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State of New Jersey

YOUTH CORRECTIONAL INSTITUTION

BORDENTOWN, NEW JERSEY

U.S. Department of Justice
National Institute of Justice

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ANNUAL REPORT

JULY 1, 1981 - JUNE 30, 1982

SIDNEY HICKS

SUPERINTENDENT

16C58
1-18-83

SUMMARY ANNUAL REPORT

NCJRS

SEP 13 1982

Fiscal Year

1981 - 1982

ACQUISITIONS

YOUTH CORRECTIONAL INSTITUTION

BORDENTOWN, NEW JERSEY

MAJOR HIGHLIGHTS
AND DEVELOPMENTS

The institution was able to achieve many of its goals and objectives this past year despite the problems created by the increase in population and the State Parole Board delay in establishing eligibility dates which were of much concern to the population.

Several meetings were held with the Department of Corrections regarding the overcrowded conditions in the corrections complex. Extensive media coverage was given the situation. Our newly assigned capacity is 880 (including the satellite units). A complete evaluation of the security set up was undertaken as the increase in population and large number of new employees (officer recruits) several measures were taken to deter possible escapes, and potential problems.

The Joint Appropriations Committee met at this institution April 24, 1982, to consider the Department of Corrections budget request for fiscal year 1983. The committee toured the institution and issued a news release with respect to the overcrowded conditions as "appalling".

The American Correctional Association (A.C.A.) Standards were adhered to and constantly reviewed to meet the requirements for this institution's accreditation awarded in fiscal year 1981.

The H/Wing Trailer Unit consisting of five trailers established in May 1981 to alleviate some overcrowding, now houses outside details - sewage plant, farm, dairy, etc. Custody and Treatment have developed and maintained a successful program for this housing unit.

The institutional chapel was converted into a dormitory accommodating 50 inmates. Chapel activities have been transferred to the auditorium. The maintenance department and inmate work force completed this project in record time. Renovation of the heating system and shower rooms were completed in November 1982. The construction of the staff dining room began July 1981 and has a completion date set for September 1982. The gymnasium roof has leaked since its installation and funds are being requested to make the necessary repairs permanent. The fire damage to the auditorium in February 1981 has been completely restored. The A/Shop area has been renovated providing centrally located office for the maintenance department.

The Mid State Correctional Facility has effected a large turnover of personnel. An extensive training program was implemented to replace staff that has transferred to that facility. A major problem encountered was that many applicants are ineligible for a variety of reasons thereby delaying replacements for the vacancies created by these transfers.

The population increase and loss of our piggery operation created a need for many more job assignments for the population. A woodcutting project developed into a farming (woodlot) operation employing five inmates. An upholstery project was initiated in April and has provided on-the-job training and a profitable enterprise.

The work release program reached its highest rate of inmate employment in the community (despite the seasonal drop) with 35 inmates of Stone Cottage employed at this time and 18 participating from the New Lisbon Unit. An annual luncheon was presented for the employers of our inmates on May 21st. The guest speaker was Commissioner William Fauver.

The education department held its 31st graduation exercises November 1st with 112 awards being presented to the participants. The guest speaker was a former inmate Dr. Daniel J. Fitzpatrick. Members of the Board of Trustees and Deputy Commissioner Richard Seidl also attended.

An alcohol abuse program was established on D/Wing with an average of 45 inmates participating in the program. The A.A. program is run in conjunction with this project.

The Employee of the Year Award was presented to Anthony Barbalace, Assistant Storekeeper, at the Department of Corrections Awards Luncheon March 4th.

The institution honored 130 employees for their years of state service at a special dinner March 25th held at this institution.

The 4th Annual Volunteers Banquet was held April 24th for 150 volunteers and guests who have provided valuable services to the inmates and institution throughout the year.

The superintendent was guest speaker at the Bordentown Lions Club April 26th. The membership was hosted at this institution at a supper meeting and given a tour of the facility.

INMATE MOVEMENT AND CHARACTERISTICS

The fiscal year began with 811 inmates and ended with 879 as compared to 732 and ending with 805 in the previous year. The average daily count was 838 as compared to 741 in the past year. The highest count was noted on June 26th and 27th at 887. Admissions totalled 677 from the Reception Center as compared to 785 in the past year. The decrease in commitments is due to the longer sentences imposed under the new Penal Code and Parole Bill. This is reflected in the number of prison cases 450 (51%) of the population as of June 30, 1982, housed at this institution. A total of 542 were paroled, 16 released on maximum, 65 transferred to Yardville and 65 to the prison complex. A total of 654 court trips were arranged this year as compared to 776 in the previous year.

A monthly average of 108 inmates received an average of 221 visitors on Saturdays and Sunday visitors averaged 337 for 169 inmates at the main institution.

Inmate morale remained good despite dissatisfaction with the State Parole Board inaction on release dates and eligibility dates. Minor disturbances were quickly resolved with transfers to appropriate institutions. Most matters were of a personal nature.

A total of 4144 disciplinary reports were issued to 5770 inmates as compared to 5231 issued in the previous year. A total of 1598 on-the-spot corrections were issued reflecting an increase of 715 charges. A total of 861 appeals were handled. There were 4 escapes with all returning and one returned from escape of 9/13/78.

BUSINESS MANAGEMENT

The past fiscal year numerous personnel changes impacted the business office functions. Much needed renovations enable us to utilize the computer system which compliments our bookkeeping. The financial aspects of the department increased dramatically for staff and inmates. The addition of the trailer unit and conversion of the chapel into a dormitory necessitated additional staffing and accounting procedures. Bookkeeping procedures were set up for the upholstery program and woodcutting details. Lack of funds from the department level continued to hamper the overall institutional operations.

A total of 3405 invoices were paid as compared to 2574 in the previous year. A total of 5119 checks were issued in the amount of \$1,126,749.27 as compared to 5508 checks issued in the amount of \$1,071,281.92.

Storeroom - The inmates were supplied with sufficient goods and clothing despite the back ordering of clothing items. The population increase was effected at this level. Security was strengthened in this area with the addition of security screens.

Canteen - Canteen sales totalled \$455,984.92 which represents an increase of \$116,092.10. This area continues to operate at maximum capacity. The manager insured a tight inventory and through his supervisory control eliminated waste and pilferage.

Laundry - The total poundage processed this past year was 1,967,356 lbs - 1,74,988 flat, 618,596 rough and 173,722 pressed as compared to 2,018,781 lbs in the previous year. Certificates of achievement were awarded to inmates for quality work and 300 hours as a press operator. The operation received additional work from the Mid State Facility but we are still working below capacity. Maintenance problems remain and are due to lack of replacement parts, with existing equipment rapidly deteriorating.

MAINTENANCE A building maintenance foreman and an operating engineer retired this fiscal year and both were replaced.

The gymnasium roof again developed several leaks on both the upper and lower roofs. There was some damage to the gymnasium floor. An outside contractor patched and re-coated both roofs and also installed five vents in the lower roof. Two of the kitchen freezers burned out and were replaced by an outside contractor.

The department accomplished the following projects in addition to 6100 routine work orders as compared to 5510 in the previous year - built and relocated maintenance office from B/Shop to A/Shop, installed security on all windows in school area and A/Wing, renovated chapel into dormitory which included shower rooms, entry sally port, three air conditioners, and security bars on all windows, constructed "A" roof over existing roof between gym and main corridor, renovated business office area, installed electrical service for four fans in inmates' dining room, constructed new storeroom within the storeroom for medical supplies, constructed and installed 250 insect screens for all wings, repaired screened door and installed wind barrier at Stone Cottage main door, completed renovation of security doors in canteen area, replaced "A" roof between auditorium and A/Wing, installed suspended ceiling in classification room, set up key control program with custody, replaced water hydrant at calf barn, and constructed porch enclosure at rear door of assistant superintendent's residence.

Plans and expectations for the coming year - construct office in A/Shop for State Parole Board members, replace two sump pumps in laundry mechanical room, renovate old employees' dining room into kitchen storage area, garbage room floor repairs, install new lights in all cells and corridors, repairs to #3 and #4 well houses, water lines, install employee shower in front house and repair industrial building roof.

Construction projects - Heat and shower room renovation consisted of installation of new shower area, toilets and sinks in all of the inmates' bathrooms. Also a new hot water heating system to all inmate living areas. The project is 98% complete with several items still outstanding by the contractors, such as locks, doors, heat control and shower heads. The employees' dining room construction was delayed two months due to additional steel support for the roof. Many items are outstanding and will delay opening of this room. B/Wing electrical panel replacement was completed in May increasing capacity in this area. The boiler replacement and removal of old smoke stack at the powerhouse is 50% completed with the installation of new energy saving equipment and devices.

A maintenance improvement program has been initiated and is divided into three phases (a) data information on every piece of major equipment, staff housing and farm area; (b) entry of information into computer (70% completed) and (c) system will determine when maintenance should be performed. The program will be in operation by January 1983.

PERSONNEL The following personnel activities took place during the past fiscal period 93 hired as compared to 56 in the previous year - 37 resignations and terminations, 6 retirements, 12 transfers in and 51 transfers out. Promotions totalled 48 and demotions 4. There were 25 grievances filed as compared to 22 in the past year.

During the last quarter of this fiscal year we experienced an extremely high turnover rate due to the opening of Mid State Correctional facility. Many experienced staff members transferred to this facility which necessitated a continuous recruitment effort throughout the remainder of the year. An extremely large number of correction officer recruits are found to be unemployable for various reasons. Problems continue to exist in the recruitment of nurses, social workers and craft positions.

FOOD SERVICE - The department prepared and served 693,602 meals to inmates at a cost of \$543,340.49 as compared to 691,017 meals at a cost of \$487,702.73 in the previous year. A total of 71,542 employee meals and 2,280 guest meals were served.

Two institutional trade instructors (cook) terminated employment and have subsequently been replaced. The food service staff consists of one food service supervisor one assistant food service supervisor, and seven institutional trade instructors (cook).

Equipment was replaced in the kitchen - toasters, pans, and a new freezer installed in the basement, bake oven shelves cleaned and rebuilt and back kitchen repainted.

STATE USE

INDUSTRIES - One institutional trade instructor was hired to fill vacancy created by a retirement. The combined shops employed 220 inmates - 151 in the metal shop and 69 in the soap shop, a decrease of 19 compared to the past year. Inmate morale remained good. Four minor job related injuries occurred this reporting period. Regular meetings were held on safety, machine operation and production with staff and inmates.

The metal shop shipped 1,356 shelving units, 11,623 domestic items and 16,385 miscellaneous shelving parts and products and 725 screen components, as compared to 10,246 domestic items, 5,261 miscellaneous shelving parts. The soap shop shipped 42,067 gals of liquid products, 380,146 lbs dry products, 2,302 qts and pts liquid detergents and glass cleaners and 1,895 cases of bar soap, an overall increase of 25% in production as compared to the previous year.

The metal shop has been extremely busy with extra orders for the better part of the year since the addition of a satellite unit and additional housing units and the Mid State Correctional Facility. With the cooperation of staff and inmates the shop has been running smoothly and efficiently as possible and all orders are current.

PROFESSIONAL SERVICES

CLASSIFICATION - The department prepared 5,423 cases for 52 classification meetings - 756 case reviews, 756 transfers, 1,101 job reassignments, 284 adjustment committee reassignments, 925 discussion cases, promotion in custody 313 with 344 assignments and 944 tier and job changes. The increase in population is reflected in the increase in workload as do the requests from the State Parole Board.

Staff turnover continues to be a major problem. Four staff clerical positions transferred out this year and were replaced. The department continues to operate in an efficient manner.

EDUCATION

ABE/GED - Program enrollment involvement - 713 with all classes at capacity. The GED examination was administered to 144 students and 114 passed (85%), a significant increase at the main institution and the Skillman unit. New Lisbon Unit dropped off somewhat.

English as a Second Language participation was 32 inmates. Only those who demonstrated a need for language other than English were assigned to the program.

Title I enrolled 124. In addition to the teaching aspects of the program, a full time counselor develops job preparedness skills. The flexibility of the program incorporates various aspects of self-supplemental education for this young group of inmates.

Social Education/Behavior Modification operated at maximum capacity with an enrollment of 217 students. Emphasis continues to be placed on the life skill components.

College program has 49 participants in two four-course semesters. We expect a slight increase in students for the next year because of longer sentencing by the courts and increased success rate of G.E.D.

Vocational program started an upholstery program. The design of the program lends itself to providing meaningful training in comparison to the current state of the arts processes. This successful program has been recommended for expansion next year. Involvement in the other four programs - building trades, welding, painting/decorating and plumbing/electrical decreased during the year due to in part the turnover of staff, two teachers and the supervisor left the institution. Replacements were secured by the end of the fiscal year. An evaluation of the program is being conducted to meet standards in the public school sector.

Recreation, a component of the education department has continued to function very effectively despite staff shortages and supplies. Much effort has been put into upgrading facilities - ball fields, and the big yard. Participation and interest by the inmates is ever increasing.

SOCIAL SERVICES The department experienced almost a total turnover in personnel this year. Many positions were vacant for several months which severely hampered the operation of the department and is reflected in the number of contacts and services provided by this department. A total of seven social workers positions were vacant as well as one secretary position. With only one staff member who has been with the department longer than seven months, considerable training and supervision of staff was required and drastically reduced the quantity and quality of the work.

Each member of the department was provided with 30 hours of training through use of departmental meetings on new policies, procedures, programs, etc. The department participated in the following programs sponsored mainly by the Bureau of Professional Services and the Department of Corrections - orientation for new employees, bereavement counseling, behavior modification, fire extinguisher use, and psychology of the inmate.

The department also provided individual, group, and crisis-intervention services with each social worker assigned a specific area within a particular housing wing or tier dependent on size of the unit. Also provides personnel for adjustment committee appeals, psychiatric transfer trips, community hospital visits, coordinating of inmate organizations, inmate transfer committee, sick bed and funeral trip preparations and notary public services to the population. The director administers and supervises the work of the department and also is a regular member of the institution classification committee, hostage advisory committee, chairman of the blood bank, chairman of the marriage committee, training advisory committee, coordinator of the volunteer program and all special events held in the institution and liaison for outside groups and agencies.

Collectively, the staff contacted 4,968 inmates on 8,042 occasions as compared to 5,977 inmates on 10,257 occasions in the previous year. A total of 111 men were seen in individual therapy in 353 sessions as compared to 160 seen in 572 sessions in the past year. There were 420 participants in 50 groups in 166 sessions. A total of 181 letters were received and 157 sent out. A total of 788 telephone calls were received and 907 made on behalf of the inmates.

PSYCHOLOGICAL AND PSYCHIATRIC SERVICES

The director of professional services is responsible for overall supervision and coordination of the treatment program and supervision of the two staff psychologists, part time consultants and the part time psychiatrist. The principal clinical psychologist is responsible for the coordination of psychodiagnostic matters.

The psychology staff submitted 1,012 diagnostic reports as compared to 674 in the previous year. A total of 156 new employees were evaluated as compared to 98 in the past year. Situational contacts totalled 549 at an average of 45 per month.

Therapy cases have for the most part originated from self-referrals, although some referrals come from the classification committee, State Parole Board and other sources. Two groups were conducted the first part of the year, but were suspended in October 1981 owing to the pressure of increased demands for evaluations from the parole board. One weekly therapy group was conducted during the second part of the year with an average of 8 participants. Individual therapy was also reduced in the middle months. The number varied from 5 to 28 per month in approximately 315 individual hours as compared to an average of 21 inmates on a weekly basis for a total of 1100 hours of individual therapy.

Officer counselling declined in numbers but not quality. At Bordentown count rose from two officers seeing two groups to four officers seeing seven groups between October and February and ending with two officers and two groups at Bordentown plus seven groups at the satellite units. An average of eight inmates participated in each group.

The A/Wing and B/Wing Committee met consistently during the year despite frequent staff changes. A/Wing committee saw 606 (50 per month average) at an average of 10 meetings per month. B/Wing Committee saw 240 inmates (20 per month average).

Following several meetings to resolve the poor scheduling and redundant requests for psychological evaluations by the State Parole Board, the schedule appears to be working effectively. In response to the influx of requests for services, consultants were hired beginning in December for a total of 27 days the last half of the year.

The Psychiatric schedule was maintained and monitored for recall and follow-up cases. A total of 1064 inmates (average of 90 per month) were seen as compared to 957 in the previous year. Evaluations resulted in 36 transfers to the Trenton Psychiatric Hospital and 103 admitted to the G/3 Protective Custody Unit. Individual Attention totalled 43 hours and averaged 3 hours per month.

MEDICAL - DENTAL

The hospital and dental departments had an active year with an increase in services. The continuous recruitment of nursing staff added to the demands as did the increase in population.

Hospital visits totalled 90,708 as compared to 83,424 in the previous year. There were 392 admissions to the institution hospital for a total of 2,033 bed days. A total of 5,895 were seen by the physician as compared to 6,023 in the previous year. Surgical consultations totalled 353, orthopedic 279, optometrical 341, dermatological examinations 260, laboratory procedures 704, 767 X-rays were taken - 7 employees and 760 inmates. The prison unit at St. Francis Hospital received 99 inmates for a total of 803 bed days.

Dental office had 3,169 patient visits as compared to 2,690 in the previous year. A total of 1,227 restorations were performed as compared to 1,407 in the past year. Extractions totalled 795, dental X-rays 284, new dentures 86, and 41 denture repairs were made. A total of 525 appointments were broken as compared to 474 in the previous year.

RELIGIOUS GUIDANCE The Bordentown inmates have the services of a Protestant, Catholic and Muslim chaplain on a part time basis. The Catholic and Protestant community was served by volunteers who conducted prayer and bible study groups. The institution chaplains regularly visit the various areas of the institution for inmate contact, coordinate the church groups and volunteers sponsoring religious services and holiday celebrations. The chaplains also provide services and counselling to the satellite units on a weekly basis.

Protestant services were attended by an average of 43 inmates weekly. Guest ministers and speakers, as well as, choral groups, were invited to various services. A spiritual revival was held four consecutive evenings for the community. A two day seminar on behavior was sponsored by the Philadelphia Bible College. Two (2) bible study groups are conducted weekly by two volunteer correction officers with an average of 12 inmates in each group.

Catholic services attendance at Sunday Mass averaged 130 monthly. A weekday prayer meeting is conducted with 60 - 70 inmates participating at this institution and the same type prayer meeting is conducted by another volunteer team at the New Lisbon Unit. A "Kairos Weekend" a religious experience was shared by 19 inmates and 17 volunteers from the community with 75 guests from the community for the final ceremony at this institution.

Islamic services were attended by an average of 47 at 10 services and 18 attended classes at 10 weekly classes per month. There are four services and classes weekly. Guest speakers were invited to these classes. The administration accommodated the Muslim population during the month of Fasting (Ramadan) opening the kitchen and mess hall after sunset at the end of the daily fast. The Ramadan was celebrated with a banquet breaking the fast (Eid-Ul-Fitr) with friends and family members in attendance.

VOLUNTEERS The volunteers providing services to the inmate population are generally affiliated with local church organizations. The clergy and lay people share in the religious services, holiday celebrations and conduct prayer and bible study groups.

Two (2) A.A. representatives meet weekly with staff and approximately 125 inmates at the main institution. The New Lisbon Unit has the services of one A.A. member.

The Princeton Jaycees Chapter sponsors the activities at the Skillman Unit and a chapter is conducted at the main institution with inmate representatives.

The volunteers jointly provide the entire institution population with a Christmas Dinner at Bordentown. The Latin Cultural Organization sponsors the Feast of Epiphany in January for the Spanish-speaking inmates. The Annual Volunteer Recognition Banquet was held in April to acknowledge the valuable services provided by the volunteers throughout the year to the institution and inmates.

GIFTS AND GRANTS The Salvation Army donated 992 toilet article kits valued at \$6.00 each for a total value of \$5,952.00. The Salvation Army also donated 245 toys, games and dolls with an estimated value of \$4.00 each, total value \$980.00.

The Osborne Association provided 7 indigent families of inmates with a check for \$20.00 at Christmas, total value \$140.00.

The Bordentown Volunteers donated pies, cakes and rolls for the Annual Christmas Dinner for the inmate population, total value \$1,200.00.

The overall approximate value of all donations received was \$8,272.00.

CUSTODY - The Custody Department functioned effectively during the past fiscal year despite an abnormal turnover in the ranks and supervisory staff. The superintendent, custody staff, and PBA representatives conferred on implementation of new procedures for overtime, and holiday scheduling for members of the Law Enforcement Unit.

Policy and procedures were developed for monitoring inmates with escape histories by custody supervisory staff with the superintendent.

External security was enhanced with the reactivation of Tower #5 on a 24 hour post coincident with standard shift hours. Internal communications systems were revised with independent emergency system and control system from the officer's corridor.

The department assigned staff to construction projects and renovations to various areas of the institution that required security and surveillance.

TRAINING - The institutional training officer conducted 9 on-site training programs with 34 non-custody personnel, 823 custody personnel - range qualifications 219 custody personnel, orientation for new employees 50 custody, on-the-job training 50 custody and 12 non-custody personnel, video and camera 12 custody, personal defense and physical restraint 189 custody, chemical mace 189, handcuffs 100, orientation for new supervisors 8 custody and C.P.R. 6 custody and 10 non custody.

The Department of Corrections training programs (8) were attended by 58 correction officers basic 16, non-custody 20 basic, chemical agents 3 custody, EPIS instruction 2 custody and 4 non-custody, and finger printing 5 custody.

SATELLITE UNITS

SKILLMAN UNIT - This satellite unit is located on the grounds of the New Jersey Neuro-Psychiatric Institute at Skillman and is a prerelease unit which houses a maximum of 48 inmates. The average daily count was 46 consistent with the previous year. Assignments totalled 105. A total of 30 were paroled, 10 returned to the main institution for disciplinary reasons, 17 court trips processed, 148 medical and 167 dental trips were handled. Furloughs were granted to 50 as compared to 23 in the past year. There were 3 escapes with all being returned to the main institution. A total of 10 disciplinary reports were issued, 69 on-the-spot corrections, 51 reprimands for minor infractions. The unit provided 26 inmates for work release as compared to 17 in the past year. A total of 811 inmates received 2,213 visitors. Inmate morale was good this reporting period.

Group counselling sessions were attended by 251 and 160 individual counselling under supervision of the program director, teacher and one substance abuse counsellor. A.A. group attendance was 157 and substance abuse counselling 232.

Academic program enrollment was at 222, Adkins Skills 185, Behavior modification 110. Recreational activities are provided for with off-grounds movies, unit movies, softball, swimming, fishing and special events on holidays. VHS movies - 22 were shown.

Religious services were well attended. Catholic services 112 and Muslim 135. Part-time chaplains and community volunteers provide counselling in this area.

The work details at this unit remain basically the same as in the past, and supply men to the snow and hay details for the institute as needed. Inmate morale has been good in spite of delays in receiving their time goals. Minor repairs have been made by the institute to the housing unit - the shower resurfaced and interior of cottage has been painted.

WORK RELEASE HOUSE

(Thomas E. Stone Cottage)

The work release house was maintained at full capacity and is a separate unit on the grounds of the main institution housing 35 inmates who are employed in the community. During the year 386 were received - 58 paroled, 30 returned to the main institution for disciplinary infractions, and 13 administrative transfers.

Group counselling sessions are conducted four times per week for all residents with two groups. Discussion centers on work habits, experience and plans for return to the community. Unit meetings are held weekly formulating and reviewing rules and policy for the unit. Individual counselling is provided and has proven invaluable as a treatment measure. Religious counselling is provided by the institution chaplains.

Furloughs were granted to 207 - 68 escorted and 130 unescorted. Three (3) violations for lateness (returning late within the first hour) resulted in disciplinary. Both Saturday and Sunday visits are held and a total of 375 inmates received 783 visitors. The staff volunteered supervision for the residents to attend outside softball games and also shopping trips.

The work release experience generated a good employment foundation for parole in terms of work habits, work experience and future planning. Many inmates remain on the job after being paroled.

H/WING (Trailer Unit)

This trailer unit was established in May 1981 and maintained a capacity of 48 this past fiscal year. This unit consists of five trailer units housing the outside details. Inmate morale was high most of the year, especially during the warm weather months when outdoor recreational facilities are utilized constantly. The winter months limited activities to indoor amusements and many complaints were received on the limits of this program.

A total of 83 on-the-spot corrections were issued and 17 inmates were returned to the main building with serious charges and the others were sanctioned with extra duty assignments. We feel the rules and regulations established are fair, and the enforcement of these rules has reduced disruptive conduct at the unit.

A total of 17 inmates participated in the academic program these past five months. Three (3) received G.E.D. certificates. Classes are held three times per week. The director and supervising sergeant conduct a minimum of 3 individual cases and one therapy group per week. A.A. groups are conducted on a weekly basis by volunteers from the community. One community volunteer conducted group and individual therapy bi-weekly on a continuous basis since November 1981. Substance abuse counselling is also provided once a week. Religious services and needs are provided by Catholic and Protestant Chaplains. Islamic services were conducted by inmates observing this faith.

Maintenance is required to obtain the proper usage and life expectancy of the trailer unit and the following problem areas are reported - deterioration of the trailer ties, support for the trailer floors, securing of the trailer skirts, insufficient storage space and the transportation of food from the main building to the trailer unit is an awkward operation that requires consideration.

NEW LISBON UNIT

This unit is located on the grounds of the New Jersey State School at New Lisbon with the assignment of first offenders and are mainly placed in the food service department work force. A work release detail has been established at this unit with approximately 18 inmates working in the community with one employer in the local area. The work release program has contributed to the high morale of the unit as well as the resolution of most of the State Parole Board problems. The average daily count was 69 - admissions 124 as compared to 131 in the previous year - 39 paroled, 9 returned to main building for disciplinary charges, 352 on-the-spot corrections were issued. Furloughs were granted to 32. There was one escape and return this year. A total of 1544 inmates received 4818 visitors.

All inmates are assigned to counselling groups for a minimum of 16 weeks, supervised by the program director, one teacher and three officers averaging 160 in attendance. The substance abuse group continues to meet bi-weekly with an average of 30 inmates with a staff member and a paraprofessional. A volunteer A.A. representative meets one evening per week with an average of 25 inmates.

The enrollment in the educational program averaged 28 per month which is consistent with the previous year. A total of 22 GED examinations were passed. Religious services are provided by the institutional chaplains. Catholic services and prayer group was attended by a monthly average of 25, Protestant services 15 - Islamic services 43. Recreational activities included off-grounds movies, swimming, softball and other seasonal outdoor sports. Video movies have been installed and shown on a regular basis.

COMMUNITY RELEASE PROGRAMS - The coordinator of the community release programs interviews, screens, and assigns inmates to the work release program, furloughs, and halfway house placement.

Work Release - The turnover of four personnel did not adversely affect the work release program. In July 1981 a total of 31 participants expanded to 47 in June 1982. This number includes the 18 inmates presently housed at the New Lisbon Unit and are employed in that vicinity.

The coordinator interviewed 401 and a waiting list of 10 is constant. A total of 133 participated in the program as compared to 115 in the previous year - 52 were paroled, 30 removed for disciplinary reasons, employers' request, or administrative reasons. There were 12 different employers and 3 of these are new job sites. Most employers express continuous satisfaction with our inmates. All job sites are visited at least once a month, with a monthly rating system for employers to rate the inmates. The gross earnings totalled \$225,090.66, income tax paid \$40,989.78, maintenance paid to the institution \$38,044.08 - net earnings \$127,355.19.

Furloughs were granted 386 times as compared to 277 in the past fiscal year - 196 escorted and 190 unescorted. A total of 28 violations of program rules were mainly for lateness. The highest portion of furloughs were granted to the work release residents - 207.

Halfway Houses - A total of 18 inmates were approved and transferred to halfway houses. Three (3) were returned for disciplinary reasons and one at his own request. There are six halfway houses available for placement of our inmates.

Community Activities - All activities are suspended for the main institution. Community activities are conducted at the work release house and satellite units which consists of shopping trips, off-grounds movies, and sports events.

BORDENTOWN
ALTERNATIVE
PROGRAM (BAP)

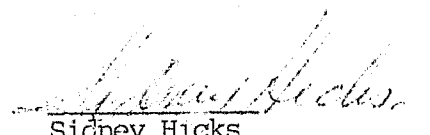
The Bordentown Alternative Program (substance abuse counselling) consists of three phases - Phase I interview and orientation, Phase II program and counselling, and Phase III follow-up and aftercare in the community. The monthly average of placement in Phase I - 42, Phase II - 42 and Phase III - 50 which is consistent with the previous year with the exception of Phase III where follow up has not been as extensive as in the past years due to shortage of staff. However, occasional client visits are maintained and phone contacts with probation departments, courts, clients' home and community agencies.

A total of 1,876 hours of group therapy were conducted and 16,640 hours of individual counselling sessions were provided as compared to 1,924 hours of group and 17,368 hours individual counselling in the previous year. The substance abuse counselling continues at the satellite units and the H/Wing trailer unit.

The BAP program has managed well despite the problem of keeping a full staff which has curtailed the marathon and probe programs. The staff has enlarged their scopes in institutional programs, in "Save Our Children" which counsels juveniles from the various counties and community agencies; setting up special events for the general population and participates in the training program.

D/1 Alcohol Program - November 23, 1981, D/1 tier opened up as our first alcohol awareness unit. This program is a welcomed and much needed addition to the substance abuse wing, and consists of 42 screened inmates whose primary substance abuse is alcohol. Most of the inmates show records linking alcohol abuse directly to their instant offense. There are four groups which meet twice daily. Each group is composed of compatible characteristics - quiet, talkative, long or short term inmates. All residents are required to attend the A.A. meeting which meets Monday evenings and Saturday mornings conducted by A.A. representatives from the community.

Presently the assistant social work supervisor assisted by one drug abuse supervisor provide a twelve hour coverage by overlapping their shifts. It is anticipated that an additional staff person will be assigned to the alcohol tier so as to give more intensive attention to the participants.


Sidney Hicks
Superintendent

August 1982

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