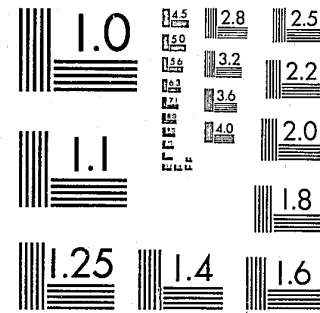


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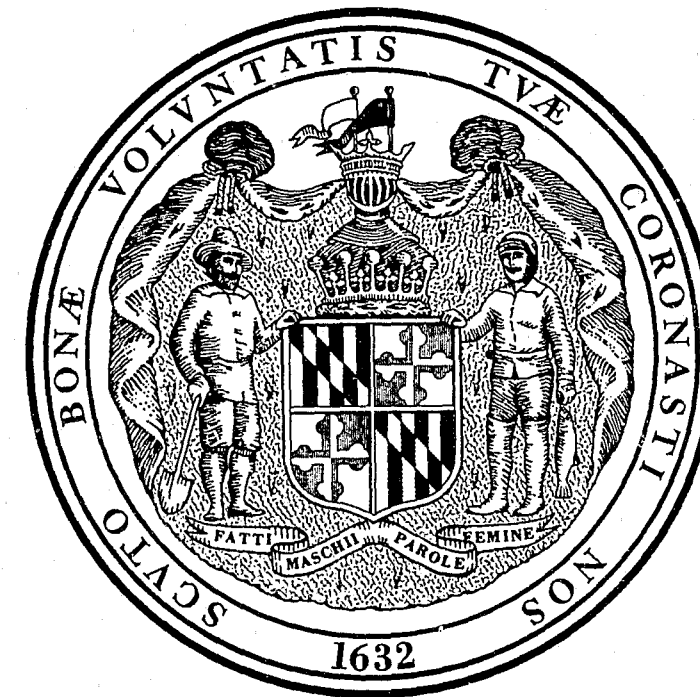
National Institute of Justice  
United States Department of Justice  
Washington, D. C. 20531

12/13/82



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**Maryland  
Division  
of  
Correction**  
|||



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*fiftieth report  
fiscal year 1978*

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**ADVISORY BOARD FOR CORRECTION,  
PAROLE AND PROBATION**

Charles D. Harris, Chairman

Margaret M. Dudley

Ray S. Gould

Eli M. Lippman, M.D., F.A.C.S.

Edgar A. Fulton

Hon. John R. Hargrove

Owen Wilson

Turgot Jeudy, M.D.

Susan B. Harris

Eileen Marion

Anthony P. Trivisono

Marianna Burt

*Ex-Officio Members*

Mark A. Levine, *Commissioner\**  
*Division of Correction*

Henry P. Turner, *Chairman*  
*Parole Commission*

Arnold J. Hopkins, *Director*  
*Division of Parole and Probation*

W. Donald Pointer, *Deputy Secretary-Corrections\*\**  
*Department of Public Safety & Correctional Services*

\* Edwin R. Goodlander as of 3/2/79.

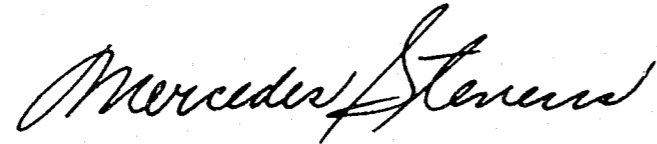
\*\* J. Brown Hardy as of 3/2/79.

STATE OF MARYLAND  
CITY OF BALTIMORE

TO WIT:

I HEREBY CERTIFY THAT on the fifteenth day of October, in the year one thousand nine hundred and seventy-eight, personally appeared before me the subscriber, a Notary Public of the State of Maryland, in and for the City of Baltimore aforesaid; Mark A. Levine, Commissioner of Correction of the State of Maryland, and made oath in due form of law that the matters and facts set forth in this annual report of the Division of Correction for the fiscal year ended June 30, 1978 are true to the best of his knowledge, information and belief.

As witness my hand and notarial seal,



Notary Public

DIVISION OF CORRECTION  
6314 WINDSOR MILL ROAD  
BALTIMORE, MARYLAND 21207

*Mark A. Levine	Commissioner of Correction
Elmanus Herndon	Deputy Commissioner
Joseph D. Varese	Assistant Commissioner-Administration
Howard N. Lyles	Assistant Commissioner-Operations
Wayne B. Winebrenner	Chief of Operations
Mercedes Stevens	Executive Assistant

\*Edwin R. Goodlander appointed Commissioner 3/2/79.

#### INSTITUTIONS

Ralph L. Williams	Warden Maryland House of Correction
George H. Collins	Warden Maryland Penitentiary
Mary-Lou Bartram	Superintendent Maryland Reception Center
Gerald A. Keller	Superintendent Maryland Correctional Institution-Hagerstown
Paul A. Wageley	Superintendent Maryland Correctional Training Center
Harry J. Traurig	Superintendent Maryland Correctional Institution for Women-Jessup
Robert W. McColley	Superintendent Maryland Correctional Camp System*

\*Effective 7/1/78 by Board of Public Works action the name of the Correctional Camp System was changed to the Md. Correctional Pre-Release System. At the same time all community correction facilities were placed under this administrative structure.

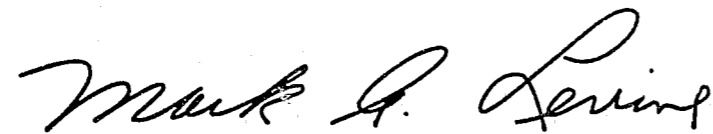
October 15, 1978

The Honorable Robert J. Lally, Secretary\*  
Department of Public Safety and Correctional Services  
One Investment Place  
Towson, Maryland 21204

Dear Secretary Lally:

In accordance with the provisions of Article 27, Section 678 of the Annotated Code of Maryland, as amended, this report summarizing the operations of the Division of Correction, its various institutions and its camps for the fiscal year ending June 30, 1978 is submitted.

Respectfully yours,



MARK A. LEVINE\*  
Commissioner

\*At the time of the printing of this report, Mr. Gordon C. Kamka was named Secretary and Mr. Edwin R. Goodlander appointed Commissioner.

October 15, 1978

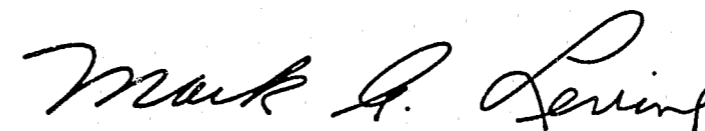
The Honorable Blair Lee, III  
Acting Governor of Maryland  
Annapolis, Maryland

Dear Governor Lee:

The material enclosed herein represents the annual report of this Division for fiscal year 1978 as submitted to the Secretary of Public Safety and Correctional Services in accordance with the provisions of Article 27, Section 678 of the Annotated Code of Maryland.

The attention of Your Excellency to the contents of the report is invited.

Respectfully yours,



MARK A. LEVINE  
Commissioner

\*At the time of the printing of this report, the Honorable Harry Hughes assumed the governorship and Mr. Edwin R. Goodlander was appointed Commissioner.

## THE DIVISION OF CORRECTION

The Division of Correction is the central administrative agency for adult state correctional facilities in Maryland. It operates under the provisions of Art. 27, Secs. 667-726 of the Annotated Code of Maryland and is subject to the authority of the Secretary of Public Safety and Correctional Services.

The mission of the Division of Correction is to protect Maryland citizens from the repeated criminal activities of criminal offenders sentenced to the Division's jurisdiction. This mission is attained through the secure confinement of dangerous offenders and the successful reintegration of individuals back into the community so that they can serve as productive and law abiding members of society. The basic functions necessary to accomplish this mission are defined as follows:

*Administration:* This function is designed to insure support for the agency service functions defined below. It includes management activities, planning and research activities, fiscal and personnel activities, information system activities, jail inspection activities and public information services.

*Confinement:* This function requires offender control and the meeting of basic inmate physical needs. Included in this area are security services, dietary services, plant operations and maintenance, and inmate housing, clothing and transportation.

*Program:* The purpose of this function is to coordinate and maximize the available Division resources in order to provide for offender self-actualization during the period of his/her incarceration. The basic services included under this function are medical/dental, psychiatric/psychological, addiction services, academic/vocational education, job skill training, library, recreation, and religious.

*Reintegration:* The successful return of the offender to the community marks the final stage of inmate programming and needs assessment. This function requires the delivery of social services, and employment/placement services and work release in order to effect a stable situation for the offender when he/she is released.

*Classification:* This function covers the assessment and identification of inmate needs, as well as the assignment of inmates to appropriate institutional and community activities. The major services areas under this function are needs identification, risk assessment, classification and mutual agreement programming.

The most important and critical problem the Division of Correction faced during this past fiscal year was that of prison overcrowding. At the close of the fiscal year there were 8,235 inmates in space which has a rated bed capacity of 5,553. In excess of 500 inmates were housed in local jail facilities because the Division does not have the required bed capacity to maintain all inmates sentenced to its jurisdiction.

Recent court decisions relating to institutional population have had a profound impact on the Division's institutions. In the first half of this fiscal year, the first of several law suits involving overcrowding in the State correctional system was concluded. The Baltimore City Jail was found to be unconstitutionally overcrowded and a Partial Consent Decree was issued which established a time table for the removal of all State prisoners incarcerated at the Baltimore City Jail. To accomplish this reduction of State sentenced prisoners confined at the Baltimore City Jail, the Division had to earmark 80% of the beds in the next three new facilities, then under construction, for housing inmates who would have been housed temporarily at the Baltimore City Jail.

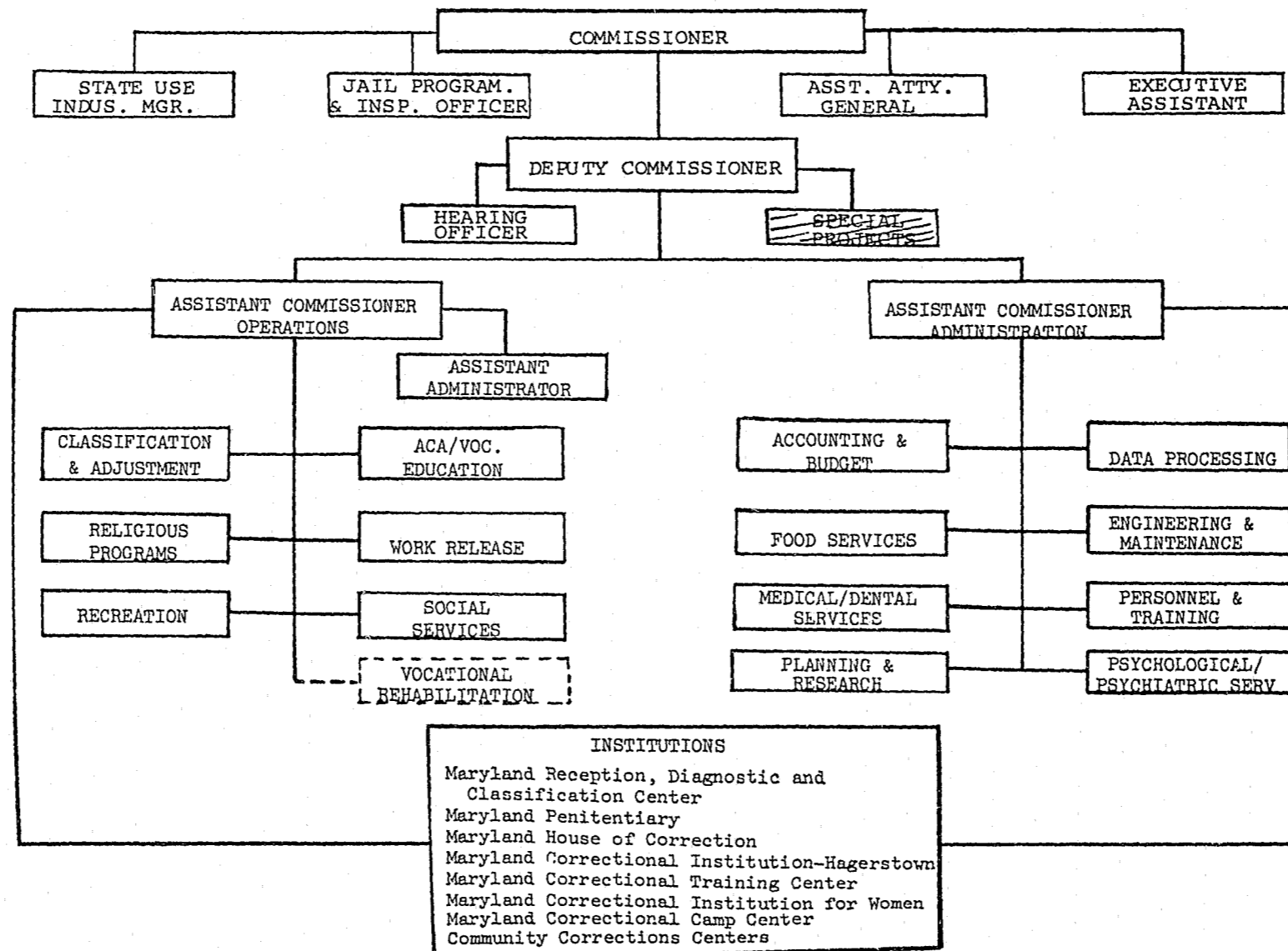
A second lawsuit involving overcrowding at the Maryland Penitentiary and the Maryland House of Correction was heard in the Federal District Court in Maryland in March, 1978. The Judges involved in those cases ruled that double celling (housing two inmates to a cell) was unconstitutional and ordered an elimination of this practice in a prescribed period of time. At the end of the fiscal year covered by this report, plans on how best to achieve compliance with the Judges' orders were in the process of being formulated.

A major undertaking in addressing an upgrading of the correctional system is the Division's decision to participate in the accreditations process. The Commission on Accreditation in Corrections sponsored by the American Correctional Association published Standards for Adult Correctional Institutions. These standards are of primary importance to evaluating the effectiveness of the Division's services and programs. In this connection, the Division is committed to having each of its major adult institutions achieve compliance with these standards. A grant application for LEAA funds has been prepared by the Department of Public Safety and Correctional Services to provide the staff support and other resources necessary to implement and work toward the accreditation effort in the Division of Correction.

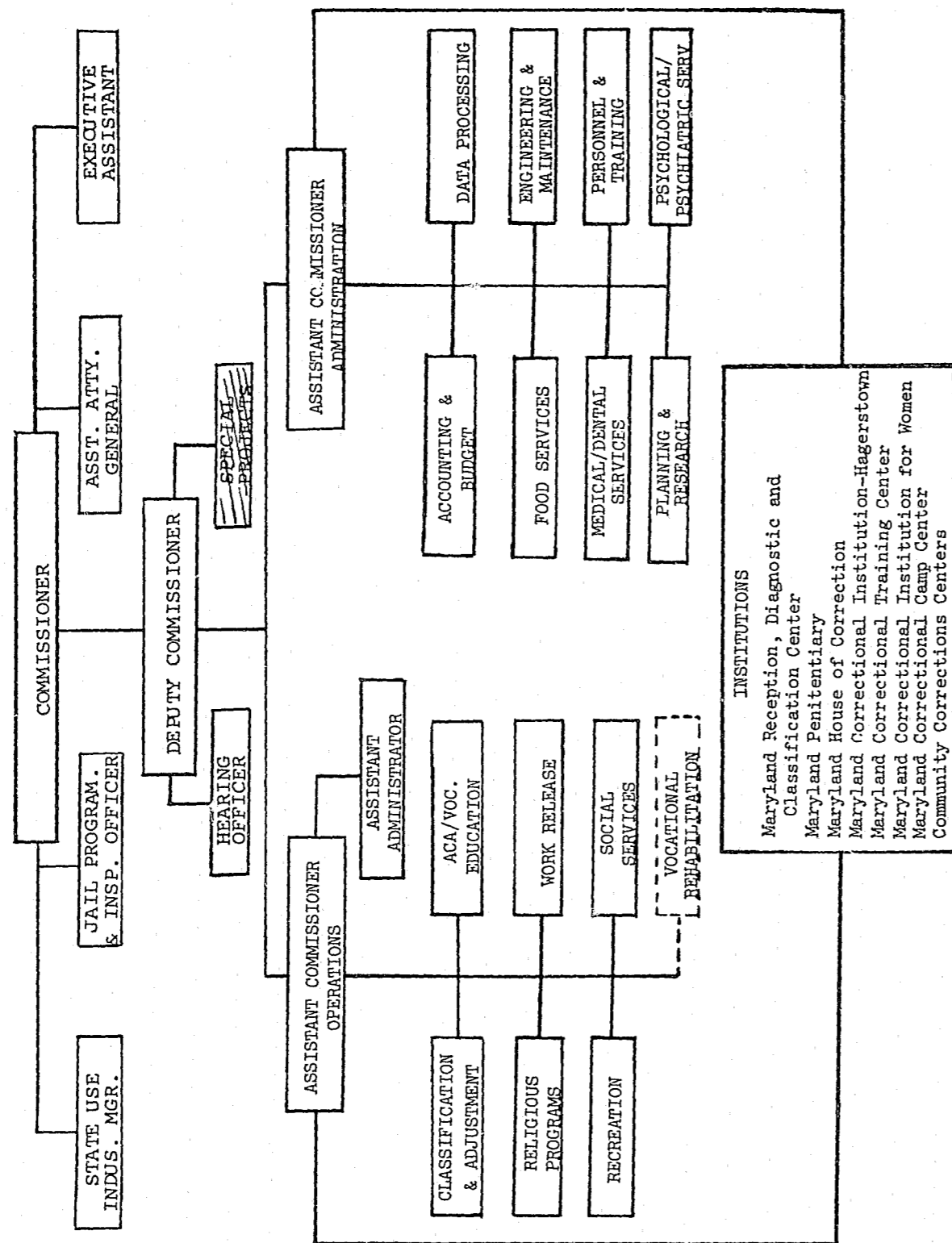
Under the provisions of Art. 27, Sec. 704 of the Code, the Division carried out its mandate of inspecting and annually reporting on the conditions in the State's local jails and lock-ups.

Other programs administered by the Central Administrative office such as Work Release, MAP, Adjustment Team Hearings, State Use Industries and Community Corrections are addressed individually in the following report of this report.

DIVISION OF CORRECTION  
ORGANIZATIONAL CHART



DIVISION OF CORRECTION  
ORGANIZATIONAL CHART



WORK RELEASE PROGRAM

Since the inception of this program in July, 1963, more than 10,000 men and women have been granted the privilege of daily leaving the institutions to go into the free community and work at a civilian job. The success of this program depends primarily upon community acceptance and participation.

To the participants, the program presents a distinct advantage for preparation for return to the community and offers a gradual transition from incarceration to freedom.

The program is administered in accordance with provisions of Section 700A, Article 27, of the Annotated Code. Data concerning the program are summarized below:

	NUMBER	PER CENT
Paroled .....	5,383	49.9
Released by Court .....	367	3.4
Released by Expiration of Sentence .....	1,132	10.5
Released by Commutation of Sentence .....	111	1.0
Withdrawn for Infraction of Rules .....	1,916	17.8
Withdrawn as Unsuitd for Program .....	483	4.5
Withdrawn at Participant's Own Request .....	238	2.2
Died While on Program .....	10	Less than .1
Absconded .....	848	7.9
Participants on June 30, 1978 .....	296	2.8
	10,784	100.0

During the fiscal year covered by this report the following participation in the program took place:

July 1, 1977 - June 30, 1978

	NUMBER	PER CENT
Paroled .....	605	47.5
Released by Court .....	6	.5
Released by Expiration of Sentence .....	28	2.2
Released by Commutation of Sentence .....	30	2.4
Withdrawn for Infraction of Rules .....	159	12.5
Withdrawn as Unsuitd for Program .....	28	2.2
Withdrawn at Participant's Own Request .....	70	5.5
Died While on Program .....	1	Less than .1
Absconded .....	51	4.0
Participants on June 30, 1978 .....	296	23.2
	1,274	100.0



**WORK RELEASE PROGRAM  
FINANCIAL STATEMENT  
FISCAL YEAR ENDING JUNE 30, 1978**

	<i>Amount</i>	<i>Per Cent</i>
Inmate Earnings .....	\$1,169,092	
Fund Balance - June 30, 1977 .....	<u>68,424</u>	
Total Available to Inmates .....	\$1,237,516	
Less Disbursements:		
Board .....	\$ 377,636	31
To Dependents .....	1,565	
Other Work Expenses .....	-0-	
Inmate Personal Spending .....	<u>831,848</u>	<u>69</u>
Total Disbursements .....	<u>1,211,049</u>	
Fund Balance - June 30, 1978 .....	<u>\$ 26,467</u>	<u>100%</u>

**WORK RELEASE PROGRAM  
CUMULATIVE FINANCIAL STATEMENT  
FISCAL YEAR ENDING JUNE 30, 1978**

	<i>Amount</i>	<i>Per Cent</i>
Inmate Earnings .....	\$14,273,923	
Total Available to Inmates .....	\$14,273,923	
Less Disbursements:		
Board .....	\$ 3,646,249	26
To Dependents .....	868,826	6
Other Work Expenses .....	270,715	2
Inmate Personal Spending .....	<u>9,461,666</u>	<u>66</u>
Total Disbursements .....	<u>14,247,456</u>	
Fund Balance-June 30, 1978 .....	<u>\$ 26,467</u>	<u>100%</u>

**HEARING OFFICERS - ADJUSTMENT PROCEEDINGS**

Five Hearing Officers, who are members of Headquarters staff, coordinate inmate adjustment hearings and sit as chairmen of each of the Adjustment Teams in the various institutions and installations under the jurisdiction of the Division of Correction. The Hearing Officers rotate among the institutions every three months. In addition to acting as chairmen of the institution Adjustment Team, the Hearing Officers often testify before the Inmate Grievance Commission concerning past decisions and proceedings of adjudicated cases.

The fifth Hearing Officer position was added as of August 24, 1977. This position is utilized as a relief officer and also to assist the regularly assigned hearing officers, when needed.

The following statistics are for the fiscal years 1977 and 1978:

	<i>Fiscal 1977</i>	<i>Fiscal 1978</i>
<i>Adjustment Hearing Statistics</i>		
Number of adjustment sessions held .....	1,195	1,247
Number of cases heard .....	10,513	12,425
Dismissed .....	230	211
Reduced to incident report .....	563	1,030
Verdict decided .....	9,720	11,184
Not guilty verdicts .....	1,128	1,264
Guilty verdicts .....	8,592	9,920
Reprimands .....	765	1,043
Segregation recommendations suspended for probation .....	1,616	1,555
Recommendations for other penalties* .....	6,478	7,322

\*Includes:   loss of good conduct time  
              loss of industrial time  
              segregation  
              restrictions

## MUTUAL AGREEMENT PROGRAMMING (MAP)

Mutual Agreement Programming (MAP) is a process of parole determination based on the negotiation of an agreement between the inmate, the Parole Commission and the Division of Correction. The agreement specifies the goals an inmate will accomplish that lead to a specific parole release date. The MAP Program is operated directly out of the Commissioner's office and in cooperation with the Maryland Parole Commission. MAP has become an increasingly important segment of the Division's approach to inmate programming.

MAP was initially developed in order to facilitate the movement of inmates from skill training directly to work release and on to parole. The Maryland MAP Program was begun in 1974 as a pilot project and later in 1977 the Division began to expand the services to all institutions. The expansion schedule included implementation at MCTC in July 1977, MCIH in January 1978, MP in April 1978. Future expansion in FY 1979 will include MHC in August 1978 and the MCPRS in February 1979.

The MAP activity during FY 1978 included 518 negotiation sessions resulting in 424 contracts. There were an additional 190 renegotiations of existing MAP agreements resulting in 73 of those agreements being closed in a violated status. A summary of the first four fiscal years of MAP is contained below.

MAP TOTALS FOR FY 1975 thru FY 1978

Fiscal Year	Negotiations	Agreements	Renegotiations	Violations	Paroles
1975	122	109	11	6	33
1976	270	232	98	48	141
1977	356	295	124	60	208
1978	518	424	190	73	192
Totals	1266	1060	423	187	574

As a special project within the MAP Program, Maryland continued to receive federal support through an LEAA grant for the MAP/Voucher Program for Women. Coordinated with the overall MAP activity in the Division, the MAP/Voucher Program for Women continued to provide services to the Maryland Correctional Institution for Women and the Pre-Release Unit for Women during FY 1978. In addition to the normal MAP services provided to the male inmates, female inmates were eligible to receive special funds that pay for training, education and employment elements of their MAP contracts. These opportunities include clerical skills, industrial sewing, nurse's aide, computer operations, electronics, auto mechanics, bookkeeping, photography, welding and culinary arts training. The training opportunities provided by MAP/Voucher for Women would not be possible if the Division had to duplicate these programs within the confines of the institution.

The Maryland Division of Correction continues to be a national leader in the area of contract parole and, as indicated above, the plans for FY 1979 will result in systemwide implementation of the MAP process by the end of FY 1979.

## CARC/PRE-RELEASE PROGRAM

During FY 78 the work of the Community Correction Task Force was brought to a successful conclusion and the Office of CARC Development & Pre-Release Services was established as part of the Central staff. Operations of state pre-release units were placed under the Superintendent of the Maryland Correctional Camp System and the monitoring of private contractors who supply pre-release services to Division of Correction inmates was placed under CARC/Pre-Release.

The Office of CARC (Community Adult Rehabilitation Center) Development & Pre-Release Services is a functional unit within the Division of Correction which has the responsibility and authority for the development and coordination of comprehensive pre-release services for all inmates leaving the Division of Correction.

The CARC/Pre-Release has the responsibility and authority to develop and initiate pre-release programs; eliminate fragmentation and duplication of services; unify pre-release programs at all security levels; maintain standards for pre-release program quality and capacity; assist local jurisdictions in the development and monitoring of CARC facilities and oversee their operations; monitor pre-release programs in the maintaining institutions; be responsible for contracts providing pre-release services.

The Office of CARC/Pre-Release Services assisted in reorganizing the Camp System into a comprehensive and coordinated pre-release system by holding planning sessions with all levels of administration, management and line staff. A special committee was established by the Commissioner to assist in this reorganization. The reorganization is expected to be completed and operational during FY 79.

The Office of Community Adult Rehabilitation Center Development (C.A.R.C.) and Pre-Release Services issues an annual report on the operations of Pre-Release Centers. This program report is compiled from the operations of three state operated centers, Baltimore City Jail Community Correction Center (BCJ-CCC), Greenmount Avenue Pre-Release Center (GAPRC) Community Correction Center - Women (CCC-W); and three privately operated centers, Dismas House East (DHE), Dismas House West (DHW), and Threshold (THRES). Montgomery County Pre-Release Center is also part of the population and fiscal report but is not included in the program statistics because the state Management Information System (MIS) is not used in this facility.

The following is a summary of major aspects of the program:

### I. POPULATION

The CARC/Pre-Release Program (formerly Community Corrections) admitted 661 inmates during FY 78. 37% (326 persons) left the program successfully (paroled, mandatory release, commutations) during FY 78. 21% failed the program and 42% were still in the program at the end of FY 78.

## FOLLOW-UP

A follow-up study of program participants indicates that after 12 months 92% (372 persons) have not been convicted of new crimes. 5% of those convicted of new crimes (18 persons) were returned to the Division of Correction and the remaining 3% (13 persons) were given fines or probation.

A follow-up of program participants who had been released for 24 months indicated that 78% (154 persons) were conviction free, 14% (27 persons) were returned to the Division of Correction and 8% (16 persons) were fined or given probation.

## II. PROGRAM

**COUNSELING:** The program reported 11,833 counseling sessions during FY 78 for an average of 55 minutes per resident per week.

**DRUG PROBLEMS:** The program had less than 1% drug positives with 19,871 drug surveillances conducted which produced 105 positives (.5). Alcohol was not a major problem, although percentage wise it was higher than narcotics. 6,082 alcohol surveillances were conducted with 171 positives (2.8%).

**COMMUNITY RESOURCES:** Program participants used community resources 7,465 times. This averages 58% of the participants using these services on a weekly basis. (Note: This does not include employment, educational, vocational training and medical resources which are reported separately.)

**FAMILY CONTACTS:** The entire program reported only 271 family contacts. This is very poor. 99% of all family leaves were successful.

**EMPLOYMENT/SCHOOL/VOCATIONAL TRAINING:** Program participants are monitored daily on their vocational status. 72% (64,615 days) of the time participants were in the program they were involved with employment, school, vocational training, 25% (22,781 days) of the time the participants were not fully occupied with work, school or training. (Note: part of the unoccupied time (17%) is accounted for because participants were in orientation).

**CONTRACTUAL AGREEMENTS:** 25% of the participants were under MAP Contracts and the remainder signed a House Contract. The files of commitment were as follows:

- 47% of the contracts had educational objectives.
- 25% of the contracts had skill objectives.
- 79% of the contracts had treatment objectives.
- 80% of the contracts had work objectives.
- 33% of the contracts had other objectives.
- 100% of the contracts had behavior objectives.

## III. RESIDENT PROBLEMS

Four (4) of the 882 program participants were arrested and convicted of old criminal offenses while they were in the program. This is less than 1% (.4).

Forty-four (44) residents failed to return from work, school or special leave within the allotted time and were declared walk-offs. This is nearly 5% (4.9).

## IV. RESIDENT FINANCES

The following figures indicated resident finances for FY 78.

Gross Earnings .....	\$658,219	(\$340 per month)
Room & Board paid to State .....	\$183,331	(\$ 92 per month)
Taxes (Fed. & State) .....	\$ 84,042	(\$ 49 per month)
FICA .....	\$ 38,217	(\$ 21 per month)

Complete statistics in all aspects of the program are available in the CARC/Pre-Release Annual Report. This report contains not only the total program report but a statistical report of each Pre-Release Unit within the program.

It is available upon request from the Office of the Commissioner of Correction.

**INSTITUTIONAL POPULATIONS**

	<i>ACA Rated Maximum Bed Capacity</i>	<i>Rated Capacity</i>	<i>Average Daily Population</i>	<i>Annual Per Capita Costs</i>
House of Correction (including inmates housed at Patuxent - capacity 126) .....	1,038	1,829	1,819	\$ 5,462
Penitentiary (including Reception Center for Males - capacity 260) .....	1,003	1,531	1,460	6,786
Correctional Institution - Hagerstown (including Correctional Training Center - capacity 1,407) .....	2,005	2,580	2,373	5,285
Correctional Institution for Women (including Reception Center for Women - capacity 15) .....	184	249	225	8,624
Correctional Camp System .....	863	1,102	1,075	4,996
Central Laundry .....	112	192	187	4,322
General Funds (Males only) .....	100	100	99	4,420
General Funds (Contractual Bids) .....	80	80	85	6,988
Federal Funds (Males) .....	136	136	38	10,864
General Funds (Females) .....	32	32	29	5,028
Local Jail Back-up .....	-	-	918	-
Total for Division .....	5,553	7,831	8,308	
Average Per Capita Cost .....				\$ 5,991

18

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**INSTITUTIONAL POPULATIONS**

	ACA Rated Maximum Bed Capacity	Rated Capacity	Average Daily Population	Annual Per Capita Costs
House of Correction (including inmates housed at Patuxent - capacity 126) .....	1,038	1,829	1,819	\$ 5,462
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Federal Funds (Males) .....	136	136	38	10,864
General Funds (Females) .....	32	32	29	5,028
Local Jail Back-up .....	-	-	918	-
<b>Total for Division .....</b>	<b>5,553</b>	<b>7,831</b>	<b>8,308</b>	<b>\$ 5,991</b>
<b>Average Per Capita Cost .....</b>				

**DIVISION OPERATING COSTS**

	Fiscal 1978
Original General Fund Appropriation .....	\$ 41,592,665
Transfer of General Fund Appropriation .....	2,452,011
Total General Fund Appropriation .....	44,044,676
Less: General Fund Reversion .....	256
Net Total General Fund Expenditure .....	44,044,420
Add: Special Fund Expenditures .....	1,359,534
Reimbursable Funds .....	2,483,033
<b>Total Expenditures .....</b>	<b>\$ 47,886,987</b>

Non-budgeted funds:	
Law Enforcement Assistance Administration .....	\$ 1,452,318
Department of Education .....	436,986
<b>Total .....</b>	<b>\$ 1,889,304</b>

**DIVISION INCOME ACCOUNTS \***

Laundry Accounts .....	\$ 2,126,844
Work Details .....	211,669
Recoveries of Board and Lodging Costs from Work Release Inmates .....	465,838
Meat Sales .....	838,989
Water Rents .....	3,000
<b>Total .....</b>	<b>\$ 3,646,340</b>

\* Excludes State Use Industries and Welfare Fund

**DIVISION SPENDING BY PROGRAM**

General Administration .....	\$ 4,110,841
Custodial Care .....	25,062,743
Dietary Services .....	5,768,185
Plant Operation and Maintenance .....	4,512,956
Clinical and Hospital Services .....	1,966,532
Classification, Education, Recreation, etc. ....	3,123,852
Reception Center .....	1,171,777
Vocational Rehabilitation and Release Center ..	428,406
Laundry Operation .....	835,854
Rehabilitation Meatcutting Program .....	838,989
Community Residence - O'Brien House .....	66,852
<b>Total .....</b>	<b>\$ 47,886,987**</b>

\*\* \$3,646,340 of this amount was earned by the Central Laundry and other Division Income Accounts.

### PRISONERS FUND

A financial ledger card is established when an inmate enters a correctional institution. All money in the inmate's possession is credited to his or her financial account. As the inmate earns money or receives it from relatives or friends, it is credited to his or her account. The inmate's purchases from commissary and other personal expenditures are charged to his or her account.

When released from confinement, the inmate is paid in the amount of all funds in his or her account.

	Amount 1978	Number of Inmates at 6/30/78
House of Correction .....	\$ 126,040	1,694
Penitentiary (Including Reception Center for Males) .....	84,799	1,485
Correctional Institution - Hagerstown (Including MCTC) .....	131,866	2,538
Correctional Institution for Women - Jessup (Including Reception Center for Women) .....	10,748	229
Correctional Camps .....	140,228	1,510
<b>Total .....</b>	<b>\$ 493,681</b>	<b>7,456</b>

### WELFARE FUND

Each institution operates a canteen-type store which sells candy, tobacco, and toiletry products to inmates. Profits from these sales create the welfare fund.

The fund is used to purchase religious, library and athletic supplies. Assistance is given to inmates who do not have sufficient personal funds for the purchase of tobacco and toiletry items. Hobby and craft shops are financed.

Expenditures from the fund are restricted to projects which provide rehabilitative and recreational benefits.

### INCOME STATEMENT

The Welfare Fund received .....	\$ 168,413
The Welfare Fund paid out .....	171,919
Net Loss .....	\$ 3,506
Deducted from the accumulated earnings .....	\$ 3,506

### BALANCE SHEET

<b>Assets:</b>	
Cash needed for prompt payment of obligations .....	\$ 172,898
Receivables due for merchandise sold .....	47,398
Investments in U.S. Government bonds .....	10,000
Accrued Interest Receivable .....	242
Inventories for operation of inmates stores .....	242,944
Equipment .....	265,329
<b>Total .....</b>	<b>\$ 738,811</b>

<b>Liabilities:</b>	
Obligations for materials purchased and coupon books sold to inmates, which have not as yet been expended in Welfare Fund stores .....	\$ 71,577

### Net Worth of the Welfare Fund:

Amounts owned less amounts owed representing the Fund's operating needs, plus accumulated earnings .....	667,234
<b>Total .....</b>	<b>\$ 738,811</b>

## MARYLAND RECEPTION CENTER

### BALTIMORE

The Maryland Reception - Diagnostic and Classification Center, an adult male institution, receives those persons convicted in the State of Maryland and committed to the Division of Correction to serve sentences ranging in length from three months thru life. Begun in 1967, the Center is responsible for the initial facility assignment of all persons committed to the Maryland correctional system.

The Reception Center inmates occupy cells on B - Block, West Wing, and share several special housing units within the Maryland Penitentiary which include the Penitentiary Hospital, "C" Dormitory segregation area, South Wing isolation, mental restraint area and the fifth tier South Wing Protective Custody.

One to four weeks are required to complete an inmate's program in the Reception Center and assign him to a maintaining facility within the State correctional system. However, due to present overcrowded conditions throughout the Division of Correction, a man can remain in the Reception Center from two weeks to ten months, depending on bed availability at the assigned institution. During the first four weeks in the Reception Center, the inmate is tested and evaluated to determine the institution best suited for his needs. Men held for long periods of time are reviewed constantly for possible changes in institution assignments due to time served, parole hearings held, detainers lifted and placed, medical or disciplinary problems.

Approximately five thousand committed persons pass through the Reception Center in a given year. Staff of one hundred and five is responsible for processing these inmates through the institution. The staff consists of medical personnel, identification specialists, classification counselors, social workers, psychologists, psychiatrists, chaplains, correctional officers, clerical and administrative personnel. These professionals use an interdisciplinary team approach in their decision - making process. In addition to the Reception Center staff, the Maryland Penitentiary and Penitentiary Hospital play important roles in the day to day operation of the Reception Center.

Two or three weekly staffing meetings are held to determine the assignment of all inmates whose evaluations have been completed at the Center. Representatives from the various disciplines attend these meetings, and all have a vote in the man's assignment. Among the criteria used to determine institution assignments, but not limited to them, are: age, length of sentence, type of offense, prior criminal record, social history, psychological and psychiatric reports, intelligence level, educational level, work history, institutional adjustment record, etc.

During his stay at the Reception Center, the inmate is given a physical examination. Medical and dental problems are diagnosed and forwarded to the maintaining institutions. Emergency medical problems are treated while the inmate is at the Reception Center. The Identification program is an important aspect of the admission process and consists of the fingerprinting and photographing of all inmates. Coordination with all law enforcement agencies is the responsibility of the identification department. Notification is sent out on a daily basis of all Reception Center admissions. An orientation program attempts to familiarize an individual with the Maryland Division of Correction system in general, and the Reception Center in particular. This procedure is done by social workers holding both group and individual interviews and offers an opportunity for the social worker to make specific referrals in individual cases to the psychology department, medical department, vocational rehabilitation unit, etc.

Education testing is done by administering the Wide Range Achievement Test to all incoming persons to determine grade performance level. An initial interview is held with a classification counselor. The classification counselor is responsible for interviewing all residents admitted to the Center and it is his responsibility to prepare an admission summary and compile a base file which will follow the resident throughout his tenure in the Division of Correction. At this time, referrals are made to the social workers, volunteer law students, alcoholism counselors, psychologists and psychiatrists concerning individuals who may be in need of more in - depth counseling or examination. These combined procedures constitute most of the work accomplished at the Reception Center. Parole hearings have been instituted as an additional service.

Daily recreational periods, mail privileges and weekly religious services, as well as visits from friends and relatives, are an important part of the program and are encouraged.

In July, 1977, construction began on the new Reception Center building to be built at Madison Street and Greenmount Avenue in Baltimore. In September, 1978, the budget for equipping, staffing and occupying the new four hundred bed facility was submitted. Completion is expected early in 1980.

A challenging and difficult task during fiscal 1978 was compliance with a Federal Court Order issued by Judge Kaufman making it mandatory that all Division of Correction prisoners be removed from the Baltimore City Jail by July 15, 1978. The total transfer was completed by the first week in July.

This institution was also involved in the "overcrowding" suit heard in Federal Court against the Maryland Penitentiary, Maryland Reception - Diagnostic and Classification Center, and the Maryland House of Correction during 1978, and as of September, 1978 has been making an effort to comply with the Federal Court Order to reduce the population by fifty prisoners by December 1, 1978 in compliance with the Court's decision that the institution must eliminate the practice of placing two inmates in a single cell.

During this fiscal year, 4,444 inmates were received in the Center. Of those received, 327 were parole violators, 18 were transferred from Patuxent Institution, 2 were transferred from Clifton T. Perkins Hospital Center and 4,097 were committed from Court. Of the Court commitments, 2,844 were Black and 1,239 were White. Of the 4,097 inmates received from Court, 2,649 were received from Baltimore City jurisdiction. The median age for all new Reception Center inmates was 19. Detailed information on commitments and releases may be found in the statistical data of this report.

Information on operating costs may be found on p. 27 of the Penitentiary's operating costs summary.

## MARYLAND PENITENTIARY BALTIMORE

The Maryland Penitentiary is a maximum security institution in the Division of Correction. It is located at 954 Forrest Street in Baltimore, Maryland. A portion of the Maryland Penitentiary is used by the Maryland Reception, Diagnostic and Classification Center and although this Center has its own treatment and administrative staff, the Maryland Penitentiary must provide custody, food, medical, mail and recreational services for all Maryland Reception Center inmates.

During fiscal year 1978, the Division of Correction Transportation Unit continued to function as an independent body operating under the auspices of the Division of Correction. The Transportation Unit presently maintains its offices in the O'Brien House adjacent to the Maryland Penitentiary. It is comprised of a correctional staff of forty-six with clerical support services. This specialized unit is presently providing transportation for virtually all inmates court appearances for the Division of Correction. During the fiscal year, a total of 6,138 trips were made.

The Maryland Penitentiary classification department operated with an average of six counselors during fiscal year 1978. There were as many as eight counselors at one time. This increased staffing reduced individual caseload responsibilities to an average of 150 inmates per counselor and, although far from ideal, did enable the continuation of specialized counseling for segregation inmates. Also, a counselor was assigned the Protective Custody caseload. This caseload varies in number; however, the average is about 40. In addition, 240 parole summaries were prepared and 14,000 interviews were conducted with Maryland Penitentiary inmates. The classification team met on ninety occasions and reviewed approximately 2,000 cases for institutional transfer and job assignments or changes. In addition to the regular classification sessions, pre-parole and evaluation for release from segregation teams met and reviewed approximately one thousand cases.

The maintenance department completed 240 major projects in all areas of the Maryland Penitentiary during this fiscal year. Additionally, 4,089 service calls were made and recorded. Two major projects which affect the Penitentiary's operation were begun during fiscal year 1977 and are in various stages of completion. These include complete west wing renovations and construction of the new Maryland Reception, Diagnostic and Classification Center complex which is within the Penitentiary complex.

The Maryland Penitentiary hospital conducted sick call on a daily basis for both Maryland Penitentiary and Maryland Reception Center inmates during fiscal year 1978. A total of 7,523 inmates were seen by the combined physician staff during sick call. Total in-patient days at the hospital were 12,111. In addition, 124 inmates were admitted to University Hospital for a total of 978 in-patient days, as well as 2,136 clinical visits. The dietary department interviewed a total of 154 patients and prepared a total of 103 special individual diets as prescribed by physicians. The Maryland Penitentiary hospital dispensary estimated 10,551 individual treatments during fiscal year 1978 and saw 12,942 Maryland Penitentiary and 13,240 Maryland Reception Center patients.



A total of 2,011 Maryland Penitentiary and 1,000 Maryland Reception Center patients were seen by the Maryland Penitentiary dental staff during fiscal year 1978. The Maryland Penitentiary pharmacy dispensed 43,260 medications during the fiscal year, while 658 patients were seen for physical therapy with a total of 3,341 individual treatments. The x - ray department saw a total of 4,468 patients and took a total of 4,010 films. In addition, 221 electrocardiograms and 54 electroencephalographs were taken.

The Maryland Penitentiary psychology staff administered 1,553 psychological tests during fiscal year 1978. In addition to completing psychological reports and special evaluations, individual and group therapy sessions were held, as well as hypno - therapy sessions. During this period 52 biofeedback training sessions were conducted. A total of 1,244 crisis intervention sessions were completed by staff psychologists. The psychology department continued its use of video tape techniques, treating twenty - two patients through deep muscle relaxation and thirty through meditation. In addition, psychodynamics tapes were viewed by thirty - six patients. Consultant psychiatrists held 136 clinics, examined 950 patients and wrote 755 psychiatric reports. In addition, thirty - nine lectures were conducted in the psychology clinic staff room. A total of 5,765 patients were treated by the psychological staff during fiscal year 1978.

The Maryland Penitentiary dietary department fed a total of 1,628,265 meals during fiscal year 1978 with an average daily inmate feeding of 1,487 meals.

The community services department worked with eight separate self - help groups and 70 highly active volunteers continued to provide helpful assistance to this vital treatment programming.

The recreation department sponsors the following intramural and varsity sports and activities: softball, volleyball, basketball, football, handball, pool, ping pong, weight training and movies. There is excellent participation in these activities by the inmate body.

The education department had a total of 326 students enrolled in the school programs: 114 - college; 49 - high school; 58 - middle school; 58 - adult basic; 21 - art; and 26 - electronics. During fiscal year 1978, one student received a B.S. degree in English and another student received an A.A. certificate in general education.

**OPERATING COSTS**

	Fiscal 1978
.01 General Administration .....	\$ 506,477
.02 Custodial Care .....	4,844,516
.03 Dietary Services .....	1,055,357
.04 Plant Operation and Maintenance .....	1,010,896
.05 Clinical and Hospital Service .....	795,204
.06 Classification, Educational, Vocational, Recreational and Religious Services .....	523,630
.07 Maryland Reception, Diagnostic and Classification Center .....	1,171,777
Total Cost	\$9,907,857
Annual per capita cost .....	
	\$ 6,786
Daily per capita cost .....	
	18.59
Daily per capita food cost .....	
	1.98

In fiscal 1978, \$90,251 of the above costs were earned through Laundry Operations.

## THE MARYLAND HOUSE OF CORRECTION

### JESSUP

The Maryland House of Correction is a medium security correctional institution for male offenders serving sentences of three (3) months or longer duration. The institutional property comprises 817 acres and the average population was 1695 inmates for fiscal year 1978.

The Educational Program continued to expand due to the opportunity of the inmates to earn money while attending classes. The newly improved and expanded classroom area facilitates the handling and education of additional students.

Inmate Education Program	Fiscal 1978
<u>Class Attendance - Tri - Semester</u>	
Grades 1 - 8.....	750
Grades 9 - 12.....	300
Typing.....	90
College.....	150

Four (4) Vocational Schools: Welding, Carpentry, Shipfitting, and Office Machines and Procedures continue to do an excellent job of training their students for eventual placement in business and industry.

The partially federally funded Office Machine Training School continued in the training and instruction in the use of duplicating machines, typewriters, calculators, adding machines and office procedures.

The Welding School continued to do an excellent job of training welders and placing them in positions in private industry.

Recreational programs were conducted with marked success. Assemblies and banquets were held in order to give recognition to members of the winning teams and outstanding players. The Jazz Band and Rock and Roll groups provided entertainment for inmate shows on special occasions. One competitive sports program was expanded to the Division level. Volleyball and Handball has increased in popularity and is now a varsity sport.

The urinalysis program has continued wherein specimens were taken from participating inmates for the detection of drug usage. S.A.N.D., a self - help organization composed of narcotic addict inmates, had numerous outside speakers during weekly meetings.

Therapy, Counseling, and Psychiatric Services continue to be provided on a limited basis. Religious Services were conducted by the Protestant and Catholic Chaplains. Jehovah's Witnesses, Islamic, and Jewish Services are, also, available. Bible Classes, Choir Rehearsals, Family Interviews, Counseling, and contacts with families were conducted by the Chaplains.

The inmate dietary kitchens continue to be upgraded with new equipment. Our newly created Sanitary Department has greatly improved the cleanliness of the whole institution. Laundry operations were greatly improved by the replacement and updating of laundry equipment.

The State Use Industries shops continue to function providing employment and training in Woodworking and Finishing, Signs, Auto License Plates, and Paint Manufacturing.

The betterment of the total inmate population was enhanced with the activities of eight (8) self - help and service organizations with the administration lending administrative support and aid. One of the organizations, "I.O.C.C." (Inmate Organizations Cooperative Committee) is composed of presidents of all the organizations. Problems arising in various organizations are discussed in the hope that solutions may be found before bringing them to the attention of administrative officials.

An inmate magazine, THE CONQUEROR, and weekly newsletter are published by and for the inmate population.

### OPERATING COSTS

	Fiscal 1978
.01 General Administration.....	\$ 610,846
.02 Custodial Care.....	5,502,705
.03 Dietary Services.....	1,204,956
.04 Plant Operation and Maintenance.....	1,478,481
.05 Clinical and Hospital Services.....	494,257
.06 Classification, Educational, Vocational, Recreational, and Religious Services.....	644,319
Total Cost	\$9,935,564
Annual per capita cost.....	\$ 5,462
Daily per capita cost.....	14.96
Daily per capita food cost.....	1.88

In fiscal 1978, \$524,837 of the above costs were earned through Laundry Operations and water rents.

## MARYLAND CORRECTIONAL INSTITUTION

### HAGERSTOWN

The Maryland Correctional Institution - Hagerstown is a medium security institution with a rated capacity of six hundred cells. There are two hundred eighty - three single cells (twenty are in the security unit), three hundred thirty - four double cells, twenty - four beds in the hospital, five mental observation cells, and eight isolation cells.

The classification department prepared pre - parole reports for the Parole Commission, the counselors interviewed inmates, participated in classification and adjustment team meetings. The Mutual Agreement Program, which began in February, negotiated twenty - four agreements. The adjustment team conducted two hundred twenty-two hearings with a total of 2,972 cases heard.

SANDS, Life Style, and Alcoholics Anonymous continued to function as self - help groups during the year. Inmate Council meetings are scheduled on a regular basis.

A total of 2,988 inmates were transported out of the institution by 1,529 officers involving 9,975 man - hours. This included one hundred sixty - two cases to court, 2,143 cases to Maryland Penitentiary Hospital and University of Maryland Hospital, five hundred eight inmates to the Washington County Hospital and physicians in Hagerstown, one hundred twenty - four to other institutions, and fifty - one compassionate leaves. Visitors to inmates numbered 26,565 for 14,801 inmates.

This fiscal year individualized scheduling, which started as an experiment in the education department, worked well to meet the unique needs of each student. There was a heavy concentration in levels one to four with about one - third of the students working at those levels. Academic school enrollment fluctuated between two hundred thirty and two hundred fifty full - time students, with as many as twenty - five voluntary part - time students. Students attended seven classes each day taking all basic subjects plus typing, contemporary issues, career education, functional reading, metrics, and geography. The Metropolitan Achievement Test was administered at three intervals to assist teachers to determine the proficiencies and deficiencies of each student to more appropriately counsel and schedule the student. Junior high equivalence certificates were earned by fifty - six students. The General Education Development examination was given to two hundred forty inmates, with eighty - four passing.

The three vocational shop programs: upholstery, sheet metal, and electronics, operated full -time with much success. Music classes continue to have a waiting list even with expansion of classes.

The library continued to flourish with Library Aide training program and the information referral station set up for use by the inmate population. Books were circulated by the Washington County Free Library and Enoch Pratt.

Hagerstown Junior College conducted twelve credit hours for each of two semesters. Other college related courses were coordinated for University Without Walls from Morgan State and Community College of Baltimore.

The printing office in addition to publishing and distributing the "Grapevine" (inmate publication) and "Breakthrough" (employee publication), mimeographed educational projects and other material for several institutional departments.

The food service department's daily budgeted population was 2,283, however, the daily average was 2,418 inmates. The budgeted food allowance was \$1.26, but the expenditure was actually \$1.1759 per day.

Repairs and adjustment were made to security mechanisms, as well as the usual painting and maintenance projects over the entire institution by the maintenance department.

There were 6,030 calls to the dispensary, 2,020 calls to the dentist, one hundred thirty-six ophthalmologists visits, and seventy-seven visits to the dermatologist. There were four hundred eighty-two patients confined in the institutional hospital for a total of 1,185 days and one hundred sixty-five inmates in psychiatric observation cells. Inmates continued to be sent for clinics and admission to the University Hospital and Maryland Penitentiary Hospital. Emergency cases were referred to the Washington County Hospital. The consulting psychiatrists interviewed and counseled seven hundred thirty-two inmates with reports written. The psychology department interviewed and counseled seven hundred eighty-six inmates.

This entire complex is served by one personnel department which processed the employment of fifty-one correctional officers and twenty-two other employees. There was a total of twenty-five correctional officers and nineteen other employees who left the facility. There were thirteen vacancies in the General Fund, nine vacancies in the State Use Fund, and one vacancy in the Federal Fund at the close of the fiscal year. Forty-two grievances were received, of which four were resolved at step One and Two, twenty-four at Step Three, six at Step Four, and eight at Step Five. A total of seven suggestions were received under the Incentive Award Program. "Breakthrough" was published on four occasions during the year. Unless waived by the organization, there were regular monthly meetings scheduled with the American Federation of State, City and Municipal Employees and Maryland Classified Employees Association.

Various staff meetings, parole and probation meetings, training academy sessions, and Mutual Agreement Program meetings were held at the Career Development Center.

The recreation program consisted of many varied activities for the entertainment and enjoyment of the inmate population. Most inmates participated in some program. There was intramural competition in basketball, flag football, softball, baseball, table tennis, pool, and volleyball. Varsity competition also was conducted in basketball, softball, flag football, table tennis, track, pool, and weightlifting. There was much enthusiasm in the institution for these games. In addition, inmates were provided with games of chess, checkers, dominoes, and monopoly, as well as movies, television, and outside entertainment.

The inmate population is afforded a program of regular religious services. The Catholic Chaplain also serves as the liaison for representatives of the Seventh Day Adventists and the Jehovah's Witnesses. The Protestant Chaplain also acts as coordinator of Islamic Affairs. In addition to the regular religious services, there is a mass on special occasions and Holy Days, study courses, and the Sacrament of Penance for Catholic inmates; and study groups, special chapel services, and communion for Protestant inmates. The chaplains conduct personal interviews and counseling with inmates, serve on classification teams, coordinate chapel services conducted by community pastors or lay groups, and participate in services offered by the community. Participation in the Islamic faith groups included regular services in addition to special Ramadan activities.

State Use Industries employed an average of seventy-three inmates each month with an average annual earning per inmate of \$476.96.

(For operating costs see p. 35. Both the Maryland Correctional Institution and the Maryland Correctional Training Center operate under a single budget.)

## MARYLAND CORRECTIONAL TRAINING CENTER HAGERSTOWN

The Maryland Correctional Training Center is a medium security institution with a rated capacity of 1,407. The Center stands within a double fenced enclosure comprising 39 acres and twelve (12) separate physical structures. Contiguous to the Training Center, and a part of its operations, is a minimum security Work Release Center having a capacity of seventy-five and an Emergency Housing Unit which houses 128 men, all of whom work on minimum security details. The total rated capacity above includes these two facilities. The total inmate population of the Maryland Correctional Training Center is 1,689 which includes forty men housed in trailers and 242 more double-celled inmates. This additional population is a direct result of the increased population in the Division.

The institutional population is predominantly black, youthful (18-25), urban in nature, most lack any firmly developed job and/or educational skills, and the average length of stay is approximately 19.5 months. For inmates released directly (non-transfers), for fiscal year 1977, the average length of stay was 20.7 months. Approved for addition to the Maryland Correctional Center during fiscal year 1976 and completed this fiscal year is Housing Unit No. 6, a housing unit containing 178 single cells, 62 of which are doubled for a total of 240 also included in the previously mentioned population statistics.

Immediately following is a discussion by department of the activities of each for the fiscal year ending June 30, 1978. Instructional programs serving approximately 30% - 35% of the population at any given point in time are operational. This percentage enrolled in programs continues to decrease as the institutional population increases because no additional programming capabilities commensurate with the population increase have as yet been added although second shift in education is budgeted for fiscal year 1979.

Training in academic and vocational skills are provided through the education department. Vocationally, approximately 170 inmates occupy training slots in formally established vocational programs covering auto mechanics, carpentry, woodworking, masonry, machine shop, barbering, plumbing, auto body repair, painting and decorating, drafting, marine pipefitting, building restoration, machine tool operator, and marine electrical. Apprenticeship programming in the field of meat-cutting is operational, and additional on-the-job training augmented by classroom education in Waste Water Treatment Plant Operation, Stationary Engineer Technology, and Food Service is operational. Work is ongoing toward the development of additional training areas via trade and apprenticeship standards vocationally. Academically, instruction is offered from basic education through college level instruction. Approximately 300 inmates are enrolled in this segment. Again, because of the increased population, efforts are being made to establish operations of both academic and vocational education on a second-shift basis. This increase in programming capacity is critical to the operation of the institution. One of the primary missions of this institution is to provide training and programming opportunities to inmates. The increased population has resulted in longer delays for inmates in getting into programs and will undoubtedly result in denial of training due to lack of capacity without these additional programs.

The classification department provides classification services and programming for the population. The population is distributed according to numerically assigned caseloads among a total of twelve counselors. Duties and responsibilities of this department include inmate job assignments, recommending transfers to other institutions, adjustment processing, individual counseling, parole summary evaluations and recommendations, and handling individual inmate problems. Here, again, the increase in population has increased individual counselor caseloads. A community services coordinator operates as an adjunct to the classification section. This position solicits and handles activities which involve the participation of volunteers from the community in the institution. It is also involved with coordinating activities of service agencies such as the County Health Department, colleges and universities, and inmate self-help groups.

Medical services for the Maryland Correctional Training Center are provided by a full-time physician. Cases requiring special diagnosis or treatment are referred to the Penitentiary Hospital and/or University of Maryland Hospital. Both the Maryland Correctional Training Center and the Maryland Correctional Institution-Hagerstown operate in consonance with each other medically. Intermediate bed care is provided by the Maryland Correctional Institution-Hagerstown for all the Maryland Correctional Training Center inmates requiring such care. Emergencies are referred to the local county hospital through the institutional medical department.

Chaplaincy services are provided by a staff Catholic Chaplain and a contractually paid Protestant Chaplain on a full-time basis. Muslim organizations are also operational with the Maryland Correctional Training Center with services conducted by inmate ministers. Recognized and official ministers from Muslim Temples in the community advise and support the inmate ministers.

The food service department in the Maryland Correctional Training Center prepares meals for the entire Hagerstown complex. All meals are transported to these facilities via trucks containing heated food carriers.

The fiscal office in the Maryland Correctional Training Center functions to serve the entire Hagerstown complex.

The recreational department provides a daily and comprehensive recreation program. The entire population is served by an intramural program representative of all major sports. The Training Center also participates in league competition between the various institutions.

A staff psychologist has also been added this fiscal year to the Maryland Correctional Training Center full-time. This position serves to provide psychological evaluations and crisis intervention for the inmate population.

The most significant and far-reaching change affecting the Maryland Correctional Training Center this fiscal year continues to be the increase in population. The sixth housing unit on which construction began last fiscal year has been completed and staffed with an additional 240 inmates. The Training Center is now the largest institution in the Division in terms of rated bed capacity. The impact of this increase can be felt in every department of the institution although some additional staff has been obtained to handle the workload. Fourteen positions have been obtained under C.E.T.A. funding, and this has temporarily provided the necessary additional clerical positions to meet the increased volume. The resources of the institution are being utilized to the maximum, and all departments are operating at peak capacity. Not only are additional staff resources needed but office space has become critical.

MAP activity has increased since its inception here last fiscal year to the point where the Maryland Correctional Training Center has surpassed in volume every other unit in the Division. We project being able to increase contracting activity to 250-300 for the coming year. The workload involved in this activity has been absorbed with no additional personnel in classification this fiscal year but additional positions are included in fiscal 1979.

The following operating costs cover both the Maryland Correctional Institution and the Maryland Correctional Training Center.

### OPERATING COSTS

	<i>Fiscal 1978</i>
.01 General Administration.....	\$ 612,884
.02 Custodial Care .....	6,581,758
.03 Dietary Services .....	1,527,042
.04 Plant Operation and Maintenance.....	1,247,548
.05 Clinical and Hospital Services .....	391,195
.06 Classification, Educational, Vocational, Recreational and Religious Services.....	1,341,883
.07 Rehabilitation Meatcutting Program .....	838,989
	<hr/>
Total Cost	\$12,541,299
	<hr/>
Annual per capita cost.....	\$ 5,285
Daily per capita cost .....	14.48
Daily per capita food cost .....	1.76

In fiscal 1978, \$994,847 of the above costs were earned through Laundry Operation, Work Release board and lodging costs and meat sales.

## MARYLAND CORRECTIONAL INSTITUTION FOR WOMEN

### JESSUP

The Maryland Correctional Institution for Women is located in Jessup, Anne Arundel County. The facility maintains all females committed to the jurisdiction of the Division of Correction. In addition, it has the responsibility for operating a reception center for admission procedures and testing prior to an individual's transfer to the institution proper.

During the fiscal year covered by this report, the capital improvement program for renovating general living quarters was continued. Renovation of the third cottage was also completed and has been fully activated. Plans for the fourth general living cottage have been completed and renovation is scheduled for fiscal 1980.

Throughout the year, the institution's maintenance department performed routine repairs, continued the preventive maintenance program, and coordinated special maintenance and repair projects, such as the conversion of the chapel basement area to an operational upholstery shop. A major on-going project throughout the year was the updating of the fire hydrant system throughout the institution and inspection and maintenance of all fire alarm systems and equipment.

The classification department continues in its joint responsibility for the reception center and general populations. The unit coordinated all intake and admission procedures for initial classification and transfer to the general population. In addition, each counselor maintains a resident caseload throughout an individual's incarceration. A total of 277 women were processed through the reception center during this fiscal year. The section continues coordination with all departments throughout the institution and also with external programs. It is also responsible for conducting regular team evaluations for work release, program assignment, reclassification, adjustments, MAP screening, community corrections referrals, and other training programs within the institution and the community.

The MAP/Voucher Program for Women continued to provide services to the Maryland Division of Correction at MCIW and the Community Corrections Center for Women for this fiscal year under funding by an LEAA discretionary grant. Details of this program may be found in the MAP section of this report.

The Alcohol Treatment Project has been adopted for State funding for fiscal year 1978-1979. Professional function and program development continues to emanate from the Director of Social Work Services. A permanent certified addictions counselor provides addiction services which includes identification, assessment, primary intervention, pre-release planning, and referrals for residents. Community-based resources are coordinated through the program. One hundred fifty-seven residents received the benefit of these services during the year; 121 cases were closed, of which 37 were referred to community agencies upon release.

The medical unit is responsible for providing health care for all residents at the facility. Upon admission, a medical history is taken and a complete physical examination is done. This includes a PAP smear, blood work, urinalysis, TB skin test, and chest x-ray. Acute and chronic medical problems are identified and addressed before the resident enters the general population. During this period, the medical records section has initiated a Problem-Oriented-Medical-Profile. This is maintained in the individual resident's medical chart along with available past medical records compiled prior to incarceration. Medical problems are handled by a daily sick call by staff doctors and nurses. The population has on-site specialty services including internal medicine, gynecology, dermatology, thoracic medicine, and dentistry. Residents are referred to University Hospital clinics whenever necessary. The institutional pharmacist fills all prescriptions and coordinates the Prescription Profile Card for each resident, thereby keeping a correct record of medication for each resident. An annual physical examination is done on each resident in the population. The nursing staff has implemented an instructional and educational program for residents with chronic medical problems. In this manner, the institution hopes to achieve its goal of establishing joint responsibility with each resident in order to fulfill all health care needs.

The department of psychology and psychiatry is charged with the responsibility for providing mental health services to the reception center and general population. At the time of admission, emphasis is placed on individual contact with all residents in order to identify psychosocial problems. The purpose of early problem identification is to help ensure unimpeded program flow once the resident enters the general population. Once in the general population, services from the department are available at the request of the resident. In addition to these responsibilities, the department is required by Division of Correction Regulations to provide reports to the classification department with regard to certain inmates prior to their advancement to minimum security. At the time of release, whenever possible, residents who have been under continuing care of this department during their incarceration are placed with appropriate mental health agencies for continuing treatment.

The education department continued its joint responsibility to the reception center and general population. During this fiscal year, the admission procedures, orientation, testing, and pre-screening were restructured. The high school equivalency services were reorganized and pre-test was established to assist in preparation for the State examination. The Advanced Studies Program was continued for two semesters at Anne Arundel Community College. Preliminary plans have been developed for the fall semester. Preliminary meetings have been conducted in conjunction with the forthcoming transition of this department to the Department of Education. The program continues to utilize community volunteers to supplement special programs and/or individual need.

During the past year the library has been fully activated as a result of employing a full-time librarian. The main library has been reorganized and the collection has been expanded by the purchase of over 1,000 new titles. In addition, the "Information Station," a set of information and referral files, has become a new part of the variety of library services offered to residents. A satellite library offers books and magazines to new residents and those in segregation. The library has also provided special programs, seminars, films, and guest speakers to further augment its services.

The home economics department continued as a special section of the education department. This program was available to the general population and conducted classes in food preparation, nutrition, clothing design and sewing, and general home crafts. Pursuant to approval of this section's proposal to the State Department of Education, a program in Child Development/Parenthood Education was initiated. The program consists of a seven week course designed to promote the development of fundamental and parenting skills, as well as providing the student with a background in the various aspects of the growth and development of children.

The cosmetology department continues responsibility for operation of the State certified school, offering a fully credited course in basic beauty culture. Students in this course render a service to the general population. The program was expanded by implementing a short term licensed manicuring course. During this period, seven students were issued licenses. This unit coordinates workshops and seminars, wherein programs are conducted in the school or where residents participate in seminars in the community.

The recreation department continued its responsibility for general recreation for the resident population. In addition, special events programming was conducted throughout the year. Institutional teams were involved internally and externally with community teams.

The vocational program, sponsored by the Institutional Training Project/AFL-CIO, continued during this fiscal year. Two co-educational welding classes were coordinated. In addition, a special class was conducted and graduated in marine electrical training. In conjunction with State Use Industries, a certified apprenticeship program in upholstery was established. Preliminary plans have begun to initiate similar apprenticeship programs in the sewing shop.

Community volunteers and organization involvement continued throughout the year. In conjunction with the Prince George's County office of personnel, a skill training improvement program has been established. Residents from Prince George's County are involved in several vocational training programs. The Model Ex-Offender Program and Vocational Rehabilitation programs continue to render services. Several institutional departments continue programs with local colleges for developing intern programs. Throughout the year, weekly tours were conducted at the facility.

The institution has continued a close relationship with the Correctional Training Academy in making available several training programs for the staff.

## OPERATING COSTS

	<i>Fiscal</i> <u>1978</u>
.01 General Administration.....	\$ 180,836
.02 Custodial Care .....	1,040,663
.03 Dietary Services .....	181,047
.04 Plant Operation and Maintenance.....	180,706
.05 Clinical and Hospital Services .....	186,873
.06 Classification, Educational, Vocational, Recreational and Religious Services.....	<u>170,196</u>
Total Cost	<u><u>\$1,940,321</u></u>
Annual per capita cost.....	\$ 8,624
Daily per capita cost .....	23.63
Daily per capita food cost .....	2.20

In fiscal 1978, \$5,713 of the above costs were earned through Work Release Board and Lodging costs.

## MARYLAND CORRECTIONAL CAMP SYSTEM\*

The Maryland Correctional Camp System is comprised of the following facilities:

### Correctional Camps Administration Building

Jessup, Anne Arundel County  
Staff: 31

### Maryland Correctional Camp Center

Jessup, Anne Arundel County  
Staff: 104  
Capacity: 515  
Average Population: MCCC 503  
Annex 60

### Eastern Correctional Camp

Church Hill, Queen Anne's County  
Staff: 32  
Capacity: 96  
Average Population: 132

### Poplar Hill Correctional Camp

Quantico, Wicomico County  
Staff: 34  
Capacity: 115  
Average Population: 160

### Southern Maryland Correctional Camp

Hughesville, Charles County  
Staff: 30  
Capacity: 85  
Average Population: 117

### Community Vocational Rehabilitation and Release Center

920 Greenmount Avenue, Baltimore, Maryland  
Staff: 26  
Capacity: 108  
Average Population: 103

### Center Laundry Correctional Camp

Sykesville, Carroll County  
Housing Unit Staff: 37  
Laundry Staff: 15  
Capacity: 112  
Average Population: 187

### Baltimore City Jail - Community Correction Center

401 E. Eager Street, Baltimore, Maryland  
Staff: 26  
Capacity: 100  
Average Population: 99

### Greenmount Avenue Pre-Release Center

920 Greenmount Avenue, Baltimore, Maryland  
Staff: 29  
Capacity: 136  
Average Population: 91

### Community Correction Center for Women

4500 Park Heights Avenue, Baltimore, Maryland  
Staff: 12  
Capacity: 30  
Average Population: 29

The Correctional Camps Administration Building at Jessup is the Headquarters of the Correctional Camp System. This building houses the administrative, accounting and classification offices of the entire Camp System.

The Correctional Camp System consists of the Maryland Correctional Camp Center at Jessup (Anne Arundel County) and five other Camp facilities. On May 22, 1978, construction began after many months of planning on the renovation of the Camp Center into a medium security institution which will be known as Brock Bridge. This facility when completely renovated and staffed will provide much needed extra beds for the Division of Correction and will initially house 370 inmates. It is anticipated that this conversion will be completed during the fiscal year 1979.

The other units of the Camp System are Eastern Correctional Camp at Church Hill (Queen Anne's County), Poplar Hill Correctional Camp at Quantico (Wicomico County), Southern Maryland Correctional Camp at Hughesville (Charles County), the Community Vocational Rehabilitation and Release Center in Baltimore City and Central Laundry Correctional Camp at Sykesville (Carroll County). The men housed at Central Laundry Correctional Camp are employed at our Central Laundry at Sykesville, which is also a part of the Camp operation. The Central Laundry is the largest laundry operation, commercial or otherwise, in the State of Maryland, processing millions of pounds of laundry annually.

\* Name changed by Board of Public Works Action 9/1/78 to Maryland Correctional Pre-Release System. All units retitled consistent therewith.



On May 15, 1978, three facilities were placed under the administrative jurisdiction of the Correctional Camp System. They are Baltimore City Jail - Community Correction Center, Greenmount Avenue Pre-Release Center and Community Correction Center for Women. All of these facilities are located in the Baltimore Metropolitan area and previously were under the administration of the Community Correction Task Force. These programs function as a bridge between the Camp System and release into the community; and inmates are transferred to these facilities from the various camps prior to their discharge.

On June 30, 1978, there were 1507 inmates housed in the Camp System facilities. During the year, approximately 3558 inmates passed through the Camp System. These inmates were received from all male State correctional institutions and from the Division's Reception Center in Baltimore City, on recommendations of the Classification Screening Committees.

Classification Counselor services are available to all Correctional Camp inmates. The Classification Counselor assists the inmate in every way possible with his personal problems and assignments, and processes all of the papers necessary for compassionate leaves, family leaves, parole hearings and discharges. The Classification Supervisor, in addition to supervising the above, is also charged with the proper and accurate maintenance of inmates files.

Medical services are provided at the Maryland Correctional Camp Center for the entire Camp System population with the exception of Central Laundry Correctional Camp and the three Community Correction Centers which have their own part-time doctors. In addition, University Hospital is utilized by the Camp System for clinical and in-patient treatment, as well as for emergencies.

Dental services are provided at the Camp Center for the inmates of the Camp System and also for the inmates of the Maryland Correctional Institution for Women.

An Educational Program has been established in the Camp System providing Program Instruction Specialists at the five Correctional Camps. These teachers work with the inmates on an individual and small group basis and prepare them for the High School Equivalency Examination, as well as an Eighth Grade Certificate. In addition, on-campus college programs are provided for approved inmates at all the Camp System facilities.

The Recreational Program consists of intramural sports and participation in various community recreational leagues. This involvement in the community is not only beneficial to the inmate population, but has led to better acceptance of the correctional facilities by the communities. In addition to the athletic program, other activities include television, movies and outside entertainment provided on a regular basis for all of the inmates.

Library facilities are rather limited at the outlying Camps, however, arrangements have been made with local library services for regular visits by the bookmobile. This enables the inmate to have access to current publications.

All of the inmates are permitted to have visitors. Visiting periods vary according to the circumstances of each Camp. However, each inmate is allowed visits weekly, on special holidays and during the holiday seasons. Every effort is made to encourage visiting and visiting is conducted on an informal basis with a minimum of supervision.

During the fiscal year, the Family Leave Program Screening Process provided in-depth screening prior to releasing inmates on leave. During Fiscal Year 1978, 2956 inmates were released on Family Leave.

All of the inmates within the Correctional Camp System are assigned to work projects. These projects fall into four general categories: camp maintenance, work details working out of the Camps for various State agencies, laundry work, and the Work Release Program.

Camp System inmates are also offered the Junction-Bridge Program, funded by the Maryland Drug Abuse Administration, which conducts a program at the Central Laundry Correctional Camp. This program continues to function at full capacity and is now in its twelfth ten-week cycle.

The Work Release Department of the Division of Correction has offices at the Correctional Camp Center. Work Release Committees meet at each Camp to screen those inmates who have applied for the Work Release Program. Work Release Representatives provide counseling and on-the-job supervision of inmates on the program. The Camp System works very closely with the Work Release Department in a supportive role in this program. The Camp System provides custodial supervision when the inmates are not actually on the job, and transports inmates to and from work. Schedules must be worked out with the Work Release Department to insure a smooth operation. The Camp Center also handles much of the inmates' finances.

Protestant and Catholic religious services are conducted regularly at each Camp. Bible classes are held periodically.

Through the Food Administrator, whose office is located at the Correctional Camp Center, and the Correctional Dietary Officers assigned at each Camp, planning of uniform menus throughout the Camp System has been possible. All food purchases are made at the Camp Center and distributed to the other Camps. Through this system of planned diet and central purchasing, food costs have been held within budgeted allowances while, at the same time, the quality and quantity of the food have been excellent.

**OPERATING COSTS**

	<u>Fiscal 1978</u>
.01 General Administration.....	\$ 544,062
.02 Custodial Care .....	2,520,325
.03 Dietary Services .....	672,936
.04 Plant Operations & Maintenance .....	595,325
.05 Clinical and Hospital Services .....	99,003
.06 Classification, Educational, Vocational, Recreational and Religious Services.....	443,824
.07 Community Vocational Rehabilitation and Release Center .....	428,406
.08 Community Residence - O'Brien House .....	66,852
.01 Custodial Care - Central Laundry .....	808,190
.02 Laundry Operations - Central Laundry.....	<u>835,854</u>
 Total Cost	 <u><u>\$7,014,777</u></u>

	<u>Correctional Camp</u>	<u>Central Laundry</u>
Annual per capita cost.....	\$ 4,996	\$ 4,322
Daily per capita cost .....	13.69	11.84
Daily per capita food cost .....	1.90	1.28

In fiscal 1978, \$1,987,709 of the above costs were earned through Laundry Operations, Work Details and Work Release Board and Lodging costs.

**EARNINGS OF CORRECTIONAL CAMP PROGRAM**

**FISCAL YEAR 1978**

Maryland Correctional Camp Center .....	\$ 91,453
Poplar Hill Correctional Camp .....	68,097
Southern Maryland Correctional Camp.....	16,423
Eastern Correctional Camp .....	<u>35,696</u>
 Sub Total.....	 \$ 211,669
 Central Laundry .....	 \$1,445,833
Work Release Income .....	<u>\$ 330,207</u>
 Total	 <u><u>\$1,987,709</u></u>

**LABOR SALES - - FISCAL YEAR 1978**

MONTH	MCCC	PHCC	SMCC	ECC	TOTALS
July, 1977.....	\$11,339	\$ 3,614	\$3,218	\$ 414	\$18,585
August .....	2,422	1,344	176	2,249	6,191
September.....	7,926	5,963	1,380	1,498	16,767
October .....	13,973	6,248	1,649	4,442	26,312
November .....	9,292	10,798	2,932	3,637	26,659
December .....	6,544	2,164	1,147	2,227	12,082
January, 1978 .....	3,184	5,671	1,273	2,197	12,325
February .....	4,839	3,485	506	298	9,128
March.....	9,228	6,946	658	8,389	25,221
April .....	3,170	400	—	127	3,697
May.....	7,556	4,897	876	6,154	19,483
June .....	<u>11,980</u>	<u>16,567</u>	<u>2,607</u>	<u>4,065</u>	<u>35,219</u>
 TOTALS	 \$91,453	 \$68,097	 \$16,422	 \$35,697	 \$211,669

## FEDERAL FUNDED PROGRAMS

The Division of Correction utilizes several sources to support its inmate programming objectives. These include: (1) Federal grants which are developed to supplement ongoing programming efforts already in progress; (2) Other programs are initiated on a demonstration basis; (3) All projects activities are closely monitored to determine program impact and effectiveness. Programs which prove effective are included in the Division's annual budget request to the Legislature.

Financial assistance of Maryland's correctional system has been obtained from the Federal Criminal Justice Act of 1968 as amended by the Crime Control Act of 1970 administered by the Law Enforcement Assistance Administration. This financial assistance has been in the form of grants which usually extend for three years. In addition to these federal funds, the Division has actively sought and received funds from other Federal funding sources such as the Economic Development Administration and the Community Development Corporation (CETA). The Division operated the following programs during the fiscal year:

**Community Alcohol Treatment Program:** First year funding provides for identification of inmates with drinking problems and to establish a program of alcohol counseling and treatment services. Federal funding ended June 30, 1978.

**MAP Expansion Project:** First year funding provides Mutual Agreement Programming Divisionwide. Federal funding ended June 30, 1978.

**Greenmount Avenue Pre-Release Unit:** Third year funding provides for the expansion of the unit for the inmates located in Baltimore City.

**Southern Maryland Regional Community Corrections Center:** Second year funding provides expands to up to ten student inmates located in the Division of Correction. Federal funding ends June 30, 1979.

**Southern Maryland Parks Clean Up:** Second year funding provides for the establishment and maintenance of the parks programs in the Division of Correction's medium security units. Federal funding ends February 28, 1978.

**RDCC Parking Garage Project:** Provides funds for the development of a Correctional Information System to replace the shortcomings of the present MILES System. Federal funding ends February 28, 1979.

**Transportation Project:** Provides funds for the transportation of nine surplus inmate beds to the Division of Correction housing at Jessup and Hagerstown. Federal funding ends February 28, 1979.

- Correctional Quality Control Data System: (second year funding) provides funds to hire a quality control staff to upgrade the data currently maintained in the MILES data base.
- MAP Expansion Project: (second year funding) provides for the expansion of Mutual Agreement Programming Divisionwide
- SUI Comprehensive Plan Phase II: Provides consultant services to upgrade the accounting system and plan for expansion of the Industries. Federal funding ends June 30, 1979.
- Greenmount Avenue Pre - Release Unit: Provides community - based programming for 136 inmates located in Baltimore City.
- Southern Maryland Regional Community Corrections Center: Provides community - based programming for forty male inmates, at the Southern Maryland Pre - Release Unit.
- Southern Maryland Parks Clean Up: Provides CETA Funds for employment of eligible inmates to work in public parks and recreational facilities, to clean up and maintain these areas.
- RDCC Parking Garage Project: Provides EDA funds for construction of a 200 - car parking garage to be built in conjunction with the new Reception Center in Baltimore City.

## FEDERALLY FUNDED PROGRAMS

The Division of Correction utilizes federal monies to support its inmate programming objectives. Some federally - funded programs are developed to supplement ongoing programming efforts already known to be effective. Other programs are initiated on a demonstration basis. For all projects, activities are closely monitored to determine program impact and effectiveness. Programs which prove effective are included in the Division's annual budget request to the legislature.

Primarily, financial assistance for Maryland's correctional system has been obtained from the federal Omnibus Crime Control and Safe Streets Acts of 1968 (as amended by the Crime Control Act of 1973), administered by the Law Enforcement Assistance Administration (LEAA). This financial assistance has been in the form of grants which usually extend for three years. In addition to these federal funds, the Division has actively sought and received funds from other federal funding sources such as the Economic Development Administration and the Comprehensive Employment Training Act (CETA). The Division operated the following programs through these federal funds.

- Comprehensive Alcohol Treatment Program: (third year funding) provides for identification of inmates with drinking problems and to establish a program of alcohol counseling in the correctional camps. Federal funding ended June 30, 1978.
- MAP Voucher Program for Women: (third year funding) provides Mutual Agreement Programming for female offenders and provides financial assistance in purchasing community - based rehabilitation services. Federal funding ended June 30, 1978.
- Community - Based Work Release Center for Baltimore City: (third year funding) provides a work release facility for one hundred inmates located in Baltimore City. Federal funding ended February 11, 1978.
- Student Intern Project: (second year funding) provides stipends for up to ten student interns working various functional areas of the Division of Correction. Federal funding ended May 13, 1978.
- Vocational Education Project: (second year funding) provides for the establishment and operation of four new vocational programs in the Division of Correction's medium security facilities. Federal funding ends February 28, 1979.
- Maryland OBSCIS Project: Provides funds for the development of a Correctional Information System to overcome the shortcomings of the present MILES System. Federal funding ends September 30, 1978.
- Trailer Transportation Project: Provides funds for the transportation of nine surplus federal trailers for use as minimum security housing at Jessup and Hagerstown. Federal funding ended December 31, 1977.

- Correctional Quality Control Data System: (second year funding) provides funds to hire a quality control staff to upgrade the data currently maintained in the MILES data base.
- MAP Expansion Project: (second year funding) provides for the expansion of Mutual Agreement Programming Divisionwide
- SUI Comprehensive Plan Phase II: Provides consultant services to upgrade the accounting system and plan for expansion of the Industries. Federal funding ends June 30, 1979.
- Greenmount Avenue Pre - Release Unit: Provides community - based programming for 136 inmates located in Baltimore City.
- Southern Maryland Regional Community Corrections Center: Provides community - based programming for forty male inmates, at the Southern Maryland Pre - Release Unit.
- Southern Maryland Parks Clean Up: Provides CETA Funds for employment of eligible inmates to work in public parks and recreational facilities, to clean up and maintain these areas.
- RDCC Parking Garage Project: Provides EDA funds for construction of a 200 - car parking garage to be built in conjunction with the new Reception Center in Baltimore City.

## STATE USE INDUSTRIES

The Industries are operated by the Division in accordance with the provisions of Article 27, Section 681, of the Annotated Code of Maryland (1976 Replacement Volume) and conducted under the direction of civilian employees who supervise and train inmate workers in the manufacture and delivery of products and services. The goal of the State Use Industries is to provide an industrial training program giving skills training to inmates through on-the-job work experience while at the same time generating revenue. Following is a listing of some significant accomplishments of the Industries during fiscal 1978.

### OVERALL SYSTEM IMPROVEMENTS

- ABT Associates awarded a grant under LEAA Grant Phase II to come up with four new enterprises that State Use Industries could add to their programs. Another part of the grant called for the rewriting of the SUI law to meet present and future needs.

- Under LEAA Grant Phase II the IBM System 34 was selected as the basis for State Use Industries' Management Information System. This system includes the IBM MAPICS (manufacturing, accounting, and production information and control system) software package. This system will provide data base applications for:

- (1) Order entry and invoicing
- (2) Inventory management
- (3) Accounts receivable
- (4) Sales analysis
- (5) Product data management
- (6) Material requirements planning
- (7) Production control and costing
- (8) General ledger
- (9) Accounts payable
- (10) Payroll

- Implementation of system is expected to begin October, 1979, when the hardware is delivered. Prior to this, SUI will test three of the systems at IBM headquarters so that when hardware does arrive, the program will be operational.

- SUI implemented tighter controls over purchasing cycle as recommended by legislative auditors.

- Implemented a manual cost accounting system with the capability of closing the books at the end of every month.

- Initiated three new CETA projects using work release inmates.

(1) UMES (University of Md. - Eastern Shore) - 24 work release inmates performing painting, planting, and establishing recreational area.

(2) Boys Club of Baltimore - 18 work release men painting and refurbishing the buildings at Boys Club.

(3) Southern Maryland - 10 work release men working with Maryland State Parks system to help rejuvenate some of the areas.

- Prepared and distributed update of SUI catalog including all new items added to SUI line.

- Hired furniture designer to upgrade present furniture line and help modernize production facilities

- Contracted with Jacobs Associates to do a study on the feasibility of going into the bulk food preparation.

The following Shop changes were implemented during the fiscal year:

- Mattress Shop - now producing polyurethane mattresses covered with fire retardant (Vonar III) material for non-arson areas.

- Meat Project - assumed responsibility for meat project as of July 1, 1978. SUI increased the product line by adding four more meat products and two pork items.

- Tag Shop - began production on the 1980 new issue tag. Installed new plastic see-through bag to wrap license plates.

- Reupholstery Shop - established a reupholstery shop at MCIW which has fifteen (15) registered apprentice trainees.

- Wood Shop - started production of a new desk constructed with a welded body frame for extra strength and versatility. As part of this innovation, added a welding shop to the Maryland Penitentiary Wood operation.

- Graphic Shop - incorporated the Print Shop with the Graphics Shop by physically moving the Print Shop from the Maryland Penitentiary to SUI central warehouse at 920 Greenmount Avenue.

- Optical Shop - added Montebello State Hospital to our list of customers. Purchased new tinting machine to give trainees first-hand experience in this process.

- Plastic Shop - new products being developed include a standard high impact serving tray and insulated trays for remote institutional locations within the Division of Correction.

Major changes also included the use of a full-time job placement specialist to place inmates apprentice trainees into jobs upon release from the Division of Correction. To date more than 40 placements have been made in a period of fifteen (15) months and indications for the next year show placements should average one (1) per week in the trade areas of graphics, sheet metal, re-upholstery and retail meat cutting.

**STATE USE INDUSTRIES  
SUMMARY OF OPERATIONS - 1978**

	<u>Fiscal 1978</u>	<u>Per Cent of Cost</u>
The Industries Received:		
From sale of products	\$3,147,623	
The Industries paid out or provided:		
For labor cost .....	1,008,770	33%
For materials, supplies, services, depreciation and other expenses .....	<u>2,071,721</u>	<u>67%</u>
	Total Cost <u>3,080,491</u>	100%
Results of operations:		
Other Income	\$ 47,074	
Non-Productive Expenses	<u>186,140</u>	
Net Loss	\$ 139,066	
Net Loss after all adjustments	<u>(71,934)</u>	
Which was used:		
As a reduction in the operation and expansion reserve	<u>\$ (71,934)</u>	

JUNE 30, 1978

**ACTIVE AUTHORIZED CAPITAL PROJECTS**

PROJECTS

<u>Headquarters</u>	<u>Status</u>	<u>Appropriation</u>
Construction of a Community Correctional Center in Prince George's County.....	In Process .....	\$ 4,010,000
Acquisition of land and construction of a Community Correctional Center in Baltimore City .....	In Process .....	3,862,500
Acquisition of land and construction of a second Community Correctional Center in Baltimore City .....	In Process .....	4,145,000
Conversion of Southern Maryland Correctional Camp in Hughesville into a Regional Community Correctional Center .....	Under Construction .	1,863,200
Detailed plans and acquisition of land for a Regional Community Correctional Center for Howard, Carroll, and Frederick Counties .....	In Process .....	319,000
Construction of a 500-bed Medium Security Institution on the grounds of the House of Correction .....	Under Construction .	18,950,000
Detailed plans for a Reception and Classification Center (400 beds) and a Baltimore City Community Correction Center (108 beds) .....	Under Construction .	15,600,000
Convert Central Office of Division of Correction into work release housing (150 beds) .....	Under Construction .	1,048,900
Two 128-bed housing units, one at the Maryland House of Correction (Jessup) and one at the Maryland Correctional Training Center (Hagerstown) ...	Under Construction .	2,174,000
Construction of Phase II of the Medium Security Housing Unit No. 6 at the Maryland Correctional Training Center .....	Under Construction .	3,282,400
Detailed plans to convert Eastern and Poplar Hill Correctional Camps into Regional Community Correctional Centers .....	In Process .....	50,000
Construction of a 640-bed medium security unit at 3500 E. Biddle Street .....	Under Review .....	26,000,000
Equipment for the 180 bed medium security facility at Maryland Correctional Training Center - Hagerstown .....	In Process .....	<u>24,400</u>
		<b>\$81,329,400</b>

House of Correction

Convert old soap shop to office space.....	Under Construction .	\$ 125,000
Conversion of old power plant to vocational training shop .....	In Process .....	130,000
Construct new facilities and relocate existing utilities underground .....	Under Construction .	535,000
Install high pressure water system .....	Under Construction .	515,000
Design and installation of Security Lighting in and around selected building .....	Under Construction .	145,600
Visiting Area .....	Detailed Plans.....	322,000
Construction of a Gun Tower and new Sally Port at Entrance #1 .....	Under Construction .	63,000
Installation of safety grilles on stairwells and landings in West and South Wings .....	Under Construction .	30,500
Installation of electric cell-locking devices in West Wing .....	Under Construction .	178,000
Installation of electric cell-locking devices in South Wing .....	Under Construction .	217,000
Installation of security screens on inmate housing units .....	Under Construction .	20,000
Install sprinkler system in the Receiving and Storage Warehouse .....	Under Construction .	35,000
Construction of a Support Services Building for the Emergency Housing Unit .....	Detailed Plans.....	467,900
Replace roof on North Wing .....	Detailed Plans.....	101,000
Install security grilles in South Wing.....	Under Construction .	46,000
		<u>\$2,931,000</u>

Penitentiary

West and South Wing Renovation.....	Under Construction .	\$1,925,000
Installation of Security Lighting on West Wing, South Wing, "C" Dormitory and various other buildings .....	Under Construction .	207,000
Renovation of the Security Cage and Main Floor area of the Administration Building .....	Detailed Plans.....	266,000
Renovate "C" Dormitory.....	Detailed Plans.....	272,000
Replace roofs on Wood Shop Building and A Building .....	Detailed Plans.....	60,000
Detailed plans to convert old dining hall to a multi-purpose building .....	Detailed Plans.....	45,000
Detailed plans for an addition to the Administrative Building .....	Preliminary Plan....	8,000
Detailed plans to convert second floor of print shop to a school facility.....	Detailed Plans.....	12,000
		<u>\$2,795,000</u>

*Maryland Correctional Institution - Hagerstown*

Replacement of the coal and ash handling equipment in the Power Plant .....	Under Construction .	\$ 230,000
Installation of emergency generator in the Power Plant .....	Under Construction .	153,000
Construction of a 128 bed Medium Security Equipment Housing Unit.....	Detailed Plans.....	1,975,800
		<u>\$2,358,800</u>

*Correctional Institution for Women*

"B" Cottage renovation.....	Under Construction .	\$ 518,000
Detailed plans to renovate Lane Cottage .....	Detailed Plans.....	20,000
Install emergency generator in the Administrative Services Building .....	Under Construction .	33,500
		<u>\$ 571,500</u>

*Correctional Camps*

Receiving, Storing and Distribution Building Headquarters, Jessup .....	Under Construction .	\$ 450,000
Convert the Correctional Camp Center at Jessup into Medium Security Institution.....	Under Construction .	1,980,000
Construct an all-purpose building at Eastern Correctional Camp (Queen Anne's County).....	Detailed Plans.....	265,000
Replace roof at Eastern Correctional Camp (Queen Anne's County).....	Detailed Plans.....	46,000
		<u>\$2,741,000</u>

*Central Laundry*

Construction of All-Purpose Building .....	Under Construction .	275,000
Planning and preparation of detailed plans and specifications to modify water distribution system .....	Under Design .....	20,000
Installation of emergency generator .....	Completed.....	\$ 33,500
		<u>\$ 328,500</u>

**GRAND TOTAL**

**\$93,055,200**

**OFFENSES OF COMMITTED PERSONS**

**FISCAL 1978**

(July 1, 1977 through June 30, 1978)

<b>OFFENSES</b>	<b>Males Processed at RDCC</b>	<b>Females Processed at RDCC</b>	<b>Total</b>
Arson .....	27	0	27
Assault .....	708	37	745
Breaking and Entering .....	550	6	556
Contempt of Court .....	50	0	50
Destruction of Property .....	169	4	173
Domestic Relations .....	5	7	12
Disorderly Conduct .....	16	2	18
Escape .....	21	0	21
False Pretenses .....	59	14	73
Forgery .....	65	14	79
Kidnapping .....	8	0	8
Larceny .....	504	17	521
Motor Vehicle Laws .....	82	2	84
Manslaughter .....	37	10	47
Murder 1st Degree .....	73	0	73
Murder 2nd Degree .....	64	8	72
Narcotics .....	289	20	309
Probation Violation .....	393	40	433
Rape .....	126	0	126
Robbery .....	284	5	289
Robbery with a Deadly Weapon .....	474	5	479
Shoplifting .....	162	58	220
Stolen Goods .....	102	6	108
Sexual .....	25	2	27
Unauthorized Use .....	101	0	101
Weapons .....	117	3	120
Other .....	856	17	873

**AGE GROUPS OF COMMITTED PERSONS**

**FISCAL YEAR 1978**

(July 1, 1977 through June 30, 1978)

<b>AGE</b>	<b>Males Processed at RDCC</b>	<b>Females Processed at RDCC</b>	<b>Total</b>
16 years and younger .....	32	1	33
17 years .....	124	3	127
18 years .....	295	5	300
19 years .....	379	17	396
20 years .....	362	19	381
21 years .....	314	15	329
22-25 years .....	973	79	1052
26-30 years .....	713	68	781
31-35 years .....	377	31	408
36-40 years .....	199	18	217
41-50 years .....	229	16	245
51-60 years .....	86	5	91
61 years and older .....	14	0	14
	<u>4097</u>	<u>277</u>	<u>4374</u>

**LENGTHS OF SENTENCES OF COMMITTED PERSONS**

**FISCAL YEAR 1978**

(July 1, 1977 through June 30, 1978)

<b>Sentences</b>	<b>Males Processed at RDCC</b>	<b>Females Processed at RDCC</b>	<b>Total</b>
3 months .....	24	1	25
4 - 6 months .....	487	45	532
7 - 12 months .....	612	62	674
13 - 18 months .....	475	37	512
19 months to 2 years .....	298	29	327
25 months to 3 years .....	433	33	466
37 months to 5 years .....	622	33	655
61 months to 8 years .....	388	19	407
97 months to 10 years .....	281	5	286
121 months to 15 years .....	195	13	208
More than 15 years .....	224	0	224
Life .....	58	0	58
Indefinite .....	0	0	0
	<u>4097</u>	<u>277</u>	<u>4374</u>



**JURISDICTIONS FROM WHICH COMMITTED PERSONS WERE RECEIVED**

**FISCAL YEAR 1978**

(July 1, 1977 through June 30, 1978)

<i>JURISDICTION</i>	<i>Males Processed at RDCC</i>	<i>Females Processed at RDCC</i>	<i>Total</i>
Baltimore City .....	2649	144	2793
Counties:			
Allegany.....	19	1	20
Anne Arundel .....	116	7	123
Baltimore.....	218	22	240
Calvert .....	44	1	45
Caroline .....	12	1	13
Carroll .....	44	4	48
Cecil .....	70	6	76
Charles.....	68	1	69
Dorchester.....	43	7	50
Frederick .....	43	3	46
Garrett .....	11	0	11
Harford.....	17	3	20
Howard .....	27	3	30
Kent .....	13	0	13
Montgomery .....	113	12	125
Prince George's .....	333	47	380
Queen Anne .....	11	0	11
Somerset .....	29	0	29
St. Mary's .....	30	3	33
Talbot.....	27	0	27
Washington.....	41	3	44
Wicomico.....	76	7	83
Worcester .....	49	2	51

**PLACES OF BIRTH OF COMMITTED PERSONS**

**FISCAL YEAR 1978**

(July 1, 1977 through June 30, 1978)

<i>BIRTHPLACE</i>	<i>Males Processed at RDCC</i>	<i>Females Processed at RDCC</i>	<i>Total</i>
Baltimore City .....	2197	121	2318
Maryland (Outside Baltimore) .....	516	35	551
District of Columbia .....	320	42	362
New Jersey .....	38	0	38
New York .....	79	7	86
North Carolina .....	221	25	246
Pennsylvania .....	103	4	107
South Carolina .....	117	5	122
Virginia .....	231	18	249
Other States .....	228	19	247
Outside U.S. ....	47	1	48
<b>Total .....</b>	<b>4097</b>	<b>277</b>	<b>4374</b>

**RACE AND SEX OF COMMITTED PERSONS**

**FISCAL YEAR 1978**

(July 1, 1977 through June 30, 1978)

<i>RACE</i>	<i>Males Processed at RDCC</i>	<i>Females Processed at RDCC</i>	<i>Total</i>
Black .....	2,844	214	3,058
White .....	1,239	63	1,302
Other .....	14	0	14
<b>Total .....</b>	<b>4,097</b>	<b>277</b>	<b>4,374</b>

**AVERAGE DAILY POPULATION  
FISCAL YEAR 1978**

(July 1, 1978 through June 30, 1978)

	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Overall
RDCC (Males)	510	509	513	507	511	510	500	504	506	500	513	509	508
MP	981	977	984	971	974	961	962	964	958	963	978	974	971
MHC	1702	1699	1697	1695	1698	1679	1697	1679	1699	1693	1708	1716	1697
MCIH	940	935	930	936	940	934	937	941	935	937	937	932	936
MCTC	1420	1432	1437	1434	1433	1431	1436	1431	1433	1431	1431	1450	1433
MCCS	1304	1310	1311	1312	1307	1257	1105	1189	1206	1237	1290	1287	1260
Comm. Corr. (Males)	189	187	187	193	188	194	215	229	233	258	296	313	223
Patux. Annex	102	126	125	123	124	124	119	122	124	122	124	126	122
Local Jail Backup (Males)	1091	1140	1117	1091	1094	1071	905	796	780	642	602	603	911
MCIW	229	229	231	233	228	233	217	222	225	210	219	226	225
Comm. Corr. (Females)	26	29	29	30	32	32	30	28	26	28	31	29	29
Local Jail Backup (Females)	17	24	13	7	7	6	1	2	0	2	2	1	7
<b>Total</b>	<b>8511</b>	<b>8597</b>	<b>8574</b>	<b>8532</b>	<b>8536</b>	<b>8432</b>	<b>8124</b>	<b>8107</b>	<b>8125</b>	<b>8023</b>	<b>8131</b>	<b>8166</b>	<b>8322</b>
<b>FISCAL YEAR:</b>	<b>1974</b>		<b>1975</b>		<b>1976</b>		<b>1977</b>		<b>1978</b>				
Average Daily Population	5900		6369		7676		8076		8322				
Incarceration Rate*	152		164		188		202		195				

\* Number of Division of Correction - sentenced offenders incarcerated per 100,000 civilian population on June 30th of each fiscal year.

INTAKES AND DEPARTURES

FISCAL YEAR 1978

(July 1, 1977 through June 30, 1978)

INTAKE	RDCC	MP	MHC	MCIH	MCTC	MCCS	Comm. Corr.		RDCC	MCIW	Total
	(Males)						M	F	(Females)		
Committed by Courts .....	3,559*	—	—	—	—	—	—	—	257*	—	3,816*
Returned from Patuxent Institution .....	18	76	57	41	28	0	2	0	0	0	222
Returned from Mental Hospitals .....	2	18	8	10	0	0	0	0	4	1	43
Returned from Parole .....	327	0	0	0	0	0	0	0	0	9	336
Returned from Escape .....	0	0	299	1	23	0	0	0	1	7	331
TOTALS .....	3,906	94	364	52	51	0	2	0	262	17	4,748

DEPARTURES	RDCC**	MP	MHC	MCIH	MCTC	MCCS	Comm. Corr.		RDCC**	MCIW	Total
	(Males)						M	F	(Females)		
Released by Expiration/ Mandatory Release .....	201	33	182	32	53	232	6	0	5	14	758
Released in Parole Status .....	482	19	123	30	296	1,393	212	26	2	144	2,727
Released by Commutation .....	65	1	124	25	46	201	7	0	0	21	490
Released by Order of Court .....	385	11	40	20	33	74	0	2	49	15	629
Remanded to Custody of Patuxent Institution .....	72	100	40	75	11	0	0	0	0	0	298
Remanded to Custody of Mental Hospital .....	6	24	8	11	2	0	0	0	0	0	51
Escape .....	1	2	29	0	26	262	20	3	1	5	349
Natural Death .....	0	6	6	1	0	1	1	0	0	0	15
Pardoned .....	0	0	0	0	0	0	0	0	0	0	0
TOTALS .....	1,212	196	552	194	467	2,163	246	31	57	199	5,317

\* Includes all inmates sentenced to the Division by the courts, but not yet processed at the Reception Centers.

\*\*Includes releases of Division of Correction inmates directly from local jails.

INSTITUTIONAL MOVEMENT

FISCAL 1978

(July 1, 1977 through June 30, 1978)

TRANSFERRED TO

	RDCC (Males)	MP	MHC	MCIH	MCTC	MCCS	Comm. Corr.		RDCC (Females)	MCIW	Total	
							M	F				
T R A N S F E R R E D	RDCC (Males)	—	202	678	309	1090	1170	0	—	—	3449	
	MP	—	—	95	58	33	16	0	—	—	202	
	MHC	—	47	—	65	84	1559	0	—	—	1755	
	MCIH	—	32	69	—	517	11	0	—	—	629	
	MCTC	—	3	21	321	—	730	—	—	—	1075	
	MCCS	—	4	978	0	5	—	359	0	—	1346	
	Comm. Corr. (Males)	—	0	60	0	1	156	—	—	—	217	
	Comm. Corr. (Females)	—	—	—	—	—	27	—	—	12	39	
F R O M	RDCC (Females)	—	—	—	—	—	0	—	0	—	237	
	MCIW	—	—	—	—	—	15	—	45	—	60	
	Total	—	288	1901	753	1730	3684	359	45	—	249	9009

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POPULATION

July 1, 1977 through December 30, 1977

(Inmate Population on the First, Tenth and Twentieth Day of Each Month)

Institution	July			August			September			October			November			December		
	1	10	20	1	10	20	1	10	20	1	10	20	1	10	20	1	10	20
Reception Center (Male) .....	510	513	508	513	511	504	513	512	513	507	505	510	511	512	511	510	511	510
Maryland Penitentiary .....	976	990	978	973	973	984	977	993	982	974	970	968	981	969	973	954	960	970
Maryland House of Correction .....	1699	1703	1703	1700	1699	1697	1690	1724	1676	1703	1700	1682	1707	1696	1692	1674	1702	1661
Maryland Correctional Institution-Hagerstown .....	938	941	941	938	933	935	935	920	936	940	931	936	935	936	948	938	929	935
Maryland Correctional Training Center .....	1410	1433	1418	1436	1432	1427	1436	1439	1437	1435	1437	1429	1426	1434	1439	1433	1431	1429
Maryland Correctional Camp System .....	1309	1300	1303	1308	1303	1320	1300	1309	1325	1318	1301	1317	1313	1293	1315	1282	1272	1217
Community Corrections Centers (Males) .....	194	185	189	190	191	181	194	184	182	195	191	193	190	191	183	193	186	202
Patuxent Institution Temporary .....	105	100	102	126	126	125	125	123	126	123	123	123	123	123	127	123	126	124
Local Jail Backup (Male) .....	1078	1090	1104	1110	1123	1186	1146	1122	1083	1081	1092	1099	1122	1082	1078	1062	1060	1091
Maryland Correctional Institution for Women .....	231	226	230	232	224	230	236	230	226	235	234	230	235	227	223	225	235	228
Community Corrections Centers (Female) .....	27	25	27	27	30	30	29	29	28	33	29	27	32	32	33	33	31	31
Local Jail Backup (Female) .....	14	19	18	26	26	19	16	12	11	8	7	7	8	7	5	8	5	4
	8491	8525	8521	8579	8571	8638	8597	8597	8525	8562	8520	8521	8583	8502	8527	8435	8448	8403

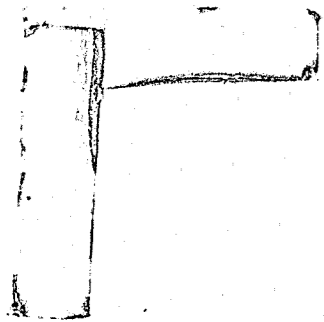
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**POPULATION**  
**January 1, 1978 through June 30, 1978**  
**(Inmate Population on First, Tenth and Twentieth Day of Each Month)**

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Institution	January			February			March			April			May			June			
	1	10	20	1	10	20	1	10	20	1	10	20	1	10	20	1	10	20	30
Reception Center (Male) .....	501	498	502	514	492	507	513	504	502	490	513	498	513	514	511	510	509	507	514
Maryland Penitentiary .....	960	955	970	956	978	957	962	956	956	955	956	979	975	982	976	968	981	974	971
Maryland House of Correction .....	1714	1676	1701	1673	1653	1712	1672	1707	1717	1697	1717	1665	1710	1699	1714	1719	1701	1728	1694
Maryland Correctional Institution-Hagerstown .....	942	934	934	940	937	947	937	930	937	933	941	937	938	939	934	937	930	928	921
Maryland Correctional Training Center .....	1435	1437	1435	1436	1428	1429	1434	1431	1433	1434	1434	1425	1436	1425	1432	1428	1433	1488	1617
Maryland Correctional Camp System .....	1095	1092	1127	1158	1182	1227	1197	1209	1212	1176	1248	1286	1309	1284	1276	1262	1309	1291	1280
Community Corrections Center (Males) .....	214	214	217	220	242	224	235	237	228	242	261	271	280	302	305	312	314	314	330
Patuxent Institution (Temporary) .....	120	126	110	123	116	126	126	127	120	119	122	126	125	125	123	127	125	125	122
Local Jail Backup (Male) .....	919	933	862	841	780	767	796	775	768	735	634	557	583	592	632	626	623	559	535
Maryland Correctional Institution for Women .....	217	216	218	221	218	228	225	226	224	209	210	211	214	217	225	221	229	228	229
Community Corrections Centers (Female) .....	29	31	29	28	28	28	25	26	26	27	28	29	31	31	30	29	27	30	29
Local Jail Backup (Female) .....	2	1	1	1	0	5	0	0	0	2	1	3	2	3	0	0	0	3	3
	8148	8113	8106	8111	8054	8157	8122	8128	8123	8019	8065	7987	8116	8113	8158	8139	8181	8175	8245



**END**