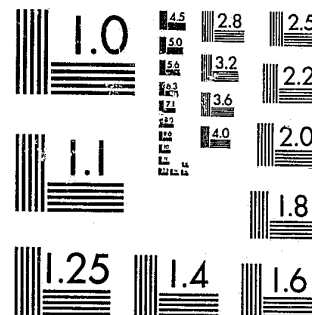


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COMMONWEALTH OF VIRGINIA

Department of Corrections



1978 SHERIFFS' MANAGEMENT CONFERENCE EVALUATION

Terrell Don Hutto

Director

August, 1978

Report No. 7826

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1978 SHERIFFS' — MANAGEMENT CONFERENCE — EVALUATION

prepared by:

*Bureau of Research,
Reporting & Evaluation*

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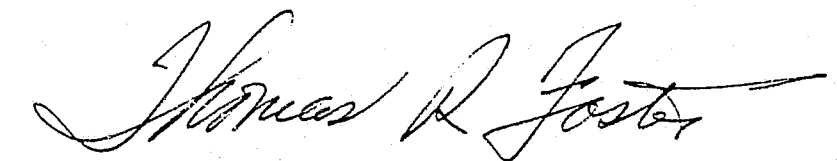
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Without question, this document would not have been possible without the cooperation of the Virginia Sheriffs and their staff members who took the time to fill out and submit the survey forms. This report is their evaluation, based on the input they provided.

This document was prepared by Mrs. Dee Malcan, Program Evaluation Supervisor, Bureau of Research, Reporting and Evaluation. Comments and questions should be referred to:



Thomas R. Foster, Director
Bureau of Research, Reporting
and Evaluation
22 East Cary Street
Richmond, Virginia 23219

OVERVIEW

The 1978 Sheriff's Management Conference was coordinated by the Department of Corrections, Bureau of Jail's Staff Training. This session was held through the cooperation of the Division of Justice and Crime Prevention and by the award of a grant to the Department of Corrections by the Council on Criminal Justice.

This year's conference was held in Staunton, Virginia on May 29 - June 1. The individual sessions covered many varied topics including:

Hostage Policy Procedures and Planning

Contemporary Issues Affecting the Adult
Services Division and Virginia Jails

Records and Reports; Computing Jail Time;
Extraordinary Good Time, and Other State
Requirements

Virginia State Crime Commission

Civil Liability of Correction Administrators
(Due Process)

New Legislation

Mandated Training Requirements

Problems in Reimbursement, Budgeting and
Financial Reporting for Local Jails

Department of Corrections Pharmacy
Requirements and State Pharmacy Board
Requirements

Cooperative Jail Operations - Counties
of Warren, Clarke, Frederick and the
City of Winchester

Virginia State Sheriff's Association

Also included as part of the program were major addresses by top officials in Virginia Corrections. The Keynote Address was by Mr. Anthony Travisono, Executive Director of the American Correctional Association.

CONFERENCE FORMAT

The individual sessions were held in the main ballroom of the host hotel. Each session was scheduled for an average of one hour with breaks for coffee and meals dispersed throughout the program. One session relating to Civil Liability for Correctional Administrators lasted several hours.

The first day was set up for travel, registration and the opening dinner. The actual sessions began early on the second day. Two and one half days of sessions were held, and the conference adjourned after lunch on June 1, 1978. Prior to adjournment, a fifteen minute session was scheduled for closing activities, including evaluation and issuing certificates for participants.

EVALUATION PROCESS

This year's evaluation was completed through the efforts of the Department of Corrections, Bureau of Research, Reporting and Evaluation and Virginia Commonwealth University, Office of Continuing Education in the Justice Systems. Two separate evaluations were developed. This document represents the evaluation of the conference by the Department of Corrections.

During the first two weeks in May, the 1977 conference evaluation and the 1978 grant objectives were reviewed by the Evaluation Unit. Drafts of data collection instruments were developed and reviewed by Jails Training staff, the VCU evaluator and the Director of the Bureau of Research, Reporting and Evaluation. After some modifications were made, final instruments were completed. Separate questionnaires were developed for each session, and a final survey instrument was created for the overall assessment of the amount of success of the conference.

Individual Sessions

Separate one-page surveys were applied for selected individual sessions. There were nine sessions chosen covering ten specific topics. One hour long session (Contemporary Issues/Records and Reports) covered two major topics, and each area was evaluated separately.

Three types of items were included in the individual session surveys. The first item asked the participants to indicate their job title. The next five items provided statements that were based on the 1977 evaluation responses and the 1978 grant objectives. Participants were asked to give their opinions about these statements, utilizing the Likert Scale responses provided. Following this section was an open-ended "comments" area that allowed each participant to write any additional information he wanted to contribute, as long as it pertained to the topic discussed during the session. The survey forms were distributed to

participants in each session before the session began. They were then collected as the participants left the room or during breaks between sessions.

Overall

The overall conference was evaluated primarily by using a four page survey containing twenty items. This survey was divided into three major parts:

- Part I - contained three multiple choice questions pertaining to the job classification of the participant, how long the participant attended the conference, and the size jail (capacity) the participant worked in.
- Part II - contained thirteen Likert Scale statements on the conference in general, and a topic ranking question.
- Part III - contained three open-ended questions (for comments).

These surveys were generally completed the last day. If a participant had to leave early, he was asked to complete the questionnaire prior to leaving.

The responses were then coded, keypunched and computerized utilizing the SPSS program. After analyzing the data, a draft of this document was developed, as requested by the Bureau of Jails Staff Training.

PROGRAM SCHEDULE CHANGES

Prior to presenting the data, it is important to note that certain programmatic changes occurred after the

conference began. The first session after lunch the first day (Hostage Policy) was postponed until the second day. The session on Contemporary Issues was moved up to fill in the time gap. Also, as an addition to the program, the Chairman of the Board of Corrections addressed the audience at the end of the first program day.

Mr. Robert H. Fosen, Executive Director of the Commission on Accreditation for Corrections was unable to attend the conference. The rescheduled Hostage Policy session was placed in Mr. Fosen's time slot.

It is difficult to determine whether or not these schedule changes had an effect on the data pertaining to the individual sessions involved or the data collected regarding the overall conference evaluation. It should be noted that the participants were asked to hold their questions on standards (posed to the keynote speaker) pending the Accreditation session. It was felt the questions could be answered in more detail in that session. The cancellation of that session, therefore, left questions unanswered.

When analyzing the data results, it is important to keep the program scheduling problems in mind, particularly when examining the data for the individual sessions that had to be rescheduled.

PROGRAM OBJECTIVES

For evaluation purposes, objectives of the conference were formulated. These objectives are based on the narrative entitled "Synopsis" in the 1978 grant input submitted for conference funding.

GOAL: The goal of the 1978 Virginia Sheriffs Management Conference is to provide training that will upgrade the operation of the jails in Virginia.

OBJECTIVE #1:

To provide Virginia jail administrators and their staff with useful information that will assist them in carrying out the duties of their jobs.

OBJECTIVE #2:

To provide Virginia jail administrators and their staff with the opportunity to pose questions and discuss current major issues affecting jail operations.

OBJECTIVE #3:

To provide Virginia jail administrators and their staff attending the training with an opportunity to assist in future training program development.

These objectives were addressed in the survey instruments used. The causal links assumed were:

- (1) Conference attendance → useful information gained.
- (2) Conference attendance → opportunity to question and discuss major issues affecting local jails.
- (3) Conference attendance → opportunity for input into future training program development.

This document will address the question of whether or not objectives were met. It will also provide program planners with the specific input offered by the participants that may be considered for future program development.

DATA RESULTS - SESSIONS

Introduction

This section will provide the data results as indicated by the individual session surveys.*

Each session analysis will contain one major table indicating the total data for that session/topic. Specific important data will be highlighted. A discussion of the comments will follow. Each session/topic will be analyzed with specific recommendations offered, as applicable.

Questionnaires that were returned without specifying the "job title" are not included in this report. Being able to distinguish between job categories is crucial to this evaluation. Of the total surveys returned, 2.9% did not have a job title and were, therefore, deleted from the data results.

Also, when presenting the data results and the comments given, only the first five job categories were considered. These categories include all local jail staff and were considered to be the target audience of this conference. The major data tables do include all job categories.

For purposes of presenting less cumbersome tables, the survey items will be abbreviated as follows:

*See appendix for sample questionnaires.

Item on Questionnaire

- 1. The speaker provided adequate information regarding topic
- 2. The time allowed for this session was sufficient to cover the topic.
- 3. There was enough time allowed in this session for questions from the audience.
- 4. The speaker answered questions from the audience clearly and completely.
- 5. The information I learned at this session will be useful in carrying out the duties of my job.

Item Abbreviation

- Adequate Information
- Sufficient Time
- Enough time/Questions
- Questions Answered
- Gained Useful Information

The job categories will also be abbreviated as follows:

Job Category

- Sheriff
- Not Sheriff, but direct supervisor of staff that includes correctional officers.
- Other supervisory position (that is, does not include direct supervision of correctional officers)
- Correctional Officer, not supervisory
- Other staff position in a local jail
- Other,* please specify

Abbreviation

- Sheriff
- Supervisor of Correctional Officers
- Other Supervision
- Correctional Officer
- Other Jail Staff
- Other (DOC Bd of Corr, et al)

*See appendix for job title list for this category.

Session Overview Data

The following is presented as an overview of the individual data results that follow this section.

There were a total of 723 individual session questionnaires correctly submitted (with job titles). Of this total, 29.2% were from Sheriffs, 23.6% from Supervisors of C.O., 6% from "Other Supervisors", 28.6% from the Correctional Officer category, 4.6% from "Other Jail Staff" and 13.4% from the "Other" category (the majority were DOC employees).

Concerning the question of whether the speakers provided adequate information on their topics, 92.4% of the total participants responding felt that, overall, they did. About 92.6% felt there was enough time allowed in the sessions to cover the topics while 89.4% felt there was sufficient time allowed for questions. This lower percentage may be a result of the fact that some speakers did not solicit questions from the audience. This problem was addressed in the 1977 evaluation. It is, therefore, recommended that each session will be followed by a question/answer period. If this somehow is overlooked by the speaker, the conference coordinator should be responsible for reminding the speaker to solicit questions from the audience.

About 87.6% of the total participants felt the questions were answered clearly and completely. About 86.6% felt that, overall, they learned useful information that will assist them in carrying out the duties of their job. Also, about 14.8% of the total individual session surveys included written comments.

Individual Sessions

This section will discuss each major session individually. Sessions that covered more than one topic (ex. session #1) have separate "topic" evaluations.

Session #1

Scheduled: 5/30/78 3:15 - 4:30 p.m.

Rescheduled to: 5/30/78 1:00 - 2:00 p.m.

Topic A: "Contemporary Issues Affecting Adult Services Division and Virginia Jails."

A total of 56 participants submitted questionnaires regarding this topic. The results are shown in Table 1, page 13.

Table 1 shows that about 52% of the respondents were jail management personnel (i.e., sheriffs and supervisors). Considering only the jail managers, 65.5% agreed that adequate information was provided, while 27.5% tended to agree. Approximately 52% of the respondents were employees of local jails. About 89% of the local jail group (excludes last job category) agreed or tended to agree that adequate information was provided in this session. None of the participants responding felt they tended to disagree or disagreed that adequate information was provided.

Looking at the question about whether sufficient time was allowed to cover the topic, almost 90% of the jail managers responding felt sufficient time was allowed (agreed or tended to agree). Two jail managers (7%) were undecided on this question, and one (3.4%) disagreed.

Regarding the question of whether there was enough time

allowed for questions from the audience 94.5% of the total participants responding agreed or tended to agree that there was. The jail managers reflected the same opinion, with about 93% agreeing or tending to agree. None of the participants responding disagreed or tended to disagree that enough time was allowed for questions.

The next item refers to the speaker answering questions from the audience clearly and completely. Of the total local jail staff responding, 93.1% agreed or tended to agree that this occurred. The jail managers responded similarly (90%). None of the participants responding felt they disagreed or tended to disagree that the questions were fully answered.

The last item deals with the question about whether the information learned at this session will be useful to the participant in carrying out the duties of his job. For purposes of presenting the results, the last "Other" category will not be considered, since this topic was presented as a training session for local jail staff. Considering, then, jail managers, about 86% agreed or tended to agree that they learned useful information. Looking at the total local jail staff, the following results are noted:

	Agreed	Tend to Agree	Undecided
Local Jail Staff*	25(57%)	13(30%)	6(13%)

*Includes sheriffs, supervisors of correctional officers, correctional officers and other jail staff

NOTE: None of the participants responding indicated they tended to disagree or disagreed that useful information was presented.

In analyzing the comments section, only those comments from local jails staff were analyzed, since this conference was aimed at that population. Those making comments were:

<u>Job Category</u>	<u># Commenting</u>
Sheriff	1
Supervisor of C.O.	3
Correctional Officers	2
Other Jail Staff	<u>1</u>
TOTAL	7 (represents 15% of local jail staff respondents).

About 72% of the comments were positive while 28% could be considered critical. The positive comments included:

Very informative/helpful

Interesting

Good idea to keep field well advised

The critical comments were from the two job categories: correctional officer and other jail staff. The comments included:

Topic covered inadequately

Incomplete information given

Questions answered with neither negative or positive response.

In analyzing the data results on this session, it should be noted that this presentation was rescheduled on very short notice.

TABLE 1

TOPIC: CONTEMPORARY ISSUES AFFECTING ADULT SERVICES DIVISION AND VIRGINIA JAILS

JOB TITLE			ADEQUATE INFORMATION					SUFFICIENT TIME					ENOUGH TIME/QUESTIONS					QUESTIONS ANSWERED					GAINED USEFUL INFO.				
			A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D
JAIL MGMT. LOCAL JAIL STAFF	Sheriff	N	11	4	1	0	0	10	5	1	0	0	9	5	1	0	0	11	3	1	0	0	10	5	1	0	0
		%	68.8	25	6.3	0	0	62.5	31.3	6.3	0	0	60	33.3	6.7	0	0	73.3	20	6.7	0	0	62.5	31.3	6.3	0	0
	Supervisor of Correctional Officers	N	8	4	1	0	0	6	5	1	0	1	8	4	1	0	0	8	3	2	0	0	7	3	3	0	0
		%	61.5	30.8	7.7	0	0	46.2	38.5	7.7	0	7.7	61.5	30.8	7.7	0	0	61.5	23.1	15.4	0	0	53.8	23.1	23.1	0	0
	Other Supervisor	N	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Correctional Officer	N	9	3	2	0	0	7	6	1	0	0	10	3	1	0	0	10	3	1	0	0	8	3	2	1	0
		%	64.3	21.4	14.3	0	0	50	42.9	7.1	0	0	71.4	21.4	7.1	0	0	71.4	21.4	7.1	0	0	57.1	21.4	14.3	7.1	0
	Other Jail Staff	N	1	0	1	0	0	1	1	0	0	0	1	1	0	0	0	1	1	0	0	0	0	2	0	0	0
		%	50	0	50	0	0	50	50	0	0	0	50	50	0	0	0	50	50	0	0	0	0	100	0	0	0
	Other (DOC, Bd of Corr, et al)	N	9	2	0	0	0	7	4	0	0	0	8	3	0	0	0	6	3	2	0	0	2	7	0	0	2
		%	81.8	18.2	0	0	0	63.6	36.4	0	0	0	72.7	27.3	0	0	0	54.5	27.3	18.2	0	0	18.2	63.6	0	0	18.2
	TOTAL N=56	N	30	13	5	0	0	31	21	3	0	1	36	16	3	0	0	36	13	6	0	0	27	20	6	1	2
		%	67.9	23.2	8.9	0	0	55.4	37.5	5.4	0	1.8	65.5	29.1	5.5	0	0	65.5	23.6	10.9	0	0	48.2	35.7	10.7	1.8	3.6

A = Agree
TA = Tend to Agree
U = Undecided
TD = Tend to Disagree
D = Disagree

As a Jail Management training session, the data indicates this session was successful. None of the jail management responses were below the midpoint grade. Approximately 86% of the managers felt they learned useful information that will assist them in carrying out the duties of their job.

The few critical comments indicate that future presentations addressing this area be focused on one or two major topics. The general topic title of "contemporary issues" may, in fact, have been an impossible task to cover adequately. The types of questions asked by the participants at the conference covered the full spectrum from: "Can we be liable for selling cigarettes?" to "Are 'standards' guidelines or standards?"

It is, therefore, recommended that the topic "Contemporary Issues" be limited to one or two specific issues that impact on local jails. Those issues should be specified on the program, so that the participants are aware of exactly what topic will be discussed.

Topic B: "Records and Reports/Computing Jail Time/Extraordinary Good Time and Other State Requirements"

As Table 2 indicates, a total of 61 participants returned questionnaires on this subject. About 75% of the local jail staff (excludes final "Other" category) agreed or tended to agree that adequate information on the topic as listed was provided. About 7% were undecided, 10% tended to disagree and 10%

disagreed. Looking at jail management only (sheriff and supervisor categories), 74% agreed or tended to agree that adequate information was provided, 5% were undecided and 21% tended to disagree or disagreed.

The next item, sufficient time, received only 60 responses. One sheriff failed to respond in this category. Of those that make up the local jail staff, 81% agreed or tended to agree that sufficient time was allowed to cover the topic; 6% were undecided, 6% tended to disagree, 8% disagreed. About 79% of the jail management staff agreed or tended to agree that sufficient time was allowed, while 89% were undecided and 12% tended to disagree or disagreed.

Concerning the question of whether enough time was allowed for questions, 90% of the local jail staff agreed or tended to agree and 99% of the jail managers agreed or tended to agree.

Of the total local jail staff responding, 94% felt questions were answered clearly and completely. Also, of the jail management staff, only 5% felt the questions were not answered clearly and completely.

The last item deals with whether the participant felt he learned useful information that will help him carry out the duties of his job. Again, for analysis purposes, the last "Other" category has been presented in the table for total information purposes only. Of the local jail staff 77% agreed or tended to agree that useful information was learned; 13% were undecided, and 10% tended to disagree or disagreed. Looking at the jail management staff, 81% agreed

or tended to agree that useful information was gained; 17% were undecided and about 5% tended to disagree or disagreed.

Reviewing the comments section indicates the following breakdown of those responding by job category.

<u>Job Category</u>	<u># Commenting</u>
Sheriff	3
Supervisor of C.O.	5
Correctional Officers	<u>1</u>
TOTAL	9 (represents 15% of local jail staff respondents).

About 67% of the comments could be considered critical, while 22% were complimentary and one comment was both. Since only nine comments were made and each was unique, all comments are listed below as they were written by the participants.

<u>Job Category</u>	<u>Comment</u>
Sheriff	"I enjoyed the session and will be looking forward to coming again."
Supervisor of C.O.	"Good session - would possibly help to go into more detail relating to sentencing, time off, etc."
Supervisor of C.O.	"The speaker did not talk on the above listed subject. The subject he did speak on (inducting inmates into the state system) was most informative and interesting."

<u>Job Category</u>	<u>Comment</u>
Sheriff	"Very non-committal and evasive, as usual."
Sheriff	"Speakers talked only about what the Department of Corrections is doing and has done. Nothing really pertained to what sheriffs must do."
Supervisor of C.O.	"Left too much to be answered by questions."
Supervisor of C.O.	"Complete waste of time. Out of the four speakers - and time allotted - nothing was said."
Supervisor of C.O.	"Too little 'nitty gritty' day-to-day operational information provided."
Correctional Officer	"Did not speak on subject."

Again, in analyzing data for this session, it should be noted that this presentation was rescheduled on very short notice.

This topic was presented by a panel of four as the second half of the first session. The data indicates that some frustration was felt by some of the participants because of a lack of adequate information, sufficient time and useful information. The vast majority of local jail staff felt there was enough time for questions and the questions were answered completely and clearly.

It seems that there is a possibility that the topic proposed covered too many areas. Each sub-topic appears to have the potential of being an outstanding individual small group working session. It is, therefore, recommended that

TABLE 2

TOPIC: RECORDS AND REPORTS/COMPUTING JAIL TIME/ EXTRAORDINARY GOOD TIME AND OTHER STATE REQUIREMENTS

JOB TITLE				ADEQUATE INFORMATION					SUFFICIENT TIME					ENOUGH TIME/QUESTIONS					QUESTIONS ANSWERED					GAINED USEFUL INFO.				
				A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D
JAIL MGMT. 18	LOCAL JAIL STAFF	Sheriff	N	13	4	1	2	1	13	5	1	0	1	17	2	1	0	1	13	6	1	0	1	11	6	3	0	0
			%	61.9	19	4.8	9.5	4.8	65	25	5	0	5	81	9.5	4.8	0	4.8	61.9	28.6	4.8	0	4.8	55	30	15	0	0
		Supervisor of Correctional Officers	N	7	3	1	3	2	6	6	1	2	1	12	3	1	0	0	7	8	0	1	0	10	2	2	1	1
			%	43.8	18.8	6.3	18.8	12.5	37.5	37.5	6.3	12.5	6.3	75	18.8	6.3	0	0	43.8	50	0	6.3	0	62.5	12.5	12.5	6.3	6.3
		Other Supervisor	N	0	1	0	0	0	0	0	1	0	0	0	0	1	0	0	1	0	0	0	0	0	0	1	0	0
			%	0	100	0	0	0	0	0	100	0	0	0	0	100	0	0	100	0	0	0	0	0	0	100	0	0
		Correctional Officer	N	4	5	2	0	1	5	5	0	1	1	11	1	0	0	0	6	6	0	0	0	7	2	1	0	2
			%	33.3	41.7	16.7	0	8.3	41.7	41.7	0	8.3	8.3	91.7	8.3	0	0	0	50	50	0	0	0	58.3	16.7	8.3	0	16.7
		Other Jail Staff	N	1	1	0	0	1	0	2	0	0	1	3	0	0	0	0	0	3	0	0	0	0	2	0	0	1
			%	33.3	33.3	0	0	33.3	0	66.7	0	0	33.3	100	0	0	0	0	0	100	0	0	0	0	66.7	0	0	33.3
		Other (DOC, Bd of Corr, et al)	N	4	3	1	0	0	5	3	0	0	0	5	3	0	0	0	5	3	0	0	0	2	4	0	1	1
			%	50.0	37.5	12.5	0	0	62.5	37.5	0	0	0	62.5	37.5	0	0	0	62.5	37.5	0	0	0	25	50	0	12.5	12.5
TOTAL		N	29	17	5	5	5	29	21	3	3	4	48	9	3	0	1	32	26	1	1	1	30	16	7	2	5	
N = 51		%	47.5	27.9	8.2	8.2	8.2	48.3	35.0	5.0	5.0	6.7	78.7	14.8	4.9	0	1.6	52.5	42.6	1.6	1.6	1.6	50	26.7	11.7	3.3	8.3	

A = Agree
TA = Tend to Agree
U = Undecided
TD = Tend to Disagree
D = Disagree

if this topic is repeated in future conferences, it be divided into three short (45 minute) working sessions. Participants could choose the area they felt sounded most important to them. The audience would then be smaller and the "nitty gritty" operational areas could be addressed. This recommendation would seem to remedy the problem areas as addressed in the data and comments section for this session.

Session #2

Scheduled and Presented 5/30/78
2:00 - 3:00 p.m.

Topic: "Virginia State Crime Commission"

A total of 86 questionnaires were submitted on this topic.

Concerning the question of whether adequate information was presented on this topic, the results are approximately the same for both local jail staff and jail management. About 96% agreed or tended to agree that adequate information was presented.

The question of whether sufficient time was allowed to cover the topic was considered next. The data indicates that 97% of the local jail staff and jail management agreed or tended to agree that sufficient time was allowed to cover the topic. About 96% of the local jail staff and 98% of jail management felt there was sufficient time to have questions from the audience. About 98% of the total par-

ticipants felt the question period time was sufficient. Also 94% of the local jail staff and jail management felt the questions posed were answered clearly and completely (approximately the same results occurred for total participants).

Of the local jail staff, 89% agreed or tended to agree that they learned useful information that will assist them in carrying out the duties of their job; 7% were undecided and 3% disagreed. Considering only the jail management staff, 88% agreed or tended to agree that they learned useful information, while 6% were undecided and 2% disagreed.

About 10% of the local jail staff wrote comments concerning this session; 71% of the comments were from jail management, while 29% were from the "correctional" officer category. The breakdown was:

<u>Job Category</u>	<u># Commenting</u>
Sheriff	2
Supervisor of C.O.	3
Correctional Officers	2
TOTAL	7

Two of the comments were critical and five were complimentary. One sheriff wrote a page of comments, including his feelings about the conferences as a whole. Only the remarks that pertain to this session are included here.

Due to the small number of comments, the following is a list given as they were written on the form:

Job Category

Comment

Sheriff

From the text of the presentation, I have questions as to the input of their Corrections and Jails program - very little indicated that they visited other than large facilities.

Sheriff

Congratulations. I think the best yet.

Supervisor of C.O.

With regards to the information about the Crime Commission itself, the speakers should have been presented in reverse order.

Supervisor of C.O.

Bring them back. Informative and constructive.

Supervisor of C.O.

The speakers were very informative.

Correctional Officer

Very good talk by (one speaker)

Correctional Officer

Both men very good speakers. Also informed me of the job of the Crime Commission and also the goal they and ourselves are trying to do. Triple "A" rating.

The first comment listed was addressed twice in the question and answer period. At one point, the speaker listed the small jails visited (Sussex, Nelson County, Pennsylvania County, Hopewell, etc.) and he explained that it was done on a random basis.

Analyzing the data results and the comments listed, this session could be considered successful. About 86% of the local jail staff and 88% of the jail management staff felt they learned information that would be useful in carrying out the duties of their job.

TABLE 3

TOPIC: "VIRGINIA STATE CRIME COMMISSION"

JOB TITLE			ADEQUATE INFORMATION					SUFFICIENT TIME					ENOUGH TIME/QUESTIONS					QUESTIONS ANSWERED					GAINED USEFUL INFO.						
			A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D		
JAIL MGMT.	LOCAL JAIL STAFF	Sheriff	N	17	5	0	1	1	20	4	0	0	0	18	5	1	0	0	17	4	1	1	1	15	5	1	0	1	
			%	70.8	20.8	0	4.2	4.2	83.3	16.7	0	0	0	75	20.8	4.2	0	0	70.8	16.7	4.2	4.2	4.2	68.2	22.7	4.5	0	4.5	
		Supervisor of Correctional Officers	N	15	9	0	0	0	15	8	0	1	0	16	8	0	0	0	15	9	0	0	0	14	8	2	0	0	
			%	62.5	37.5	0	0	0	62.5	33.3	0	4.2	0	66.7	33.3	0	0	0	62.5	37.5	0	0	0	58.3	33.3	8.3	0	0	
		Other Supervisor	N	0	1	0	0	0	1	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	1	0	0	0	
			%	0	100	0	0	0	100	0	0	0	0	100	0	0	0	0	100	0	0	0	0	0	100	0	0	0	
		Correctional Officer	N	16	2	0	1	0	14	4	0	0	1	14	4	0	0	1	18	1	0	0	0	17	1	0	0	1	
			%	84.2	10.5	0	5.3	0	73.7	21.1	0	0	5.3	73.7	21.1	0	0	5.3	94.7	5.3	0	0	0	89.5	5.3	0	0	5.3	
Other Jail Staff	N	2	2	0	0	0	2	2	0	0	0	2	1	0	0	0	1	2	0	0	0	1	0	2	0	0			
	%	50	50	0	0	0	50	50	0	0	0	66.7	33.3	0	0	0	33.3	66.7	0	0	0	33.3	0	66.7	0	0			
22	LOCAL JAIL STAFF	Other (DOC, Bd of Corr, et al)	N	10	3	1	0	0	13	0	0	1	0	14	0	0	0	0	11	2	0	1	0	5	4	2	1	2	
			%	71.4	21.4	7.1	0	0	92.9	0	0	7.1	0	100	0	0	0	0	78.6	14.3	0	7.1	0	35.7	28.6	14.3	7.1	14.3	
		TOTAL	N	60	22	1	2	1	65	18	0	2	1	65	18	0	0	1	63	18	1	2	1	52	19	7	1	4	
			%	69.8	25.6	1.2	0	1.2	75.6	20.9	0	2.3	1.2	76.5	21.2	0	0	1.2	74.1	21.2	1.2	2.4	1.2	62.7	22.9	8.4	1.2	4.8	
		N = 86																											

A = Agree

TA = Tend to Agree

U = Undecided

TD = Tend to Disagree

D = Disagree

If this topic is presented in future conferences, it is recommended that the history and description of the Crime Commission be presented before current project descriptions. This would eliminate the problem expressed in the comments section and would offer more continuity in the presentation. On the whole, however, the data results show that the participants were pleased with this session of the Conference.

Presentation by Mrs. Doris DeHart, Chairman, Virginia Board of Corrections

As an addition to the program, Mrs. Doris DeHart addressed the audience for 15-20 minutes at the end of the first meeting day.

Mrs. DeHart began her presentation by thanking the Sheriffs for their help with the overcrowding situation. She stated that the key to the integration of the system is cooperation. She said it was very necessary to have cooperation between the Board and the Sheriffs in order to arrive at workable solutions for the problems corrections is facing.

Mrs. DeHart ended her address by briefly discussing standards. She stated that the Board hopes the standards are workable. Speaking specifically on standards on construction, Mrs. DeHart told the Sheriffs that the Board hopes these standards are helpful.

This additional session was not evaluated, since it was an unscheduled informal address. Therefore, no data or analysis is provided. At the end of this address, the conference was adjourned until the following morning.

Session #3

Scheduled and Presented: 5/31/78

8:15 - 11:00 a.m.

Topic: "Civil Liabilities for Correctional Administrators (Due Process)"

There were 81 survey forms submitted relating to this topic. This session was the longest single presentation of the entire conference.

Table 4 indicates that approximately 96% of the local jail staff and the jail management staff agreed or tended to agree that adequate information was provided on the topic; the remaining participants (about 4%) were undecided.

Approximately 96% of the local jail staff felt there was sufficient time allotted to cover this topic. The only below average grade given this topic was concerning sufficient time: 1 "supervisor of C.O.'s" tended to disagree that enough time was allowed.

Almost 99% of the local jail staff felt there was sufficient time for questions. About 99% of the local jail staff agreed or tended to agree that the questions were answered clearly and completely. Jail management scored 95% in both of these areas.

About 97% of the local jail staff and 95% of jail management felt they gained useful information that will help them carry out their job duties. The remainder for both job categories were undecided.

Except for the one response that tended to disagree that sufficient time was allowed to cover the topic adequately, none of the local jail or jail management participants scored any of the variables in the tend to disagree or disagree column.

Approximately 23% of the local jail staff wrote comments on their survey sheets. By job category, the data in the comments section is:

<u>Job Category</u>	<u># Commenting</u>
Sheriff	3
Supervisor of C.O.'s	7
Correctional Officers	5
Other Jail Staff	<u>1</u>
TOTAL	16

About 25% of the total jail management staff wrote comments.

The comments were 87% complimentary and 13% critical. The two criticisms were the session was "a little too long" and "speaker not completely up on Virginia regulations." One comment suggested the panel be expanded to include an authority on Virginia law and one felt more time was needed.

The positive comments included:

	<u># Commenting</u>
Very informative/helpful	8
Very Interesting/Valuable	2
Excellent Session	2

TABLE 4

TOPIC: " CIVIL LIABILITIES FOR CORRECTIONAL ADMINISTRATORS (DUE PROCESS)"

JOB TITLE			ADEQUATE INFORMATION					SUFFICIENT TIME					ENOUGH TIME/QUESTIONS					QUESTIONS ANSWERED					GAINED USEFUL INFO.					
			A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	
JAIL MGMT.	LOCAL JAIL STAFF	Sheriff	N	17	1	2	9	0	18	1	1	0	0	17	1	2	0	0	16	2	2	0	0	17	1	2	0	0
			%	85	5	10	0	0	90	5	5	0	0	85	5	10	0	0	80	10	10	0	0	85	5	10	0	0
		Supervisor of Correctional Officers	N	17	3	0	0	0	15	4	0	1	0	16	4	0	0	0	15	5	0	0	0	17	3	0	0	0
			%	85	15	0	0	0	75	20	0	5	0	80	20	0	0	0	75	25	0	0	0	85	15	0	0	0
		Other Supervisor	N	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
			%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		Correctional Officer	N	0	0	0	0	0	26	0	2	0	0	25	3	0	0	0	25	3	0	0	0	27	0	1	0	0
			%	0	0	0	0	0	92.9	0	7.1	0	0	89.3	10.7	0	0	0	89.3	10.7	0	0	0	96.4	0	3.6	0	0
		Other Jail Staff	N	3	0	0	0	0	3	0	0	0	0	3	0	0	0	0	3	0	0	0	0	3	0	0	0	0
			%	100	0	0	0	0	100	0	0	0	0	100	0	0	0	0	100	0	0	0	0	100	0	0	0	0
		Other (DOC, Bd of Corr, et al)	N	9	2	0	0	0	8	3	0	0	0	9	1	0	0	0	7	3	0	0	0	7	2	1	0	0
			%	81.8	18.2	0	0	0	72.7	27.3	0	0	0	90	10	0	0	0	70	30	0	0	0	70	20	10	0	0
TOTAL N = 81	N	73	7	2	0	0	70	8	3	1	0	70	9	2	0	0	66	13	2	0	0	71	6	4	0	0		
	%	89.0	8.5	2.4	0	0	85.4	9.8	3.7	1.2	0	86.4	11.9	2.5	0	0	81.5	16.0	2.5	0	0	87.7	7.4	4.9	0	0		

A = Agree
TA = Tend to Agree
U = Undecided
TD = Tend to Disagree
D = Disagree

One Sheriff felt the speaker was "well-informed and could offer details to back up his statements." Another Sheriff felt the presentation was very relevant to his experience. He wrote "\$6430 short and a year late. Very informative and beneficial." A "supervisor of correctional officers" and a Sheriff specifically requested that this session be brought back next year.

The two critical comments seem to indicate that an authority on Virginia law be added to this panel. It is, therefore, recommended that this topic be included in future conferences and that an expert in Virginia law be present on the panel.

Based on the data in Table 4 and the comments, this session could be classified as very successful. It was a long session, relative to the remainder of the conference. The time, however, was made a little easier on the audience by a coffee break at about 10:00 a.m. And, one participant seemed to feel "more" time was needed.

Session #4

Scheduled and Presented: 5/31/78
11:00 - 12:00 a.m.

Topic: "New Legislation"

As Table 5 indicates, 105 completed surveys were submitted relating to this topic. Of that number, 91 were from local jail staff and 54 of those (59%) were from jail management staff.

Approximately 87% of the local jail staff and 85% of the jail management staff agreed or tended to agree that the speaker provided adequate information regarding new legislation. About 4% of the jail management staff and the local jail staff were undecided. A little over 11% of the jail management staff tended to disagree or disagreed.

Regarding the question of whether sufficient time was allowed to cover the topic, about 90% of the local jail staff and the jail management staff felt there was sufficient time. Concerning whether enough time was allotted for questions, about 65% of the local jail staff and the jail management staff agreed or tended to agree that sufficient time was allowed. It should be noted that this speaker did not solicit questions from the audience. In light of this fact, it is interesting to note that 65% of the local jail staff agreed or tended to agree that "questions from the audience were answered clearly and completely." Some participants did comment on their surveys that no questions were answered. Looking at Table 5, one can note that the two items dealing with questions received the highest number of negative answers.

The final question of whether the participant felt he learned information at this session that would be useful in carrying out the duties of their job was answered consistently by both the local jail staff and the jail management staff. About 78% agreed or tended to agree that they gained useful information, close to 9% were undecided, and about 8% of the local jail and 11% of the jail management staff tended to

disagree or disagreed.

About 15% of the local jail staff wrote comments about this session. The data indicates the following breakdown:

<u>Job Category</u>	<u># Commenting</u>
Sheriff	5
Supervisor of C.O.'s	6
Correctional Officers	<u>3</u>
TOTAL	14

About 50% of the comments praised the speaker and his theory with SB180. Another comment was that the presentation was "interesting and desirable, but not directly job-related at this time." Of the critical comments 84% felt the speaker did not address what they felt was the topic. One Sheriff's comments seemed to sum up the feelings of the critical comments:

"subject should have pertained to new legislation recently passed by the General Assembly affecting Sheriffs and duties of Sheriffs."

It is recommended that, if this topic is presented in future conferences, it be broken down into two areas: (1) Legislation that recently passed impacting on Sheriffs (2) Major pending legislation affecting local and state corrections activities (such as SB180 was this year). Carry over legislation and legislation very likely to be introduced could be covered in this discussion.

Due to the multitude of bills passed, carried over, or pending introduction, it is also recommended that the speakers

TABLE 5

TOPIC: "NEW LEGISLATION"

JOB TITLE			ADEQUATE INFORMATION					SUFFICIENT TIME					ENOUGH TIME/QUESTIONS					QUESTIONS ANSWERED					GAINED USEFUL INFO.					
			A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	
JAIL MGMT.	LOCAL JAIL STAFF	Sheriff	N	17	6	2	0	5	19	8	0	1	2	13	5	1	5	4	14	3	2	4	5	16	7	3	1	3
			%	56.7	20	6.7	0	16.6	63.3	26.7	0	3.3	6.7	46.4	17.9	3.6	17.9	14.3	50	10.7	7.1	14.3	17.9	53.3	23.3	10	3.3	10
		Supervisor of Correctional Officers	N	21	2	0	1	0	17	5	1	0	1	13	4	1	1	5	13	4	3	0	4	14	5	2	0	2
			%	87.5	8.3	0	4.2	0	70.8	20.8	4.2	0	4.2	54.2	16.7	4.2	4.2	20.8	54.2	16.7	12.5	0	16.7	60.9	21.7	8.7	0	8.7
		Other Supervisor	N	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
			%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Correctional Officer	N	27	1	1	0	0	25	3	1	0	0	20	2	0	1	6	20	1	0	1	6	22	2	3	0	1	
		%	93.1	3.4	3.4	0	0	86.2	10.3	3.4	0	0	69.0	6.9	0	3.4	20.7	71.4	3.6	0	3.6	21.4	78.6	7.1	10.7	0	3.6	
	Other Jail Staff	N	5	0	0	0	0	4	0	0	0	1	3	0	0	1	1	4	0	0	0	1	3	2	0	0	0	
		%	100	0	0	0	0	80	0	0	0	20	60	0	0	20	20	80	0	0	0	20	60	40	0	0	0	
	Other (DOC, Bd of Corr, et al)	N	14	0	0	0	0	11	2	1	0	0	5	2	0	0	2	8	1	0	0	1	11	2	1	0	0	
		%	0	0	0	0	0	78.6	14.3	7.1	0	0	55.6	22.2	0	0	22.2	80	10	0	0	10	78.6	14.3	7.1	0	0	
TOTAL N = 102	N	84	9	3	1	5	76	18	3	1	4	54	13	2	8	18	59	9	5	5	17	66	18	9	1	6		
	%	82.4	8.8	2.9	1.0	4.9	74.5	14.3	7.1	0	0	56.8	13.7	2.1	8.4	18.9	62.1	9.5	5.3	5.3	17.9	66	18	9	1	6		

A = Agree

TA = Tend to Agree

U = Undecided

TD = Tend to Disagree

D = Disagree

provide the participants with a list of these bills and a brief description of each. There very likely will not be enough time to discuss all the legislation. The panel could make the Sheriffs aware of major legislation and, at the same time, inform them of any other bills that may impact on them or their jail operation by distributing the handout.

These recommendations would provide a program that could consistently deliver legislative information from conference to conference. A short status report on the carry over or pending legislation discussed at the previous conference would also be helpful.

Legislation, like other topics discussed in this report, is a very complex issue. It can only be highlighted briefly in a one hour segment. With the help of the handouts mentioned and a consistent, continued delivery of information, this topic may be covered adequately.

Session #5

Scheduled and Presented: 5/30/78

1:00 - 2:00 p.m.

Topic: "Hostage Policy Procedures and Planning"

A total of 80 completed questionnaires were submitted for this session. Of that total, 70 (88%) were local jail staff and 40 of those were from jail management staff.

Approximately 99% of the local jail staff and all of the jail management staff felt adequate information was provided on hostage policy, planning and procedure. Only one cor-

rectional officer disagreed and, according to comments he wrote, he thought the time on this subject should be extended. Along that line 81% of the local jail staff and 82% of jail management felt sufficient time was allowed to cover the topic.

The speaker on this topic did not solicit questions from the audience and the data under "enough time/questions" and "questions answered" is presented for information only.

All of the jail management staff and 97% of the local jail staff agreed or tended to agree that they gained useful information from this session.

Analyzing the results of the comments section, none of the comments was critical of the speaker or the topic. About 13% of the local jail participants wrote comments. The breakdown by job category is:

<u>Job Category</u>	<u># Commenting</u>
Sheriff	3
Supervisor of C.O.'s	3
Correctional Officers	<u>3</u>
TOTAL	9

About 44% of the comments related to the participant's feeling that there wasn't sufficient time to cover the topic or answer questions. About 78% of the total comments complimented the speaker and felt the topic was interesting and informative.

According to the participants, this topic can be considered an outstanding area for jail management training.

TABLE 6

TOPIC: HOSTAGE POLICY PROCEDURES AND PLANNING

JOB TITLE				ADEQUATE INFORMATION					SUFFICIENT TIME					ENOUGH TIME/QUESTIONS					QUESTIONS ANSWERED					GAINED USEFUL INFO.				
				A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D
JAIL MGMT.	LOCAL JAIL STAFF	Sheriff	N	21	1	0	0	0	16	2	2	1	1	11	4	2	1	2	13	2	2	1	3	21	1	0	0	0
			%	95.5	4.5	0	0	0	72.7	9.1	9.1	4.5	4.5	55	20	10	5	10	61.9	9.5	9.5	4.8	14.3	95.5	4.5	0	0	0
		Supervisor of Correctional Officers	N	15	2	0	0	0	12	2	1	1	1	11	2	2	0	2	10	1	2	1	1	17	0	0	0	0
			%	88.2	11.8	0	0	0	70.6	11.8	5.9	5.9	5.9	64.7	11.8	11.8	0	11.8	66.7	6.7	13.3	6.7	6.7	100	0	0	0	0
		Other Supervisor	N	1	0	0	0	0	1	0	0	0	0	1	0	0	0	0	1	0	0	0	0	1	0	0	0	0
			%	100	0	0	0	0	100	0	0	0	0	100	0	0	0	0	100	0	0	0	0	100	0	0	0	0
		Correctional Officer	N	24	1	0	0	1	18	2	3	1	2	12	2	1	2	6	10	2	1	2	6	23	1	1	1	0
			%	92.3	3.8	0	0	0	69.2	7.7	11.5	3.8	7.7	52.2	8.7	4.3	8.7	26.1	47.6	9.5	4.8	9.5	28.6	88.5	3.8	3.8	3.8	0
		Other Jail Staff	N	4	0	0	0	0	4	0	0	0	0	2	0	0	1	1	2	0	0	1	1	3	1	0	0	0
			%	100	0	0	0	0	100	0	0	0	0	50	0	0	25	25	50	0	0	25	25	75	25	0	0	0
		Other (DOC, Bd of Corr, et al)	N	9	1	0	0	0	9	0	0	1	0	4	1	0	1	2	2	2	0	1	1	7	2	1	0	0
			%	90	10	0	0	0	90	0	0	10	0	50	12.5	0	12.5	25	33.3	33.3	0	16.7	16.7	70	20	10	0	0
TOTAL N = 80	N	74	5	0	0	1	60	6	6	4	4	41	9	5	5	13	38	7	5	6	12	72	5	2	1	0		
	%	92.5	6.3	0	0	1.3	75	7.5	7.5	5	5	56.2	12.3	6.8	6.8	17.8	55.9	10.3	7.4	8.8	17.6	90	6.3	2.5	1.3	0		

A = Agree
TA = Tend to Agree
U = Undecided
TD = Tend to Disagree
D = Disagree

All of the jail management staff felt they gained useful information that will assist them in carrying out the duties of their job.

The only area of concern expressed by the participants was concerning whether sufficient time was allowed. The speaker stated that an eight hour session would be needed in order to present more complete information. Since that would, in effect, cover over 1/3 of the conference time, a suggestion may be to offer a compromise. During one day of the session, staff from jails housing 75 or under (represented a little over 54% at this conference) could have 4 hours of hostage training in the morning, while the others could meet for 4 hours in the afternoon. Other alternative sessions could be scheduled for those not receiving the hostage training.

The only recommendation for this area would be that, if extended time is given to this topic, the speaker be asked to set aside some time for questions from the audience. The limited time given this session did not permit audience questions this year.

Session #6

Scheduled and Presented: 5/31/78
2:00 - 2:45 p.m.

Topic: "Mandated Training Requirements"

A total of 78 completed questionnaires were submitted

concerning this topic. Of those, 67 were local jail staff, including 44 from jail management staff.

About 97% of the local jail staff and jail management staff agreed or tended to agree that adequate information was provided concerning mandated training requirements. None of the local jail staff tended to disagree or disagreed.

Almost 99% of the jail management staff and 96% of the jail management staff felt sufficient time was allowed for this topic. Only one staff member under the correctional officer category tended to disagree.

About 94% of the local jail staff and 91% of the jail management staff agreed or tended to agree that there was enough time allowed for questions. None of the local jail staff tended to disagree or disagreed. About 99% of the local jail staff and jail management staff felt the audience questions were answered clearly and completely. Again, none of the local jail staff tended to disagree or disagreed.

About 87% of the local jail staff and 91% of the jail management staff felt they gained information that will be helpful in carrying out the duties of their job.

For this session, only 9% of the local jail staff made comments. The breakdown by job category is:

<u>Job Category</u>	<u># Commenting</u>
Sheriff	2
Supervisor of C.O.'s	2
Correctional Officers	1
Other local jail staff	1
TOTAL	6

The comments for this session are quite varied and difficult to collapse into categories. They will, therefore, be presented in their entirety as they were written.

Job Category

Comment

Sheriff

I have learned from the speech that was made.

Sheriff

Who is to look after the jail while everyone else is keeping state records?

Supervisor of C.O.

Not bad.

Supervisor of C.O.

This was an extremely important topic.

Correctional Officer

Too loud.

Other Local Jail Staff

I believe the Secretaries of Sheriff's Departments should also be trained in the Criminal History Records area.

Judging from the opinion of the participants, this topic provided a successful jail management training session. About 91% of the jail management staff felt they gained useful information from this session.

The data shows that the overwhelming majority of the participants felt the topic was covered sufficiently with adequate information provided. Therefore, no recommendations for changing the format of this session will be offered for consideration.

TABLE 7

TOPIC: "MANDATED TRAINING REQUIREMENTS"

JOB TITLE			ADEQUATE INFORMATION					SUFFICIENT TIME					ENOUGH TIME/QUESTIONS					QUESTIONS ANSWERED					GAINED USEFUL INFO.				
			A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D
JAIL MGMT. LOCAL JAIL STAFF	Sheriff	N	19	3	1	0	0	18	5	0	0	0	17	3	1	0	0	19	3	1	0	0	18	3	1	0	0
		%	82.6	13	4.3	0	0	78.3	21.7	0	0	0	81.0	14.3	4.8	0	0	82.6	13.0	4.3	0	0	81.8	13.6	4.5	0	0
	Supervisor of Correctional Officers	N	16	3	1	0	0	17	3	0	0	0	15	4	1	0	0	14	6	0	0	0	11	8	1	0	0
		%	80	15	5	0	0	85	15	0	0	0	75	20	5	0	0	70.0	30.0	0	0	0	55	40	5	0	0
	Other Supervisor	N	1	0	0	0	0	1	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	1	0	0
		%	100	0	0	0	0	100	0	0	0	0	100	0	0	0	0	100	0	0	0	0	0	0	100	0	0
	Correctional Officer	N	17	3	0	0	0	15	4	0	1	0	17	3	0	0	0	15	5	0	0	0	14	1	4	1	0
		%	85	15	0	0	0	75	20	0	5	0	85	15	0	0	0	75	25	0	0	0	70	5	20	5	0
	Other Jail Staff	N	2	1	0	0	0	2	1	0	0	0	2	1	0	0	0	1	2	0	0	0	2	1	0	0	0
		%	66.7	33.3	0	0	0	66.7	33.3	0	0	0	66.7	33.3	0	0	0	33.3	66.7	0	0	0	66.7	33.3	0	0	0
Other (DOC, Bd of Corr, et al)		N	7	3	1	0	0	8	3	0	0	0	6	3	0	0	0	8	1	0	0	0	6	1	2	0	1
		%	63.6	27.3	9.1	0	0	72.7	27.3	0	0	0	66.7	33.3	0	0	0	88.9	11.1	0	0	0	60	10	20	0	10
TOTAL N = 78		N	62	13	3	0	0	61	16	0	1	0	58	14	2	0	0	58	17	1	0	0	51	14	9	1	1
		%	79.5	16.7	3.8	0	0	78.2	20.5	0	1.3	0	78.4	18.9	2.7	0	0	76.3	22.4	1.3	0	0	67.1	18.4	11.8	1.3	1.3

A = Agree
 TA = Tend to Agree
 U = Undecided
 TD = Tend to Disagree
 D = Disagree

Session #7

Scheduled and Presented: 5/31/78

3:00 p.m.

Topic: "Problems in Reimbursement, Budgeting and Financial Reporting for Local Jails"

A total of 54 completed questionnaires were submitted concerning this topic. The number of participants attending this session was significantly lower than in other sessions. It was announced that only participants directly impacted upon by these areas would be attending. Of those submitting responses, 49 (91%) were local jail staff, including 27 jail management staff.

About 86% of the local jail staff and the jail management staff agreed or tended to agree that adequate information was provided; 6% of the local jail staff was undecided, 8% tended to disagree and none disagreed.

Approximately 94% of the local jail staff and 89% of the jail management staff felt there was sufficient time to cover the topic.

The question and answer session was unique for this session. Questions were solicited in advance of the conference. They were answered by the appropriate panel member as part of the presentation. Additional and supplemental questions from the audience during the session were also answered.

About 89% of the jail management staff and 94% of the local jail staff felt there was enough time to ask questions. The remaining responses were in the "undecided" category,

with no "tend to agree" or "disagree" answers. Approximately 81% of both the local jail staff and the jail management staff felt the questions were answered clearly and completely; 10% were undecided and about 9% tended to disagree or disagreed.

About 80% of the local jail staff and jail management staff felt they gained useful information from this session; 8% were undecided and 12% disagreed or tended to disagree.

Approximately 10% of the local jail staff wrote comments. The breakdown by job category is:

<u>Job Category</u>	<u># Commenting</u>
Sheriff	1
Supervisor of C.O.'s	2
Correctional Officers	<u>2</u>
TOTAL	5

Three of five of the comments were complimentary and praised the session. The two remaining were critical of the way questions were answered. The five comments as written are listed by job categories.

<u>Job Category</u>	<u>Comment</u>
Sheriff	Unclear; buck passing.
Supervisor of C.O.	Very useful.
Supervisor of C.O.	Some answers only stated what the State Code states, not a reason why yes or no!
Correctional Officer	Very good general and overall coverage.
Correctional Officer	Very beneficial.

TABLE 8

TOPIC: "PROBLEMS IN REIMBURSEMENT, BUDGETING AND FINANCIAL REPORTING FOR LOCAL JAILS"

JOB TITLE			ADEQUATE INFORMATION					SUFFICIENT TIME					ENOUGH TIME/QUESTIONS					QUESTIONS ANSWERED					GAINED USEFUL INFO.					
			A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	
JAIL MGMT. LOCAL JAIL STAFF 40	Sheriff	N	13	1	2	2	0	15	0	2	1	0	14	1	3	0	0	13	1	2	1	1	14	0	2	0	2	
		%	72.2	5.6	11.1	11.1	0	83.3	0	11.1	5.6	0	77.8	5.6	16.7	0	0	72.2	5.6	11.1	5.6	5.6	77.8	0	11.1	0	11.1	
	Supervisor of Correctional Officers	N	7	2	0	0	0	8	1	0	0	0	9	0	0	0	0	6	2	1	0	0	7	1	1	0	0	
		%	77.8	22.2	0	0	0	88.9	11.1	0	0	0	100	0	0	0	0	66.7	22.2	11.1	0	0	77.8	11.1	11.1	0	0	
	Other Supervisor	N	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
		%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Correctional Officer	N	14	3	1	2	0	16	4	0	0	0	16	4	0	0	0	13	4	2	1	0	15	1	1	2	0	
		%	70	15	5	10	0	80	20	0	0	0	80	20	0	0	0	65	20	10	5	0	78.9	5.3	5.3	10.5	0	
	Other Jail Staff	N	2	0	0	0	0	2	0	0	0	0	1	1	0	0	0	1	0	0	0	1	1	0	0	0	1	
		%	100	0	0	0	0	100	0	0	0	0	50	50	0	0	0	50	0	0	0	50	50	0	0	0	50	
	Other (DOC, Bd of Corr, et al)	N	5	0	0	0	0	5	0	0	0	0	5	0	0	0	0	5	0	0	0	0	5	0	0	0	0	
		%	100	0	0	0	0	100	0	0	0	0	100	0	0	0	0	100	0	0	0	0	100	0	0	0	0	
	TOTAL N = 54		N	41	6	3	4	0	46	5	2	1	0	45	6	3	0	0	38	7	5	2	2	42	2	4	2	3
			%	75.9	11.1	5.6	7.4	0	85.2	9.3	3.7	1.9	0	83.3	11.1	5.6	0	0	70.4	13	9.3	3.7	3.7	79.2	3.8	7.5	3.8	5.7

A = Agree
TA = Tend to Agree
U = Undecided
TD = Tend to Disagree
D = Disagree

The unique approach of asking for questions that concerned the participants before the conference began (plus answering audience questions) would seem to be an outstanding idea. Yet some of the lower scores for clarity and completeness of information in the answers and useful information given that seem to imply some problems developed. It is interesting to note that local jail staff and jail management staff were fairly close in their opinion of this session.

Session #8

Scheduled and Presented: 6/1/78
8:30 - 10:00 a.m.

Topic: "Department of Corrections Pharmacy Requirements, Para-Medical Requirements, and State Pharmacy Board Requirements"

There were 60 completed questionnaires submitted on this topic. Approximately 92% were from local jail staff, including 53% from jail management staff.

As Table 9 indicates, about 95% of the local jail staff and the jail management staff felt adequate information was provided on this topic. No participants tended to disagree or disagreed in this area.

Regarding the question of whether sufficient time was allowed to cover this topic, about 95% of the local jail staff and jail management staff felt there was enough time. Almost 96% felt sufficient time was allowed for questions.

When asked if questions were answered clearly and completely, 93% of the local jail staff and 91% of the jail management staff agreed or tended to agree that adequate answers were provided; one Sheriff was undecided and two supervisors tended to disagree. No one disagreed, as indicated in Table 9 (page 44).

Over 96% of both the jail management staff and the local jail staff felt they gained useful information from this session. Two correctional officers (represents 4% of the local jail staff) were undecided. No one disagreed or tended to disagree that useful information was gained from this session.

Reviewing the comments section of the questionnaire indicates 11% of the local jails staff wrote comments. The breakdown by job category of those making comments are:

<u>Job Category</u>	<u># Commenting</u>
Sheriff	1
Supervisor of C.O.'s	4
Correctional Officers	1
TOTAL	6 (represents 11% of local jail staff)

One comment (from the supervisor category) requested additional specific pharmacy information. That request was forwarded to Jails Training staff for reply. The remaining five comments by job category are:

Job Category

Comment

Sheriff

Very informative.

Supervisor of C.O.

Excessive amount of time spent on PA II. If more basic information was put into the field, we could do away with a lot of questions at these sessions.

Supervisor of C.O.

Panel contradicting themselves on various issues. It is impossible to keep medical records confidential when correctional officers have to issue medication.

Supervisor of C.O.

Suggest the Department of Corrections make available in MCV a guard to secure any patient committed.

The final comment (from a correctional officer) complimented a member of the panel in his presentation.

As viewed by the participants, this session was successful. Over 96% of both the local jail staff group and the management group felt they gained useful information that will be helpful as they carry out the duties of their job. None of the areas surveyed received below a 90% positive grade.

The comments did not center on any specific problems. If this topic is part of future programs, the comments may be useful for the panel to review, in order to modify or add information in the two general areas of concern expressed by the participants.

TABLE 9

TOPIC: "DEPARTMENT OF CORRECTIONS PHARMACY REQUIREMENTS, PARA-MEDICAL REQUIREMENTS AND STATE PHARMACY REQUIREMENTS"

JOB TITLE				ADEQUATE INFORMATION					SUFFICIENT TIME					ENOUGH TIME/QUESTIONS					QUESTIONS ANSWERED					GAINED USEFUL INFO.					
				A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	
JAIL MGMT. 44	Sheriff			N	15	3	1	0	0	17	2	0	0	0	17	2	0	0	0	15	3	1	0	0	12	6	0	0	0
				%	78.9	15.8	5.3	0	0	89.5	10.5	0	0	0	89.5	10.5	0	0	0	78.9	15.8	5.3	0	0	66.7	33.3	0	0	0
	Supervisor of Correctional Officers			N	8	4	1	0	0	9	2	1	1	0	10	1	2	0	0	8	3	0	2	0	11	2	0	0	0
				%	61.5	30.8	7.7	0	0	69.2	15.4	7.7	7.7	0	76.9	7.7	15.4	0	0	61.5	23.1	0	15.4	0	84.6	15.4	0	0	0
	Other Supervisor			N	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
				%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Correctional Officer			N	18	2	1	0	0	20	0	0	0	1	21	0	0	0	0	18	2	0	0	0	19	0	2	0	0
				%	85.7	9.5	4.8	0	0	95.2	0	0	0	4.8	100	0	0	0	0	90	10	0	0	0	90.5	0	9.5	0	0
	Other Jail Staff			N	2	0	0	0	0	2	0	0	0	0	2	0	0	0	0	2	0	0	0	0	2	0	0	0	0
				%	100	0	0	0	0	100	0	0	0	0	100	0	0	0	0	100	0	0	0	0	100	0	0	0	0
	Other (DOC, Bd of Corr, et al)			N	5	0	0	0	0	4	1	0	0	0	3	2	0	0	0	3	2	0	0	0	2	1	2	0	0
				%	100	0	0	0	0	80	20	0	0	0	60	40	0	0	0	60	40	0	0	0	40	20	40	0	0
TOTAL N = 60			N	48	9	3	0	0	52	5	1	1	1	53	5	2	0	0	46	10	1	2	0	46	9	4	0	0	
			%	80	15	5	0	0	86.7	8.3	1.7	1.7	1.7	88.3	8.3	3.3	0	0	78	16.9	1.7	3.4	0	78	15.3	6.8	0	0	

A = Agree

TA = Tend to Agree

U = Undecided

TD = Tend to Disagree

D = Disagree

Session #9

Scheduled and Presented: 6/1/78

10:15 - 11:00 a.m.

Topic: "Cooperative Jail Operations - Counties of
Warren, Clarke and Frederick and the City of
Winchester"

A total of 40 completed questionnaires were submitted concerning this topic. About 88% were from local jail staff; of that number 60% were from jail management.

Approximately 86% of the jail management staff and 91% of the local jail staff felt adequate information was given on the topic; the remaining participants were undecided. All of the jail management staff and the local jail staff felt sufficient time was given to cover the topic. Almost 94% of the local jail staff felt there was enough time for questions.

As Table 10 indicates, 91% of the jail management staff felt questions were answered clearly and completely; 9% were undecided; only one correctional officer tended to disagree.

When asked if they gained useful information from the session, about 71% of the jail management staff and the local jail staff agreed or tended to agree; 17% were undecided and almost 10% of the management staff disagreed.

There were two comments and both were written by Sheriffs. One Sheriff felt the session was "a waste of time" and the other wrote, "too much time spent on programs instead of actual operations."

The data seems to indicate that the presentation was

well done, but there is some question as to the usefulness of this information for this conference. Some consideration should be given to the fact that this was a session at the end of the conference. There was, however, a significant drop in opinion only in the category dealing with useful information gained. Perhaps the suggestion offered by the Sheriff on altering the content of the presentation to include more operational information would be helpful. If this topic is included in future conferences, some modification of the type of information to be presented should be strongly considered.

TABLE 10

TOPIC: COOPERATIVE JAIL OPERATIONS --- COUNTIES OF WARREN, CLARKE, AND FREDERICK AND THE CITY OF WINCHESTER"

JOB TITLE			ADEQUATE INFORMATION					SUFFICIENT TIME					ENOUGH TIME/QUESTIONS					QUESTIONS ANSWERED					GAINED USEFUL INFO.					
			A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	A	TA	U	TD	D	
JAIL MGMT. 47	LOCAL JAIL STAFF	Sheriff	N	9	1	2	0	0	9	2	0	0	0	8	3	0	1	0	9	1	2	0	0	7	3	1	0	1
			%	75	83	16.7	0	0	81.8	18.2	0	0	0	66.7	25.0	0	8.3	0	75	8.3	16.7	0	0	58.3	25	8.3	0	8.3
		Supervisor of Correctional Officers	N	5	3	1	0	0	6	3	0	0	0	6	2	0	0	0	5	4	0	0	0	3	2	2	0	1
			%	55.6	33.3	11.1	0	0	66.7	33.3	0	0	0	75	25	0	0	0	55.6	44.4	0	0	0	37.5	25	25	0	12.5
		Other Supervisor	N	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
			%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Correctional Officer	N	9	2	0	0	0	11	0	0	0	0	10	1	0	0	0	7	3	0	1	0	6	2	2	1	0	
		%	81.8	18.2	0	0	0	100	0	0	0	0	90.9	9.1	0	0	0	63.6	27.3	0	9.1	0	54.5	18.2	18.2	9.1	0	
	Other Jail Staff	N	3	0	0	0	0	2	1	0	0	0	3	0	0	0	0	2	1	0	0	0	1	1	1	0	0	
		%	100	0	0	0	0	66.7	33.3	0	0	0	100	0	0	0	0	66.7	33.3	0	0	0	33.3	33.3	33.3	0	0	
	Other (DOC, Bd of Corr, et al)	N	4	1	0	0	0	3	2	0	0	0	3	2	0	0	0	3	2	0	0	0	3	2	0	0	0	
		%	80	20	0	0	0	60	40	0	0	0	60	40	0	0	0	60	40	0	0	0	60	40	0	0	0	
	TOTAL N = 40		N	30	7	3	0	0	31	8	0	0	0	30	8	0	1	0	26	11	2	1	0	20	10	6	1	2
			%	75	17.5	7.5	0	0	79.5	20.5	0	0	0	76.9	20.5	0	2.6	0	65	27.5	5	2.5	0	51.3	25.6	15.4	2.6	5.1

A = Agree
TA = Tend to Agree
U = Undecided
TD = Tend to Disagree
D = Disagree

Individual Session Data Summary

In order to present summary data on the nine sessions and ten topics discussed in the previous narrative, the following individual tables were developed.

Table 11 indicates the number of completed questionnaires submitted for each session.

TABLE 11
SURVEYS SUBMITTED

<u>Session #</u>	<u>Completed # Surveys Received</u>
1	117
(Topic A)	(56)
(Topic B)	(61)
2	86
3	81
4	102
5	80
6	78
7	54
8	60
9	40

Average per topic = 69.8

Table 11 indicates the number of questionnaires received declined as the conference progressed. In session #1 topic A questionnaires were given to one side of the room only, and topic B to the other side. In the following sessions, questionnaires were distributed to all participants. The decline in the number of individual session questionnaires is anticipated. An average of 69.8 surveys per session represents a substantial return.

Table 12 shows the percentage of local jail staff questionnaires that included written comments.

TABLE 12
LOCAL JAIL STAFF COMMENTS

<u>Session #</u>	<u>% with Comments</u>
1	
(Topic A)	(15%)
(Topic B)	(15%)
2	10%
3	23%
4	15%
5	13%
6	9%
7	10%
8	11%
9	5%

Average % with Comments: 12.6%
per topic

Table 12 indicates the topic that received the greatest number of comments concerned Civil Liability for Correctional Administrators. This was also the longest session presented in the conference.

Table 13 ranks the topics by the variable "Gained Useful Information". The participants were given the statement: "The information I learned at this session will be useful in carrying out the duties of my job." The topics that received the greatest percentage of responses in the agree or tend to agree column is ranked first. Only responses from local jail staff are in this table.

TABLE 13
GAINED USEFUL INFORMATION
(Local Jail Staff)

<u>Rank</u>	<u>Abbreviated Title of Topic</u>
1	Civil Liabilities
1	Hostage Policies
2	Pharmacy Requirements
3	Contemporary Issues
3	Mandated Training Requirements
4	Va. State Crime Commission
5	Problems in Reimbursement
6	New Legislation
7	Records and Reports
8	Cooperative Jail Operations

Those topics with the same rank tied or came very close in the number of responses.

Table 14 also ranks the topics by the variable "Gained Useful Information", but this time only jail management responses were considered.

TABLE 14
GAINED USEFUL INFORMATION
(Jail Management Staff)

<u>Rank</u>	<u>Abbreviated Title of Topic</u>
1	Hostage Policies
2	Pharmacy Requirements
3	Civil Liabilities
4	Mandated Training Requirements
5	Va. State Crime Commission
6	Contemporary Issues
7	Records and Reports
8	Problems in Reimbursement
9	New Legislation
10	Cooperative Jail Operations

There were no "ties" in the jail management staff ranking, although rank #7 and #8 are only separated by 1 percentage point.

DATA RESULTS - OVERALL

Introduction

This section will provide the data results as indicated by the overall survey* administered at the end of the conference.

An overview of the data results will be presented first. This overview will include data results from all participants who submitted completed questionnaires.

A data analysis by item will follow. Unless otherwise specified, the data analysis will include only local jail staff and jail management staff responses.

Overview of Final Survey Data

There were a total of 107 surveys submitted. The following indicates a breakdown by job category of those submitting questionnaires.

TABLE 15
SUBMITTED SURVEYS BY JOB CATEGORY

<u>Job Category</u>	<u>Number Submitting</u>	<u>Percentage</u>
Sheriff	28	26.2%
Supervisor of C.O.	30	28.0%
Other Supervisor	10	9.4%
Correctional Officer	14	13.1%
Other Jail Staff	12	11.2%
Other	13	12.1%
TOTAL	107	100%

*See appendix for sample survey forms.

This table indicates that over 63% of those responding were employed in a supervisory capacity in a local jail.

The respondents were asked to indicate how long they attended the conference. The results are indicated in Table 16.

TABLE 16
Attendance

<u>Number of Days</u>	<u>Number Attended (%)</u>
Entire	80 (74.8%)
3 of 4 days	21 (19.6%)
2 of 4 days	4 (3.7%)
1 day	0
No response	2 (1.9%)
TOTAL	107 (100%)

The data in Table 16 indicates that most of the respondents attended at least three of four days. Since this questionnaire was issued at the end of the conference, that figure was somewhat expected. A total of 101 responding participants attending almost the entire conference can be an indication of a program that, on the whole, maintained the interest of those who came. It should be noted that the respondents include Departmental employees who came to give a presentation and not stay for the entire conference.

The final item to be discussed in this section is a variable that distinguishes the size of the jails employing responding participants. This data was collected in order to

determine if the impact of the conference changed according to the capacity of the jail represented. The specific results of this data will be used in the following section. However, as a general overview, the overall results will be presented as Table 17.

TABLE 17
JAIL CAPACITIES

<u>Capacity</u>	<u># of Respondents (%)</u>
Under 50	51 (47.7%)
50 to 75	7 (6.5%)
75 to 100	12 (11.2%)
100 to 150	9 (8.5%)
150 to 175	1 (0.9%)
175 and Above	10 (9.3%)
No response (or not applicable)	17 (15.9%)
	107 (100%)

This overall capacity data may be a good indicator for future conference planners. Table 17 shows that over half of the respondents are from jails that have a capacity of less than 75. Deleting the "no response" category, the group from jails with capacity under 75 represents 64.4% of the total.

Item Data from Final Survey

The first item utilizing the Likert scale asked the participant if he felt he gained any new information concerning jail management principles as a result of attending

the conference. Table 18 indicates the data results by job category.

TABLE 18
NEW JAIL MANAGEMENT INFORMATION GAINED

Job Category	Agree	Tend to Agree	Undecided	Tend to Disagree	Disagree
Sheriff	15 57.7%	8 30.8%	1 3.8%	2 7.7%	0 0%
Supervisor of C.O.	15 50%	11 36.7%	2 6.7%	2 6.7%	0 0%
Other Supervisor	5 50%	2 20%	1 10%	0 0%	2 20%
Correctional Officer	10 71.4%	3 21.4%	1 7.1%	0 0%	0 0%
Other Jail Staff	7 58.3%	5 41.7%	0 0%	0 0%	0 0%
Column TOTAL	52 55.9%	29 31.2%	6 6.5%	4 4.4%	2 2.2%

The data above shows that 88.5% of the Sheriffs responding agreed or tended to agree that they gained new information concerning jail management principles. Overall, 87.1% of the local jail staff and 85% of the jail management staff felt they learned new information.

The next statement addressed the question of whether the speakers, in general, in the opinion of the respondents, were knowledgeable about their topic. Table 19 indicates the data results by job category.

TABLE 19
SPEAKERS VERY KNOWLEDGEABLE ABOUT TOPIC

Job Category	Agree	Tend to Agree	Undecided
Sheriff	18 69.2%	6 23.1%	2 7.7%
Supervisor of C.O.	23 76.7%	6 20%	1 3.3%
Other Supervisor	7 70%	3 30%	0 0%
Correctional Officer	13 92.9%	1 7.1%	0 0%
Other Jail Staff	10 83.3%	2 16.7%	0 0%
Column TOTAL	61 74.4%	18 22%	3 3.6%

None of the participants indicated they "tend to disagree" or "disagree".

The table clearly indicates that the overwhelming majority felt the speakers, in general, were very knowledgeable about their topic.

The next statement asked if the participants felt the speakers answered most questions clearly and completely. Table 20 indicates the results.

TABLE 20
SPEAKERS ANSWERED QUESTIONS CLEARLY/COMPLETELY

Job Category	Agree	Tend to Agree	Undecided	Tend to Disagree
Sheriff	17 63%	7 25.9%	2 7.4%	1 3.7%
Supervisor of C.O.	16 55.2%	10 34.5%	3 10.3%	0 0%
Other Supervisor	8 80%	1 10%	1 10%	0 0%
Correctional Officer	12 85.7%	1 7.1%	0 0%	1 7.1%
Other Jail Staff	7 58.3%	4 33.3%	0 0%	1 8.3%
Column TOTAL	60 65.2%	23 25%	6 6.5%	3 3.3%

None of the participants disagreed.

The table indicates that almost 89% of the Sheriffs felt the speakers answered questions clearly and completely. The data also indicates that after the conference was over, more of the participants felt questions were answered clearly and completely (1.6% more). This result may be due to the fact that during individual sessions some speakers did not solicit audience questions and the participants tended to disagree or disagreed with the statement when filling out individual session questionnaires.

Table 21 addresses the question of whether or not the participants felt there was sufficient time allowed for questions.

TABLE 21
SUFFICIENT TIME FOR QUESTIONS

Job Category	Agree	Tend to Agree	Undecided	Tend to Disagree
Sheriff	18 66.7%	7 25.9%	1 3.7%	1 3.7%
Supervisor of C.O.	22 73.3%	7 23.3%	1 3.3%	0 0%
Other Supervisor	6 60%	3 30%	1 10%	0 0%
Correctional Officer	12 85.7%	2 14.3%	0 0%	0 0%
Other Jail Staff	9 75%	3 25%	0 0%	0 0%
Column TOTAL	67 72%	22 23.7%	3 3.2%	1 1.1%

No participants disagreed.

Table 21 indicates that 95.7% of the local jail staff participants and 94% of the jail management staff felt there was sufficient time allowed for questions from the audience. The data indicates that the participants again rated this question more favorably after the conference than during the individual sessions (by 6.6%). Since this item refers to audience questions, the reasoning followed in the previous table may be followed.

The next item addressed the question of whether or not the participants felt they learned information that will be useful in carrying out the duties of their job. Table 22 shows the data results by job category. Again, no participants "disagreed".

TABLE 22
GAINED USEFUL INFORMATION

Job Category	Agree	Tend to Agree	Undecided	Tend to Disagree
Sheriff	15 57.7%	9 34.6%	0 0%	2 7.7%
Supervisor of C.O.	17 58.6%	9 31%	2 6.9%	1 3.4%
Other Supervisor	5 50%	4 40%	0 0%	1 10%
Correctional Officer	12 85.7%	2 14.3%	0 0%	0 0%
Other Jail Staff	7 58.3%	5 41.7%	0 0%	0 0%
Column TOTAL	56 61.5%	29 31.9%	2 2.2%	4 4.4%

Table 22 indicates that 92.3% of the Sheriffs felt they gained useful information at the conference. Approximately the same number of jail management staff and local jail staff, 91%, agreed or tended to agree. The only tend to disagree responses are from jail management staff. They represent 6.1% of the total management staff responding. Both the local jail staff and the jail management staff rated this item higher after the conference than they did in the

individual session questionnaires.

Looking at the same variable, "gained useful information" by jail capacity produces the data results indicated in Table 23.

TABLE 23

GAINED USEFUL INFORMATION BY JAIL CAPACITY

Capacity	Agree	Tend to Agree	Undecided	Tend to Disagree
Under 50	34 69.4%	15 30.6%	0 0%	0 0%
50 to 75	4 57.1%	3 42.9%	0 0%	0 0%
75 to 100	7 58.3%	5 41.7%	0 0%	0 0%
100 to 150	2 22.2%	3 33.3%	1 11.1%	3 33.3%
150 to 175	1 100%	0 0%	0 0%	0 0%
175 and Above	6 60%	2 20%	1 10%	1 10%
Totals	54 61.4%	28 31.8%	2 2.3%	4 4.5%

The next item dealt with session organization. The statement given was:

"The individual sessions were well organized and began, in general, on time."

Table 24 shows the data results. None of the participants disagreed with the statement.

TABLE 24
CONFERENCE ORGANIZATION
(Sessions)

Job Category	Agree	Tend to Agree	Undecided	Tend to Disagree
Sheriff	20 76.9%	4 15.4%	2 7.7%	0 0%
Supervisor of C.O.	18 62.1%	11 37.9%	0 0%	0 0%
Other Supervisor	6 60%	3 30%	0 0%	1 10%
Correctional Officer	14 100%	0 0%	0 0%	0 0%
Other Jail Staff	11 91.7%	1 8.3%	0 0%	0 0%
Column TOTAL	69 75.8%	19 20.8%	2 2.2%	1 1.2%

Table 24 points out that nearly 96% of the local jail staff felt the individual sessions were well organized.

The participants were then asked to evaluate whether or not the length of the sessions were adequate to cover the topic addressed. Table 25 shows the data results.

TABLE 25
SESSION LENGTH ADEQUATE

Job Category	Agree	Tend to Agree	Undecided	Tend to Disagree
Sheriff	18 69.2%	8 30.8%	0 0%	0 0%
Supervisor of C.O.	16 55.2%	12 41.4%	0 0%	1 3.4%
Other Supervisor	5 50%	4 40%	1 10%	0 0%
Correctional Officer	11 78.6%	3 21.4%	0 0%	0 0%
Other Jail Staff	11 91.7%	1 8.3%	0 0%	0 0%
Column TOTAL	61 67%	28 30.8%	1 1.1%	1 1.1%

Table 25 indicates that 97.8% of the local jail staff felt the length of the sessions was adequate to cover the topic addressed. This compares to a 92.6% rating in the combined individual session questionnaires.

The next item related to conference organization. The participants were asked to respond to:

"The conference, on the whole, was well organized."

TABLE 26
CONFERENCE ORGANIZATION

Job Category	Agree	Tend to Agree	Undecided	Tend to Disagree
Sheriff	23 85.2%	3 11.1%	0 0%	1 3.7%
Supervisor of C.O.	19 65.5%	10 34.5%	0 0%	0 0%
Other Supervisor	6 60%	3 30%	1 10%	0 0%
Correctional Officer	14 100%	0 0%	0 0%	0 0%
Other Jail Staff	11 91.7%	1 8.3%	0 0%	0 0%
Column TOTAL	73 79.3%	17 18.5%	1 1.1%	1 1.1%

As Table 26 indicates, no participants scored this item in the "disagree" column. The data shows that 97.8% of the local jail staff felt the conference on the whole was well organized. This data relates very closely to the opinion of the participants of the individual session organization (Table 24).

In order to ascertain the overall opinion of the participants on the worth of the conference, the next item was written:

"This conference is worthwhile and should be held annually."

Table 27 indicates the data results. None of the participants ranked this statement in the "disagree" column.

TABLE 27
CONFERENCE WORTHWHILE

Job Category	Agree	Tend to Agree	Undecided	Tend to Disagree
Sheriff	26 96.3%	1 3.7%	0 0%	0 0%
Supervisor of C.O.	26 86.7%	3 10%	1 3.3%	0 0%
Other Supervisor	9 90%	0 0%	0 0%	1 10%
Correctional Officer	14 100%	0 0%	0 0%	0 0%
Other Jail Staff	12 100%	0 0%	0 0%	0 0%
Column TOTAL	87 93.5%	4 4.3%	1 1.1%	1 1.1%

The data indicates that 97.8% of the local jail staff considered the conference worthwhile; 1.1% were undecided, and 1.1% tended to disagree.

Specific questions were asked regarding the conditions at the conference site. The first question dealt with whether or not the participants thought the meeting room was adequate. Table 28 indicates the results.

TABLE 28
MEETING ROOM ADEQUATE

Job Category	Agree	Tend to Agree
Sheriff	24 88.9%	3 11.1%
Supervisor of C.O.	26 89.7%	3 10.3%
Other Supervisor	10 100%	0 0%
Correctional Officer	14 100%	0 0%
Other Jail Staff	11 91.7%	1 8.3%
Column TOTAL	85 92.4%	7 7.6%

Virtually all of the local jail staff agreed or tended to agree that the meeting room was adequate for individual sessions.

The next item dealt with food service. The participants were asked to score the following item:

"The food service was above average."

Table 29 indicates the following data results.

TABLE 29
FOOD SERVICE ABOVE AVERAGE

Job Category	Agree	Tend to Agree	Undecided	Tend to Disagree	Disagree
Sheriff	18 69.2%	5 19.2%	0 0%	2 7.7%	1 3.8%
Supervisor of C.O.	12 41.4%	8 27.6%	5 17.2%	4 13.8%	0 0%
Other Supervisor	2 22.2%	3 33.3%	0 0%	4 44.4%	0 0%
Correctional Officer	10 71.4%	3 21.4%	1 7.1%	0 0%	0 0%
Other Jail Staff	7 58.3%	3 25%	0 0%	1 8.3%	1 8.3%
Column TOTAL	49 54.4%	22 24.4%	6 6.7%	11 12.2%	2 2.2%

Table 29 seems to indicate that there were some problems in the food service area. The local jail staff agreed or tended to agree that the food service was above average in 78.8% of the cases. About 14% felt the food service was not above average, while 6.7% were undecided. Considering the position of this question and the general voting trend, the food service area should be carefully studied in future conference planning.

Another area with some problems indicated is the accommodations or rooms for the participants. The respondents were asked to score the following statement:

"The accommodations (rooms) were above average."

Table 30 shows the results by job category.

TABLE 30
ACCOMMODATIONS ABOVE AVERAGE

Job Category	Agree	Tend to Agree	Undecided	Tend to Disagree	Disagree
Sheriff	11 42.3%	6 23.1%	3 11.5%	1 3.8%	5 19.2%
Supervisor of C.O.	13 44.8%	8 27.6%	3 10.3%	2 6.9%	3 10.3%
Other Supervisor	1 10%	2 20%	0 0%	3 30%	4 40%
Correctional Officer	9 64.3%	2 14.3%	0 0%	0 0%	3 21.4%
Other Jail Staff	4 33.3%	6 50%	0 0%	1 8.3%	1 8.3%
Column TOTAL	38 41.8%	24 26.4%	6 6.6%	7 7.7%	16 17.6%

Table 30 indicates that 68.2% of the local jail staff participants felt the rooms were above average; 6.6% were undecided and 25.3% tended to disagree or disagreed.

The final Likert Scale item was asked to verify previous data. The statement was:

"Overall, this conference was a meaningful and informative experience."

Table 31 lists the resulting data.

CONTINUED

1 OF 2

TABLE 31
OVERALL CONFERENCE MEANINGFUL/INFORMATIVE

Job Category	Agree	Tend to Agree	Undecided	Tend to Disagree
Sheriff	20 74.1%	6 22.2%	0 0%	1 3.7%
Supervisor of C.O.	22 73.3%	5 16.7%	3 10%	0 0%
Other Supervisor	8 80%	1 10%	0 0%	1 10%
Correctional Officer	14 100%	0 0%	0 0%	0 0%
Other Jail Staff	9 75%	3 25%	0 0%	0 0%
Column TOTAL	73 78.5%	15 16.1%	3 3.2%	2 2.2%

Table 31 indicates 94.6% of the local jail staff felt attending the conference was a meaningful and informative experience. This compares to the 87.1% score for new information gained and the 87.6% score for useful information gained (session questionnaire).

The rating in Table 31 of 94.6% can also be compared to the 97.8% rating for the question about whether the participants felt the conference was worthwhile. This item may have lost 3 percentage points because of its location on the questionnaire. It followed several less popular items (food service, accommodations). On the whole, however, the conference was considered worthwhile and informative by about 95-98% of the responding participants.

The next section of the questionnaire asked the participants to rank the topics. This item was divided into two parts. The first part asked the participants the three topics that they found offered the most useful information. The second part asked the participant to list the three topics the participant felt was least useful. A list of topics was provided and participants had to list the designated letter for the topic (example, "A", "B", "C", etc.); they did not have to write out topic titles.

Some participants answered the question partially or not at all. The data indicates the following number of responses for local jail staff:

		# responding
Listed one	Most Useful Topic	90
Listed two	Most Useful Topics	87
Listed three	Most Useful Topics	86
Listed one	Least Useful Topic	70
Listed two	Least Useful Topics	69
Listed three	Least Useful Topics	65
TOTAL JAIL STAFF SUBMITTING QUESTIONNAIRES =		94

The ranking results are very similar to those found in Tables 13 and 14 of this report. For purposes of future conference planning, it is recommended that those tables be considered.

The next three questions were open ended items. The first question asked the respondents to suggest any topics that were not covered in this year's conference that would be appropriate for next year's conference. The data indicates that local jail staff provided 33 responses. The breakdown by job category is:

<u>Job Category</u>	<u># Responding</u>	<u>% of Total</u>
Sheriff	8	24.2%
Supervisor of C.O.'s	15	45.5%
Other Supervisor	3	9.1%
Correctional Officers	6	18.2%
Other Jail Staff	<u>1</u>	<u>3.0%</u>
TOTAL	33	100%

A total of 35 topics were offered by local jail staff. Some topics were covered this year, but the participants felt they needed more information. The topics recommended for next year's conference are:

1. New Laws - Legislation passed by the General Assembly that pertains to local jail operations.
2. Compensation Board
3. Juvenile Laws - an explanation
4. Jail Problems - specific for large, medium and small jails.
5. Medical Attention for Inmates - how much and when.
6. Civil Process Serving
7. Jails: Standards and Accreditation for the Future
8. Standards that Relate to Jailing Juveniles
9. EEO Requirements
10. Personnel Management
11. Management Skills
12. Panel consisting of Jails Training Staff, Jails Inspection Staff and Reimbursement Personnel to discuss their interaction with local jails, their responsibilities and coordination.

13. Drugs/Drug Addicts/Drugs and Contraband in Local Jails
14. Search and Seizure
15. Criminal Investigation
16. Self Defense
17. Legal Liability
18. Work Release
19. Jail Policies and Procedures - planning and development
20. Emergency Procedures
21. ACA
22. AMA
23. ABA
24. Sheriff's Boys and Girls Ranch
25. Insurance for Law Enforcement Officers
26. Security
27. Inmate Transportation
28. More information on Due Process
29. Problems of a Correctional Officer working inside a jail.
30. Local Jail Program Development
31. Rules and Regulations on Juvenile Detention
32. Funding sources (grants)
33. Jail Inspection Forms - how to fill them out
34. Cost/Benefit of Regional Jails
35. Parole Procedures

The topics are not presented in any priority order. Number 1, 7, and 28 appeared on more than three questionnaires. The remaining topics appeared 3 or less times.

The next item asked the participants to list speakers they would like to have at next year's conference. The data indicates that 35 local jail staff participants listed 22 speakers (or groups). The list includes:

Governor John Dalton
Attorney General Marshall Coleman
H. Selwyn Smith
William B. Cummings
Terrell Don Hutto
Anthony P. Travisono
Delegate Ray Ashworth
Robert Landon
Robert Spann
Frank Carrington
Raymond H. Geisen
Charles S. Owen, Jr.
Bert Friday
Edgar Robb
Norm Carlson
Jim Estell
Andy Miller
Judge Wilkinson
Circuit Court Judges
Virginia Sheriffs
Actual correctional officers and administrators
who are familiar with the "inside" of jail
operations.

The list of speakers is not presented in any priority order or ranking.

The last item of the overall questionnaire solicited recommendations for next year's conference. The data shows that 36 (38%) of the local jail participants wrote recommendations in this area.

The most prevalent recommendation was to change the meeting site. Some offered specific sites (like Virginia Beach), but most emphasized the point that they were not happy with the facilities this year. In connection with this recommendation, a number of participants asked that some evening entertainment be planned for next year.

The next most frequent recommendation concerned conference format. The comments in this area were:

1. Have workshops that are divided up according to jail size.
2. Divide into workshops; let the participant choose the workshop he'd like to see.
3. Provide small workshops of 4-6 participants, so that discussion and exchange of information could occur.
4. Provide a morning session covering topics of concern to all. Then have an afternoon workshop session covering more specific topics in a comprehensive manner.

The next set of comments is a general mixture of conference recommendations:

1. Ask speakers to give clear, concise answers to questions.
2. Need more detailed information; topics this year were too broad.
3. Have speakers distribute handouts relating to their topic.
4. Introduce the participants.

The final set of comments all praised the Jails Training Staff for presenting an excellent conference.

CONCLUSIONS

Evaluation is a process that assesses the degree to which a program meets its objectives. Most comprehensive evaluations also provide recommendations for future program development. Throughout the document recommendations for future conferences are provided. This section will be concerned with the degree to which the program met its objectives.

As stated on page 6, Objective #1 was:

"To provide Virginia jail administrators and their staffs with useful information that will assist them in carrying out the duties of their job."

This objective was addressed in both the individual session survey forms and the final questionnaire. In the opinion of the participants responding, about 91% agreed or tended to agree that they gained useful information that will assist them in carrying out their job duties (see page 59). It is, therefore, clear that this objective has been met.

Objective #2 was:

"To provide jail administrators and their staff with the opportunity to pose questions and discuss current major issues affecting jail operations."

Again, this objective was addressed in both the individual session and final surveys. Although some problem areas occurred and were noted in the individual survey results, the final data indicates that over 95% of the

respondents felt there was, in general, enough time for questions. Those individual sessions with problems in this area have been presented and specific recommendations made. Overall, however, it appears (from the data in the final survey) that the participants responding felt this objective has been met.

The last objective was:

"To provide Virginia jail administrators and their staff attending the training with an opportunity to assist in future training program development."

The opportunity to offer recommendations is obvious from the comments and recommendations provided in this report. It is hoped program planners will utilize this information in future training program development. Historically, this has been the case. This objective can only be measured when new training programs are developed and implemented.

This conference has met its objectives and, with the cooperation of the participants, conference planners have been supplied with specific ideas for future program development. It appears from the data collected that the local jail staff felt they learned new and useful information that relates directly to their job. The participants did not hesitate to critique the conference as well as provide very supportive comments to the training staff. This group effort of including input from the trainees seems to provide a very satisfactory conference for Virginia Sheriffs and their staff members.

APPENDIX

COMMONWEALTH OF VIRGINIA

Department of Corrections
22 East Main Street

Dear Participant:

Thank you for attending the 1978 Sheriff's Management Conference.

In order to plan for next year, we need your opinion on how this year's conference went. This questionnaire is divided into three parts.

- Part I - three questions that give us some background on who attended the conference and for how long.
- Part II - statements that give us some idea of how you think the conference went, in general.
- Part III - several questions that ask you for specific comments and ideas.

Thank you for your help.

Sincerely,

Dee Malcan

Mrs. Dee Malcan,
Supervisor of Program Evaluation
Bureau of Research, Reporting
and Evaluation

FINAL OVERALL SURVEY

1978 SHERIFF'S MANAGEMENT
CONFERENCE EVALUATION

Part I

1. Please select the one category that best describes your job.

My job is:

- _____ (a) Sheriff
- _____ (b) Not Sheriff but direct supervisor of staff that includes correctional officers.
- _____ (c) Other supervisory position (that is, does not include direct supervision of correctional officers).
- _____ (d) Correctional Officer (not supervisory).
- _____ (e) Other staff position in a local jail.
- _____ (f) Other, please specify _____

2. Please select the one most appropriate statement.

- _____ (a) I have attended the entire conference.
- _____ (b) I have attended about 3 out of the 4 days of the conference.
- _____ (c) I have attended about 2 out of the 4 days of the conference.
- _____ (d) I have attended 1 day of the conference.
- _____ (e) I have attended less than 1 day of the conference.

3. Please indicate the capacity of your jail.

- _____ under 50 _____ 100-150
- _____ 50-75 _____ 150-175
- _____ 75-100 _____ 175 and above

Part II

The following statements were developed to obtain how you felt the conference went, in general. Please select one answer for each question. Check (✓) the answer that relates most closely to your opinion. Please answer all questions.

	Agree	Tend to Agree	Un-decided	Tend to Disagree	Disagree
4. This conference provided new information concerning jail management principles.					
5. The speakers were, in general, very knowledgeable about their topic.					
6. The speakers answered most questions clearly and completely.					
7. The conference, in general, allowed sufficient time for questions from the audience.					
8. Information I learned at this conference will be useful in carrying out the duties of my job.					
9. The individual sessions were well organized and began, in general, on time.					
10. The length of the sessions was adequate to cover the topic addressed.					
11. The conference, on the whole, was well organized.					
12. This conference is worthwhile and should be held annually.					
13. The meeting room was adequate for the individual sessions.					

	Agree	Tend to Agree	Un-decided	Tend to Disagree	Disagree
14. The food service was above average.					
15. The accommodations (rooms) were above average.					
16. Overall, this conference was a meaningful and informative experience.					

17. Below is a list of major topics covered in this conference:

- A. Civil Liability of Correctional Administrators (Due Process)
- B. Contemporary Issues Affecting the Adult Services Division and Virginia Jails
- C. Cooperative Jail Operations - Counties of Warren, Clarke, Frederick and the City of Winchester
- D. Department of Corrections Pharmacy Requirements and State Pharmacy Board Requirements
- E. Hostage Policy Procedures and Planning
- F. Jails: Standards and Accreditation for the Future
- G. Mandated Training Requirements
- H. New Legislation
- I. Problems in Reimbursement, Budgeting and Financial Reporting for Local Jails
- J. Records and Reports; Computing Jail Time; Extraordinary Good Time; and Other State Requirements
- K. Virginia State Crime Commission
- L. Virginia Sheriff's Association

Please list the three topics from this list that you found offered the most useful information. List only the letter (for example, "A", "F", "C").

Most Useful Topics to Me

Topic _____

Topic _____

Topic _____

Please list the three topics from this list that you found offered the least useful information.

Least Useful Topics to Me

Topic _____

Topic _____

Topic _____

Part III - Planning for Next Year

18. Please list any topics that were not covered in this year's conference that you would like to see in next year's conference.

19. Please list speakers you would like to have at next year's conference.

20. Please write any other recommendations you would like to offer for next year's conference.

INDIVIDUAL SESSION SURVEYS

1978 EVALUATION

Session #1

Date: 5-30-78

Time: 1:00 - 2:00 p.m.

Topic: Hostage Policy Procedures and Planning

Speaker: Special Agent Edgar S. Robb, FBI

YOUR JOB TITLE _____

Please check (✓) the one answer that best describes your opinion. Please select only one answer for each question and be sure to answer all questions.

	Agree	Tend to Agree	Un-decided	Tend to Disagree	Disagree
1. The speaker provided adequate information regarding hostage policy procedures and planning.					
2. The time allowed for this session was sufficient to cover the topic.					
3. There was enough time allowed in this session for questions from the audience.					
4. The speaker answered questions from the audience clearly and completely.					
5. The information I learned at this session will be useful in carrying out the duties of my job.					

Please add any comments you wish to make about this particular session. You will be asked for comments about the entire conference on Thursday.

Comments: _____

1978 EVALUATION

Session #2
Date: 5-30-78
Time: 2:00 - 3:00 p.m.
Topic: Virginia State Crime Commission
Speakers: Delegates L. Ray Ashworth and Ervin S. Solomon

YOUR JOB TITLE _____

Please check (✓) the one answer that best describes your opinion. Please select only one answer for each question and be sure to answer all questions.

	Agree	Tend to Agree	Un-decided	Tend to Disagree	Disagree
1. The speakers provided adequate information regarding the Virginia State Crime Commission.					
2. The time allowed for this session was sufficient to cover the topic.					
3. There was enough time allowed in this session for questions from the audience.					
4. The speakers answered questions from the audience clearly and completely.					
5. The information I learned at this session will be useful in carrying out the duties of my job.					

Please add any comments you wish to make about this particular session. You will be asked for comments about the entire conference on Thursday.

Comments: _____

1978 EVALUATION

Session #3(A)
Date: 5-30-78
Time: 3:15 - 4:30 p.m.
Topic: Contemporary Issues Affecting Adult Services Division and Virginia Jails
Speaker: Mr. Robert M. Landon, Director, Division of Adult Services

YOUR JOB TITLE _____

Please check (✓) the one answer that best describes your opinion. Please select only one answer for each question and be sure to answer all questions.

	Agree	Tend to Agree	Un-decided	Tend to Disagree	Disagree
1. The speaker provided adequate information regarding current correctional issues.					
2. The time allowed for this session was sufficient to cover the topic.					
3. There was enough time allowed in this session for questions from the audience regarding this topic.					
4. The speaker answered questions from the audience clearly and completely.					
5. The information I learned at this session will be useful in carrying out the duties of my job.					

Please add any comments you wish to make about this particular session. You will be asked for comments about the entire conference on Thursday.

Comments: _____

1978 EVALUATION

Session #3(B)
Date: 5-30-78
Time: 3:15 - 4:30 p.m.
Topic: Records and Reports/Computing Jail Time/Extraordinary Good Time and Other State Requirements.
Speaker: Mr. Robert Spann, Administrative Officer, Division of Adult Services

YOUR JOB TITLE _____

Please check (✓) the one answer that best describes your opinion. Please select only one answer for each question and be sure to answer all questions.

	Agree	Tend to Agree	Un-decided	Tend to Disagree	Disagree
1. The speaker provided adequate information regarding good time, reports and records.					
2. The time allowed for this session was sufficient to cover the topic.					
3. There was enough time allowed in this session for questions from the audience regarding this topic.					
4. The speaker answered questions from the audience clearly and completely.					
5. The information I learned at this session will be useful in carrying out the duties of my job.					

Please add any comments you wish to make about this particular session. You will be asked for comments about the entire conference on Thursday.

Comments: _____

1978 EVALUATION

Session #4
Date: 5-31-78
Time: 8:15 - 11:00 a.m.
Topic: Civil Liabilities for Correctional Administrators
Speaker: Mr. Frank Carrington, Executive Director, Americans for Effective Law Enforcement, Inc.

YOUR JOB TITLE _____

Please check (✓) the one answer that best describes your opinion. Please select only one answer for each question and be sure to answer all questions.

	Agree	Tend to Agree	Un-decided	Tend to Disagree	Disagree
1. The speaker provided adequate information regarding civil liberties for correctional administrators.					
2. The time allowed for this session was sufficient to cover the topic.					
3. There was enough time allowed in this session for questions from the audience regarding this topic.					
4. The speaker answered questions from the audience clearly and completely.					
5. The information I learned at this session will be useful in carrying out the duties of my job.					

Please add any comments you wish to make about this particular session. You will be asked for comments about the entire conference on Thursday.

Comments: _____

1978 EVALUATION

Session #5

Date: 5-31-78

Time: 11:00 a.m. - 12:00 Noon

Topic: New Legislation

Speaker: Attorney General Marshall Coleman

YOUR JOB TITLE _____

Please check (✓) the one answer that best describes your opinion. Please select only one answer for each question and be sure to answer all questions.

	Agree	Tend to Agree	Un-decided	Tend to Disagree	Disagree
1. The speaker provided adequate information regarding new legislation.					
2. The time allowed for this session was sufficient to cover the topic.					
3. There was enough time allowed in this session for questions from the audience regarding this topic.					
4. The speaker answered questions from the audience clearly and completely.					
5. The information I learned at this session will be useful in carrying out the duties of my job.					

Please add any comments you wish to make about this particular session. You will be asked for comments about the entire conference on Thursday.

Comments: _____

1978 EVALUATION

Session #6

Date: 5-31-78

Time: 1:00 - 2:00 p.m.

Topic: Jails: Standards and Accreditation for the Future

Speaker: Mr. Robert H. Fosen, Executive Director, Commission on Accreditation for Corrections

YOUR JOB TITLE _____

Please check (✓) the one answer that best describes your opinion. Please select only one answer for each question and be sure to answer all questions.

	Agree	Tend to Agree	Un-decided	Tend to Disagree	Disagree
1. The speaker provided adequate information regarding jail standards and accreditation.					
2. The time allowed for this session was sufficient to cover the topic.					
3. There was enough time allowed in this session for questions from the audience regarding this topic.					
4. The speaker answered questions from the audience clearly and completely.					
5. The standards and accreditation process has the potential of becoming a good jail management tool.					

Please add any comments you wish to make about this particular session. You will be asked for comments about the entire conference on Thursday.

Comments: _____

1978 EVALUATION

Session #7

Date: 5-31-78

Time: 2:00 - 2:45 p.m.

Topic: Mandated Training Requirements

Speaker: Raymond H. Geisen, Executive Director, Criminal Justice Services Commission

YOUR JOB TITLE _____

Please check (✓) the one answer that best describes your opinion. Please select only one answer for each question and be sure to answer all questions.

	Agree	Tend to Agree	Un-decided	Tend to Disagree	Disagree
1. The speaker provided adequate information regarding mandated training requirements.					
2. The time allowed for this session was sufficient to cover the topic.					
3. There was enough time allowed in this session for questions from the audience regarding this topic.					
4. The speaker answered questions from the audience clearly and completely.					
5. The information I learned at this session will be useful in carrying out the duties of my job.					

Please add any comments you wish to make about this particular session. You will be asked for comments about the entire conference on Thursday.

Comments: _____

1978 EVALUATION

Session #8

Date: 5-31-78

Time: 3:00 -

Topic: Problems in Reimbursement, Budgeting, and Financial Reporting for Local Jails

Panel Moderator: Mr. Charles S. Owen, Jr., Director, Division of Finance

YOUR JOB TITLE _____

Please check (✓) the one answer that best describes your opinion. Please select only one answer for each question and be sure to answer all questions.

	Agree	Tend to Agree	Un-decided	Tend to Disagree	Disagree
1. The panel provided adequate information regarding money management and reporting.					
2. The time allowed for this session was sufficient to cover the topic.					
3. There was enough time allowed in this session for questions from the audience regarding this topic.					
4. On the whole, the panel answered questions from the audience clearly and completely.					
5. The information I learned at this session will be useful in carrying out the duties of my job.					

Please add any comments you wish to make about this particular session. You will be asked for comments about the entire conference on Thursday.

Comments: _____

1978 EVALUATION

Session #9

Date: 6-1-78

Time: 8:30 - 10:00 a.m.

Topic: DOC Pharmacy Requirements, Para-Medical Requirements, and State Pharmacy Board Requirements

Panel Leader: Dr. William L. Wingfield, Medical Director, Department of Correction

YOUR JOB TITLE _____

Please check (✓) the one answer that best describes your opinion. Please select only one answer for each question and be sure to answer all questions.

	Agree	Tend to Agree	Un-decided	Tend to Disagree	Disagree
1. The panel provided adequate information regarding the topic.					
2. The time allowed for this session was sufficient to cover the topic.					
3. There was enough time allowed in this session for questions from the audience regarding this topic.					
4. On the whole, the panel answered questions from the audience clearly and completely.					
5. The information I learned at this session will be useful in carrying out the duties of my job.					

Please add any comments you wish to make about this particular session.

Comments: _____

1978 EVALUATION

Session #10

Date: 6-1-78

Time: 10:15 - 11:00 a.m.

Topic: Cooperative Jail Operations - Counties of Warren, Clarke and Frederick and the City of Winchester

Speaker: Mr. James H. Allamong, Classification Supervisor, Joint Confinement and Corrections Operations Project

YOUR JOB TITLE _____

Please check (✓) the one answer that best describes your opinion. Please select only one answer for each question and be sure to answer all questions.

	Agree	Tend to Agree	Un-decided	Tend to Disagree	Disagree
1. The speaker provided adequate information regarding the project.					
2. The time allowed for this session was sufficient to cover the topic.					
3. There was enough time allowed in this session for questions from the audience regarding this topic.					
4. The speaker answered questions from the audience clearly and completely.					
5. The information I learned at this session will be useful in carrying out the duties of my job.					

Please add any comments you wish to make about this particular session.

Comments: _____

Job Titles by Category*

Sheriff

Sheriff
County Sheriff and Jail Administrator

Not Sheriff, but direct supervision of staff that includes corrections officers

Jail Administrator
Chief Correctional Officer
Correctional Lt.
Lt. Administrator
Cpl.
Chief Jailor
Administrator of Sec. Center
Chief Deputy
Assistant Sheriff
Capt.
Farm Manager

Other supervisory position (that is, does not include direct supervision of correctional officers)

Classification Supervisor
Lt. Investigator

Correctional Officer (not supervisory)

Jailor
Deputy Sheriff
Matron
Correctional Officer
Bailiff and Jailor
Secretary D/S

Other staff position in a local jail

Records Sgt.
Civil Papers Processor
Classification Officer
Civil Papers and Jail K-9
Physician's Assistant

*As given by participants on survey forms.

Job Categories (cont'd)

Other

Warrant Supervisor/DOC
Criminal Records Custodian
Chairman - Board of Corrections
Corrections Planner
Accountant
Field Representative
Budget Analyst
Architect
Secretary
Director of Reimbursement
Jail Reimbursement Supervisor
Chief - Investigations Bureau
Coordinator of Treatment Programs/DOC
Superintendent/DOC
Assistant Director
Professor - VCU
Other non-specific (ex. "DOC")

END