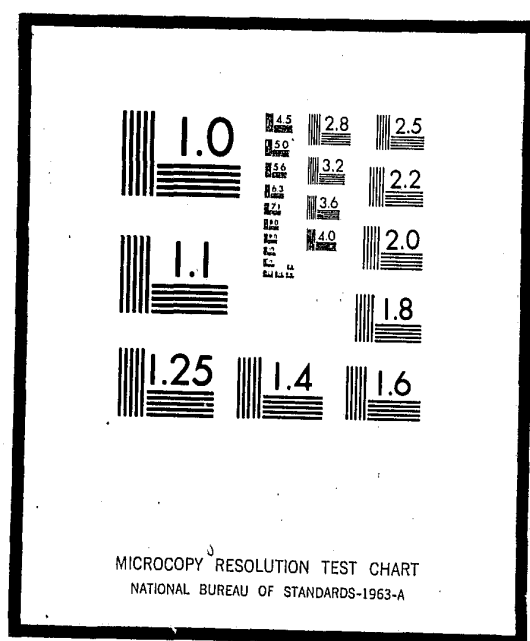


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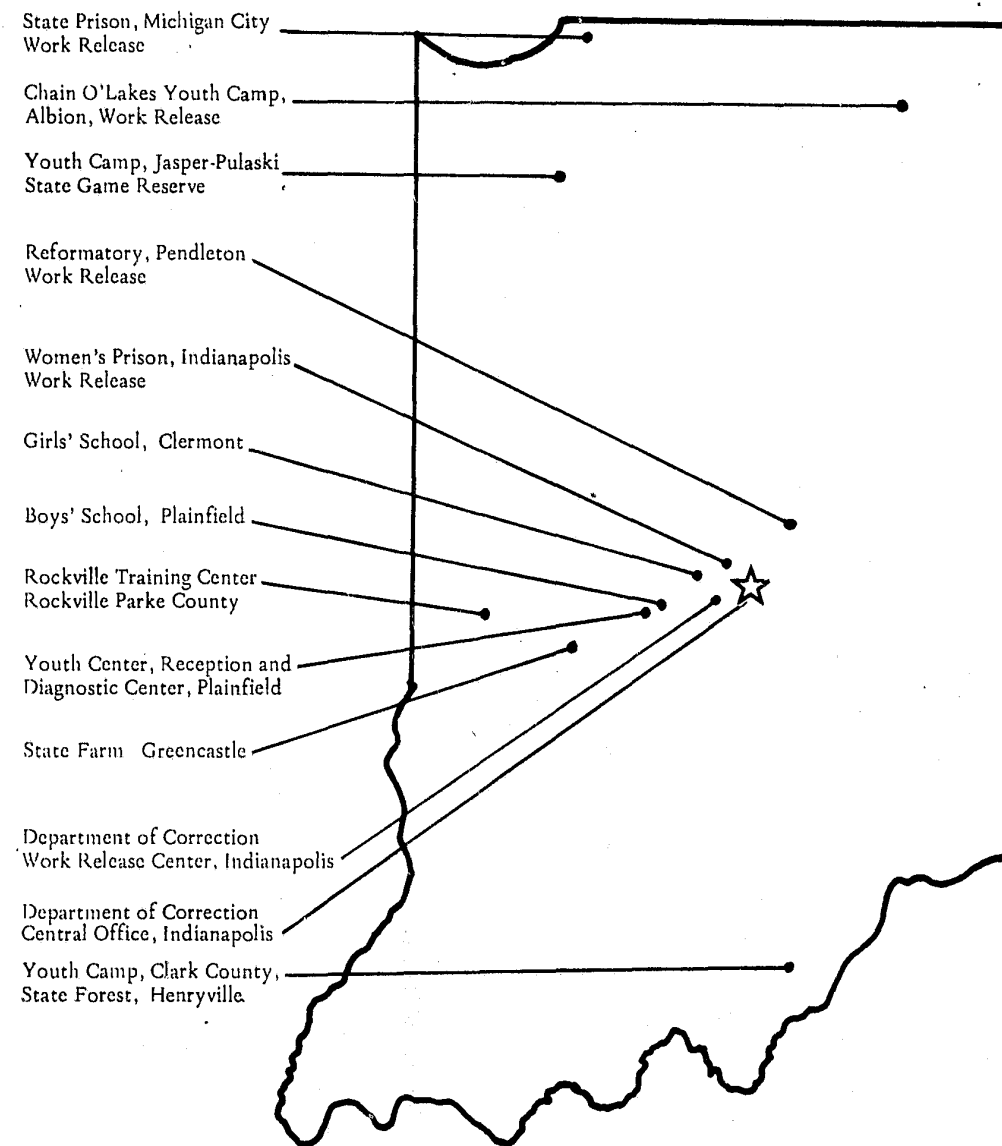
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5/26/76

## AN OVERVIEW OF THE INDIANA DEPARTMENT OF CORRECTION



State of Indiana

Otis Bowen, M.D., Governor

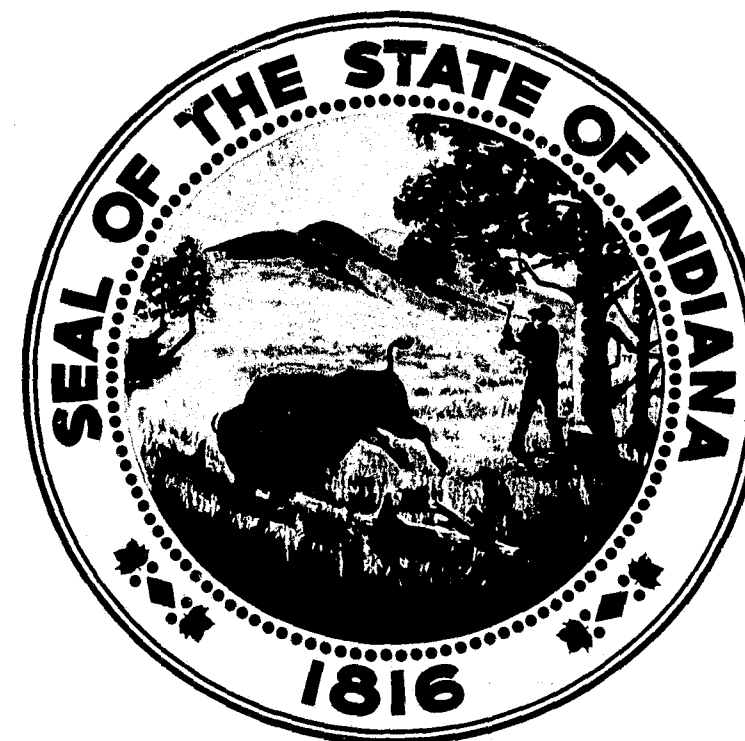
Department of Correction

Robert P. Heyne, Commissioner

32341

January, 1975

PREPARED BY THE  
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## INDIANA DEPARTMENT OF CORRECTION

### History

The first penal institution, in what is now the State of Indiana, was the County Jail, established by the Northwest Territorial Legislation of 1792. The present Department of Correction is a far cry from this embryonic incident, having advanced from the County Jail to a series of autonomous facilities, and finally, to a progressive, centrally-controlled Department of Correction.

The Board of State Charities was established by the Indiana Legislature in 1889 and granted advisory and investigatory powers over the State institutions. However, there was no really well-organized correctional department until 1953. In that year, the Indiana General Assembly created a Department of Correction, in which was consolidated the general direction and management of the State's penal and correctional institutions under a full-time, three-member Board of Correction, appointed by the Governor. Further, a Division of Probation was established within the Department of Correction. Two years later, the General Assembly provided for a Division of Parole within the Department.

In 1961, the General Assembly passed legislation which reorganized the Department largely into its present structure. The State Board of Correction was abolished and all powers and duties of the Board were transferred to a Commissioner of Correction. This Act also provided for a full-time Parole Board. Additionally, it established an Advisory Council of seven members to make recommendations to the Governor on appointments, and to serve as general advisors to the Department of Correction. The Commissioner and his major staff members were still appointed by the Governor.

One of the most significant steps to date was taken in 1971 by the first session of the 97th General Assembly, when it passed House Bill No. 1099, now known as Public Law No. 152. This enabling legislation reorganized the Department of Correction along functional lines; provided statutory qualifications and a merit system for top executive and administrative employees, including institution heads; and created an Adult Authority within the Department (a Youth Authority was created by previous legislation).

This legislation also created a seven-member Board of Correction, which superseded the old Advisory Council. The members are not officials of the State of Indiana in any other capacity, and are qualified for their position by demonstrated interest in, and knowledge of, correctional treatment. This Board is directed to determine Department Policies, but does not have administrative or executive duties, and is not to deal with specific procedural matters within the Department.

Under this new legislation, the Commissioner of Correction is still appointed by the Governor, and serves at the pleasure of the Governor. The Commissioner, in turn, is directed to employ an Executive Officer, an Executive Director of the Adult Authority, an Executive Director of the Youth Authority, Director of Classification and Treatment, Director of Research and Statistics, Director of Administrative Services, Director of Industries and Farms, Director of Medical Services, a Supervisor of the Adult Parole Division, Director of Probation, Director of Work Release, and heads of the institutions and facilities, with the approval of the Board of Correction. The employment of these individuals is contingent upon the affirmative vote of at least four members of the Board of Correction. With the exception of the Commissioner, these individuals may be removed only for cause.

#### SCOPE OF THE DEPARTMENT

The Department of Correction has a mammoth responsibility. The average daily inmate population count for fiscal year 1973-74 was as follows:

|                                 |        |
|---------------------------------|--------|
| Indiana State Prison            | - 1432 |
| Indiana Reformatory             | - 1306 |
| Indiana State Farm              | - 647  |
| Indiana Women's Prison          | - 117  |
| Indiana Boys' School            | - 316  |
| Indiana Girls' School           | - 155  |
| Indiana Youth Center            | - 301  |
| Reception and Diagnostic Center | - 142  |
| Rockville Training Center       | - 115  |
| Youth Rehabilitation Facility   | - 118  |

In addition to the average daily inmate population of 4649 for fiscal year 1973-74 there were over 2,000 juveniles and adults on parole. To provide for the needs of all of these people, the Department has a biennial budget in excess of \$50,000,000. This is approximately 1.32 percent of the total State Budget.

The success of the Department is largely contingent upon the quality and quantity of its personnel. Presently, the Department has approximately 2,000 authorized positions on its manning table. With the exception of the Commissioner and two or three special appointees, all employees are on the State Merit System, or in positions from which they can be removed only with a show of cause.

## INDIANA ADULT AUTHORITY

Indiana State Prison is a maximum security institution, located at Michigan City. Constructed in 1860, the institution was known as the "State Prison-North" until 1895, when its official name was changed to "Indiana State Prison". The institution provides care and treatment to males convicted of Treason or Murder in the First or Second Degree, as well as, many of the males convicted of any felony who are 30 years of age or older at the time of conviction. This institution carried out all executions up to 1961 when the practice was discontinued. The institution is under the supervision of a Warden.

Indiana Reformatory houses young male felons who are typically between the ages of 15 and 29 inclusive, and is located at Pendleton. It was built in 1923. In 1821, five years after Indiana became a State, the Indiana State Prison was opened in Jeffersonville to receive all prisoners regardless of age, sex, or offense. In 1861, the name was changed to "Indiana State Prison-South", and in 1897 it was changed to the "Indiana Reformatory". The present Reformatory replaced this institution when it was destroyed by fire in 1918. This is a maximum security institution, emphasizing custody, treatment, education, and rehabilitation. At one time, the Reformatory had the dubious honor of being the largest Reformatory in the United States. The institution is under the supervision of a Superintendent.

Indiana State Farm houses male misdemeanor offenders serving sentences from one day to one year. The institution is located west of Putnamville. It was opened in 1915. Although there are no statutory age limits as to whom may be committed to the Farm, an offender is seldom received under the age of 15. This is a minimum security institution, which provides care, treatment, education, and rehabilitation. The institution is under the supervision of a Superintendent.

Indiana Women's Prison is the oldest, separate institution for women in the United States, and is located on the near eastside of Indianapolis. It was built in 1873, and was named the "Indiana Reformatory Institution for Women and Girls." When the Indiana Girls' School was built in 1907 the Women's Prison assumed its current role of providing care, treatment, training, and custody to all women felons and misdemeanants with sentences of ten days or more. The institution is under the supervision of a Superintendent.

Reception and Diagnostic Center is a maximum security facility which receives first offender male felons committed to the Indiana Department of Correction, with the exception of those receiving a capital sentence of Life or Execution. It is located adjacent to the Indiana Youth Center in Plainfield. The 1961 Indiana General Assembly authorized the establishment of the facility, but it was not officially opened until August of 1971. The Center evaluates each offender for approximately six weeks, and then makes recommendations concerning where the offender should be housed, and what his particular program of treatment should be. The institution is under the supervision of a Director.

## INDIANA YOUTH AUTHORITY

Indiana Boys' School is a training school for delinquent boys between the ages of 12 and 17, and is located in Plainfield. It was called the "House of Refuge for Juvenile Offenders" when it was opened in 1867. The name was changed to the "Indiana Reform School for Boys" in 1883, and to "Indiana Boys' School" in 1903. The institution is under the supervision of a Superintendent.

Indiana Girls' School receives girls from the juvenile courts in Indiana between the ages of 12 and 17, and is located on a 267 acre tract on the westside of Indianapolis. It was built in 1907. Originally, delinquent girls were committed to the "Indiana Reformatory Institution for Women and Girls" which was built on the eastside of Indianapolis in 1873. In 1899 this institution was separated into two divisions: (1) for women, and (2) for girls, which was called the "Indiana Industrial School for Girls". The institution is under the supervision of a Superintendent.

Indiana Youth Center is a medium custody, treatment-oriented facility for first-time male felons, with the exception of those sentenced to Life or Death by Execution. It is located in Plainfield, adjacent to the Reception and Diagnostic Center, and was placed in full operation in late 1970. The institution is under the supervision of a Superintendent.

Youth Rehabilitation Facility was established by the Indiana General Assembly in 1961, although such conservation camps populated by people from Indiana Correctional institutions had been in limited operation since the mid-1950's. It provides care, treatment, education, and rehabilitation for males in the general age range of 15 to 25. Presently, there are three such camps: (1) Clark County Youth Camp in Henryville receives youths from the Indiana Boys' School; (2) Chain O'Lakes Youth Camp in Albion receives men from the Indiana Reformatory and the Indiana Youth Center; (3) Jasper-Pulaski Youth Camp in Medaryville receives men from the Indiana Reformatory and the Indiana Youth Center. The facility is under the supervision of a Director.

Rockville Training Center is a minimum security facility which houses youth between the ages of 12 and 16 from the Indiana Boys' School. This facility also houses men from the Indiana State Prison, Indiana Reformatory and Indiana State Farm. It is located in Rockville and was previously referred to as the Youth Rehabilitation Facility Camp until it was established as a correctional institution in 1969. This facility provides treatment, education and rehabilitation. The Center is under the supervision of a Superintendent.

## DIVISION OF CLASSIFICATION AND TREATMENT

The Director of Classification and Treatment is charged with the responsibility of formulating general policy planning, and where necessary, procedures for those service areas in the institutions and divisions that are primarily directed toward the resocialization, education, rehabilitation, recreation, chaplaincy services, and the like. Additionally,



the Director of this Division has supervisory responsibility in the areas of staff development and in-service training within the Department of Correction. Staff training is conducted by the newly established Correctional Training Institute.

#### DIVISION OF RESEARCH AND STATISTICS

The Director of Research and Statistics is charged with the responsibility of planning, developing, implementing, and/or supervising programs of research, statistics, and planning that will be of operational and administrative value to officials of the Department of Correction, as well as to the interest of individuals outside the Department. To aid the Director in this responsibility, a Community Correction Coordinating Unit has been formed and is under the supervision of the Research and Statistics Division. The Director is also responsible for designing and overseeing a computerized record system that provides valid and reliable inmate and personnel data.

#### DIVISION OF ADMINISTRATIVE SERVICES

The Director of Administrative Services advises the Commissioner and other departmental officials on statutory, regulatory, and quasi-legal matters, and is responsible for liaison with the office of the Attorney General and State regulatory agencies. He is charged with primary line responsibility in supervising Central Office employees, conducting fiscal matters, food service, construction, and personnel. Additionally, the Director has staff responsibility for the following Department of Correction matters: (1) fiscal, including budgeting, accounting, and fiscal control; (2) purchasing and supply, including requisitioning, local purchase, warehousing, inventory control, and motor pool; and, (3) construction, maintenance, repair, and utilities.

#### DIVISION OF INDUSTRIES AND FARMS

The Division of Industries and Farms is responsible for the coordination of the activities concerning prison industries and farms of the various correctional institutions and the Department of Correction in regard to the establishment, operation, and arrangement of these prison industries and farms. The Division is under the Direction of a Director

#### DIVISION OF MEDICAL SERVICES

The Director of this Division is responsible for the improvement and coordination of all inmate medical services offered by the Department of Correction. At the present time the Director of this Division is not a full-time employee of the Department.

## DIVISION OF COMMUNITY SERVICES

Adult Authority - The Division of Community Services directs the operation of the Adult Parole and the Community Services (Work Release) programs of the Department of Correction. The Director of this Division is responsible for coordinating these programs with the other programs within the Department, formulating and implementing special programs, coordinating the activities of the Department of Correction with outside agencies and groups, providing technical consultation to division heads, providing information to and addressing service clubs and other community groups, and promoting good public relations.

Parole Division - This Division investigates and supervises individuals conditionally released from correctional institutions after serving portions of their sentences. Supervision during the critical period immediately following release often prevents the parolee's return to the institution. The parole supervision also provides for the removal of the offender from society, if he shows indications of dangerous or uncontrollable behavior. Thus, the gap between institutionalization and readjustment to community living is lessened through the use of parole, while control of the individual and protection for society is maintained.

Work Release - This Department is responsible for developing, promoting, and coordinating correctional programs designed to prepare inmates for gradual release from confinement. Primarily, the Director works with outside social agencies, educational facilities, prospective employers, service organizations, police and judicial agencies, and news media, in order to set up special provisions for assisting the inmate to re-enter the free community.

Youth Authority - The Community Services Division of the Indiana Youth Authority administers the after-care program for all youths committed to state training schools, institutions, and camps. The Director of this Division is the administrative officer for the Parole Committee of the Youth Authority, which has jurisdiction in all matters relating to parole release, discharge, and revocation of juvenile parole cases.

## DIVISION OF PROBATION

Probation provides a means whereby the court can control and foster change in criminal or delinquent behavior. Under this system, the court imposes a sentence, suspends it, and permits the offender to continue living in open society. The court sets up rules of conduct for the individual, provides a Probation Officer to enforce these rules, and assists the offender in meeting his obligations to society. The determination of who is or is not eligible for Probation is largely dependent upon the information provided in a pre-sentence investigation. The Director of this Division serves as a liaison between the Department of Correction and the Court.

### INDIANA PAROLE BOARD

The Parole Board is a five-man division of the Department of Correction, with the exclusive power to parole male prisoners sentenced under the criminal laws of Indiana. Each institution has a Classification or Social Services Department which prepares a case history and summary of each inmate which, in turn, is presented to the Parole Board prior to the inmate's appearance. The basic functions of the Board are to parole, revoke parole, and discharge from parole. These functions are implemented by personal interviews with the inmates, their families, attorneys, parole officers, and other interested parties. The Indiana Women's Prison has a separate full-time Parole Board.

Clemency Commission - The Indiana Parole Board is also designated as the Clemency Commission of the Department of Correction. The Commission investigates and examines the merit of prisoners' petitions presented to the Governor for Pardon or reduction in sentences. They collect the records and make recommendations to the Governor in writing concerning the facts, circumstances, criminal records, social, physical, and mental conditions, and histories of prisoners under consideration for Pardon or Commutation of Sentence, or restoration of the rights of citizenship.

Indiana Parole Committee - With the creation of the Indiana Youth Authority, the Indiana Parole Committee was established. The Chairman of this Committee is a permanent position, however, each month a new representative from each of the juvenile facilities and the juvenile Parole Division is selected to serve as a member of the Committee. The Committee serves all juvenile facilities. Prior to the Indiana Parole Committee, the Indiana Parole Board reviewed all inmates who were committed to the Indiana Boys' School.

### PUBLIC INFORMATION OFFICE

This office provides a program of information services and public education to communicate Indiana's correctional efforts externally on a broader and more effective scope, and internally to open lines of communications to aid in developing a more cohesive correctional program effort. These goals are achieved both by working closely with the news media and by publishing a bi-monthly newsletter for dissemination to the Department's employees and other interested individuals and organizations.

### OFFICE OF THE OMBUDSMAN

The two ombudsmen in this office report directly to the Governor. It is the responsibility of the ombudsmen to mediate inmate grievances in regard to specific institutions, the Department of Correction, or other state agencies; mediate complaints by institutional staff; act as advisors to institutional, Department of Correction and general governmental entities; and to serve as an informational channel between the Department of Correction and the public, both in advising the public of policies and practices and in hearing citizens inquires and transmitting these to the proper agency for response.

INDIANA DEPARTMENT OF CORRECTION

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**END**