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ERASING RACISM

OHIO DEPARTMENT OF REHABILITATION and CORRECTION
REGINALD A. WILKINSON, DIRECTOR

GEORGE V. VOINOVICH
GOVERNOR

MIKE DEWINE
LIEUTENANT GOVERNOR

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ACQUISITIONS



ERASING RACISM

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OHIO DEPARTMENT OF REHABILITATION AND CORRECTION

Reginald A. Wilkinson, DIRECTOR

1050 Freeway Drive, North
Columbus, Ohio 43229

TO: GEORGE V. VOINOVICH, GOVERNOR

FROM: REGINALD A. WILKINSON, DIRECTOR

SUBJECT: ERASING RACISM IN THE OHIO DEPARTMENT OF
REHABILITATION AND CORRECTION

DATE: FEBRUARY 16, 1994

The title of the report is "Erasing Racism in the Ohio Department of Rehabilitation and Correction." This Department is absolutely committed to erasing racism in all aspects of the Department's operations and all areas of prison life. This report will reflect our relentless efforts to address this important societal issue.

Included in this report are the various categories of the Department's operations and the steps we have taken to enhance diversity and address intolerance in all areas. We have included our success stories and areas where improvement is being made. This report demonstrates our determination to make every effort to assure that racist attitudes will not be tolerated in this Department. It is our intent that every employee, every offender under our supervision and every Ohio citizen with whom we have contact is treated fairly and with respect.

Please be assured that this Department will continue to be proactive in addressing this important issue. We are working hard at "Erasing Racism in the Ohio Department of Rehabilitation and Correction."

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U.S. Department of Justice
National Institute of Justice

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INTRODUCTION

The Ohio Department of Rehabilitation and Correction acknowledges that racism exists in this Department as it does in society. Some effects of racism are conditions exclusive to the Department. Over 50 percent of inmates are minorities, while 20 percent of employees are minorities. Many institutions are located in rural areas with a low minority population (e.g. SOCF). Many inmates come from urban areas with large minority populations. The Department realizes that these differences often reflect cultural biases that can negatively effect inmate and staff relations. We also acknowledge the effect on staff-to-staff relations as we continue to increase minority employment.

Given these realities, the Department is even more determined to erase racism from all aspects of departmental operations and prison life. With the ever increasing inmate population and the wider diversity among both inmates and employees, it only makes good management sense to treat everyone fairly and with respect.

Although this report deals mainly with racism, it should be noted that the Department does not tolerate discrimination against anyone based on race, sex, nationality, age, religion, color or disability.

This report targets areas of the Department's operations and the steps taken to erase racism in each of these categories.

RECRUITMENT

The Department worked hard to increase minority recruitment with an emphasis on recruiting applicants willing to relocate to an institution in an area with a low minority population.

The minority recruiter has greatly increased resources to urban areas with high minority populations. We have developed good working relationships with the Urban League, NAACP, Human Services, Black Ministerial Alliance, and numerous community action agencies and colleges. The Department advertised in newspapers statewide including the *Call and Post* (Cincinnati, Cleveland, and Columbus areas), *The Communicator* (Hispanic newsletter - Cleveland, Columbus and Cincinnati) and large urban newspapers in order to reach minority applicants. We also sent announcements to 150 radio stations.

The Department conducted numerous job fairs and application sessions in urban areas and communities with large minority populations. To assist applicants in filling out the state employment application (4268), pre-application classes were held in the northern, central and southern Ohio.

The Ohio Correction Officers' Psychological Inventory (OCOPI), a test which measures the applicant's ability to be a Correction Officer was taken into the community and administered. The minority recruiter has, to-date, recruited over 3,000 qualified minority applicants who are referred to positions as they become available. We remain relentless in our pursuit to identify and recruit qualified minority applicants.

OHIO CORRECTIONS ASSESSMENT CENTER (OCAC)

The newly created Ohio Corrections Assessment Center (OCAC) began accepting Correction Officer applications in December, 1993. The OCAC recruits, assesses and selects Correction Officer applicants for all Correction Officer positions statewide. The OCAC includes a strong centralized recruitment component and provides a fair and equal opportunity for all applicants. The centralized location provides a better forum for targeting minority Correction Officers to be placed in institutions with low minority populations.

AFFIRMATIVE ACTION AND A DIVERSIFIED WORKFORCE

The Department is strongly committed to employing a diversified workforce and selecting under utilized minority employees for employment and promotion. The Department continues to increase the percentage of minority employees hired. Over 30 percent of our newly hired employees since January, 1993 have been minorities.

At least one of the three Deputy Wardens at each institution is a minority. Currently, 32 percent of the institution Wardens are minorities and 28 percent of the top level institution management staff are minorities. Since 1982, we have steadily increased the percentage of minority employees Department-wide from 10.9 percent in June, 1982 to 20 percent in June, 1994. We continue to work hard to achieve a goal of minority employment higher than the 13 percent goal set by the State of Ohio.

TRAINING

The Department has dramatically increased Diversity Training for new and current employees. Employees previously received three hours of Diversity Training in Pre-Service Training and two hours of Diversity Training during annual In-Service Training.

Beginning in November, 1993, new Correction Officers will receive up to 32 hours Diversity Training which includes eight hours during Pre-Service Training at the Corrections Training Academy, 16 hours during the institution's annual In-Service Training and eight hours follow-up training. New Non-Correction Officers will receive up to 28 hours Diversity Training which includes eight hours Pre-Service Training, 16 hours In-Service Training and 8 hours follow-up training. All current employees will receive up to 24 hours Diversity Training which includes 16 hours In-Service Training and eight hours follow-up training. The Diversity Instructor Course is five days or 37 hours.

The Department surveyed 14 state correctional departments as well as the Federal Bureau of Prisons, Cleveland and Cincinnati Police Departments, the Highway Patrol and the Peace Officers Training Academy. The number of hours dedicated to training diversity exceeds all others surveyed. The Anti-Defamation League's Organization, a *World of Difference*, trains the Department's instructors. This organization is renown for its quality and effectiveness.

BUREAU OF EQUAL EMPLOYMENT OPPORTUNITY

The Department's Bureau of EEO provides training and counseling on employment discrimination and investigates complaints of racial discrimination. Discrimination in the workplace is absolutely not tolerated and any claim of racial discrimination is investigated. The Department's Standards of Employee Conduct prohibit discrimination and disciplinary action is taken when discrimination occurs.

EQUAL EMPLOYMENT OPPORTUNITY STATISTICS

The Department maintains various statistics by race and sex that cover all areas of employment including hiring, promotions, transfers, separations, disciplines and grievances. The Department maintains various statistics by race on activities involving inmates and staff including inmate job ratios, inmate grievances, use of force against inmates and inmate disciplines. These reports reflect trends which could be indicators of racism, growing tensions or adverse impact on minority groups.

CAREER DEVELOPMENT

The Department encourages employee growth and identifies minorities and other employees who are qualified for promotion. Director Reginald A. Wilkinson established "Female Issues Support Groups" which evolved into "Professional Achievement of Correctional Employees" (PACE). PACE was implemented to encourage career development for all employees and to encourage diversity experience by mentoring and cross-training between employees with diverse professional and personal backgrounds.

A Skills Inventory has been developed to identify minorities and other employees who are eligible for promotion and to assist employees in obtaining the necessary qualifications for career development. The Corrections Training Academy offers numerous training programs to encourage career development including a Leadership Training Program for potential Department leaders.

EMPLOYEE PARTICIPATION

The Department encourages participation in minority and other organizations which enhance professional growth. An ever increasing number of Department employees are members of the National Association of Blacks in Criminal Justice (NABCJ) with several employees serving as officers. The Columbus Chapter of NABCJ has increased by 107 percent from October, 1993 to January, 1995. Ohio has the nation's largest affiliate chapter. Currently the membership is at 300 plus persons.

MINORITY BUSINESS ENTERPRISE (MBE)

The Department continues to increase the amount of available expenditures to Minority Business Enterprises (MBE). We have increased the percent of available expenditures to MBE's from 13.3 percent in 1991 to 23.5 percent as of first quarter 1995.

The Department's Minority Business Coordinator organizes job fairs, workshops and seminars to assist MBE Vendors in obtaining business opportunities with the Department of Rehabilitation and Correction. The MBE Coordinator works closely with all institution Business Offices/MBE Coordinators in identifying minority business and how they may service DR&C.

REDUCING RACIAL TENSION IN PRISON

The Department has initiated aggressive programs and policies aimed at reducing racial tension within the prisons. At the same time, we are working toward an environment accepting of individuals with diverse backgrounds in race, culture and religion.

The Department has entered into a contract with a consultant, **Vincent Nathan**, one of the nation's foremost prison reform attorneys, to develop effective mechanisms for implementation of the terms of the 21-point agreement reached between the Department and inmates at the Southern Ohio Correctional Facility on April 21, 1993. Mr. Nathan will also monitor tension among staff and inmates with a goal of improving communication.

All recognized religions are practiced and encouraged under the direction of religious administrators. Prison activities honoring Dr. Martin Luther King, Jr., and Black History Month are encouraged.

The Department does not tolerate hate and threat groups which only serve to increase prison tension. Any behavior that reflects an inmate's participation in hate or threat groups is a punishable violation of prison rules. An employee's participation in these groups is not tolerated.

The Department monitors use of force situation reports, inmate grievances and inmate disciplinary action to detect any patterns of discrimination.

With the assistance of the U.S. Department of Justice and the Ohio Peace Officers Training Academy, a study was conducted to monitor racial tension in institutions and to measure biases and attitudes among staff and inmates. The Department is in the process of validating and evaluating this process.

A Central Office Gang Coordinator has been appointed to coordinate and track all gang and threat group related activities and members within the Department. Gang Coordinators have also been appointed in all prisons and the Adult Parole Authority. The Department has issued a Security Threat Group policy. The labor unions are assisting the Department in reducing staff and inmate tension and addressing quality of life issues.

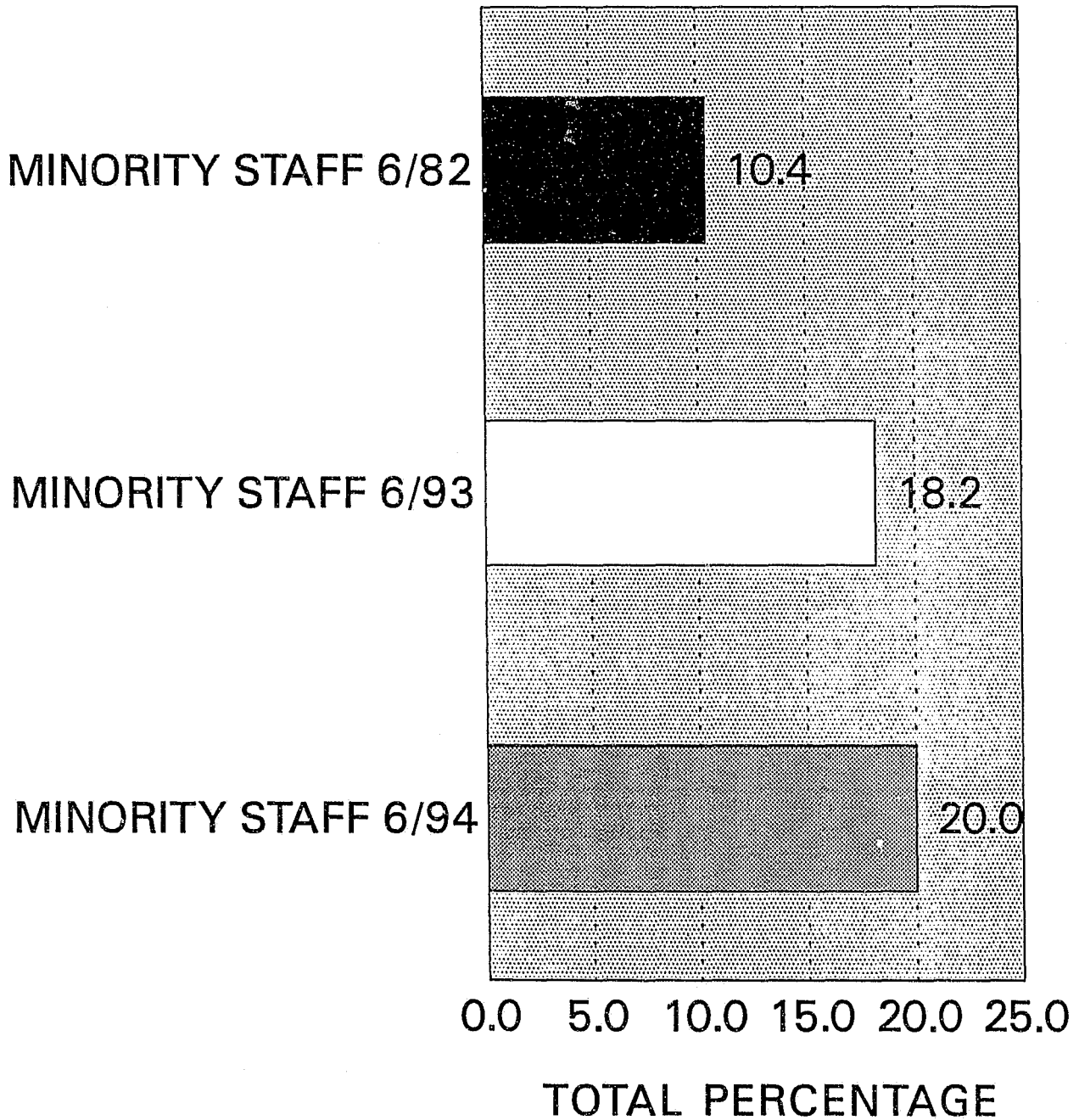
SUCCESS STORIES

Melvin Richardson, Former Chief of the Bureau of EEO, received the Dr. Martin Luther King, Jr., Award for Affirmative Action.

Larry Jones, MBE Coordinator, was honored for organizing MBE Job Fairs in Trumbull County.

REHABILITATION and CORRECTION

MINORITY STAFFING

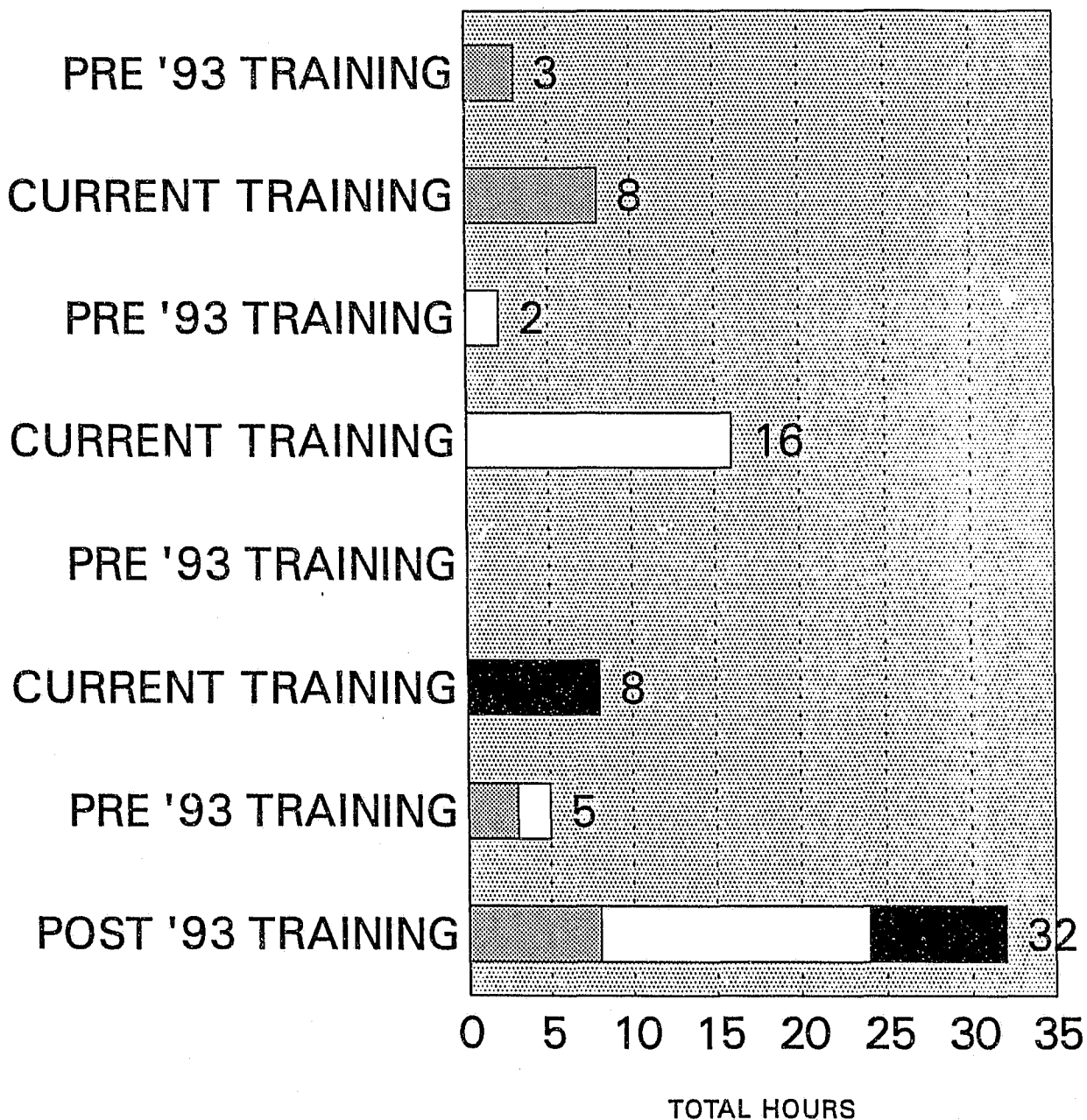


Department Wide

REHABILITATION and CORRECTION

DIVERSITY TRAINING FOR ALL NEW CORRECTION OFFICERS

■ PRESERVICE/CTA □ INSERVICE TRAINING ■ FOLLOW-UP

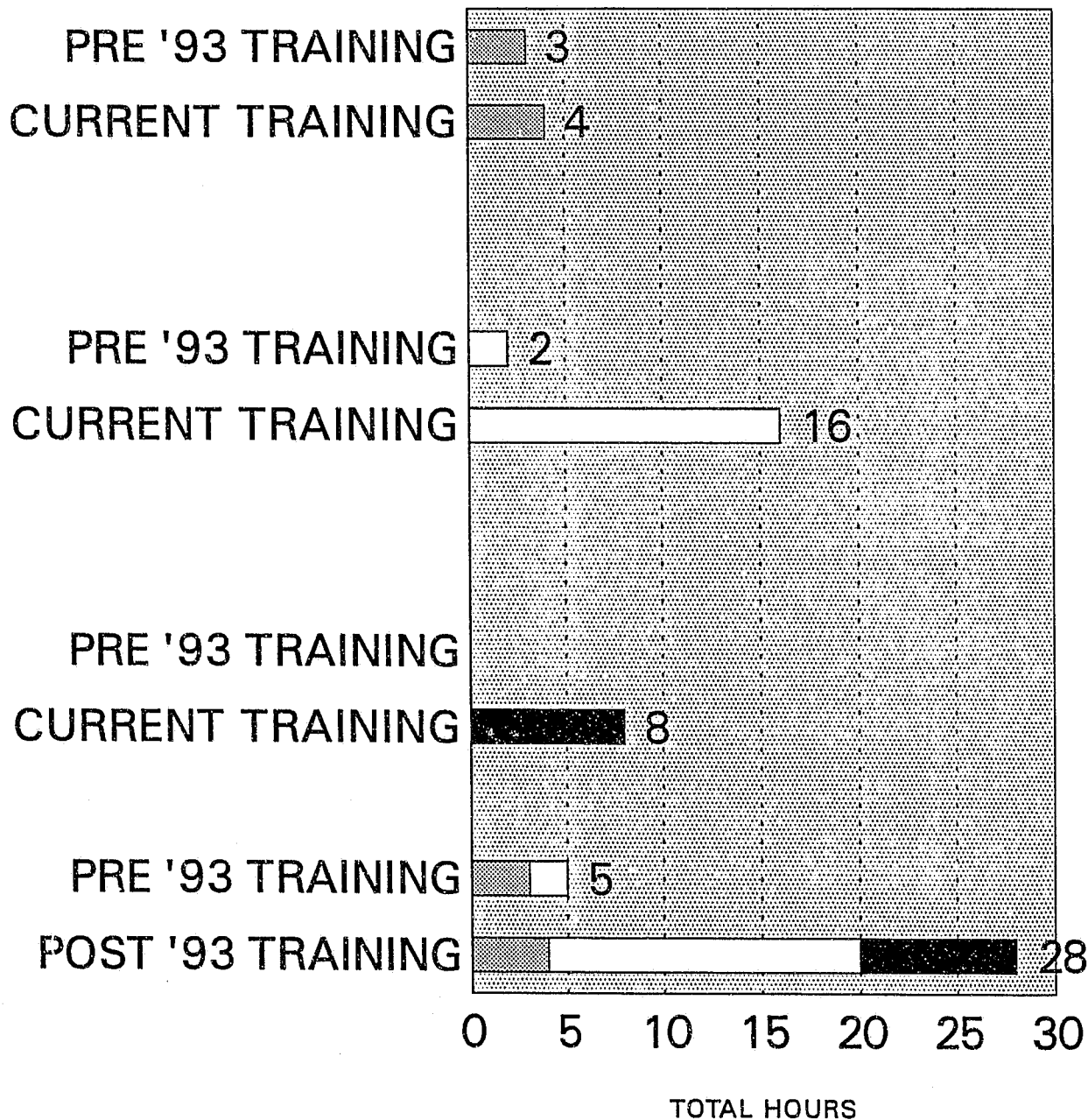


New COs receive up to 32 hours training which includes 8 hours/preservice (CTA), 16 hours/annual inservice and 8 hours/follow-up.

REHABILITATION and CORRECTION

DIVERSITY TRAINING FOR ALL NEW NON-CO EMPLOYEES

PRESERVICE/CTA
 INSERVICE TRAINING
 FOLLOW-UP

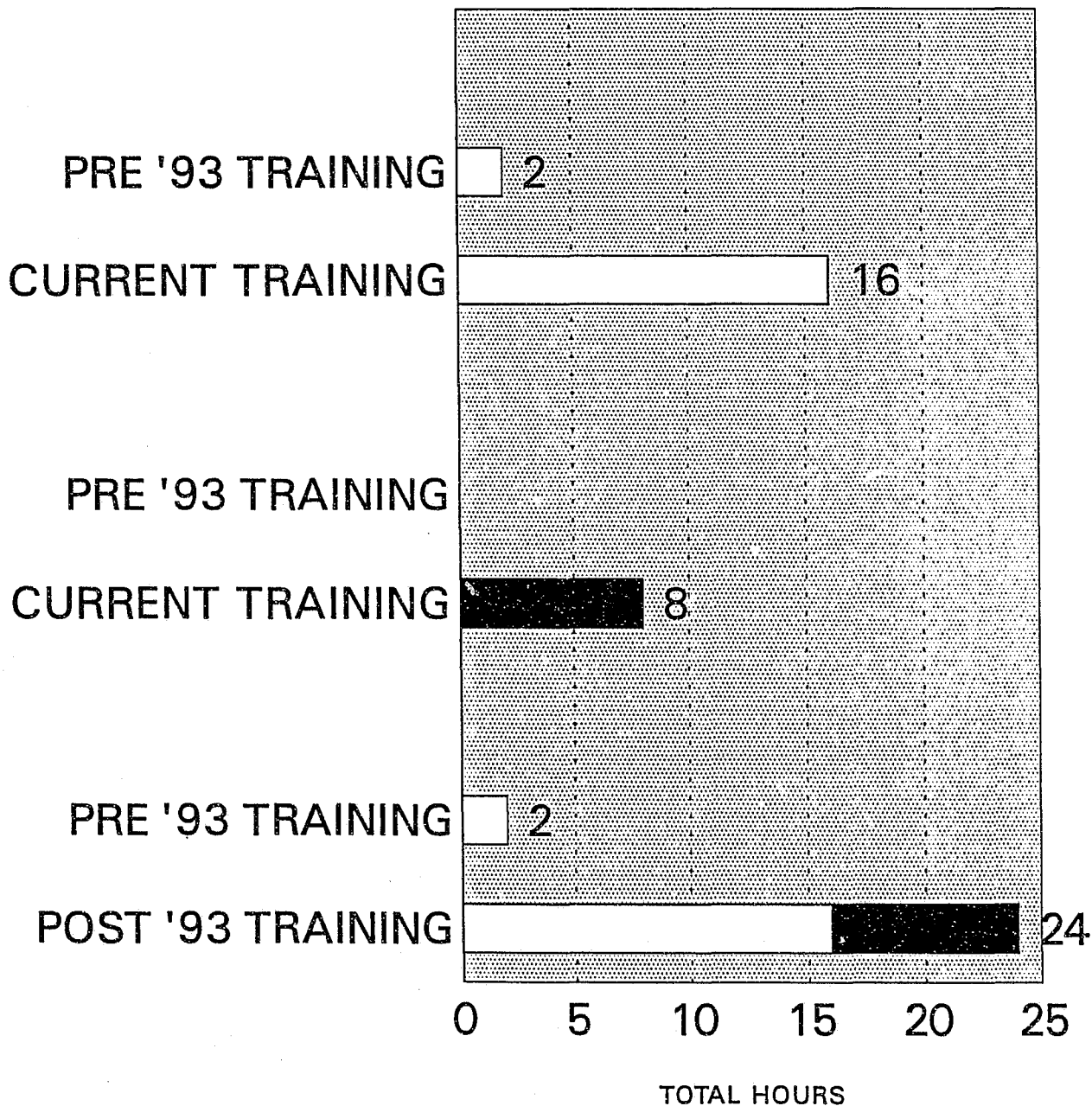


All new non-CO employees receive up to 28 hours training which includes 8 hours/preservice (CTA), 16 hours/annual inservice and 8 hours/follow-up.

REHABILITATION and CORRECTION

DIVERSITY TRAINING FOR CURRENT EMPLOYEES

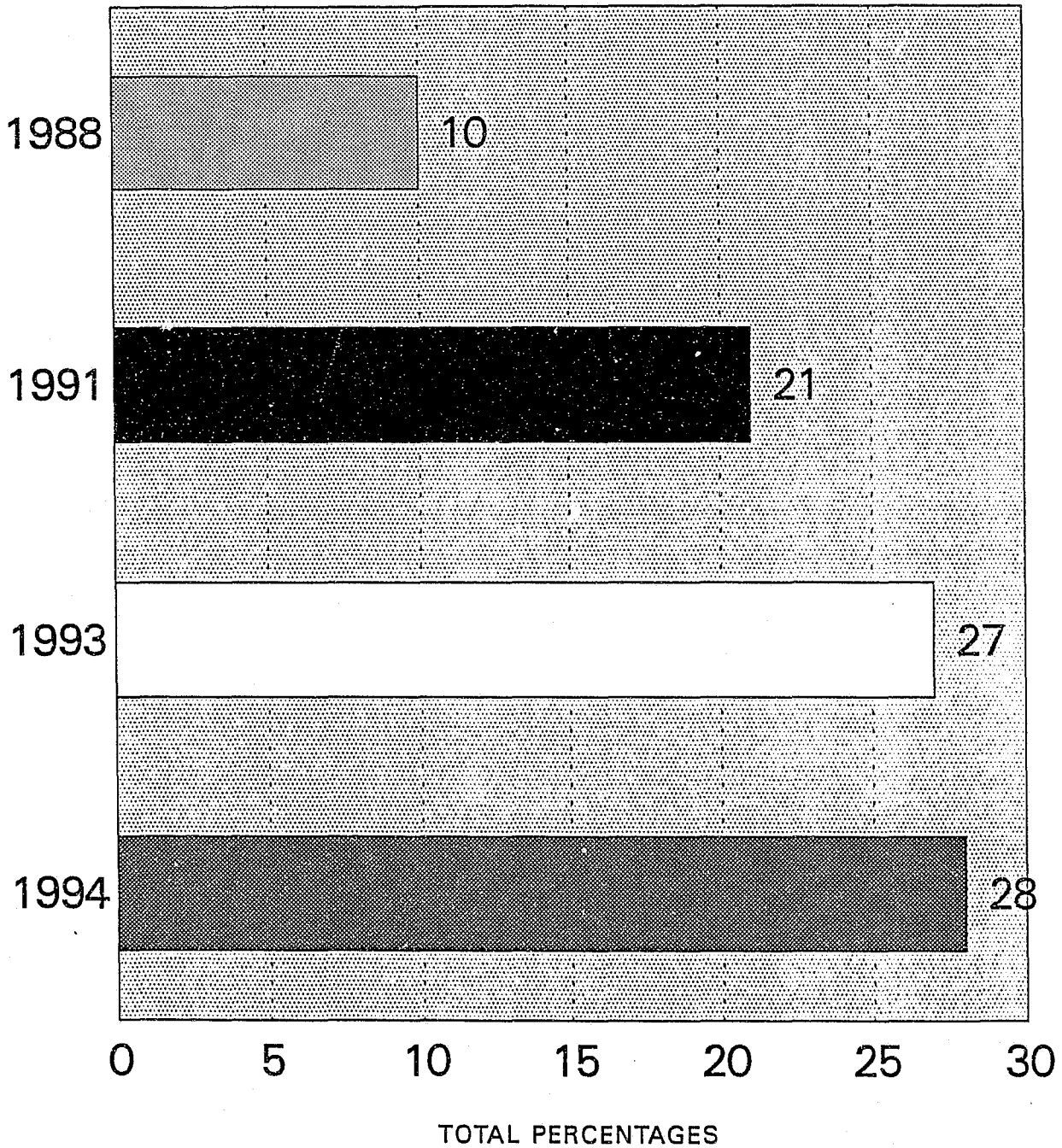
□ INSERVICE TRAINING ■ FOLLOW-UP



All current employees receive up to 24 hours training which includes 16 hours/annual inservice and 8 hours/follow-up.

REHABILITATION and CORRECTION

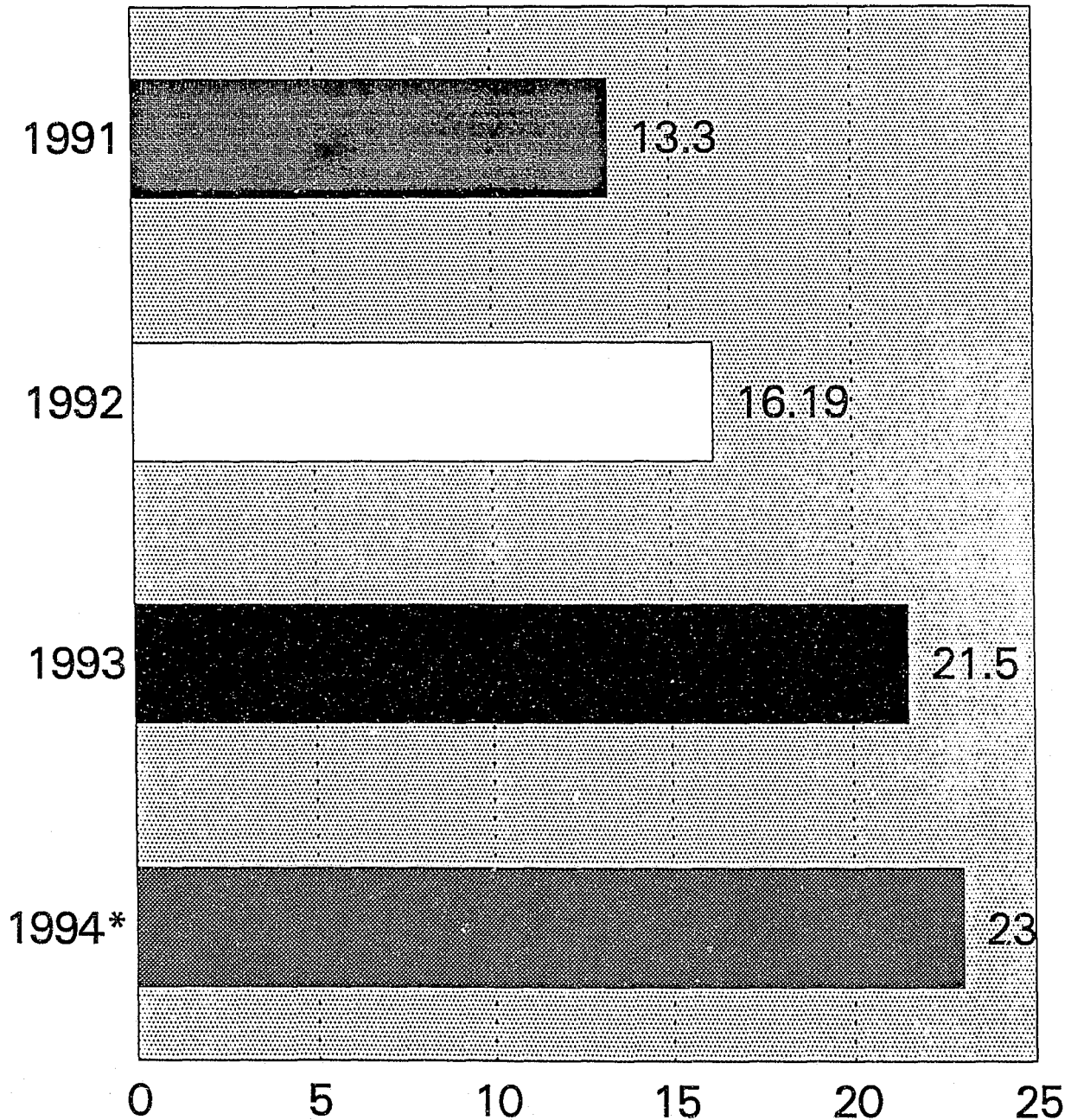
PERCENTAGE OF MINORITIES IN UPPER MANAGEMENT



Pay Range 14 and Above

REHABILITATION and CORRECTION

MINORITY BUSINESS ENTERPRISE SPENDING



Percentage of Available DRC FY Expenditures

*As of first quarter FY'95