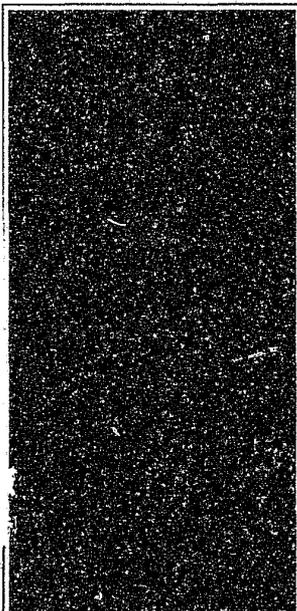


TEXAS
DEPARTMENT
OF
CRIMINAL JUSTICE

ANNUAL REPORT
1993

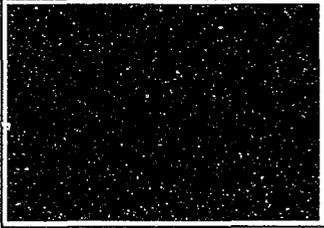
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Texas Department of Criminal Justice

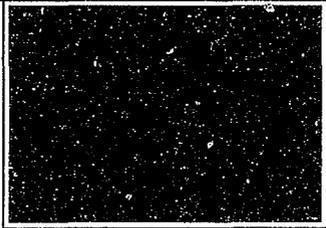
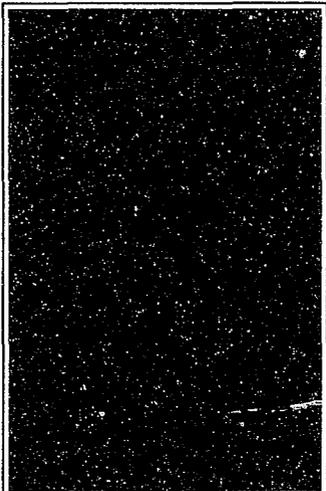
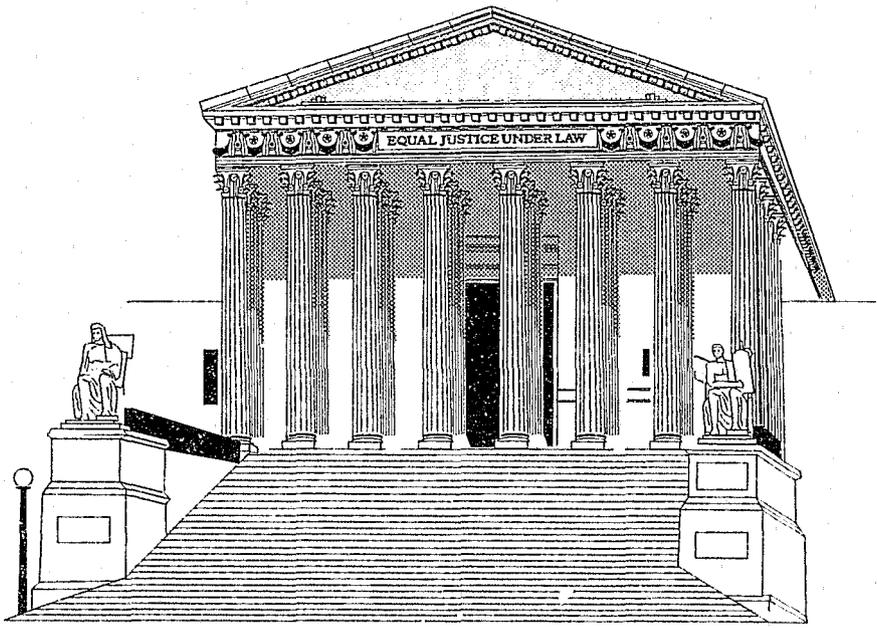


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Texas Board Of Criminal Justice

Carol S. Vance
Chairman
Houston

The Honorable Governor of the State of Texas
and Members of the Texas Legislature
State Capitol
Austin, Texas

As I write this letter, Texas is involved in the largest prison building program in the United States, and probably the world, as we go from the current 68,000 prison beds to 130,000 by the end of 1995.

Even so, the end of 1993 finds some 28,000 sentenced felony prisoners housed in overcrowded county jails. To alleviate an even greater than predicted growth, the Texas Department of Criminal Justice is making emergency plans for additional capacity.

Right now, over 500,000 Texans are in prison, on parole or on probation for serious crimes. This is one out of every 34 Texans and roughly one out of every 18 males. This is a shocking and disturbing fact of life. The home has been severely weakened and too often is found to be dysfunctional or non-existent. The lack of sound family values and morales leads to dropouts, alcohol and drug use, unemployment, and theft and violence. Until some massive societal changes can reverse this pattern and restore our collective sense of right and wrong, especially with our youth, more prisons will be a way of life.

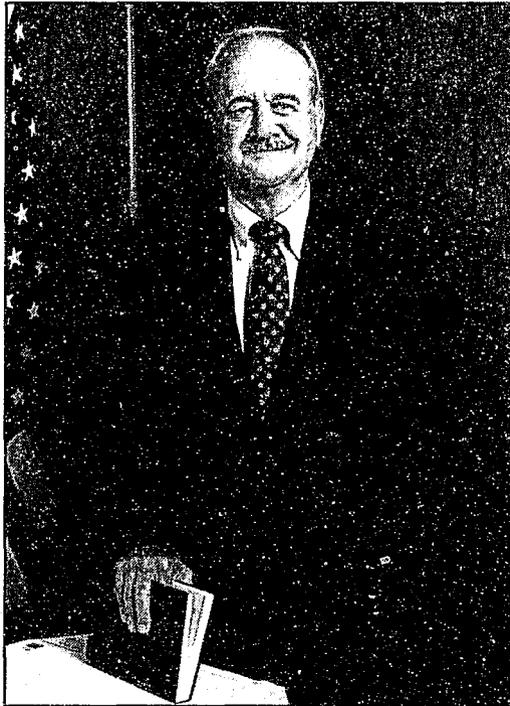
In the meantime, the prisons and the new state jail system must do all it can to house and rehabilitate offenders. Without literacy, educational, vocational, drug and alcohol, and life skills programs, recidivism is inevitable. We must rely more and more on community volunteers as well as improved probation and parole programs. During 1994, even more of our facilities dedicated to drug and alcohol abuse treatment will come on line.

The public must recognize that most prisoners will come out of prison. In fact, 96 percent of all prisoners incarcerated today in the United States will be released within a four-year period of time. The question is, "will these individuals be able to acquire and hold a job and be free of the addiction that helped place them in prison?" All Texans have a great stake in whether we, as a community, can reduce recidivism and make our state a safer place to live. Correcting and rehabilitating the offender is truly a shared responsibility for us all, if we are to succeed in accomplishing our goals.

Sincerely,

A handwritten signature in cursive script that reads "Carol S. Vance".

Carol S. Vance
Chairman



Judge Clarence N. Stevenson
October 9, 1934 - June 2, 1993

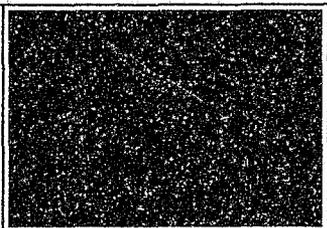
Appointed to the Texas Board of Criminal Justice by Governor Ann Richards on July 12, 1991, District Judge Clarence N. Stevenson brought a wealth of criminal justice knowledge to the Texas Department of Criminal Justice.

For more than 15 years he had served as judge of the 24th judicial district, which includes Calhoun, DeWitt, Goliad, Jackson, Refugio, and Victoria counties. He was named to the Texas Adult Probation Commission in June 1983 and served as its chairman from 1985 to 1989, when the agency was consolidated with the other adult corrections agencies to form the Texas Department of Criminal Justice.

A graduate of the University of Texas at Austin, he also received his Doctor of Jurisprudence from there. He was in private practice in Victoria for several years before becoming the assistant county attorney in the early 1970s, a post he held for five years. He had been a director of the State Junior Bar and chairman of the Bar Committee of the U.S. District Court for the Southern District.

Judge Stevenson worked tirelessly seeking equitable solutions. His ethics, humor, and dedication were admired by all. His contributions to the corrections system of our state were significant. His commitment to his God and his family gained our admiration and respect.

The Texas Board of Criminal Justice and the Texas Department of Criminal Justice humbly dedicate this annual report to the Honorable Clarence N. Stevenson, a friend and statesman for our corrections system.



Chapter 1

THE BOARD • OVERVIEW • ORGANIZATION

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The Board • Overview • Organization



The Texas Board of Criminal Justice is composed of nine non-salaried members appointed by the Governor, with the advice and consent of the Senate, to serve staggered six-year terms. At the beginning of the Governor's term, one member of the board is designated as chairman to serve at the pleasure of the Governor.

The members currently serving on the Board are: Carol S. Vance of Houston, Chairman; Jerry H. Hodge of Amarillo, Vice-Chairman; Allan B. Polunsky of San Antonio, Secretary/Treasurer; Joshua W. Allen, Sr. of Beaumont; Ellen J. Halbert of Austin; Judge Gilberto Hinojosa of Corpus Christi; R.H. Duncan of Lufkin; John R. Ward of Gatesville; and Thomas M. Dunning of Dallas.

The Board meets, at a minimum, once per calendar quarter and usually more frequently as issues and circumstances dictate.

The statutory role of the Board is to govern the Texas Department of Criminal Justice. It employs the Department's Executive Director and develops and implements policies that clearly define the respective responsibilities of the Board and staff of the Department.



Texas Board of Criminal Justice (seated from left): Vice-Chairman Jerry H. Hodge of Amarillo; Chairman Carol S. Vance of Houston; Secretary/Treasurer Allan B. Polunsky of San Antonio. (Standing from left): R.H. Duncan of Lufkin; Ellen J. Halbert of Austin; Joshua W. Allen of Beaumont; Thomas M. Dunning of Dallas; John R. Ward of Gatesville; Judge Gilberto Hinojosa of Corpus Christi.

The Board • Overview • Organization



The Texas Department of Criminal Justice, formed by the Texas Legislature in 1989, constitutes the three major adult corrections systems of prisons, parole and probation. A fourth division - the State Jail

Division - was added in 1993 to manage the incarceration of non-violent fourth-degree felony offenders. These four components, under the consolidated policy and management direction of one Board and one Executive Director, provides the opportunity to operate a more coordinated response to the corrections system needs of our state.

In addition to the nine-member Texas Board of Criminal Justice, a Legislative Criminal Justice Board, comprised of 10 members, provides oversight and review of the implementation of the legislative criminal justice policy, including fiscal policy, by the Texas Board of Criminal Justice.

The agency also has the benefit of a 12-member Judicial Advisory Council appointed jointly by the Chief Justice of the Texas Supreme Court and the presiding judge of the Texas Court of Criminal Appeals. The Council provides advice to the Texas Board of Criminal Justice and to the Director of the Community Justice Assistance Division on matters of interest to the judiciary.

The Department is aligned organizationally to address specialized functions. The Institutional Division manages and operates the prisons which confine, supervise and offer rehabilitative opportunities for felons. As stated, the State Jail Division operates facilities for lesser offenders, while the Pardons and Paroles Division oversees the reintegration of felons into society after release from

prison. The Community Justice Assistance Division provides a continuum of punishment, supervision, rehabilitation programs, and facilities within the communities for persons under probation supervision.

Within the organizational structure, three agency components report directly to the Texas Board of Criminal Justice. They are Internal Audit,

Internal Affairs, and the General Counsel. Inmate Legal Services reports to both the Board and Executive Director. A construction manager reporting to the Executive Director oversees the Contract Construction Department and is responsible for managing all contract construction projects.

INTERNAL AUDIT

Internal Audit is an independent appraisal activity serving the Board and the Executive Director.

The unit is responsible for: appraising the design and function of financial accounting and operating controls; evaluating

the degree of compliance with agency policies and procedures; evaluating the accountability for and security of assets; assessing the reliability of management reports; appraising performance and accomplishment of objectives; ensuring accountability of grants to local departments; and recommending operating improvements.

The unit includes financial auditors in all divisions of TDCJ.

INTERNAL AFFAIRS

Internal Affairs provides investigative services to the Board and the Executive Director by conducting impartial, thorough and objective inquiries into

*Internal Audit is an
independent appraisal
activity serving the
Board and the
Executive Director.*

The Board • Overview • Organization

allegations of misconduct and criminal activity within the Department.

As a priority, it reviews and monitors the entire process of the reporting of use of force incidents and investigates allegations of excessive and/or unnecessary use of force, as well as allegations of harassment and retaliation.

The unit consists of: Investigative Operations Bureau; Polygraph Section; Administrative Support Bureau, and the Use of Force Bureau. The Investigative Operations Bureau includes the Special Investigations Team which focuses throughout the Texas Department of Criminal Justice system on major cases of an administrative or criminal nature, with special emphasis on drug interdiction.

GENERAL COUNSEL

Duties performed by the Board General Counsel include the offering of advice and counsel to Board members, either individually, in subcommittees, or as a body, on legal and policy issues of particular interest. The General Counsel is also involved in selective litigation, particularly county jail and other "big picture" cases and maintains familiarity with other important cases to the agency.

The General Counsel also provides legislative representation for the Board and the agency on all non-budget matters, and is involved in rulemaking and other Texas Register activity. In addition, the

General Counsel deals with open meetings and APTRA compliance issues.

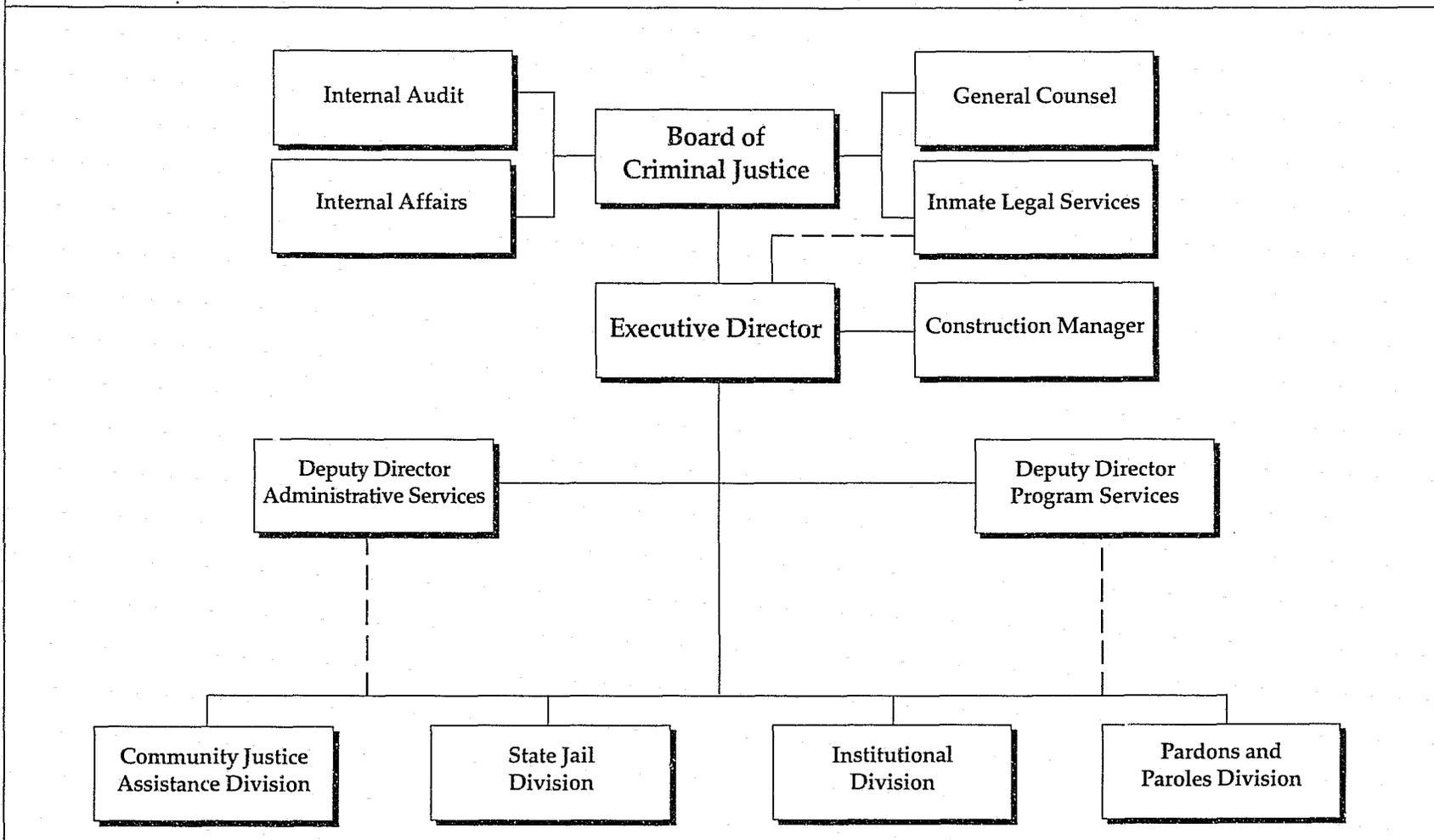
INMATE LEGAL SERVICES

Inmate Legal Services consists of two functions: Unit Services and Trial Services. Unit Services provides indigent inmates with legal services, except in fee-generating cases and civil rights cases against the Institutional Division. Typical areas of the law which inmates frequently request aid include writs of habeas corpus, family law, jail time credits, detainer problems, prisoner exchange, Social Security, shock probation, immigration, extradition and probate. Trial Services provides defense for indigent inmates charged by indictment with crimes committed while in the custody of TDCJ-ID.

CONTRACT CONSTRUCTION

Contract Construction is responsible for the concept, design and contract administration of TDCJ Board-approved construction projects performed by outside contractors. After initial conception, this process begins with selection/negotiation of the A/E firms, and continues on through the design development stage resulting in a set of construction bid documents. During the construction phase, Contract Construction personnel perform the daily construction administration and quality assurance inspection activities.

TEXAS DEPARTMENT OF CRIMINAL JUSTICE





Chapter 2

ADMINISTRATIVE SERVICES DIVISION

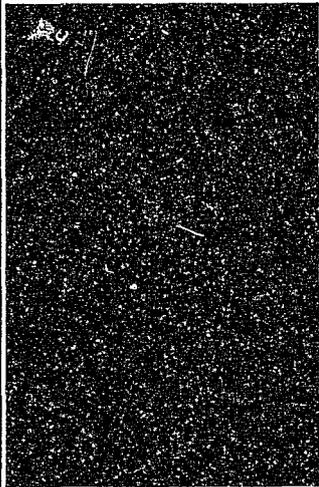
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Data Services & Communications • **12**

Personnel & Training • **12**

Legal Services • **13**



Administrative Services Division



This division is the fiscal and statistical arm of the Texas Department of Criminal Justice. In addition, the division oversees the data processing, purchasing, employment and training, design/engineering, and legal affairs functions of the agency.

FINANCIAL OPERATIONS

Financial Operations serves as the basic financial entity for the agency. Responsibilities include income recording and distribution, vendor paying, employee payroll workup, general accounting for both state and local funds, LONESTARS management, and Uniform Statewide Accounting System (USAS) reporting. Financial Operations consists of accounting/financial information systems, payment processing, cashier services, payroll processing, and support services/Austin office. The Accounting/Financial Information Section, which includes governmental accounting, cost analysis and funds management, specializes in providing customized responses to management information requests. Collectively, Financial Operations offers centralized services to facilities and programs within the Texas Department of Criminal Justice.

PURCHASING & UTILITIES

The Purchasing and Utilities Department's functions are performed by 17 employees in three sections: Purchasing, Utilities, and Energy Management. Working in conjunction with the General Services Commission (GSC), the Purchasing Section processes all open market, contract, non-automated, and catalogue purchase orders. Designated purchasers in the section are responsible for approving and recording all emergency purchases, as well as coordinating specified delegated purchases of goods and services. The Utilities Section is responsible for the administration of purchased utilities so as to continue the most cost-effective purchases of electricity, natural gas, water and waste water. The Energy Management area focuses on the

identification of energy-saving opportunities and on the designing of energy-efficient prison units.

BUDGET & MANAGEMENT SERVICES

The Budget Department plans, formulates, analyzes and monitors the expenditures and revenues of TDCJ by activity, function or department. A basic responsibility of the department is to coordinate the programs and functions of the agency with the legislative and executive agencies of state government. It also requests adequate biennial appropriations in the state budget to support the agency's annual operating budget and implements any program changes or additional programs prescribed by the Legislature. An annual operating budget for the agency is prepared and managed by the budget staff within the fiscal constraints of the legislative appropriations and reflects the most efficient and effective manner for TDCJ to accomplish its objectives.

The basic purpose of Management Services is to assist the administration of the Texas Department of Criminal Justice in an internal consulting capacity. Its assignment is to analyze policies, procedures, problems and technology for the purpose of improving operations, placing emphasis on achievable goals and objectives. Additionally, it is to assist management in the decision-making process by providing solutions to problems, developing procedures and providing current, reliable, factual, and objective information. This continued analysis is an ongoing task and is carried out by the Operations and Statistical Analysis Section and the Planning, Development and Procedures Section. Management Services also oversees the Management Control Section and is responsible for the records administrator function.

The Management Control Section is responsible for screening all construction requests and maintaining the Construction Management system, which monitors all construction projects with the facilities/construction areas. This section also pro-

Administrative Services Division

vides data processing support to all other facilities/ construction sections.

DATA SERVICES AND COMMUNICATIONS

The Data Services and Communications Department provides automated information systems support to all divisions of TDCJ. The department provides extensive and comprehensive statistical and informational reporting to the various departments within these divisions, to the State Legislature, and to other local, state and federal agencies. The department utilizes current data processing technology in computer hardware, software, and methodology. The primary computer is a large mainframe processor supporting over 6,000 devices across the state. These devices allow for the entry, retrieval and printing of information for each of the TDCJ divisions.

Data Services and Communications personnel have recently completed the Corrections Tracking System (CTS). This system provides a tremendous increase in offender-related information for utilization, not only within TDCJ, but also in conjunction with the statewide Criminal Justice Information System (CJIS). The current mainframe computer is now "linked" for information exchange purposes to the State Comptroller's Office, the Attorney General's Office, the Texas Department of Public Safety, the Texas Legislative Council, and the seven major counties within Texas.

This linking of systems is the first in a number of technological enhancements designed to provide a true "system" of data exchange across the state of Texas.

PERSONNEL AND TRAINING

This division is responsible for the overall development, implementation and assessment of the agency personnel and training functions.

Personnel Department

The Personnel Department, through its Huntsville and Austin offices, is responsible for the overall development, implementation and assessment of the agency personnel management functions, including equal employment opportunity. Personnel Department functions are performed by three sections: Employee Services; Employment and Classification; and Labor Relations/EEO.

Institutional Division Training Pre-Service Training

This department primarily trains new employees to work as correctional officers on state prison units. "Pre-Service" consists of 120 hours of academy training followed by 80 hours of on-the-job training at the unit.

Two separate academy locations are in operation: one in Huntsville at the Criminal Justice Center on the campus of Sam Houston State University, and the other at the Hilltop Unit in Gatesville. Sixteen colleges were certified to train correctional officers. Subsequent to the successful completion of a certified college program, a potential new correctional officer may be hired and brought into the Institutional Division through a college orientation program. Pre-Service also provides special training for some non-security personnel.

In-Service Training

This department provides 40 hours of training

*The Data Services
and Communications
Department provides
automated information
systems support.*

Administrative Services Division

per year to security officers at four different locations throughout the system. During FY 1993, a total of 48 classes were held at each facility, where 9,248 employees successfully completed the training. Amarillo College, Western Texas College, Bee County College and Southwest Texas Junior College provided the required training to employees assigned to their areas. A total of 1,289 employees were trained at these sites.

Pardons and Paroles Division Staff Development

Staff Development offers two weeks of intensive training to conditionally-hired parole officers during the monthly Parole Officer Training Academy. In addition to the day-to-day skills necessary for parole casework, trainees receive specific instruction in dealing with specialized, high-risk offenders such as identifying and testing substance abusing clients, maintaining officer safety (including Mace, stun guns and hand-to-hand defensive tactics, AIDS and infectious diseases).

During FY 1993, 143 new parole officers attended the Parole Officer Training Academy. As an adjunct to the Parole Officer Training Academy, Staff Development has also offered a variety of in-service training programs to management, line and support staff. This effort will be expanded during FY 1994 with the addition of new training staff along with analysis and planning following an extensive needs assessment completed in FY 1993. In-Service training delivered by Staff Development during the fiscal year included basic management training (50 parole unit supervisors), TLETS training (19 support staff using the Texas Law Enforcement Tracking System), and AIDS training (333 central office staff).

Community Justice Assistance Division Training

The Adult Probation Training Section offers training workshops in the basic certification program for supervising adult probation officers and administers the examination as part of this course work. The

section also offers the basic residential certification program and examination for residential services personnel of the local probation departments. Both programs are mandated by state law for continued employment of local departmental staff. During the past two years, the Adult Probation Training Section of CJAD has worked with 10 different colleges and universities in the state to offer the certification course work on an in-service or pre-service basis for adult probation officers and graduating senior students enrolled in their institutions. This section has also developed a sex offenders training program specific to the needs of adult probation officers supervising sex offenders on community supervision. The section has also written a curriculum to train community supervision officers in the skills of working with defendants who are using a 12-Step self-help group as a recovery program from chemical addiction. The Adult Probation Training staff continues to offer the Strategies for Case Supervision training program for those officers providing supervision to high-risk, high-need probationers. Also offered are specialized programs in correctional management, chemical dependency evaluation and supervision, assessment and supervision planning and cultural diversity.

LEGAL SERVICES

Legal Services is responsible for providing legal advice and assistance regarding the state prison system to the Texas Board of Criminal Justice, the Executive Director, the Director and staff of the Institutional Division, and to other divisions as requested. The General Counsel is responsible for the administration and management of the Legal Services Department and is liaison with the Office of the Attorney General. Legal services provided include: administrative law and open records; correctional and environmental operations; personnel and equal employment opportunities; internal affairs investigation review; review of internal policy statements; state tort claims; and litigation support for the Office of the Attorney General.

ADMINISTRATIVE SERVICES DIVISION

Executive Director

Deputy Director
Administrative Services

Budget &
Management Services

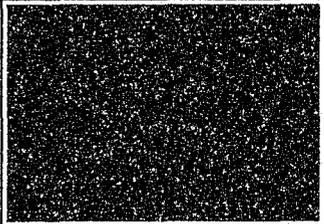
Financial
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Purchasing &
Utilities

Personnel &
Training

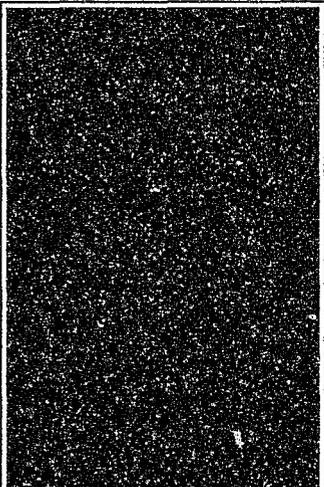
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Chapter 3

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- 

Program Services Division

P

rogram Services was created by the Board of Criminal Justice in the fall of 1993 in an effort to maximize the benefits which could be achieved as a result of the state's consolidation of probation and community

services, institutions and parole services. Program Services has been given broad-based responsibilities which encompass every division of the Texas Department of Criminal Justice in areas relating to the provision of program and treatment services to offenders. The major goal is to provide assistance to the various agency divisions, including the newly-created State Jail Division, to ensure both consistency and continuity in the provision of program and treatment services to offenders as they move through the criminal justice system.

Areas within the scope of the department's responsibilities include: inmate health services, inmate education programs, substance abuse treatment programs, chaplaincy, victims assistance, public information, county relations, issues related to offender population management, litigation associated with prison and jail overcrowding, and special projects assigned by the Board of Criminal Justice. In terms of organizational structure, Program Services is divided into two branches with specific functional areas of responsibility being assigned to each branch.

TREATMENT SERVICES

The Program Services Administrator for Treatment is responsible for facilitating and coordinating various activities with the Pardons and Paroles Division as they relate to all aspects of the Texas Department of Criminal Justice. This branch of Program Services is also responsible for directing the development and coordination of program goals, objectives, policies, guidelines, standards, activities and functions in the areas of health services, substance abuse treatment programs, chaplaincy, and victim assistance.

Planning and direction is also provided on

special projects assigned to Program Services relating to any of these areas.

OFFENDER SERVICES

The Program Services Administrator for Offender Services is responsible for facilitating and coordinating various activities with the Community Justice Assistance Division as they relate to all aspects of the Texas Department of Criminal Justice. In addition, this branch of Program Services is responsible for guidelines, standards, activities and functions in the areas of education (Windham School System) and public information. Special projects relating to issues which affect inmate management are assigned to this branch of Program Services. This branch is also responsible for coordinating between various public and private agencies, organizations and individuals on work and activities associated with special projects.

County Relations

Effective communication between county and state officials is absolutely essential to the successful implementation of legislative mandates and achievement of legislative goals, particularly in the areas of public safety, offender population growth and management and reduction of recidivism. To that end, Program Services is tasked with the responsibility for establishing and maintaining effective mechanisms to facilitate meaningful and productive communications between county and state officials regarding all issues which are of interest to the counties, as well as providing assistance in the establishment of effective communications with other local governmental agencies and public and private groups and organizations, such as victims rights groups and offender advocacy groups.

Victim Services

The Texas Department of Criminal Justice Victim Services Office was created in May 1993 and is devoted entirely to assisting victims in the criminal

Program Services Division

justice process. This office develops policies, procedures, and victim services programs for the Community Justice Assistance Division, Institutional Division, and Pardons and Paroles Division. Prior to the creation of this statewide office by the Texas Board of Criminal Justice, Pardons and Paroles was the only division operating a central victim services program.

TDCJ's Victim Services Office is responsible for developing and directing the implementation of a consistent victim notification program throughout the criminal justice process after court disposition. Responsibilities include the development of and participation in a training curriculum for criminal justice professionals in victim sensitivity programs and staff victimization issues. Training for crisis response by and for correctional officers is a primary component. A victim offender mediation program is being developed for implementation at probation, institutional, and parole phases. In conjunction with the victim offender mediation project, a volunteer program will be developed. Also, as a service to victims, the TDCJ Victim Services Office will provide a Crimestoppers program within each prison unit.

The TDCJ Victim Services Office is instrumental in educating and providing information not only to other law enforcement agencies, but to civic organizations, schools and universities, and to victim support groups throughout Texas. The office is easily accessible to Texas residents through a 1-800 number. This provides for personal communication with Victim Services staff.

During FY 1993, 17,823 calls were processed.

The Pardons and Paroles component of the Victim Services Office sent 7,326 victim notification letters regarding the parole review process during the fiscal year. As notification is implemented in all the probation and institutional phases, it is anticipated that victim services and communication will be greatly increased.

*TDCJ's Victim Services
Office is responsible for
developing and directing a
consistent victim
notification program.*

Health Services

Health Services is responsible for the provision of comprehensive medical, psychiatric, substance abuse, and dental health care for the inmate population. This division is comprised of three components: Clinical Services, Administrative Services and Professional Standards. Under the direction of the Deputy Director for Health Services, each area has a central administrator as its director and is organized following TDCJ-ID's regional concept.

The following central administrative departments provide support services to all clinical programs: Resource Management, Health Care Facilities, Medical Training and Continuing Education, Medical Warehouse, Medical Records, Laboratory, Radiology and Emergency Medical Services. Administrative Services are under the direction of the Assistant Deputy Director for Health Services, with central offices in Huntsville and support offices in each region.

Clinical Services include Nursing, Dental, Psychiatric, Pharmacy, Respiratory Care, Special Programs (to include mobility impaired and sensorially impaired), Preventive Medicine, and Substance Abuse Treatment. Each is responsible to the Chief of Professional Services, and is organized according to the medical model. All services are represented on

Program Services Division

each TDCJ unit and provide essential services to inmate patients, and employees with job-related injuries.

Quality improvement, patient liaison, and professional standards activities are monitored by a central office team, with regionally-based professional monitors. Quality improvement monitoring occurs on each unit. Patient liaison staff respond to inmate-patient complaints concerning the delivery of health care on each unit. Professional standards are established by internal discipline-specific health care providers, and are monitored through individual peer review committees.

Inmate health care begins with an initial medical, psychiatric, substance abuse, and dental assessment at the Diagnostic Unit (males) and the Reception Center at Gatesville (females). Immediate needs are identified and appropriate care initiated. Long-term health care needs are classified, and care is managed on units of assignment. Specialty care is provided on individual institutional units through the University of Texas Medical Branch, Texas Tech Health Science Center and private practitioners in the community. Sheltered housing is provided for the mentally ill, mentally retarded, handicapped, geriatric, and for inmates requiring extended nursing care.

Substance abuse treatment occurs on all units, with emphasis on education, relapse prevention and 12-Step programs. Outpatient treatment services are augmented by intensive treatment/therapeutic communities at selected unit sites. Representatives from TDCJ, the University of Texas Medical Branch, and Texas Tech Health Science Center are currently developing a managed health care system for the inmate population. The system will reduce cost and increase efficiency by having care provided by a network of providers who will be under contract with UTMB or Texas Tech.

Substance Abuse Treatment Programs

Substance abuse treatment within TDCJ con-

sists of three programs of varying levels of scope and intensity.

The Outpatient Program, provided by TDCJ counseling staff, is available on 44 units and provides 120 hours of education, group and individual counseling, relapse prevention, 12-Step concepts, pre-release orientation, and limited aftercare.

The In-Prison Therapeutic Community (IPTC) Program is now available at three units and will ultimately possess a treatment capability of 2,000 beds. The IPTC Program places inmates who are approved for parole and who have been assessed as in need of intensive in-patient substance abuse treatment into a comprehensive 9-12-month treatment effort designed to modify anti-social behavior and reduce recidivism. Aftercare is provided upon release in order to enhance the inmate/client's recovery and re-integration back into society.

The Substance Abuse Felony Punishment Facility (SAFPF) Program is in operation at six units and provides substance abuse treatment for probationers. The SAFP Program will ultimately possess a treatment capability of 12,000 beds and, as with the IPTC Program, utilizes an intense 9-12-month treatment structure followed by supervised aftercare upon release.

Both the IPTC and SAFP programs are operated in a modified therapeutic community (TC) environment, which is based upon the positive values of responsibility, awareness, self-discipline, and high self-esteem. The TC stresses individual and group counseling of a highly confrontational nature, utilizing a hierarchical structure supervised by treatment staff who are under contract with the Texas Commission on Alcohol and Drug Abuse (TCADA).

Chaplaincy Programs

The Chaplaincy Department provides Catholic, Islamic and Protestant services at each institution on a regular basis. Jewish services are held at the Ramsey II Unit once a month. Also, other special

Program Services Division

religious groups meet when needed.

Staff chaplains, in conjunction with approved religious volunteers, lead the various programs. The department provides pastoral care and counseling to inmates as they grapple with the various crises in their lives. The chaplains attempt to call the inmates to their religious faith and help them understand how to utilize that faith in the management of their lives.

Inmate Education Programs (Windham School System)

Accredited academic, vocational, and post-secondary programs are provided to the inmates in the Institutional Division through the Windham School System and the Continuing Education Division. Windham School System provides programs of basic literacy through the high school level. Additionally, vocational education, social and civic skills training, and pre-release training are offered for eligible inmates. Remedial and compensatory education programs offered include Special Education for the Handicapped and English as a Second Language for the non-English speaking inmate.

The overall goal of the Windham School Program is to provide the opportunity for its students to acquire the academic and vocational skills necessary for an adult to function in society, and thus, to reduce recidivism among offenders.

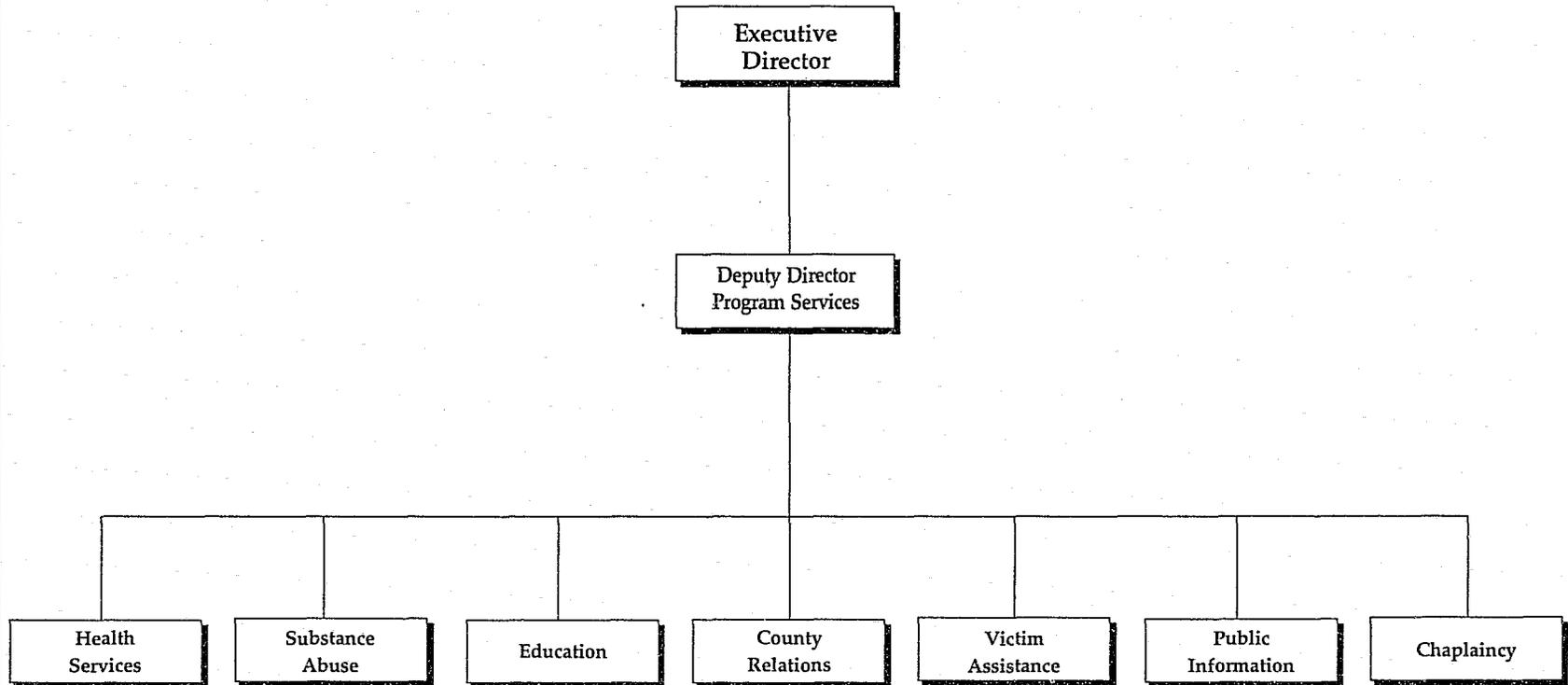
Participation is mandatory for those who cannot read at the sixth grade level. Participation is voluntary for those deemed literate, but who have less than a high school diploma.

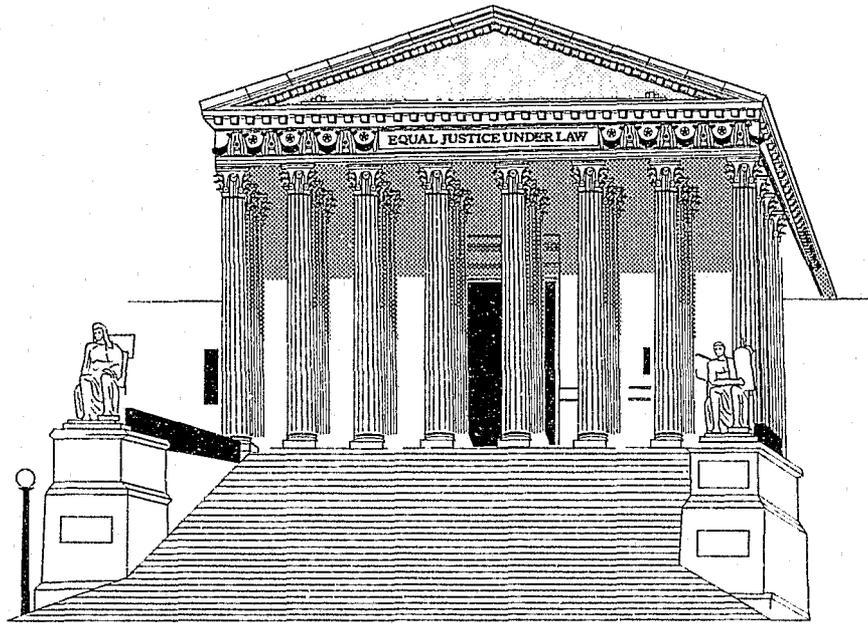
The Continuing Education Division offers academic and vocational post-secondary education programs which lead to associate, bachelor or master's degrees. Project RIO, which works to establish a linkage system for offenders between prison programs and services and those available once the offender is released, is another program offered by the Continuing Education Division. Apprenticeship training programs, which are registered with the Bureau of Apprenticeship and Training of the United States Department of Labor, are also offered.

Public Information

Responding to inquiries from the media, private citizens and other interested parties is the primary function of the Public Information Office staff within the divisions of the Texas Department of Criminal Justice. Staff members respond to various questions about the agency, its programs and policies, and its clients. The office staffs schedule and coordinate press interviews with agency officials, as well as with inmates, parolees and probationers, and produce a variety of video and printed informational materials, including the TDCJ Annual Report.

PROGRAM SERVICES DIVISION







Chapter 4

COMMUNITY JUSTICE ASSISTANCE DIVISION

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Community Justice Assistance Division



The Community Justice Assistance Division is responsible for providing the state's general oversight of the comprehensive adult probation and community corrections system.

The Texas Code of Criminal Procedure mandates the Division to establish statewide standards for community corrections programming, facilities, equipment, and a list and description of core services to be provided; methods for measuring the success of community supervision and corrections programs, including methods for measuring the rates of diversion, program completion and recidivism; and to establish a format for community justice plans.

To accomplish its legislative directives, the Division works directly with local jurisdictions to provide technical assistance in preparing community justice plans and developing programs. It reviews grant applications and makes funding recommendations for implementing alternative sanctioning programs to be operated locally.

Also, it measures the compliance of local programs with state-approved standards by performing management audits and evaluations. It also offers training, certification and continuing education for community supervision corrections officers.

The Division, in concert with other TDCJ divisions, coordinates with local community supervision and corrections departments for the central collection of data about the community corrections system on a statewide basis. By using the central data base, the Division is able to perform statistical

analyses and prepare special reports on aspects of the community corrections system.

The Division, under administrative assignment, operates the Probation Interstate Compact for Texas. The Compact, an agreement with other states, processes the paperwork to transfer the supervision of probationers between states.

*There are 119
locally-autonomous
CSCDs in Texas
supervising adult
probationers.*

COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENTS (CSCD)

There are 119 locally-autonomous community supervision and corrections departments (CSCDs) in Texas supervising adult probationers. These departments are organized by judicial districts and are under the direct authority of the judicial district judge(s). The judge(s) hire a director for the community supervision and corrections department, who in turn employs probation or community corrections officers to enforce the conditions of probation through their supervision

of probationers. The counties provide facilities, utilities, and equipment to the CSCDs. The departments are eligible for funding from the state, if they meet the standards of operation and planning set out by the Community Justice Assistance Division.

In fiscal year 1993, there were approximately 2,750 officers supervising the state's adult probationers. Community corrections officers are well-trained, educated, and certified in performing their duties of providing evaluation, supervision, and counseling to probationers. The officers identify risks and needs of the probationers and devise a specific, as well as goal-oriented, measurable supervision plan.

Community Justice Assistance Division

JUDICIAL ADVISORY COUNCIL

The Judicial Advisory Council is a 12-member council whose role is to "advise the director of the Community Justice Assistance Division and the Texas Board of Criminal Justice on matters of interest to the judiciary...."

The membership is appointed by the Chief Justice of the Supreme Court of Texas and the Presiding Judge of the Texas Court of Criminal Appeals, with each appointing half of the council's members. Appointees serve at the pleasure of their respective appointing authorities.

Serving on the Judicial Advisory Council during fiscal year 1993 were: Judge Larry Gist (Chairman), Beaumont; Diana S. Clark (Vice-Chairman), Dallas; Nancy Moore Eubank (Secretary), Houston; Judge Sam W. Callan, El Paso; District Attorney Arthur C. "Cappy" Eads, Belton; Judge Manuel R. Flores, Laredo; Judge William T. McDonald, Jr., Bryan; Judge Ronald M. Yeager, Sinton; CSCD Chief Leo A. Rizzuto, Jr., Lockhart; Judge N. Joe Kegans, Houston; Judge Carroll Wilborn, Anahuac; and Attorney Richard Alan Anderson, Dallas.

The council meets on a quarterly basis to consider requests for grants-in-aid from local jurisdictions and to review and offer recommendations to the Division's Director and the Texas Board of Criminal Justice on issues confronting the community corrections system. The council serves as a forum to exchange information for the improvement of the community corrections system.

COMMUNITY JUSTICE PLANS AND COUNCILS

The Texas Code of Criminal Procedure requires that a community justice council be established by the district judge or judges for each community supervision and corrections department's jurisdiction.

The community justice council, according to state law and the Community Justice Assistance Division standards, shall provide continuing policy

guidance and direction for the development of community justice plans and community corrections facilities and programs for the jurisdictions in which they serve. The councils should be composed of:

- a sheriff of a county.
- a county commissioner or a county judge.
- a city council member of the most populous municipality in a county.
- not more than two state legislators.
- the presiding judge from the judicial district.
- a judge of a statutory county court exercising criminal jurisdiction in a county.
- a county attorney with criminal jurisdiction.
- a district attorney or criminal district attorney from the judicial district.
- an elected member of the board of trustees of an independent school district.
- members of the general public and representatives of any non-profit organizations which play a significant role in the corrections system of the community.

Community justice councils must seek recognition from the Community Justice Assistance Division as a properly formed council annually. All 119 local jurisdictions had actively recognized community justice councils during fiscal year 1993.

In carrying out its responsibilities, a council may appoint a community justice task force. The Code of Criminal Procedure and Division standards state specifically the local governmental positions which should be included on the task force, although there is no limit on who else may serve. The task force provides support staff for the development of the community justice plan.

As a condition of the Texas Code of Criminal Procedure, in order to receive state aid, community supervision and corrections departments must submit and revise annually a Community Justice Plan to the TDCJ Community Justice Assistance Division.

Community Justice Assistance Division

CONTINUUM OF SANCTIONS

Probationers can be placed into any number of supervision programs which make up what is often referred to as a continuum of sanctions; "continuum," because there is a progression and/or a regression from one sanction (intervention/punishment) to another. The wide range of community supervision (probation) programs vary in levels of restriction.

The various types of regular non-residential community supervision are divided into four levels based on offender risk/needs, and a "point system" is in place for each level. Officers carry a workload of no more than 100 points. Depending on the types of probationers in a workload, an officer may be supervising as few as 25 offenders who are all high risk/high need, or as many as 100 offenders who are all low risk/low need, or any combination in between.

Residential services programs (i.e., restitution center, boot camps, court residential treatment centers, substance abuse treatment facility, etc.) and discretionary programs (i.e., drug treatment, community service restitution, literacy education) are also available within the continuum of sanctions. Some discretionary programs may fit within the 4-tier system and others may be set up as more restrictive programs than any of the four levels. Probationers may also be placed into a residential program from the 4-tier system or, having been placed in a residential program directly from court, be moved into any of the four levels upon release from a facility.

Offenders can be assigned to any level within the system. They can be placed directly by the court, or placed from other probation sanctions. They can progress to less restrictive supervision or be moved to more restrictive supervision.

Offenders can successfully complete their probation and exit the system at Level 4. The probationers can be sent from any supervision level into a residential program in lieu of probation revocation

or their probation can be revoked and the offenders sent to prison from any of the four levels of supervision.

REGULAR SUPERVISION

Probation or Community Supervision is defined in the Code of Criminal Procedure as, "the supervised release of a convicted defendant by a court under a continuum of programs and sanctions with conditions imposed by the court for a specified period during which the imposition of sentence is suspended."

The law suggests the conditions which the court might impose on the offender, but allows the court to modify or alter any of the conditions at anytime. Under the 4-tier system, community supervision officers can move probationers from one type of supervision to another as needs or intervention strategies dictate. Regular supervision, or basic probation, falls into Levels 4 through 2 (minimum, medium, and maximum supervision, non-special programs) of the 4-tier system. The majority of offenders are supervised in regular probation and assigned basic probation conditions.

INTENSIVE SUPERVISION PROBATION

Intensive Supervision Probation (ISP) is incorporated into the second level of the 4-tier system.

Due to the low ratio of probationers to ISP officer (40:1), the officer has more opportunity to provide an increased level of surveillance and supervision of each probationer. The ISP officer is trained and experienced in working with higher risk offenders. The officer, utilizing the CJAD Case Classification System and the Strategies for Case Supervision processes, determines risk/needs levels of the probationer, develops an individualized supervision plan, and arranges for the probationer to receive any needed special services to ensure public safety and promote responsible behavior.

Offenders placed into ISP have a documentable need indicator of: drug dependency; alcohol

Community Justice Assistance Division

dependency; chronic unemployment; limited mental capacity or emotional problems; prior commitments to jail or prison; prior convictions; and/or the seriousness of their offense indicates greater needs/risks. Placement into ISP is a result of a direct court order, alternative to revocation or shock probation.

SPECIALIZED SUPERVISION

Specialized supervision refers to the grouping of probationers who share the same type of problem for supervision by a probation officer experienced and trained in that problem area. A specialized workload is usually limited to approximately 40-50 probationers per supervising officer.

By being trained and skilled in the particular problem area, the professional officer is in a position to better assess the probationer's needs and arrange for the appropriate services for the offenders under specialized supervision. Often, the probation officer may provide many of the required services. In other circumstances, the officer may contract with private or voluntary service agencies in the community to ensure the probationers receive the special treatment needed. In addition to treatment, supervision tools, such as electronic monitoring, can be used along with other conditions and restrictions of probation.

The Specialized Supervision Program is typically used in Level 2 of the 4-tier system. To be eligible for placement into specialized supervision, defendants must meet one of the following criteria: be a documentable diversion from prison; have progressed from a more restrictive supervision level; have documented special needs; or have maximum risk/needs scores using the Community Justice Assistance Division's case classification instrument.

SURVEILLANCE PROBATION

In the concept of surveillance probation, two community supervision officers share the responsibility of supervising no more than 25 probationers.

Assigning two officers to supervise a small

number of probationers enables the officers to check on the probationers 24 hours a day and to maintain a high number of contact visits with each offender. Typically the officers conduct a minimum of five contacts per week with each probationer, with at least three of the contacts occurring in person.

In addition to any other conditions of community supervision (probation) placed on offenders in the surveillance program, a mandatory curfew is required and frequent drug / alcohol screenings are performed. Offenders may also be required to participate in treatment for any special problems they may have (i.e., substance abuse) and could be placed on electronic monitoring.

The criteria for a surveillance program falls into Level 1 of the 4-tier system. Eligibility for placement into Level 1 is based on the defendant having: a documented pattern of serious non-compliance while at a less restrictive supervision level; a motion to revoke filed for a law violation; and, matched the profile of offenders historically sent to prison or jail in that jurisdiction.

ELECTRONIC MONITORING

Electronic monitoring is used to monitor the absence or presence of individuals at a given residence, at a specified time. Electronic monitoring may involve attaching to an individual's wrist or ankle a device which transmits signals to a central computer which records the offender's location. There are a variety of electronic monitoring devices marketed. A community supervision and corrections department, county, or municipality funded by the Community Justice Assistance Division to utilize electronic monitoring may choose which ever equipment best fits the needs of the department and of the targeted offender population.

Electronic monitoring is a tool rather than an individual program, and may be used in conjunction with any non-residential community-based supervision programs. It serves as an enhancement

Community Justice Assistance Division

to supervision which can reduce the county jail and/or prison commitment rates.

The Texas Code of Criminal Procedure allows for flexibility in the use of electronic monitoring as noted below:

- personal bond.
- pretrial release/diversion.
- regular supervision.
- in lieu of a sentence of confinement to jail.
- in lieu of jail as a condition of probation.
- in lieu of payment of a fine/costs.
- as a condition of an appeal bond.
- as a condition of an appeal.

RESIDENTIAL SERVICES

Residential facilities funded by the Community Justice Assistance Division of the Texas Department of Criminal Justice provide the courts with a sentencing alternative designed to:

- reduce jail/prison overcrowding.
- provide public protection by ensuring a level of security in a 24-hour supervision program.
- provide an intermediate sanction for offenders.
- provide services that target reintegration of the offender back into the community.

There are a variety of residential services programs in use in Texas community corrections.

■ Restitution Centers provide close supervision and a highly structured environment, which promotes safety to the community and responsibility to the probationer. The probationer is confined to the center, except to go to their place of employment, to perform community service work or to attend education or rehabilitation programs.

A resident remains in the restitution center from three months to one year, with progress reports to the court occurring at 90-day intervals. While residents in the center, probationers are required to be employed, perform community service work, attend any special classes or counseling which may be a condition of their probation, and complete daily chores at the center.

Residents' pay covers part of the cost of their room and board, restitution to their victim, support of their family, repayment of court costs, and payment of fines and fees. An additional economic benefit is that by remaining in the community and working, the residents are also paying taxes.

■ Court Residential Treatment Centers (CRTC) provide services and treatment for offenders with problems in a variety of areas, such as alcohol dependency, substance abuse, mental problems, and emotional difficulties. A large number of offenders have one or more of the problems listed, but the problem is more pronounced in offenders identified as "special needs" offenders. Special needs offenders require a structured environment in which to be supervised and treated for their problem areas.

Placement into a CRTC spans anywhere from one month to 24 months. Regular evaluations are made of the offender's behavior, attitude, and progress at the center and filed with the sentencing judge. A judge may also place offenders in a CRTC as a pretrial condition.

■ The Boot Camp Program incorporates strict rules of order and behavior. The program involves hard work, exercise, cleaning duties, job and life skills training, substance abuse counseling, and educa-

Electronic monitoring is used to monitor the absence or presence of individuals at a given residence, at a specified time.

Community Justice Assistance Division

tion classes. Length of time a probationer may be required to stay in a boot camp runs from 90 to 180 days. The typical target offender population for the boot camp program are young, first-time offenders in need of the discipline offered through the boot camp regime.

■ A Substance Abuse Treatment Facility (SATF) is a residential program designed specifically to deal with one type of special need: chemical abuse treatment. Educational and vocational skills are also frequently included in the treatment programs.

■ County Correctional Centers are facilities operated by the county sheriff to house and provide work programs and counseling for eligible defendants and probationers or for probation violators to serve a term of confinement. They differ from jails, both physically in their architectural requirements and the program design for residents.

■ An Intermediate Sanction Facility provides short-term detention for probation violators and other offenders as deemed appropriate by local jurisdictions.

■ Some Community Supervision and Corrections Departments operate "combination facilities." These are facilities which provide more than one function, such as a facility which operates a restitution center program and a court residential treatment center program.

■ Funding for Contract Residential Services (CRS) enables departments which do not have sufficient need to justify implementing their own residential facility to still have access to residential services when needed. Departments can contract for beds in a restitution center, court residential treatment center, boot camp, mental health center, etc.

ANCILLARY PROGRAMS

A variety of other innovative programs are available through community corrections to address the wide range of needs among offenders in the state.

Battering and Intervention Prevention Program

Contracts are made with non-profit organizations to provide counseling or treatment to batterers, using an approach of direct intervention on an individual or group basis. These contracts are established only in counties which have a shelter center available for the victims of the batterer. The programs include training to law enforcement, prosecutors, judges, probation officers, and others on the dynamics of family violence, treatment options, and program activities. A system is set up for receiving referrals from the courts and for reporting back to the courts as to whether or not the batterer is in compliance with the treatment program.

Community Service Restitution (CSR)

CSR is a condition of probation which mandates a defendant work a specified number of hours at a community service project in order to make restitution to the community for the crime committed. The court may also require a defendant to serve CSR in lieu of confinement in a county jail under certain conditions. The defendant is not paid for services performed while accruing CSR hours.

Contract Services

Any service deemed necessary by the courts, departments, or communities to deal effectively with their offender population, and which are available in that community through an outside agency, may be contracted. Some types of services which were contracted during fiscal year 1993 include drug screening, literacy programs, residential services, sex offender programs, and substance abuse treatment.

Day Reporting Centers

Day Reporting Centers are highly structured non-residential facilities which provide programs consisting of supervision, reporting, employment, counseling, education, and community resource referrals to probationers. Service provider agencies

Community Justice Assistance Division

arrange to be available in this central location to allow probationers ease of access. Acting much like a marketplace for self-improvement opportunities, the Day Reporting Centers centralize and streamline the delivery of services to needy offenders.

Employment Services

Many departments employ probation officers trained in assisting probationers in finding employment. Other departments coordinate directly with the Texas Employment Commission (TEC) for job placement of probationers.

Literacy and Education Programs

A variety of local programs are used in teaching probationers literacy skills. New innovative approaches using computer software and self-paced skills development programs are among the latest technology being applied to get offenders functioning at acceptable levels of literacy. Classes assisting probationers in earning their GED are also arranged by community supervision and corrections departments.

Pretrial and Presentence Services

In certain instances a judge may place defendants under the supervision of the local CSCD prior to a defendant's trial or, upon conviction, prior to sentencing of the defendant. The defendant must comply with certain conditions and possibly pay a supervision fee while under pretrial/presentence supervision. Programs utilized during pretrial/presentence supervision are aimed at target groups such as first-time offenders, indigent offenders who can't afford to make bond, or DWI offenders. Pretrial and presentence services help alleviate crowded jails by offering an alternative means of supervision while awaiting trial or sentencing.

- **Substance Abuse Felony Punishment Facilities**

A major undertaking established by the Legislature in 1991 was the creation of Substance Abuse

Felony Punishment Facilities to be operated by the Community Justice Assistance Division.

The program offers the courts a sentencing alternative for offenders with substance abuse problems and chemical dependencies.

Designed for non-assaultive felony offenders with substance abuse problems, the substance abuse felony punishment facilities have been jointly developed by the Institutional Division, the Pardons and Paroles Division, and the Community Justice Assistance Division of the Texas Department of Criminal Justice, and the Texas Commission on Alcohol and Drug Abuse (TCADA).

Facility designs for 500 and 1,000-bed units were finalized during fiscal year 1993, site locations for 20 facilities to be constructed or remodeled were chosen by the Board, and therapeutic strategies and programming, along with security procedures were negotiated.

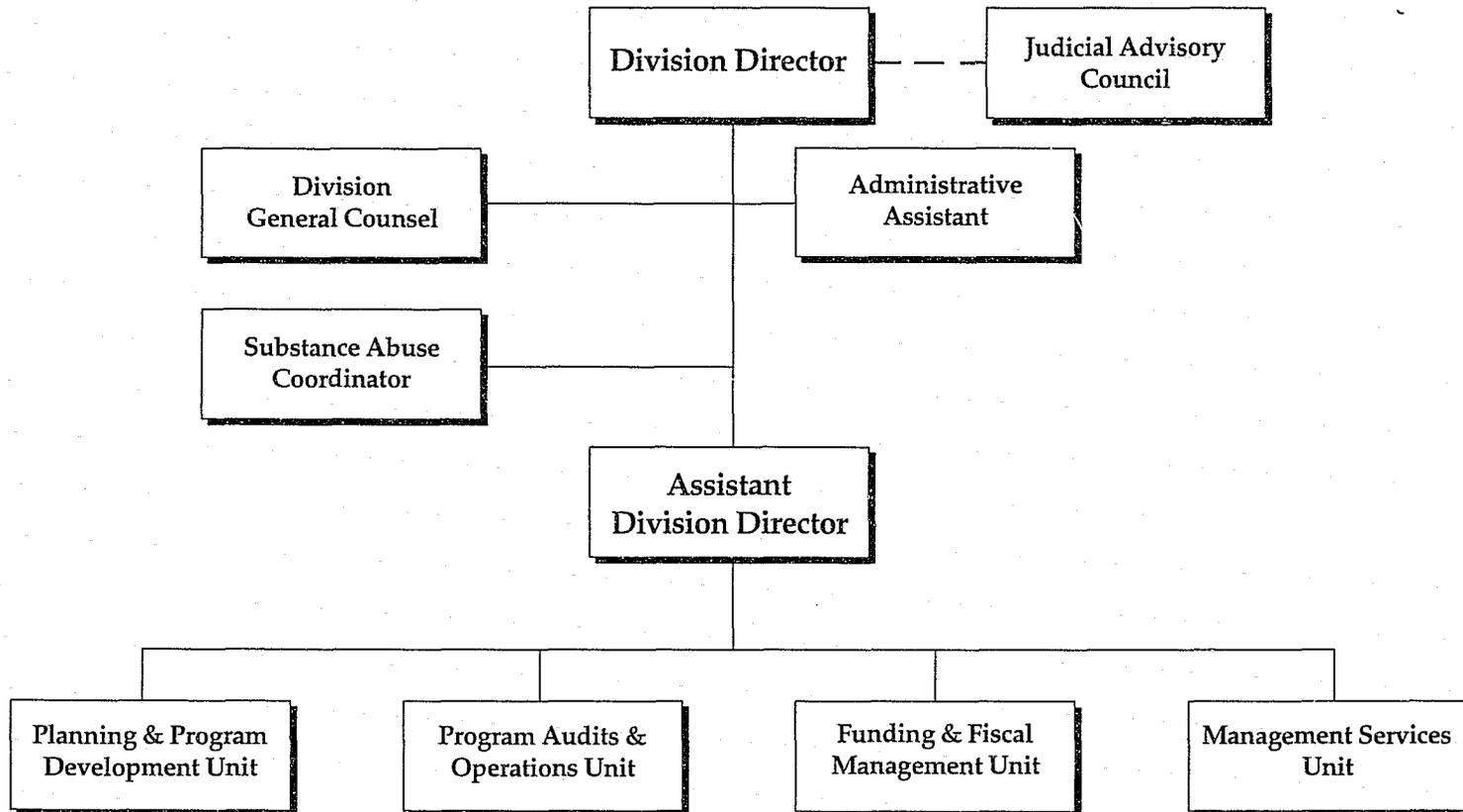
During the fiscal year, there were a total of 1,567 SAFPF beds available, and before the end of fiscal year 1994, there will be 175 more SAFPF beds in operation. During fiscal year 1993, approximately 1,842 offenders were served in SAFPFs.

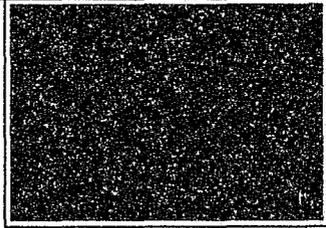
- **State Jail Facilities**

The 73rd Legislature rewrote parts of the Texas Code of Criminal Procedure to provide for a new category of punishment for felony offenders (fourth-degree felonies). Any person committing a crime classified as a fourth-degree felony can be sent to a state jail facility as their punishment. State jail facilities will be developed by both the Community Justice Assistance Division and the Institutional Division of the Texas Department of Criminal Justice.

The Board of Criminal Justice has outlined 13 regions for state jail facilities. The larger 1,000 and 2,000-bed units will be the first facilities built in nine of the 13 regions defined. Other, smaller 667 and 1000-bed units, will follow suit. The first state jail facilities are expected to come on line in FY 1995.

COMMUNITY JUSTICE ASSISTANCE DIVISION

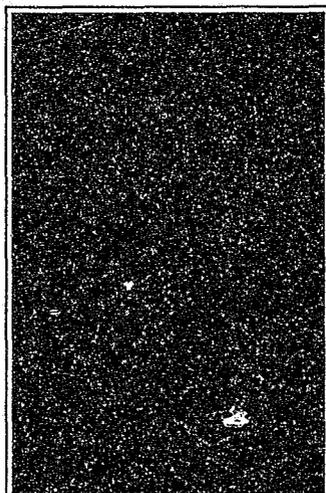




Chapter 5

INSTITUTIONAL DIVISION

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- Classification & Treatment • 33
- Social Services • 34
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Institutional Division



The Institutional Division manages and operates prisons and other facilities of confinement for adult felony offenders. The Division is headed by a Director responsible for the overall operation of the system.

OPERATIONS DIVISION

The Deputy Director for Operations is responsible to the Director of the Institutional Division for providing inmates with programs designed to facilitate rehabilitation, and for the management of security within all TDCJ units. These units are divided into three regions (Northern, Central and Southern) with direct oversight by a regional director for each.

Operational Review

The Assistant Director for Operational Review is responsible for administration of the following departments: Occupational Safety and Health; Use of Force/Emergency Action Center; Risk Management/Operational Review; and Plans and Operations. The Operational Review Division is also staff proponent for the following *Ruiz Final Judgment* issues: solitary confinement, administrative segregation, work and health safety, inmate injury, use of force, internal monitoring and enforcement, and death row.

Occupational Safety and Health

The primary objective of this department is to assist with the establishment and maintenance of a safe and healthful place to work and live for all employees and inmates. Within this objective, the department strives to reduce the frequency and/or severity of accidents and injuries for all inmates and staff. Routine activities include safety inspections and incident/injury investigations with recommendations for the prevention and control of potential injuries. Fire prevention, safety training, and aggressive, pro-active detection and corrective action programs for the identification and deletion of safety discrepancies are ongoing. As TDCJ-ID increases in size and population, the exposure to risks, or potential injuries, also in-

creases. To this end, goals are set on an annual basis to monitor the success at reducing the injury frequency rate. For FY 1993, the TDCJ-ID established an incident rate goal of 6.0. The incident rate for the agency was 3.9 for the year.

Administrative Monitor for Use of Force/ Emergency Action Center

This office is comprised of 11 employees and is divided into two functional areas. The Use of Force Office is responsible for the monitoring and reviewing of policies administered for compliance with issues related to major use of force incidents. It has become the office of record for major use of force reports for the detention centers and the transfer facilities.

The Emergency Action Center is the central office responsible for the receiving, documentation and notification of all serious/unusual incidents, to the central administrative staff. EAC is also the office of record on all serious/unusual incidents and provides information for court proceedings. In addition, EAC is responsible for providing 24 hours administrative support to central administrative staff during emergency situations.

Risk Management/Operational Review

In January 1993, the Compliance Office was reorganized under the auspices of the Assistant Director for Operational Review and merged with Risk Management. The Risk Management/Operational Review Office has distinct objectives and goals. Both functions are managed by the TDCJ Risk Manager. The primary objective of the Risk Management Department is reducing the cost of risk. This department's goals are to minimize exposures to financial losses, protect physical assets, reduce the frequency and severity of accidents, provide a reasonably safe environment for employees and the public, and minimize interruptions of services provided to the public. These goals are met through continuous interface by the Agency Risk Manager with the personnel, finance, safety administration, construction, maintenance, industry, en-

Institutional Division

vironmental and legal divisions of the agency. As TDCJ continues to expand, the Agency Risk Management Program is designed to address those perils and risks which jeopardize the physical, human, fiscal and environmental resources of the agency. The identification of all known perils and risks of significance is continuous as is the avoidance of unnecessary or unreasonable exposures, identification of and the initiation of reasonable and appropriate loss control techniques to control the frequency and severity of those losses that are avoidable. The Risk Management Program encompasses all divisions of TDCJ.

The primary objective of the Operational Review Department is to monitor the Institutional Division's operational posture as it relates to the *Final Judgment*, administrative directives and staff proponent policy and procedure manuals. The department's goals are to ensure that TDCJ-ID facilities are operated consistent with the principles of modern incarceration techniques and that facilities are operated in a manner that provides those incarcerated with humane treatment and with the opportunity, encouragement and training necessary for rehabilitation. The goals ultimately will lead to the elimination of waste and inefficiencies by instilling responsibility and accountability at all levels. The Operational Review Department has the responsibility to conduct all SSI investigations, and other investigations as directed by the Deputy Director for Operations.

Plans and Operations

This section of Operational Review consists of four staff members who produce the majority of the agency's operational security policies and manuals

through research and collected information. The manuals that have been developed include: *Unit Operational Review Manual*, *Standards for Texas Correctional Institutions*, *New Unit Procedures Manual*, *Emergency Data Manual*, and *Emergency Management Plan*. The *Death Row Manual* is scheduled for development in the near future. In addition, the team works on special projects which impact the operations of the agency.

*The primary objective of the
Operational Review
Department is to monitor
the Institutional Division's
operational posture.*

LAUNDRY AND FOOD SERVICES

Laundry Services

The Laundry Services Department consists of administrative offices employing six staff members and seven inmates. Fifty-one unit laundries and 22 trusty camp laundries employ 386 staff members and approximately 2,500 inmates. Responsibilities of the administrative office include financial management of all unit laundries, necessities departments and barber shops, development of equipment and supply specifications, procurement of repair parts, supplies and chemicals, as well as conducting

operational reviews of these departments. The unit laundries process a combined total of more than 69,000,000 pounds of inmate and employee clothing articles yearly.

Food Service

Food Service includes administration, four regional warehouses and unit kitchens. The department has 499 employees located at 76 unit kitchens and the Headquarters Administration/Warehouse offices. The department employs approximately 6,800 inmates in unit kitchens and 50 inmates among the regional warehouses.

Food Service Administration oversees the total

Institutional Division

food service program. Financial management of the department, development of equipment and food specifications, ordering of all food and equipment, policy development, auditing of unit Food Service operations, development of unit staff training modules, and interviewing and boarding prospective Food Service employees are responsibilities of the administrative office.

Additionally, the department is available for overseeing design and equipment specifications for all kitchens being remodeled as well as all new prison and state jail construction. The department's four warehouses handle all receiving, storage and distribution of food to the unit kitchens. The primary warehouse, located in Huntsville, provides all the refrigerated food storage for the agency. Units order their groceries weekly from Food Service Headquarters and distribution is made from one of the four warehouses according to a formula based on unit head count, frequency of an item on the menu, and popularity of the item. Unit kitchens provide approximately 94 million meals per year to both inmates and employees. With the addition of two new prisons in the fall of 1993 and the additional 10,000 jail inmates due by early 1994, the Food Service Department will be feeding over 100 million meals per year.

AGRICULTURE & ENVIRONMENTAL AFFAIRS

Agriculture

The TDCJ Agriculture Division is committed to providing the agency with food and fiber while being economically self-sufficient through the optimal use of available resources. This goal is being achieved through a progressive staff of agribusiness professionals, increased farming technology and the economic evaluation of all enterprises. The division continues to make increased economic returns through production of food and fiber products with great savings to the taxpayer. Additionally, it has expanded its operations to include contract farming and ranching. The division has the responsibility of operations on more

than 39 prison units that include field and vegetable crop production, multiple livestock enterprises, cotton gins, feed mills, an alfalfa dehydrator and four grain elevators. The division also operates a combine/harvest fleet, heavy equipment, agriculture distribution center, canning plant, meat packing plant, veterinary clinic, farm mechanic shops, and structural pest control services for all TDCJ-ID units. Agriculture also provides vocational training and practical work experience for more than 6,500 inmates assigned to agricultural jobs and line-force activities.

Environmental Affairs

It is the goal of Environmental Affairs to facilitate the operations of the Institutional Division by supporting compliance with state and federal regulations pertaining to industrial hygiene and the environment. Some of the specific areas investigated and managed by Environmental Affairs are:

- Specific complaints at any unit or industry and assist in the production of the working, residential and natural environment.
- Water supplies and waste water systems.
- Classification and disposal of hazardous and non-hazardous waste.
- Industrial hygiene matters.
- Recycling and waste minimization.
- Identify and research environmentally-safe alternatives to traditional and/or current operational procedures and policy.

As with all private and public agencies in recent years, many changes due to an increasingly environmentally-conscious society have affected TDCJ-ID. Even though sometimes drastic, the vast majority of these changes have and will result in overwhelmingly positive environmental accomplishments. Several different operations that have been utilized for years, such as the landfills, have been or will soon be discontinued. These operations, however, are being replaced with much more environmentally-sound systems of operation, such as recycling, alternative material use, bio-remediation, and composting. Other operations

Institutional Division

are only being altered to improve their environmental impacts. For example, underground storage tanks for fuel are being replaced with above ground storage tanks in order to protect from possible ground water contamination.

By staying abreast of the current regulatory environment and researching its implications to the operation of TDCJ-ID, Environmental Affairs can provide its expertise to all levels of the agency from the units up to the top administrative management.

INDUSTRIAL OPERATIONS

Industry consists of 39 factories or plants located at 29 prison units that produce goods and services for use within the Institutional Division and for sale to tax-supported agencies and political subdivisions. In addition to these manufacturing facilities, Industry is responsible for transporting all agricultural products, food and supplies to the various units; for repairs to all cars, trucks, tractors, bulldozers, and other mobile equipment; and for the operation of three large warehouses.

Industry began operations in 1963 when the then Texas Department of Corrections was authorized to sell prison-made goods. The enabling legislation established three objectives:

- (1) To provide more adequate, regular, and suitable employment for the vocational training and rehabilitation of the inmates of this state.
- (2) To utilize the labor of inmates for self-maintenance and for reimbursing the state for expenses incurred by reason of their crimes and imprisonment.
- (3) To effect the requisitioning and disbursement of prison products through established state authorities without the possibility of private profit.

By producing many of the products used on a daily basis, Industry is able to hold down the Institutional Division's operating expenses and help fulfill its legislative mandate to be as self-sufficient as possible.

It also helps reduce the operating cost of many tax-supported state agencies that use the products. In minimizing the operating cost of the Institutional Division and other tax-supported state agencies, this division saves Texas taxpayers millions of dollars each year.

FACILITIES

Facilities performs its function under the guidance of the Assistant Director for Facilities. The departmental structure consists of Facilities Maintenance and Inmate Construction. General maintenance and construction area offices located at the Hilltop, Beto I, Ellis I, T.L. Roach, Chase Field, and Ramsey I units provide in-house support of projects utilizing employee and inmate work crews. Facilities Maintenance functions through a local staff on each of the units for day-to-day operations as well as preventive maintenance activities with additional special technical assistance support at regional areas. Facilities affords the agency the necessary support to construct new in-house projects and provide major maintenance activities required for utilities and services necessary for the operation of the Division. The work of the Facilities Department is accomplished by a staff of approximately 800 employees and 3,800 inmates.

DESIGN/ENGINEERING

This department is responsible for the design of most, and estimating of all costs of in-house construction projects. The size of the projects range from a few hundred dollars to more than \$1 million.

In addition to design work, this department accomplishes job scopes for projects that have been requested by TDCJ-ID units and other departments. There have been in excess of 750 such projects reviewed and prepared by the Design Department. This department continues to work with outside contractors and other agencies in various court compliance work and structural investigations within the system. Land surveys are also completed when requested by the agency.

Institutional Division

CLASSIFICATION AND TREATMENT

Bureau of Classification

Within the Bureau of Classification, the Records Office is a major department-level component operating in conjunction with the State Classification Committee. The Bureau of Classification systematically groups inmates with respect to both security and treatment needs by maintenance of a centralized inmate record system. It covers virtually all decisions that affect the inmates' life during the entire period of incarceration. Moreover, it is a comprehensive system which evaluates numerous inmate characteristics, including age, offense, prior criminal record, medical, and their needs as it relates to mental health care, educational, vocational and work assignments.

Inmates Classified

Male	33,448
Female	1,671
Total	35,119

Type of Processing

Parole violators	14,104
Mandatory supervision violators	1,139
Shock probation violators	252
Return bench warrants	3,803
New inmates	29,050
Total	48,348

The Psychological Diagnostic and Evaluation Process (D&E) is the means by which the newly-received TDCJ inmates who have significant mental, emotional or intellectual deficits are identified. The Diagnostic I (D-I) phase of the process provides psychological screening for each new inmate who enters TDCJ. Those inmates who demonstrate signs of emotional disability or intellectual deficits are referred to Diagnostic II (D-II). This second phase provides in-depth psychological and intellectual evaluations, which are then used to help make appropriate classification decisions and to provide Psychiatric Services personnel with clinical data about potential patients.

COMMUNITY RELATIONS, INMATE SERVICES AND PRE-RELEASE CENTERS

Community Relations

Within the department of Community Relations, Inmate Services and Pre-Release Centers is the Office of the TDCJ-ID Ombudsman. This office serves in the capacity of liaison between the Institutional Division and the public. The primary role of this office is to respond to inquiries and requests for information from the public sector. The ombudsman provides information to the public regarding the actions, policies, decisions or performance of the TDCJ-ID. The Office of the Ombudsman is the central office of record for both inquiries from and responses to the public as well as its elected representatives. Also, the TDCJ-ID Ombudsman serves in the role as liaison for the TDCJ-ID in matters related to victim assistance and volunteer programs.

Access to Courts

The TDCJ-ID Access to Courts Program provides law libraries for all units except Jester I, TDCJ Hospital-Galveston and the Skyview units. Inmates at Jester I utilize the law library at Jester II; inmates at TDCJ Hospital-Galveston are provided a mini law library; and inmates at the Skyview Unit are provided with mini law libraries and are permitted to request law books from the Beto II Unit. Skyview inmates are also provided selected volumes of high-use case books on the unit. Totally, TDCJ-ID provides 42 separate main law libraries and 97 mini law libraries for inmates.

Counsel Substitute Program

The Counsel Substitute Program provides non-uniformed personnel to represent inmates in disciplinary hearings as part of a court-mandated reform of the disciplinary process. To ensure that the inmate fully understands the proceedings, the CS explains the charges the inmate faces and the rights and procedures that apply. The CS also completes an investigation regarding the facts of the case, interviews the parties involved, assists the inmate in preparing a

Institutional Division

defense or mitigation, and assists the inmate in the appeal process. The goal of the program is to provide uniform and quality representation to inmates throughout the system by the use of automated disciplinary system data base, use of centralized forms, reports, procedures and training.

Pre-Release Centers

The primary objective of this section is to provide oversight of the operations of the various privately-operated prison facilities. Functioning under the direction of the assistant director for this department, the Coordinator for Pre-Release Centers and the on-site contract monitors ensure compliance with the Operation and Management Services Agreement between the private corporations and the TDCJ-ID. Additionally, by conducting monthly and quarterly audits of the operations of the pre-release centers, compliance with TDCJ-ID policy, ACA standards, and related procedures is maintained.

SOCIAL SERVICES DEPARTMENT

The Social Services Department is involved in most aspects of an inmate's classification process from initial reception through release. It collects data on newly-received inmates identified with special needs (mentally retarded, medical problems, treatment center clients, etc.) for the formulation of the Admission Summary document, which is the primary informational source used in making appropriate classification and treatment assignments. Social Services staff provide orientation to each newly-assigned inmate and provide regularly scheduled reviews. Staff also represent inmates at unit classification hearings, provide supportive counseling in the areas of work as-

signments, treatment programming, adjustment problems, family problems, etc.; and assist special needs inmates throughout the release process.

UNIFORM INMATE MAIL SYSTEM

During FY 1993, the Director's Review Committee considered a total of 5,122 appeals pertinent to denied correspondence, publications and the action of

the Bureau of Classification in prohibiting correspondence between inmates and other persons. The Mail System Coordinators Panel logged and responded to a total of 20,448 questions/problems regarding inmate correspondence. The panel reviewed a total of 4,857 inmate publications for initial unit acceptance or rejection, and conducted on-site audits of unit mail room operations on each unit four times during the fiscal year. Unit mail room personnel logged and processed a total of 174,752 pieces of incoming and 185,557 pieces of outgoing inmate special, legal and media mail. The unit mail rooms processed and delivered approximately 12,964,667 pieces of general correspondence during the year.

*The Inmate Grievance
Procedure provides
inmates with an avenue for
resolving meritorious
complaints.*

general correspondence during the year.

INMATE GRIEVANCE PROCEDURE

The Inmate Grievance Procedure provides inmates with an avenue for resolving meritorious complaints which cannot be resolved by informal means. A grievance is a formal complaint limited to matters affecting the complaining inmate personally and for which the Institutional Division has authority to effect a remedy through this procedure. These complaints or problems relate to nearly every aspect of confinement from appeals of disciplinary cases to concerns about classification issues to dissatisfaction with institutional operations. Between September 1, 1992 and August

Institutional Division

30, 1993, staff processed and investigated 132,794 grievances at the unit level, 30,987 grievances at the regional level, and 15,267 grievances at the departmental level.

COMMUNITY EDUCATION PROGRAM

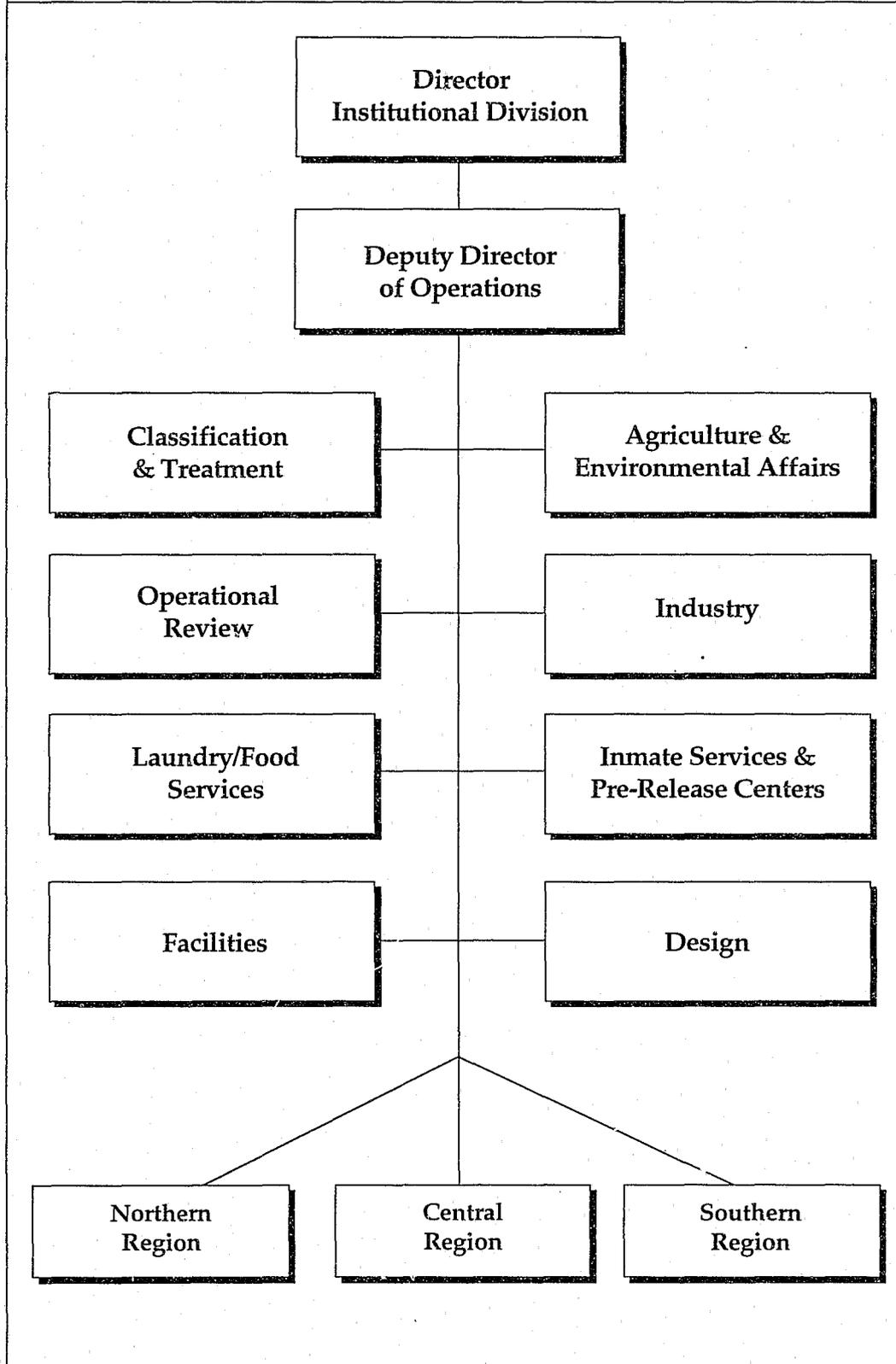
The Community Education Program serves to inform the public, particularly young people, of the dangers and consequences involved in poor decision-making, illicit drug use and addiction, criminal behavior and subsequent incarceration. In FY 1991, the Texas Commission on Alcohol and Drug Abuse provided funding for an additional panel of male inmates and the first panel of female inmates. The program now consists of three male inmate panels and one female inmate panel. During school year 1992-93, the male panels addressed a combined audience of 201,169,

while the female panel addressed a combined audience of 65,749. In total, the Community Education Program reached an audience of 266,918 statewide with its anti-drug and alcohol message. These numbers do not include those exposed to the program through printed and electronic media sources.

SECURITY OPERATIONS

Security Operations is responsible for administering a \$444 million budget, managing 16,000 security and security administration positions located at 51 prison units, three regional headquarters and three central administrative offices, and operating a property and supply system for all prison units. The division also has primary responsibility for physical security, security staffing analysis and all directives related to unit security operations.

INSTITUTIONAL DIVISION



Institutional Division

■ State Prison Units

Capacity of the Texas prison system increased to more than 68,000 beds during fiscal year 1993. Units consisting of 10,728 beds opened during the fiscal year at Teague, Abilene, Beeville, Lamesa, Pampa, Hondo and Beaumont. Soon thereafter, another 2,782 beds came on line with the opening of units near Livingston and Sugar Land.

Additional units broke ground at Amarillo, Breckenridge, Brownwood, Cuero, Colorado City, Dalhart, Fort Stockton, Kenedy, Lubbock, New Boston, and Wichita Falls. All are part of a 25,300-bed expansion of the prison system approved by voters in 1991.

Another 10,000 transfer facility beds were under construction during the fiscal year to house county jail backlog inmates at Abilene, Beeville, Huntsville and Palestine. The state also operates six detention centers and contracts with private vendors to operate pre-release centers in the communities of Bridgeport, Cleveland, Kyle and Venus. Four additional private pre-release centers were approved for construction during the fiscal year in Diboll, Overton, Lockhart and Venus.

In November 1993, voters approved funding to cover the full cost of building 22,000 state jail beds, 16,000 of which will be operated by the Institutional Division. The remaining 6,000 beds will be community-based and operated under contract.

Unit: Beto I
Date Established: 1980
Address: P.O. Box 128, Tennessee Colony, TX 75880
Telephone: (903) 928-2217
Location: 6 miles south of Tennessee Colony on FM 645 in Anderson County.
Custody Level: All custodies, maximum security
Inmate Population: (8-31-93) 3,103
Unit Capacity: (8-31-93) 3,150
Trusty Camp Population: (8-31-93) 207
Trusty Camp Capacity: (8-31-93) 214
Number of Employees: (8-31-93) 967
Approximate Acreage: 3,774
Agricultural Operations: Beef cattle, hogs, field crops and edible crops.
Industrial Operations: Metal sign factory, concrete/block plant.
Construction Operations: Headquarters for Northern Area Construction.
Special Operations: Mentally Retarded Offender Program for males, regional medical facility.

Warden:
Janie Cockrell

Unit: Beto II
Date Established: 1982
Address: Rt. 2, Box 2250, Palestine, TX 75882
Telephone: (903) 723-5074
Location: 10 miles west of Palestine on FM 645 in Anderson County.
Custody Level: Recidivists, minimum custody
Inmate Population: (8-31-93) 850
Unit Capacity: (8-31-93) 864
Trusty Camp Population: (8-31-93) 210
Trusty Camp Capacity: (8-31-93) 214
Number of Employees: (8-31-93) 328
Approximate Acreage: 1,866
Agricultural Operations: Edible crops, horse breeding, swine farrowing.
Industrial Operations: Records conversion facility, metal fabrication/dump bed facility.

Warden:
Fred Figueroa

Institutional Division

Unit: Boyd
Date Established: 1992
Address: Rt. 2, Box 500, Teague, TX 75860
Telephone: (817) 739-5555
Location: Midway between the cities of Teague and Fairfield on Hwy. 84 in Freestone County.
Custody Level: Minimum, medium custody
Inmate Population: (8-31-93) 985
Unit Capacity: (8-31-93) 996
Number of Employees: (8-31-93) 275
Approximate Acreage: 722
Industrial Operations: Stainless steel factory

Warden:
Jerry L. Gummels

Unit: Briscoe
Date Established: 1992
Address: Rt. 1, Box 4, Dilley, TX 78017
Telephone: (210) 965-4444
Location: Site fronts on IH 35 and State Highway 85 approximately 1 1/2 miles southwest of Dilley in Frio County.
Custody Level: Minimum, medium custody
Inmate Population: (8-31-93) 991
Unit Capacity: (8-31-93) 1,008
Number of Employees: (8-31-93) 277
Approximate Acreage: 426
Industrial Operations: Upholstery factory

Warden:
Jose G. Gonzales

Unit: Central
Date Established: 1908
Address: One Circle Drive, Sugar Land, TX 77478
Telephone: (713) 491-2146
Location: 2 miles south of Sugar Land on Highway 90A in Fort Bend County.
Custody Level: First offenders, minimum security
Inmate Population: (8-31-93) 886
Unit Capacity: (8-31-93) 894
Number of Employees: (8-31-93) 335
Approximate Acreage: 4,459
Industrial Operations: Soap and detergent factory, regional transportation center.
Agricultural Operations: Field and vegetable crops, big commissary warehouse, combine fleet.
Special Operations: Central Industrial Distribution Warehouse, 200-bed Substance Abuse Felony Punishment Facility.

Warden:
Margo Green

Institutional Division

Unit: Clemens
Date Established: 1901
Address: Rt. 1, Box 1077, Brazoria, TX 77422
Telephone: (409) 798-2188
Location: 5 miles south of Brazoria on Highway 36 in Brazoria County.
Custody Level: Second offenders, all custody levels
Inmate Population: (8-31-93) 888
Unit Capacity: (8-31-93) 894
Trusty Camp Population: (8-31-93) 209
Trusty Camp Capacity: (8-31-93) 214
Number of Employees: (8-31-93) 323
Approximate Acreage: 8,116
Agricultural Operations: Field and vegetable crops, beef cattle, hogs, laying hens.

Warden:
Tim West

Unit: Clements
Date Established: 1990
Address: 9601 NE 24th Street in Potter County.
Telephone: (806) 381-7080
Location: 3 miles north of Interstate 40 at the intersection of Loop 335.
Custody Level: All levels, maximum security
Inmate Population: (8-31-93) 2,137
Unit Capacity: (8-31-93) 2,196
Number of Employees: (8-31-93) 856
Approximate Acreage: 600
Industrial Operations: Shoe factory
Agricultural Operations: Field crops
Special Operations: 450-bed psychiatric treatment facility, 432 In-Prison Therapeutic Community beds.

Warden:
Edward Owens, Jr.

Unit: Coffield
Date Established: 1965
Address: Rt. 1, Box 150, Tennessee Colony, TX 75884
Telephone: (903) 928-2211
Location: 5 miles southwest of Tennessee Colony of FM 2054 in Anderson County.
Custody Level: All custodies, maximum security
Inmate Population: (8-31-93) 3,110
Unit Capacity: (8-31-93) 3,150
Trusty Camp Population: (8-31-93) 212
Trusty Camp Capacity: (8-31-93) 214
Number of Employees: (8-31-93) 883
Approximate Acreage: 17,300
Agricultural Operations: Beef cattle, hog finishing floors, field crops, edible crops, feedlot, feed mill, poultry house.
Industrial Operations: Records conversion facility, metal fabrication plant.

Warden:
James A. Shatz

Institutional Division

Unit: Daniel
Date Established: 1989
Address: Snyder, TX 79549
Telephone: (915) 573-1114
Location: 4 miles east of Snyder on U.S. 180 and 1 mile north on County Road 173 in Scurry County.
Custody Level: Minimum and medium custody
Inmate Population: (8-31-93) 991
Unit Capacity: (8-31-93) 1,008
Number of Employees: (8-31-93) 258
Approximate Acreage: 579
Industrial Operations: Modular furniture factory/upholstery, regional warehouse.
Agricultural Operations: Vegetable production

Warden:
Robert White

Unit: Darrington
Date Established: 1918
Address: Rt. 3, Box 59, Rosharon, TX 77583
Telephone: (713) 595-3465
Location: 4 miles north of Rosharon on FM 521 in Brazoria County.
Custody Level: All custody levels, maximum security
Inmate Population: (8-31-93) 1,463
Unit Capacity: (8-31-93) 1,610
Trusty Camp Population: (8-31-93) 208
Trusty Camp Capacity: (8-31-93) 214
Number of Employees: (8-31-93) 619
Approximate Acreage: 6,770
Industrial Operations: Tire recapping plant
Agricultural Operations: Field crops, edible crops, beef cattle, hogs, livestock, laying hen operation, grain dryer, cold storage facility.

Warden:
Fred Becker

Unit: Diagnostic
Date Established: 1964
Address: P.O. Box 100, Huntsville, TX 77342
Telephone: (409)295-5768
Location: 1 mile north of Huntsville on FM 247 in Walker County.
Custody Level: Primary reception center for males, minimum security inmates maintain facilities
Inmate Population: (8-31-93) 882
Unit Capacity: (8-31-93) 1,321
Number of Employees: (8-31-93) 358
Approximate Acreage: 50
Special Operations: All male inmates are tested and classified at the unit before their transfer to a permanent unit.

Warden:
James W. Willett

Institutional Division

Unit: Eastham
Date Established: 1917
Address: P.O. Box 16, Lovelady, TX 75851
Telephone: (409) 636-7321
Location: 13 miles west of Trinity on FM 230 in Houston County.
Custody Level: Recidivists, all custodies, maximum security
Inmate Population: (8-31-93) 2,148
Unit Capacity: (8-31-93) 2,153
Trusty Camp Population: (8-31-93) 213
Trusty Camp Capacity: (8-31-93) 214
Number of Employees: (8-31-93) 683
Approximate Acreage: 13,073
Agricultural Operations: Field crops, beef cattle, gin, feed mill, poultry house, swine farrowing, swine finishing.
Industrial Operations: Garment factory

Warden:
Charles R. Martin

Unit: Ellis I
Date Established: 1963
Address: Huntsville, TX 77343
Telephone: (409) 295-5756
Location: 12 miles north of Huntsville on FM 980 in Walker County.
Custody Level: Older recidivists, maximum security, death row for males
Inmate Population: (8-31-93) 1,984
Unit Capacity: (8-31-93) 1,995
Trusty Camp Population: (8-31-93) 192
Trusty Camp Capacity: (8-31-93) 192
Number of Employees: (8-31-93) 738
Approximate Acreage: 11,672
Agricultural Operations: Field crops, beef cattle, gin, swine farrowing, swine finishing, poultry houses.
Industrial Operations: Woodworking shop, bus repair facility, garment factory.
Construction Operations: Headquarters for Central Area Maintenance, Central Area Region and Safety Office.
Special Operations: Death row for males

Warden:
M. Bruce Thaler

Unit: Ellis II
Date Established: 1983
Address: Huntsville, TX 77340
Telephone: (409) 291-4200
Location: 10 miles north of Huntsville on FM 980 in Walker County.
Custody Level: First offenders and recidivists, adult medical and mental health patients
Inmate Population: (8-31-93) 1,972
Unit Capacity: (8-31-93) 2,200
Trusty Camp Population: (8-31-93) 210
Trusty Camp Capacity: (8-31-93) 214
Number of Employees: (8-31-93) 844
Approximate Acreage: 7,007
Agricultural Operations: Forestry program, beef cattle.
Industrial Operations: Textile mill
Special Operations: Regional medical facility and mental health treatment center, 175 Substance Abuse Felony Punishment beds.

Warden:
Michael W. Countz

Institutional Division

Unit: Ferguson
Date Established: 1962
Address: Rt. 2, Box 20, Midway, TX 75852
Telephone: (409) 348-3751
Location: 20 miles northeast of Huntsville on FM 247 in Madison County.
Custody Level: First offenders, all custodies, maximum security
Inmate Population: (8-31-93) 2,170
Unit Capacity: (8-31-93) 2,205
Trusty Camp Population: (8-31-93) 208
Trusty Camp Capacity: (8-31-93) 214
Number of Employees: (8-31-93) 629
Approximate Acreage: 4,355
Agricultural Operations: Field crops, edible crops, beef cattle, swine farrowing, swine finishing.
Industrial Operations: Mop and broom factory, records conversion facility.
Special Operations: Headquarters for Central Area Construction.

Warden:
Gary Johnson

Unit: Gatesville
Date Established: 1980
Address: 1401 State School Road, Gatesville, TX 76599
Telephone: (817) 865-8431
Location: 3 miles north of Gatesville on Highway 36 in Coryell County.
Custody Level: Female reception center, all classifications and custody levels
Inmate Population: (8-31-93) 1,560
Unit Capacity: (8-31-93) 1,635
Number of Employees: (8-31-93) 706
Approximate Acreage: 1,244
Industrial Operations: Garment factory
Special Operations: Only females are housed here. All female inmates are tested and classified at the Gatesville Reception Center before being transferred to their permanent satellite unit. Regional medical facility, Mentally Retarded Offender Program, Substance Abuse Felony Punishment beds, In-Prison Therapeutic Community Program, Special Alternative Incarceration Program (boot camp) for women.

Warden:
Susan Cranford

Unit: Goree
Date Established: 1900
Address: P.O. Box 38, Huntsville, TX 77344
Telephone: (409) 295-6331
Location: 4 miles south of Huntsville on Highway 75 in Walker County.
Custody Level: Secondary reception center for males, minimum security inmates maintain facilities
Inmate Population: (8-31-93) 906
Unit Capacity: (8-31-93) 1,000
Trusty Camp Population: (8-31-93) 196
Trusty Camp Capacity: (8-31-93) 214
Number of Employees: (8-31-93) 395
Approximate Acreage: 899
Agricultural Operations: Horse breeding

Warden:
Dessie F. Cherry

Institutional Division

Unit: Hightower
Date Established: 1990
Address: Rt. 3, Box 98, Dayton, TX 77535
Telephone: (409) 258-8013
Location: Approximately 4 miles north of Dayton on FM 686 in Liberty County.
Custody Level: Minimum and medium security
Inmate Population: (8-31-93) 984
Unit Capacity: (8-31-93) 1,008
Number of Employees: (8-31-93) 267
Approximate Acreage: 300
Industrial Operations: Garment factory
Agricultural Operations: Edible crops

Warden:
Gary J. Gomez

Unit: Hilltop
Date Established: 1981
Address: 1500 State School Road, Gatesville, TX 76598
Telephone: (817) 865-8901
Location: 3 miles north of Gatesville on Highway 36 in Coryell County.
Custody Level: Female offenders, minimum custody
Inmate Population: (8-31-93) 456
Unit Capacity: (8-31-93) 465
Number of Employees: (8-31-93) 340
Approximate Acreage: 1,240
Agricultural Operations: Hogs, edible crops
Industrial Operations: Garment factory
Construction Operations: Satellite headquarters for Northern Area Maintenance, Hilltop Construction.
Special Operations: 200 Substance Abuse Felony Punishment beds for women.

Warden:
Linda Arment

Unit: Hobby
Date Established: 1989
Address: Rt. 2, Box 600, Marlin, TX 76661
Telephone: (817)-883-5561
Location: 1 mile south of Marlin city limits on FM 712 in Falls County.
Custody Level: Minimum and medium custody females
Inmate Population: (8-31-93) 923
Unit Capacity: (8-31-93) 1,008
Number of Employees: (8-31-93) 268
Approximate Acreage: 389
Agricultural Operations: Edible crops
Industrial Operations: Print shop

Warden:
Jay Byrd

Institutional Division

Unit: Hospital at Galveston
Date Established: 1983
Address: P.O. Box 48 Sub Station #1 Galveston, TX 77550
Telephone: (409) 772-2875
Location: East side of John Sealy Hospital on Strand Street, Galveston County.
Custody Level: All levels (transient)
Inmate Population: (8-31-93) 125
Unit Capacity: (8-31-93) 168
Number of Employees: (8-31-93) 265
Special Operations: Inmates requiring specialized treatment, major surgery or acute care are treated here.

Warden:
Pamela Williams

Unit: Hughes
Date Established: 1990
Address: Rt. 2, Box 4400, Gatesville, TX 76528
Telephone: (817) 865-6663
Location: 4 miles northeast of Gatesville city limits on FM 929 in Coryell County.
Custody Level: All classifications and custodies, maximum security
Inmate Population: (8-31-93) 2,183
Unit Capacity: (8-31-93) 2,232
Number of Employees: (8-31-93) 772
Approximate Acreage: 390
Industrial Operations: Garment factory

Warden:
Jack M. Garner

Unit: Huntsville
Date Established: 1849
Address: P.O. Box 99, Huntsville, TX 77342
Telephone: (409) 295-6371
Location: 815 12th St., Huntsville, Walker County
Custody Level: First offenders and recidivists, all custodies
Inmate Population: (8-31-93) 1,548
Unit Capacity: (8-31-93) 1,705
Number of Employees: (8-31-93) 509
Approximate Acreage: 140
Industrial Operations: Textile mill, mechanical department.
Construction Operations: Maintenance warehouse operations
Special Operations: Windham School System Media Center, execution chamber.

Warden:
Morris Jones

Institutional Division

Unit: Jester I, II, III

Date Established: Jester I and II, 1885; Jester III, 1982

Address: Rt. 2, Richmond, TX 77469

Telephone: Jester I and II, (713) 277-3030; Jester III (713) 277-7000

Location: 4 miles east of Richmond on Highway 90A in Fort Bend County.

Custody Level: Jester I, first offenders and recidivists, minimum custody; Jester II, first offender boot camp participants; Jester III, recidivists, minimum custody.

Inmate Population: (8-31-93) Jester I, 309; Jester II, 297; Jester III, 835

Unit Capacity: (8-31-93) Jester I, 323; Jester II, 378; Jester III, 846

Jester III Trusty Camp Population: (8-31-93) 201

Jester III Trusty Camp Capacity: (8-31-93) 214

Number of Employees: (8-31-93) Jester I, 140; Jester II, 115; Jester III, 322.

Approximate Acreage: 5,012

Industrial Operations: Garment factory on Jester III

Agricultural Operations: Field and vegetable crops, cattle, hogs.

Special Operations: Substance Abuse Felony Punishment Facility (323 beds) for males at Jester I. Special Alternative to Incarceration Program (boot camp) for young first offenders at Jester II. Mobility impaired inmates are housed at Jester III.

Warden:
Lepher Jenkins

Unit: Jester IV

Date Established: 1993

Address: Richmond, TX 77469

Telephone: (713) 277-3700

Location: 4 miles east of Richmond on Highway 90A in Fort Bend County.

Custody Level: Acute and intermediate level psychiatric care patients

Inmate Population: (11-30-93) 125

Unit Capacity: (11-30-93) 550

Number of Employees: (11-30-93) 585

Approximate Acreage: 5,012

Warden:
Kenneth Negbenbor

Unit: Jordan

Date Established: 1992

Address: 1992 Hilton Road, Pampa, TX 79065

Telephone: (806) 665-7070

Location: 5 miles east of the city of Pampa in Gray County.

Custody Level: Minimum, medium custody

Inmate Population: (8-31-93) 993

Unit Capacity: (8-31-93) 1,008

Number of Employees: (8-31-93) 243

Approximate Acreage: 1,204

Industrial Operations: Sewing plant

Warden:
Darwin Sanders

Institutional Division

Unit: Lewis
Date Established: 1990
Address: P.O. Box 9000, Woodville, TX 75990
Telephone: (409) 283-8181
Location: Approximately 1 mile east of Woodville on FM 3497 in Tyler County.
Custody Level: Minimum, medium custody
Inmate Population: (8-31-93) 990
Unit Capacity: (8-31-93) 1,008
Number of Employees: (8-31-93) 282
Approximate Acreage: 300
Industrial Operations: Woodworking factory

Warden:
Wesley Warner

Unit: McConnell
Date Established: 1992
Address: 3001 S. Emily Drive, Beeville, TX 78102
Telephone: (512) 362-2300
Location: Approximately 1/2 mile south of Beeville on Emily Drive.
Custody Level: All custodies, maximum security
Inmate Population: (8-31-93) 2,192
Unit Capacity: (8-31-93) 2,232
Number of Employees: (8-31-93) 745
Approximate Acreage: 300
Industrial Operations: Garment factory

Warden:
Leslie Woods

Unit: Michael
Date Established: 1987
Address: P.O. Box 4500, Tennessee Colony, TX 75886
Telephone: (903) 928-2311
Location: 5 miles southeast of Tennessee Colony off FM 2054 in Anderson County.
Custody Level: All classifications and custodies, maximum security.
Inmate Population: (8-31-93) 2,143
Unit Capacity: (8-31-93) 2,232
Trusty Camp Population: (8-31-93) 210
Trusty Camp Capacity: (8-31-93) 214
Number of Employees: (8-31-93) 823
Approximate Acreage: 17,300 (shared with Coffield Unit)
Industrial Operations: Metal fabrication plant
Agricultural Operations: Meat packing plant

Warden:
Jimmy E. Alford

Institutional Division

Unit: Mountain View
Date Established: 1975
Address: Rt. 4, Box 800, Gatesville, TX 76528
Telephone: (817) 865-7226
Location: 4 miles north of Gatesville on FM 215 in Coryell County.
Custody Level: Female first offenders, all custodies and medical classes
Inmate Population: (8-31-93) 612
Unit Capacity: (8-31-93) 653
Number of Employees: (8-31-93) 355
Approximate Acreage: 97
Industrial Operations: Braille reproductions, records conversion facility.
Special Operations: Female unit. Pre-release for females, psychiatric facility, death row for females.

Warden:
Linda Moten

Unit: Pack I
Date Established: 1982
Address: Rt. 3, Box 300, Navasota, TX 77868
Telephone: (409) 825-3728
Location: 5 miles southwest of Navasota on FM 1227 in Grimes County.
Custody Level: First offenders and recidivists, minimum custody
Inmate Population: (8-31-93) 863
Unit Capacity: (8-31-93) 871
Trusty Camp Population: (8-31-93) 214
Trusty Camp Capacity: (8-31-93) 214
Number of Employees: (8-31-93) 312
Approximate Acreage: 4,000
Agricultural Operations: Field crops, edible crops, beef cattle.

Warden:
Douglas Dretke

Unit: Pack II
Date Established: 1982
Address: Rt. 1, Box 1000, Navasota, TX 77868
Telephone: (409) 825-7547
Location: 10 miles southwest of Navasota on Highway 2 in Grimes County.
Custody Level: First offenders and younger recidivists, minimum custody
Inmate Population: (8-31-93) 1,043
Unit Capacity: (8-31-93) 1,102
Trusty Camp Population: (8-31-93) 209
Trusty Camp Capacity: (8-31-93) 214
Number of Employees: (8-31-93) 322
Approximate Acreage: 2,090
Agricultural Operations: Field crops, edible crops, beef cattle.
Industrial Operations: Stainless steel factory

Warden:
Neva J. Yarbrough

Institutional Division

Unit: Ramsey I
Date Established: 1908
Address: Rt. 4, Box 1100, Rosharon, TX 77583
Telephone: (713) 595-3491
Location: 4 miles west of FM 521 on FM 655 in Brazoria County.
Custody Level: Recidivists, mostly minimum custody
Inmate Population: (8-31-93) 1,528
Unit Capacity: (8-31-93) 1,570
Trusty Camp Population: (8-31-93) 212
Trusty Camp Capacity: (8-31-93) 214
Number of Employees: (8-31-93) 502
Approximate Acreage: 16,844 (shared with Ramsey II and III).
Industrial Operations: Furniture refinishing plant
Agricultural Operations: Field crops, vegetable crops, cattle.
Construction Operations: Headquarters for Southern Area Maintenance

Warden:
Herbert L. Scott

Unit: Ramsey II
Date Established: 1908
Address: Rt. 4, Box 1200, Rosharon, TX 77583
Telephone: (713) 595-3413
Location: 4 miles west of FM 521 on FM 655 in Brazoria County.
Custody Level: Recidivists, mostly minimum custody
Inmate Population: (8-31-93) 831
Unit Capacity: (8-31-93) 893
Number of Employees: (8-31-93) 325
Approximate Acreage: 16,844 (shared with Ramsey I and III).
Agricultural Operations: Field crops, edible crops, beef cattle, hogs, cotton gin, grain dryer, storage.
Special Operations: 200-bed Substance Abuse Felony Punishment Facility.

Warden:
Arthur Velasquez

Unit: Ramsey III
Date Established: 1983
Address: Rt. 4, Box 1300, Rosharon, TX 77583
Telephone: (713) 595-3481
Location: 4 miles west on FM 521 on FM 655 in Brazoria County.
Custody Level: Recidivists, minimum custody
Inmate Population: (8-31-93) 1,043
Unit Capacity: (8-31-93) 1,055
Trusty Camp Population: (8-31-93) 204
Trusty Camp Capacity: (8-31-93) 214
Number of Employees: (8-31-93) 392
Approximate Acreage: 16,844 (shared with Ramsey I and II).
Agricultural Operations: Field crops, edible crops, canning plant.
Special Operations: Regional medical facility

Warden:
David A. Doughty

Institutional Division

Unit: Retrieve
Date Established: 1918
Address: Rt. 5, Box 1500, Angleton, TX 77515
Telephone: (409) 849-9306
Location: 8 miles south of Angleton on Walker Street in Brazoria County.
Custody Level: Recidivists, all custodies
Inmate Population: (8-31-93) 750
Unit Capacity: (8-31-93) 809
Trusty Camp Population: (8-31-93) 199
Trusty Camp Capacity: (8-31-93) 214
Number of Employees: (8-31-93) 318
Approximate Acreage: 6,754
Agricultural Operations: Field crops, edible crops, beef cattle, hogs, poultry.

Warden:
Dayton J. Poppell

Unit: Robertson
Date Established: 1992
Address: 12071 FM 3522, Abilene, TX 79601
Telephone: (915) 548-9035
Location: Approximately 11 miles northeast of Abilene off County Road 303 in Jones County.
Custody Level: All custodies, maximum security
Inmate Population: (8-31-93) 2,130
Unit Capacity: (8-31-93) 2,136
Number of Employees: (8-31-93) 692
Approximate Acreage: 316
Industrial Operations: Garment factory

Warden:
Ronald Drewry

Unit: Skyview
Date Established: 1988
Address: Box 999, Rusk, TX 75785
Telephone: (903) 683-5781
Location: U.S. Highway 69 at Rusk State Hospital in Cherokee County.
Custody Level: In-patient mentally ill male inmates, all levels, less acute
Inmate Population: (8-31-93) 491
Unit Capacity: (8-31-93) 528
Number of Employees: (8-31-93) 526
Approximate Acreage: 58

Warden:
Sharon Dishough

Institutional Division

Unit: Smith
Date Established: 1992
Address: HCR-07, Box 187-A, Lamesa, TX 79331
Telephone: (806) 872-6741
Location: 1 mile southeast of Lamesa on FM 827 in Dawson County.
Custody Level: Minimum, medium custody
Inmate Population: (8-31-93) 959
Unit Capacity: (8-31-93) 1,008
Number of Employees: (8-31-93) 235
Approximate Acreage: 320
Industrial Operations: Mattress factory

Warden:
Richard Thaler

Unit: Stiles
Date Established: 1993
Address: Rt. 4, Box 1500, Beaumont, TX 77705
Telephone: (409) 722-5255
Location: Approximately 5 miles south of downtown Beaumont off U.S. Highway 69.
Custody Level: All custodies, maximum security
Inmate Population: (8-31-93) 2,209
Unit Capacity: (8-31-93) 2,232
Number of Employees: (8-31-93) 703
Approximate Acreage: 748
Industrial Operations: Precision sheet metal factory

Warden:
Randy D. McLeod

Unit: T.L. Roach
Date Established: 1991
Address: Rt. 2 Box 500, Childress, TX 79201
Telephone: (817) 937-6364
Location: Approximately 3 miles west of Childress off FM 164 in Childress County.
Custody Level: Minimum, medium custody
Inmate Population: (8-31-93) 989
Unit Capacity: (8-31-93) 1,008
Number of Employees: (8-31-93) 255
Approximate Acreage: 1,800
Industrial Operations: Soap & detergent factory
Agricultural Operations: Field crops

Warden:
Robert Treon

Institutional Division

Unit: Terrell
Date Established: 1993
Address: 12002 FM 350 South, Livingston, TX 77351
Telephone: (409) 967-8082
Location: 3 miles west of Livingston off FM 350 in Polk County.
Custody Level: All custodies, maximum security
Inmate Population: (11-30-93) 2,067
Unit Capacity: (11-30-93) 2,250
Number of Employees: (11-30-93) 700
Approximate Acreage: 463
Industrial Operations: Furniture factory

Warden:
J. Keith Price

Unit: Torres
Date Established: 1993
Address: P.O. Box 720, Hondo, TX 78861
Location: Within Hondo city limits approximately 3/4 mile north of U.S. 90 on Richter Lane in Medina County.
Custody Level: Minimum, medium custody
Inmate Population: (8-31-93) 993
Unit Capacity: (8-31-93) 1,008
Number of Employees: (8-31-93) 253
Approximate Acreage: 350
Industrial Operations: Print shop

Warden:
David Stacks

Unit: Wynne
Date Established: 1937
Address: Rt. 1, Box 1, Huntsville, TX 77349
Telephone: (409) 295-9126
Location: FM 2821 in Walker County.
Custody Level: First offenders and recidivists, all custodies
Inmate Population: (8-31-93) 2,401
Unit Capacity: (8-31-93) 2,415
Trusty Camp Population: (8-31-93) 212
Trusty Camp Capacity: (8-31-93) 214
Number of Employees: (8-31-93) 730
Approximate Acreage: 1,433
Agricultural Operations: Field crops, edible crops, beef cattle, Baylor Kennel operations.
Industrial Operations: License plate plant, validation sticker plant, mattress factory, corrugated box factory, plastic sign shop records conversion facility, transportation department.
Construction Operations: Office operations for the in-house construction department.
Special Operations: Windham School System's administrative offices and warehouse are located at the unit. Laundry administrative offices are also located here.

Warden:
Jerry R. Peterson

Institutional Division

■ State Detention Centers

Unit: Cotulla Detention Center
Date Established: 1992
Address: Rt. 1, Box 100, Cotulla, TX 78014
Telephone: (210) 879-3077
Location: Less than 1 mile east of Cotulla on FM 624 in La Salle County.
Inmate Population: (8-31-93) 598
Unit Capacity: (8-31-93) 606
Number of Employees: (8-31-93) 109

Warden:
Guadalupe Lozano

Unit: Diboll Detention Center
Date Established: 1992
Address: P.O. Box 1000, Diboll, TX 75941
Telephone: (409) 829-2616
Location: Within the city limits of Diboll on South First Street in Angelina County.
Inmate Population: (8-31-93) 595
Unit Capacity: (8-31-93) 606
Number of Employees: (8-31-93) 113

Warden:
James Black

Unit: Fort Stockton Detention Center
Address: 1500 East Interstate 10, Fort Stockton, TX 79735
Telephone: (915) 336-7676
Location: 1 mile northeast of downtown Fort Stockton off Interstate 10 in Pecos County.
Inmate Population: (8-31-93) 582
Unit Capacity: (8-31-93) 606
Number of Employees: (8-31-93) 111

Warden:
Terry Foster

Institutional Division

Unit: Marlin Detention Center
Address: Route 1, Box 500, Marlin, TX 76661
Telephone: (817) 883-9221
Location: Approximately 1 mile south of Marlin off Hwy. 6 in Falls County.
SAFP Population: (8-31-93) 462
SAFP Capacity: (8-31-93) 512
Number of Employees: (8-31-93): 106
Special Operations: Substance Abuse Felony Punishment Facility.

Warden:
Susan Perryman

Unit: San Saba Detention Center
Address: 206 S. Wallace Creek Rd., San Saba, TX 76877
Telephone: (915) 372-5122
Location: 2 miles west of San Saba off U.S. Hwy. 190 in San Saba County.
Inmate Population: (8-31-93) 592
Unit Capacity: (8-31-93) 606
Number of Employees: (8-31-93) 111

Warden:
Bruce August

Unit: Tulia Detention Center
Address: HCR 3 Box 5-C, Tulia, TX 79088
Telephone: (806) 995-4109
Location: Within the city limits of Tulia on I-86, just off I-27 in Swisher County.
Inmate Population: (8-31-93) 592
Unit Capacity: (8-31-93) 606
Number of Employees: (8-31-93) 101

Warden:
Thomas Medart

Institutional Division

■ Private Pre-Release Centers

Unit: Cleveland (CCA)
Address: P.O. Box 1678, Cleveland, TX 77328
Telephone: (713) 592-9559
Location: Approximately 1/2 mile east of the Cleveland city limits on Hwy. 321 in Liberty County.
Inmate Population: (8-31-93) 500
Unit Capacity: 520
Number of Security Employees: 86

Warden:
Joe Driskell

Unit: Venus (CCA)
Address: P.O. Box 361, Venus, TX 76084
Telephone: (214) 366-3334
Location: Approximately 35 miles south of Dallas off Hwy. 87 in Johnson County.
Inmate Population: (8-31-93) 500
Unit Capacity: 520
Number of Security Employees: 86

Warden:
Sanders E. Estes

Unit: Bridgeport (WCC)
Address: P.O. Box 189, Bridgeport, TX 76026
Telephone: (817) 683-3010
Location: One mile north of downtown Bridgeport at 4000 10th Street in Wise County.
Inmate Population: (8-31-93) 500
Unit Capacity: 520
Number of Security Employees: 87

Warden:
Don Houston

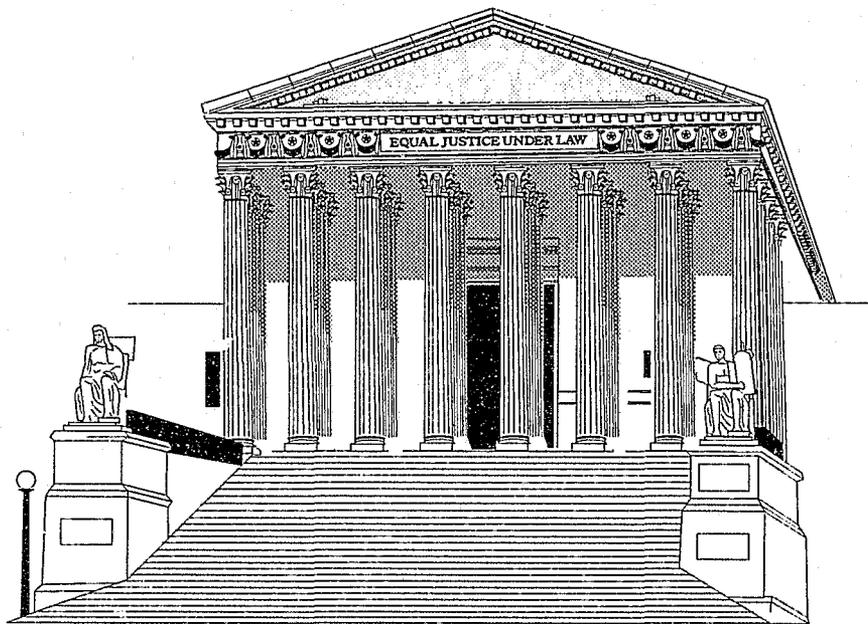
Unit: Kyle (WCC)
Address: P.O. Box 1300, Kyle, TX 78640
Telephone: (512) 268-0264
Location: On the I-35 E. Feeder Road within the Kyle city limits in Hays County.
Inmate Population: (8-31-93) 496
Unit Capacity: 520
Number of Employees: 87
Special Operations: In-Prison Therapeutic Community Facility for males.

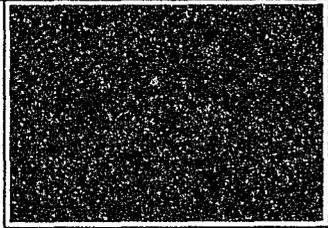
Warden:
Jackie Noles

Institutional Division

UNITS OF THE INSTITUTIONAL DIVISION



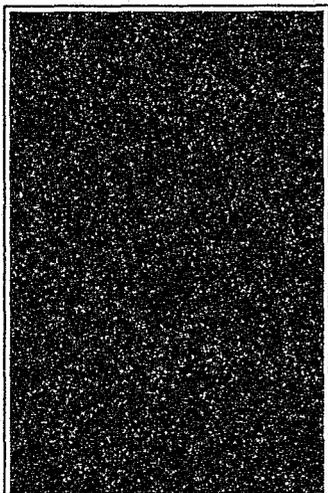




Chapter 6

STATE JAIL DIVISION

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State Jail Division



The State Jail Division of the Texas Department of Criminal Justice was created by the State Legislature in 1993 under Senate Bill 532. The bill authorizes a network of 22,000 state jail beds for the incarceration

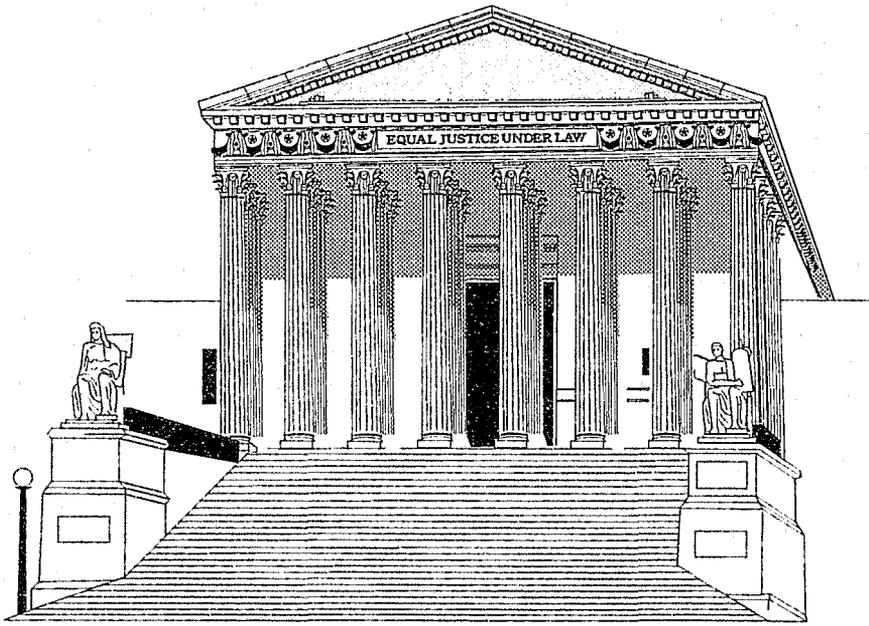
of fourth-degree felons, a new category of offender, for a period of two months to two years.

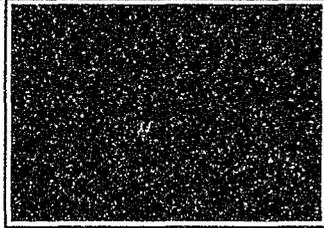
Placed within designated regions of the state, the jail beds are to be constructed and operated in two modes. "Mode One" beds are to number 16,000 and will be constructed, operated and managed by the Institutional Division through a contract with the State Jail Division. The remaining 6,000 "Mode Two" beds will be community-based and may be operated through contracts or grant awards from the Community Justice Assistance Division to community supervision and corrections departments throughout the state. The State Jail Division is also authorized to contract with private vendors or county commissioners courts for the construction,

operation and management of the community-based beds.

New sentencing laws taking effect September 1, 1994 under Senate Bill 1067 allow criminal court judges to sentence non-violent lesser offenders to state jail facilities and thereby reserve the limited number of Institutional Division beds for more serious felons. Fourth-degree felony offenses include forgery, unauthorized use of a motor vehicle, drug delivery and possession of under one gram, burglary of a building, and theft when the value is at least \$1,500 but less than \$20,000.

Staffed by a director and administrative personnel only, the primary responsibilities of the State Jail Division will include the establishment of standards, the coordination of activities which require interface with other state agencies, contracting for the provision of services, and performing monitoring functions.





Chapter 7

PARDONS AND PAROLES DIVISION

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Pardons and Paroles Division



The parole system in Texas completed its second fiscal year under the reorganized administrative structure mandated in HB 2335. In FY 1993, parole functions continued to be carried out by two distinct entities:

The Board of Pardons and Paroles (The Board) and the Pardons and Paroles Division (The Division) of the Texas Department of Criminal Justice.

The Board of Pardons and Paroles is a semi-autonomous panel whose 18 members are appointed by the Governor and confirmed by the Texas Senate for six-year staggered terms. Members are located near the various prison units throughout the state. The Board acts as a purely decision-making body.

The Pardons and Paroles Division, headquartered at a central office in Austin, carries out duties in a wide range of areas. Division staff prepare cases for Board consideration, accumulating all the necessary documentation for these important reviews. Through its district offices around the state, field officers directly supervise the thousands of releases from prison.

Other functions include the administrative handling of violations, executive clemency, legal matters, and community services.

HISTORY AND LEGAL BASIS

Created in 1936 by constitutional amendment, the state parole entity is statutorily responsible for administering the state parole and mandatory supervision system and constitutionally responsible for investigating and recommending acts of executive clemency by the Governor.

Throughout FY 1993, PPD and the parole board determined which prisoners should be conditionally released from the Institutional Division and other penal institutions, established parole conditions, and investigated and supervised parolees. PPD and the parole board also conducted parole and mandatory supervision revocation hearings and revoked releases as required, established parole and mandatory supervision policies within

statutory limits, and carried out the Interstate Parole and Probation Compact affecting parolees.

DIVISION STAFF

Director

The Director is responsible for the general operation and administration of the various functions of the Division, and for direct management of Parole Supervision, Parole Selection, Community Services (halfway houses), Hearing Section, and Information Services.

General Counsel

The General Counsel and one staff attorney handle parole-related legal affairs. The General Counsel's Office is responsible for keeping PPD apprised of the legal implications and changes in the laws or their applications. Staff renders opinions interpreting the regulatory responsibilities of the Division; reviews drafts of laws, rules, and regulations affecting Division operations and administration; prepares proposed amendments for agency rules and; maintains liaison with the Attorney General in civil actions brought by or against PPD; and assists the AG in preparing and presenting these cases in court. The office also conducts hearings, administrative appeals, and appellate practice. It drafts legal pleadings, briefs, reviews and approves decisions of Division staff; and prepares opinions.

Liaison to the Board of Pardons and Paroles

The Division Liaison to the Board is the primary contact person to the families of inmates and the general public. Persons who wish to make personal appeals to the parole board meet with the Division Liaison, who notes their concerns in the files of the inmates in question so the decision-makers have access to the information when considering the individuals for parole.

The Division Liaison is also available (by telephone and by correspondence) to inmates, their

Pardons and Paroles Division

families, and the general public to answer their questions about inmates' parole status. The Division Liaison also reviews requests for special reviews, and performs administrative duties as necessary.

Parole Supervision

Parole Supervision monitors the activities of the releasee with regards to compliance with the conditions of release and the laws of society and assists released felons in a constructive program of rehabilitation and reintegration into society. Parole officers are trained to monitor releasees and provide support and referral services.

Parole Selection

Parole Selection provides administrative services for case processing prior to parole or mandatory release of prisoners. This includes case file assembly and tracking, coordination with prison personnel, the parole board, and local authorities, statutory compliance such as time credit, notification, conditions of release, case assignment to supervision offices, release plan verification, and issuance of certificates of release.

Hearing Section

The Hearing Section handles all cases in which pre-revocation warrants or summons have been issued. Hearings officers conducted hearings to investigate charges that releasees had violated release rules. The subsequent summary reports are reviewed by staff and presented to the parole panel for final disposition.

The section also processes revocations and withdrawals of warrants, and (to ensure proper handling of the revocation process) monitors releasees returned to prison as violators.

To facilitate communication with other corrections and law enforcement agencies, the section operates a year-round, 24-hour teletype unit. In contact with the teletype unit, law enforcement

authorities can confirm the existence of a "blue warrant" on an expedited basis.

Community Services

The Community Services Section administers a range of programs of residential placement. The different programs are targeted for offenders at various points in the criminal justice process, or those with special needs.

Information Services

Information Services responds to information requests from the media, legislators, and the general public concerning the Division and its activities; the parole and mandatory supervision systems, and records of individual inmates and releases.

Information Services also produces a variety of printed informational materials, including brochures, reports, and studies.

The Safety and Health Officer administers and manages the Safety and Health Program as well as the Risk Management Program for all Austin-based TDCJ locations and PPD locations statewide. The program mission is to provide a safe and healthy environment for employees; collect and report accident statistics; provide training and information; identify risks inherent to program locations, and develop solutions to manage the risk.

THE BOARD OF PARDONS & PAROLES

Throughout FY 1993, the Board of Pardons and Paroles was composed of 18 full-time, salaried members appointed by the Governor to overlapping six-year terms of office. All appointments required the concurrence of two-thirds of the Senate. A chair is appointed by the Governor.

The Board is in session Monday through Friday of each week, operating in three-member panels at five locations statewide. Meetings of the Board are conducted in compliance with the Open Meetings Act.

Board minutes and decisions relating to parole,

Pardons and Paroles Division

pardon, and clemency are matters of public record. Certain information concerning individuals under parole consideration or supervision, and the identity of other individuals connected with parole or clemency cases, are privileged according to law and therefore not public.

Parole Panels

In matters of parole selection, release on mandatory supervision, and revocation, the Board members act in panels of three persons. Panel composition is designated by the chairman. A majority of each panel constitute a quorum for the transaction of its business, and decisions are by majority vote. The parole panel can recommend the granting or denying of parole.

Parole Selection

During fiscal year 1993, the Parole Selection Section was responsible for processing cases before their release to parole or mandatory supervision.

Parole eligibility is based on time served on the maximum sentence imposed, and the time required depends on the date of offense. For offenses committed before September 1, 1987, calendar time and good-conduct time must equal one-third of the maximum sentence or 20 years, whichever is less. For offenses committed after September 1, 1987, the time requirement is one-fourth of the sentence or 15 years.

Requirements are different for the offenses of capital murder, aggravated kidnapping, aggravated sexual assault, aggravated robbery, and for offenses in which the court enters a finding that a deadly weapon was used. For these offenses, applicable time is credited only according to actual calendar

time served, without regard to good-conduct time earned; and these offenders must serve at least two years. These offenses are referred to as "3g" offenses, in reference to Section 3(g) of Article 42.12, which is the criminal procedure code section in which they are specified. Other exceptional requirements apply to these offenses.

The Parole Selection Section also processes parole releases from In-Prison Therapeutic Communities (IPTC) within the Institutional Division and processes special needs parole cases.

IPTC releases must complete a nine-month intensive drug therapy program prior to release and participate in a halfway house aftercare program subsequent to release. Special needs parole cases do not have to meet time eligibility requirements if serious physical or mental impairments would not raise a threat to public safety. A comprehensive release plan meeting all special needs must also be in place prior to release. Of the 13,778 parolees released

from the Institutional Division during FY 1993, 31 were released on special needs parole and 339 were released from IPTC facilities.

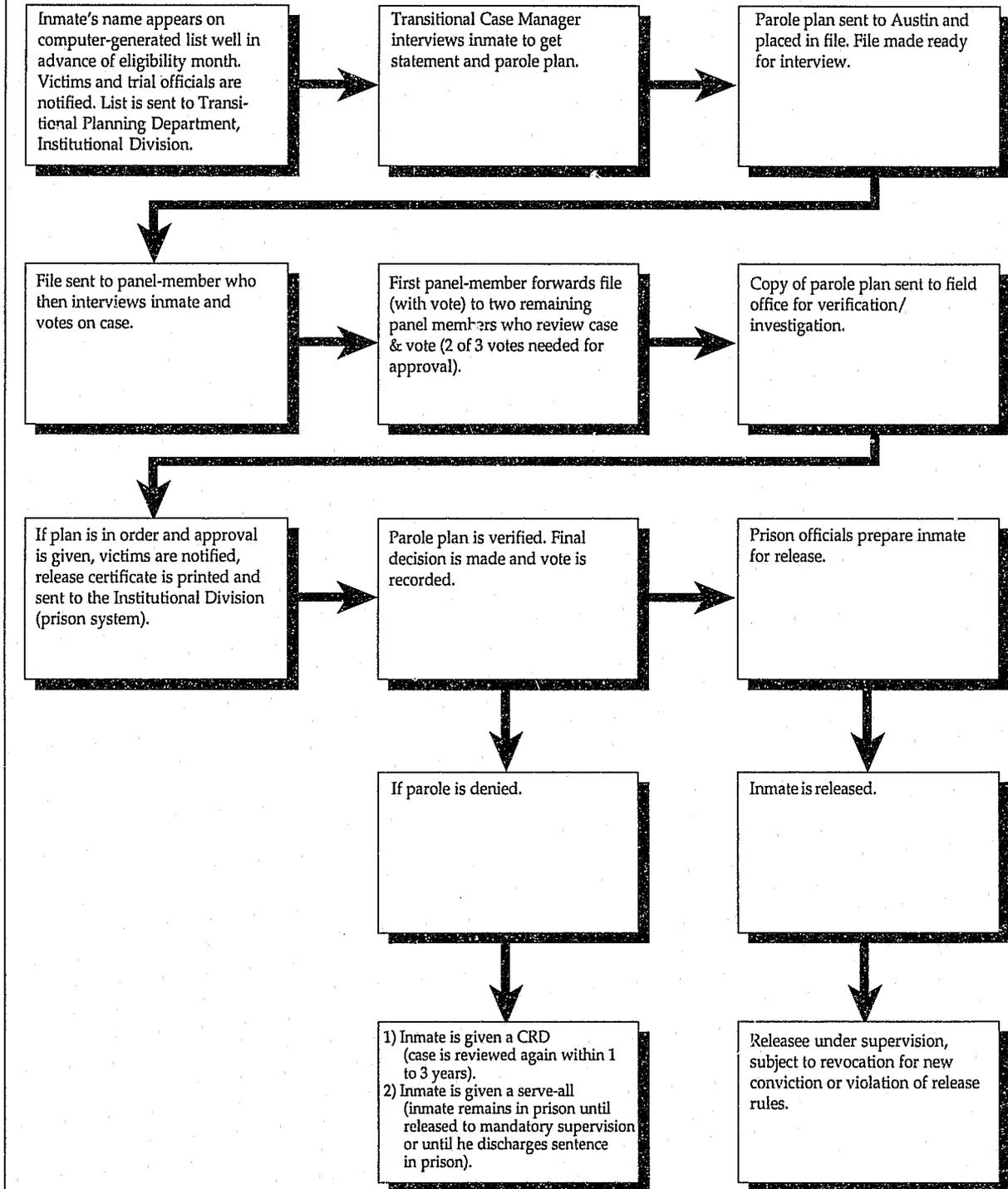
During FY 1993, the Parole Selection Section was also responsible for notifying victims and other interested parties about parole consideration or an inmate's impending release. These parties were notified if they had filed victim impact statements or had otherwise requested notification.

Notifications are mailed at four points in the process: once shortly after victims or interested parties request to be notified; again when the inmate's case is placed in the review process; again when the inmate receives one favorable vote for release to

*IPTC releases must complete
a nine-month intensive drug
therapy program prior to
release and a halfway house
aftercare program.*

Pardons and Paroles Division

PAROLE PROCEDURES • FY 1993



Pardons and Paroles Division

parole, and a final time if a release certificate is printed.

During the fiscal year, PPD received 2156 new victim impact statements and sent 7,326 notifications to victims who had previously requested notification.

Parole Actions

In matters of parole selection, release to mandatory supervision, and revocation, the parole board members act in panels of three persons as provided in Art. 42.18, CCP. Panel composition is designated by the chairman.

A majority of each panel constitutes a quorum for the transaction of its business, and its decisions are by majority vote.

A Board member normally conducts a face-to-face-interview with a prisoner eligible for parole and votes to grant or deny the parole. The other two members of the parole panel then cast their votes to grant or deny parole.

In matters of parole consideration, the range of options available to decision-makers includes:

- (1) approve inmates' release to parole,
- (2) "Continued Review Date" deny parole and consider the case again within one to three years, or
- (3) have inmates serve in prison the portions of their sentences remaining before their legally mandated releases to supervision.

Pre-Parole Transfer

During FY 1993, the Board transferred certain inmates to specialized facilities known as Pre-Parole Transfer (PPT) centers for periods of up to 180 days before the inmates' presumed parole eligibility dates. Inmates were not eligible for PPT if their convictions were for aggravated offenses or if the courts of conviction found that deadly weapons were involved in the offense.

During their stays at PPT facilities, pre-parolees were considered inmates and could be returned to

prison if they failed to abide by the rules of release. When they reach their parole eligibility dates, these inmates can be transferred to regular parole caseloads.

Pre-Parole Transfer

Recommended to ID	2,033
Approved by ID	1,606
Pre-Parole Transfers	4,351

* Includes Parole-in-Absentia Pre-Parole Transfers

Parole in Absentia

According to law, the parole board released eligible inmates who were serving Texas sentences while held in facilities outside Texas prison system jurisdiction (e.g. prisons in other states, federal facilities, or local jails). A specific element in the law allows the Board to release offenders who are time eligible for parole directly from custody in county jails or other jurisdictions. Cases that become eligible while in custody are prepared for Board consideration in a manner similar to that used for Institutional Division inmates.

Release to Mandatory Supervision

Prisoners who have not been paroled are released to mandatory supervision (MS) when their calendar time served, plus any accrued good conduct time, equal the maximum terms to which they were sentenced. Although PPD supervised MS releasees as if they were parolees, the Board generally had no discretion in these releases.

The one exception is that the law allowed the Board to release at its discretion those inmates who were within six months of mandatory release date. Mandatory releasees, like parolees, remain under supervision for the time remaining on their sentences at the time of release.

Not eligible for MS release are "3g" offenders who committed their offenses on or after September 1, 1987; and offenders who on or after that date committed certain other assaultive offenses (e.g.

Pardons and Paroles Division

murder, sexual assault, aggravated assault, deadly assault on a police officer or corrections officer, injury to a child or to an elderly person, or first-degree felony arson, robbery, or burglary). These ineligible individuals, if not granted parole, must serve their full calendar sentences without regard to good conduct time credit. The number of inmates released to mandatory supervision in FY 1993 was 3,358; 14 released to early mandatory supervision.

EXECUTIVE CLEMENCY

Members of the Board also reviewed and recommended to the Governor cases involving full pardons, commutations of sentence (in felony and misdemeanor convictions), reprieves of execution, medical reprieves, to attend civil court proceedings, and reprieves of sentences. Although the Governor made the final decisions in these cases, state law required a preliminary recommendation from the majority of the Board.

The Executive Clemency staff investigates, process and coordinates such cases with the Governor's Office until final disposition and provides appropriate notification to all concerned parties.

Executive Clemency

Cases Considered	914
Recommended to Governor	98
Granted by Governor	17

PAROLE SUPERVISION

In fiscal year 1993, inmates released from prison were under the supervision of parole officers assigned to the Pardons and Paroles Division. Before release, officers conducted pre-parole investigations of the inmates' plans for residence and employment.

The state is divided into eight geographical regions for the provision of supervision and parole services. The regional offices are located in Dallas, Houston, San Antonio, Ft. Worth, Angleton, Tyler, Waco, and Midland. In addition, there were 67

district offices located throughout the state to which parole and mandatory releasees reported upon release and thereafter as directed by their parole officers. Some 952 parole officers and caseworkers supervised 74,485 parolees and mandatory releasees in FY 1993. Each officer supervised an average of 73.4 releasees (not including officers in the Intensive Supervision Program).

The objectives of parole supervision include monitoring the activities of releasees with regard to compliance with the conditions of release and the laws of society, and assisting released felons in a constructive program of rehabilitation and reintegration into society. Those who cannot adhere to the conditions of release were subject to having their releases revoked and being returned to prison for new convictions or for failing to abide by the rules of release.

Officers were trained to counsel the individuals under supervision and refer them to available services in the community. Releasees were placed on one of several levels of supervision depending on which level the officer deemed appropriate. The level of supervision dictated the required number of contacts at the parole office and at the releasee's home and job.

As a member of the Interstate Probation and Parole Compact, Texas supervised 781 releasees from other states in fiscal year 1993, and sent approximately 3,746 Texas releasees to other states for supervision under the terms of the Compact.

HEARING SECTION

Persons released from prison to parole or mandatory supervision are subject to having their releases revoked and being sent back to prison if they commit new offenses or violate the terms of their release. The PPD maintains a Hearing Section to administer the processes associated with such violations and revocations.

In FY 1993, the PPD's Hearing Section issued warrants for the arrest of individuals who violated

Pardons and Paroles Division

the law or the conditions of release. Violators were not eligible for release on bail.

Preliminary hearings were scheduled within 15 days and final hearings within 120 days of the person's arrest. At hearings, trained hearing officers heard testimony regarding the violation, and made recommendations regarding whether the person should be returned to prison. The parole panel made its final decision within an additional 30 days.

Those who received new convictions were revoked automatically by virtue of the new offense. Those who violated the terms of release were subject to being returned to prison or reinstated with other punitive measures to ensure future compliance.

Releasees Revoked During FY 1993

Release Type	Supervision	Revoked
Parole	69,595	*1,775 (2.55%)
Mandatory Supervision	3,301	130 (3.94%)

*Only cases under active supervision

SPECIAL PROGRAMS

PPD Special Programs focuses on administrative controls emphasizing closer supervision of releasees. Included in this area are electronic monitoring and intensive supervision programs.

Electronic Monitoring

Electronic monitoring (EM) relies on an electronic device placed on the releasee to monitor the releasee's location in the absence of the parole officer. This technology enhances traditional approaches to supervision by assuring the releasee is at home during high crime nighttime hours, by improving releasee family ties, and by discouraging negative associations.

Two types of monitoring equipment are currently being used by PPD:

- (1) Continuous Monitoring - A continuous radio frequency which sends a message sig-

nal, via telephone line, to a central host computer.

- (2) Random Monitoring ("Mobile Drive-Bi") portable monitoring unit that picks up a signal from a transmitter worn by an offender up to a range of approximately 150 feet.

PPD has administrative releases participating in electronic monitoring in 19 metropolitan areas: Dallas, Houston, San Antonio, Lubbock, Amarillo, Abilene, Fort Worth, Denton, Conroe, Angleton, Texarkana, Tyler, Beaumont, Waco, Austin, Temple, El Paso, Odessa, and Corpus Christi.

A statewide monthly quota of 1,539 clients has been established for EM supervision. In FY 1993, 754 releasees completed the program successfully.

Intensive Supervision Program

The Intensive Supervision Program (ISP) is intended to promote public safety by closely monitoring high risk offenders.

It provides additional supervision for those having difficulty adjusting to regular supervision, especially newly-released offenders whose assessment scores indicate additional supervision is needed for the successful reintegration into society.

Releasee to officer ratios for ISP are reduced to 25:1. Contact requirements are a minimum of four face-to-face contacts per month. Transfer from the program, after successful compliance with all program requirements for 60 days, is possible.

ISP programs are located in all parole regions, with 121 specialized officers supervising ISP caseloads. In FY 1993, 3,105 releasees were supervised under the program.

JURISDICTION

In addition to releasees under active PPD supervision, several other groups of released felons fell under PPD's jurisdiction in FY 1993.

These included Texas felons supervised in other states, those released to detainer, those who had

Pardons and Paroles Division

successfully completed enough time to be placed on an annual reporting status, those who had been released from reporting, absconders from supervision, and persons released to parole in absentia.

Although PPD did not actively supervise these groups (with the exception of PIA releasees), they remained under PPD's jurisdiction for purposes of revocation, accountability, tracking, and discharging. Their numbers totaled 116,021 in FY 1993.

INTERSTATE PROBATION & PAROLE COMPACT

The Interstate Probation & Parole Compact is an agreement among 50 states, the District of Columbia, the Virgin Islands, and Puerto Rico to accept probationers and parolees under supervision.

Throughout FY 1993, the Texas Interstate Compact permitted releasees to live outside Texas if out-of-state residence would enhance their employment, unite them with family, or present optimal conditions for rehabilitation and reintegration into society.

During FY 1993, PPD staff administered the Compact, which allows for the legal retaking of released felons across state jurisdictions. As a member of the Interstate Probation and Parole Compact, Texas received 2,268 releasees from other states in fiscal year 1993, and sent approximately 3,481 Texas releasees to other states for supervision under the terms of the Compact.

COMMUNITY SERVICES

The Community Services Section administers a range of programs of residential placement. The different programs are targeted for offenders at various points in the criminal justice process, or those with special needs.

Facilities are operated on a contract basis with private sector vendors. Contracted facilities are located through the state and administered by PPD staff at a series of Community Services satellite offices.

At the close of FY 1993, PPD had a total of 3,069 beds under contract. Vendors are paid per diem rates that range from \$10 to \$35.46.

Below are brief descriptions of the kinds of placements made available by PPD Community Services.

Regular Halfway House Placement

The TDCJ Pardons and Paroles Division has 11 regular halfway house facilities currently under contract. The beds are designated for placement of parole and mandatory supervision cases either immediately upon release or upon referral from the field under specific circumstances. These facilities provide the following services to releasees housed in the facility: employment counseling and placement assistance; job search workshop program; substance abuse counseling; adult education/living skills; family and/or support network; special needs assessment; laundry service and food service.

Halfway House Placements

Parolees Placed	2,226
Parole-in-Absentia Cases Placed	791
Mandatory Releasees Placed	1,051
Pre-Parolees Placed	1,792
Placed From County Jails (PIA-PPT)	2,873
Transfers	2,191
Total Placements	10,924

Halfway houses provide an invaluable resource in the supervision of cases with temporary or transitional housing needs.

Pre-Parole Transfer Placement

The Pardons and Paroles Division has a total of 1,609 beds designated for Pre-Parole Transfer cases. There are six facilities now under contract for strictly PPT cases. These facilities are required by contractual agreement to provide PPT cases with the same services previously outlined in the regular halfway house requirements. In addition, pre-parole trans-

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fer facilities are required by contractual agreement to provide medical services, transportation, clothing, and/or employment vocational training and a community service work component.

PPT centers must be "secure" facilities. The property on which the facility is located should have perimeter lighting, fencing, and controlled entry and egress. The facility should also have the capability of segregating not less than two percent of the facility population as needed when disciplinary problems occur.

Special Needs Case Placement

The Community Services Section contracts for halfway house beds available for special needs cases. Of 11 halfway houses on contract, seven facilities will accept special needs releasees.

Cases are considered "special needs" when the offender is physically handicapped or mentally disabled, with offenses or behaviors that preclude placement in regular halfway houses. These cases require constant care in a controlled environment.

In FY 1993, approximately 45 cases a month classified as special needs cases were referred to the Community Services Section. The special needs population is quite large, and considerable difficulty is often involved in finding placements for them. Upon release to a contract facility, the Community Services Section is responsible for accompanying the Institutional Division officials in transporting the releasee to the facility.

Intermediate Sanction Facility

PPD had 835 Intermediate Sanction Facility (ISF) beds available for parole violators in San Antonio,

Ft. Worth, and Brownfield. An additional 420-bed ISF is scheduled to open in Houston in November 1993 and in Pampa during the summer of 1994.

ISFs serve as an alternative to the return of violators to the Institutional Division. The facilities provide a highly effective addition to the range of sanctions available to supervision.

At the end of FY 1993, intermediate sanction facilities housed 5,318 parole violators from 181 counties.

*At the end of FY 1993,
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Work Program Facility

With the passage of H.B. 2335, the Pardons and Paroles Division was authorized to enter into a contractual agreement with a county or city for a 500-bed work program facility. The city of Lockhart contracted with a private vendor for the operation of a facility opened there on February 1, 1993. On-site rehabilitative programs and employment for the facility residents are offered.

PPD is authorized to transfer to a work program facility eligible inmates from the Institutional Division or inmates from county jails, if those inmates are more than one year but less than two years from their parole eligibility date.

Residents who agree to participate in the program, pay a percentage of their earned income for room and board, cost of supervision, restitution, savings, and dependent care.

In FY 1993, 586 clients had been placed at the facility and two industrial providers had contracted for the employment of 410 residents.

PROGRAM SERVICES

In FY 1993, Program Services continued to develop and implement a broad range of programs to

Pardons and Paroles Division

deal with public concerns and the special needs of released offenders. The previously introduced case management continuum of care model and special review programs, are utilized along with other supervisory programs.

Substance Abuse Program

The Division relies on the three interrelated plans of the Therapeutic Community Program, the Field Referral Program, and the Drug Testing Program for substance abuse treatment of releasees.

Therapeutic Community Program

A continuum of care is offered to releasees who have participated in the In-Prison Therapeutic Community Treatment (IPTC) or Substance Abuse Felony Punishment Facility (SAFPF). Case managers are actively involved in the treatment during the releasee's transition from incarceration to society, until completion of the program.

The case managers facilitate access to treatment and a variety of support services. They are specially trained to work with program participants in a three-phase treatment plan which begins upon release from the IPTC or SAFPF programs. The first group was released in February 1993. In FY 1993, 476 therapeutic community clients participated in the aftercare program.

Field Referral Program

For releasees who have not been in the IPTC and SAFPF programs, but have substance abuse problems, referral to a case manager is made by a parole officer. Using a case management system for substance abuse treatment, the manager screens, and assesses, for treatment and makes referrals. In FY 1993, 4,657 parolees participated in the field referral program, 1,126 were inpatient and 3,531 were in outpatient treatment.

Drug Testing Program

Parole officers use this program as a tool to iden-

tify substance abusers and refer them for treatment and monitoring. Drug testing is conducted by PPD staff in all 67 district parole offices. In FY 1993, 171,854 were tested for drugs and 415,117 drug tests were administered.

Sex Offender Program

Designed to enhance public safety through early detection, observation for relapse, strong sanctioning policies, and an emphasis on participation in therapeutic intervention, specially trained parole officers develop therapeutic resources for referral to registered sex offender therapists. A subsidized treatment program is available to indigent offenders, which pays treatment providers up to \$10 for weekly group counseling of an offender.

During the fiscal year, 1,421 offenders received subsidized counseling by the Division. At the end of FY 1993, about 2,850 sex offenders had been supervised on specialized caseloads.

Mentally Retarded Offender Program (MROP)

Developed in 1984 to maximize the supervision potential of mentally retarded offenders released to parole supervision (by using and coordinating existing resources), the program strives to identify, coordinate, and develop support systems in education, vocational, or job readiness programs to reduce recidivism through implementation of intensive case management services. Eligibility is based on the identification of the releasee (by the Texas Council on Offenders with Mental Impairments), as a special needs offender, participating in a Mental Health Mental Retardation (MHMR) program.

Five MROP caseloads exist statewide, while 225 mentally retarded offenders were supervised in FY 1993 at a maximum caseload ratio of 45:1.

The provision of intensive case management services to a maximum of 30 mentally retarded offenders was achieved through an Interlocal Cooperation Contract with MHMR, resulting in treatment for 48 mentally retarded offenders during FY 1993.

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Mentally Impaired Offender Caseload

In an attempt to divert mentally impaired releasees to community-based alternatives instead of incarceration (and to reduce recidivism), an intensive case management services program was implemented. A documented history of hospitalization or medication for schizophrenia, psychosis, manic depression, major depression or acute organic disorder is required for eligibility. Five caseloads operated statewide in FY 1993, with 315 mentally impaired offenders supervised at a maximum caseload ratio of 45:1. An Interlocal Cooperation Contract with MHMR for intensive case management services to a maximum of 40, resulted in 49 mentally impaired offenders in the program at the end of FY1993.

Project RIO (Re-Integration of Offenders)

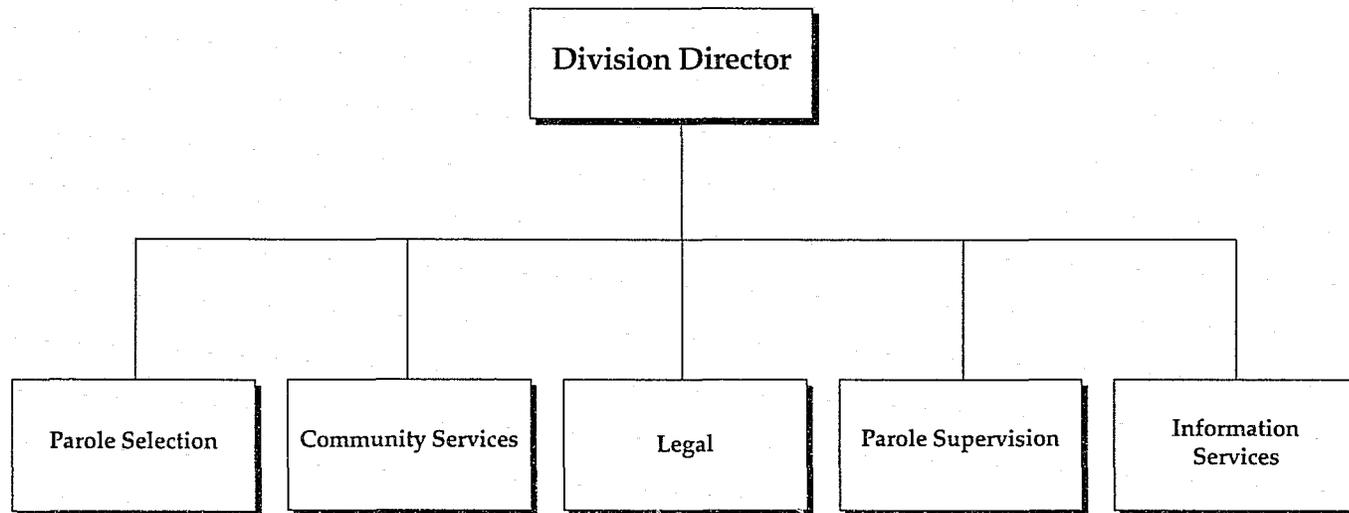
Using an employment resource intervention pro-

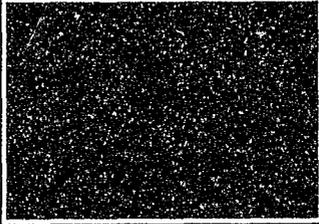
gram, the Institutional Division, the Texas Employment Commission (TEC) and PPD, have joined together to help secure employment for releasees to reduce recidivism.

Parole officers counsel and refer Institution Division ProjectRIO participants and unemployed, part-time employed, or under-employed releasees to TEC-RIO staff for a wide range of employment assistance services in over 80 offices statewide. Immediate referrals are made by a parole officer for as many times as necessary.

At the end of FY 1993, TEC-RIO had served 15,320 releasees, of which approximately 11,963 found employment. The program has been lauded as exemplary by the United States Department of Labor, the National Governors' Association, and the John F. Kennedy School of Government at Harvard University.

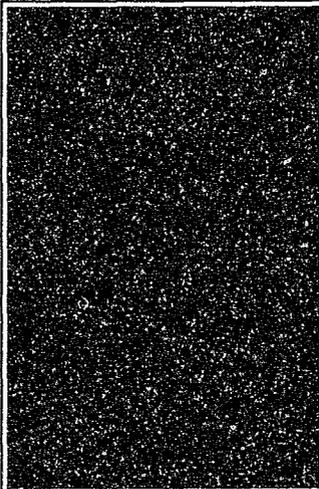
PARDONS AND PAROLES DIVISION





Chapter 8

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Department Information

Texas Department of Criminal Justice

1993 Expenditures & Encumbrances: \$1,801,558,324

INSTITUTIONAL DIVISION	\$1,313,191,486	100%
Construction	503,933,281	38.37%
Security	338,148,821	25.75%
Support	132,611,091	10.10%
Health	128,274,130	9.77%
Additional Capacity	111,955,312	8.53%
Industry	48,034,472	3.66%
Contracted Capacity	32,043,191	2.44%
Central Administration	15,286,772	1.16%
Project RIO	1,736,872	.13%
Other	1,167,544	.09%
COMMUNITY JUSTICE ASSISTANCE DIVISION	153,966,889	100%
State Aid	105,770,646	68.70%
Community Corrections	44,856,914	29.13%
Probation Services	2,693,344	1.75%
Division Administration	645,985	.42%
PARDONS & PAROLES DIVISION	111,733,764	100%
Parole Supervision	49,775,771	44.55%
Pre-Parole Transfer	22,230,031	19.90%
Intermediate Sanction Facility	14,015,673	12.54%
Project RIO	4,540,785	4.06%
Intensive Supervision	4,462,459	3.99%
Work Facilities Program	4,416,152	3.95%
Support	3,697,525	3.31%
Special Needs	3,436,650	3.08%
Administration	2,741,809	2.45%
Parole Selection	2,263,792	2.03%
Executive Clemency	153,117	.14%
Senate Bill 171	125,736,384	6.98%
House Bill 93	92,786,505	5.15%
Agency Administration	2,347,716	.13%
Projects for Impaired Offenders	1,795,580	.10%

Source: 1993 Binding Encumbrance Report working papers

Department Information

Inmate Populations Fiscal Year 1988-93

PRISON POPULATION (Aug. 31)	FY 1988	FY 1989	FY 1990	FY 1991	FY 1992	FY 1993
Total	39,664	41,626	49,157	50,720	55,234	69,054
TDCJ-ID Prisons	38,952	39,588	46,324	47,613	49,594	62,317
Private Prisons	0	1,494	1,996	1,995	1,998	1,996
Subtotal On-Hand	38,952	41,082	48,320	49,608	51,592	64,313
* Pre-Parole Facilities	712	544	837	1,112	895	1,320
* Detention Centers	0	0	0	0	2,747	3,421

JAIL POPULATION (Sept. 1)	FY 1988	FY 1989	FY 1990	FY 1991	FY 1992	FY 1993
* Jail Backlog	7,686	11,559	6,439	8,265	17,286	24,320

ADMISSIONS TO PRISON	FY 1988	FY 1989	FY 1990	FY 1991	FY 1992	FY 1993
Total	33,816	33,303	46,290	39,646	35,720	33,044
New Receives	21,218	19,924	28,648	23,517	19,896	17,120
Parole Violators	7,705	9,633	14,086	13,667	13,867	14,104
Mandatory Supervision Violators	3,998	3,066	2,623	1,712	1,325	1,140
* Shock Probation Violators	895	680	933	750	632	680

RELEASES FROM PRISON	FY 1988	FY 1989	FY 1990	FY 1991	FY 1992	FY 1993
Total	33,428	30,903	38,041	37,735	29,860	18,887
Discharge Releases	146	125	120	190	196	310
Parole Releases	24,654	24,673	33,181	33,633	26,365	14,250
Mandatory Supervision Releases	7,631	5,429	3,856	2,213	2,178	3,354
Shock Probation Releases	997	676	884	1,699	1,121	973

RELEASES FROM JAIL	FY 1988	FY 1989	FY 1990	FY 1991	FY 1992	FY 1993
* Parole in Absentia (PIA)	982	5,144	10,682	8,163	10,281	11,317

* The report includes no demographics on populations marked by asterisk.

Department Information

*Demographic Percentage Highlights of Inmates On-Hand, Received, and Released During Fiscal Year 1993**

	TOTAL ON-HAND	ADMISSIONS				RELEASES			
		NEW RECEIVES	PAROLE VIOLATORS	M.S. VIOLATORS	TOTAL*	PAROLE	M.S.	SHOCK PROB	TOTAL*
Total	64,313	17,120	14,104	1,140	32,364	14,250	3,354	973	18,577
Male	95%	93%	94%	99%	94%	92%	95%	94%	92%
Female	5%	7%	6%	1%	6%	8%	5%	6%	8%
Black	47%	42%	51%	39%	46%	48%	37%	39%	45%
White	28%	29%	26%	39%	28%	27%	36%	30%	29%
Hispanic	24%	29%	22%	22%	26%	25%	26%	31%	25%
Houston MSA	23%	23%	22%	21%	23%	26%	27%	8%	25%
Dallas MSA	21%	20%	16%	16%	18%	18%	13%	32%	18%
Fort Worth MSA	7%	7%	6%	7%	7%	7%	6%	2%	7%
San Antonio MSA	7%	7%	6%	5%	7%	7%	4%	19%	7%
Austin MSA	5%	5%	4%	3%	4%	4%	4%	5%	4%
Average Age (Years)	32.8	29.2	32.2	34.6	30.7	31.9	33.7	22.2	31.7
Violent Offense	47%	30%	15%	51%	24%	18%	34%	14%	21%
Property Offense	28%	32%	47%	24%	38%	44%	33%	52%	43%
Drug Offense	18%	29%	22%	6%	26%	32%	15%	27%	29%
Aggravated Offender	30%	15%	4%	27%	11%	8%	16%	1%	9%
Average IQ Score	92	91	94	93	92	91	91	96	92
Average EA Score	7.0	6.8	6.6	6.9	6.7	6.8	6.9	7.3	6.8
Average School Grade	9.8	9.9	9.9	9.9	9.9	9.9	9.9	10.1	9.9
Prior Texas Prison	55%	23%	26%	29%	25%	52%	38%	1%	47%
Prior Probation	70%	70%	37%	43%	55%	80%	77%	69%	79%
Trusty Class	81%	90%	96%	96%	93%	98%	96%	96%	97%
Admin. Segregation	6%	1%	1%	3%	1%	1%	3%	0%	2%
Close Custody	6%	4%	1%	2%	3%	0%	2%	0%	1%
Medium Custody	5%	4%	2%	1%	3%	2%	9%	1%	3%
Minimum Custody	73%	77%	40%	44%	59%	90%	71%	25%	83%
Sentence 1-5 Years	9%	31%	26%	32%	29%	25%	59%	17%	30%
Sentence 6-10 Years	22%	41%	41%	41%	41%	37%	22%	80%	37%
Sentence 11-15 Years	13%	11%	15%	14%	13%	15%	7%	0%	13%
Sentence Other	55%	17%	17%	13%	17%	23%	11%	3%	20%
Average Sentence (Years)	24.1	11.7	11.4	9.3	11.5	12.4	7.4	8.6	11.3
Average Served (Years)	N/A	N/A	N/A	N/A	N/A	2.3	3.3	0.5	2.4
Percent of Sentence	N/A	N/A	N/A	N/A	N/A	19%	45%	6%	21%

* These totals exclude demographics on shock probation violator admissions and discharge releases.

Department Information

Average Years Served on Select Sentences by Inmates Released During Fiscal Year 1993 *

SENTENCE IN YEARS	PAROLE		MANDATORY SUPERVISION		SHOCK PROBATION		TOTAL* RELEASES	
	YRS. SERVED	% OF SENT.	YRS. SERVED	% OF SENT.	YRS. SERVED	% OF SENT.	YRS. SERVED	% OF SENT.
2	0.8	40%	1.0	50%	0.4	20%	0.9	45%
3	1.0	33%	1.4	47%	0.6	20%	1.2	40%
4	1.2	30%	1.9	48%	0.6	15%	1.4	35%
5	1.3	26%	2.4	48%	0.5	10%	1.6	32%
6	1.4	23%	2.9	48%	0.6	10%	1.6	27%
7	1.6	23%	3.5	50%	0.5	7%	1.8	26%
8	1.7	21%	4.0	50%	0.6	8%	1.9	24%
9	1.9	21%	4.2	47%	0.6	7%	2.2	24%
10	1.9	19%	4.8	48%	0.5	5%	1.9	19%
11-15	2.4	17%	6.1	43%	0.5	4%	2.8	20%
16-20	3.2	17%	7.5	39%	0.0	0%	3.8	20%
21-25	3.5	14%	9.6	39%	0.0	0%	3.9	16%
26-30	5.0	17%	11.2	38%	0.0	0%	5.7	19%
31-40	6.1	17%	13.1	36%	0.0	0%	6.7	18%
41-59	8.1	16%	10.0	20%	0.0	0%	8.1	16%
60 +	9.0	15%	0.0	0%	0.0	0%	9.0	15%
Life	13.2	22%	0.0	0%	0.0	0%	13.2	22%
Average Served	2.3	19%	3.3	45%	0.5	6%	2.4	21%
Average Sentence	12.4		7.4		8.6		11.3	

Average Number of Months Served Per One Year of Sentence

	Total Average Months Served	Months Per One Year
Parole	27.6	2.2
Mandatory Supervision	39.6	5.4
Shock Probation	6.0	0.7
*Total	28.8	2.5

* Total Releases exclude releases by Discharge and by Parole in Absentia (PIA).

Department Information

TDCJ-ID Agriculture • Value of Production (\$) FY 1993

COMMODITY	DEPARTMENTAL SALES	PACKING & CANNING PLANT	OUTSIDE SALES	TOTAL (\$)	TERMINAL VALUE (\$)
■ CROPS					
Alfalfa	85,398.31	0.00	0.00	85,398.31	0.00
Broom Corn	44,381.80	0.00	0.00	44,381.80	44,381.80
Corn	1,190,722.95	0.00	0.00	1,190,722.95	0.00
Cotton '92	1,232,106.96	0.00	0.00	1,232,106.96	1,232,106.96
Cottonseed '92	211,074.50	0.00	44,287.80	255,362.30	44,287.80
Grain Sorghum	818,149.32	0.00	3,567.98	821,717.30	3,567.98
Hay	683,710.25	0.00	0.00	683,710.25	0.00
Rice	127,116.99	0.00	0.00	127,116.99	127,116.99
Pecans	3,596.87	0.00	23,182.13	26,779.00	23,182.13
Silage	183,199.45	0.00	0.00	183,199.45	0.00
Vegetables & Fruit	3,145,021.21	487,744.33	400.00	3,633,165.54	3,145,421.21
Wheat	0.00	0.00	64,637.78	64,637.78	64,637.78
Rebates/Damages	0.00	0.00	1,000.00	1,000.00	1,000.00
Crop Totals	7,724,478.61	487,744.33	137,075.69	8,349,298.63	4,685,702.65
Canning Plant	2,352,277.50	0.00	0.00	2,352,277.50	2,352,277.50
■ LIVESTOCK					
Beef Cattle	0.00	170,333.68	2,190,552.60	2,360,886.28	2,190,552.60
Dairy					
Cattle	0.00	0.00	1,569,441.91	1,569,441.91	1,569,441.91
Milk	0.00	0.00	441,477.34	441,477.34	441,477.34
Poultry					
Eggs	2,550,742.01	0.00	107,251.90	2,657,993.91	2,657,993.91
Cull Hens	0.00	0.00	7,035.00	7,035.00	7,035.00
Hogs	0.00	4,160,346.83	126,248.38	4,286,595.21	126,248.38
Horses, Security	250,106.58	0.00	41,652.63	291,759.21	291,759.21
Dogs, Security	74,208.80	0.00	3,300.00	77,508.80	77,508.80
Livestock Totals	2,875,057.39	0.00	4,486,959.76	7,362,017.15	7,362,017.15
Packing Plant	13,728,840.50	0.00	81,634.05	13,810,474.55	13,810,474.55
Feed Mill	5,173,334.00	0.00	0.00	5,173,334.00	0.00
■ MISCELLANEOUS & SERVICES TO AGENCY					
Refunds	0.00	0.00	3,368.44	3,368.44	3,368.44
Leases	0.00	0.00	6,447.01	6,447.01	6,447.01
Farm Shop (Non-Ag)	862,809.58	0.00	0.00	862,809.58	862,809.58
Pest Control	164,512.83	0.00	0.00	164,512.83	164,512.83
Miscellaneous Total	1,027,322.41	0.00	9,815.45	1,037,137.86	1,037,137.86
GRAND TOTALS	\$32,881,310.41	\$4,818,424.84	\$4,715,484.95	\$42,415,220.20	\$29,247,609.71

Terminal Value is based upon goods and services provided outside of the Agriculture Division to the Agency, Food Service, Industry and outside sales.

Department Information

Windham School System • School Year 1992-93

WINDHAM SCHOOL SYSTEM PARTICIPATION FOR 1992-93

Basic Academic Training	34,477
Vocational Training	13,905
Special Education for the Handicapped	3,097
English as a Second Language	1,978
Chapter 1 (Remedial Program)	922
Pre-Release/CHANGES	9,796

WINDHAM SCHOOL SYSTEM CERTIFICATES AND DIPLOMAS FOR 1992-93

GED Certificates	4,067
Windham Vocational Certificates	9,594

CONTINUING EDUCATION PARTICIPATION FOR 1992-93

Junior College Academic	8,209
Senior College Academic	1,236
Graduate College	134
Junior College Vocational Credit	3,298
Junior College Vocational Noncredit	386
Apprenticeship Registration	923
Texas A&M University Extension Program	254
Project RIO Employability Development Plans	11,823

CONTINUING EDUCATION DEGREES AND CERTIFICATES FOR 1992-93

Associate Degrees	232
Baccalaureate Degrees	44
Master's Degrees	6
Post-Secondary Vocational Credit Certificates	1,360
Post-Secondary Vocational Noncredit Certificates	342
Journeyman Certificates	89
Texas A&M Extension Certificates	243

Institutional Division • Industrial Operations FY 1993

PRODUCT CATEGORIES	LOCATION & NUMBER OF PLANTS	INMATES EMPLOYED	PRODUCTS AND SERVICES PROVIDED	MAJOR CUSTOMERS	SALES
Automotive Repairs & Products	Beto II • Darrington • Ellis I 3 Plants Total	399	Complete school bus renovation (mechanical, electrical, interiors, body), manufacture of dumptruck bodies, retreading of truck and grader tires.	Tx. Highway Dept. School Districts	\$4,126,421.56
Textile and Leather Products	Eastham • Ellis I • Ellis II Gatesville • Hilltop • Huntsville Wynne • Jester • Hughes Clements • Hightower McConnell • Robertson 13 Plants Total	2,366	Work boots, safety boots, work shoes, orthopedic shoes, saddles, harnesses. Cotton textiles, socks, clothing, flags, variety of textile products, draperies, stage curtains and mattresses.	Institutional Div. Dept. of Mental Health & Mental Retardation School Districts, Counties	\$20,479,293.03
Metal & Wood Products	Coffield • Ellis I • Pack II • Wynne Ramsey I • Daniel • Lewis Michael • Boyd • Briscoe 10 Plants Total	1,954	License plates, security jail steel doors, lights and bunks, stainless steel combination sink/ commodes, furniture repair and refinish, upholstery, wood office furniture and custom furniture.	Tx. Hwy. Dept Institutional Div. Public Schools State Agencies	\$31,807,365.15
Data & Graphics	Beto I • Beto II • Coffield • Hobby Mountain View • Wynne Ferguson 8 Plants Total	1,678	Data encoding services, sorting, micro-filming. General printing, license plate validation stickers, labels, decals, wood and metal highway signs, braille textbooks, engraved plastic signs & nameplates.	Tx. Hwy. Dept. Tx. Dept. of Public Safety, Tx. Education Agency, Institutional Div., State Agencies	\$14,157,865.95
Soap & Janitorial Products	Central • Ferguson • T.L. Roach 3 Plants Total	135	Laundry detergent, bath soap, car wash, floor wax, floor stripper, dishwashing soap, general purpose cleansers, brooms, wet mops, dry mops, mop handles, floor brushes commode brushes, rotary machine brushes and brush handles.	State Agencies School Districts Counties & Cities Institutional Div.	\$4,624,548.25
Cardboard Containers Concrete/Concrete Products	Wynne • Beto I 2 Plants Total	123	File boxes, eggcrates, meatpacking containers, all sizes & styles of cardboard boxes, concrete culverts & blocks.	Institutional Div. State Agencies	\$1,362,981.02
TOTALS	39 PLANTS	6,655			\$76,558,474.96

Department Information

Pardons and Paroles • Distribution of Cases Statewide

REGION & HEADQUARTERS	OFFICERS	COUNTIES COVERED	CASES UNDER SUPERVISION	AVERAGE CASELOAD
1 Dallas	193	1	12,479	64.7
2 Houston	278	1	20,638	74.2
3 San Antonio	80	17	5,155	64.4
4 Lubbock	48	57	3,301	68.8
5 Ft. Worth	142	24	9,635	67.9
6 Angleton	65	23	4,661	71.7
7 Tyler	85	37	6,685	78.6
8 Waco	104	40	7,416	71.3
9 El Paso	41	25	2,541	62.0
10 Corpus Christi	57	29	4,090	71.8
* TOTALS	1,093	254	76,601	70.1

Statewide Average Caseload - 70.1

* These figures do not include Annual Report Cases nor cases assigned to PPD Central Office.
The figures do include Parole-in-Absentia cases.

*Officer Caseload and Number Under Supervision over the Past Five Years**

YEAR	PAROLEES	MS RELEASEES	OTHER STATE PAROLEES IN TX	TOTAL UNDER SUPERVISION	OFFICER	AVG. CASELOAD
1989	49,739	10,917	1,968	62,624	871	72
1990	60,892	10,057	1,744	72,693	868	84
1991	67,258	6,111	1,420	74,789	1,035	72
1992	70,300	4,927	1,271	76,498	1,080	71
1993	72,519	3,301	781	76,601	1,093	70

* These figures do not include Annual Report cases nor cases assigned to PPD Central Office.
This chart does include Parole-in-Absentia cases.

Department Information

Parole Panel Actions • Past Five Years (1989 - 1993)

ACTION	1989	1990	1991	1992	1993	5 YR AVG.
Cases	61,221 (100%)	71,074 (100%)	59,884 (100%)	61,713 (100%)	73,434 (100%)	65,465 (100%)
Approved	34,536 (56%)	56,442 (79%)	43,905 (73%)	36,097 (58%)	28,769 (39%)	39,950 (61%)
Continued Review Date 1	23,887 (39%)	13,446 (19%)	14,764 (25%)	24,611 (40%)	43,171 (59%)	23,975 (37%)
Serve-all 2	2,798 (5%)	1,186 (2%)	1,215 (2%)	1,005 (2%)	1,494 (2%)	1,540 (2%)
Paroled 3,4	29,571 (48%)	42,163 (59%)	41,330 (69%)	36,556 (59%)	27,161 (37%)	35,356 (54%)

- 1 "Continued Review Date" means the panel voted to deny parole and consider the case again within one to three years.
- 2 "Serve-all" means the panel voted to require the inmate to serve the remainder of his sentence in prison.
- 3 Includes paroles to U. S. Immigration Service.
- 4 Number of parolees released (reinstatements not included).

Released to Parole and MS During FY 1993 • By County Top 10 Counties by Volume

COUNTY	P	MS
Harris	3,691	1,149
Dallas	2,522	320
Travis	1,508	284
Tarrant	1,345	286
Bexar	1,005	142
Jefferson	455	81
El Paso	347	125
Nueces	253	47
McLennan	216	28
Lubbock	177	44

P = Parolees MS = Mandatory Supervision (release)

Note: These figures do not include Parole-in-Absentia, but do include Interstate Compact transfers into Texas.

Department Information

Total Number of Adult Probationers Under Supervision for FY 1993

Felons	242,723
Misdemeanors	286,981

Total Number of Probationers served by Residential Programs during FY 1993

Restitution Center	2,674
Court Residential Treatment Center	1,722
Intermediate Sanction Facilities	2,212
Substance Abuse Treatment Facilities	1,881
Local Boot Camps	2,479
County Correctional Centers	607

*Number of TDCJ Employees By Division**

Institutional Division	22,979
Windham School System	996
Pardons and Paroles Division	2,098
Community Justice Assistance Division	83

* As of August 31, 1993

Office Locations

TEXAS DEPARTMENT OF CRIMINAL JUSTICE	P.O. Box 13084 • Austin, Texas 78711 • (512) 463-9988
TEXAS BOARD OF CRIMINAL JUSTICE	P.O. Box 13084 • Austin, Texas 78711 • (512) 475-3250
ADMINISTRATIVE SERVICES DIVISION	P.O. Box 99 • Huntsville, Texas 77342 • (409) 295-6371
PROGRAM SERVICES DIVISION	P.O. Box 99 • Huntsville, Texas 77342 • (409) 295-6371
COMMUNITY JUSTICE ASSISTANCE DIVISION	P.O. Box 13084 • Austin, Texas 78711 • (512) 305-9300
INSTITUTIONAL DIVISION	P.O. Box 99 • Huntsville, Texas 77342 • (409) 295-6371
STATE JAIL DIVISION	P.O. Box 99 • Huntsville, Texas 77342 • (409) 295-6371
PARDONS AND PAROLES DIVISION	8610 Shoal Creek Blvd. • Austin, Texas 78758 • (512) 406-5200

The 1993 Annual Report of the Texas Department of Criminal Justice was produced through the consolidated efforts of the public information offices of the Institutional, Community Justice Assistance and Pardons and Paroles divisions. Assistance with design and layout from Industry staff.

