



Division of Correction

Implementing Change...
Focusing on Public Safety

~ Annual Report 2005 ~

Mission Statement

The mission of the Maryland Department of Public Safety and Correctional Services is to protect the public, its employees, the detainees, and offenders under its supervision.



Secretary Mary Ann Saar

Vision Statement

The vision of the Maryland Department of Public Safety and Correctional Services is dedicated to strengthening public safety in communities; and will reduce criminal behavior and improve the quality of life for all Marylanders through its diverse programs, services, and community partnerships. The Department will continuously support its employees who will provide experienced, professional leadership in the criminal justice community and be nationally recognized for excellence.

Goals

- Safe communities - Help to keep Maryland communities safe.
- Victim services - Enhance victim services and mitigate the effects of crime on victims.
- Offender security - Secure defendants and offenders confined under Division supervision.
- Offender safety - Ensure the safety of offenders under the Division’s supervision.
- Offender well-being - Ensure incarcerated offenders are confined in humane conditions and receive appropriate treatment services consistent with correctional health care and treatment practices and standards.

Guiding Principles

- To be focused on empowering people to succeed.
- To be an effective and efficient team of professionals.
- To be inclusive to involve all parties, both internal and external, who need to be part of the process.
- To be honest; to do everything with integrity.
- To be ethical; to do the right thing, both legally and morally.
- To be informed and guided by appropriate and valid data in our decisions.
- To be outcome oriented in achieving results consistent with our mission.

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Secretary Mary Ann Saar

The Honorable Robert L. Ehrlich, Jr.
Governor of the State of Maryland
State House
Annapolis, Maryland 21401-1991

Dear Governor Ehrlich:

It gives me great pleasure to submit for your approval the Annual Report for the Maryland Division of Correction for Fiscal Year 2005. This year, we are proud to have been able to initiate two pilot sites for the Reentry Enforcement Services Targeting Addictions, Rehabilitation, and Treatment (RESTART). Under the direction of Commissioner Frank C. Sizer, Jr., the Division showed tremendous leadership in bringing this new correctional philosophy to the forefront of the Maryland Department of Public Safety and Correctional Services. The information contained in this report satisfies the requirements of the Correctional Services Article, Section 3-207, Annotated Code of Maryland.

During Fiscal Year 2005, the Division of Correction worked diligently toward attaining program goals. Working within existing budget constraints, the Division was able to implement some new programs, while continuing to explore innovative methods for expanding those already in place. As you know, this Department believes strongly that treatment and education work. The two RESTART pilot sites, the Maryland Correctional Institution for Women at Jessup and the Maryland Correctional Training Center in Hagerstown, have focused their resources in the FY 2005 budget to ensure that treatment and education slots are available.

The men and women of the Division have gone above and beyond the call of duty to ensure that all of its institutions are ready for more educational and substance abuse treatment slots. This report serves to document the hard work of management and staff in meeting and exceeding their objectives. I am proud of the achievements of the staff of the Division of Correction.

You may rest assured that our team of dedicated professionals will continue their efforts to operate prisons in a safe and efficient manner. It is their commitment that helps preserve the quality of life and safe communities the people of Maryland enjoy.

Sincerely,

Mary Ann Saar
Secretary



Commissioner Frank C. Sizer, Jr.

The Honorable Mary Ann Saar
Department of Public Safety and Correctional Services
300 East Joppa Road, Suite 1000
Towson, Maryland 21286

Dear Secretary Saar:

I am proud to present the Maryland Division of Correction's Annual Report for Fiscal Year 2005. Thank you for your continued support of our agency. The agency's accomplishments as outlined in the following pages were accomplished because of hardworking, dedicated, and professional staff.

The Division faced many challenges in Fiscal Year 2005 as the agency made changes to operating procedures and programming to prepare for the future demands on public safety. As a result of the ongoing changes within the agency and our focus on the future of corrections in Maryland, the theme of this year's Annual Report is *Implementing Change...Focusing on Public Safety*. The leadership and staff of the Division of Correction acknowledge that our contributions to public safety in the state are to operate safe, secure, and humane facilities that provide adequate programming to offenders returning to the community.

This year's Annual Report highlights several programs for offenders that were instituted as a result of our partnerships with community groups. These programs provide the offenders with limited, but necessary access to services in the community prior to their release from incarceration.

Policy and procedural changes made during this fiscal year will improve accountability and efficiency in our agency. The Division of Correction maintains custody and security for approximately 23,000 offenders in 27 correctional facilities located throughout the state. Our 7,000 employees are committed to carrying out our mission to protect the public, staff, and offenders in the state of Maryland.

We are honored to serve the citizens of Maryland.

Sincerely,

Frank C. Sizer, Jr.
Commissioner



Historical Overview

The Division of Correction (DOC) originated in the nineteenth century when the first State facilities, the Maryland Penitentiary and the Maryland House of Correction, were erected. Prior to 1916, the two facilities were autonomous. Each operated under the jurisdiction of either a board of directors or a board of managers appointed by the Governor. In 1916, these facilities were placed under the State Board of Prison Control. The Board of Welfare superseded the State Board of Prison Control in 1922 to administer the facilities. In 1939, the Department of Correction and the Board of Correction replaced the Board of Welfare.

The Superintendent of Prisons became administrator of the Department of Correction in 1953. The Board of Correction established departmental policies and appointed executive personnel for facilities under the jurisdiction of the Department on recommendations made by the Superintendent. In 1962, the Advisory Board of Corrections replaced the Board of Correction and the Superintendent of Prisons was succeeded by the Commissioner of Correction. The Department of Correction was renamed the Department of Correctional Services in 1968.

All State correctional responsibilities were assigned to the Department of Public Safety and Correctional Services in 1970. At that time, the Department of Correctional Services was reorganized as the Division of Correction under the Secretary of Public Safety and Correctional Services.

The **Metropolitan Transition Center (MTC)** formerly known as the Maryland Penitentiary, is the oldest operating facility in the western world. Its construction began in 1804 and was completed in 1811.

The purpose of the Penitentiary was to provide housing for inmates classified maximum-security and inmates with a death sentence. During the 1990s, inmates sentenced to death were moved to the Maryland Correctional Adjustment Center. In 1995, all maximum-security inmates were transferred to the Maryland House of Correction Annex. Due to the transfers, the Penitentiary's name was changed to MTC.

Subsequently, MTC was designed as an administrative level housing facility.

Located in Baltimore, MTC

houses approximately 1,770 male minimum and pre-release security inmates.

Opening in 1878 in Jessup, the **Maryland House of Correction (MHC)** contains one of the Division's oldest housing units. Eight inmates were received in the first month of the facility's opening and ten years later in 1888, the population increased to 325, including both males and females.

Today, the facility houses over 1,200 medium and maximum-security male inmates.

Construction of the **Maryland Correctional Institution-Hagerstown (MCI-H)**, formerly

known as the Maryland State Penal Farm, began in 1932 and was completed in 1942. Stonemasons from the area utilized inmate labor to set the cut stone which was mined from local quarries.

In the 1980s and 90s, the facility was expanded to increase its capacity to house approximately 2,100 male inmates. Inmate security statuses range from medium, minimum and pre-release.

Also located in Jessup, the **Maryland Correctional Institution for Women (MCI-W)** opened in 1939. Originally designed to house 192 inmates, it currently houses approximately 939 maximum, medium, minimum and pre-release status inmates. The original complex consisted of

nine buildings constructed in a closed, rectangular "campus" design. Subsequent additions in 1972, 1984, 1990, 1992, 1994 and 2000 have increased the number of buildings to 28.

MCI-W is an administrative facility which also serves as a reception center and a maintaining facility for all women committed to DOC.

State Use Industries (SUI) began operation in the Division in 1941. Extreme financial difficulties plagued the program into the 1980s. The General Assembly enacted the SUI Act in 1982 in an effort to reverse this trend. Eventually, SUI became self-supporting and expanded.

Historical Overview

The **Poplar Hill Pre-Release Unit** (PHPRU), established in 1950, is located in Quantico. The facility contains three dormitories which houses a total of 192 pre-release status male inmates.

The **Central Laundry Facility** (CLF) opened in 1961. Located in Sykesville, CLF is designated a minimum-security facility maintaining 561 minimum and pre-release status male inmates.

CLF has a three-fold function: laundry services, provision of State Highway Administration work crews, and housing of the Residential Substance Abuse Treatment program.

Located in Charlotte Hall, the **Southern Maryland Pre-Release Unit** (SMPRU) began operations in 1962 and has an operational capacity of 180 inmates.

Opening in 1964, the **Eastern Pre-Release Unit** (EPRU), located in Church Hill, is capable of housing 180 male inmates.

As the Division's largest housing facility in Hagerstown, construction on the **Maryland Correctional Training Center** (MCTC), began in the mid 1960s and the last original structure was completed in 1966. The Harold E. Donnell (HED) building, constructed in 1964, was incorporated as part of MCTC in 1966. The Emergency Housing Unit (EHU) was built at a later date to help relieve the pressures of the growing inmate population. Constructed in 1991, the Quonset Huts and housing unit #7 began operations for the same basic purpose.

MCTC houses 2,800 male inmates ranging from medium to pre-release status.

The **Brockbridge Correctional Facility** (BCF), originated as the Sandy Point Correctional Camp. In 1966, the camp was relocated to Jessup as the Maryland Correctional Camp Center. In 1979, the facility converted to medium security and renamed. BCF was designated as a minimum-security facility in

1988.

With a housing capacity of 651, BCF now maintains minimum and pre-release status male inmates.

Designed to oversee six minimum and pre-release facilities, the **Maryland Correctional Pre-Release System** (MCPRS) Headquarters, was built in 1970 and enlarged in 1982.

The units were originally known as work camps and later became known as correctional camps. In 1972, they were renamed community correctional centers.

Four years later they reorganized as community adult rehabilitation centers, and then transferred under MCPRS and renamed pre-release units.

Located in Baltimore City and housing 221 male inmates, the **Baltimore Pre-Release Unit** (BPRU), formerly known as the Community Vocational Rehabilitation and Release Center, opened in 1971. Later, the site was expanded with two separate and distinct programs existing on the

physical site and, in 1981, BPRU was established.

BPRU is part of the Baltimore Area Re-Entry Services (BARS) program and is overseen by the Chief Executive Officer of MTC.

DOC established a male reception center in June 1967. At that time, it was located in the Maryland Penitentiary. However, due to the increasing volume of inmates, that reception center closed its doors and was relocated in October 1981 as the **Maryland Reception-Diagnostic and Classification Center** (MRDCC). Located in Baltimore City, MRDCC is a 14-story high-rise. It was designed around a central core of space, with a single cell capacity of 412 and current operating capacity of 768.

MRDCC processes and temporarily houses newly sentenced inmates, prior to transfer to the maintaining facility best suited for the inmate's particular needs. Additionally, MRDCC temporarily houses over 1,000 federal detainees and receives over 3,000 technical parole violators annually.

Inmates are transported to other locations by the Central

Historical Overview

Transportation Unit (CTU), which is operated by MRDCC. CTU maintains a fleet of approximately 50 vehicles. In addition to transporting inmates to maintaining facilities, CTU also transports inmates throughout the state to court appearances, hospitals, and various other types of hearings.

With a housing capacity of 596 minimum and pre-release status male inmates, the **Jessup Pre-Release Unit** (JPRU) opened in 1976. A new facility was constructed and inmates were moved into the new building in 1990.

The **Maryland Correctional Institution-Jessup** (MCI-J), formerly known as the Maryland House of Correction Annex I, opened in 1981 to support the Maryland House of Correction. At that time, the Chief Executive Officer of MHC was responsible for the daily operations.

Within 18 months of opening, MCI-J was re-named and became a separate facility with a full complement of executive and support staff. It was originally

designed to house 512 medium-security male inmates; however, today it maintains over 1,100.

Construction of the **Roxbury Correctional Institution** (RCI), another facility located in Hagerstown, began in 1982 and the facility opened in 1983. RCI is a medium-security facility with an original design capacity of 912. It currently houses approximately 1,800 male inmates classified at medium, minimum and pre-release status.

Another facility operated under the BARS program is the **Baltimore City Correctional Center** (BCCC). Its original intent was for a 250-bed medium-security facility. Prior to completion, the Division's needs were re-evaluated and the facility was designated to house minimum-security inmates. BCCC came on line in mid 1984 and was made ready to accept inmates later that year.

In 1987, the facility began to double-cell inmates and its population rose to 508. Circa 1999, BCCC was designated as a

dual status facility and accepted pre-release as well as minimum-security inmates.

Conception of the **Eastern Correctional Institution** (ECI) began in 1983 due to prison overcrowding. Funds were appropriated and construction began in 1984. ECI began receiving inmates in 1987 at the two compounds (medium and pre-release).

The third compound, ECI Annex which houses minimum-security inmates, opened in 1993. PHPRU was brought under ECI's operation in 1994 with a total housing population of more than 3,400.

The **Maryland Correctional Adjustment Center** (MCAC) is a maximum-security facility located in Baltimore City. Construction of the three-leveled facility began in 1986 and inmates were received in 1989. It is designed to house the most disruptive and violent inmates committed to the Division.

In early 2000, MCAC began housing federal detainees. The

total housing capacity for the facility is 406.

The **Herman L. Toulson Correctional Boot Camp** (TBC) occupies the former JPRU facility and opened in 1990 as well. The facility was named in honor of Correctional Officer Toulson who was stabbed and died of his injuries while working at the Maryland Penitentiary in 1984.

TBC houses 384 male inmates who are classified at minimum and pre-release status.

Located in Baltimore City, the **Central Home Detention Unit** (HDU), is an alternative to incarceration for a carefully selected group of inmates, offenders and parolees. HDU began accepting inmates from DOC in early 1991. In mid 1991, the program expanded to include both pre-trial detainees and sentenced inmates.

Individuals referred through the judicial process were able to participate beginning in early 1992. In late 1992, additional legislation expanded the operation to include parole and probation

Historical Overview

offenders.

HDU began operation of the Parole Retake Warrant Unit in 1998. This was previously operated by the Maryland State Police. In 1991, HDU began providing specified electronic monitoring and related services to the Division of Parole and Probation parolees placed in home detention.

Another Jessup facility, the **Maryland House of Correction Annex (MHCX)**, is a 1,200 bed maximum-security facility. MHCX opened in 1990 and houses male inmates.

The **Baltimore Pre-Release Unit for Women (BPRU-W)** is a 144 bed minimum-security facility that houses both minimum and pre-release status female inmates. Located in Baltimore City, BPRU-W opened in 1991 and operates under the authority of the Chief Executive Officer of MCI-W.

Construction began on the **Western Correctional Institution (WCI)** in 1994. The first housing unit was completed in 1996 and inmates arrived in mid 1996. The remainder of the units were completed by 1999 with a total housing capacity of 1,792.

WCI is located in Cumberland and houses long-term medium-security male inmates and approximately 60 minimum-security level inmates for work assignments outside of the secure perimeter. WCI was built to meet the Americans with Disabilities standards and has 24 cells specifically designed for wheelchair bound inmates.

The Division's newest facility, the **North Branch Correctional Institution (NBCI)**, also located in Cumberland, is still under construction. Once completed, this facility will be capable of housing 1,024 maximum-security male inmates.



*Metropolitan
Transition
Center*



Governor Robert Ehrlich, right, announces funding for phase three construction at the North Branch Correctional Institution. With the Governor is Frank C. Sizer Jr., Division of Correction Commissioner, center, and David N. Bezanson, Assistant Secretary for Property Services. (Photo credit: Steve Bittner/Times-News).

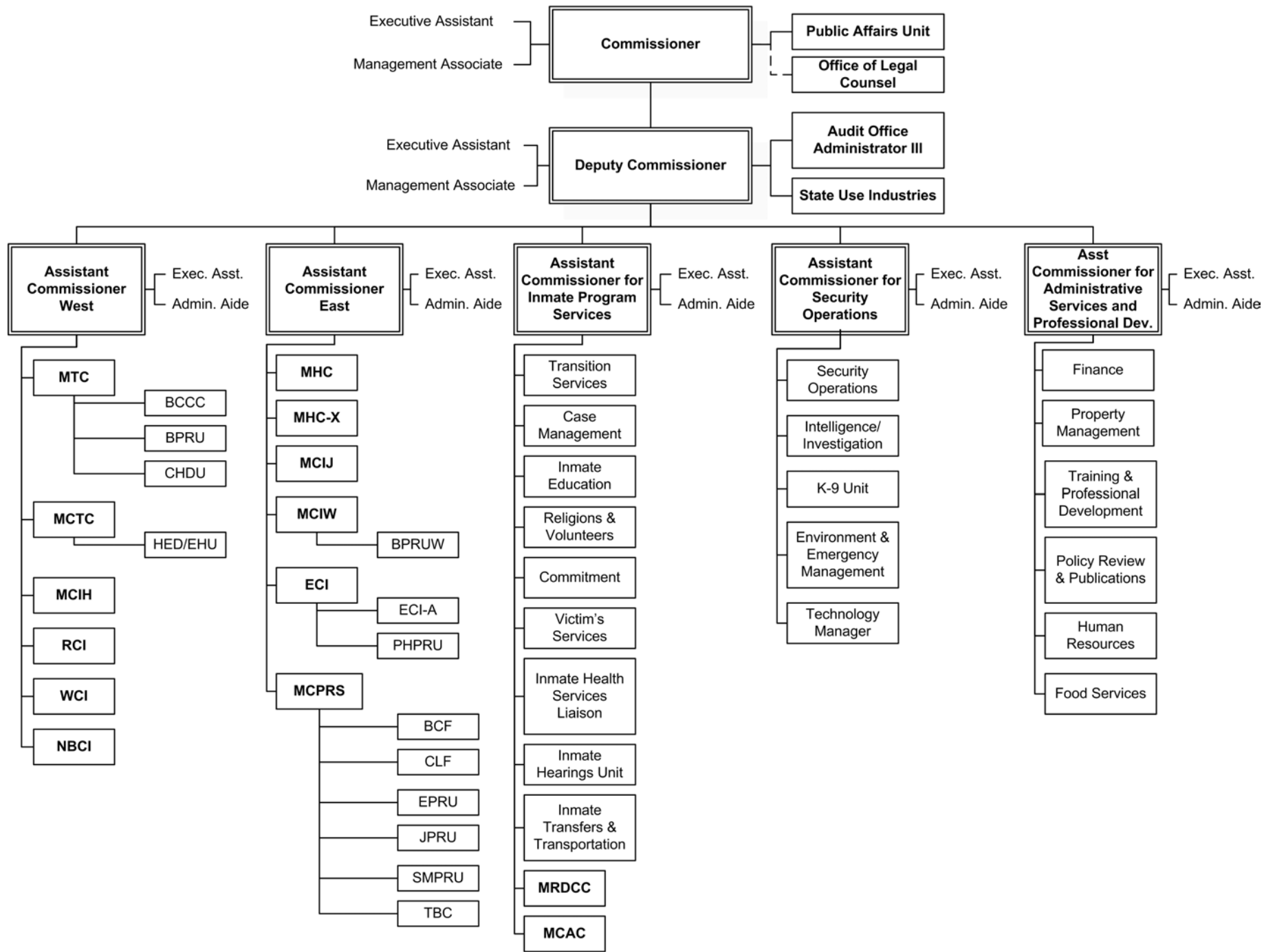


*North Branch
Correctional
Institution*

Commissioners and Chief Executive Officers



Front Row, From Left: **Kevin Patten** ~ Assistant Commissioner, Administrative Services & Professional Development; **Richard Graham** ~ Assistant Warden, NBCI; **Lehrman Dotson** ~ CEO, MCAC; **Brenda Shell** ~ CEO, MCI-W; **Kathleen Green** ~ CEO, ECI Complex; **Nancy Rouse** ~ CEO, MCI-H; **Frank C. Sizer, Jr.**, Commissioner; **Patricia Allen**, Assistant Commissioner, Programs Services and Baltimore Region; **William Williams**, CEO, MHC; **Randall Watson** ~ Assistant Commissioner, West Region and Security Operations; **James Peguese** ~ CEO, MHCX. Back Row, From Left: **Gary Hornbaker** ~ CEO, MTC; **Jon Galley** ~ CEO, WCI; **Roderick Sowers** ~ CEO, RCI; **James Smith**, CEO ~ MRDCC; **Jack Cragway** ~ Acting CEO, MCPRS; **James Murphy** ~ Assistant Warden, MRDCC; **Bobby Shearin** ~ Deputy Commissioner; **J. Michael Stouffer** ~ CEO, MCTC. Not Pictured: **Ronald Hutchinson** ~ Assistant Commissioner, East Region; **Stephen Shiloh** ~ GM, SUI; **John Rowley** ~ CEO, MCI-J.



Facility Addresses

Division Headquarters

6776 Reisterstown Road, 3rd Floor
Baltimore, Maryland 21215
(410) 585-3300

Baltimore City Correctional Center

901 Greenmount Avenue
Baltimore, Maryland 21202
(410) 332-4340

Brockbridge Correctional Facility

7930 Brock Bridge Road
Jessup, Maryland 20794
(410) 799-1363

Baltimore Pre-Release Unit

926 Greenmount Avenue
Baltimore, Maryland 21202
(410) 234-1878

Baltimore Pre-Release Unit for Women

301 N. Calverton Road
Baltimore, Maryland 21223
(410) 223-2260

Central Home Detention Unit

2100 Guilford Avenue
Baltimore, Maryland 21218
(443) 263-3800

Central Laundry Facility

7301 Buttercup Road
Sykesville, Maryland 21784
(410) 781-4444

Eastern Correctional Institution

30420 Revells Neck Road
Westover, Maryland 21890
(410) 845-4000

Eastern Correctional Institution Annex

30430 Revells Neck Road
Westover, Maryland 21890
(410) 845-4000

Eastern Pre-Release Unit

700 Flat Iron Square Road
Church Hill, Maryland 21623
(410) 810-5400

Herman L. Toulson Correctional Boot Camp

2001 Toulson Road
Jessup, Maryland 20794
(410) 799-4040

Jessup Pre-Release Unit

2000 Toulson Road
Jessup, Maryland 20794
(410) 540-2700

Maryland Correctional Adjustment Center

401 E. Madison Street
Baltimore, Maryland 21202
(410) 539-5445

Maryland Correctional Institution - Hagerstown

18601 Roxbury Road
Hagerstown, Maryland 21746
(240) 420-1000

Maryland Correctional Institution - Jessup

P. O. Box 549
Jessup, Maryland 20794
(410) 799-7610

Maryland Correctional Institution for Women

7943 Brock Bridge Road
Jessup, Maryland 20794
(410) 379-3800

Maryland Correctional Pre-Release System

7931 Brock Bridge Road
Jessup, Maryland 20794
(410) 799-1363

Maryland Correctional Training Center

18800 Roxbury Road
Hagerstown, Maryland 21746
(240) 420-1601

Maryland House of Correction

P. O. Box 534
Jessup, Maryland 20794
(410) 799-0100

Maryland House of Correction Annex

P. O. Box 534
Jessup, Maryland 20794
(410) 799-6100

Maryland Reception, Diagnostic and Classification Center

550 E. Madison Street
Baltimore, Maryland 21202
(410) 878-3500

Metropolitan Transition Center

954 Forrest Street
Baltimore, Maryland 21202
(410) 837-2135

North Branch Correctional Institution

14100 McMullen Highway, SW
Cumberland, Maryland 21502
(301) 729-7401

Poplar Hill Pre-Release Unit

24090 Nanticoke Road
Quantico, Maryland 21856
(410) 845-4580

Roxbury Correctional Institution

18701 Roxbury Road
Hagerstown, Maryland 21746
(240) 420-3000

Southern Maryland Pre-Release Unit

14320 Oaks Road
Charlotte Hall, Maryland 20622
(301) 274-4701

State Use Industries

7275 Waterloo Road
Jessup, Maryland 20794
(410) 540-5400

Western Correctional Institution

13800 McMullen Highway, SW
Cumberland, Maryland 21502
(301) 729-7000

Facility Highlights and Accomplishments

The pages that follow provide an overview of what was accomplished at the various facilities. With the Commissioner's motto: Doing the Right Things for the Right Reasons, the emphasis is placed upon inmate programming and rehabilitation for future re-entry into our communities.

RESTART at **MCTC** has progressed well with regard to providing equipment, supplies and staff necessary for implementation. The initial implementation committee worked with the clinical program directors through the Office of Treatment Services to assure proper data management and clinical supervision. The assessment phase of the project includes statistical analysis of program outcomes through formal testing. Cognitive group protocols have been established in addictions, psychology, social work and case management. The final phase of implementing RESTART has involved the interface of MCTC transition staff with the Division of Parole and Probation.

MCTC food service department experienced the completion of a new kitchen floor. This very extensive project took 18 months and involved closing down large portions of the kitchen. The staff and inmate workers continued to serve 9,000 meals a day while working around essential kitchen areas that had been walled off for the project.

Future goals include construction of a new dispensary, commissary and a 192-bed housing unit. These projects are in the architectural design and site planning phase. MCTC will continue to be effective and successful in carrying out the RESTART initiative.



MCTC's CARE program addresses important issues and targets community youth, with the help of inmates, to deter them from making costly mistakes. The program's main goal is to allow the local area youth the opportunity to see the decisions they make today could affect the rest of their lives. Topics during discussions include: gangs, drugs, violence, education and social inequalities.



MCTC's Domestic Violence Group is comprised of 24 sessions. This group utilizes the Deluth Curriculum: Creating a Process For Men Who Batter. Participants have exhibited a pattern of abusive and controlling behavior, both physical and emotional toward their intimate partners. The overall goal is to reduce violence in intimate relationships while assisting participants to develop non-controlling behaviors/beliefs.

SMPRU averages 60 inmates on active work release. Monthly parole workshops afford inmates the opportunity to meet with local Division of Parole and Probation (DPP) supervisors to discuss reporting requirements of DPP and to address questions. The education department continues to provide GED classes and Employment Readiness Workshops (ERW). Four inmates obtained their GEDs and approximately 45 inmates completed ERW.

In conjunction with the Southern Maryland Criminal Justice Academy, SMPRU hosts local high school seniors participating in the Academy's Internship Program. Each senior spends one week at SMPRU, dividing their time between custody, dietary, and case management departments.

Facility Highlights and Accomplishments

One hundred and sixty students from **BCCC** graduated from seven different occupational programs provided at the Occupational Skills Training Center (OSTC), to include:

- Automotive Technology
- Building Maintenance
- HVAC/R
- Office Technology
- Printing
- Roofing
- Warehouse/Distribution

Approximately 70% of OSTC students were recommended for positions with outside businesses; nearly 80% were assisted in obtaining work release jobs.

Academic instructors taught over 100 students basic literary and secondary level education. Ten students received high school diplomas through GED examinations. In addition, approximately 15 students received college credits in English and American History.

The **HDU** strives to be a cost effective alternative to incarceration that is conducive to public safety and provides re-entry services that will benefit inmates as they transition back into the community. The program provides 24-hour electronic monitoring supervision and a staff of trained entry-level law enforcement officers actively patrolling in the community.

HDU provides services such as job search, addiction treatment, urinalysis, individual and group counseling, life skills and educational opportunities, and a partnership with community re-entry programs and services.

Future goals are to provide HDU employees training in transitional services referrals, effective case management and increase inmate employment by 50%.

The *Living Classroom Foundation* was implemented at **MTC**. This is a job readiness, vocational training, and life skills program with extensive community follow-up provided.

Inmate workers helped renovate various areas of MTC to include the main lobby, case management, visiting room, Chapel and A Building.

Transitional services continue to be offered and new partnerships developed with community resources.



CLF inmates at the Public Safety Education and Training Center

Construction at **CLF** was completed on a boiler plant which provides high pressure steam for laundry, heating and dietary needs. Ground was broken in April for a kitchen/dining room expansion and/or renovation.

Additional inmate details were added to perform sanitation and grounds maintenance at the newly opened Public Safety Education and Training Center adjacent to the facility.

Facility Highlights and Accomplishments

During the year, **MHCX** had 20 students who received their high school diplomas, 30 students received their Adult Literacy and Life Skills Certificates, and five students received their Basic Literacy Certificate.

The SUI Sewing Shop currently employs approximately 82 inmates responsible for making all inmate uniforms for the facilities. With the expansion of the sewing shop, it is anticipated to increase the inmate work force to approximately 180.

The Violence Reduction Committee is planning to initiate programming such as *Thinking for a Change*, *Parents in Prison* and a Health Awareness program.

Future goals include to increase programming space to accommodate the anticipated programs as initiated by the Reduction to Violence Committee as well as create new space for anticipated SUI shops.



MCI-J Print Shop inmate employees setting up and transferring final document for presentation.

MCI-J continues to house large numbers of inmates who are parole violators, technical parole violators, as well as inmates pending adjustment hearings from the MCPRS facilities. During this year, the Perimeter Security and Gatehouse/Visitor Registration Center were completed as well as the Asbestos Abatement Project. Floor tiles in three areas of the facility were replaced.



Inmates at MCI-J Print Shop putting final touches on a mass printing of the Inmate Calendar Project.



MCI-J inmates reviewing blueprint of proposed print project.

Although **NBCI** is still under construction, an Assistant Warden was appointed. Construction on housing unit two is slated for completion in early 2006.

Future goals include construction of housing units 3 and 4, the build-out of the support services building to include the kitchen, two inmate dining rooms, multi-purpose building, barbershop and gym. Completion is expected on these units in 2008.

Facility Highlights and Accomplishments

RCI initiated a *Family Day* program that provides an opportunity for eligible inmates to receive one extended contact visit in a family setting each year.

Inmate programming was expanded through an increased scheduling of *Thinking for a Change*, a cognitive behavioral restructuring program, and the implementation of a new re-entry initiative called *Prison to Work*.

To provide safer and more manageable activities, the inmate recreation programs were changed to allow for increased special recreational activities while reducing the number of inmates in the courtyard each session.

The education department exceeded the State standard for excellence on completion of occupational programs and also maintained an academic drop-out rate of less than 2%.

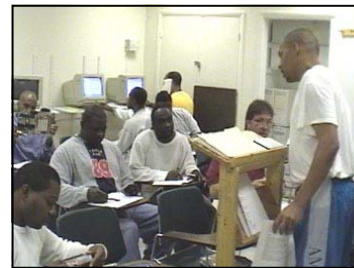
Future goals include the installation of upgraded CCTV surveillance equipment, repainting the institution, continuing with the next phase of the Perimeter and Gatehouse Capital Construction program, beginning upgrade of the inmate dining room, relocation of the Medical/Psychology Area, and continuing to develop practices that will facilitate ACA accreditation.

*RCI
Family
Day*



The work release program at **JPRU** continues to grow and new employers have been added. A chapter of Toastmasters International was chartered by inmates and continues to attract new members. The facility also developed a partnership with Goodwill Industries to provide job training for inmates returning to Baltimore City.

The education department boasts a new computer technology class designed to teach computer repair and computer use.



Computer classes held at JPRU

MRDCC is the entry point for receiving and processing all adult male inmates committed to the Division of Correction. Staff provide newly committed inmates with an intensive evaluation to determine individual educational and vocational aptitudes including psychological and addiction services.

Achievements for this year include:

- Staff processed 10,498 inmates consisting of 5,966 new commitments, 2,731 parole violators, and 1,675 short-timers.
- The Central Transportation Unit transported 29,234 inmates to courts or other facilities and served 31,274 writs from the courts.
- Staff in the social work and addiction services processed 5,498 inmates for pre-test counseling and 1,832 inmates for post-test counseling.
- Psychology staff provided crisis intervention, psychological assessments, counseling, psychotherapy, and psychiatric medication evaluations to 6,183 inmates.
- The chaplain's office staff responded to 6,131 inmate requests for service and provided bible studies for 13,520 participants. Religious services were attended by 1,200 participants.

Facility Highlights and Accomplishments

Approximately 40 students at **MHC** received their high school diploma and 44 students participated in the college program.

The SUI Sign Shop was awarded a new contract to provide highway signs to the Maryland State Highway Administration. A new router was added to the SUI Furniture Manufacturing Plant – this state-of-the-art piece of equipment increased productivity and allowed inmate employees the opportunity for training and operational experience.

Portions of the movie “State of the Union” were filmed at MHC by XXX Film Corporation. Funds received from the film corporation were utilized to purchase recreation equipment for the inmate population.



Scene from “State of the Union” filmed at MHC



New router in SUI's Furniture Plant at MHC

TBC offers programs in addiction therapy, cognitive decisions training, anger management and religious services. Also academic education, college level courses and occupational and non-occupational training is provided by the Maryland State Department of Education and instructors from the Anne Arundel Community College. Boot Camp staff strives to encourage inmates to become responsible and productive citizens.

During this year, TBC hosted the Crime Victim's meeting and tour. Also, they began a farm project that provides training to inmates for employment opportunities in the farming industry.

Educational programs at **EPRU** are available to inmates during the day and in the evening. They currently have the service of two part-time correctional teachers: one from the Maryland State Department of Education and the other through a grant from Queen Anne's County. Several computers were received which provide Internet instruction without connecting directly to the Internet.

Recreational, religious, addictions, education, employment readiness, work release and family leave programs are available. EPRU offers various types of job assignments, both in and outside of the facility. They include Maryland State Police Barracks in Easton and Centreville, the Queen Anne's County Parks and Recreation, the Department of Natural Resources, the Queen Anne's County Public Works, five (5) State Highway Administration details, and the Maryland Environment Service. Over 100 inmates go into the community on a daily basis to participate on work release or work details. Eighteen employers presently hire inmates on work release.

Each year many inmates volunteer to perform Community Service Projects. Inmates also volunteered for a special leave project to work at the Queen Anne's County 4H Fair to build and dismantle exhibit booths and clean up.

Another special project in which inmates volunteered their services was “Outlaw Days” at the Tuckahoe Equestrian Center.

Facility Highlights and Accomplishments

Staff from the **ECI** complex participated in the Crisfield *Crab Derby* where floats made by inmates were on display. Each year ECI hosts a crab feast and all proceeds goes toward a scholarship fund for Sydney Collins. Sydney's father, Correctional Officer Gregory Collins, was slain by an unknown assailant while driving home after completing his shift – the murder remains unsolved.

ECI Annex began construction of a 140-bed unit.

The inmate newsletter was reinstated and an employment training program for inmates at **PHPRU** began with Goodwill Industries. In addition, inmates participated in the March of Dimes Walk-a-Thon.

Expanded inmate enrollment at the College of the Air and University of Maryland Eastern Shore. A new librarian and principal were hired and began the *Reach One, Teach One Cognitive Program* for inmates on segregation. This program is in collaboration with social work, custody and case management staff.



Memorial Services for deceased ECI staff

Sydney Collins with CEO Green



ECI Annex's staff dining room is decorated each month with different themes. This ongoing morale booster is planned and decorated by Annex Dietary staff.



Facility Highlights and Accomplishments

Restructuring of **MCAC**'s *Quality of Life Program* continues. This is collaboration between custody, psychology and case management staff. The program is being evaluated and revised to include additional sensory stimulation activities and cognitive modules.

The work release case managers at **BPRU** assist inmates with job placement; however, responsibility is placed on the inmate to seek employment within the established job search process. On average, 120 inmates were employed on a daily basis.

The mission of BPRU is to successfully reintegrate inmates to the community through job placement, family leave, educational and treatment services. Treatment and religious programs are provided by community volunteers.

The future goals are to effectively engage inmates through communication, improved case management services, and vigilant monitoring of inmate activity while providing assistance with transitioning back to the community.

MCPRS staff adopted an elementary school and held a Christmas donation drive. Also, a back to school donation drive for the students at Van Bokkelen Elementary was held. Staff participated in many events to promote Correctional Employees' Appreciation Week, had a Fourth of July Employee cookout and an ice cream social.



BCF's Inmate Art Room



Inmates at BCF learn computer skills during evening classes

Inmates at **BCF** are provided with an array of programs and services as well as recreational activities. Programs include transitional services - *Thinking for A Change, Prison to Work*, Educational services (pre-GED and GED classes), and Alcoholics Anonymous groups.

Project Bridge began providing inmates with job readiness training and employment upon release. An art room was opened for inmate use and their art is displayed in the visiting room. Also, BCF began assigning inmates to road crews and other outside details.

Future goals at BCF include replacement of windows in each dormitory, continue the removal of asbestos, begin renovation on the dining room and seek additional employment opportunities for inmates.

Facility Highlights and Accomplishments

Effective October 1, 2005, legislation was passed to change the name of **SUI** to Maryland Correctional Enterprises (MCE). Other legislation included a bill that will allow SUI to provide up to \$250,000 annually to DOC to establish and operate employment readiness training programs and transitional services to inmates currently or previously employed by SUI.

SUI had unaudited revenues of \$39.8 million, unaudited net operating income of \$2.0 million, and employed 1,530 inmates. SUI's direct economic contribution (through salaries, wages, and purchases of private sector goods and services) to the State's economy was approximately \$17.4 million.

Accomplishments include:

- contributed \$2.0 million to Maryland's General Fund
- expanded Sign Plant at MHC
- began second shift operation at MHCX Sewing Plant
- expanded the "Quick Ship" program
- completed the oven refurbishment and gas system replacement project
- performed exhaustive feasibility studies pertaining to SUI managing DOC laundry operations
- several news articles and television coverage's focused on SUI activities
- produced and shipped 900 hats to the "Happy Hats for Kids" program
- "adopted" three families during the holiday season.



Governor Ehrlich signed into law legislation changing SUI's name to Maryland Correctional Enterprises (MCE). Pictured with the Governor are Lt. Gov. Michael Steele, Senate President Mike Miller, House Speaker Michael Busch, DPSCS Director of Legislative Affairs Rhea Harris, Jeff Beeson and Steve Shiloh of SUI, and John Wafer of the SUI Management Council.

Implementation of RESTART at **MCI-W** is planned for the next three years. The goal of RESTART is to provide 9,800 units of treatment for inmates which will be divided into services such as vocational training/academic instruction, addictions treatment, expanded mental health services, expanded case management and pre-release programming support.

MCI-W hosted its first annual *Family Day* where inmates were able to invite their children and family members into the institution. They share a meal, participate in arts and crafts as well as other activities that support the family. This program was considered a success with accolades from inmates, family members and staff alike.

Facility Highlights and Accomplishments

Volunteer groups at **MCI-H** provided *Alternative to Violence* training for approximately 240 inmates. Volunteers also provided a third and fourth successful Kairos event and an inaugural eight week program on Rick Warren's *Purpose Driven Life*.

The psychology department completed five cognitive behavior groups -*Thinking for a Change*. In addition, a pilot program, *Thinking for Good* was initiated. The education department received excellent ratings in four of seven categories and completed installation of their Intranet computer system.

Inmate service groups have a good reputation for raising funds for charities. The MCI-H Jaycees raised approximately \$3,000 for the National Association for the Mentally Ill (NAMI) during their June 2005 Walk-A-Thon.

Future goals include implementation of the new inmate clothing regulations. Also, MCI-H is the pilot site for the *Managed Return to Work* program which will provide eligible staff the opportunity to work modified duty assignments at full pay versus remaining on accident leave until they are medically cleared for full duty.



GED Math Class in progress at MCI-H

While assigned to **BPRU-W**, inmates are afforded the opportunity to participate in several programs in preparation for their release; i.e., Basic Education, GED preparation, vocational classes at the Occupational Skills Training Center, Substance Abuse Therapy, Anger Management Seminars, HIV Awareness Seminars, Job Readiness classes, Work Release and road crew assignments.

BPRU-W also hosts numerous special events throughout the year such as *Bridges Beyond Bars*, sponsored by Girl Scouts of Central Maryland, the Wings of Women Conference featured speakers covering topics on health, beauty and self-esteem, and *Family Day*. Other inmate activities that provide opportunities to learn about family and community are essay and poetry contests, quizzes, talent shows, makeovers, karaoke and celebrations of program accomplishments.

The facility hosted its third successful *Clothesline Project* in conjunction with the College of Notre Dame which serves to empower those who have suffered abuses. Partnerships continue with local foundations to bring programs into BPRU-W such as weekly exercise classes, Going Home classes, Power Excel, and Project Bridge (Goodwill Industries) to assist with job placement upon release.



Meditation Garden at WCI

The American Correctional Association conducted an accreditation re-certification audit at **WCI** with a 100% compliance on mandatory regulation and an overall compliance of 98%, which is considered one of the highest ratings nationwide.

With grant funds received through the TKS Foundation, a meditation garden and greenhouse were constructed. The creation of the greenhouse provided additional employment opportunities reducing the idleness rate. This, coupled with the meditation garden, has generated a positive image and allowed WCI to expand the horticulture program. A 68% inmate employment rate is maintained with these programs.

Future goals and objectives are to broaden the horticulture and Cognitive Behavioral programs by 15% as well as develop and implement an outside recreation program for long-term infirmity inmates.

Headquarters' Program Managers



Front Row, From Left: **Lisa Wood** ~ Human Resources; **Carol Harmon** ~ Case Management; **Major Priscilla Doggett** ~ Public Information; **Jodie Stouffer** ~ Commitment. Back Row, From Left: **Kathy Landerkin**, (Acting) ~ Security Operations; **Richard West** ~ Food Services; **Nick Nicol** ~ Technology; **Paula Matthews** ~ Inmate Education; **David Barthlow** ~ Inmate Hearing Unit; **Suzanne Fisher** ~ Policy Review and Publication & Audit Unit. Not pictured: **Nancy Williams** ~ Religious & Volunteers; **Cheryl Richardson** ~ Data Processing; **Frank Galaski** ~ Intelligence/Investigations; **Mel Seidenzahl** ~ Staff Development and Training; **Vacant** ~ Fiscal Services.

Headquarters' Program Highlights

The role of the Headquarters' Program Managers is to provide support, guidance and direction to facility staff. The Headquarters and field units work in concert developing and implementing sound correctional policies, which assure the smooth, safe and efficient operation of the facilities.

Fiscal Services is responsible for maintaining operating budgets and expenditures to analyze trends affecting the budget needs throughout the DOC. This unit also oversees four sub-units: Property, Fleet, Inventory, and Procurement Services.

Property Services is dedicated to improving property accountability by meeting quarterly with fiscal officers to assist and improve inventory control throughout the Division.

Fleet Services is responsible for the coordination of the Division's vehicle fleet ensuring that guidelines are followed for purchasing, operating, maintaining and using vehicles for state business.

Inventory Services oversees the control and accountability of DOC-owned equipment and property prior to disposal.

Procurement Services is responsible for purchasing and ordering supplies and equipment as well as processing payments.

Accomplishments of these areas include:

- Monitored overtime expenditures utilizing the Staffing Analysis and Overtime Management (SAOM).
- Completed 100% fence-to-fence inventory of facility property.
- Conducted training to enhance property controls and recordkeeping.
- Maintained compliance with inventory procedures for physical inventory and reconciliation for several facilities.

Food Services provides direct support to the regional food service program with equipment and systems operations. This unit is responsible for ensuring nutritious and adequate meals are served to all inmates confined to the DOC and Patuxent Institution. In addition, this program provides assigned inmates an opportunity to acquire skills and knowledge in food preparation to assist in gainful employment after release.

Several accomplishments of this program include:

- Acquired new kitchen for Patuxent Institution and was licensed to operate in December 2004.
- Renovating kitchen at CLF.
- Completed kitchen at NBCI and is pending final approval from the licensing agency.
- Completed kitchen design at BCF.
- ACA re-accreditation for food service unit at WCI.
- Sustained support for the USDA Donable Food program.
- Provided food service support to various Departmental and Division activities and/or functions.

The **Human Resources** (HR) Unit provides assistance and direction to the DOC field HR offices while focusing on DOC staff needs.

Accomplishments are:

- Implementation of test pilot for the automated personnel transaction process.
- Directed pilot for a Reassignment Program for correctional officers.
- Developed HR training modules for new Chief Executive Officers and Assistant Wardens as part of a new training program for management.

Future goals are to provide continuous support for the Division and establish a new employee orientation program.

Headquarters' Program Highlights

The **Policy Review and Publication** Unit is responsible for the development and issuance of DOC policies and procedures. The goals of the unit are to ensure operational consistency with the Maryland Commission on Correctional Standards (MCCS) and the American Correctional Association (ACA) standards and requirements; maintain an effective monitoring system to ensure policies and procedures are accurate; and operationalize policies of regulatory agencies affecting the Division.

Several accomplishments include:

- DOC directives and information bulletins converted into a read-only format and placed on the Department's Intranet, as well as CD-ROMS for correctional libraries, courts, and 15 Maryland repositories.
- Conducted annual ACA re-certification audits for WCI and ECI.
- Coordinated, developed and processed the revisions of the review of the Code of Maryland Regulations (COMAR), Subtitle 12.02 (Division of Correction).

The **Staff Development and Training** Unit implements and coordinates an array of training activities within the Division to improve efficiency and effectiveness for staff.

Accomplishments for this unit include:

- 37 supplemental in-service programs were offered to non-uniformed support staff, program staff, and supervisors.
- Achieved at least 95% compliance with training commission requirements for in-service training.

The **Commitment** Unit is represented by a team of 69 staff members who are located regionally throughout the state. Staff's primary function is to accurately compute terms of confinement, apply diminution of confinement credits and schedule inmates for release.

Several accomplishments are:

- Implementation of changes in policies due to court decisions and amendments.
- Established over 11,000 new commitment diminution records.
- Recalculation of approximately 17,000 terms based on court decisions such as modification of sentence, reduction of sentence, etc.
- Recalculation of approximately 3,500 terms for inmates returned to DOC on the basis of an escape or parole retake warrant.
- Recalculation of approximately 3,600 terms following revocation of parole or mandatory supervision.
- Processed 14,393 releases.
- Identified over 70 inmates subject to sexual offender registration.
- Identified approximately 290 inmates required to submit a DNA sample.
- Notified approximately 290 victims prior to an inmate's release.

During this fiscal year, an **Audit** office was established to ensure that all Division facilities and disciplines were audited. The audit office is still in the process of analyzing and compiling the audit data to effectively evaluate potential systematic problems.

The Security Audit Review Team (SART) continues to conduct annual security audits of all state correctional facilities within the Department. The team conducts operational reviews by assessing, inspecting and ensuring that the facilities are in compliance with all aspects of security through effective security practices and emergency preparedness.

Headquarters' Program Highlights

The **Security Operations Unit** (SOU) consists of four sub-units: Emergency Preparedness, Staffing Analysis and Overtime Management, Intelligence Coordinating Unit, and K-9. The purpose of the SOU is to provide effective management of security operations for all facilities within the DOC by developing, interpreting and assessing policies and procedures as well as auditing and monitoring practices. Staff reviews and monitors Serious Incident Reports, Facility Incident Reporting Manager (FIRM), and Use of Force Reports submitted by the Chief Executive Officers. Statistical data is generated from several sources to develop reports for inmate urinalysis and use of force. Other statistical and comparative reports are produced as necessary which assist in monitoring trends and security concerns.

A reorganization of the SOU is underway. New software, FIRM, is a data collection system for the Department and has been implemented in all facilities. FIRM was developed to enhance the data collection process and replaced the former method of relying on guilty findings at inmate adjustment hearings. FIRM reduces data loss as collection of the information is entered into the system as an incident occurs. Incidents include escape, attempted escape, community trust violations, assaults, attempted assaults and homicides.

The process to reorganize the Crisis Management and Emergency Preparedness Units began and one unit will emerge with Special Response Teams (SRT). Their mission is to maintain two highly trained, motivated, unified, physically and mentally capable SRTs in a constant state of readiness. These teams will be dedicated to being prepared to handle any correctional tactical emergency situation, anytime, anywhere.

The **Emergency Preparedness** Unit reports the following accomplishments:

- Observed 15 Emergency Operation Plan (EOP) exercises within the facilities in conjunction with security audits.
- Provided technical assistance to several facilities.
- Provided regional training on design and development for new coordinators.
- Reviewed 236 monthly EOP exercises.
- Developed escape workgroup in collaboration with the Maryland State Police (MSP).
- Regional EOP exercises conducted, with MSP participation, on Executions, Bio-Hazard Incident/Regional Evacuation, and Mass Disturbance/Hostage.
- Ensure officers fit tested for respirators in regards to the Respiratory Protection Program.
- Participated as member on the Environmental Advisory Management Board to ensure hazardous materials are being handled appropriately.
- Participated in three Maryland Emergency Management Agency (MEMA) exercises regarding Terrorist Incident, Hurricane/Flood, and New Web Based exercises.

Accomplishments from the **Staffing Analysis and Overtime Management** include:

- Implementation of new software to capture and report data used for documenting facility staffing requirements.
- Assisted with the revision of the Security Audit Manual.
- Conducted audits at 12 facilities.
- Revised supervisory staffing plans for each facility.
- Assisted with training and installation of FIRM software.
- Created draft manual to enhance standardized policy on SAOM.

The **Intelligence Coordinating Unit** (ICU) receives support from the High Intensity Drug Trafficking Area (HIDTA). The staff of ICU works closely with various law enforcement agencies as well as Homeland Security in sharing information on released Security Threat Group (STG) members and other matters that concern law enforcement. For the safety and security of the Division, this unit has been expanded to include 14 additional positions for intelligence lieutenants who will be located at major maintaining facilities.

Headquarters' Program Highlights

Major accomplishments of the **Canine** Unit are:

- ACA accreditation earned by two regional K-9 offices.
- Received and maintained National Drug Detection Certification for several handlers and dogs through the United Police Canine Association.
- Seizure of controlled dangerous substances on approximately 25 incidents.
- K-9 alerts led to several seizures and arrests.
- Patrol dog teams responded on several occasions to spontaneous events eliminating the need for further use of force.
- Training expanded in the areas of building/tactics and officer survival.
- Workgroups assessed operations and made initial preparations for restructuring the K-9 Unit.
- Assistance provided to Washington, DC Department of Corrections in rebuilding their K-9 program.
- Facilitated the capture of an escaped inmate.

The goal of the **Data Processing** Unit is to accurately update traffic and infraction data, review, audit and modification of electronic records of approximately 23,000 inmates, verification of local jail bills, and the collection, compilation, and distribution of password applications to the District and Circuit Courts criminal security coordinators. Data Processing staff have trained more than 450 staff from DOC, the Baltimore City Detention Center, and Patuxent Institution.



Cell Search



Training on the A Frame



Vehicle Search

The **Public Affairs Unit** is responsible for managing media relations, overseeing agency publications, and coordinating community outreach activities for the 27 correctional facilities in the agency. The office has formed partnerships with the community, schools, and other state agencies to promote public awareness about corrections and the agency's commitment to public safety. As a result of our collaborative partnerships, the Public Affairs Unit has coordinated over 30 tours of our facilities for students, foreign delegations, and government officials within the past year.

Additional highlights for Fiscal Year 2005 include the coordination of the second unit filming of *State of the Union* at the Maryland House of Correction, coordinated the Commissioner's Recognition Ceremony for agency employees, the promotion of the Commissioner's Tug-of-War and Torch Run events to benefit Special Olympics, and the promotion of the poetry reading classes held for female offenders at MCI-W.

Headquarters' Program Highlights

The **Exit Orientation Program** continues to be one of the programs that serves to build community-outreach initiatives by expanding partnerships as a member of inter-government and community-based coalitions, workgroups, and taskforce. The DOC has closed gaps in services for inmates who return to Maryland's communities. In Fiscal Year 2005, transitional services were expanded beyond developing and coordinating needs for housing, employment, education, substance abuse treatment and healthcare services. Transitional services now include assistance to the inmate's children and family members who are impacted by his/her incarceration including but not limited to, assisting the inmate to more effectively deal with child support obligations.

Accomplishments are:

- Served 1,290 inmates from 19 facilities including MHCX and MCAC.
- Refined the process of identifying each inmate's post-release needs and developed resource packets to supplement a community-based agency's screening.
- Partnered with Goodwill Industries of the Chesapeake to assist inmates with employment, housing, healthcare and educational needs following release from MCAC.
- Partnered with Maryland Regional Practitioners Network for Fathers and Families, Big Brothers and Big Sisters, National Coalition for Homeless Veterans, Coalition for Homeless Children and Families, Chesapeake Center for Youth Development, and the Children of Incarcerated Parents to strengthen the ability to coordinate a family-focused approach to transition services that supports successful community re-entry.

Future goals include:

- Coordinate exit orientations at 20 facilities and serve 3,000 inmates.
- Survey and evaluate feedback from inmates and agencies on how to improve the referral process.
- Develop and evaluate the post-release needs of inmates at MHCX and MCAC, and provide specific resource information packets.
- Recruit and supervise student interns to support program activities.

The **Regional Crisis Negotiation Teams** consist of 46 facility staff who are trained and capable of administering hostage/crisis negotiation intervention within the facilities. Accomplishments include:

- Performed successful crisis interventions to include the October 19, 2004 hostage incident with a DOC Hearing Officer at MCI-H.
- Staff attended the 26th Annual Hostage Negotiation Seminar sponsored by the Baltimore County Police Department and the Baltimore-Washington Federal Bureau of Investigation.
- Conducted Regional and Statewide hostage taking exercises in conjunction with Security Operations staff, Emergency Preparedness and Regional Tactical Units.
- Conducted recruitment for Departmental Regional Crisis Negotiators.

The **Inmate Hearing Unit** is responsible for all inmate disciplinary hearings in DOC facilities, the Division of Pre-Trial Detention and Services, and the Patuxent Institution. The primary duty of the hearing officer is to provide inmates due process hearings that include the right to a fair and impartial hearing, written notice, a written decision and appeal rights. In the course of such hearings, hearing officers utilize recording equipment and a lap top computer to record the events and decisions. The hearing officers also appear as an agency representative before an administrative law judge at Inmate Grievance Office hearings when inmates appeal their disciplinary convictions. During this year, staff has averaged 20,000 cases for the Division, 4,000 for Pre-Trial, and 1,500 for Patuxent Institution.

Future goals include completing the revisions to the hearing procedures, participate in future planning sessions to review future operations such as video conferencing hearings, digital recordings, and staffing plan.

Headquarters' Program Highlights

DOC **Transportation** Units located at MRDCC, ECI, and MCI-W transported more than 32,000 inmates to medical visits, courts, other facilities for various transitional, rehabilitative programming, and housing assignments. The following reflects inmate transportation figures for Fiscal Year 2005:

<i>Transfers:</i>		<i>Male</i>	
MRDCC Central Transportation Unit		29,234	
ECI Transportation Unit		2,764	
	Total:	31,998	
<i>Intake</i>		<i>Male</i>	<i>Female</i>
Baltimore City Detention Center		4,444	444
Counties		4,528	383
Other		2,253	321
	Total:	11,225	1,148

(Totals do not include regional and additional transfers by facilities.)

The **Victim Services** Unit is dedicated to assisting crime victims who have suffered direct or threatened physical, emotional or financial harm as a result of a crime. In streamlining the victim notification process, DOC, Patuxent and Commitment Units are connected to the Victim Information Database Access (VIDA). This database is shared by DOC, Maryland Parole Commission and Division of Parole and Probation victim services units. VIDA has up-to-date victim contact information available, allowing victim notifications to be sent without delay. Accomplishments include:

- Processed 1,302 requests for notification.
- Two staff members graduated from the Maryland Roper Victim Assistance Academy.
- Held a victims' open house at the Maryland Public Safety and Education Training Center in recognition of the 25th anniversary of National Victims' Rights Week.
- Held the annual facility tour for victims at TBC with approximately 25 participants.
- Organized DOC employee participation in other agency fundraisers.
- Provided victim services' training for approximately 40 newly hired correctional case management staff.

The **Religious and Volunteers Services** provides inmates the right to practice their religion of choice. Chaplains and volunteers under their supervision, provide quality programming designed to enhance the spiritual lives of inmates and enable their successful living both during incarceration and after release. The unit screens, prepares and monitors volunteers in their many service capacities through the facilities volunteer activities coordinator. Accomplishments include:

- 2,563 registered volunteers donated over 50,000 hours of service; 56.5% in the religious services area. The remaining hours were divided between education and inmate organization programs such as the Jaycees, veteran's groups and peer-led substance abuse recovery groups.
- Chaplains coordinated weekly religious activities for 27 religions as well as seasonal and holy day programs.
- Maryland hosted the launch of a national private, non-profit initiative called *Purpose Driven Life*, inviting participants to examine their decisions in view of larger, faith-inspired guiding principles.
- Activities for Spanish-speaking inmates have increased in response to demand.
- Inmates submitted over 60,000 requests for chaplain assistance in such matters as obtaining religious literature and devotional items, family relations, spiritual counsel and working through life developmental crises.

Headquarters' Program Highlights

The **Correctional Educational Program** is provided by the Maryland State Department of Education (MSDE) under the authority of the Education Coordinating Council for Correctional Institutions. MSDE in conjunction with DOC is responsible for developing, overseeing, modifying, and monitoring the educational programs operating in Maryland correctional facilities. Accomplishments include:

- 845 High School Diplomas (GED) earned
- 64.5% GED pass rate
- 95.8% school attendance rate
- 1,253 (.81%) Adult Literacy Completions
- 906 (1.54%) Occupational Completions
- 151 (1.58%) drop out rate
- 346 (1.52%) Basic Literacy Completions

During the past year, DOC established a **Technology** office to ensure that the Division stays abreast of the many technological advances taking place. A continued emphasis has been placed on advancing security technologies in order to upgrade our correctional facilities to include, but not limited to:

- Encrypted radio communication technology – NBCI first facility to utilize.
- Upgrading radios throughout the system. These radios will incorporate new functions that will greatly improve staff and inmate safety.
- Video surveillance systems will be utilized in transportation vehicles to capture inmate activity. These records will enhance internal investigations, legal proceedings and staff training.

A future goal is to research Global Positioning as part of our transportation division to ensure public safety.

Case Management is responsible for the development and implementation of classification policies and procedures and training for case management staff. In addition, the unit oversees screening for inmate programs, coordination of criminal alien deportation hearings, interstate corrections compact transfers (ICC), substance abuse treatment transfers with outside agencies, and the processing of administrative remedy appeals (ARP).

The following are accomplishments during Fiscal Year 2005:

- Processed 1,682 ARP appeals and conducted nine institutional audits of the ARP process.
- Coordinated the transfer of five ICC inmates to Maryland and the bi-annual review of 48 ICC inmates housed in Maryland.
- Coordinated the transfer of four Maryland ICC inmates to other states and the bi-annual review of 56 Maryland ICC inmates housed in other states.
- Coordinated 49 Alien Deportation Hearings.
- Provided Case Management training for 31 new case management specialists.
- Provided Criminal History Verification Training for 44 staff.
- Coordinated the transfer of 96 inmates into substance abuse treatment programs through stayed sentences.
- Completed ICC transfer training for all case management staff.
- Coordinated 14 case management and work release audits.
- Conducted case management training for newly promoted Chief Executive Officers/Assistant Wardens/Facility Administrators.
- Developed the Case Management Manual.
- Completed ARP Manual - draft under review.

Special Olympic Moments



Features

10th National Conference of Women Working in Corrections & Juvenile Justice

Among the many highlights for the Division during Fiscal Year 2005, was its sponsorship of the 10th National Conference of Women Working in Corrections & Juvenile Justice held in Baltimore October 31 – November 3, 2004, and chaired by former DOC Deputy Commissioner Patricia Schupple. The conference theme *Honoring the Past, Celebrating the Present, and Envisioning the Future*, embodies the impact of women on the history of corrections, their current contributions, and their increasing contributions in the formulation of correctional policy nationwide.

From its beginning in 1985, when the first Women's Conference was held at Eastern Kentucky University, the organization has been dedicated to addressing different disciplines and levels within the organization, focusing on correctional leadership and ethics, personal growth and wellness, and introducing innovative programs and strategies. Set against the backdrop of Baltimore's world-renowned Inner Harbor, the conference hosted over 900

participants, of which 350 of those represented DPSCS employees from various divisions and agencies. Many attendees were from as far west as California and as far north as Massachusetts. Attendees were addressed by Maryland's First Lady, Kendel Ehrlich, incoming American Correctional Association President, Gwendolyn Chunn, Maryland Department of Public Safety and Correctional Services Secretary, Mary Ann Saar, former Maryland Governor, former Baltimore Mayor, and present Maryland Comptroller, William Donald Schaefer, and other prominent national and state correctional officials.

The conference's ambitious agenda provided forums, workshops and site visits to area correctional facilities. Issues addressed included workplace humor, health and wellness, Habitat For Humanity, diversity and race in corrections, prison canine program, "To Be or Not to Be...One of the Boys", visioning the future of corrections, other correctional career options, coping with serious illness, and workplace disability issues. It wasn't just all work and no play, as the conference's location in the middle of downtown Baltimore provided access to many fine

restaurants, shops, and entertainment venues. Featured conference sponsored activities included *The Phantom of the Opera Goes Pops*, a Silent Auction to benefit House of Ruth and the Susan G. Komen Breast Cancer foundation, shopping at Arundel Mills, Karaoke Night, and Maryland Night at the National Aquarium in the Inner Harbor.

The Maryland Division of Correction's sponsorship and management of this prestigious national conference validates its position as a forerunner among public safety agencies nationwide addressing current correctional issues and envisioning and preparing for future challenges.



These Eyes

Exhibit of Inmate Art to Benefit Victims of Crime

More than 60 pieces of art from the Maryland Department of Public Safety and Correctional Services (DPSCS) Inmate Art initiative made their debut on June 16th at the Eubie Blake National Jazz Institute and Cultural Center in Baltimore. The project began after DPSCS received a grant from the Maryland State Arts Council. It included a series of three inmate art exhibits displayed at locations in Baltimore, Western Maryland and on the Eastern Shore. Inmates produced more than 100 pieces of fine art and 66 pieces were selected to go on the traveling exhibit.

A panel of judges from the arts community reviewed the pieces and the top three works were auctioned to the highest bidder during the campaign's kickoff event. All proceeds benefited the Maryland Crime Victim's Resource Center.

The first place winning selection, *These Eyes* sold at auction for \$1,100.

Statistical Data

Statistical information contained in this report was provided courtesy of the Department of Public Safety and Correctional Services' Office of Planning, Policy, Regulations and Statistics.

SEX AND RACE DISTRIBUTION As of June 30, 2005

RACE AND SEX OF COMMITTED PERSONS					
Fiscal Year 2005					
RACE	Males Processed		Females Processed		Total
Black	7,925	75.7%	540	60.0%	8,465
White	2,441	23.3%	294	32.7%	2,735
Other/Unknown	99	0.9%	66	7.3%	165
TOTAL	10,465	100.0%	900	100.0%	11,365

PLACES OF BIRTH OF COMMITTED PERSONS					
Fiscal Year 2005					
Birthplace	Males Processed		Females Processed		Total
Maryland	6,346	60.6%	705	78.3%	7,051
District of Columbia	464	4.4%	43	4.8%	507
New Jersey	63	0.6%	8	0.9%	71
New York	167	1.6%	21	2.3%	188
North Carolina	63	0.6%	10	1.1%	73
Pennsylvania	103	1.0%	22	2.4%	125
South Carolina	30	0.3%	6	0.7%	36
Virginia	115	1.1%	16	1.8%	131
Other States	294	2.8%	56	6.2%	350
Outside United States	170	1.6%	11	1.2%	181
Unknown	2,650	25.3%	2	0.2%	2652
TOTAL	10,465	100.0%	900	100.0%	11,365

SEX AND RACE DISTRIBUTION									
As of June 30, 2005									
Sex Distribution *			Race Distribution **						
Institution	Male	Female	Black		White		Indian Other		TOTAL
			Count	%	Count	%	Count	Count	
ECI	3,020		2,252	74.9%	750	24.9%	1	5	3,008
MTC	1,591		1,322	84.4%	240	15.3%	0	5	1,567
MCAC	113		95	84.1%	18	15.9%	0	0	113
MRDCC	626		525	79.7%	132	20.0%	0	2	659
MHC-X	1,202		953	79.7%	236	19.7%	0	6	1,195
MHC	1,240		1,008	81.1%	227	18.3%	0	8	1,243
MCI-J	1,002		736	71.5%	287	27.9%	1	5	1,029
MCI-H	2,094		1,470	70.5%	609	29.2%	1	6	2,086
MCTC	2,906		2,100	74.8%	701	25.0%	2	3	2,806
RCI	1,817		1,292	72.1%	497	27.7%	0	4	1,793
WCI	1,929		1,382	71.6%	542	28.1%	1	5	1,930
BCF	623		517	77.9%	147	22.1%	0	0	664
PATX. ANNEX	276		199	73.7%	71	26.3%	0	0	270
MCI-W		864	530	64.0%	295	35.6%	2	1	828
JPRU	584		461	77.7%	131	22.1%	0	1	593
CLPRU	516		401	77.6%	115	22.2%	1	0	517
BCCC	499		434	88.8%	55	11.2%	0	0	489
EPRU	180		128	71.9%	50	28.1%	0	0	178
BPRU	216		196	93.8%	13	6.2%	0	0	209
PHPRU	192		143	76.5%	44	23.5%	0	0	187
SMPRU	178		141	80.1%	35	19.9%	0	0	176
TBC	293		212	75.7%	68	24.3%	0	0	280
HDU	187	21	163	80.3%	40	19.7%	0	0	203
CONTRACT	129		120	91.6%	11	8.4%	0	0	131
BPRUW		142	91	71.7%	35	27.6%	0	1	127
BCDC	114	41	69	81.2%	16	18.8%	0	0	85
TOTAL	21,527	1,068	16,940	75.7%	5,365	24.0%	9	52	22,366

* Manual data ** Automated data

The totals for the June 30, 2005 population presented in the following tables, with the exception of the sex distribution table, represent the OBSCIS (Offender Based State Correctional Information System) data available for the respective categories on that date. The totals on the Sex Distribution table represent the actual total population for the facilities listed. Differences between categories are due to missing data on the automated system. Information for an additional 292 inmates housed in local jails, Pre-trial and P&P Home Detention and MCAC Federal contract is not available. The WCI counts include approximately 250 inmates housed at North Branch Correctional Institution.

Statistical Data

AGE GROUPS OF COMMITTED PERSONS

Fiscal Year 2005

Age	Males Processed		Females Processed		Total
16 Years & Younger	20	0.2%	3	0.3%	23
17 Years	65	0.6%	1	0.1%	66
18 Years	182	1.7%	5	0.6%	187
19 Years	444	4.2%	9	1.0%	453
20 Years	450	4.3%	24	2.7%	474
21 Years	467	4.5%	28	3.1%	495
22-25 Years	1,649	15.8%	113	12.6%	1,762
26-30 Years	1,441	13.8%	137	15.2%	1,578
31-35 Years	1,375	13.1%	159	17.7%	1,534
36-40 Years	1,714	16.4%	200	22.2%	1,914
41-50 Years	2,139	20.4%	206	22.9%	2,345
51-60 Years	451	4.3%	13	1.4%	464
61 Years & Older	68	0.6%	2	0.2%	70
Unknown	0	0.0%	0	0.0%	0
TOTAL	10,465	100.0%	900	100.0%	11,365

AGE DISTRIBUTION FOR TOTAL POPULATION

As of June 30, 2005

Age Group	Count	Percentage
Under 17 Years	11	0.0%
17 Years	46	0.2%
18 Years	132	0.6%
19 Years	302	1.3%
20 Years	486	2.2%
21 Years	556	2.5%
22 Years	676	3.0%
23 Years	750	3.3%
24 Years	814	3.6%
25 Years	877	3.9%
26-30 Years	3,744	16.6%
31-35 Years	3,529	15.6%
36-40 Years	3,778	16.7%
41-50 Years	5,118	22.6%
51-60 Years	1,448	6.4%
Over 60 Years	332	1.5%
TOTAL	22,599	100.0%

Average Age: 35.3 Years

Statistical Data

SENTENCE DISTRIBUTION FOR TOTAL POPULATION As of June 30, 2005

Sentence	Count	Percentage
3 Months	104	0.5%
4-6 Months	174	0.8%
7-12 Months	336	1.5%
13-18 Months	597	2.7%
19 Months-2 Years	709	3.1%
25 Months-3 Years	1,366	6.1%
37 Months-5 Years	3,418	15.2%
61 Months-8 Year	2,841	12.6%
97 Months-10 Years	2,307	10.2%
121 Months-15 Years	2,618	11.6%
More Than 15 Years	5,812	25.8%
Life	2,242	10.0%
TOTAL	22,524	100.0%

Average Sentence Length: 165.7 Months*

Average Stay Length: 58.8 Months**

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

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

LENGTHS OF SENTENCES OF COMMITTED PERSONS Fiscal Year 2005

Sentence	Males Processed		Females Processed		Total
3 Months	2,252	21.5%	28	3.1%	2,280
4-6 Months	1,043	10.0%	63	7.0%	1,106
7-12 Months	854	8.2%	174	19.3%	1,028
13-18 Months	927	8.9%	165	18.3%	1,092
19 Months-2 Years	787	7.5%	100	11.1%	887
25 Months-3 Years	1,056	10.1%	110	12.2%	1,166
37 Months-5 Years	1,533	14.6%	146	16.2%	1,679
61 Months-8 Years	745	7.1%	67	7.4%	812
97 Months-10 Years	457	4.4%	18	2.0%	475
121 Months-15 Years	348	3.3%	17	1.9%	365
More Than 15 Years	394	3.8%	11	1.2%	405
Life	69	0.7%	1	0.1%	70
TOTAL	10,465	100.0%	900	100.0%	11,365

Statistical Data

OFFENSE DISTRIBUTION FOR TOTAL POPULATION As of June 30, 2005

Offense *	Count	Percentage
Arson	79	0.4%
Assault	3,029	13.4%
Auto Theft	354	1.6%
Bribery	13	0.1%
Burglary	1,271	5.6%
Court Violation	118	0.5%
Disorderly Conduct	44	0.2%
Domestic Relations	215	1.0%
Drug Offense	4,923	21.9%
Escape	62	0.3%
Forgery	28	0.1%
Fraud	74	0.3%
Kidnapping	215	1.0%
Larceny	1,132	5.0%
Manslaughter	241	1.1%
Murder	4,580	20.3%
Prostitution	42	0.2%
Rape	1,385	6.1%
Robbery	3,285	14.6%
Sexual Offenses	579	2.6%
Traffic Violation	106	0.5%
Vandalism	11	0.0%
Weapons	727	3.2%
Other	15	0.1%
Total	22,528	100.0%

* Major Offense for Each Person.

MAJOR OFFENSES OF COMMITTED PERSONS Fiscal Year 2005

Offense*	Males	%	Females	%	TOTAL
Arson	25	0.2%	4	0.4%	29
Assault	1,437	13.7%	99	11.0%	1,536
Auto Theft	292	2.8%	12	1.3%	304
Bribery	16	0.2%	2	0.2%	18
Burglary	557	5.3%	17	1.9%	574
Court Violation	131	1.3%	3	0.3%	134
Disorderly Conduct	164	1.6%	7	0.8%	171
Domestic Relations	103	1.0%	14	1.6%	117
Drug Offense	4,316	41.2%	371	41.2%	4,687
Escape	82	0.8%	6	0.7%	88
Forgery	23	0.2%	6	0.7%	29
Fraud	53	0.5%	32	3.6%	85
Kidnapping	37	0.4%	1	0.1%	38
Larceny	1,077	10.3%	165	18.3%	1,242
Manslaughter	47	0.4%	6	0.7%	53
Murder	294	2.8%	18	2.0%	312
Prostitution	29	0.3%	69	7.7%	98
Rape	113	1.1%	1	0.1%	114
Robbery	705	6.7%	45	5.0%	750
Sexual Offenses	154	1.5%	3	0.3%	157
Stolen Property	0	0.0%	0	0.0%	0
Traffic Violation	367	3.5%	6	0.7%	373
Vandalism	34	0.3%	1	0.1%	35
Weapons	378	3.6%	8	0.9%	386
Other	31	0.3%	4	0.4%	35
Total	10,465	100.0%	900	100.0%	11,365

* Major Offense for Each Person

Statistical Data

BY JURISDICTION, PERSONS COMMITTED TO THE DOC WITH LIFE SENTENCES AND DEATH SENTENCES * DURING FISCAL YEAR 2005

Committing Jurisdiction	Life	Death	TOTAL
Baltimore City	14	0	14
Allegany	0	0	0
Anne Arundel	2	0	2
Baltimore County	9	2	11
Calvert	1	0	1
Caroline	0	0	0
Carroll	0	0	0
Cecil	0	0	0
Charles	3	0	3
Dorchester	2	0	2
Frederick	3	0	3
Garrett	0	0	0
Harford	0	0	0
Howard	3	0	3
Kent	0	0	0
Montgomery	4	0	4
Prince George's	18	0	18
Queen Anne's	0	0	0
Somerset	0	0	0
St. Mary's	3	0	3
Talbot	0	0	0
Washington	3	0	3
Wicomico	2	0	2
Worcester	0	0	0
OTHER STATES	1	0	1
TOTAL	68	2	70

* Information is from the automated system. Life Sentences include life plus sentences.

JURISDICTION FROM WHICH COMMITTED PERSONS WERE RECEIVED Fiscal Year 2005

Jurisdiction	Males Processed	Females Processed	Total
Baltimore City	6,821 65.2%	507 56.3%	7,328
Counties			
Allegany	80 0.8%	12 1.3%	92
Anne Arundel	287 2.7%	23 2.6%	310
Baltimore	897 8.6%	120 13.3%	1,017
Calvert	58 0.6%	2 0.2%	60
Caroline	37 0.4%	4 0.4%	41
Carroll	66 0.6%	9 1.0%	75
Cecil	112 1.1%	20 2.2%	132
Charles	235 2.2%	24 2.7%	259
Dorchester	55 0.5%	4 0.4%	59
Frederick	120 1.1%	10 1.1%	130
Garrett	14 0.1%	0 0.0%	14
Harford	257 2.5%	35 3.9%	292
Howard	67 0.6%	3 0.3%	70
Kent	17 0.2%	4 0.4%	21
Montgomery	195 1.9%	11 1.2%	206
Prince George's	464 4.4%	29 3.2%	493
Queen Anne's	50 0.5%	1 0.1%	51
Somerset	48 0.5%	3 0.3%	51
St. Mary's	63 0.6%	3 0.3%	66
Talbot	49 0.5%	5 0.6%	54
Washington	216 2.1%	32 3.6%	248
Wicomico	186 1.8%	36 4.0%	222
Worcester	65 0.6%	3 0.3%	68
Other	6 0.1%	0 0.0%	6
TOTAL	10,465 100.0%	900 100.0%	11,365

Statistical Data

INTAKES AND RELEASES FOR FISCAL YEAR 2005

Intakes	Total	Monthly Average*
Processed Commitments	11,365	947
Change in Jail Back-up	-55	-5
Returned from Parole	3,327	277
Returned from Escape	157	13
Returned from Mental Hospitals	10	1
Returned from Patuxent Institutic	167	14
Other Intakes	45	4
TOTAL INTAKE	15,016	1,251

Releases	Total	Monthly Average*
Expiration	4,733	394
Mandatory	5,374	448
Paroles	2,586	216
Continued on parole / mandatory	2,046	171
Commutations	1	0
Court Order	346	29
Pardoned	2	0
To Patuxent Institution	104	9
To Mental Hospital	0	0
Deaths	71	6
Escapes	169	14
Other releases	66	6
TOTAL RELEASES	15,498	1,292

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



Department of Public Safety and Correctional Services

*Division of Correction
Annual Report ~ Fiscal Year 2005*

*Governor Robert L. Ehrlich, Jr.
Lt. Governor Michael S. Steele
Secretary Mary Ann Saar
Deputy Secretary Mary L. Livers, Ph.D.
Commissioner Frank C. Sizer, Jr.*



This publication was prepared by:

*Wanda Miller, Administrative Officer
Priscilla Doggett, Public Information Officer*

*Maryland Division of Correction
6776 Reisterstown Road
Baltimore, Maryland 21215
www.dpccs.state.md.us*

*Research assistance provided by:
Executive Assistants Tiffany Alston, Patricia Briggs, Denise Fazenbaker,
Lisa Gamble-Gregg, Pete Juknelis, Carlyn Schlossberg, and Laverne Taylor*

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