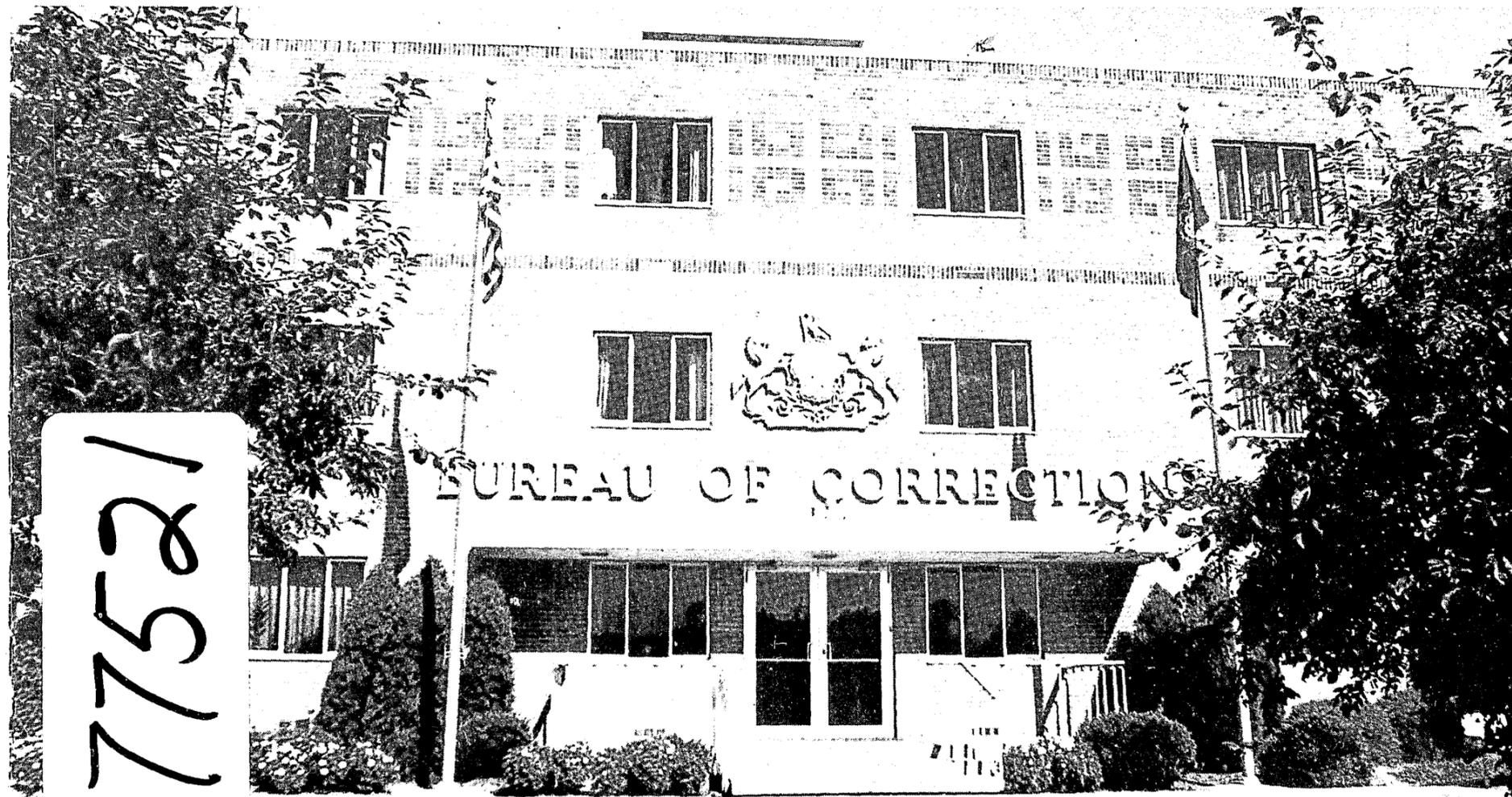


# *Commonwealth of Pennsylvania*

## *Department of Justice*



**The Pennsylvania Bureau of Correction**

**1978 ANNUAL REPORT**



DICK THORNBURGH  
Governor



WILLIAM W. SCRANTON III  
Lieutenant Governor



EDWARD G. BIESTER  
Attorney General



WILLIAM B. ROBINSON  
Commissioner



ERSKIND DeRAMUS  
Deputy Commissioner

Department of Justice

**BUREAU  
OF  
CORRECTION**



**Commonwealth  
of  
Pennsylvania**

**Dick Thornburgh**  
Governor

**William W. Scranton, III**  
Lieutenant Governor

**Edward Biester**  
Attorney General

**William B. Robinson**  
Commissioner

**Erskind DeRamus**  
Deputy Commissioner

Published February, 1979  
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Judith R. Smith  
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**Annual  
Report  
1978**

U.S. Department of Justice  
National Institute of Justice

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PA Dept. of Corrections

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## CENTRAL OFFICE EXECUTIVE STAFF

William B. Robinson  
Commissioner

Erskind DeRamus  
Deputy Commissioner

- Louis E. Smith  
Executive Assistant  
to the Commissioner
- Grayce Leonhard  
Administrative Assistant  
to the Commissioner
- Charles C. Pagana  
Director, Community Services
- William H. Bilous  
Director, Fiscal Management
- Edwin A. Harmon  
Director, Industries
- Robert K. Rhodes  
Director, Operations
- Francis Filipi  
Assistant Attorney General
- Kenneth G. Robinson  
Public Information Officer
- David Gearhart  
Administrative Assistant  
to the Deputy Commissioner
- Daniel Tepsic  
Director, Personnel
- Gerard N. Massaro, Ph.D.  
Director, Planning and Research
- Harry E. Smith  
Director, Programs
- Harry E. Wilson  
Director, Special Services
- Fredric A. Rosemeyer  
Director, Staff Development
- Reverend Thomas Jackson  
Coordinator, Chaplaincy Services
- Judy Russell Smith  
Legislative Liaison

John Patterson  
Affirmative Action Officer

February 1, 1979



WILLIAM B. ROBINSON  
Commissioner



ERSKIND DERAMUS  
Deputy Commissioner

PENNSYLVANIA BUREAU of CORRECTION  
CAMP HILL, PENNSYLVANIA 17011  
P. O. BOX 598  
(717) 787-7480

To His Excellency, Governor Dick Thornburgh  
The Honorable William W. Scranton III, Lieutenant Governor  
The Honorable Edward Biester, Attorney General  
and  
The Citizens of the Commonwealth of Pennsylvania:

I have the responsibility and high honor to submit the Fourth Annual Report of the Pennsylvania Bureau of Correction for your consideration and review.

This report provides basic information and facts on the operation of our state correctional system with its nine institutions and fifteen community service centers. It is also a progress report on our ongoing mission to bring the very best in correctional management and programs to Pennsylvania.

The past year has been a good one for the Bureau as the accompanying introduction and subsequent sections of this report will document. I only wish to say here that, although our work has been increasingly effective to date, many challenges remain before us including an increasing inmate population and rehousing needs of several institutions.

Nevertheless, I look to the future with justified optimism, based upon the superlative support and cooperation received in the past, not only from the General Assembly and high officials of government, but from our staff and from the inmates themselves. To all who have in any way made the achievements of the last year possible, I extend my deep appreciation.

The world champion Pittsburgh Steelers have a motto worthy of emulation: "Whatever It Takes". In aspiring to deliver to the Commonwealth of Pennsylvania the finest correctional system in the world, that is our motto too.

Respectfully,

William B. Robinson  
Commissioner of Correction

**Introduction to  
THE FOURTH ANNUAL REPORT OF THE PENNSYLVANIA BUREAU OF CORRECTION**

In accord with the legislative mandates of the General Assembly and the philosophy of responsible progress which is the hallmark of Pennsylvania's correctional system, the Pennsylvania Bureau of Correction has a threefold goal. As enunciated by Commissioner William B. Robinson at the outset of his administration some four years ago, our mission is: first, to provide for the secure and humane confinement of offenders; second, to secure the training and employment of the highest caliber of professional staff; and, third, to fully develop and utilize realistic treatment, educational and vocational programs for inmates — including the effective use of community alternatives when appropriate.

Now, four years later, that goal remains the same and, in the main, it has been achieved. But, just as justice is a wheel continually in motion, so too corrections — as a vital spoke of that wheel — is ever in movement. Each year, each month, each day brings new problems and challenges. Even as one goal, or phase of it is reached, another beckons.

This report details both the achievements and challenges of the Bureau of Correction. Chief among the former for the year 1978, was the opening on September 11th of the new State Regional Correctional Facility at Mercer to serve short-term offenders from northwestern Pennsylvania. Preparatory to its opening, the entire staff complement of RCF-Mercer, ninety-one employees including administrative personnel, received seven weeks basic training as a unit through our Division of Training and Staff Development. This is the first time in our history that an entire institutional staff has ever been trained as a team. The results were an unqualified success.

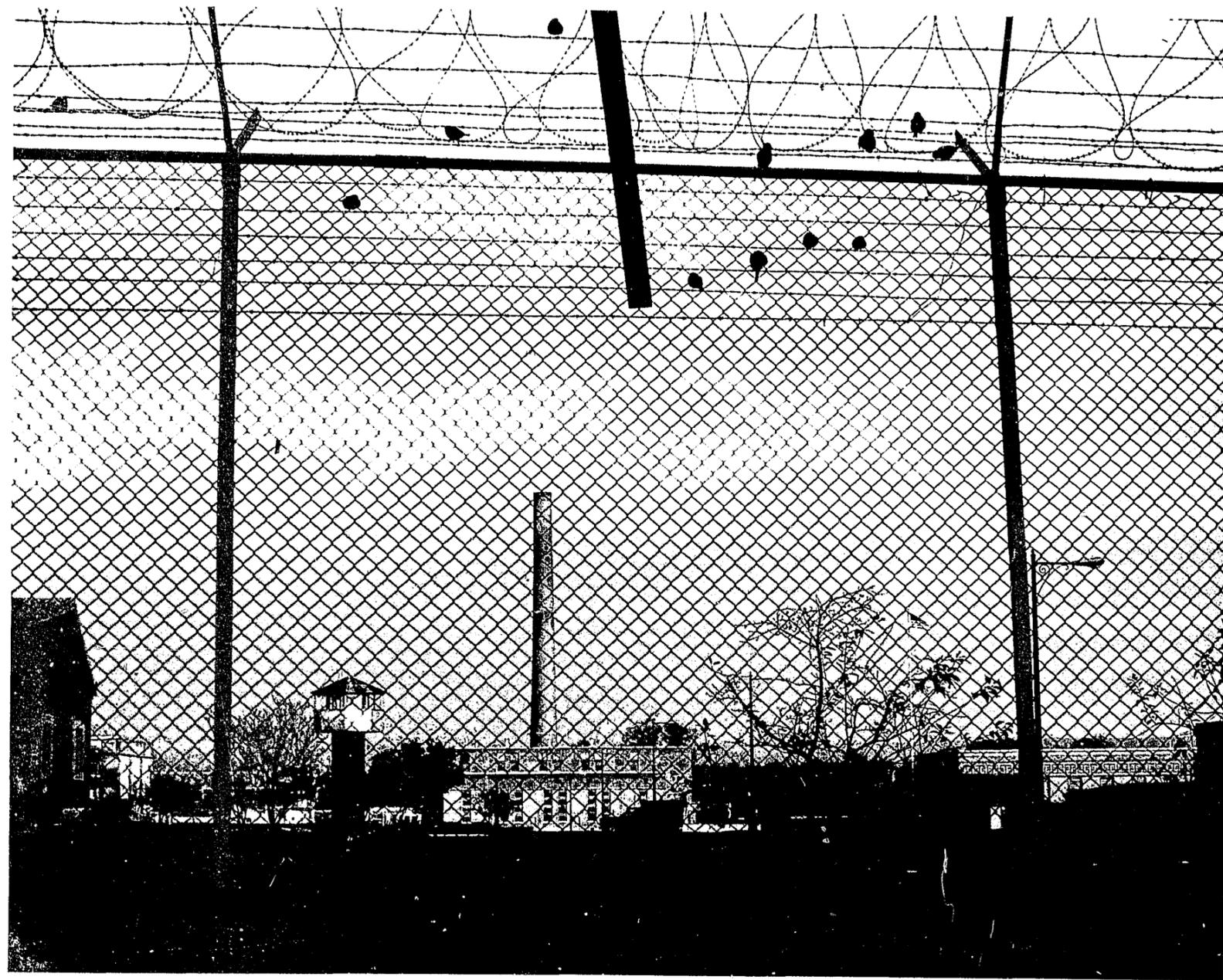
Also, in 1978, the Bureau consolidated its regional community service centers, and expanded both institutional educational/vocational training programs and external job placement programs.

The Division of Special Services, in addition to its inspection and re-inspection of all county jails, assisted six counties to get underway with the construction of new facilities. The number of assaults and incidents within state correctional institutions was brought to an all time low. Last, but not least, the statewide furlough program achieved a near impossible success rate of 99.2%.

Nevertheless, both old and new problems await us in the future. Uppermost among these is the deteriorating physical condition of our older institutions, especially the State Correctional Institutions at Pittsburgh, Huntingdon and Graterford. The combined age of these facilities is 237 years. All are in need of massive renovation and modernization. We are likewise in need of a new facility for southeastern Pennsylvania to help alleviate crowded conditions at the State Correctional Institution at Graterford. All of our institutions are operating at or near capacity, with Graterford, Huntingdon and Dallas operating slightly over capacity. The slow, but steady increase in our committed inmate population is expected to continue and, with it, comes the need for effective planning and adequate funding.

Another area of challenge this year is the establishment of a permanent, new correctional training academy to serve both state and county correctional personnel.

These challenges and more await us, but without undue confidence, the Bureau of Correction is ready to address them and eager to continue its record of service to the Commonwealth.



# CONTENTS

<b>The Pennsylvania Bureau of Correction .....</b>	<b>pp. 1-4</b>
Commissioner/Deputy Commissioner	p. 1
Legal Section/Public Information Office	p. 2
The Bureau's Facilities	p. 3
<b>Community Services Division .....</b>	<b>pp. 5 &amp; 6</b>
Population/Statistics	p. 6
<b>Fiscal Management Division .....</b>	<b>pp. 7 &amp; 8</b>
Bureau Expenditures	pp. 7-8
Central Office Expenditures	p. 8
<b>Industries Division .....</b>	<b>pp. 9-12</b>
New Products	pp. 9-10
Beef Production Chart	p. 10
Analysis of Operations	p. 11
Sales/Financial Position	p. 12
<b>Operations Division .....</b>	<b>pp. 13-15</b>
Maintenance and Construction	p. 14
Food Service	p. 15
<b>Personnel Management Division .....</b>	<b>p. 16</b>
<b>Planning and Research Division .....</b>	<b>pp. 17-18</b>
Planning and Development	p. 17
Records and Statistics	p. 18
<b>Program Division .....</b>	<b>pp. 19-24</b>
Education	p. 19
Health Care/Treatment	p. 20
A Look at The Record	
Furloughs	p. 21
Year End Population/Program Services	p. 22
Activities	p. 23
Pardons Case Representation	p. 24
Chaplaincy Services	p. 24
<b>Special Services Division .....</b>	<b>pp. 25-26</b>
Facilities Evaluation	p. 26
Internal Security	p. 26
<b>Staff Development and Training Division .....</b>	<b>pp. 27-28</b>
New Employee Training	p. 27
County Training	p. 27
Special Programs	p. 28
<b>SPECIAL REPORT: The Mercer Training Project .....</b>	<b>pp. 29-30</b>

# The Pennsylvania Bureau of Correction

## The Commissioner's Office

Commissioner of Correction, William B. Robinson, and the Pennsylvania Bureau of Correction are responsible for the successful operation and effective management of nine correctional institutions and fifteen community service centers, with their combined inmate population of over 8100 and personnel complement of 3000.

Nine bureau directors and nine superintendents report

Louis E. Smith, Executive Assistant



directly to Commissioner Robinson. Working on a close, daily basis with all of these parties is the Commissioner's own executive staff composed of an executive assistant, an administrative assistant, an executive secretary and two secretaries. The combined years of experience found in the Commissioner's staff equal a century of correctional competence.

Grayce Leonhard, Administrative Assistant



Erskind DeRamus, Deputy Commissioner

## The Deputy Commissioner's Office

Deputy Commissioner of Correction, Erskind DeRamus, is given the responsibility by law for the effective administration of treatment programs — including educational and vocational training. He is also in charge of all inmate transfers, with an annual case-load in excess of a thousand cases. His immediate staff consist of an administrative assistant and an executive secretary.



David Gearhart, Administrative Assistant

### Legal Section

A portion of the Bureau of Correction's legal representation and counsel is provided by an assistant attorney general working directly under the Commissioner. Primary task of this office is to represent the Bureau in federal civil rights litigation although some state court work is also involved. This caseload also includes representation in civil service hearings and unemployment compensation hearings.

In addition to litigation, this section provides legal advice and interpretation of statutes and preliminary approval of contracts as to form and legality for the Bureau.



Francis Filipi, Assistant Attorney General

### Public Information

Like the Legal Section of the Bureau of Correction, the Office of Public Information is directly responsible to the Commissioner in its assignments. It is a two person office, composed of a public information officer and an information specialist who are responsible for providing the public, the media, and other government agencies with information on Pennsylvania's correctional programs and policies.

In 1978, this office produced fifty news releases, six editions of the Bureau's bi-monthly "Correctional Newsfront", the Annual Report, a yearly informative calendar and written materials on different aspects of corrections in our commonwealth. The office also responded to one thousand inquiries ranging from questions on innovative programs for women offenders to historical data on the electric chair and the origins of old Eastern Penitentiary. General research and editing, as well as the preparation of legislative reports and testimony, are also functions of the information office.

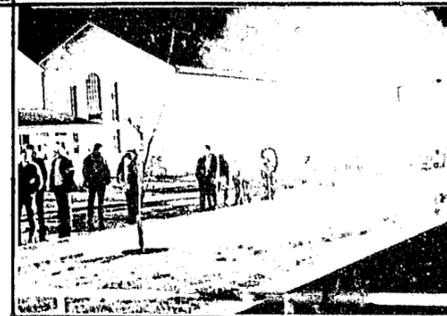
A highlight of the year was the filming of a major motion picture, "On the Yard", at the State Correctional Institution at Rockview. The Public Information Office served as liaison between Midwest Film Productions, Incorporated, of New York City and the Bureau of Correction, coordinated news media coverage of the filming and was responsible for coordinating the prison premiere of the finished film at SCI-Rockview in January 1979.



The Pennsylvania Host Committee began planning for the 109th Congress of the American Correctional Association, scheduled for August 19-23, 1979, in Philadelphia. Director Harry E. Wilson, Special Services Division (fifth from left) and Dr. Gerard N. Massaro, director, Planning and Research Division (center) are co-chairmen.

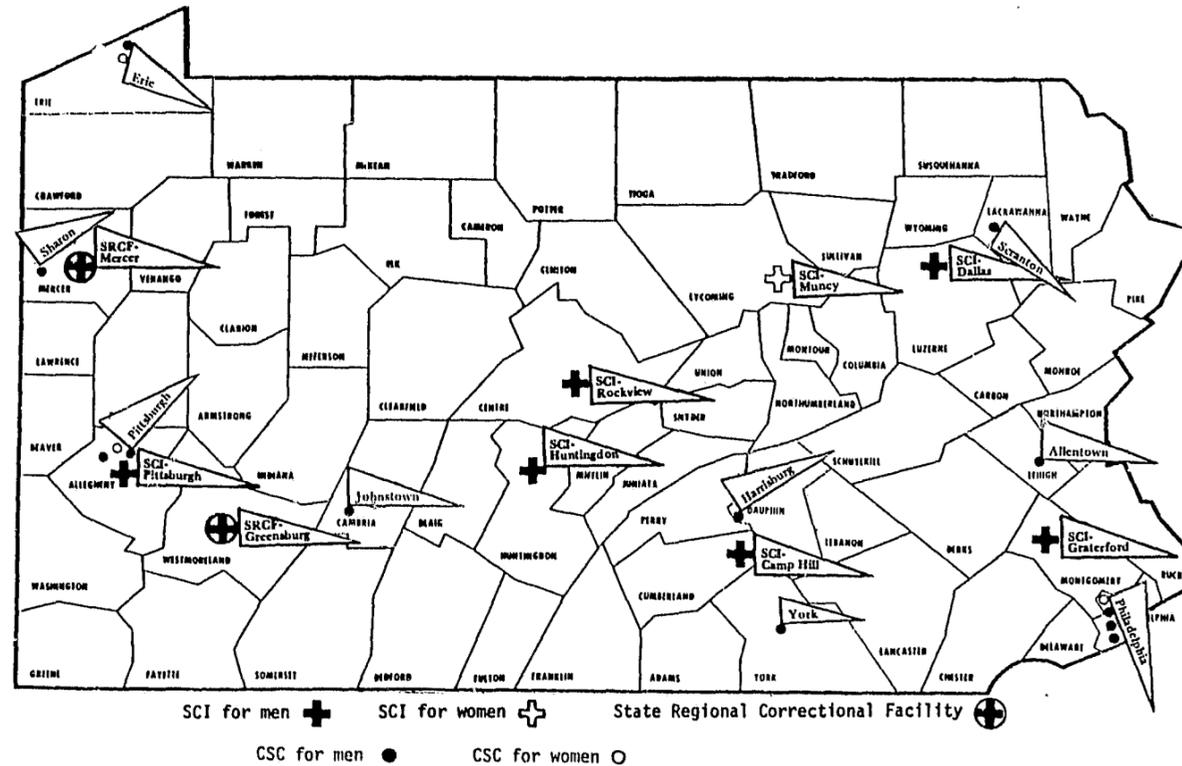


Mike Rausch describes how the cell mock-up in which he stands will be used during filming of On The Yard at SCI-Rockview as local reporters take notes.



SCI-Rockview inmates await cue to begin movement during night filming for On The Yard.

## State Correctional Institutions and Community Service Centers



### CSC Regional Offices:

(Eastern) Region I  
219 East High Street  
Germantown, PA 19144  
Mamie J. Fains, Director  
(215) 848-4838

(Central) Region II  
1701-A Green Street  
Harrisburg, PA 17102  
Thomas A. Rogosky, Director  
(717) 787-4427

(Western) Region III  
535 South Aiken Avenue  
Pittsburgh, PA 15232  
James P. Murphy, Director  
(412) 681-1202

### SCI's

State Correctional Institution at Camp Hill  
P.O. Box 200, Camp Hill, PA 17011  
Ernest S. Patton, Superintendent  
Ronald J. Marks, Dep. for Operations  
J. Harvey Bell, Dep. for Treatment  
(717) 787-4814

State Correctional Institution at Dallas  
Dallas, PA 18612  
Glen R. Jeffes, Superintendent  
Joseph Ryan, Dep. for Operations  
Gilbert Walters, Dep. for Treatment  
(717) 675-1101

State Correctional Institution at Graterford  
P.O. Box 244, Graterford, PA 19426  
Julius T. Cuyler, Superintendent  
Robert N. Mauger, Dep. for Operations  
Dan Sims, Dep. for Treatment  
(215) 489-4151

State Correctional Institution at Huntingdon  
Huntingdon, PA 16652  
Lowell D. Hewitt, Superintendent  
William J. Kocik, Dep. for Operations  
Dennis R. Erhard, Dep. for Treatment  
(814) 643-2400

State Correctional Institution at Muncy  
P.O. Box 180  
Muncy, PA 17756  
Albert Mallory, Superintendent  
(717) 546-3171

State Correctional Institution at Rockview  
R.D. 3, Bellefonte, PA 16823  
Dr. Joseph Mazurkiewicz, Superintendent  
Gerald Wilson, Dep. for Operations  
Jeffrey Beard, Dep. for Treatment  
(814) 355-4874

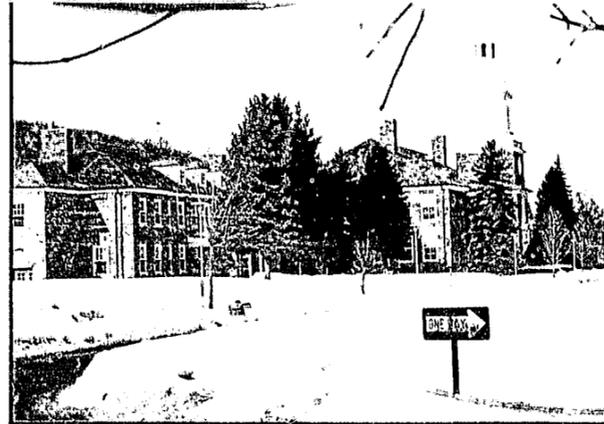
State Correctional Institution at Pittsburgh  
P.O. Box 9901, Pittsburgh, PA 15233  
James F. Howard, Superintendent  
Robert Maroney, Dep. for Operations  
Dr. Don W. Brian, Dep. for Treatment  
(412) 761-1955

State Regional Correctional Facility at Greensburg  
R.D. 2, Box 10, Greensburg, PA 15601  
Thomas Fulcomer, Superintendent  
Clarence Markle, Dep. for Operations  
Robert Freeman, Dep. for Treatment  
(412) 837-4397

State Regional Correctional Facility at Mercer  
P.O. Box 530, Mercer, PA 16137  
Charles H. Zimmerman, Superintendent  
Edward J. Krall, Dep. for Operations  
Edward T. Brennan, Dep. for Treatment  
(412) 748-3000



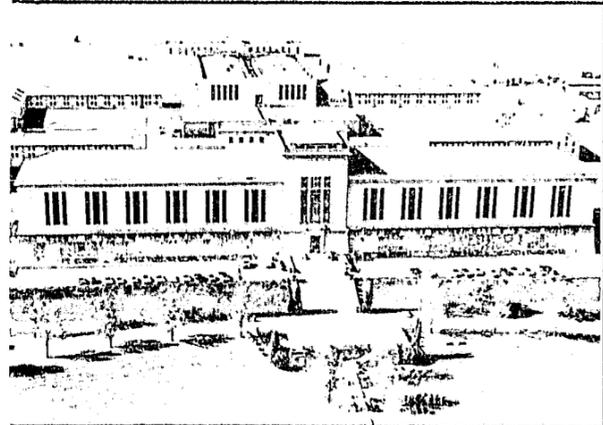
SCI-Dallas — 1960



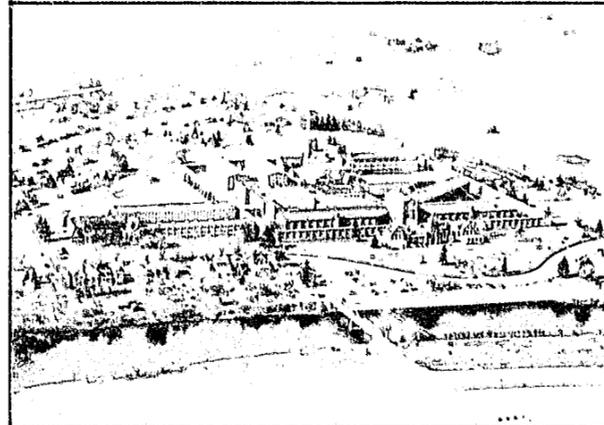
SCI-Muncy — 1920



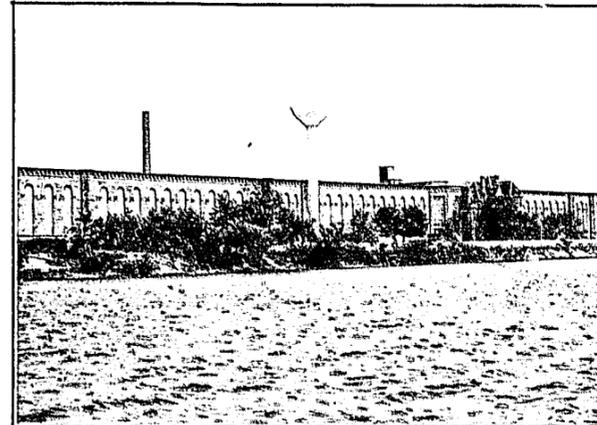
SRCF-Mercer — 1978



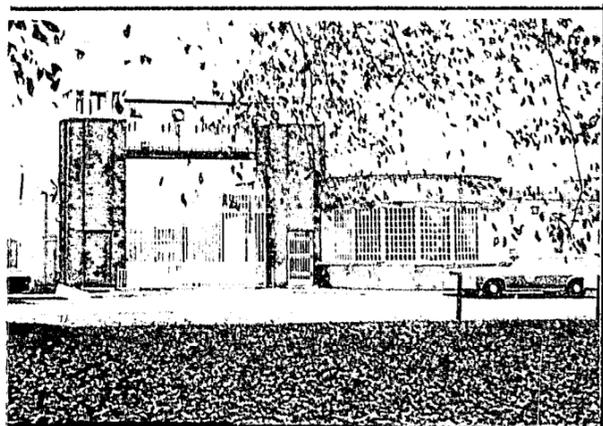
SCI-Rockview — 1915



SCI-Huntingdon — 1889



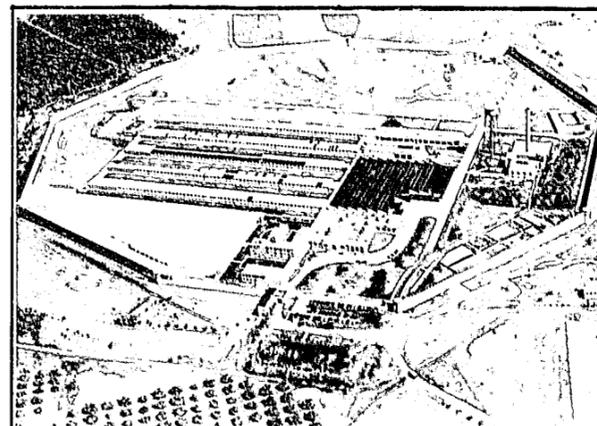
SCI-Pittsburgh — 1882



SCI-Camp Hill — 1941



SRCF-Greensburg — 1969



SCI-Graterford — 1929



Charles C. Pagana, Director

## COMMUNITY SERVICES DIVISION

Created in 1968 under authority of Act 173, and twice amended, in 1979 Act 274, and Act 235, 1974, Community Services has rendered credence to the preparatory ideology in Pennsylvania corrections for effective re-integration of offenders.

Evolving from a humble 39 bed operation in the early 1970's to its present capacity of 320 beds, the current 15 Community Service Centers, strategically and geographically located throughout the Commonwealth, provide transitional service for selected offenders of the Bureau of Correction. It should be noted that three of the fifteen centers are specifically for the female offender.

Following the appointment of Commissioner William B. Robinson in 1975 and the re-establishment of the position of Director of Community Services, program problems were identified and began receiving immediate attention. Primary management objectives were uniformity and consistency for the Division. Hence, following the recommendations of the 1975 Governor's Review, pertaining to community-based corrections within the Bureau of Correction, the ensuing years

have focused on the promulgation of uniform policies and procedures governing the program, and to bring it under compliance.

Standardized divisional policies were implemented to ensure state-wide consistency in the broad areas of inmate selection, internal transfer, utilization of available space, programming, inmate resident procedures, and overall individual center operations. Divisional and regional meetings were conducted in order to update field staff on new policies and procedures.

### The Past Year

In 1978 there was a restructuring of the Division's organization. The Division consolidated its prior six regional offices into three, reducing administrative staff and moving into compliance with one of the most important recommendations of the Governor's Review. This action added to program administrative accountability and efficiency, as well as providing cost savings to the Bureau of Correction and the Commonwealth.

Another goal attained in 1978 was the stabilization of some of the fiscal management problems that occurred during the 1976-77 Fiscal Year. Statewide meetings and cooperation between this Division, the Office of the Comptroller, and the Bureau of Correction's Fiscal Management Division resulted in uniform fiscal reconciliation procedures. Because of these activities, the Community Services Division is realizing an increase in collected rent. Rents collected in 1978 show a marked increase in monies collected over the previous years of the program.

Court costs paid by residents in 1978 increased by \$686.00 over 1977.

The Division has encountered serious fiscal problems since it has been a separate appropriation in the Department of Justice and during the past two fiscal years has lived under austerity measures that have placed restrictions on the delivery of program services to inmate residents.

Despite these existing conditions, with the able assistance of the administration at Central Office and the wholehearted dedication of field staff of the Community Service Division, every effort has been made to sustain a quality re-integration process for the offenders in the Bureau of Correction.

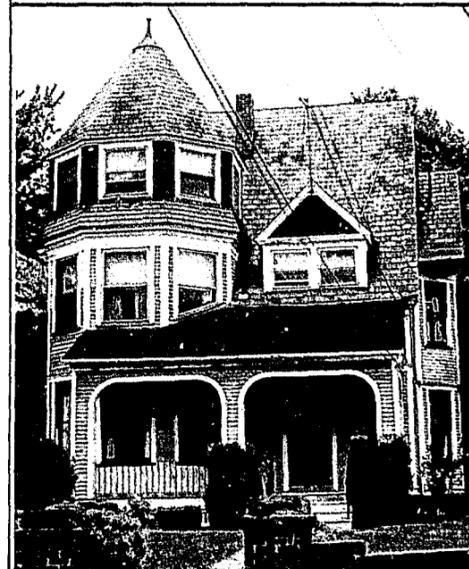
The final highlight of 1978 adds credence to the above statements, in that during this past year numerous inquiries from other correctional systems have been directed to the Office of the Commissioner requesting information on the success of community based corrections in Pennsylvania.

### Looking Forward

Community Services continues to provide a vital linkage between the major correctional institutions and the community by maximizing the use of ancillary community-based programs and agencies to provide such services as educational training, employment/vocational placement and specialized twenty-four hour residential treatment programming for drug and alcohol offenders via special group home placements.

A significant goal to attain for 1979 will be to increase the Division's treatment and operational efforts.

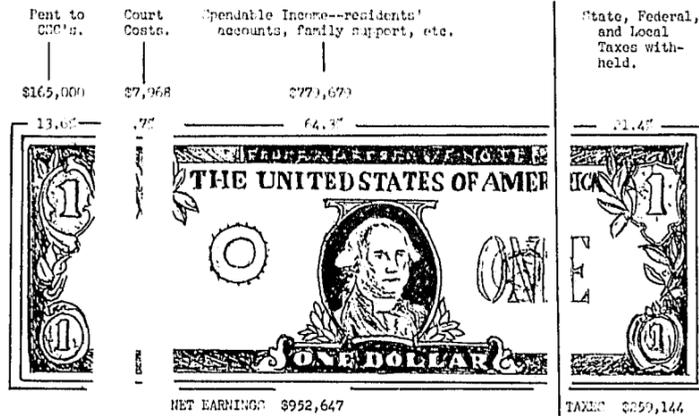
The Sharon Community Service Center, which moves to a new location in 1979.





Joseph Desuta, director of the Johnstown CSC (right), discusses schedules with staff.

CSC RESIDENTS' GROSS EARNINGS FROM JOBS IN THE COMMUNITY: \$1,211,791.



### Educational Involvement

(Combined CSC's and Group Homes)

High School	24
Vocational/Technical	76
College	32
<b>TOTAL</b>	<b>132</b>

### Misconducts

(Combined CSC's and Group Homes)

182 Class I Misconducts  
235 Class II Misconducts  
30 Individuals faced criminal charges

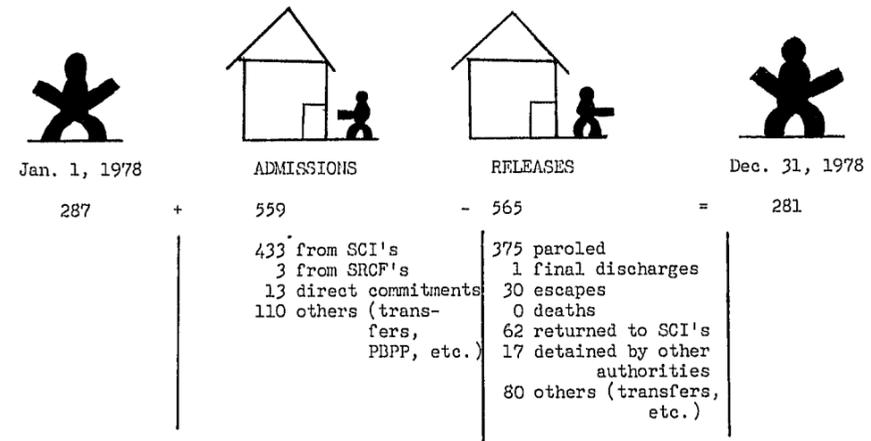
### Referrals

1-1-78	51 referrals pending	
During 1978	+ 707 referrals received	
<b>Total</b>	<b>758</b>	<b>100%</b>
	511 referrals accepted	67%
	+ 127 referrals rejected	17%
	46 referrals withdrawn	7%
12-31-78	58 referrals pending	9%

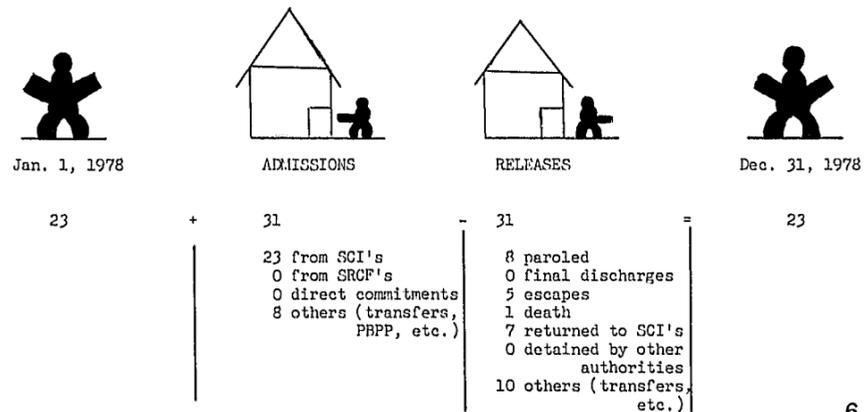
### Volunteer Services

4,392 hours of volunteer services were obtained for use by Community Service Centers  
14,298 hours of outside agency services were utilized by Community Services

### POPULATION - COMMUNITY SERVICE CENTERS



### POPULATION - GROUP HOMES





William H. Bilous, Director

### FISCAL MANAGEMENT DIVISION

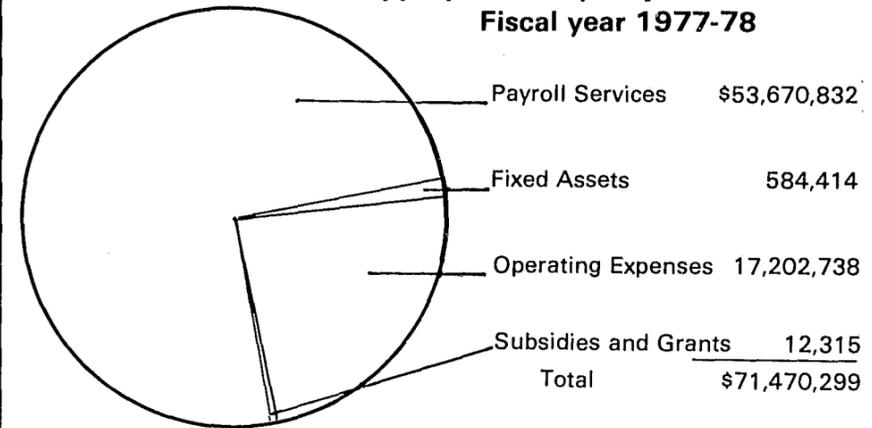
This division conducts and manages the operation and activities of Fiscal Management, Budget Management Section and provides supervision for Industries Accounting Section. In addition, this division provides technical and budgetary assistance to all state correctional institutions, Community Service Division and Centers.

#### Accomplishments in 1978

- \* Ordered and distributed additional sets of law books to each institution for inmate use.
- \* Ordered and distributed an updated edition of the Administrative Code of 1929 to each institutional superintendent and business manager.
- \* Received and distributed 326 additional overcoats for correctional officers.
- \* Initiated an in-depth system of reviewing open encumbrance documents.
- \* Initiated a close monitoring system for the Industries' Manufacturing Fund.
- \* Ordered and distributed copies of the Department of General Services Purchasing Manual to each institutional business manager.

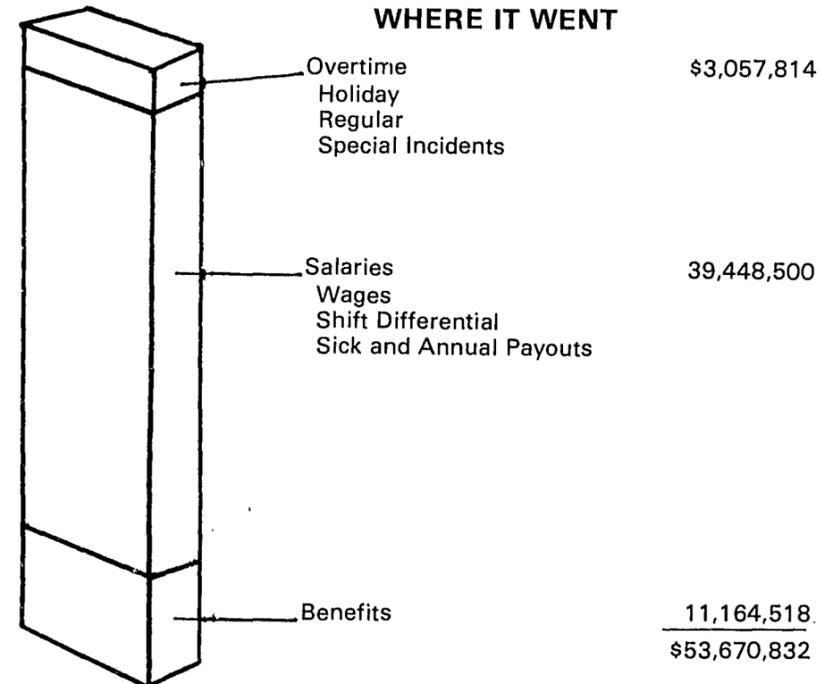
- \* Provided assistance to Community Service Division on budget matters and initiated monthly budget meetings.
- \* Assisted each institutional business manager with their budget deficiencies.
- \* Initiated a closer working relationship with Correctional Industries.
- \* Initiated a system relative to the proper procedure for transmitting Community Service Center rent and wage bank statements to Central Office.
- \* Initiated a weekly review of Community Service Center rent balance to determine possible draw-downs.
- \* Continued to provide institutions with copies of administrative directives, as needed, as a cost savings.
- \* Conducted a series of meetings with all Community Service Regional and Center Directors and discussed proper procedures relating to the establishment and maintenance of Inmates' Cash Fund and Inmates' Reserve Fund records.
- \* Provided budgetary assistance to newly assigned business managers at the State Regional Correctional Facility at Mercer and the State Correctional Institution at Graterford.
- \* Took part in institutional business managers' meetings for the purpose of conducting "in-depth" discussions relative to budgetary matters.
- \* Initiated a system in contacting vendors, comptroller staff and Bureau personnel to expedite deliveries and prepare documentation, as necessary, to avoid unnecessary lapse of appropriate funds.

### Appropriation by Major Classification Fiscal year 1977-78



Payroll Services: Encompasses all compensation received by the Bureau of Correction employees as well as the state portion of all benefits. Overtime through constant monitoring has been reduced by approximately \$40,000 from the prior fiscal year.

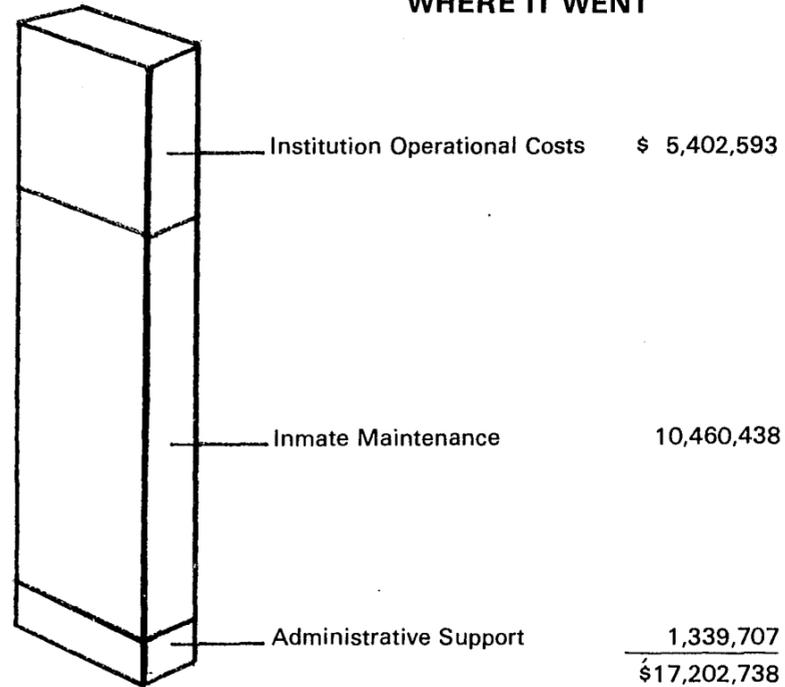
### WHERE IT WENT



Fixed Assets: Comprises purchase of new and replacement of worn out and obsolete equipment.

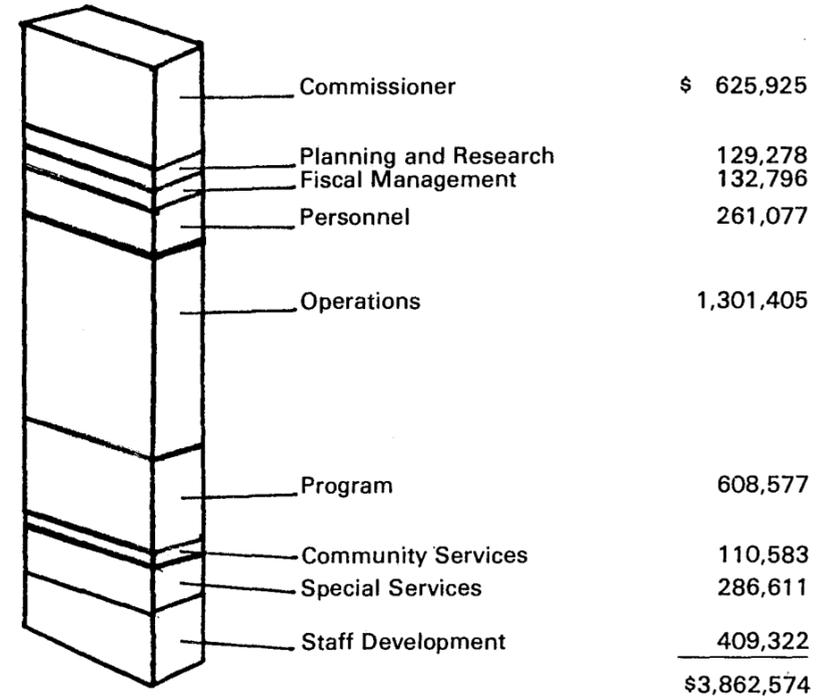
Operating Expenses: Provide medical service, clothing and food for those incarcerated plus institution facility maintenance and administrative support supplies.

**WHERE IT WENT**



Subsidies and Grants: Provide gratuities to discharged inmates and educational support. The gratuities are based on individual balances and distance from their home.

**CENTRAL OFFICE FUNDS**





Edwin A. Harmon, Director

## INDUSTRIES DIVISION

The Industries Division provides employment in production assignments designed to expose the inmate to useful on-the-job training. This exposure aids in the rehabilitation of the inmate, keeps him busy while in custody, and teaches work ethics. All of these elements are essential in preparing the inmate for return to the community.

No tax monies are utilized to support the activities of this division. The Industries operation is financed entirely out of a revolving fund. While shop buildings are usually furnished by the institutions, all machinery, materials and supplies, maintenance, utilities, transportation and similar expenses are furnished by the Industries Division from its sales income.

Likewise, the salaries of administrators, supervisory correctional officers and tradesmen, and inmate wages are paid out of sales income.

By law, the sale of Industries products is restricted to government agencies or entities receiving tax money support.

## Improvements Through Reorganization

Late in 1977, a major reorganization of the division was begun. This reorganization continued in 1978, resulting in a new fiscal control system being put into effect on July 1st. A direct cost-accounting system, enabling closer control and monitoring of the operation, was a major step in the revamping of the division. Through direct cost-accounting, losses or trends can be detected at

an early stage for prudent corrective action.

Another aspect of the reorganization was the reduction by approximately five percent of civilian personnel. The resulting increase in duties and responsibilities of the existing staff was accepted willingly and enthusiastically.



County government officials at an Industries sales meeting/SCI-Camp Hill

## Selling the Product — Customer Relations

\* A new sales catalog was prepared for distribution in 1979. In addition to updating the product listing and prices, this new catalog incorporates a contemporary modular design for better distribution and use in specialized sales programs. In it, the Department of General Services' commodity code number has replaced the old Correctional Industries number as the sole identifying number, thus the process of ordering our products has been greatly simplified.

\* Special products for interested users have been called to their attention by use of new sales fliers — another innovation in 1978.

\* The number of sales seminars conducted by Industries Division representatives was increased significantly in 1978. Also increased were the number of sales calls on state-aided institutions (by 45%), and the number of conferences sponsored by Commonwealth agencies or associations which were attended by our sales representatives.

## New Products in 1978

### SCI-Camp Hill

**Data Processing** — New services include customer listings, statistical recording, and the printout and mailing of invoices for municipal sewage and water services.

**Wood Furniture** — special dormitory style, including clothing closets and dresser combinations, developed for use in new geriatric units operated by the Department of Public Welfare.

### SCI-Dallas

**Draperies and Curtains** — for use in institutions, colleges and schools; at reduced cost to agencies providing their own material.

**Police Equipment Bags** — designed originally for use by the State Police, available to county and municipal governments.

**Dresses** — numerous styles and patterns are available, with special requests accepted.

\* Thirty percent of the approximately 1,100 customers served by the Industries Division are new, acquired since the employment of an additional sales representative in 1978. The sales effort concentrated on reaching new customers in municipalities, colleges and government-aided nursing homes.

\* With reorganization, production backlogs in most Industries operations were reduced to thirty days or less. This was partially responsible for the record sales experienced for fiscal

### SCI-Graterford

**Dental Prosthetics** — the laboratory was reactivated in 1978 after a one-year shut down.

**Toweling** — a lightweight 7 1/2 ounce terrycloth was developed for manufacture into an institutional towel used by many hospitals.

### SCI-Rockview

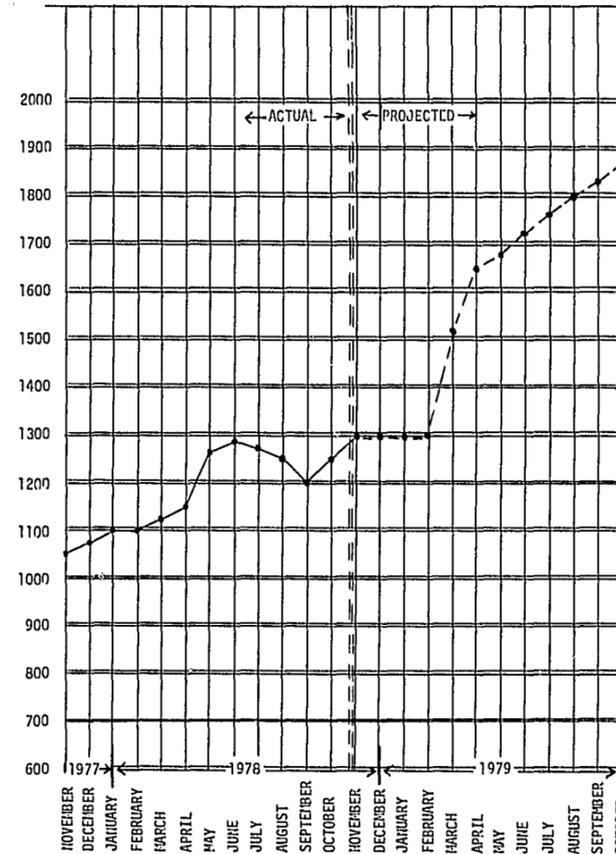
**Cannery Products** — custom canning is now done for the Department of Public Welfare and other agencies having their own orchards.

### All institutions

**Beef** — the livestock feeder program was expanded at all institutions having farms. By fiscal year 1979-80, it is anticipated that 90 percent of the Bureau of Correction's beef needs will be met—at a savings to the Commonwealth!

year 1977-78; however, sales and production at this record rate have not continued due to the fall off in ordering by Commonwealth governmental agencies. As a result, preliminary research has been done in the direction of some form of mandatory state-use law to enable the Industries Division to become a primary supplier.

C.I. BEEF FEEDERS



Keeping up with the Bureau's food needs!

Industries freight terminal at SRCF-Greensburg



### The Farms: A Problem Corrected

A great deal of attention was directed to reducing the losses suffered by the farm operations in prior years. New fiscal controls aiding the accurate review of farm management were added, and production standards were made a part of the farm plan at each institution. Dramatic gains in the production of feed grains and increased sale of farm products have reduced the cash expenditures previously made to outside suppliers.

It is possible that these improvements will make the farm program profitable and self sustaining by the end of the 1979-80 fiscal year.

### Data Processing

Previously a problem area, all programs and services of the Data Processing program were reviewed and redesigned in an effort to make them more productive and efficient. The turn-about time has been drastically reduced, and the new programs have enabled greater production and services to using agencies at a lower cost.

**ANALYSIS OF INDUSTRIES OPERATIONS**

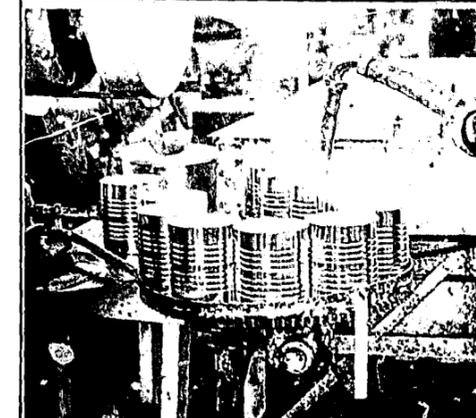
DIVISION	PRODUCTS AND SERVICES PROVIDED	SHOPS	AVG. NO. INMATES EMPLOYED	NO. OF CIVILIANS EMPLOYED	SALES	
					1976-77	1977-78
Data Processing	Computer programming and data encoding services.	2	14	5	246,386	233,408
Transportation	Delivering and hauling for state owned institutions.	4	20	20	557,089	572,090
Coffee and Tea	All coffee and tea products.	1	8	1	1,554,812	1,084,292
Furniture	Benches, bookcases, desks, bureaus, cabinets, chairs, tables.	1	88	12	266,215	298,816
Maintenance Crew	Construction and maintenance projects.	1	8	1	902	9,451
Meat Processing	Beef and pork products.	1	22	1	696,819	899,446
Mattresses	Producing mattresses, pillows, laundry bags, and reconditioning mattresses.	1	35	2	351,986	420,333
Cardboard Products	Producing cardboard products.	1	15	1	111,142	110,593
Auto Body Repair Shop	Auto body repair, painting and wheel alignment.	1	6	1	14,462	25,298
Garments	Uniforms, coats, raincoats, aprons, jackets, trousers, vests, nightgowns, shirts, slips and dresses.	3	277	12	1,943,598	1,860,214
Underwear	Under garments for male and female.	1	48	2	379,850	343,757
Shoes	Shoes for men and women. Dress shoes, work shoes and hush puppies.	1	51	3	367,203	243,614
Textiles	Sheeting, ticking and all types of towels.	1	53	3	337,773	382,010
Hosiery	Hosiery for men and women.	1	17	1	160,244	130,998
Soap and Detergents	Laundry soap, scouring powder, toiletries and liquid detergents.	1	28	4	597,585	445,897
Printing	Forms, envelopes, newsletter, and stickers for tags.	1	53	4	306,540	664,958
Tags	Dog tags and license plates.	1	98	4	2,424,856	3,485,296
Metal Products	Signs, shelving, metal furniture and metal beds.	1	75	5	375,030	528,102
Cannery	Canned vegetables and fruits.	1	50	2	692,824	572,941
Wood Products	Lumber and picnic tables.	1	26	2	105,976	162,962
Nursery	Trees and shrubbery.	2	21	1	84,450	75,993
Dental Laboratory	Dental products.	1	12	1	2,265	8,248
Shipping and Receiving	Receiving raw materials and finished products.	4	31	7	0	0
Farming	Milk, fruits, vegetables and hay.	6	385	38	1,882,009	1,998,085
Administration	Budgeting, purchasing, sales, management, engineering and ordering.	7	46	32	0	0
<b>TOTAL - Shops, Inmates, Civilians and Sales</b>		<b>46</b>	<b>1,487</b>	<b>165</b>	<b>13,460,016</b>	<b>14,556,802</b>



**Wood furniture/SCI-Camp Hill**



**Undergarments/SCI-Graterford**



**Canning/SCI-Rockview**

1976-77 SALES \$		1977-78 SALES \$	
14c	FARM PRODUCTS	FARM PRODUCTS Beef Hogs Dairy Field Crops Garden Crops Orchard Crops Nursery	14c
22c	PROCESSED PRODUCTS	PROCESSED PRODUCTS	17c
6c	OTHER PRODUCTS	PROCESSED PRODUCTS Meat Processing Coffee & Tea Cannery	6c
58c	MANUFACTURED PRODUCTS	OTHER PRODUCTS Data Processing Transportation Maintenance Crew	63c
		MANUFACTURED PRODUCTS Furniture Mattresses Cardboard Auto Body Repair Shop Garments Underwear Shoes Textiles Hostery Soap & Detergents Printing Tags Metal Products Wood Products Dental Laboratory	



The Correctional Industries Advisory Board during a tour of operations at SCI-Huntingdon with Bureau of Correction officials. Shown from left: Dante R. D'Angelo, Fred G. Gualtieri, Deputy Commissioner Erskind DeRamus, Thomas E. Colgan, Industries Director Edwin A. Harmon, Charles W. Frame, Edward Schneider and Commissioner Robinson. Absent was Fred R. Rosetti.

#### Correctional Industries Advisory Board

A correctional industries advisory board was appointed in June 1978 by the Governor to make recommendations for improvement in the Industries Division program. The board is composed of representatives of all geographic sections of the Commonwealth and of varying disciplines.

The members include Thomas E. Colgan, Vice President Community Relations, Fischer & Porter Company, Warminster;

Fred R. Rosetti, Elementary Principal, Valley View School District, Scranton; Edward Schneider, President and owner of Schneider Contractors, Pittsburgh; Fred G. Gualtieri, Business Manager, Boilermakers Local No. 154, Pittsburgh; Dante R. D'Angelo, Coordinator, Allegheny OIC, McKeesport; and Charles W. Frame, Chief Engineer, Chambersburg Engineering Company, Chambersburg.

#### Financial Position (Manufacturing Fund)

The net worth as of June 30, 1978, of the Industries Division was \$11,314,170 — approximately \$1 million more than at the same time the previous year.

Because of the significant increase in sales and production, the financial position of the division is significantly improved. Over one million dollars in advance collections were carried as part of the division's assets during the 1976-77 fiscal year, but these have been liquidated.

The deficit operating situation has been remedied in the majority of manufacturing activities. However, several small industries activities which continue to have losses will either be re-designed or phased out.

The balance sheet for June 30, 1978 reflects the following:

#### Sales FY 1977-78 — \$14,556,802

In terms of net sales, Fiscal Year 1977-78 was the best year in the history of the Industries Division!

Industries Division sales for the year totaled \$14,556,802, broken down as follows:

Operation	Sales	Percent of Total	1976-77 Sales
Data Processing	\$ 233,408	1.5%	\$ 246,386
Manufacturing	9,187,089	63.1%	7,829,175
Processed Products	2,556,679	17.6%	2,944,455
Farm Products	1,998,085	13.7%	1,882,009
Transportation	572,090	4.0%	557,089
Construction	9,451	.1%	902
<b>Total Net Sales</b>	<b>\$14,556,802</b>	<b>100.0%</b>	<b>\$13,460,016</b>

Assets	
Current Assets	\$ 3,614,562
Inventories	5,775,739
Property Plant and Equipment	2,849,778
Deferred Assets	143,009
<b>Total Assets</b>	<b>\$12,383,088</b>

Liabilities	
Current Liabilities, Payables, and Advance Collections	\$ 970,666
Accrued Payroll	98,252
<b>Total Current Liabilities</b>	<b>1,068,918</b>

Net Worth as of June 30, 1978 \$11,314,170



Robert K. Rhodes, Director

### OPERATIONS DIVISION

The Operations Division of the Bureau of Correction coordinates and provides technical assistance to all state correctional institutions, regional correctional facilities and community service centers in the areas of custody, security, engineering, maintenance, transportation, food service, communication and excess property acquisition.

### 1978 Accomplishments

- \* Continued distribution of new correctional officer and matron uniforms, as manufactured by Industries Division
- \* Provided new blazer type uniforms for correctional officers at the State Regional Correctional Facility at Greensburg.
- \* Improved the format and accuracy of the monthly reports of operational activities at the institutions.
- \* Operations staff from the institutions and central office attended the statewide labor-management meetings.

- \* Assisted each institution in updating its emergency plan.
- \* Reformed and improved the central office emergency squad plans.
- \* Completed and distributed several new administrative directives.
- \* Renovated and repainted all inmate passenger vans and buses.
- \* In cooperation with Special Services Division, reviewed a large number of plans for new or renovated county and municipal facilities.

Capt. Rodgers, SCI-Muncy models new matron uniform.



One of three new inmate transfer vans placed into service in 1978

### Planned for 1979

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>* To provide additional vehicles, especially transfer vans and buses, to the institutions.</li> <li>* To complete distribution of new uniforms for correctional officers and matrons.</li> <li>* To continue to improve the institutions by improving basic accommodations for inmates and staff in terms of heating,</li> </ul> | <ul style="list-style-type: none"> <li>lighting, ventilation, plumbing, food service, safety and security.</li> <li>* To continue to improve the communications network by acquisition of new and improved two-way radios and other equipment.</li> </ul> |
|---|---|

### Major Incidents

- \* SCI Dallas experienced an institution-wide inmate work stoppage on June 6, 7, and 8, 1978. The incident was handled by crisis intervention teams interviewing individual inmates. No violence was encountered and all inmates returned to work without further incident.
- \* SCI Huntingdon experienced an abortive mass escape plan by several inmates who attempted to break out of a cell block and take over the control center. This was thwarted by quick action by correctional officer personnel who succeeded in closing off the cell

block from the control center. Several officers in the cell block were injured, one seriously.

### Minor Incidents

- \* RCF Greensburg — 5/2/78 — Destruction of cell contents by arson. There was no personal injury, but contents destroyed.
- \* SCI Dallas — 5/25/78 — Five inmates assaulted one inmate. Due to quick intervention by corrections officer only minor injuries were sustained.

## MAINTENANCE AND CONSTRUCTION

### Capital Assets

With the completion, during 1978, of the Regional Correctional Facility at Mercer, the Bureau of Correction now consists of nine institutions, plus the Bureau Central Office building.

There are also two other sites which were purchased for the Bureau of Correction and on which we had planned to build new institutions. Construction on both is still being held up by community opposition, and a final decision on their disposition has not been made.

The Mercer Facility, which was dedicated on September 8, 1978, added sixteen buildings to the total under the responsibility of the Bureau. It also increased our inmate housing capacity by 180, and the final construction cost was almost \$7.5 million. The facility is our first all electric institution.

The buildings are air conditioned and the windows are not able to be opened. This provides for security for the minimum or short-term population without the use of bars or other obvious security measures. The facility is enclosed with a security fence.

Below: Housing Unit/SRCF-Mercer

### Automotive Equipment

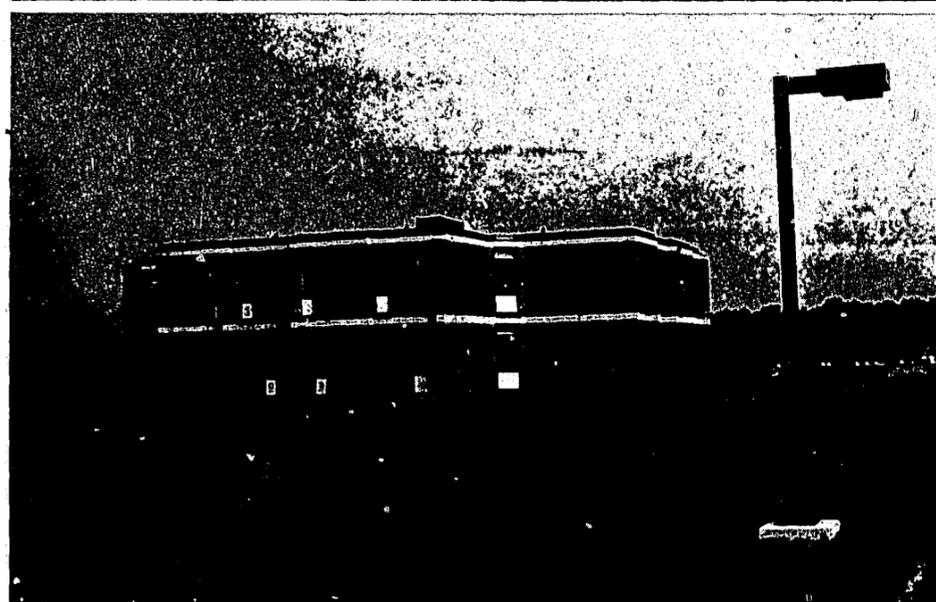
There are 295 pieces of automotive equipment assigned to the Bureau. Of this total, there are 95 passenger vehicles, the majority of which are leased from the Department of General Services. The remaining 200 are commercial vehicles of which 20 are passenger type (buses) and six of these are special security type inmate passenger vans.

### Communications

In addition to the standard telephone systems in each of our institutions and the access to the State CCSA Network which ties all of our institutions together and to other State agencies, the Bureau has its own radio communications system. This consists essentially of a high-frequency band system for communications within each institution and a low band system for contact with mobile units and in the future between institutions.



Above: New fire-safe steel flooring was installed in the Restricted Housing Unit at SCI-Pittsburgh, replacing old wooden floor at a cost of \$13,675. Inmate and staff labor made for a total savings of \$11,000 to taxpayers.



## LONG-RANGE PLANNING

The five-year plan for the Bureau has grown to a total of 53 projects with a total estimate cost of 192.7 million dollars. Aside from the approval this year for a new water well at SCI Dallas, we have not had capital improvement projects approved since 1972. Among the projects which are proposed are:

A new centralized correctional training academy; a field house, athletic field and administration building at SCI Graterford; a major

reconstruction and remodeling of SCI Pittsburgh; a physical education building and hospital facility at SCI Rockview; renovations to boiler plants and other utility improvements at several institutions and numerous other projects throughout the system.

## FOOD SERVICE SECTION

### Training

The Bureau of Correction Training Program for Inmates completed Classes 20, 21 and 22 in 1978. 260 inmates have successfully completed this course since its inception.

The fifth Food Service Workshop for County and State Employees was held at Pennsylvania State University — and funded through Staff Development Division.

### Master Menu

Used in the planning and continuation of a Bureau-wide master menu to insure conformity in each institution and facility. All food service managers served on the menu committee and are responsible for standardized holiday menus. Two-cycle menus are implemented: Spring and Summer and Fall and Winter. Holiday place-mats and tablecloths are designed, produced and used at each holiday function.

Dining hall at SCI-Dallas



## Improving Services

All of the institutions were visited on a monthly basis for evaluation and review.

Institutions were presented with a new Procedural Manual.

Continued revision of the Pennsylvania Diet Manual and served on committee.

Developed a new Food Service Self-learning Training Manual.

The Bureau's Food Service Coordinator was an active member of the Governor's Cost Reduction Food Purchasing Committee.

The Food Service Coordinator served as Regional Director for Region II of the American Correctional Food Service Association.

### Items Approved For 1978-79

Dallas: Exhaust fans in inmate dining room.

Huntingdon: Acquisition of meat saw and coffee grinder.

Pittsburgh: Purchase dishwasher and refrigeration equipment.

Rockview: Purchase of Somat Waste Disposal.

Greensburg: Acquisition of food mixer.

Mercer: Purchase refrigeration shelving.

### Improvements at the State Correctional Institutions and Facilities

Camp Hill: Completion of employe dining room; installation of new dishwasher in Kitchens I and II.

Dallas: New dishwasher installed; improvements made in bakeshop.

Graterford: Completion of the employe dining room and kitchen; new ceiling, lighting and heating system in all kitchen areas—75% complete.

Huntingdon: Installation of new Somat Waste Disposal System.

Mercer: Completion of kitchen and dining areas.

Inspecting new dining facilities at SRCF-Mercer



### Computerized Inventory Cost Control and Nutrition Audit Program

Under this ongoing program, we have been able to ascertain that 9,140,734 meals were served to inmates and employes at an average daily cost of \$1.91 for fiscal year 1977-78. This represents an increase cost per meal of \$.04 over the previous year.

This computerized system consists of a combination Food Nutrient Report, a Food Inventory Report and summaries of both; with cost related to nutrient values and inventory controls, and is used to measure standard recommended daily allowances.



Daniel Tepsic, Director

### PERSONNEL MANAGEMENT DIVISION

The division is responsible for personnel administrative functions as they pertain to Bureau of Correction employees. These functions include payroll, position classification, affirmative action, labor relations, recruitment and placement, and employe benefits. The division is also responsible for administering the Civil Service and Human Relations Acts for correctional system employes.

The total complement for the Bureau of Correction is 3,123; of this, 2175, or 70 percent of the work force has civil service coverage and 87 percent of the employes are covered by collective bargaining agreements. In addition, there are over 200 various job classifications in the Bureau of Correction. The following chart reflects the major occupational groups of employes:

Administrative & Clerical	484
Treatment	224
Custodial	1,527
Education	61
Vocational & Maintenance	281
Medical	49
Human Services	295
Inspection & Investigation	38
Industries	164

Personnel costs constitute 75 percent of the Bureau's expenditures, and 31 percent of this personnel cost is paid in the form of employe benefits.

### Major Accomplishments During 1978

#### I. Recruitment & Benefits Unit:

A. Implemented new and increased Blue Cross/Blue Shield coverage effective July 1, 1978:

1. Physical therapy.
2. Chemotherapy.
3. Major Medical—increased maximum and improved co-insurance benefits.
4. Skilled nursing facility coverage.
5. Ambulance service.

B. Developed administrative procedures for Heart and Lung Act for Corrections Officers & Matrons which became effective July 1, 1978.

C. Implemented management vision care program which includes dependent's coverage and encompasses examinations, frames, and lenses for management employes.

D. Continued development of the Corrections Officer Trainee Validation study with Civil Service Commission.

E. Administered 450 Promotional Potential Ratings to Corrections Officers competing for promotion.

F. Conducted training for supervisory personnel at five institutions regarding their responsibilities under Act 632, Heart and Lung, and Workmen's Compensation programs.

G. Provided retirement information and estimates to 625 employes.

#### II. Classification and Pay Unit.

A. Developed new specifications and assisted in the development of new examination programs for over 20 classifications to include Corrections Counselors, Correctional Industries classes, and Tradesman Instructor classes utilized in the Bureau of Correction.

B. Prepared and processed personnel cost projections for the new State Regional Correctional Facility at Mercer and assisted in recruitment and placement of new employes at this Facility.

C. Processed pay increases for all bargaining unit and management employes effective July 1, 1978, and January 1, 1979.

D. Implemented a longevity pay increase for Corrections Officers and Matrons who have been at the maximum of their pay range for six or more years.

E. Reviewed 120 position classification requests and prepared justification for 219 position authorization requests for Budget Secretary's approval.

F. Prepared budget projections for funding personnel costs in new fiscal year for the Bureau's Education and Vocational Programs, and the Bureau's budget requests for 1978 fiscal year.

G. Closed out CETA Title II and Title VI programs within the Bureau.

#### III. Labor Relations Unit.

A. Participated in contract negotiations with PSSU, AFSCME, Corrections Officers, and PFT Unions to include first level supervisory memorandum. Separate negotiating sessions were held for Maintenance and Trades, Clerical and Community Services personnel.

B. Conducted two state-wide Meet and Discuss sessions with AFSCME and one state-wide Meet and Discuss session with PSSU bargaining representatives.

C. Provided labor relations training to supervisory personnel at four institutions.

D. Responded to 273 third step grievances, resolving 30 percent of these. Seventy-two percent of grievances processed to the fourth step were upheld in favor of the Bureau.

E. Assisted in 16 Arbitration cases involving Bureau personnel.

#### Major Projects for 1979:

A. Implementation of Automated leave Accounting and Management Program (ALAMP) to provide com-

pletely computerized leave earnings, accumulations, entitlements, and buy-outs for all employes.

B. Implementation of Act 208, which provides for an accelerated examination program for Civil Service applicants and should eliminate all current and future provisional appointments.

C. Increased utilization of computerization in developing retirement information and estimates and decentralization of employe benefit programs to the institutional level through computerization of programs.

D. Completion of Corrections Officer Trainee Validation Study.

Bureau employes — CSC secretary, left, and corrections officer, right.





Dr. Gerard N. Massaro, Director

## PLANNING AND RESEARCH DIVISION

This division is responsible for the development and evaluation of the Bureau affiliated goals, long and short range priority planning, and the formulation and implementation of research projects in the areas of operational procedures, inmate behavior and attitudes, and related treatment programs.

Another major responsibility of this division is the collection and analysis of all state and county correctional population data.

Finally, this division has the responsibility of reviewing for possible approval of all external research requests which are submitted to the Bureau's central office or state correctional facility.

The division is subdivided into two sections, the Planning and Development Section and the Records and Statistics Section. Although both sections have defined responsibilities which are separate and distinct from each other, the nature of the division dictates that they together provide the technical and administrative assistance to all management and operational problems found within the Bureau.

During 1978, the division was involved in a substantial number of projects which had Bureau-wide implications:

On March 15, 1978, Commissioner Robinson presented to Governor Milton J. Shapp a feasibility study for the use of the Farview State Hospital as both a state correctional institution and a re-

gional correctional facility. Since this proposal was primarily related to long range planning, the director of Planning and Research was an integral part of that committee.

The American Correctional Association has announced that the Pennsylvania Bureau of Correction will host the 109th Congress of Correction in Philadelphia on August 19-23, 1979. Dr. Massaro and Special Services Director Harry Wilson were appointed co-chairmen for the Congress by Commissioner Robinson. It is their responsibility to direct and coordinate eighteen special subcommittees on areas such as finance raising, meeting rooms, and delegate activities.

In 1976, an inmate who was housed in the behavioral adjustment unit of the State Correctional Institution at Graterford filed suit against the Bureau of Correction, and specifically, against the Program Review Committee of Graterford. In August of 1978, the United States District Court for the Eastern District of Pennsylvania ordered and decreed that certain criteria be adhered to in determining if continued administered segregation of an inmate is warranted due to security risk. To comply with that judicial order, the Planning and Research Division was charged with the responsibility of reviewing and establishing those objective criteria as well as formulating the review process for the Program Review Committee at the major state correctional institutions.

Both sections of the division have been actively involved in a system study of the Bureau's computer processing center. The end result sought is to have the Bureau comply with the nationwide reporting system of the "Offender-Based State Corrections Information System," which will hopefully be financed through federal discretionary money of LEAA.

Another responsibility shared by both sections of the division was the release of two major correctional statistical reports, those being the "Statistical

Analysis and Correctional Population Data: 1977" and the "Pennsylvania County Prisons and Jail's 1976 and 1977 Population and Statistical Analyses." The collection and compilation of the data was completed by the Records and Statistical Section, while the statistical data was analyzed and interpreted by the Planning and Development Section.

## Planning and Development Section

This section is responsible for:

1. The development of long and short range program planning.
2. Providing statistical analysis and interpretation for state correctional data.
3. Grant management of LEAA programs.
4. The development and implementation of research projects.
5. Providing technical assistance to county prisons and jails.
6. Responding to information requests of a technical nature.
7. The development of priority projects as requested by the Commissioner's Office.

Several major projects were initiated by this section during 1978 which will not be concluded until 1979. They include the following:

### Accreditation

The Pennsylvania Bureau of Correction is in the process of acquiring national accreditation from the American Correctional Association's Commission on Accreditation for Corrections, on a statewide basis. The project has already completed several initial stages, and hopes to receive national accreditation at the 109th Congress of Correction in Philadelphia in 1979. To meet the expense of the accreditation project, the Bureau submitted a federal discretionary grant to LEAA, but the application has been

denied, though it is currently being appealed.

### Athletics

In 1977 the Bureau officially stated that one of its major objectives in the ensuing years would be to establish Pennsylvania as having the finest prison sports program in the nation. Early in 1978 a research project was initiated to test the relationship of self-esteem between inmate varsity sports participants and non-participants. This project is comprised of two separate but related phases, and completion is not scheduled until Spring 1979. However, results of the first phase present some interesting relationships between prison sports participation and inmate self-esteem.

Phase one examined the self-esteem of 200 inmates, 100 inmates were non-sports participants and were randomly selected and matched according to several variables with 100 inmates who had been involved with at least one of the Bureau's varsity sports programs within the previous year. Preliminary results of the testing indicate that prison sports participants do have a statistically higher level (at the .05 level of significance) of self-esteem than do non-participants. Thus, at this point in the project it may appear that the sports program may have a positive impact on the inmates who elect to participate in relation to individual self-esteem.

### Employee Attitudes

Another major descriptive research project focused on the newly hired Mercer employees during July of 1978, prior to the opening of the facility in September. The purpose of the study was to examine the attitudes and perceptions of the employees pertaining to various correctional topics, and determine what changes occur regarding their attitude of prison inmates after their first nine months of inmate exposure.

Initial findings of correctional officer trainees subgroup indicate that as a group they prefer the re-education of the criminal over any degree of punishment. The environment of the prison and its unattractive shifts were the two disadvantages cited most often to accompany prison employment. Sixty-six percent of the officers felt rehabilitation of the inmate should become the primary goal of a prison system, though restraint of the criminal emerged as the realistic answer for incarceration of the inmate.

The second and final phase of this project will be completed in May, 1979.

### Federal Grants

Finally, this section has the responsibility of developing and monitoring all LEAA Application requests to the Governor's Justice Commission (GJC) in Harrisburg and LEAA in Washington. Federal funds received in 1978 were for the following programs: "Collection of County Correctional Statistics," (\$15,520); "Physical Fitness Training Through Boxing," (\$37,366); and "A Community Service Center for Women Offenders at Erie, Pennsylvania," (\$99,500).

### Records and Statistics Section

This section serves as the liaison between the record offices of the seven state correctional institutions and two regional correctional facilities to the Central Office of the Bureau.

The Records and Statistics Section is also the central contact of other state and federal criminal justice agencies with regard to information of present and past inmates. Additionally, all population movements involving receptions, releases, intersystem and intrasystem transfers, detentioners, etc., are processed through this section. On an annual basis, these various population movements involve approximately 25,000 admissions and 25,000 discharges.

This section is also responsible for providing technical direction to the state institutional record offices, as well as providing statistical information to the National Prisoner Statistics Program and other federal correctional statistics programs.

Other responsibilities include the coordination of the Bureau's "Records Retention and Disposition Schedule" which reports to the Department of Justice regarding the disposal of inactive inmate records and maintenance of current inmate jackets, and for the collection and compilation of inmate population statistics for the state correctional institutions, regional correctional facilities and community service centers.

Another major function of this section is the collection of the county prison statistics for the Commonwealth's 69 county prisons and jails, and also provides technical assistance to requesting counties regarding reporting difficulties. On an annual basis the county prison statistics program involves approximately 80,000 admissions and 80,000 releases.

### Projected Activities for 1979

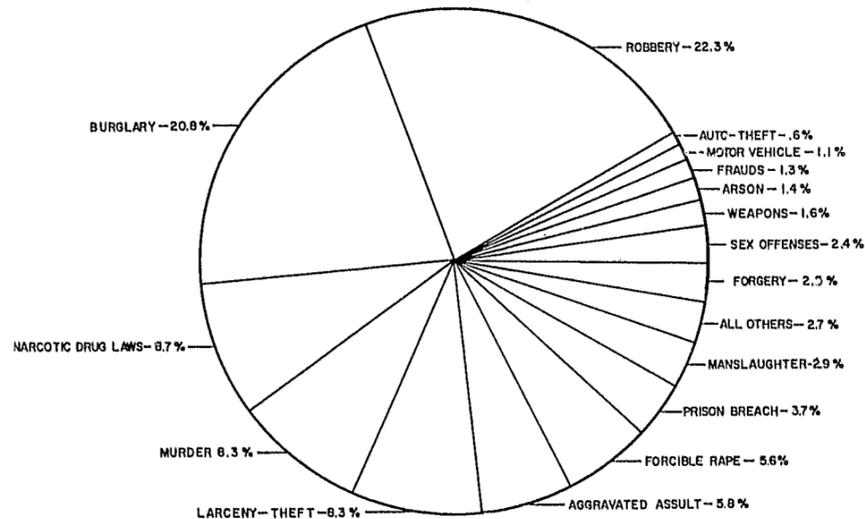
Calendar year 1979 promises to be a busy year, as much of the work done in 1978 merely laid the groundwork for several project culminations. A few of the anticipated activities will be the following:

First, work on the Bureau's national prison accreditation from the American Correctional Association will hopefully conclude in late August, with the Bureau being the first state prison system to have both its correctional facilities and administrative offices nationally accredited.

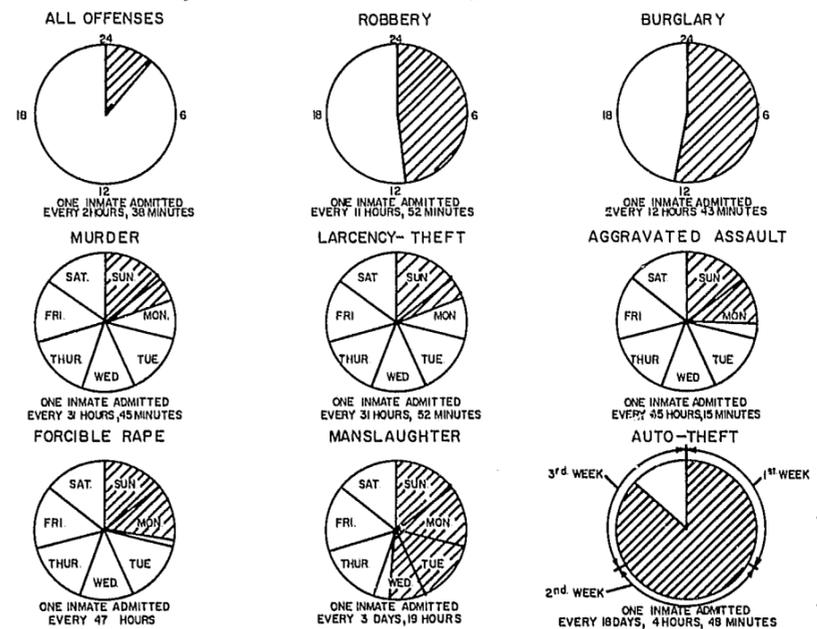
The self-esteem and Mercer employee research designs will both be completed by mid 1979.

The Information Systems Study should conclude by early 1979, with the Bureau developing an LEAA grant request under the OBSCIS national reporting system.

1977 ADULT CRIMINAL COURT COMMITMENTS RECEIVED IN THE BUREAU OF CORRECTION BY SELECTED OFFENSES



RATE OF RECEPTIONS BY MAJOR PART I OFFENSES





Harry E. Smith, Director

### PROGRAM DIVISION

This division consists of activities including Health Care, Education, Recreation and Treatment Services (Psychology, Counseling, Pardons Case Services, Casework) in the nine correctional institutions and three Diagnostic-Classification Centers. Central Office chiefs monitor each section.

Regular staff planning sessions were held to discuss interrelated problems among the various sections. An improved travel schedule system was implemented to maximize carpooling.

In-service training in management techniques was provided at regular divisional staff meetings for program chiefs.

Two staff members served on the Commissioner's Task Force on Farview State Hospital and assisted in developing recommendations for conversion into a correctional complex.

Goals for 1979 include maintaining current levels of service with increases where needed. Additionally, it is hoped that continuous improvement can be realized in the areas of vocational education and health care delivery in the state correctional institutions while continuing to increase consultive service to county prisons.

### Participation In Educational Programs

Figures below reflect the number of inmates who enrolled in programs. They do not reflect the number who completed any given program. These figures would be reflected in monthly statistical reports.

SCI'S	ABE	GED	COLLEGE	VOCATIONAL
Camp Hill	293	73	141	406
Dallas	265	464	133	346
Graterford	782	233	381	185
Greensburg	175	90	3	70
Huntingdon	48	568	195	349
Muncy	46	140	90	899
Pittsburgh	231	64	402	164
Rockview	65	47	216	365
Totals	1905	1679	1561	2784

### Educational Programs

The goal of the education section of the Pennsylvania Bureau of Correction is to provide, with continuity and career direction, academic and vocational education programs within state correctional institutions and regional facilities. For the past five years we have done this in concert with the Pennsylvania Department of Education through their office of correctional education, and for the past year (since July 1, 1978) we have also had the assistance of Indiana University of Pennsylvania in the disbursement and programming of federal funds.

For fiscal 1978-79, the Commonwealth of Pennsylvania is spending 1.7 million dollars for correctional education. Federal monies which include Vocational programs, Title I, and federal ABE-GED amount to close to 1.9 million dollars. These funds are appropriated through the Department of Education and Indiana University, and the programs are operated by the Bureau of Correction in cooperation with the office of correctional education in the Department of Education.

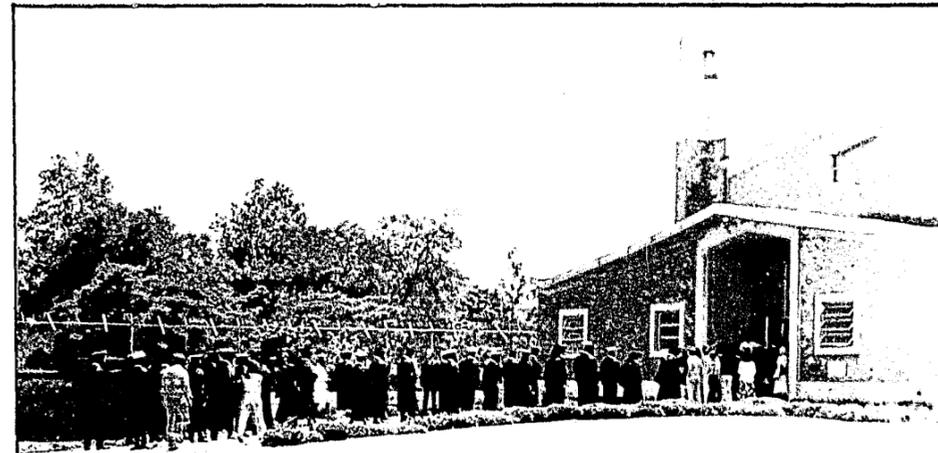
In each institution, the programs are the supervisory responsibility of a director of education under the authority of the superintendent. Total Staff including full and part-time instructors numbers over 400, and approximately 52%, or 4000 inmates, are involved in education or vocational training.

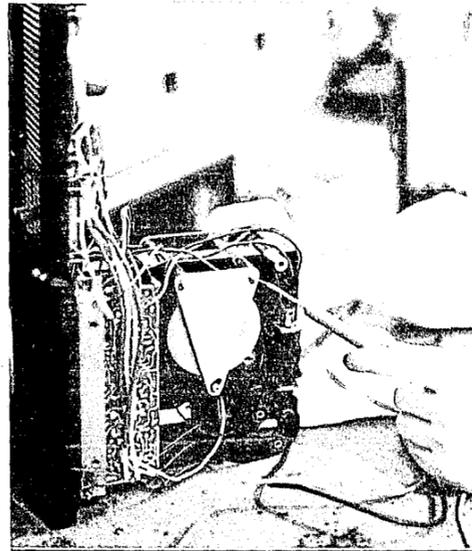
Achievements of the past year include: first and foremost, the smooth transition from intermediate unit 18 to Indiana University as the federal fiscal agent, and the transfer of 253 teaching positions to IUP without disruption in salary or services. The summer correction education orientation seminar, the continued efforts of the Inter-agency committee to insure co-ordination of services among the three agencies, the introduction of mandatory correctional security training for all educational personnel were also of major importance.

The further clustering of educational and vocational courses to provide certification in job skills, and the movement to more fulltime rather than part-time vocational courses are new improvements made in 1978.

The agreed upon emphasis in correctional education is on basic education and job attainment skills. The successful implementation of outside job placement counselors and contracted job placement is having a substantial effect upon post release employment. Improvement has been shown at each institution, but the results at the State Regional Correctional Facility at Greensburg are es-

Commencement ceremonies about to begin/SCI-Camp Hill





Learning electronics/SCI-Muncy

pecially worth comment. Of 89 persons released in the first six months of 1978, eighty-five were placed in jobs. The follow-up report indicates that most men placed through this program are still employed, and 100% of those who were placed in jobs paying \$4.85 or more an hour remain successfully employed.

This year's plans include new efforts to utilize staff time and program resources to their maximum level, further emphasis on vocational training leading to certification and employment, and special program efforts for non-readers.

### Health Care

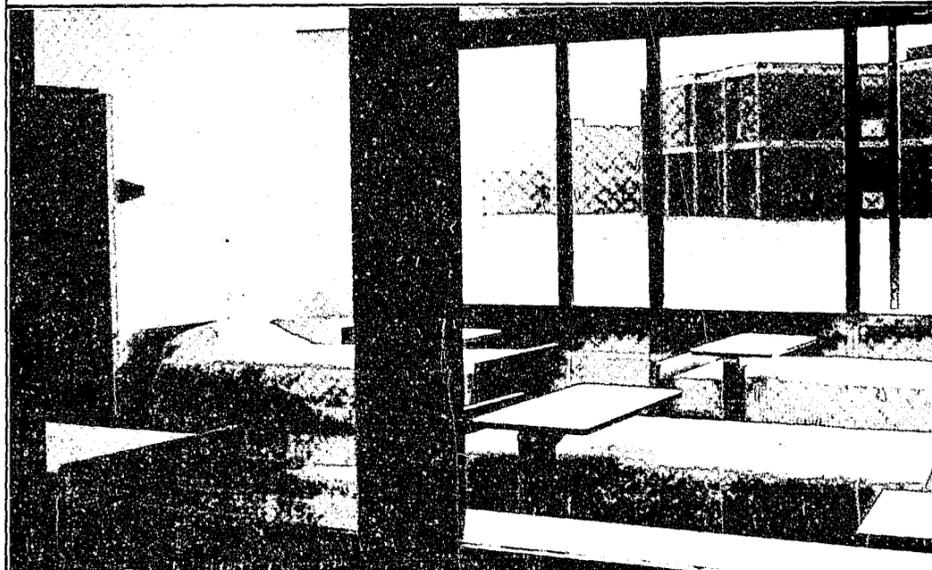
The recruitment and orientation of staff and development of procedures for the operation of Health Care at the new Regional Facility at Mercer was a major accomplishment. Outfitting the facility with proper medical and dental equipment along with development of relationships with community health providers was also completed.

Numerous procedures were developed and revised including:

1. Review and revision of the Medical Transfer Policy and Procedures.
2. Development of guidelines for reporting Communicable Diseases with the Department of Health, Communicable Disease Control Section.
3. Developed an agreement for conducting sickle cell screening and genetic counseling with the Comprehensive Sickle Cell Disease Center in Pittsburgh.
4. Revised the OM-5 Medical Records Manual.
5. Drafted several additional policy memoranda.
6. Drafted Minimum Health Care Standards for review.

X-ray services were established at SCI-Muncy and equipment in other

New infirmary facilities at SRCF-Mercer



### TOTAL ALL INSTITUTIONS 1978

1. There were 346,773, clinical visits, 46,127 emergency visits and 1,764,850 medication line visits to the dispensaries throughout the system.
2. **Physical examinations performed**—Physicals to date—7,838.
3. **Laboratory Tests**—There were 53,666 separate laboratory examinations performed to date.
4. **X-Rays Examinations**—There were 16,257 separate x-rays taken.
5. **Special Testing Procedures (EKGs etc.)**—There were 15,435 special procedures conducted.
6. **Immunizations**—There were 5,228 immunizations given.
7. **Reportable Communicable Diseases**—231 were diagnosed, treated, and reported to the Department of Health where required.
8. **Operations Performed**—There were 404 major and minor surgical procedures performed.
9. **Consultant Visits**—14,512 which reflects the total number of consultation procedures by civilian clinicians. 1,319 of these were conducted outside of the institution.
10. **Resident Deaths**—There were 14 who expired.
11. **Physical Therapy**—4,733 physical therapy procedures performed.
12. **In-patient Hospitalizations—Institution and Community**
  - A. Number of patients admitted during calendar year 1978—2,676
  - B. Total hospital days—21,091
  - C. Average length of stay per patient—7.3
13. **Dental Procedures**—There were 41,011 dental procedures performed.

institutions was reviewed with some equipment transferred inter-institution to provide maximum services where needed.

In-service training was provided to staff personnel at various institutions for new procedures. Consultation and training was also provided to several county prisons including Dauphin, Erie, and others.

Cooperative information sharing with other states was initiated.

### Treatment

Mental health continued to be a major issue. Ongoing effort to maintain smooth commitment procedures was maintained. Various meetings with legislative personnel were held in an effort to influence proposed legislation related to mental health.

Participation in various professional conferences led to obtaining resource material for professional growth. An American Psychological Association sponsored Visiting Psychologist program was conducted at SCI-Dallas.

Continued supportive and consultative services were provided to the institutions and diagnostic centers as well as to county facilities requesting such services.

A preliminary plan for training of county prison treatment personnel was developed at the request of Staff Development Division.

Assistance was given to RCF Mercer in recruiting and training treatment personnel, and securing relationships with providers of service in the community.

### FURLOUGHS 1974-1978

	1978	1977	1976	1975	1974
No. of inmates Furloughed	1383	1612	1634	1539	1506
No. of 1st Furloughs Granted	943	1150	1225	1109	1123
No. of Furloughs Granted	4068	4779	4315	4108	5053
No. of Escapes on Furlough	34	38	42	59	64
No. of Escapes on 1st Furlough	11	8	16	27	26
No. Arrested on Furlough	1	1	3	4	4
No. Arrested on 1st Furlough	1	1	2	3	1
% Escapes to Inmates	2.5%	2.4%	2.6%	3.8%	4.2%
% Escapes to No. Furloughs	0.8%	0.8%	1.0%	1.4%	1.3%
% Arrests to Inmates	0.1%	0.1%	0.2%	0.3%	0.3%
% Arrests to No. Furloughs	0.0%	0.0%	0.1%	0.1%	0.1%
% Escapes on 1st Furlough to No. 1st Furloughs	1.2%	0.7%	1.3%	2.4%	2.3%
% Arrested on 1st Furlough	0.1%	0.1%	0.2%	0.3%	0.1%

Arrested is assumed if: Returned by other authorities, held by other authorities, or returned from a county prison following release on furlough.

### A LOOK AT THE RECORD

#### Furloughs

The temporary home furlough program again recorded an impressive success rate—99.2%, based on the number of furloughs granted. Furloughs range from three to seven days in length and can be granted only to inmates who have served at least one-half of their minimum sentence and who have approvals from the institution staff, superintendent, deputy commissioner of the Bureau of Correction and the sentencing judge.

During 1978 one month, October, was failure free while both May and June passed with no more than one failure each. Special holiday furloughs were especially successful. During the July 4th holiday, 602 inmates were granted furloughs with only three failing to return as scheduled—a success rate of 99.3%. The 1978 Christmas-New Year furlough was extended to 940 inmates: 937 returned on time for a 99.64% success. During that same holiday furlough, 24 inmates were released by court order. One did not return.

#### Escapes

In 1978, the Bureau of Correction held the total number of escapes throughout the correctional system to 114, the lowest escape record in at least seven years. The number of escapes were 26 less than the 140 recorded in 1977, and it was 411 better than the worst year on record—1972.

A look at the past seven years shows the tremendous improvement:

Year	Escapes
1972	525
1973	227
1974	223
1975	190
1976	180
1977	140
1978	114

#### Population

The year end population count increased nearly 8 percent over 1977's total, and was slightly more than 53 percent higher than at the end of 1971. Pennsylvania has enjoyed a relatively uncrowded state prison system for the past decade, but the constant growth of the committed population should be alarming; especially since the only prison facility to open during that time was the new State Regional Correctional Facility at Mercer, with its capacity of 180.

At the end of 1978, the Bureau of Correction was over capacity by 20%, based on the number of useable general population cells.

ESCAPES 1978

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
<b>SCI-Camp Hill</b>													
Breach	0	0	0	1	0	1	0	1	0	0	0	0	3
Furlough/Sup'v'd leave	0	2	0	0	1	0	0	0	0	0	0	0	3
Work details	0	0	0	0	0	0	0	0	0	0	0	0	0
Work/Educ. release	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>SCI-Dallas</b>													
Breach	0	0	0	0	0	0	0	0	0	0	0	0	0
Furlough/Sup'v'd leave	1	0	0	0	0	1	1	1	1	0	0	0	5
Work details	0	0	0	0	0	0	0	0	0	0	0	0	0
Work/Educ. release	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>SCI-Graterford</b>													
Breach	0	0	0	0	0	0	0	1	0	0	0	0	1
Furlough/Sup'v'd leave	3	0	2	3	0	0	2	1	1	0	1	0	13
Work details	0	0	0	0	1	1	2	0	0	0	0	0	4
Work/Educ. release	1	1	0	0	0	1	0	0	1	0	0	0	4
<b>SCI-Huntingdon</b>													
Breach	0	0	0	0	0	0	0	0	0	0	0	0	0
Furlough/Sup'v'd leave	0	1	1	0	0	0	0	0	0	0	1	0	3
Work details	0	0	0	0	0	1	0	0	0	0	0	0	1
Work/Educ. release	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>SCI-Nancy</b>													
Breach	0	0	0	0	8	3	3	4	1	1	3	1	25
Furlough/Sup'v'd leave	0	0	0	0	0	0	0	0	0	0	0	0	0
Work details	0	0	0	0	0	0	0	0	0	0	0	0	0
Work/Educ. release	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>SCI-Pittsburgh</b>													
Breach	0	0	0	0	0	0	0	0	0	0	0	0	0
Furlough/Sup'v'd leave	0	0	1	0	0	0	0	0	0	0	0	1	2
Work details	0	0	0	0	0	0	1	0	0	0	0	0	1
Work/Educ. release	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>SCI-Rockview</b>													
Breach	0	0	0	0	0	0	1	0	0	0	0	0	1
Furlough/Sup'v'd leave	1	2	0	0	0	0	1	1	0	0	1	0	6
Work details	0	0	0	0	0	0	0	0	0	0	0	0	0
Work/Educ. release	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>SRCF-Greensburg</b>													
Breach	0	0	0	0	0	0	0	0	0	0	0	0	0
Furlough/out residency	0	1	0	0	0	0	2	0	0	0	0	1	4
Work details	0	0	0	0	0	0	0	0	0	0	0	0	0
Work/Educ. release	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>SRCF-Hercar</b>													
Breach	-	-	-	-	-	-	-	-	0	0	0	0	0
Furlough/Sup'v'd leave	-	-	-	-	-	-	-	-	0	0	0	0	0
Work details	-	-	-	-	-	-	-	-	0	0	0	0	0
Work/Educ. release	-	-	-	-	-	-	-	-	0	0	0	0	0
<b>Community Service Centers</b>													
Breach	4	1	0	3	0	2	2	3	1	2	4	5	27
Furlough/out residency	0	0	0	0	0	0	0	0	0	0	1	0	1
Work/Educ. release	0	1	0	1	0	0	0	0	0	0	0	0	2
<b>Group Homes</b>													
Breach	1	0	1	1	0	0	2	1	0	0	0	0	6
Furlough/out residency	0	0	0	0	0	0	0	0	0	0	0	0	0
Work/Educ. release	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Bureau Totals</b>	<b>11</b>	<b>9</b>	<b>5</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>18</b>	<b>13</b>	<b>5</b>	<b>4</b>	<b>11</b>	<b>8</b>	<b>114</b>

1978 Escapes - 114      Escapes Returned in 1978 - 89      Still at Large, Dec. 31, 1978 - 147  
 (Includes escapes from other years)

Inmate Deaths		
Natural Causes	10	
By Assault	2	
Suicide	4	

Year End Populations	
1971 - 1978	Committed
December 31, 1978	8,181
December 31, 1977	7,600
December 31, 1976	7,590
December 31, 1975	7,237
December 31, 1974	6,768
December 31, 1973	6,517
December 31, 1972	6,142
December 31, 1971	5,346

Program Services Statistics			
<b>Classification Summaries Prepared</b>		<b>Classification Services</b>	
Initial	2,810	Reception Orientation	2,795
Parole Violator	616	Program Orientation	2,280
Continuation	592	Initial Classification	5,738
Reclassification	1,775	Reclassification	11,773
Program Change	13,280	Casework Interviews	10,500
Pre-Release	4,095	Psychological Interview	5,480
Community Services	560	Psychological Testing	5,750
Parole (PBPP)	3,101	Psychiatric Examination	3,157
Parole (County)	1,003		
Court Evaluations	87		
		<b>Misconducts</b>	
<b>Clinical Services</b>		Class I	8,858
Individual Services		Class II	3,809
Counseling	82,231	Criminal Charges by Inmate	14
Psychological Therapy	4,069	Criminal Charges by Admin.	208
Psychiatric Therapy	1,257		
<b>Group Services</b>			
Groups (Average)	48		
No. of Inmates (Average)	923		

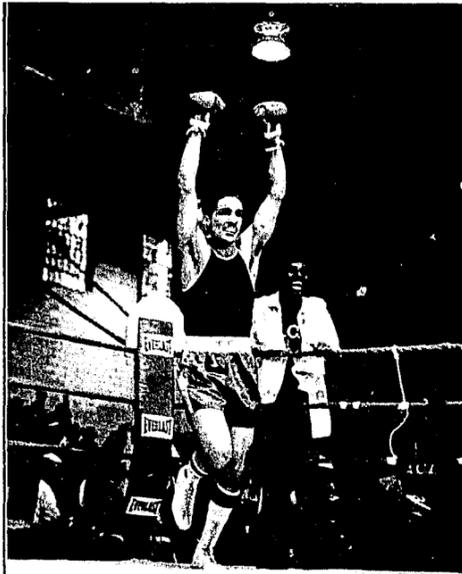
## ACTIVITIES

The major thrust of the Activities Section has been to develop, expand and improve the total recreation program at each state correctional facility.

### Athletics

Whether it be running for a touch-down, sliding into second base, playing a guitar, performing in the arts, singing in the glee club, or expressing an artistic image, hundreds upon hundreds of idle hours have been constructively used in many good, wholesome activities by the inmate population.

Structured, organized athletic programs are available and operational at each institution on a varsity, intramural, and leisure time basis. Varsity institutional teams in boxing, basketball, football, softball, and powerlifting compete against each other in orga-



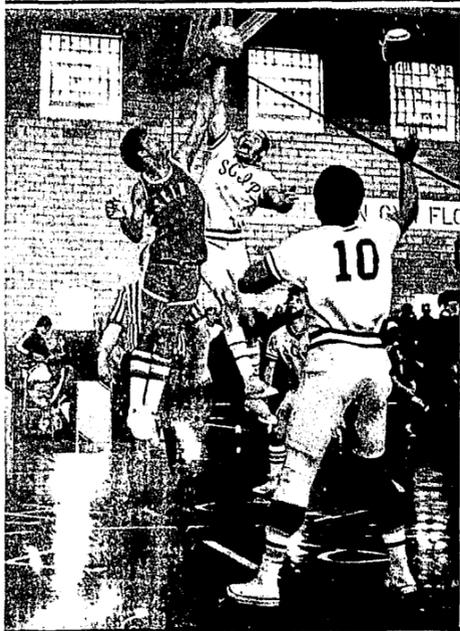
The joy of being a winner.

nized league and also compete against many outside community teams for the benefit of the total population.

This year's basketball and softball inter-institutional program included a 21 game league schedule concluded by an annual tournament with the top four teams to decide the state correctional championships.

Three inter-institutional AAU sanctioned powerlift tournaments were conducted from which several state records were captured and presently held by members of institutional teams.

The boxing program under the direction of Charles Daniels has provided 25 inter-institutional boxing shows at alternating locations for the benefit of the total population who enthusiastically participated and supported every boxing show. This year saw a dream fulfilled when on October 14, 1978 a boxing show was staged at the Federal Prison at Lewisburg before an audience of over 1200 thrilled federal inmates who sat at ringside for the boxing show. Also the boxing program was exposed to some county jails with much success.



Basketball, one of several interinstitutional sports.

## Recreation

	Approximate Participation
Basketball	1,132
Boxing	252
Football	778
Softball	1,061
Other Sports	6,314
Jaycees	562
Lifers	265
Other Organizations	7,322

## Inmate Organizations

Inmate organizations have been actively involved with numerous worthwhile projects to serve and better the institutional community and to aid the outside community. Needed funds to carry out the many activities are raised by the inmate organizations through various approved fund-raising projects at the institutions.

Annual sports banquets, along with inmate organization banquets, enjoyed the presence of many concerned and prestigious community figures and family members who helped honor and share with the involved inmates their achievements and accomplishments of the year.



SCI-Muncy art student.

## Arts and Crafts

The art and craft shops have been busy producing many creative items for sale and exhibit at the institutions and also for exhibit at local community art and craft shows.

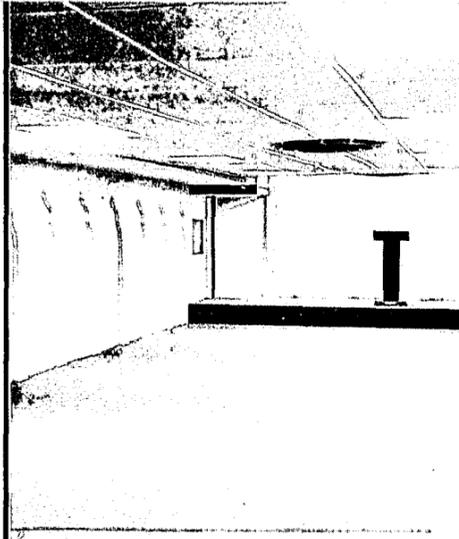
### Pardons Case Representative

1978 saw continuing growth in the Pardons Case Specialist Section of the Pardons Case Representative project. Twenty volunteer advocates plus a group of approximately ten University of Pittsburgh law students represented 99 cases throughout the year.

Growth in the project is evidenced by the steady increase in numbers of volunteer advocates. In its first year (1976) ten representatives volunteered followed by twenty-five volunteers in 1977, followed by thirty-five volunteers in 1978.

Again, as in the past, the backgrounds of the volunteers have been varied. They range from law students to doctorate level educators to correctional counselors working in institutions and community service centers to graduate student interns to psychological services aides to correctional administrators to correctional officers. New volunteers are being identified, recruited, trained, and supervised by the Pardons Case Specialist on an ongoing basis.

Relationships with law schools other than the University of Pittsburgh are being explored. The quality and depth of advocacy representation for indigent inmate applicants to the Pardons Board is at an all-time high of professional caliber.



Muslim mosque at SCI-Graterford

### CHAPLAINCY SERVICES

Under the direction of the Coordinator of Chaplains Thomas Jackson, the spiritual life of the men and women in our state correctional institution seems to be significantly on the upgrade, with better attendance at services and a more serious interest in religious thought and activity being evidenced.

Traditional events at our institutions like the St. Dismis Day Masses, the programs sponsored by Yokefellow, the Holy Name Society, and Bible study groups are being, not supplanted, but aided and encouraged by new things such as religious drama, retreats and spiritual emphasis weekends and even effectiveness training.

The use of dramaturgy in our prisons is a particularly beautiful and relevant form of spiritual growth and interest. SCI Camp Hill followed last year's resounding success of Jesus Christ Superstar with this year's Godspell, and Chaplain Coleman at SCI Muncy wrote a Christmas play presented by inmates as the Christmas Worship Service.

SCI Huntingdon is very proud of their GODSQUAD, which works to improve religious participation, and of the many outside groups and guests who form part of the fellow-



"Godspell" at SCI-Camp Hill

ship. In this line, it should be noted that all institutions received great support from religious individuals and groups in the community. Also, Coordinator Jackson reports ecumenical ties are growing, and the efforts of each denomination contribute to the spiritual (and physical) wellbeing of the institution. The unique and special contri-



Wreath is presented to the winning block in SCI-Pittsburgh's Christmas decoration contest.

butions of the Muslim groups at SCI Graterford and Dallas, in particular, reach a large number of offenders.

Like our education programs, religious services and activity attract about half of our inmate population.

Rev. Thomas Jackson, coordinator of chaplaincy services.





Harry E. Wilson, Director

### SPECIAL SERVICES DIVISION

This division contains two units, the Facilities Evaluation Section, and the Internal Security and Investigation Section, plus a detachment of Field Investigators, all but one of whom are based in field offices throughout the Commonwealth. The Field Investigators were assigned to the division early in the year for the express purpose of conducting pre-home furlough investigations for eligible inmates of the State Correctional Institutions.

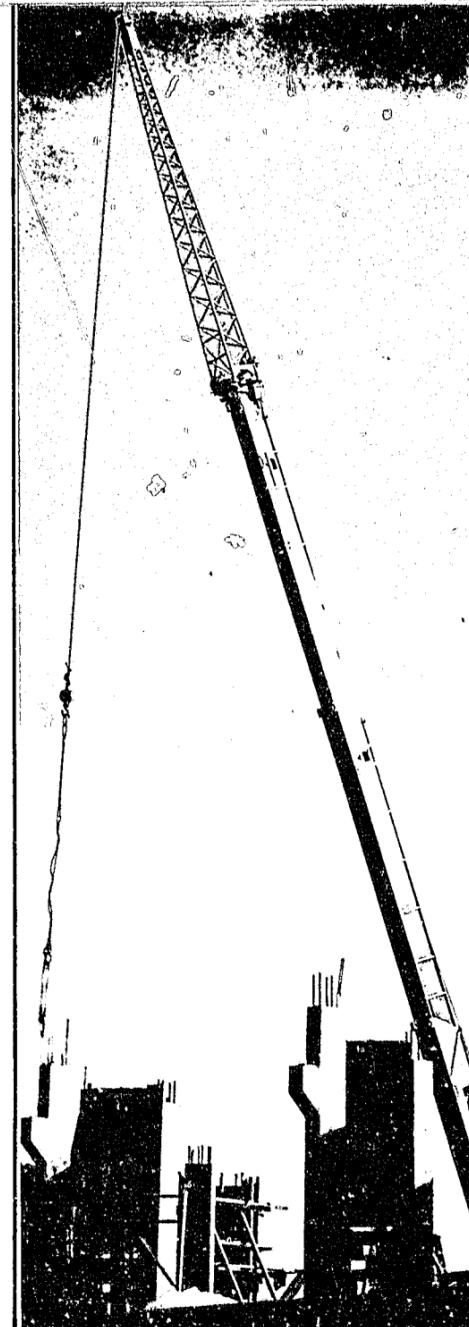
The function of annual inspection, evaluation and investigation of county jails and municipal detention facilities (police lock-ups) is mandated by statutes.

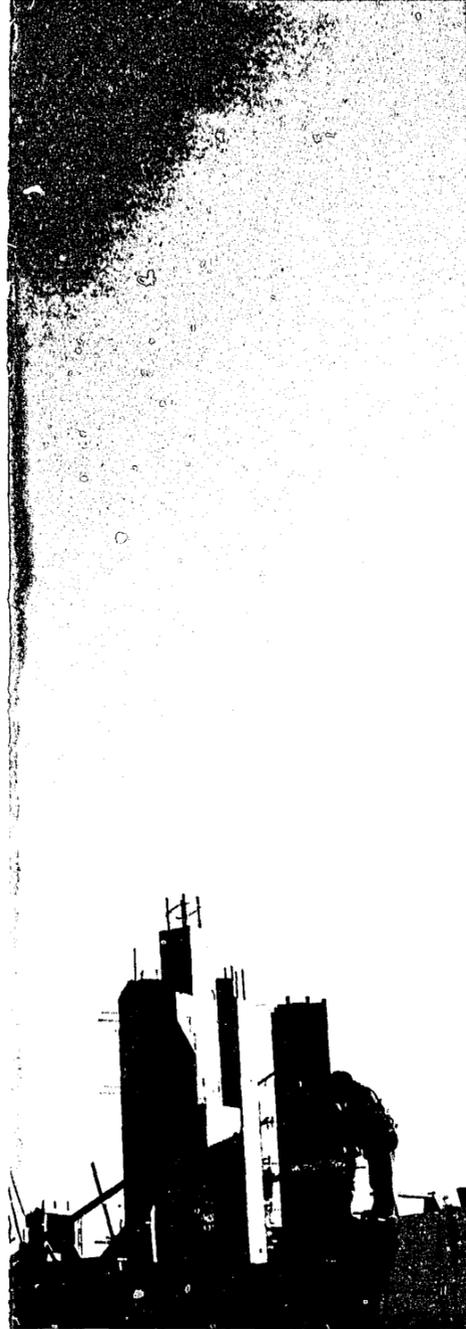
However, in recent years Special Services has greatly expanded its services to county correctional administrators and to various criminal justice agencies.

Coordination of the transfer of inmates from county jails to State Correctional Institutions is an ongoing function of the division. Technical assistance and approval of new construction of county and municipal facilities is provided to architectural and engineering firms on a regular basis. Oral testing boards to examine candidates for promotions in county jails was begun in 1977 and has continued during 1978. Liaison and exchange of information with various police agencies continue to develop.

Future plans and goals include the compliance by all county jails with the Minimum Standards for Pennsylvania County Prisons. A grant application has been filed to upgrade and improve the standards. The eventual reconstruction of many of the antiquated county jails is a prime goal of the division.

Construction continued at new York County Jail—Dedication is planned for 1979.





#### **Facilities Evaluation Section**

During 1978 inspection/evaluations were made of the seven major State Correctional Institutions, one regional correctional facility, sixty-nine county jails and approximately 400 municipal detention facilities. Reinspections of most county jails were made to ascertain compliance within initial recommendations and requirements. At year's end nine county jails are in various stages of reconstruction or renovation.

From April 24 to year's end approximately 800 requests for furlough investigations were received and assigned to investigators.



Montgomery County Jail, Norristown

#### **Internal Security Section**

This section is responsible for conducting criminal and administrative investigations of personnel and inmates in the State Correctional system. They also conduct investigations for any appropriate authority upon request and with approval of the Commissioner of Correction. The section maintains close liaison with Federal, State and local law enforcement agencies.

In 1978 the Internal Security Section initiated 41 full field investigations, and 59 limited inquiries were completed.



Fredric A. Rosemeyer, Director

### STAFF DEVELOPMENT AND TRAINING DIVISION

This division consists of three sections: State Training, County Training, and Academy Training. The Bureau of Correction places high priority on staff training with an equal concern for county prisons, state correctional institutions and regional correctional facilities.

Each state correctional institution has a training coordinator supervised and directed by the superintendent. The commitment for training as demonstrated by Commissioner Robinson and the superintendents has resulted in continual progress in in-service training during 1978.

The emphasis in county training initiated only three years ago has gained support from the county wardens as the following statistics indicate:

	1976	1977	1978
Counties Participated in On-site Training	25	23	27
Trainees Enrolled in On-Site Training	517	701	736

### New Employee Training

The Bureau continues its commitment to the goal of a single academy as the center for professional corrections training in the Commonwealth. A feasibility study has been completed for the construction of such a facility and reaction to this study as been positive.

In 1978, the Academy Section graduated twenty-three basic training classes totaling 422 state and 272 county students from its two campuses located in Dallas and Camp Hill. Enrollment in the basic course has risen significantly over recent years. At right are statistical comparisons:

Enrollment in Basic Training			
	1976	1977	1978
State Trainees	242	297	422
County Trainees	246	264	272
Totals	488	561	694

The Bureau of Correction appointed 431 new employes during 1978. Since 422 state employes attended basic training, the percentage of new employes trained was 97.9%. The commitment to training new employes during the past three years has increased dramatically since 1976, as can be seen by the percentage of new employes undergoing basic training in the past two years: 66.5% in 1976 and 89.7% in 1977 compared to last year's achievement of 97.9%.

During 1978, the Bureau of Correction appointed 105 new employes for the newly opened State Regional Correctional facility at Mercer. This may be the first time in the history of corrections that the entire staff of a facility was hired and trained as a team. A special report on the Mercer project, detailing the seven week training program for the new staff, follows this division's report.

Anthony Douglas, pharmaceutical consultant, explains drug identification.



Instructor William Sprenkle demonstrates self-defense at basic training.

### COUNTY TRAINING ANNUAL REPORT FOR 1978

There is a growing demand by correctional personnel for training and at no level has this call been more insistent than from county jails of the Commonwealth. The County Training Section has responded to this call in 1978. 716 county personnel have received on-site training in Communications, Drug Techniques, Security, Fire Training and Self Defense. Also 272 county personnel have participated in the Bureau Training Division's sponsored programs; basic, management training and food ser-

vice training. In addition 255 county personnel have completed the eight (8) hour American Red Cross Standard First Aid course as well as the National Institute of Correction's course in Jail Operations.

In summarizing, county training activities in 1978, the figures at left indicate that 1243 county personnel from approximately 71% of the sixty-seven (67) county jails have participated in training conducted by the Bureau's Training Division. This is an increase of 6.7% over 1977.





Proper use of restraints—part of basic training.

### State Training Section: Processes By Hours Of Training

Introduction & Physical Plant Orientation	16
Physical Plant Familiarization	(16)
Basic Training	120
Academy Course Orientation	(11)
Philosophy of Corrections	(2)
Criminal Justice System	(6)
Communicating with Inmate	(10)
Legal Rights/Testifying in Court	(5)
Effective Supervision	(4)
Physical Restraints	(4)
Unarmed Defense	(8)
Escort Duty	(4)
Observation & Sensing the Prison Environment	(5)
Riot Prevention/Control of Riots & Disturbances	(5)
Weapons Training	(16)
Situational Crisis Intervention	(8)
Recognition & Search for Contraband	(6)
Narcotics	(4)
Report Writing	(2)
Philosophy & Development of Treatment Programs	(4)
Community Treatment Programs	(2)
Role of Treatment Personnel	(8)
Community Services	(3)
Career Development	(1)
The Professional in Corrections	(2)
Institution Orient.: To Familiarize the Trainee with the functions of the total staff in relation to each other and to inmates	144
On-the-Job Training with Intensive Supervision: Job orientation with special emphasis on the Trainees own area of responsibilities	120
On-the-Job Supervised Training: Determined by Trainee needs, abilities and complexities of task assignments	1680
Advanced Training & Training Seminars	80
<b>Total hours per course</b>	<b>2160</b>

All new employes of the Bureau of Correction are required to complete a three-week basic training course at the academy and a four week job orientation at their respective institutions. The extent of the training cycle depends upon job classification and individual need. The timetable above describes the typical training sequence for most new employes.

## SPECIAL TRAINING PROGRAMS

### Management Training

Twenty-five employes completed the Bureau of Correction's correspondence course, "Fundamentals of Supervision" during 1978. This 40-hour self-study program is administered by the institutional training coordinator with a certificate of completion awarded by the Bureau. Also, 57 managers and supervisors attended a forty-hour management training course at the Academy during 1978. This formal one-week course was sponsored by the Bureau and conducted by the U.S. Civil Service Commission.

### Jail Operations and Jail Management Courses

Through the cooperation of the National Institute of Corrections (NIC), the Bureau has established a self-training program both in jail operation and in jail management. During 1978, 362 Bureau employes completed the Jail Operations Course, an increase of 127 over the 1977 statistics. Thirty-five persons completed the Jail Management Course compared to four in 1977.

### Outside Training Conferences

The Staff Training and Development Division was actively involved in special training sessions at both the spring and fall symposiums of the Pennsylvania Prison Wardens' Association. These were attended by all superintendents and deputy superintendents as well as Bureau directors and staff.

Other special training programs conducted within the Bureau included the following:

- \*Electrical Management Training Seminar
- \*Personnel Management Seminar
- \*Deputies of Operations Symposium
- \*Hostage Training
- \*Food Management Seminar
- \*Seminar to Review and Revise the Fire Code for Penal Institutions.

An important aspect of employe training is familiarization with weapons. During 1978, a total of 693 state employes attended a minimum of 8 hours of weapons familiarization training, including range firing. Of this total, 422 received 16 hours of training at the Academy, while the remaining 271 completed the training at their respective institutions.

### First Aid Training

The requirement for immediate response by employes during emergencies necessitates the development of skills in first aid. The chief of State Training is an authorized Red Cross instructor trainer and all Bureau training coordinators are certified Red Cross trainers. Through their efforts, 191 state employes were certified by the American Red Cross in the 8-hour standard first aid course (multi-media) during 1978. This was an increase of 16 persons over the total trained the previous year.

The training of Bureau employes in cardiopulmonary resuscitation (CPR) is impressive. Last year, 417 were certified by the Red Cross in the 8-hour CPR (modular) course, an increase of 95 over 1977.

First aid training at the academy.



## SPECIAL REPORT — 1978 MERCER TRAINING PROJECT: SEQUENCE OF EVENTS

### PHASE I (On-Site 3 Days)

#### PHASE I (On-Site 3 Days)

Ninety-one new employees reported to work at the State Regional Correctional Facility in Mercer on July 5, 1978. Director Fredric A. Rosemeyer and Superintendent Charles Zimmerman welcomed the group and made appropriate introductions. A contingent from the Chamber of Commerce presented an overview of the Mercer area and section assignments were made to complete administrative requirements and training.

During the first three days of training, section schedules enabled the completion of the following areas of concern: physical examinations, uniform measurement, administrative requirements to include identification cards, an explanation of employee benefits, a tour of the physical plant, a study of the history of corrections, and a training orientation. Three-ring notebooks were distributed to each staff member as an orientation training packet with Administrative Directives.

By the close of training on July 7, 1978, everyone understood the movement plan and their responsibility to be at the Bureau's Training Academy in Camp Hill, Pa.

#### PHASE II (Academy Training 20 Days)

Commissioner William B. Robinson was anxious to welcome the Mercer staff as they arrived in Camp Hill for Basic Training July 9, 1978. Basic training uniforms were issued and that evening a banquet was held in honor of the new staff. During the keynote address, Commissioner Robinson placed much emphasis on teamwork. At 6:20 a.m. the next morning the staff was ready for physical training as they would be on all twenty days of basic training.

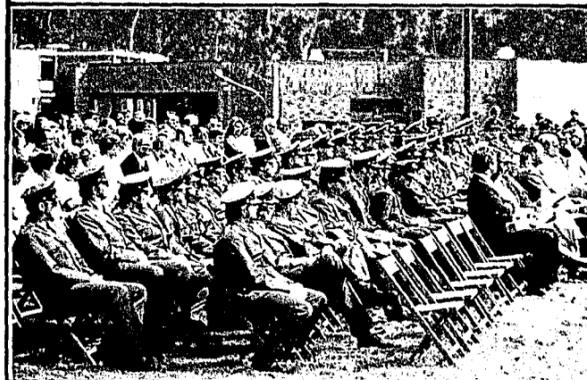
To enable small group instruction, three teams were organized with student leaders Randy Como, Harry Flemming and Fred Lewis selected for the first week of training. The group made outstanding scores in their first week tests: American Red Cross First Aide (Multi-media) average score for the group was 96.5%; the ARC average Cardiopulmonary Resuscitation (Modular) average score for the group was 94.5%; the first week academy exam average for the group was 94.9%.

The team concept was reinforced with all trainees wearing the same uniform. Large group instruction and organized recreational activities enabled team members to get to know other staff members. Susan Kelly, Philip Dittrich and Gregory Sterling were selected as team leaders for the second week of training, and the weekly academy test average for the group was 81.4%.

By the third week of basic training the teams were ready for practicum assignments inside the State Correctional Institution at Camp Hill. The Camp Hill staff members involved with their counter-parts from

Mercer were impressed with the Mercer trainees. Staff professionalism became more and more evident. The third week examination average for the group was 85%. Team leaders for the third week were Alan Wilson, Peter Calenda and Bruce Marquardt.

Commissioner Robinson's instruction to the group to make the most of their training opportunity was being fulfilled as motivation was high the fourth week of basic training. The daily physical training routine, range firing, self defense, and practicum assignments developed confidence. The team was molded with little if any concern for job classifications. Team leaders for the fourth week were Robert Glancy, Randy Neiswonger and David Stanford. The fourth week exam average for the group was 93.7% and the overall weekly exam average for the group was 90.6%.



The newly trained Mercer staff—Dedication day, September 8, 1978.

#### PHASE III (On-Site 10 Days)

On August 8, 1978, the staff returned to their home base, the State Regional Correctional Facility at Mercer, to complete the last phase of training: A two week period of time to shake down the facility, to develop operational procedures, and to train for the worst possible situations.

While special staff members set up their departments and established their operational procedures, Correctional Officers were given general and special orders for the various assignments and posts they could expect during any of the three shifts.

On the second and third days, the entire staff developed skills with hands on experiences in the following areas: Radio and Telephone Procedures, the Executone Intercommunications System, the Telephone Communications System, Crowd and Riot Control Formations. With the assistance of Correctional

Matrons from the Erie County Prison, the female members of the staff were given specialized training in areas of concern to female employees. At the same time, the male members of the staff were trained as Crisis Intervention Teams.

Through the coordination of Frank Patts and the cooperation of Colonel Reynolds, mine detectors were made available to assist the Mercer staff with the tedious task of searching the grounds for contraband remaining from the construction of the facility. Four boxes of debris were collected during one afternoon. With the knowledge of operations and communications, the State Regional Correctional Facility Mercer staff was prepared to train for emergencies. Harry Holiday, Safety Manager from Lewisburg Federal Penitentiary, was outstanding as a trainer and organizer for the "Fire Emergency Experience". The Mercer staff and the Mercer Fire Department made responsive and efficient reactions during the fire drill.

The Attica case study, hostage training by Agent Wagner from the FBI, and the Arizona escape case study set the stage for the "State Regional Correctional Facility Mercer Emergency Escape Experience". A well planned escape by Acting Inmate Frank Patts, gave the Mercer staff and the Pennsylvania State Police an opportunity to coordinate their resources and to test their emergency plans. With a few built in advantages Inmate Patts made it to the Ohio state line. However, the responsive actions of the Pennsylvania State Police helicopter, the K-9 corps, Troops D and S and the Mercer staff were very impressive.

A very special day of training was conducted at the Mercer County Courthouse on August 17, 1978. The training was coordinated by Peter Acker, Legal Assistant for the Bureau of Correction. Because of the combined efforts of the Professionals from the Criminal Justice System of Mercer County, the trainees of the State Regional Correctional Facility at Mercer received a first hand experience of the Criminal Justice System in Action. The staffs of the Bureau of Correction and the State Regional Correctional Facility at Mercer are indebted to the Honorable Judge Acker and everyone who gave presentations at the Mercer County Courthouse.

Ivory Barnett, Kenneth Knechtel, Benjamin Gault and Decatur Bankhead served as team leaders during the on site phase.

By Friday, August 18, 1978, the Mercer staff was ready for actual assignment. Everyone realizes there is much to learn that only experience can teach. Given this experience to reinforce the education and training of each staff member, the State Regional Correctional Facility at Mercer will be truly outstanding in every respect.

#### NATIONAL INSTITUTE OF CORRECTIONS

The Mercer staff completed the Jail Operation Course given by the National Institute of Corrections. The average score for the 87 persons who completed the test was 96.5%.



## TRAINING FOR MERCER

Superintendent Charles H. Zimmerman welcomes his new staff.

From Day One, physical fitness was the first order of business.



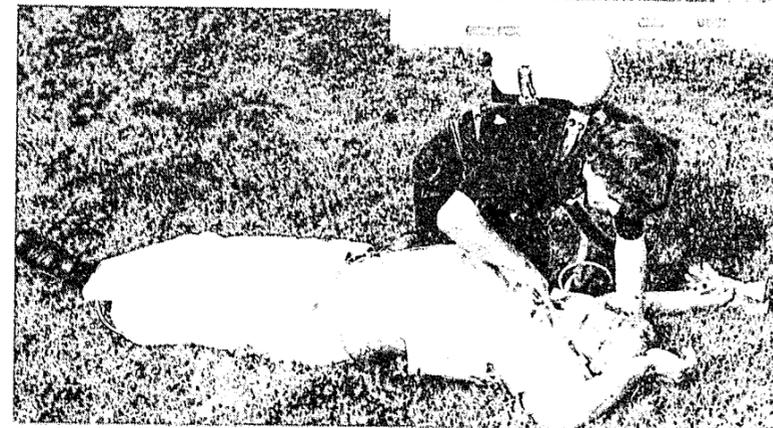
Lt. Thomas Ziembra, Troop Commander, Pennsylvania State Police, introduces instructors for a seminar on hostage situations.

All Mercer employees learned proper fire fighting techniques.



The Pennsylvania State Police participated in an escape drill. Trainer Frank Patts, center, playing the part of the escapee helped the new institution's security personnel learn the appropriate actions to take.

Emergency first aid procedures were practiced during a fire emergency drill. The Mercer Area Fire Company contributed expertise and experience to bring authenticity to the training.



**END**