by the Pennsylvania Prison Chaplain's Association and the American Correctional Chaplain's Association. In addition, the department has recently resumed the practice of conducting Central Office meetings of institutional chaplains to alert them to the goals of the department.

While facing the problems of overcrowding, the state chaplains have continued to provide healthy religious programs throughout the system. This is vital, especially to those inmates who make religion an important instrument in rehabilitation and survival.

At the present time, the SCIs have a varied group of programs that range from educational opportunities to retreats, seminars and weekend crusades. There is also an effective use of religious volunteers that is helpful to the inmates. Attendance records indicate a high level of inmate interest in religious programs.

In the coming year, the department will continue to study various programs to see if the contracting mechanism is a viable tool in increasing available religious opportunities for inmates. Also, consideration is seriously being given to changes in the physical arrangement of chapel space.

DEPUTY COMMISSIONER FOR CORRECTIONAL SERVICES
DEPUTY COMMISSIONER FOR CORRECTIONAL SERVICES





Lowell D. Hewitt
Deputy Commissioner for
Correctional Services

With the pressure of continual growth in our inmate population, all of the institutions are impacted, especially in maintenance, food services and utility services. Through activation of two new institutions last year, the overall capacity has increased in the department. However, overcrowding continues to exist and double-celling of inmates is planned at the new institutions. The two new institutions are SCI Cresson and SCI Frackville.

During the next year, the activation of SCIs Retreat and Smithfield and the search for alternative bed space will be priorities. Additionally, there will be the continuation of major construction projects at both SCI Graterford and SCI Pittsburgh.



Robert W. Lorenz
Director, Bureau of Facility
Services

Bureau of Facility Services

The opening of two new institutions required the involvement and cooperation of each of the division chiefs within this bureau. In each area of responsibility, prospective institution staff were interviewed and selected. These new employees received intensive

training in departmental procedures. After the institutions were activated and inmates received, on-the-job training continued with emphasis on cost control, record keeping and adherence to approved policy.

FOOD SERVICES DIVISION

Each of the 12 institutions and Central Office supports a full-scale food service department, equipped for in-house production of meals for inmates and staff. This includes central kitchens, inmate and staff dining facilities, bake shops and storage facilities for both dry- and cooler/freezer-stored products. In addition, satellite meal service is provided for modular housing units, the infirmaries, administrative and disciplinary custody housing areas, work details and various staff work locations. The Central Office cafeteria also provides satellite meals for basic training classes at the Central Training Academy.

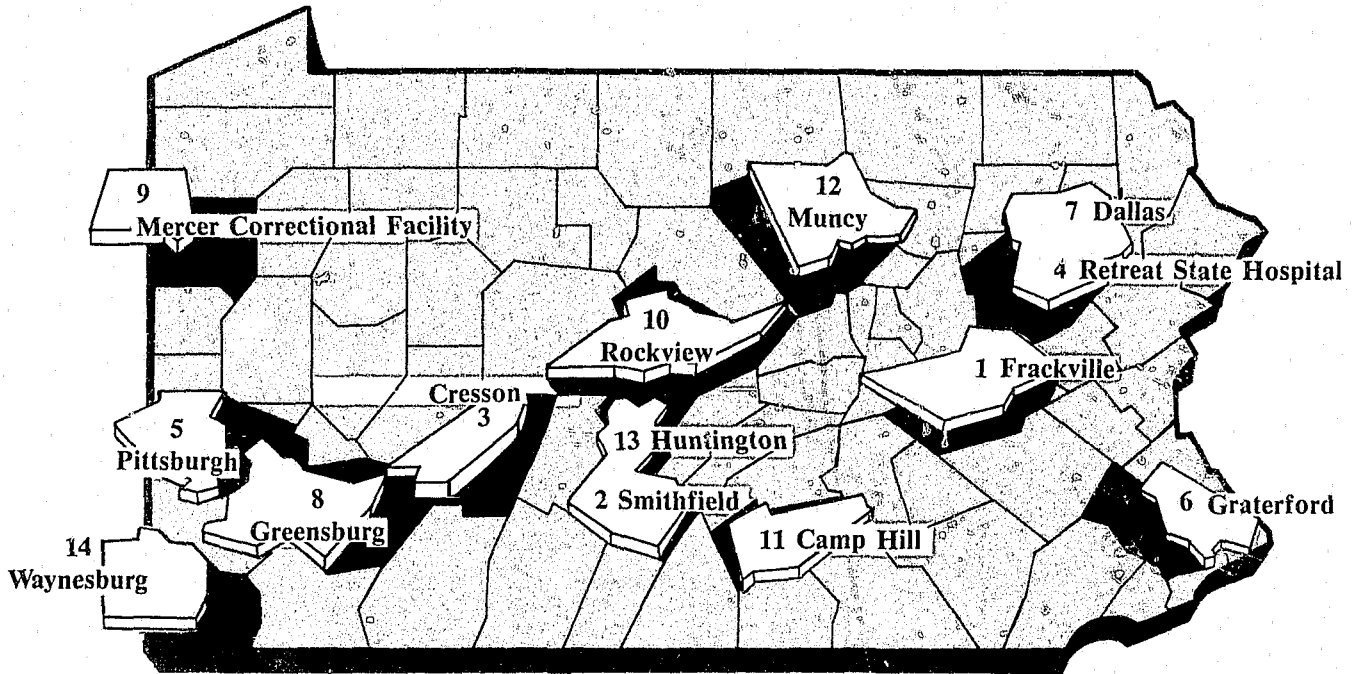
A master menu is used at all facilities. It is cyclical in design and is revised bi-annually by a committee consisting of managers, a registered dietitian and the chief for food services. Specialized services include a therapeutic diet program which, in coordination with the Medical Department, provides physician-prescribed diets for those individuals who require a special diet to control various medical conditions.

Another primary function of this division is the computerized Nutrient Audit and Inventory Control System. Costs are identified and nutrient values are compared to the recommended daily allowances for each nutrient.

Inmate and staff training is conducted at each location. A formal cooking school for inmates is operated at Central Office. All facilities will have full-scale food service departments. Many new food service staff members have been hired and trained for the new facilities at Cresson and Frackville. Planning is underway for SCIs Retreat and Smithfield, which will open in 1987-88.

Some 1.5 million more meals were served system-wide than in the previous fiscal year. While overall expenditures increased \$25,900, the average daily cost per meal decreased to \$1.87 from \$2.04 the year before. This was possible because the department made efficient use of commodities available through the federal surplus program, grew much of its own garden produce and paid special attention to menu design and control systems. These efforts resulted in a savings of nearly \$4.2 million compared to what the raw food supplies would have cost if purchased on the open market.

DEPARTMENT OF CORRECTIONS INSTITUTIONS
MAJOR CONSTRUCTION



NEW INSTITUTIONS

- 1. **FRACKVILLE**, Schuylkill County. 540 cells; \$27.4 million cost. Completed.
- 2. **SMITHFIELD**, Huntingdon County (on the grounds of the present SCI Huntingdon). 548 cells; \$27.2 million cost. Construction started. April 1988 completion. (Phase I — 484 cells, Phase II, ready for bid).
- 3. **CRESSON**, Cambria County. Conversion of state center to 499 capacity prison; \$17.2 million cost. Completed.
- 4. **RETREAT STATE HOSPITAL**, Luzerne county. Conversion to 592 cell prison; \$20.4 million cost. Construction started. Nov. 1987 completion. (Phase I — 480 cells, Phase II, ready for bid).

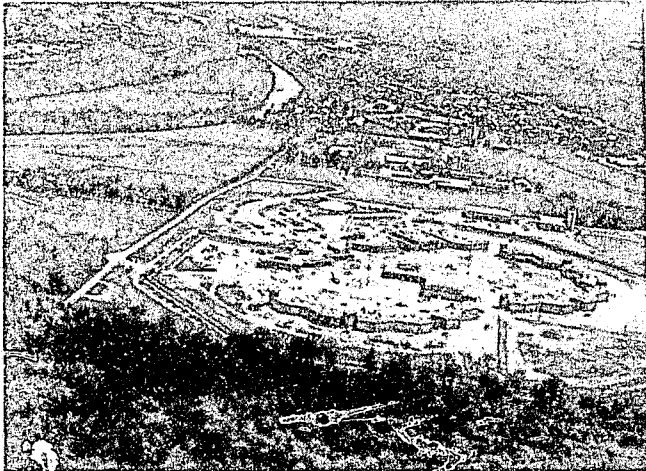
EXISTING INSTITUTIONS: Major Projects

- 5. **SCI PITTSBURGH**, Allegheny County. Improvements: Phase I — New administration building and inmate housing — Sept. 1987 completion; New health services building — in design; Phase II — Expansion and additional lighting — architects to be assigned. Total cost: \$60.8 million. June 1987 population: 1,616 (142% cap.)
- 6. **SCI GRATERFORD**, Montgomery County. Improvements: 418 new cells — July 1988 completion; New sewage treatment plant - Additional funds required; Water system rehabilitation — Completed; New field house/athletic field — out for bid; New electric distribution system — May 1988 completion; Phase II — expansion and rehabilitate existing buildings — Dec. 1988 completion; New well and reservoir — Architect to be assigned. Total cost: \$61.4 million. June 1987 population: 2,502 (117% cap.).
- 7. **SCI DALLAS**, Luzerne County. Improvements: Second fence and additional lighting — March 1988 completion; Add one guard tower-additional funds required; Mental health unit — architect to be assigned; Tie-in to local water company line — Awaits legislative approval. Total cost: \$5 million. June 1987 population: 1,950 (134% cap.)
- 8. **SCI GREENSBURG**, Westmoreland County. Improvements: Phase II — expansion, perimeter fence — architects to be assigned. Total cost: \$7.1 million. June 1987 population: 730 (158% cap.)
- 9. **SRCF MERCER**, Mercer County. Improvements: New warehouse — architect to be assigned. Total cost: \$687,000. June 1987 population: 683 (147% cap.)
- 10. **SCI ROCKVIEW**, Centre County. Improvements: Renovation of main cell blocks — Phase I completed, Phase II out for bid; New infirmary building — May 1988 completion; Extension of sewage lines — Oct. 1987 completion; Life Safety Code modifications — completed; New water system and electrical system upgrade — architects to be assigned. Total cost: \$15.9 million. June 1987 population: 1,933 (155% cap.)
- 11. **SCI CAMP HILL**, Cumberland County. Improvements: Renovation of hospital — Feb. 1988 completion; Boiler plant improvements, mental health facility, renovations to existing areas — architects to be assigned. Total cost: \$7.5 million. June 1987 population: 2,542 (139% cap.)
- 12. **SCI MUNCY**, Lycoming County. Improvements: Life safety code modifications — Completed; Mental health facility — architects to be assigned. Total cost: \$2.7 million. June 1987 population: 524 (113% cap.)
- 13. **SCI HUNTINGDON**, Huntingdon County. Refrigeration/butcher shop, renovation underway; Various internal improvements — architects to be assigned. Total cost: \$5.8 million. June 1987 population: 2,007 (149% cap.)
- 14. **SCI WAYNESBURG**, Greene County. Perimeter fence/lighting — in design. Total cost: \$614,000. June 1987 population: 138 (96% cap.)

Sources: Pa. Dept. of General Services and Pa. Department of Corrections

Food Service Expenditures For Fiscal 1986-87

Food Expenditures	\$11,149,803
Meals Served	17,823,028
Average Daily Cost	\$ 1.87



Construction and renovation projects continued throughout the department. SCI Smithfield began to take shape just a few hundred yards away from the existing Huntingdon institution.

**CONSTRUCTION/MAINTENANCE/
ENGINEERING DIVISION**

The major responsibilities of this division continue to be twofold: continued construction of new institutions to create additional cell space and preventative maintenance of existing facilities. Many of our present facilities continue to operate at or above capacity limits in housing inmates. In particular, electrical distribution and sanitary systems are operating at or above maximum design capacity. Water consumption has increased by 50 percent over the past five years. The maintenance staff at these facilities continue to do an outstanding job of resolving everyday maintenance problems and preventing major emergencies.

New institutions were activated at Frackville and Cresson. Scheduled to open in fiscal year 1987-88 are SCIs at Retreat and Smithfield. Completion of the SCIs at Frackville and Cresson resulted in the addition of 994 cells to be used for general population, assessment and restricted housing units.

Additional capital projects now under construction include the renovation of the hospital at Camp Hill; a second perimeter fence at Dallas; institution expansion, a new electrical distribution system and renovation of existing buildings at Graterford; a new refrigeration/butcher shop at Huntingdon; renovation of rotunda and

cellblocks, and a sewer line extension at Rockview and a new automatic bar screen was placed in operation on the sanitary sewer line at Huntingdon. Also scheduled for completion in the upcoming fiscal year is the renovation of the auditorium at Pittsburgh, which was damaged by a fire in January 1987.

Newly approved projects which will be designed by private architectural firms with input from the institutions and Correctional Services are as follows: SCI Camp Hill — mental health facility, main gate renovation, boiler plant improvements, renovation of cellblock shower room; SCI Dallas — mental health facility, auxiliary water supply; SCI Graterford — athletic field expansion, new well and reservoir, new sewage treatment plant; SCI Greensburg — Phase II expansion— additional cell space, perimeter fence; SCI Huntingdon — renovate electrical distribution system, new water distribution system, boiler plant improvements, infirmary renovations; SRCF Mercer — new storeroom/warehouse; SCI Muncy — new mental health facility; SCI Pittsburgh — health services building, Phase II expansion new cell blocks, renovation of North Block, renovation of South Block, relocation of Industries; SCI Retreat — boiler plant renovations; SCI Rockview — new water distribution system; SCI Smithfield — Phase II additional cell block; SCI Waynesburg — perimeter fence/lighting.

The SCIs and Central Office consume many hours during the planning stage of these projects to create a good working facility. It is the goal of this division to maintain all facilities at a level designed to upgrade the older physical plants and preserve the newly constructed institutions at the level of the original construction.

**SECURITY/FIRE
AND
SAFETY DIVISION**

This division has continued to monitor and review corrections officer staffing needs at all existing facilities, new facilities and new construction areas of existing facilities.

All armories are inspected on an annual basis to assure that all weapons are in safe operable condition and comply with department policies.

Growth has taken place in the fire and safety area of this division. Job specifications have been developed for an institutional fire and safety specialist, and training has been conducted to qualify staff in sanitation inspection. The fire and safety area is a significant con-

cern of the institutions and continued advancements on a department-wide basis are planned.

The implementation of a departmental bus program has improved the security and efficiency of inmate transportation. Two 28-passenger buses are currently in use, with a third bus expected to be on line in the near future.

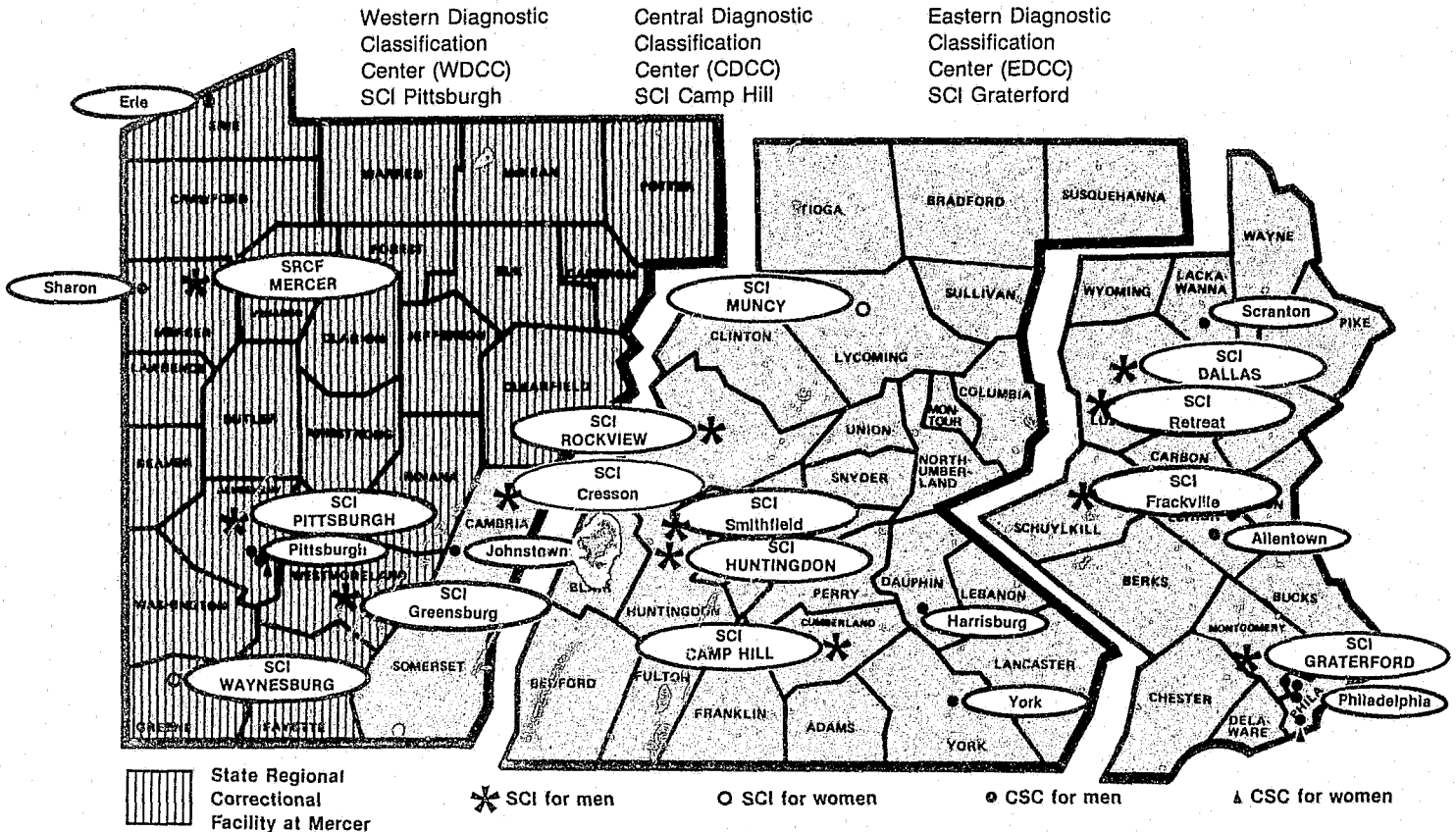
Cooperation with other commonwealth agencies is also an area of responsibility for this division. Areas of mutual interest with agencies such as the Pennsylvania State Police, Pennsylvania Emergency Management

Agency, Department of Public Welfare, Forensic Services and the Civil Service Administration are coordinated through the Security/Fire and Safety Division.

Close contact with the institutions is an essential aspect of this division. On-site surveys, participation in the quarterly deputy for operations meetings, the review and updates of emergency plans, and coordinating the meeting of the security lieutenants are but a few of the many ways that the Security/Fire and Safety Division assures that contact with the field is maintained.

DEPARTMENT OF CORRECTIONS FACILITIES AND CATCHMENT AREAS

(As of July 1, 1987)



CSC REGIONAL OFFICES, STATE CORRECTIONAL INSTITUTIONS AND FACILITIES

(Eastern) Region 1
219 East High Street
Germantown, Pa. 19144
Mamie J. Fains, Director
(215) 848-4838

(Central) Region 2
1701-A Green Street
Harrisburg, Pa. 17102
Thomas A. Rogosky, Director
(717) 787-4427

(Western) Region 3
535 South Aiken Avenue
Pittsburgh, Pa. 15232
Robert V. Belcik, Director
(412) 681-1202

State Correctional Institution
at Camp Hill
P.O. Box 200, Camp Hill, Pa. 17011
Robert Freeman, Superintendent
Richard C. Smith, Dep. for Operations
Terry H. Henry, Dep. for Treatment
(717) 737-4531

State Correctional Institution at Cresson
Drawer R, Cresson, Pa. 16630
Dr. Jeffrey A. Beard, Superintendent
Donald R. Morder, Dep. for Operations
Martin L. Dragovich, Dep. for Treatment
(814) 886-8181

State Correctional Institution at Frackville
1111 Altamont Blvd., Frackville, Pa. 17931
Raymond E. Clymer, Superintendent
Joseph W. Chesney, Dep. for Operations
Bruce K. Smith, Dep. for Treatment
(717) 874-4516

State Correctional Institution at Dallas
Dallas, Pa. 18612
Joseph Ryan, Superintendent
John Stepanick, Dep. for Operations
David Larkins, Dep. for Treatment
(717) 675-1101

State Correctional Institution at Graterford,
P.O. Box 244, Graterford, Pa. 19426
Charles H. Zimmerman, Superintendent
Donald T. Vaughn, Dep. for Operations
Thomas D. Stachelek, Dep. for Treatment
(215) 489-4151

State Correctional Institution at Greensburg
R.D. 10, Box 10, Greensburg, Pa. 15601
Laurence J. Reid, Superintendent
Leonard P. Benning, Dep. for Operations
William Wolfe, Dep. for Treatment
(412) 837-4397

State Correctional Institution at Huntingdon
Huntingdon, Pa. 16652
Thomas A. Fulcomer, Superintendent
Andy Domovich, Dep. for Operations
A.W. Zumpetta, Dep. for Treatment
(814) 643-2400

State Correctional Institution at Muncy
P.O. Box 180, Muncy, Pa. 17756
Ann M. Goolsby, Superintendent
Carolyn Hill, Dep. for Operations
David E. Patton, Dep. for Treatment
(717) 546-3171

State Correctional Institution at Pittsburgh
P.O. Box 99901, Pittsburgh, Pa. 15233
George Petsock, Superintendent
Lawrence J. Weyandt, Dep. for Operations
James A. Wigton, Dep. for Treatment
(412) 761-1955

State Correctional Institution at Retreat
R.D. #3, P.O. Box 500, Hunlock Creek, Pa. 18621-0197
Dennis R. Erhard, Superintendent
Harry E. Wilson II, Dep. for Operations
Paul F. Crisler, Dep. for Treatment
(717) 823-2166

State Correctional Institution at Rockview
Box A, Bellefonte, Pa. 16823
Dr. Joseph Mazurkiewicz, Superintendent
Anthony DeAngelo, Dep. for Operations
Edward T. Brennan, Dep. for Treatment
(814) 355-4874

State Correctional Institution at Smithfield
1112 Pike Street, Huntingdon, Pa. 16652
Gary Ahles, Institutional Maintenance Supervisor

State Correctional Institution at Waynesburg
R.D. 1, P.O. Box 67
Waynesburg, Pa. 15370
Margaret A. Moore, Superintendent
Frederic Rosemeyer, Dep. for Operations
Timothy B. English, Dep. for Treatment
(412) 627-6185

State Regional Correctional Facility at Mercer
P.O. Box 530, Mercer, Pa. 16137
Gilbert A. Walters, Superintendent
Raymond C. Snider, Dep. for Operations
Joseph F. Desuta, Dep. for Treatment
(412) 748-3000

THE INSTITUTIONS



The superintendents of Pennsylvania's state correctional institutions. First row from left: Gilbert A. Walters, State Regional Correctional Facility at Mercer; Ann M. Goolsby, SCI Muncy; Robert M. Freeman, SCI Camp Hill; Dennis R. Erhard, SCI Retreat. Second row: Dr. Joseph F. Mazurkiewicz, SCI Rockview; Margaret A. Moore, SCI Waynesburg; Laurence J. Reid, SCI Greensburg; Thomas A. Fulcomer, SCI Huntingdon; George Petsock, SCI Pittsburgh. Back row: Joseph M. Ryan, SCI Dallas; Raymond E. Clymer, SCI Frackville; Dr. Jeffrey A. Beard, SCI Cresson; Charles H. Zimmerman, SCI Graterford.

SCI CAMP HILL

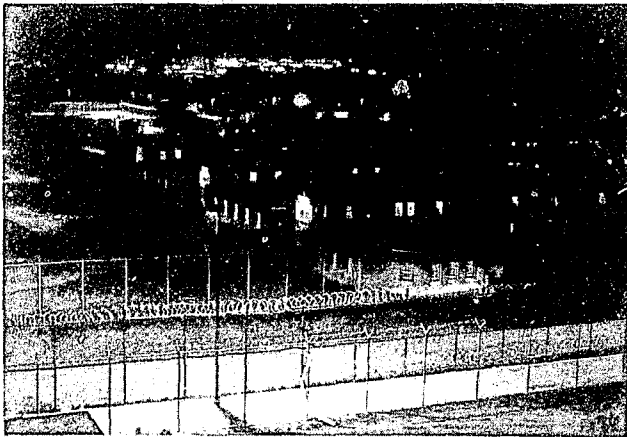
The State Correctional Institution at Camp Hill continues to strive to become a model correctional institution. Although the inmate population increased to a level in excess of 2,500 during fiscal year 1986-87, staff were able to expand services in a number of areas and accomplish numerous physical plant improvements. The staff's major accomplishments during the fiscal year include:

Physical Plant

A \$780,000 infirmary renovation project was started during the year. This required the development of a tem-

porary housing area for inmates on the second floor of the infirmary building and a complete restructuring of the delivery of medical services. The maintenance staff constructed new offices for the Psychology Department and the Sheet Metal, Small Gas Engines Repair, Refrigeration, and Environmental Detail #6 shops were relocated.

In addition, construction of an expanded and modernized inmate commissary area, new exercise area for inmates in the Central Diagnostic and Classification Center (CDCC) and a \$150,000 abattoir expansion were begun. The farm operation was phased out; the dairy complex



SCI Camp Hill's inmate population exceeded 2,500.

was demolished using inmate labor to effect a significant savings; and plans were developed for the razing of two barns and a steer shed, in addition to a major landscaping of approximately 20 acres of land south of Lisburn Road.

An additional 48-car parking lot was built. Staff plans were developed for renovation of the Main Gate area, inmate shower rooms, and construction of a 50-bed mental health unit in anticipation of assignment of an architect. Plans for Maintenance Department renovation of staff locker rooms were also finalized. A \$425,000 project to refurbish inmate cells was initiated with the purchase of cell desks, shelving, privacy panels and bedside cabinets.

Security

The 9 a.m. to 5 p.m. Monday through Friday shift for C.O. II's (sergeants) was abolished and replaced with a 6 a.m. to 2 p.m. and 2 p.m. to 10 p.m. system that provides C.O. II coverage on a 24-hour-per-day, seven-day-a-week basis for the institution. In order to effect this major operational change, an additional 14 C.O. II positions were created. In addition, there was a significant reassignment of shift commanders to complete a plan of action designed to maximize the use of individual strengths in supervision. Creation of four more C.O. III (lieutenant) positions was approved in order to ensure coverage 24 hours per day, seven days a week.

A second departmental 28-passenger transportation bus was placed into service by SCI Camp Hill, and orders for purchase of equipment for a third bus were initiated.

Key control, and toxic, flammable and caustic materials control systems have undergone consistent review. Numerous refinements in policy have been accomplished.



The department's second 28-passenger inmate transportation bus, based at SCI Camp Hill, went into service, and a third was ordered.

No Camp Hill inmates escaped during the fiscal year; inmate assaults were held to a low level; and there were no major disturbances.

Programs

There were significant increases in services provided by counseling and activities staff. Counseling services were expanded by 50 percent through development of additional groups for sex offenders, drug and alcohol treatment, self-help and self-awareness.

The Activities staff were able to expand the intramural program to an average of 45 teams in each sport by creating a new division. A passive leisure-time program was initiated for inmates housed in the infirmary. Weightlifting, volleyball and basketball facilities were constructed, and all three exercise yards were expanded to produce a significant increase in hard-surface recreational space.

A plan for expanding the inmate telephone system by placement of six additional telephones in each of five Group II and III population blocks and two additional telephones in the Honor Block was initiated. The result will enable inmates to make more calls for longer periods of time.

Personnel and Staff Development

There were 81 new employees appointed during the fiscal year. However, there was a loss of 80 staff due largely to 36 transfers and several resignations (21). A significant loss of senior top management staff was experienced during the fiscal year with the promotion of Deputy Superintendent for Treatment Dennis Erhard to superintendent at SCI Retreat; promotion of Deputy Superintendent for Operations Raymond Clymer to superintendent at SCI Frackville; promotion of Institutional

Maintenance Superintendent Donald Klaiber to chief of the Division of Construction, Maintenance and Engineering at Central Office; and retirement of Business Manager Charles Johnson.

The overall labor management relations atmosphere was good with numerous meet and discuss sessions covering a variety of subjects. The Safety Committee was reorganized to provide a thorough evaluation of work-related accidents and possible recommendations for resolution of safety problems.

Staff received approximately 8,381 man hours of in-service training which included three in-service training days.

Accreditation

A major focus of staff during the 1986-87 fiscal year has been the effort to achieve reaccreditation in September 1987. Constant review of overall policy during this effort has proven to be effective in improving institutional operations.

SCI CRESSON

SCI Cresson's construction contract ended on February 20, 1987, and three days later, on February 23, 1987, the institution was ready to begin receiving inmates. In just over two months, the inmate population grew from the initial cadre of 51 inmates to a population of more than 400 inmates.



The opening of SCI Cresson in February brought 200 new jobs to the local community.

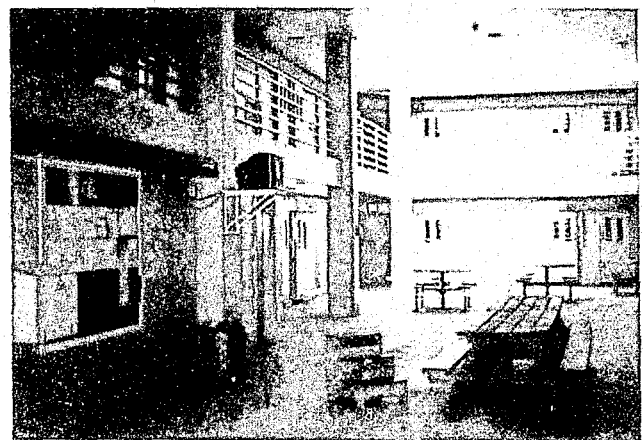
More than 200 new jobs created in the local area, coupled with the new institution's expenditures for local

purchases of supplies and equipment should greatly aid the local economy. The strong local work ethic and large pool of well-qualified, potential employees greatly enhanced the ability of this institution to start up rapidly in a safe, yet humane manner.

Within the Treatment Department, education and vocational training, counselling, recreational and activities, religious services and a law library have all been implemented. Many inmates have been working on completing areas of the facility which were left uncompleted, not only to help create jobs for the inmate population but also to help reduce the cost of converting this former Department of Public Welfare facility to a correctional institution. In addition, considerable attention has been given to the development of a well-rounded safety program dealing with overall safety, fire safety and sanitation within the facility.

Operations Division

The Operations Division at SCI Cresson consists of the correctional officer force, Maintenance Department, Food Service Department, and the laundry. There are a total of 221 employees in the Operations Division including 184 correctional officers, 11 food service, 23 maintenance and three personal service staff.



One of the new cell blocks at SCI Cresson.

The Maintenance Department under the guidance of the institutional maintenance superintendent has completed extensive renovation of six existing buildings, including two housing units. In addition, the department is currently working on another housing unit and a mental health unit which are targeted for occupancy in the very near future. The 53 acres located inside the perimeter security fence also required extensive grounds keeping, including the removal of over 100 trees which were in close proximity to the fence.

Operations Division employees have been trained in the institutional emergency plan, fire safety, air pack use, and all officers are qualified to be issued weapons if needed. The Fire, Safety and Sanitation Committee is functional, and inspections by outside sources have revealed a high level of compliance with standards in all areas of the facility.

Treatment

Eighty-five percent of the authorized treatment complement (23 of 27) has been hired and sent to basic training. In addition, three state Department of Education personnel were hired and trained.

The institution's law library has been fully equipped with legal reference materials acquired through both donation and purchase. Nearly \$12,000 was spent purchasing legal materials.

A contract was signed with Correctional Medical Systems of St. Louis, Missouri, to provide for a total health care program at a cost of \$871,596. The same vendor was awarded the contract for the 11-bed mental health unit, which will commence operation in October 1987.

Educational/vocational programming in adult basic skills, computer-assisted business and automotive instruction were developed and implemented. In addition, a licensed barber instructor will train inmate barbers so that they can acquire their manager's license.

Alcoholics and Narcotics Anonymous sessions were offered. Negotiations are in progress for the installation of a cable television system, to include an in-house dedicated channel for movie viewing, with TCI Communications of Carrolltown.

Contracts were developed with a Catholic priest and Muslim imam, and a Protestant chaplain was hired so that a composite religious services program can be offered.

Personnel Office

During the year, all but 11 of the current employee complement of 267 positions were filled. Corrections officer trainee positions were filled by individuals in the metropolitan area surrounding the institution. Of the 256 positions filled during the fiscal year, 153 (60 percent) were from Cambria County and 50 (20 percent) were from Blair County. The institution is located on the border of these two counties. Another 54 employees were transfers from other Department of Corrections facilities, and 202 were newly hired by the department.

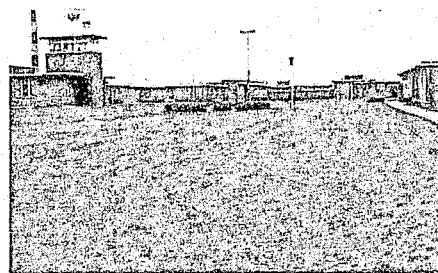
An affirmative action plan was implemented and all goals were attained during this fiscal year. Training and orientation programs were established for all new hires and several in-service training sessions were conducted for all staff. At the end of the fiscal year, 170 new employees successfully completed the basic training course, and a total of 47,492 man-hours of training were provided to the employees of this institution.

Business Office

The total expenditure at SCI Cresson for the 1986-87 fiscal year was nearly \$4.8 million, with personnel costs of \$2.5 million and operating costs of \$1.6 million. There was \$644,000 for fixed assets and \$24,000 for non-recurring maintenance projects.

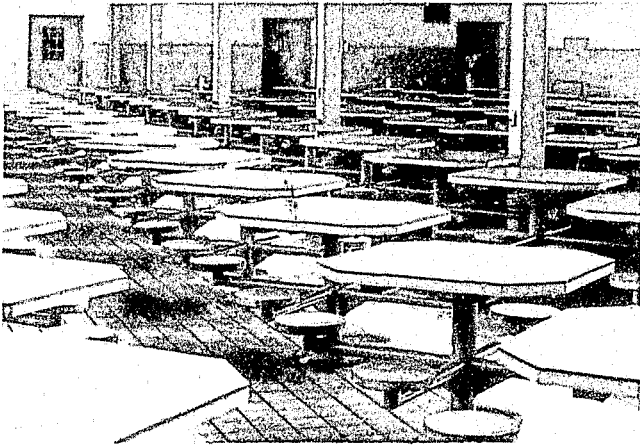
SCI DALLAS

During fiscal year 1986-87, the Dallas institution had no escapes from within the perimeter fence nor from any assigned outside detail on the reservation. Additionally, there were no major disturbances during this reporting period.



SCI Dallas' interior compound.

This facility has undergone the re-accreditation process and was found to be in 100 percent compliance with all mandatory standards and in over 96 percent compliance with non-mandatory standards. The Commission on Accreditation for Corrections will meet on August 4, 1987, in New Orleans, Louisiana, to review the Dallas institution's application for re-accreditation. (Editor's note: The institution was re-accredited by the commission.)



The inmate dining hall at SCI Dallas.

Operation

This facility is operating at 134 percent of capacity and approximately 900 inmates are double celled.

Capital projects involving the installation of a second perimeter fence as well as a siren-warning system are underway and running on schedule.

A fire-suppression system was installed above the grills and friers in the culinary area, and a new dishwashing machine was purchased.

An expansion of paved parking facilities has been completed.

The farm/garden project completed another successful year with the institution supplying a significant portion of its own potatoes and cabbage, as well as providing other fresh vegetables.

Treatment

In the institution's efforts to meet the inmates' needs, programming and services continue to expand. In the treatment area, the Drug/Alcohol Program has been broadened to offer a wider variety of outlets to more inmates. The Post-Traumatic Stress Disorder Program for veterans was initiated during the past year. Also, the institution is in the final stages of designing a sexual offender treatment program which will be implemented in the near future.

Educationally, the Computer Training Program has been expanded. Computers are also being used by the teachers in classroom instruction. During the past year,

approximately 1,200 inmates have participated in academic or vocational programs.

Under the direction of the Catholic chaplain, the Pioneer Club provides activities and programs for those inmates over the age of 55. The Protestant chaplain has been active in greatly expanding several meaningful volunteer programs.

The Activities Department coordinated and supervised four inmate organizational picnics, the Annual Prison Runathon and numerous organizational sales. It had an extremely successful year in inter-institutional varsity sports.

A VCR system has been installed and is in operation providing videotaped movies in the cell blocks, thus freeing the gymnasium for other activities.

Fiscal

The total budget allocated to SCI Dallas for the fiscal year 1986-87 was \$21.6 million. Personnel services accounted for \$16 million. Operating expenses amounted to \$5.6 million with fixed assets totalling \$216,000.

During the course of the fiscal year, a new word processor and two computers were installed to continue automating the Business Office.

In addition, two audits were conducted: one by the state auditor general and one by the comptroller. In both instances no findings were reported.

Personnel

The Personnel Department has been commended by the department's Bureau of Human Resources for timely and accurate completion of Phase I of the personnel computerization program.

During the past year, both the Personnel Department and the Business Office have expended significant resources assisting SCI Frackville and SCI Retreat with their pre-opening personnel and fiscal requirements.

Generally speaking, the past fiscal year has been a very successful one for both staff and inmates at Dallas.

In spite of overcrowded conditions, the quality of life has been relatively good, programs have been expanded and the unusually favorable relationship between inmates and staff has been maintained.

SCI FRACKVILLE

The April 16, 1987, outdoor dedication ceremony for SCI Frackville was held in blustery and chilly weather with a constant threat of rain. The 200 invited guests heard state General Services Secretary James W. Brown quip, "Given the cold, it occurs to me that this will be the last time people will want to go inside."



Superintendent Raymond Clymer describes cell block security measures to officials and reporters who toured SCI Frackville on dedication day.

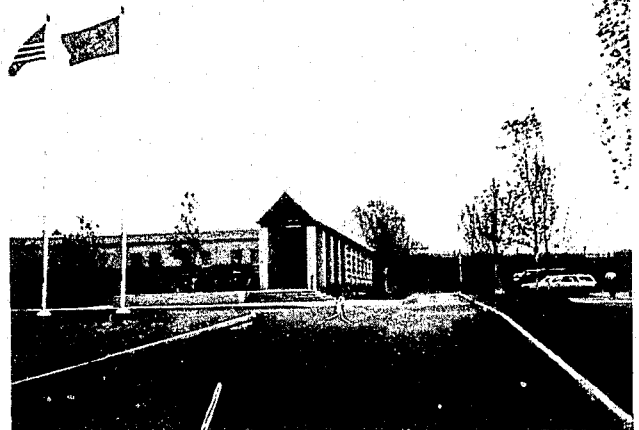
Secretary Brown's premonition failed to take into account the local interest in this new facility, for during the next two-and-a-half days over 6,500 local citizens took advantage of the open invitation to tour the facilities. It was also reported that the Pennsylvania State Police had to turn away several hundred vehicles trying to enter the institution's grounds because of the traffic congestion that was occurring in the Frackville area.

It was such an outpouring of local interest which facilitated the construction of this new institution in Schuylkill County. Spearheaded by the efforts of the Schuylkill Economic Development Corporation, suitable land was offered and community acceptance was attained. The construction at Frackville was off to a positive start.

Facilities

The Frackville facility was completed in a three-phase construction program which was started in the spring of 1984.

The institution's 13 buildings have been erected to provide a village atmosphere in a low-keyed campus scheme with a minimum disruption to the 215 acres in Ryan and Blythe Townships on which it stands.



SCI Frackville became the department's 12th institution in April 1987.

The 13 buildings provide the following services:

- Administration, recreation, chapel, education/training and inmate reception.
- Treatment, classification, outpatient medical, culinary, bake shop, inmate and personnel dining rooms.
- In-patient medical and mental health.
- Restricted housing unit.
- Inmate services, maintenance and Correctional Industries shops.
- General inmate housing units. Each building has three, two tier wings with a centralized operations center.
- Warehousing and automotive garage areas.
- Sally port control for vehicle and pedestrian traffic.
- Utility plant.
- Sewage treatment plant.
- Water pump station.

As with every new construction, minor glitches were experienced and a few projects are still awaiting completion. All in all, the planning and building of this new correctional institution provided the involved staff with an invaluable experience in working with other state agencies and private contractors.

Personnel

The total staff complement at Frackville is 250. At the end of the 1986-87 fiscal year, 87 percent of that complement had been filled.

In keeping with the spirit to hire as many staff members as possible from the local community, 120 individuals from the surrounding area were employed.

Approximately 55 percent of all our staff have relocated within the immediate area of the institution.

The Schuylkill County Economic Development Corporation estimates that the institutions projected payroll of \$6.8 million will translate into an approximate impact of \$40 million in the tri-county area's economy.

Programs

The institution's inmate programs and activities have just begun. We are looking forward to a viable Correctional Industries operation. The Department of Education's desire to increase their staffing and programs promises a diverse opportunity for educational advancement for the inmates.

With the enthusiasm of our dedicated staff we can only look forward to providing our inmate population excellent opportunities for counseling, education, vocations, recreational activities and personal growth services.

SCI GRATERFORD

Graterford made significant gains during fiscal year 1986-87 toward attaining its goals of providing a safe and secure environment, as well as improving the quality of life for inmates and staff.

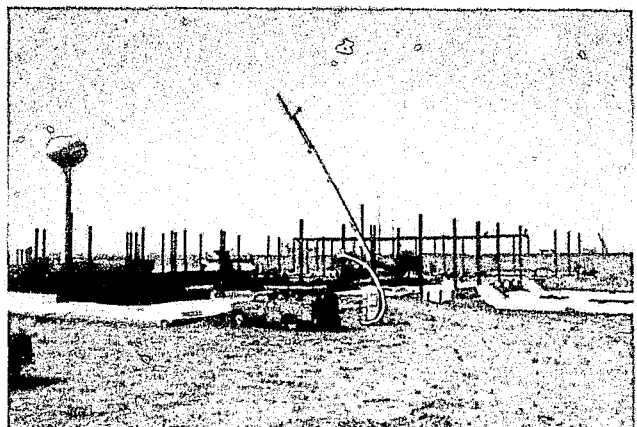
An inmate personal services manager (IPSM) position was created during the past year. The IPSM supervises the laundry and dry cleaning operation as well as the inmate clothing issue operation. In addition, the IPSM supervises janitorial services in various areas of the institution and performs regular weekly sanitation and hygiene inspections, quarterly fire drills and fire prevention training.

Safety in an institution such as Graterford is of paramount importance and is everyone's business. Consequently, Graterford, through the Office of the Deputy of Operations, conducted a week-long program in October 1986 designed to promote safety awareness. Guest

speakers from federal and state agencies as well as private industry gave seminars and programs on industrial safety, fire fighting and emergency response techniques.

To better the response time for medical assistance during such emergencies, the institution's training coordinator, with assistance from various qualified staff, is conducting on-going training for all employees. This training includes first aid, CPR and the use of Scott Air Packs. Presently, at least two employees on all shifts in every department are trained in CPR skills.

Renewed emphasis has been placed on the importance of developing and maintaining a special group of correctional officers who can respond quickly to emergency situations, regardless of the nature and when or where they might occur at the institution. The Corrections Emergency Response Team (CERT) at Graterford provides the muscle for the institution emergency plan procedures. CERT works in concert with the crisis intervention, hostage negotiation and technical support teams during an emergency. These officers, who have been specially selected, receive eight hours of training monthly in riot control and fire evacuation procedures. In addition, all members receive combat firearms training with rifles and small arms, first aid and CPR training, as well as chemical munitions and other specialized equipment. During the coming fiscal year, CERT members will be receiving instructions from the Montgomery County Bomb Squad on how to recognize explosive devices.

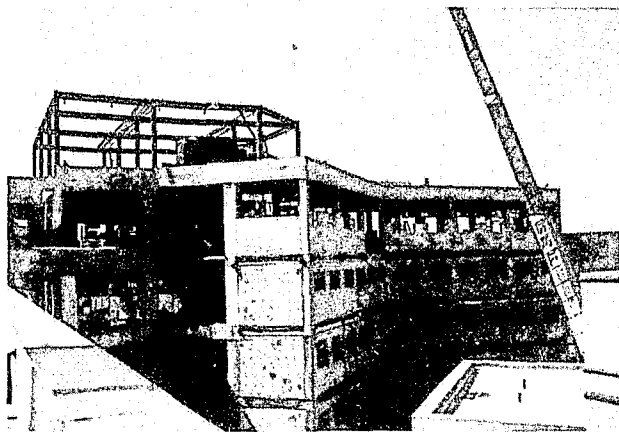


A new 62,000 square-foot warehouse, located outside of the perimeter wall, will improve security and increase storage capacity.

New construction at Graterford continues. When completed, it will provide an improved living and working environment for all. A new 62,000 square-foot warehouse, located outside the walls, is presently under construc-

tion. It will provide the institution and Correctional Industries with much needed additional storage space. The warehouse, because of its location, will reduce truck traffic into the institution, improving overall security.

A new administration building scheduled for completion in 1990 will house the superintendent's complex, business and personnel offices. Its location, also outside the walls, will reduce civilian traffic in and out of the main institution.



Work continued on the new Eastern Diagnostic and Classification Center at SCI Graterford. It is scheduled for completion late in 1988.

The center piece of the \$68 million construction program is the new 418-bed Eastern Diagnostic Classification Center (EDCC). This facility, located entirely within the confines of Graterford's walls, will house new arrivals awaiting classification into the state system. An infirmary, staff dining facilities and a 62-bed psychiatric unit will also be included.

In May 1987, the institution embarked on a cell rehabilitation program designed to improve plumbing, lighting and electrical service to all 2,039 cells. In addition, the entire institution will receive a new roof at a cost of some \$6 million.

In his commencement address to inmates who graduated from Villanova University with a two-year associate degree, William Mader, chief of correctional education, said less than 0.5 percent, or just 50 inmates throughout the state prison system, earned college degrees during incarceration in 1987. Graterford had five.

The Treatment Department continues to anchor the many counseling and group therapy programs which now reach all 2,500 inmates on a daily basis. A mental health unit which began providing services in 1986 has been a welcome addition to the clinical services offered at Graterford. The unit is licensed by the Department of Public Welfare to receive voluntarily or involuntarily committed inmates in need of psychiatric services. Inmates receive a full range of therapeutic modalities, including individual and group psychotherapy, occupational and recreational therapies, and 24-hour nursing care. This unit will be expanded to 62 beds and will move to the new EDCC upon its completion in the spring of 1988.

Complimenting Graterford's treatment and activities program is a well-organized network of community volunteers. Some 300 citizens from surrounding communities and Philadelphia provide teaching, counseling and spiritual services for our inmate population. Volunteer programming was expanded during last fiscal year to include the inmates living in the Outside Service Unit. New photo identification has reduced the time it takes to process volunteers into and out of the institution.

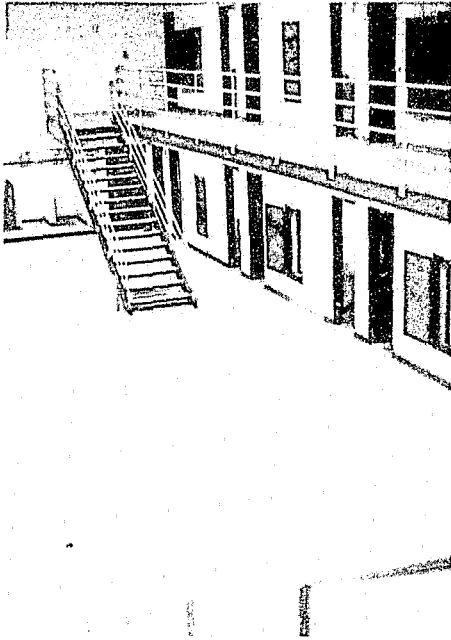
Of the many events which took place during the past year, one stands out among them all. John Freddie Nole, an inmate instrumental in starting the Parent Child Resource Center at Graterford, won the "Spirit of Philadelphia Award" earlier this year. The program facilitates creative and constructive activities for fathers and children during weekly visits to the institution. Alan Frio, WCAU channel 10 anchor, presented the award to Nole in our visiting room.

Jerry Blavat, a well-known Philadelphia entertainer, was among the many musicians, artists and cultural dance groups which visited the institution during the year. The "Geater," along with the "Flaming Caucasians," rocked the auditorium over the Christmas holidays. This year, as in years past, the inmate art program placed four winning pictures on the department calendar. The powerlifting team again won the U. S. Teamsters Powerlifting Postal National Championships. The institutional baseball and softball teams competed in championship competition as well.

In all, the renewed emphasis on safety, and the construction of new facilities, as well as expanded programming during the past year have put Graterford well on its way to a safer, more secure environment for all who live and work here.

SCI GREENSBURG

The institution began to feel the positive effects of the statewide construction program as the inmate population began to stabilize at 740, as opposed to previous highs of 850. Although still operating at 160 percent of its capacity, the overall reduction has provided some relief from inmate overcrowding.

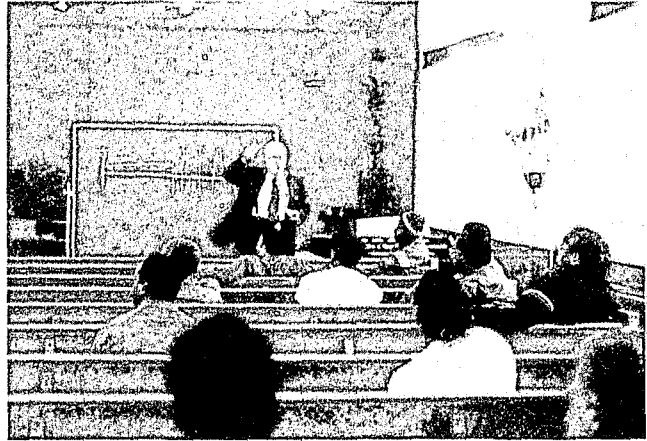


The interior of one of SCI Greensburg's newer cell blocks, opened in 1985.

Approximately 40 corrections officer (C.O.) trainees were hired as a result of Greensburg's 1985 Phase I construction. They successfully completed their training and were promoted to C.O. I status during this fiscal year.

In order to better serve the operational needs of the institution, all approved posts were activated, including a 24-hour security patrol. Although the complement of experienced officers increased, overtime was necessary to fill all posts. This was further compounded due to a number of officers being absent for long-term illness and work-related disability. In spite of the overwhelming demands placed upon staff, many difficult and controversial issues were resolved.

In December 1986, the institution opened its new dental suite. The Maintenance Department was responsible for the entire project, which included room renovation and installation of an air compressor, water softener, suction unit, dental chair, dentist drill station, x-ray unit and film development tank. This expansion of the medical



Inmates participate in a medical orientation program in the SCI Greensburg chapel.

facilities resulted in the relocation and renovation of a secured pharmaceutical room and provided necessary space for a centrally located emergency treatment area.

The Dietary Department, which served over 800,000 meals this year, hired a food service supervisor and an additional food service instructor. In addition to the installation of a 60-gallon steam jacket pot, observation windows were installed in the kitchen storeroom doors to enhance security.

In April the institution employed a full-time psychologist to meet the criteria for the Psychological Services Department. Also, to meet inmate needs, the Sex Offender Therapy Program was expanded from two to four groups. This department has been active in providing in-service training to staff in "Signs and Symptoms of Mental Illness," and "Suicide Prevention and Intervention Techniques."

The Religious Department experienced an increase in attendance of all formal worship services. Greensburg, for the first time, held a Jewish Shabbat morning service, a Bar Mitzvah celebration and observed the Jewish holiday of Purim.

A one-on-one Christian ministry was implemented this year, for those inmates who seldom or never receive visits. Also, Program Focus began, which provides small discussion groups for inmates.

In November 1986, SCI Greensburg held its first formal graduation ceremony in the institution's auditorium. A total of 66 inmates received GED diplomas and vocational training certificates. Following the ceremony, graduates were given the opportunity to talk with family members invited to the institution.

On March 30, 1987, Greensburg began its post secondary education program within the institution. A contract awarded to the Westmoreland County Community College offers courses in College Writing, Psychology, Intro to Business and Business Math. Course selection is directed towards fulfilling the requirements for two years of college with transferable credits.

Despite major problems with machinery, and following a time study analysis conducted by the Vocational Department, the Correctional Industries Brush/Broom Factory became fully operational in May 1987. It is anticipated that the factory will employ 15 inmates and have a production capacity of 20,000 brooms annually.

The Activities Department, with the addition of another corrections activities specialist, greatly expanded its recreational programming. The purchase of additional equipment transformed the weightroom into a training/fitness center to address the needs of the entire population. Procedures were implemented to provide more leisure-time activities at the general population housing units to include a variety of table games, ping-pong, and cell arts and crafts.

The yard recreational activities were increased to include weightlifting, additional intramural programs and greater use of community teams participating against the inmate varsity.

An inmate organization, The Phoenix Group, became operational this year with fund raisers and responsibilities for the Pennsylvania Prison Runathon at the institution. The Runathon raised \$208 for the Westmoreland County Big Brothers/Sisters Program.

Volunteers continued to play a vital role at the institution, with more than 200 inmates being offered assistance in a variety of religious, recreational and treatment programs. On April 30, 1987, during Volunteer Recognition Week, 24 citizen volunteers and their families were honored for their services to the institution.

The continued growth at SCI Greensburg necessitated a budget increase from \$9.5 million in 1985-86, to \$10.6 million this fiscal year.

Staff training continues to play an important ongoing role at the institution, with staff having received over 12,000 hours of training. This was accomplished via employee participation in a variety of in-service, out-service and departmental training programs.

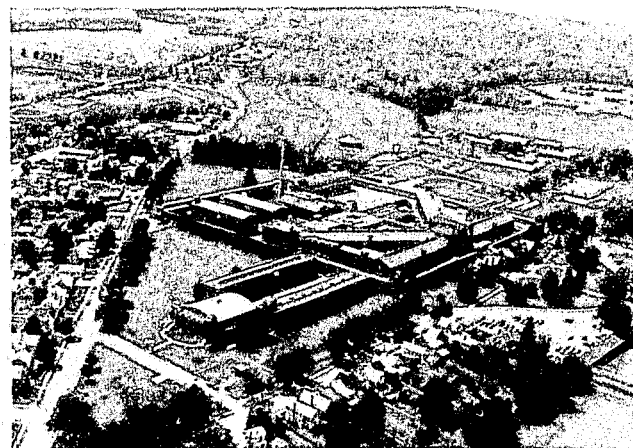
In honor of Corrections Employee Week, the institution held an open house on May 7, 1987, for the

employees, their families and friends. Some 86 persons attended.

In March 1987, Greensburg received an accreditation monitoring visit from the American Correctional Association. The institution attained a very positive report on its efforts to maintain accreditation status. Special note was made of the cleanliness of the institution and "preparedness of the staff."

SCI HUNTINGDON

The State Correctional Institution at Huntingdon can best be described as an institution in transition during the 1986-87 fiscal year. The Maintenance Department embarked upon a massive renovation and building program; a number of key staff were transferred to the new institutions at Frackville and Cresson; and new employees were added to the Huntingdon complement to replace those who were transferred or promoted. Key personnel in treatment, custody, food service and administration were among 21 veteran staffers accepting new positions in other institutions.



SCI Huntingdon, opened in 1889. The new Smithfield facility is visible in the upper right.

Security, Maintenance, and Food Service

The Operations Department reported no major disturbances and no escapes during the fiscal year. Alert corrections officers foiled a daring daylight escape attempt in the summer of 1986. A second escape attempt in March 1987 was prevented when a tower officer discovered two inmates trying to scale the north wall of the institution under cover of darkness. The security staff uncovered several other potential disturbances before they were able to fully develop.

Custody and maintenance personnel made two major improvements to the security of the institution. The first was the establishing of an armed sentry along the fenced perimeter during the night. The second improvement was the remodeling of the restricted housing unit annex in D-Block. Plans are also underway to add a second set of bars on all cell windows which border the fenced perimeter.

The maintenance department was also busy keeping up with the routine needs of the 100-year-old facility. This included improvements in the institution's electrical and plumbing systems, repairs to many of the roofs and the painting of several housing areas. A new steam line was installed inside the walled perimeter, the sewage system was expanded and a bar-screen building was built to filter sewage.

In the Food Service Department, electricians and tradesmen installed a new freezer complex. This new system is a vast improvement over the previous cold storage area. It meets all state and federal specifications and permits a greater degree of flexibility in the purchase and storage of frozen foods.



Huntingdon's education program makes use of computers.

Treatment Services

Treatment staff were assisted by grant recipients, local vendors and volunteers to expand human services and programs. In education, the Laubach literacy program was improved by training additional tutors. A grant funded by the National Institute of Corrections provided a year-long series of literacy workshops for inmates and staff.

Counseling and psychology staff developed additional therapy programs for special needs offenders. A Post Traumatic Stress Disorder (PTSD) program for Vietnam veterans and a special sex offender education program were among new programs developed.

Huntingdon's cable television vendor assisted in the creation of an institution-wide cable television system. This system permits video cassette movies, documentaries and tailor-made instructional programs to be shown through the existing television system. In recreation, Huntingdon athletes took the state powerlifting championship for an unprecedented fourth year in a row and the state softball title for the third consecutive year. The SCIH boxers also had an outstanding season in the ring, winning more championship fights than any other institution.

Business, Personnel, and Training

The Huntingdon institution operated during fiscal year 1986-87 on a budget of \$20.2 million. This was a 1.5 percent increase over the budget of the previous fiscal year. Salaries accounted for the majority of the expenditures, totaling \$14 million. Operating costs amounted to \$5.8 million, followed by fixed asset costs of \$378,000.

Personnel reported 48 employee terminations due to transfer, retirement and other means. It also reported 58 additions to staff. The training and development of newly appointed supervisors and trainees was a major emphasis of veteran staff. A wide variety of training was offered through in-service and out-service programs, the Department of Corrections Central Training Academy, colleges and universities. The maintenance department also initiated an ambitious remodeling program to renovate the SCIH training area. Additional classrooms, conference rooms and office space are expected to be completed in the fall of 1987. The staff library is also being expanded.

Correctional Industries

Correctional Industries produced the highest sales figures ever recorded at Huntingdon. Manufactured and farm product sales combined to surpass the \$5 million mark. The Industries manager reported the profit margin also hit a new record. Garment sales were up 20 percent, amounting to nearly \$2.6 million. Print sales were over \$1 million, and soap sales amounted to nearly \$900,000. These two areas experienced a 10 percent growth over the previous fiscal year. Milk sales were up six percent, totaling \$700,000.

Summary

The Huntingdon institution will enter the next fiscal year with a younger, less experienced staff. The deficiency in experience will be countered through intensive training, staff development and guidance by a veteran administration. The physical aspects of the 100-year-old facility continue to undergo improvements and repair. A well-managed security staff is combined with a professionally minded program staff to ensure a safe and efficient institution.

SCI MUNCY

The past year has been one of achievement and growth for the State Correctional Institution at Muncy. Some achievements are firsts for the Pennsylvania Department of Corrections.

A significant contribution to treatment services at SCI Muncy has been achieved with the opening in August 1986 of a fully licensed mental health unit. Under a contract with Prison Health Services, short-term, in-patient mental health care is provided to females committed according to the Mental Health Act. Psychological assessment, medical treatment, individual and group therapy, and follow-up and out-patient care are among the services of the unit. The addition of this unit has had a positive impact on the emotionally disturbed or mentally ill female offender who, in addition to being found guilty of a crime, requires such medical/psychological assistance.



Muncy's new Project IM-PACT has already effected the lives of hundreds of inmate parents and their children through education and productive playtime.

Project IM-PACT (Inside Muncy, Parents and Children Together), after more than two years of careful planning and organization, opened its doors November 22, 1986. Since then, over 100 inmate parents and 230 children have reached out for the services. The program is designed to reduce juvenile crime and to help facilitate the return of inmates to a family unit that has kept its bond through the painful and frightening separation that occurs when a parent is incarcerated.

IM-PACT's annual report notes that there have been as many new inmate visits in the last quarter as there were in the first five months the center was open. An achievement already measurable is that some inmate parents who had been unable to face their children honestly with the truth about why they are separated have now been able to do so. Armed with the truth, children and parents are maintaining bonds, not breaking them. The parenting and child development courses offered by the education department are full, and there is a waiting list for each course offered.

Operating funds have come from contributions, a grant from the Pennsylvania Department of Community Affairs and a "match in kind" from the Department of Corrections in the form of the trailer, renovations, utilities and supplies. If, because of Project IM-PACT, one juvenile is subtracted from the number who become delinquent, it is the community who will be the long-term beneficiary.



Superintendent Goolsby leads a procession of officials, graduates and guests to graduation ceremonies in the institution chapel.

The Education Department continued its relationship with Bloomsburg University to provide college courses for inmates and initiated a paralegal course for inmates through Pennsylvania State University. Inmates pay significant portions of their own tuition. The first female inmate — a lifer — in Pennsylvania to earn a bachelor's degree entirely while incarcerated received her diploma in May.

The institution's budget was \$11.2 million for fiscal year 1986-87. Managers and staff were involved in the entire fiscal process, the result being that the institution stayed within its allocation. There was an increase in overall costs due to the addition of the mental health unit as well as the continued high inmate population. As an example, the central dining room served 23,288 more meals than in fiscal year 1985-86.

All inmate jobs and programs are full. Correctional Industries (CI) has resumed raising beef cattle, which employs additional workers. The planned for CI sewing shop, in which inmate workers will produce uniforms for correctional officers, is closer to becoming a reality. Inmates under the guidance of tradesmen instructors and a master journeyman, have built several additional rooms in the last remaining unused space in the education building. The Maintenance Department has also redesigned and reconstructed the commissary area, which has provided additional display and storage space.

Funds have been requested to enlarge the food preparation area. In the meantime, a walk-in refrigerator/freezer has been installed outside the kitchen area which allows better food handling and storage. Also, some excess produce from the garden can now be frozen for later use. Three trailers are being utilized for storage, and a locker plant has been contracted with for storing frozen food.

A much-needed additional parking lot has been constructed which has added approximately 64 additional parking spaces for staff and visitors. The slate roofs on all buildings have been repaired, and the sally port has been repaved. A flow equalization tank has been installed in the sewage disposal plant, which reduces the overloading of the plant during the high-usage daytime hours and enables us to meet Department of Environmental Resources (DER) requirements.

The cells in the restricted housing unit (RHU) have been given a fresh coat of white paint on ceilings and trim, which brightens the area considerably. Further work in the RHU is planned, including a pink room. Newman Housing Unit is nearly finished being painted on the outside. Refractory walls were replaced in the power plant. Construction has begun on a new yard area which will greatly add to the kinds of activities and exercise available to inmates.

Since the completion of the fence in August 1985, there has not been an escape from inside the institution. The charge to maintain the facility in a secure fashion receives constant attention from all staff. Procedures for the

classification and assigning of program levels have been refined. The key control system has been reviewed and reorganized. A search team, formed under the guidance of the security lieutenant, conducts ongoing searches of all areas of the institution and is a major factor in the control of incoming contraband. All throughout the institution, staff daily control and account for all tools, toxics and flammables. There are checks and balances in the form of daily and weekly internal inspections.

The entire realm of personnel activities increased, including the testing of 691 corrections officer trainee candidates. There is continued staff training. Muncy's Personnel and Staff Training Division coordinated attendance at 77 off-site programs. In addition, 65 hours of unduplicated training was offered on-site. For courses like CPR and first aid, the Training Division invites county and local law enforcement employees to share in the training. The training department has expanded its program by integrating the resources of other agencies such as the state Department of Health and the state Bureau of Narcotics.

In addition, the training division arranged for a three-credit course in psychology from Pennsylvania State University. It was presented to volunteer staff who invested their finances and time or accumulated leave.

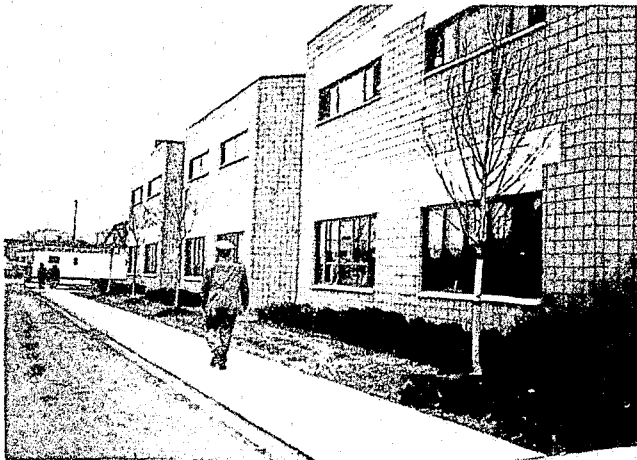
SCI PITTSBURGH

Diagnostic and Classification Center

A record number of cases were processed at the Western Diagnostic and Classification Center (WDCC) from May 1986 to May 1987; 1,566 inmates, compared to 756 the previous year. This was accomplished through extraordinary effort by both professional and support staff whose numbers have remained essentially the same. Attempts to aid the staff have recently involved a proposal to utilize personal computers to track inmates through the classification process and, possibly, to assist in the scoring of certain diagnostic instruments. It is hoped a pilot program can be developed at WDCC within the next year.

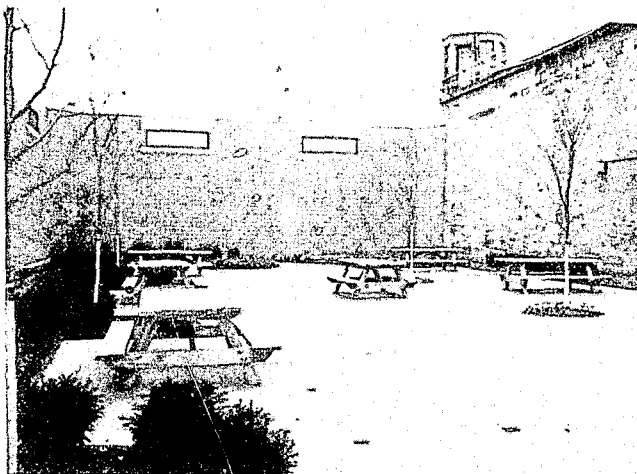
Physical Plant Renovation

In November 1986, the institution opened its new administration building and visitors complex, which is a major part of the first Phase of the large-scale institutional renovation. This new complex greatly increases security for institutional visitors and provides modern office facilities for administration staff.



The first phase of SCI Pittsburgh's renovation included this new administration building, two housing units and a new warehouse.

In conjunction with the opening of the new administration building, the areas which were vacated in the old administration building are now being remodeled to provide more space for the institution's treatment staff. It also includes interviewing rooms, group counseling areas and meeting areas. Conference room space is now being designed and will be available in the near future.



The outside of SCI Pittsburgh's old perimeter wall, at right, forms one side of a new outdoor visiting areas.

The other main component of the first phase of the renovation project is the addition of two new cell blocks. They are scheduled to be completed and occupied by September 1987. These new cell blocks are of the latest design and will replace the ancient North Block, which is to be renovated and used to house other activities as part of the second phase of reconstruction.

Dietary

The Dietary Department purchased and installed all new equipment in the staff dining room to improve food

services to the staff. This was done as part of the modernization of the old food service facilities in the institution.

Activities Department

During the last fiscal year the Activities Department added a number of programs and equipment to the extensive activity programs in the institution. Activities staff have initiated classes for inmates in such subjects as Health and Hygiene, Basketball Officiating and The History of Jazz.

In order to provide as much physical exercise for older inmates as possible, the department purchased a new walking treadmill specifically designed for use by the elderly.

Computerization

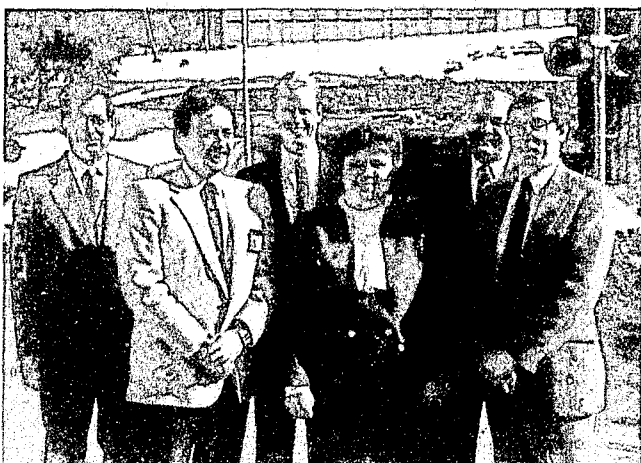
The introduction of word processors and remote dictation has greatly expedited the processing of letters, records, memos and other documents. A number of cumbersome, manual systems have been replaced with personal computers. Among the newly computerized programs are inmate payroll and roster, staff training records, employees timekeeping, various physical inventories, inmate and correctional officer clothing, and budget analysis.

Future computer applications will include an inmate cell-locator system, inmate visiting lists and assorted institutional accounting records.

SCI RETREAT

The State Correctional Institution at Retreat is a medium security institution located adjacent to Route 11 near Hunlock Creek, Luzerne County. Formerly known as Retreat State Hospital before its conversion to a correctional institution, the property encompasses more than 263 acres on both sides of the Susquehanna River. There are 157 acres on the institution side of the river and more than 106 acres on the Route 11 side.

An executive order from the Governor's Office, dated June 29, 1981, turned the facility over to the Bureau of Corrections (now Department of Corrections) on July 1, 1981, so that it could be used as a multi-county correction facility for 15 northeastern counties. After it was discovered that the counties were not interested, and since the bureau needed additional space for its inmates, it was decided to turn Retreat into a state correctional institution. The facility's design capacity is 596 beds, with an initial construction cost of \$20.4 million.



SCI Retreat's new top administrators were named. They are, from left: Institutional Maintenance Superintendent Michael Truchon; Personnel Officer John R. Pomeroy; Deputy Superintendent for Operations Harry E. Wilson II; Business Manager Barbara A. O'Day; Deputy Superintendent for Treatment Paul F. Crisler; Superintendent Dennis R. Erhard.

In anticipation of the completion of construction during the latter half of 1987, the administrative staff reported to the institution on February 5, 1987, to implement the activation plan. The working atmosphere was somewhat primitive since the only available office space was in the maintenance garage. However, with some surplus equipment and borrowed supplies, staff developed a liveable work area.

The first task accomplished by the staff was to meet all the deadlines established for the purchasing of supplies and equipment. Everyone rolled up their sleeves, began looking through catalogs and processed orders. As a result, it is expected that by the time the institution opens, most of the necessary equipment and supplies will be on hand.

Probably the largest task for the administrative staff is the filling of 250 positions necessary to operate the institution. As of June 30, 1987, there were 34 personnel assigned to prepare certain areas of the institution for which the general contractor is not responsible. As of July 1, 1987, the captain of the guard was the only corrections officer on the payroll; however, much preparation for hiring corrections officer staff was being accomplished. Several rounds of interviews for corrections officer trainees were conducted at SCI Dallas. Through this process, the Personnel Office has been able to develop a pool of applicants from which to draw prospective employees once authorization is received to hire.

Shortly after reporting to the site, the administrative staff worked with the press secretaries from the Departments of Corrections and General Services to conduct a "Media



Superintendent Dennis Erhard (hand toward camera) leads local officials on a tour of SCI Retreat, which was under construction during the year.

Day." On February 26, 1987, state legislators, officials and news reporters from the local area were given an update on the construction project and a brief tour. The event received positive coverage from the news media.

The staff at SCI Retreat acknowledges, with appreciation, the assistance received from Central Office staff and SCI Dallas, which is Retreat's supporting institution during the construction. SCI Frackville staff conducted corrections officer trainee physicals and was available to advise the SCI Retreat staff when needed. The staff looks forward with enthusiasm to the coming fiscal year and completion of the activation plan.

SCI ROCKVIEW

A reaccreditation award certificate was presented to SCI Rockview on August 9, 1986, by the Commission on Accreditation for Corrections. As in 1983, the year the institution was first accredited, the award was one of the most significant accomplishments of the year.

Treatment Services

Counseling Services

The counseling and psychology areas increased both the number and type of services to the inmates in Rockview's population. By the end of the year, more than 400 inmates were involved in some type of group therapy each month, and more than 550 individuals received individual counseling services each month.

A new program added this year was the PTSD (Post Traumatic Stress Disorder) program serving veterans of the Vietnam War. Participants meet weekly in group treat-

ment and also in individual counseling as the need arises. A highlight of this group's activities was a Vietnam Memorial Service in May.

Drug and alcohol counseling was expanded. There are now three regular groups for chemical abusers, and staff is also running programs in anger management, stress management and rational-emotive therapy.

The sex offender program has an in-house capacity of 53, but has also been expanded to out-patient, pre-entry groups in order to serve more.

Medical

During the past year a comprehensive health education program for inmates was established and implemented by the health education nurse. This program monitors the follow-up on all chronic diseases and provides education to their medical, medication and treatment needs.

Education

In the academic area, a special education teacher was added. Also, computer literacy courses were introduced for the first time. The courses are a combination of textbook work and hands-on application.

Several of the traditional academic courses were revised in order to be made more meaningful, the most significant of which were the GED preparation courses. A greater emphasis was placed on writing skills in all GED-related classes. Video-cassette tapes were purchased with 46 new lessons to more accurately reflect the material in the newly revised GED exam.

In vocational education programming, basic electricity was added to the program offerings. A computer-aided drafting and design (CADD) system was purchased for the drafting program, allowing the students in this classroom to receive training in the latest available technology. The Auto Mechanics and Small Engine Repair program underwent considerable curriculum revision.

Records

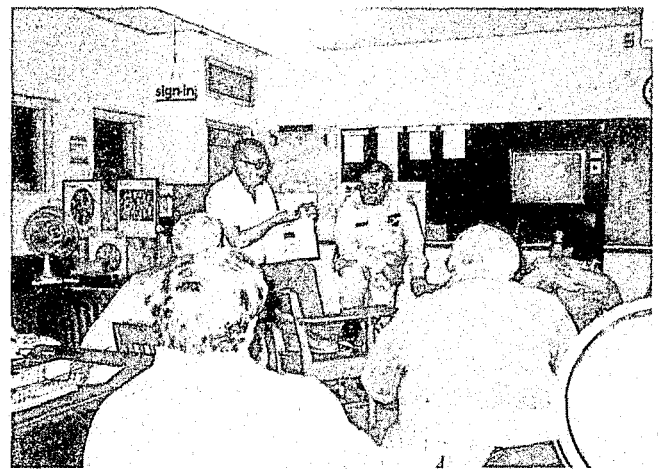
After several years of struggling with the records requirements of an ever-increasing inmate population, real progress was realized during the past year. Of particular note is that the transfer of inactive records to the State Records Center is now completely up to date after having been seven years in arrears at one point.

Activities/Recreation

Activities programming was expanded during the year with increased participation by the inmate population. The Activities Department, in coordination with Psychological Services, initiated a therapeutic activities program for less active inmates housed in the B Block North Special Needs Program. This has proven successful.

Personnel and Staff Development

The Personnel and Staff Development Section filled 52 positions, including replacing 24 employees who had been transferred. Of those, 16 went to Cresson. All positions targeted in the affirmative action plan were filled.



In-service training is an important part of keeping staff up to date. Here, a class on fire safety and prevention is given.

The amount and variety of in-service and out-service training increased this year. A fourth annual in-service training day was held in May. Department heads and supervisors met training goals and objectives, and a greater use of video tapes is being emphasized by the new training coordinator.

Operations

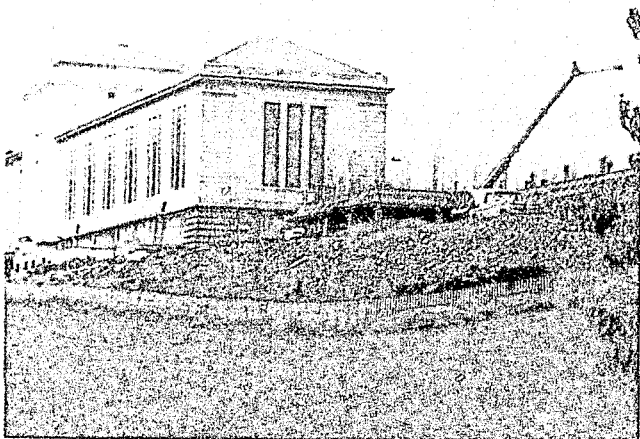
Correctional Industries

The removal of the beef herd and the abolishment of the farm manager I and farm manager III positions were necessary to reduce operating losses and improve efficiency.

Lima beans were planted (32 acres) for the first time this year. A movable park bench and a storage shed were added to the C.I. product line.

Custody

Twenty experienced corrections officers transferred to other positions or other correctional facilities. Loss of the experienced officers and assimilation of new officer trainees was handled smoothly and effectively. Execution procedures and staff preparedness were maintained.



Construction of a new treatment/infirmiry building, right foreground, continued during the year.

Maintenance

The Life Safety Code project is complete except for the fire alarm system; Phase I of the renovation of the main cell block and rotunda is 85 percent complete (Phase II is out for bidding); the new treatment/infirmiry building is 25 percent complete; and the extension of sewer lines to connect to a public system is 80 percent complete.

SCI WAYNESBURG

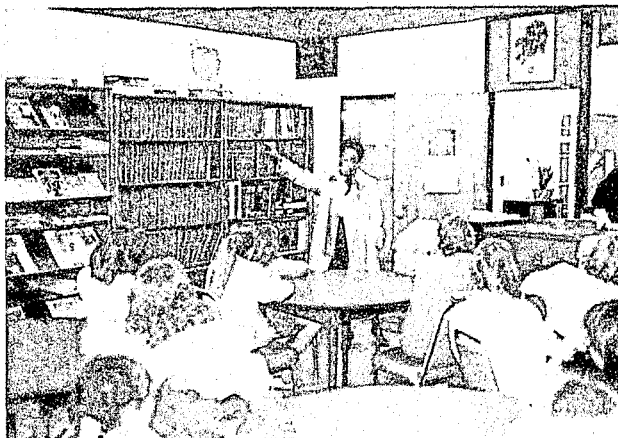
Administration

Accreditation

The attainment of accreditation during fiscal year 1986-87 is viewed as the institution's greatest overall accomplishment. The December 1986 audit by the Commission on Accreditation for Corrections found SCI Waynesburg in 100 percent compliance with all mandatory standards and 98 percent compliance with all non-mandatory standards.

Media/Public Relations

As part of an ongoing public education program, citizens, public officials and community groups are fre-



Superintendent Margaret Moore describes prison life to a local Girl Scout troop as part of Waynesburg's public education effort.

quently scheduled to tour the facility and talk to both inmates and staff. Among those hosted during the year were the Waynesburg Police Department, Jefferson-Morgan High School and the Brownie and Girl Scout Troops of Waynesburg.

Operations Division

Security/Custody/Control

The safe and secure operation of the facility is greatly enhanced by proper classification of inmates and excellent staff training. The training emphasis for the year was on emergency preparedness, and it included classroom instruction and drills in hostage response techniques, man-made and natural disasters and emergency evacuation. All drills are conducted in conjunction with the Pennsylvania State Police and local support services.

The institution experienced its first and only escape in 1986. Rapid implementation of the escape plan and a coordinated effort with the Pennsylvania State Police resulted in the apprehension of the inmate within two hours.

A proactive institutional Safety Committee conducts reviews of all accident reports and safety concerns. The committee is credited with publishing a quarterly newsletter titled "SAFE IDEAS" which offers safety tips for inmates and staff.

Maintenance

The Maintenance Department installed bunk beds in two of the facility's occupied housing units; thereby increasing the total number of beds available in these units from 48 to 144. Other improvements included installa-

tion of handicapped toilet facilities in one of the living units and installation of handicapped ramps at the Administration Building and Education Complex; and installation of twenty additional high-pressure sodium lights inside and outside of the security perimeter.

Food Services

The Food Service Department was found to be in 100 percent compliance with accreditation standards during the 1986 audit. At an average cost of \$1.75 per serving, the department continues to offer nutritionally balanced, delicious and attractive meals.

Treatment

Fiscal year 1986-87 saw the expansion of substance abuse therapy programs, the development of a Parental Stress Group and a Pre-Parole Group intended to assist those who are about to return to community living under parole supervision.



This simple setting serves as SCI Waynesburg's chapel.

Education

Education remains the industry at SCI Waynesburg. Primary program emphasis continues to be placed on basic skills. During the year, the Reading Power Program was introduced to meet the needs of the functionally illiterate inmate.

A driver's study course has been added to the curriculum, with the expectation of expanding into driver's

education. Evening programming has been implemented and includes post-secondary education, basic skills, business science, library services, and arts and crafts.

Library services have been expanded to include post-secondary and therapeutic reference collections.

Specialized topic discussion groups were scheduled throughout the year to address some of the special interests of female offenders. Topics included goal setting for women, and domestic violence and the benefit of abuse shelters. Plans are currently under way to further expand this service to include such topics as career planning, employment interview techniques and ex-offender educational opportunities.

Medical Services

SCI Waynesburg continues to place great emphasis on the "wellness" concept. Scheduled education programs, exercise, nutrition and stress management are just some of the components of the wellness program. Inmate education concerning AIDS has been a high priority.

Fiscal

SCI Waynesburg's population increased by 51 percent during fiscal year 1986-87. The budget for the same period increased by 15.6 percent. The institution continues to operate within its budgetary limits.

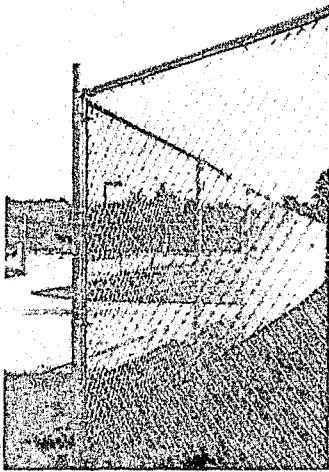
Personnel and Staff Development

The personnel complement increased from 105 during the previous year to 108. Sick leave utilization averaged 3 percent of the total available hours.

In keeping with the Department of Corrections' strong commitment to training and staff development, two in-service training days were scheduled during the year. They included instruction in self defense, aerobics, stress management, communication skills, hostage response techniques, computer familiarization, employee benefits and emergency preparedness.

SRCF MERCER

The fiscal year at the State Regional Correctional Facility (SRCF) at Mercer was one of physical plant renovation, program expansion and reaccreditation. It was also a year in which the total inmate population averaged 685 with frequent fluctuation.



A newly erected interior fence extends 700 feet around the exercise yard.

A part-time dental assistant, right, was added to augment full-time dental services.



Physical Plant

With most major expansion construction completed, efforts were stepped up in the areas of landscaping and groundskeeping, particularly in the vicinities of the new buildings and renovations. A considerable amount of cement work was accomplished in those areas.

A separate yard area was constructed adjacent to the assessment unit to benefit newly received inmates. The general population yard area was sectioned off with a six-foot high fence.

Numerous office changes were made this year. The commissary, records office and library were relocated to larger areas. A total of 10 additional offices were created, including new locations for several members of the Human Resources, Counseling and Psychological Sections.

A storage building was erected outside the perimeter to help accommodate the increasing demands for storage.

Treatment

Counseling

An anger-control group for inmates exhibiting problems with controlling aggression and substance abuse was developed. Also, group counseling in life skills for the mentally deficient was added. Veterans claiming Post Traumatic Stress Disorder participate in a support group led by a counselor from the Veteran's Center in Erie.

Medical

Twenty-four hour nursing coverage is now available with the hiring of an additional nurse. A part-time dental assistant was added, and the dentist is now available full time. Renovations increased the work space in the infirmary. The medication-dispensing procedure was streamlined with the construction of a med-line window in the solarium.

Activities

A bocce court and a fitness trail were completed and are now available for outdoor inmate recreation. A video system is being installed to provide movies and programs by television in all housing units.

Operations

The control center has been expanded to enhance security and visibility in the main lobby. Much of the material for that project, including the glass and metal framing, was fabricated by the maintenance staff. The administration post area has been redesigned in order to better facilitate inmate processing. An additional lobby post was created to expedite visitors.

The laundry operation was enlarged and streamlined resulting in fewer instances of lost laundry items.

Reaccreditation

The facility was audited by a team from the ACA Division of Standards and Accreditation on March 30, 31 and April 1, 1987. Awarding of the reaccreditation certificate is anticipated during the ACA Congress in August. (Editor's note: The facility was reaccredited.)