

CONNER CORRECTIONAL CENTER, HOMINY, OKLAHOMA

OKLAHOMA DEPARTMENT OF CORRECTIONS ANNUAL REPORT - FISCAL YEAR 1977

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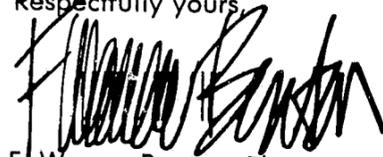
Honorable David Boren, Governor
State of Oklahoma
State Capitol Building
Oklahoma City, Oklahoma 73105

Dear Governor Boren:

The Oklahoma Department of Corrections respectfully submits this Annual Report of its activities and accomplishments during Fiscal year 1977.

During the past year the Department has made significant progress towards establishing a model correctional system in Oklahoma. With the expansion of the Department over the next eighteen months to include several new correctional facilities and with increased reliance on Probation and Parole supervision as an alternative to incarceration, the Department will be capable of providing an effective correctional network for the care and custody of criminal offenders. We feel the Department has moved in a positive direction this year, and will continue to do so in the future with your support and the support of the State Legislature.

Respectfully yours,



F. Warren Benton, PhD
Director

FWB/RT/do

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1977
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Oklahoma Department of Corrections

ANNUAL REPORT FOR FISCAL YEAR 1977

DAVID L. BOREN, Governor
State of Oklahoma

FRANK E. CAREY JR., President
Board of Corrections

LEROY W. KIRK, Vice-President
Board of Corrections

MAXINE LOOPER, Member
Board of Corrections

CHESTER TIM CURTIN, Member
Board of Corrections

SETH MILLINGTON, Member
Board of Corrections

GARY M. COOK, Member
Board of Corrections

WILLIAM THOMPSON, Member
Board of Corrections

F. WARREN BENTON, Director
Department of Corrections

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CORRECTIONS IN OKLAHOMA



The fundamental role of the Oklahoma Department of Corrections is to maintain adult criminal offenders in institutions as a protection for Oklahoma's citizens, to provide rehabilitative programs and services while incarcerated, and supervision when they are released into the community. The Department of Corrections is responsible for the operation of seven institutions ranging from maximum to minimum security, and seven Community Treatment Centers located in major urban areas of the state. This involves the supervision of approximately 4,500 incarcerates and approximately 13,500 persons on probation and parole.

Board of Corrections

The Department of Corrections is governed by the Oklahoma Board of Corrections. This board consists of seven members appointed by the Governor who are responsible for establishing and maintaining institutions necessary or convenient for the care, custody and rehabilitation of criminal offenders under the jurisdiction of the Department. The Board is also responsible for appointing the Director.

Administration

As established by the Oklahoma Legislature, the Department of Corrections is organized into three divisions: the Division of Technical Services, the Division of Institutions and the Division of Community Services.

The Division of Technical Services plays a crucial role in coordinating the total operation of the Department. Consisting of seven specialized units, the Division devotes itself to the technical aspects of correctional administration, and provides the professional and technical expertise necessary to efficiently operate a modern correctional system.

The Division of Community Services is responsible for the operation of Community Treatment Centers, supervision of probation and parole services, program development and coordination of referral services for clients in community corrections and the evaluation of community based assessment and classification procedures.

ADMINISTRATIVE PERSONNEL

The administrative personnel are focal points within the Department charged with the administration and supervision of designated areas and subunits. The organization and responsibilities of the administrative staff are as follows:

DIRECTOR

Dr. F. Warren Benton is Director of the Department of Corrections and is responsible for the overall administration of the Department, including all three divisions and all of the institutions and programs subsumed under them. The Director functions within the framework of policy statements passed by the Board of Corrections, and establishes Departmental procedures to implement those policy statements through operations memoranda. The Director is responsible for



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relations between the Department and the Office of the Governor, the Legislature, and represents the Department at major meetings and at major press briefings and inquiries.

DEPUTY DIRECTORS

The Deputy Director of Technical Services is James N. Gleason. He is responsible for supervising and coordinating the activities of the seven Technical Services Units. He reports directly to the Director and maintains continuing liaison with the other Deputy Directors. In addition, he conducts direct line communication with all divisions of the Department of Corrections and other state agencies. He is also responsible for providing effective organization to carry out the responsibilities assigned to him by the Director.

Paul W. Inbody, Ed. D., Deputy Director of Community Services, is charged with the overall planning, supervision and management of all Community Services programs. Duties include reporting to the Director and maintaining liaison with the Pardon and Parole Board, Governor's Office, the Crime Commission and other agencies. He establishes priority levels, and provides direction for the effective administration of the Community Services Division.

The Deputy Director of Institutions is John W. Grider, who is responsible for the overall planning, supervision and management of all state correctional institu-

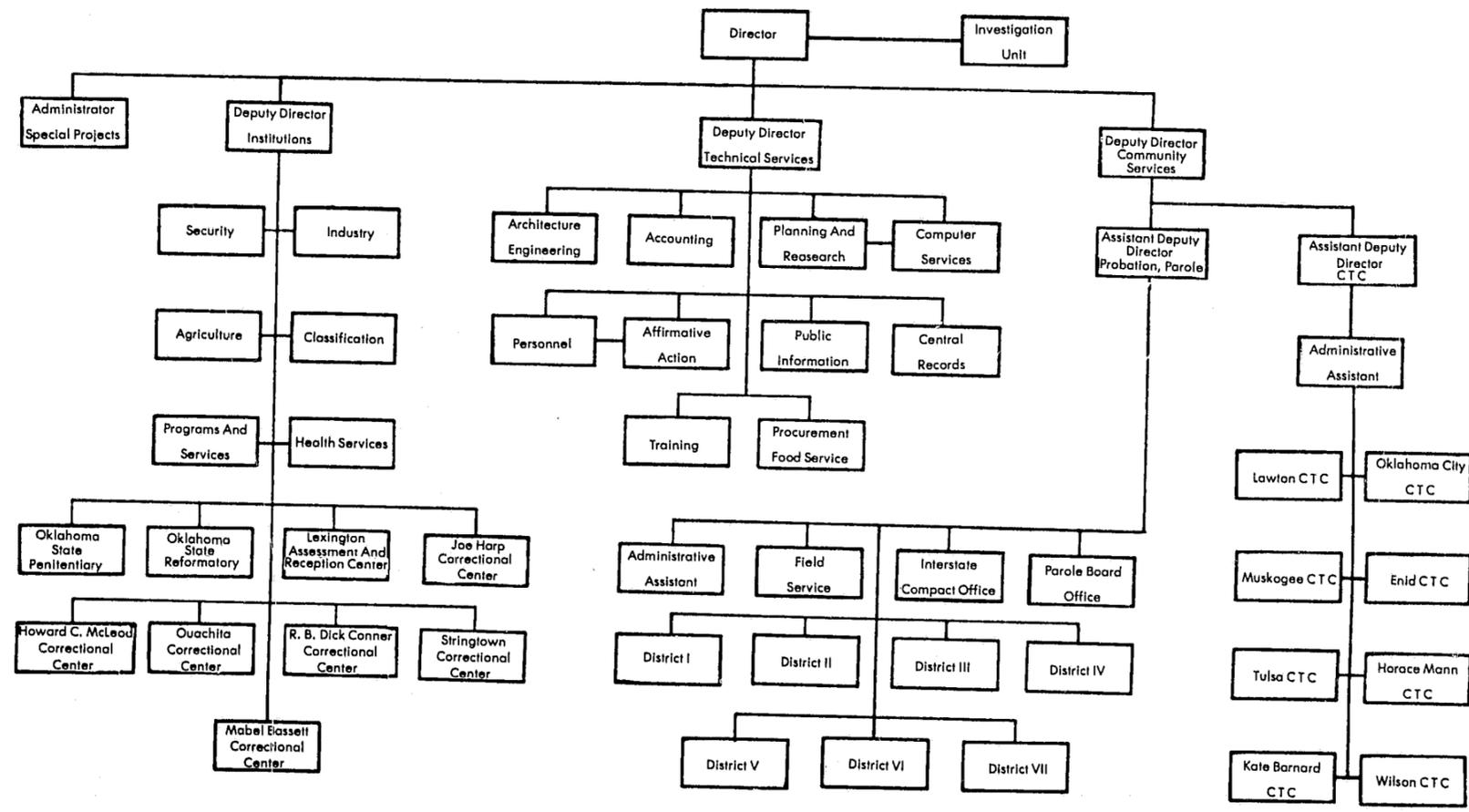
tions. Duties include reporting to the Director, and developing and implementing guidelines for the effective management and security of incarcerated offenders, and for the operation of all programs and services at the institutions. He maintains a direct line of communication with all divisions of the Department and other related state agencies, and conducts periodic staff meetings with the Wardens, Superintendents and Unit directors.

ADMINISTRATOR OF SPECIAL PROJECTS

The Administrator of Special Projects is E. Smith Denman, who is responsible for handling internal, legislative and public related matters necessary to implement the Oklahoma Corrections Master Plan. He directly assists the Director with special projects related to the Master Plan, attends all Deputy Director meetings, and acts as a liaison between the Department of Corrections and legislative and judicial bodies and other interested groups. In addition, he is directly responsible for all construction projects in which the Department is involved.

INVESTIGATIVE UNIT

An important function of correctional administration is to provide an administrative process through which the complaints of inmates and employees may be expressed and resolved. The Investigative Unit, under direct supervision of the Director, is responsible for receiving,



investigating, and reporting the grievances of incarcerated and employees, and for providing information related to grievances to legislators, members of inmate's families and prisoner help organizations.

Since its implementation in December of 1975, the Unit has conducted over 250 inquiries involving inmate complaints, and 84 major investigations presented to the Department by staff, inmates, or outside groups regarding either employees or some phase of Departmental policy. The Unit has been much less involved in inmate complaints since implementation of the Department's inmate grievance procedure in FY 77.

The Unit also conducts criminal investigations coordinated with the Oklahoma State Bureau of Investigation, and may make recommendations for changes in policy and procedures that can alleviate future grievances in specific operational areas.

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DIVISION OF TECHNICAL SERVICES

The Division of Technical Services provides basic services essential to the overall administration and management function of the Department. Consisting of seven specialized units, the Division is responsible for manpower recruitment and training, planning and research, facility maintenance and design, public relations, fiscal and accounting matters, and the operation of comprehensive information systems.

PLANNING AND RESEARCH

The Planning and Research Unit prepares all L.E.A.A. subgrant applications for the Department, assists in the implementation, monitoring and evaluation of federally funded projects, as well as ongoing state funded programs, and conducts operational surveys and research in accordance with Departmental objectives. In addition, numerous research reports and literature are prepared by this Unit, covering a wide range of topics relevant to all phases of the correctional process. In providing planning and evaluation services, the Planning and Research Unit establishes a basis for sound management in corrections by identifying problem areas and making recommendations that will insure productive and maximum utilization of correctional resources.

During the year, the Planning and Research Unit completed a substantial number of research projects, cost analysis

studies and evaluative reports for the Department. Of major importance has been development of a system of Policy, Operations, Administrative, and Field Manuals for system-wide use. In addition, the unit has assisted in implementation of an Inventory Control System to insure identification and control of all property held by the Department.

The Data Processing Unit is a support service providing statistical data on a timely basis to the Planning and Research Unit and to other Departmental units and divisions. A number of print-out reports are available on Oklahoma's inmate population from the Inmate Tracking System, concerning inmates' age, sex, race, length of sentence,



classification, institutional location, prior convictions, and parole statistics. In addition, the following reports are available from the computer system: data on the amount of in-house training received by employees, data on all property and inventory held by the Department, and racial composition of inmate work crew and housing assignments.

The Oklahoma Corrections Information System (OCIS) is in the final stage of design and will be implemented over the next twelve to eighteen months. The OCIS is an automated, on-line, real-time information system encompassing the entire Department. Upon completion there will be twenty-five terminals in the field, one for each institution, Community Treatment Center, and Probation and Parole District office.

PUBLIC INFORMATION

The Public Information Unit handles all news media requests, prepares press releases, and acts as a buffer between the news corps and the Department of Corrections staff. In addition, the Unit endeavors to promote understanding and support of correctional programs on the part of Oklahoma's citizenry through communication of Department goals and activities, and through the publication of informative pamphlets and newsletters designed to keep the general public continuously and accurately informed.

Additional duties include scheduling speeches for correctional administrators,

and setting up tours at the various institutions for interested groups.

ARCHITECTURAL AND ENGINEERING UNIT

The Architectural and Engineering Unit is responsible for the development and implementation of construction and maintenance programs for the Department. Activities include preparing comprehensive architectural and engineering plans for construction, acquisition, and repair of anticipated and existing facilities. The Unit also contracts for and schedules services from outside professionals as needed, bids for construction contracts, and provides on-the-job super-



vision of all construction and modification projects from start to completion.

During FY 77, the Architectural and Engineering Unit was involved in numerous construction and renovation projects for the Department. Of special importance has been the completion of sewage systems and retention lagoons at Stringtown, Ouachita, and Lexington.

PERSONNEL UNIT

The Personnel Unit hires personnel for the Department in accordance with Merit Board regulations, creates and revises job descriptions to meet changing needs, processes employee benefit plan transactions, and prepares payrolls and distributes checks to Department employees. In addition, the Unit represents the Department to the State Personnel Board, and works with interested colleges and universities to develop internship programs for students desiring careers in corrections.

During FY 77 the number of Departmental employees increased from 1330 to 1521 full-time employees. The employee turnover rate this year was 25.7%, down from 36% in the preceding period. In addition, wage and salary standards for the Department were up-graded during FY 77. The result was an increase in salary for approximately one half of all positions, affecting a total of 775 people.

Affirmative Action is a special program in the Personnel Unit emphasizing the

recruitment of minority personnel to fill positions in the Department of Corrections. This involves contacting, screening and interviewing minority persons who are interested in obtaining positions with the Department. Since inception of the program in January 1976, the Affirmative Action staff has assisted in employing 60 minority employees within the Department.

TRAINING UNIT

The Training Unit provides a competent training and staff development program for personnel of the Department of Corrections. The primary objective of the program is to develop the knowledge, skills and attitudes of employees for successful job performance. The scope of the program includes orientation or basic training, and on-going training to increase the skills and knowledge of corrections employees throughout their employment.



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During FY 77, the Training Unit provided seventy-three class sessions for employees. One thousand two hundred and sixty-seven (1,267) employees received training either in basic correctional officer sessions, advanced correctional officer sessions, correctional supervisor sessions, or in one of several correctional seminars offered throughout the year.

It is the goal of the Training Unit to establish a Training Academy adjacent to the Sunside Community Treatment Center, and to provide sufficient programs so that all employees may receive formal and informal correctional training in the future.

ACCOUNTING UNIT

The Accounting Unit acts as a business office for Agency 131, and verifies and coordinates the accounting activities of several business offices maintained at the institutions.

Institutional accounting offices provide the central office with financial reports, budget requests, and work programs. Budgetary financial summaries are reviewed for accuracy and completeness and forwarded to the State Budget Office. The individual budget requests are organized and consolidated into one Departmental budget request for submission to the State Legislature.

The Accounting Unit also handles federal grant revenues and expenditures, maintains separate accounts on the State share

of grant project costs, and prepares fiscal sections of grant requests, revisions, grant case requests, and financial reports required by granting agencies. In addition, a number of system-wide accounts are maintained by this unit, including capital outlay, workmen's compensation premium payments, inmate medical expenses, and court costs resulting from prosecutions of escapees. The unit collected a total of \$127,772.00 in restitution payments during the year.

CENTRAL RECORDS

The Central Records Unit serves as a central repository for all key inmate documents to insure limited access to the documents and security from destruction as a result of disaster or covert activities. There are four major types of files and documents maintained in Central Records:

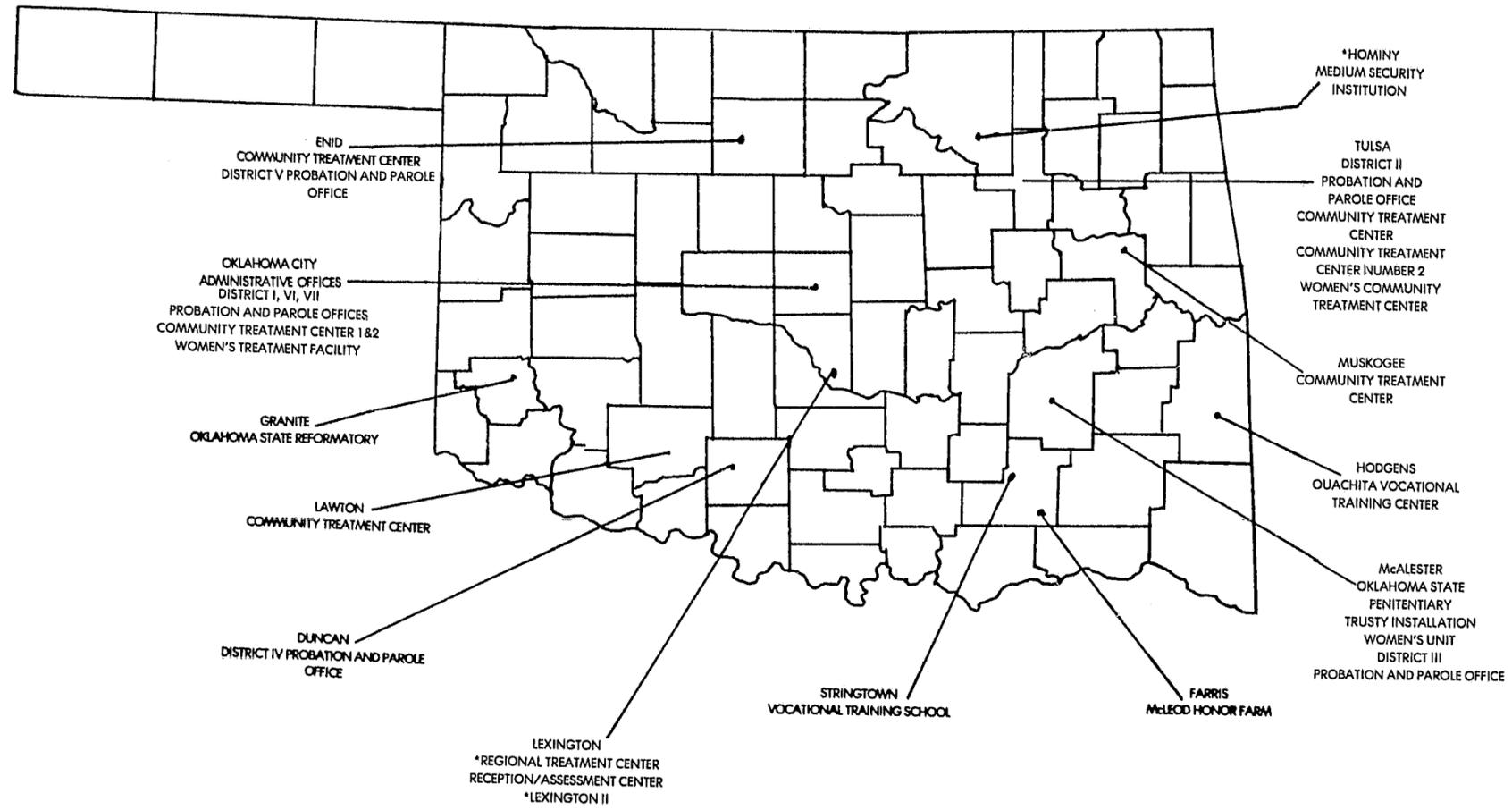
Master Files include judgement and sentence documents, warrants, detainers, and appeal decisions awarded adjudicated offenders.

Active and Closed Inmate Files are working files containing the inmate's initial reception sheet, a physical description and photograph, FBI Criminal History Abstract, institutional location, classification and other relevant information.

Pardon and Parole Files are maintained on persons receiving suspended or deferred probation sentences, on interstate probationary cases, and on persons on parole.

Domestic and Foreign Extradition Files retain information dealing with extradition transactions of persons who are, or have been, under the supervision of the Department.

To facilitate rapid communications a teletype machine is maintained in the Central Records area. Several communication systems are utilized, such as the National Crime Information Center (NCIC), the Oklahoma Law Enforcement Telecommunications System (OLETS), and the National Law Enforcement Telecommunications System (NLETS). Information pertinent to wanted persons, presentence investigations, and all institutional wanted and cancellation notices on escapees are communicated via teletype and placed in inmate files upon receipt.



GEOGRAPHICAL LOCATION OF DEPARTMENT FACILITIES

*UNDER CONSTRUCTION

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TABLE OF PROBATION AND PAROLE OFFICES

DIVISION OFFICE

Deputy Director: Paul W. Inbody
Location: 3400 North Eastern
Oklahoma City, Oklahoma

Assistant Deputy Director: Earl C. Brewer
Location: 3400 North Eastern
Oklahoma City, Oklahoma

District I
Supervisor: John Schoonover
Location: 218 Northeast 4th
Oklahoma City, Oklahoma

Number of Assistant Supervisors: 0
Average Number of Parole Officers: 9

District II
Supervisor: Dayton Wagoner
Location: 440 South Houston, Suite 401
Tulsa, Oklahoma 74127

Number of Assistant Supervisors: 3
Average Number of Parole Officers: 46

District III
Supervisor: Art Hamilton
Location: 307 South Main
McAlester, Oklahoma 74501

Number of Assistant Supervisors: 1
Average Number of Parole Officers: 12

District IV
Supervisor: Max Anderson
Location: P.O. Box 1003
Duncan, Oklahoma 73533

Number of Assistant Supervisors: 2
Average Number of Parole Officers: 19

District V
Acting Supervisor: Gene Harmon
Location: 808 West Main
Enid, Oklahoma 73701

Number of Assistant Supervisors: 2
Average Number of Parole Officers: 14

District VI
Supervisor: Leonard Clark
Location: 1411 North Classen, Suite 256
Oklahoma City, Oklahoma 73106

Number of Assistant Supervisors: 2
Average Number of Parole Officers: 40

District VII
Supervisor: Judy Reed
Location: 5350 South Western, Suite 513
Oklahoma City, Oklahoma 73109

Number of Assistant Supervisors: 2
Average Number of Parole Officers: 27

DIVISION OF COMMUNITY SERVICES

The Division of Community Services was created in FY 76 to encompass the operation and supervision of all community correctional programs and facilities for the Department. Community corrections in Oklahoma refers to Probation and Parole services and to the Community Treatment Centers. These programs attempt to reduce recidivism by offering rehabilitative services while living and working in the community rather than in the artificial environment of the penitentiary.

A major advantage of community corrections is the relatively low cost of community supervision as compared to the cost of incarceration. Offenders serving their sentences in the community are afforded the opportunity to work and therefore can contribute to the support of themselves and their families as well as pay State and Federal taxes. During FY 77, offenders in work release programs earned \$4,275,486.79 in wages. Of this amount \$459,079.47 was paid for room and board, \$223,839.58 went for support of inmates' families, and \$421,787.63 was placed into inmate savings accounts. In addition, \$11,048.14 was paid for State taxes, \$120,014.26 for Federal taxes, and \$44,689.38 for FICA.

PROBATION AND PAROLE

The Probation and Parole Unit of the
10 Division of Community Services supervised

a total of 19,769 persons during FY 77. Included in this total were 2,918 persons on parole, 15,380 on probation, 504 interstate parole cases, and 967 interstate probation cases. New cases opened during the year totaled 7,925 and cases closed totaled 6,660. The Officer/Client ratio stood at one officer for every 85 clients.

The Unit produced approximately 2,662 pre-sentence investigations, 1,517 pre-parole reports, and 412 pre-pardon reports. Total reports for the year, including violation and special reports, transfer summaries, personal history sheets and miscellaneous reports, equaled 263,563 reports completed. In addition, Probation and Parole representatives made 7,171 court appearances throughout the course of the year.

The total income of all Probation and Parole clients for FY 77 was \$36,241,237.

PROBATION

Probation is the privilege awarded by the courts which allows an offender to serve his sentence in the community rather than in prison, under supervision and subject to certain conditions. Two types of probationary sentences are utilized by the courts in Oklahoma: the suspended sentence and deferred sentence.

The suspended sentence is a prison

sentence actually ordered after formal conviction, with the offender being allowed to serve his sentence on probation in the community. If the probation period is completed successfully by the offender, he will have avoided incarceration; however, he will have a felony conviction.

The deferred sentence is similar to the suspended sentence in that the offender is allowed to serve his sentence on probation. However, with the use of the deferred sentence, the court, after a guilty plea has been entered, defers the conviction for a designated period of time. Upon successful completion of his probation the offender may withdraw his plea of guilty and the court dismisses the charges. Therefore, the offender will not have a felony conviction on his record.

PAROLE

Parole is a procedure by which prisoners are selected for release before the expiration of their maximum sentence, and a service by which they are provided supervision, assistance and guidance as they serve the remainder of their sentence in the community. There are two ways that an inmate may be brought up for parole before the Pardon and Parole Board.

- (1) Parole Board member's request
- (2) Corrections Review Committee recommendation as approved by the Parole Board

Every inmate is mandatorily eligible for

parole consideration upon completion of one-third his maximum sentence.

All cases are reviewed by the Pardon and Parole Board, a constitutionally established, five-member Board that makes recommendations on all applications for pardons, paroles, and commutations of sentence on the basis of a case summary and personal interview. The Board is independent of the Department of Corrections, but is provided clerical and staff assistance from the Probation and Parole Unit. The Pardon and Parole Board is an advisory body to the Governor. Their recommendation to grant parole is considered by the Governor, but the final authority to grant or deny parole is the Governor's. If granted parole, the offender is assigned to supervision by the Probation and Parole Unit in the area in which the parolee will reside.

INVESTIGATIONS

The Probation and Parole Unit makes a number of investigations into offenders' histories, behavior, and activities to be utilized in decision making at various stages in the correctional process.

PRE-SENTENCE INVESTIGATION

All persons accused of crimes in Oklahoma have the statutory right to a pre-sentence investigation. After the defendant has entered a plea or after the jury trial and prior to sentencing, the Judge will draw up a court order giving

the Probation and Parole Unit approximately 30 days in which to conduct an investigation into the offender's background. Information such as the official version of the offense, the offender's version of the offense, social, family and economic history, medical and psychological condition, marital status, and previous criminal record is gathered and presented to the Judge for consideration before final sentencing. In cases involving incarceration, copies of the pre-sentence investigation are forwarded to the classification unit at Oklahoma State Penitentiary to be utilized in the initial classification process.

PRE-PAROLE INVESTIGATION

A Pre-Parole Investigation is conducted only after the inmate has received a favorable recommendation for parole from the Board. The inmate presents a proposed parole program to institutional officials which contains his anticipated residence and employment, and designated parole advisor. The Probation and Parole Unit then investigates the validity and desirability of the proposed program. This report is submitted to the Governor for consideration along with all other relevant documents.

PRE-PARDON INVESTIGATION

Persons who have completed their term on probation or parole often apply for a pardon to restore their civil rights which were relinquished upon conviction. Par-

don is an act of executive clemency which restores civil rights but does not erase an ex-offender's criminal record.

All applications for pardon are made to the Probation and Parole Unit. Upon receipt of the application a parole officer will conduct a pre-pardon investigation to determine if the ex-offender has remained free from criminal activity and behaved productively since his conviction. The application for pardon and the findings of the investigation are presented to the Pardon and Parole Board for consideration and recommendation. If the Board recommends favorably, all information goes to the Governor's office for a final decision.

PRE-EMPLOYMENT INVESTIGATION

In order to maintain high standards in hiring employees, an extensive background investigation is performed on each Probation and Parole Officer applicant prior to employment. These investigations are performed by Probation and Parole Officers. In addition, Probation and Parole Officers also provide pre-employment investigations on Community Treatment Center applicants.

INTERSTATE PAROLE COMPACT

The Interstate Parole Compact is a legally binding agreement providing a constitutional method of granting both probationers and parolees the privilege of moving outside the state in which they were sentenced. The administrative 11

machinery and the legal means of obtaining the orderly interstate transfer and supervision of such persons are provided through this agreement.

SUPERVISION

Probation and Parole supervision is accomplished by dividing the state into five geographical areas with a three part sub-division within the Oklahoma City area. There are seven district offices.

A key element of Probation and Parole supervision is the assessment and classification of offenders for assignment to appropriate levels of supervision. Accurate diagnosis and classification is critical in the effort to measure the degree or extent of that threat which the offender presents to the public, and in determining the kinds of service he requires. The classification system used in Oklahoma has three levels of supervision ranging from intensive to minimal:

Clients under intensive supervision (Level 1) are required to make a minimum of two personal contacts with a Probation and Parole representative each month.

Regular supervision (Level 2) is conceived as a maintenance level of supervision with services available to solve any crisis situation that might arise. Clients on regular supervision are required to make one contact per month.

Minimal supervision (Level 3) requires that one contact be made every three months. Minimal supervision is recommended for those who have demonstra-

ted their ability to succeed on regular and intensive supervision. Clients required to begin supervision at level 1 may be removed to levels 2 and 3 as dictated by their success.

In addition to personal contacts, all clients are required to submit monthly reports.

SPECIAL SERVICES

The Probation and Parole Unit assists clients in structuring new lives in the community through individual and family counseling, job placement assistance, and through referral to social agencies, medical and psychiatric services, and academic or vocational training schools. The Unit is also involved in Public Relations activities directed towards civic organizations, schools and churches in an effort to encourage community acceptance and support of the ex-offender as he/she re-enters community life.

Several changes in policy and procedure were initiated during FY 77 to optimize the efficiency and effectiveness of Probation and Parole as an organization and as a process. A significant accomplishment during FY 77 has been the establishment of a Probation and Parole Field Manual, providing written policy and procedural guidelines for operation of the Unit. The Manual has greatly assisted Probation and Parole Officers in execution of their duties. In addition casework audits were performed during the year in order to maintain strict accountability on the

number of client contacts made by each officer in the field and to insure all administrative files are kept current. Weekly forms utilized for logging casework performed by each officer on a daily basis were revised for greater effectiveness.

The Probation and Parole Prisoner Transportation Unit was formed during FY 77. An officer specialized in prison transportation is in charge of inter- and intra-state prisoner transportation, thus eliminating the need to remove Probation and Parole Officers from assigned caseloads for transport of prisoners. Implementation of the Unit has resulted in significant savings for the Department, both in costs and man-hours.

Changes affecting Probation and Parole interstate services were the elimination of unnecessary reports, consolidated handling of in-coming and out-going transactions, and improvements in pre-investigation and follow-up on out-of-state cases referred to Oklahoma.

To maintain high professional standards in Probation and Parole staffing, and to provide for further involvement of staff in the management process, several programs were initiated:

- * A staff cross-training program to insure that administrative and clerical duties can be carried out in the absence of staff normally responsible for these duties
- * A procedure for careful screening and

interviewing by a representative committee of all prospective employees for Probation and Parole

Increased involvement of Officers in District Supervisor meetings, and in administrative procedures

Approval by the Legislature of a three-level graduated system for promotion of Probation and Parole Officers

The inclusion of Probation and Parole Officers in the District meetings in order to promote better communication between Officers and Supervisors

State-wide District Supervisor meetings conducted at a different District location monthly in order to familiarize Supervisors with the operation of all District offices

Other accomplishments of the Probation and Parole Unit during the year included the implementation of revocation procedures for persons violating the conditions of their probation or parole, and development of a program stressing team supervision among officers in working with clients.

COMMUNITY TREATMENT CENTERS

OKLAHOMA CITY CTC

Superintendent John Herdt
Year Established 1970
Capacity 110
Staff Size 22

TULSA CTC

Superintendent Larry Fields
Year Established 1973
Capacity 74
Staff Size 19

LAWTON CTC

Superintendent T. G. Byrns
Year Established 1973
Capacity 55
Staff Size 15

TULSA HORACE MANN (Women)

Superintendent (Acting) Blanche Snow
Year Established 1977
Capacity 35
Staff Size 11

ENID CTC

Superintendent Lee Semones
Year Established 1974
Capacity 46
Staff Size 14

MUSKOGEE CTC

Superintendent H. C. Anderson
Year Established 1974
Capacity 36
Staff Size 14

OKLAHOMA CITY SUNTIDE INN CTC

Superintendent	Jerry Johnson
Year Established	1977
Capacity	100
Staff Size	20

TULSA HORACE MANN (Men)

Superintendent	Jerry Maddox
Year Established	1977
Capacity	100
Staff Size	21

COMMUNITY TREATMENT PROGRAM

There are currently eight Community Treatment Centers operating in the state: two (2) in Oklahoma City, three (3) in Tulsa, and one (1) in Enid, Muskogee, and Lawton. The Tulsa Horace Mann Center for men and Suntide Center in Oklahoma City are for first offenders. Addition of these Centers during FY 77 has increased the total capacity of the Community Treatment Program to 471 residents.

For the first time, a CTC program has been implemented for women offenders. The new Horace Mann facility in Tulsa provides a separate Center for 35 female

residents. The male and female Centers are physically separated but share dining and recreational facilities, and other support programs. Separate staff are assigned to each Center.

The primary goal of the Community Treatment Program is to reintroduce the inmate into the community with staff guidance and counseling. Treatment programs assist inmates in the areas of employment, financial management, interpersonal relationships, general education and vocational training.

Inmates apply for assignment to a Community Treatment Center on a voluntary basis, but must meet certain criteria to qualify. Inmates who apply for work release status at a CTC must be within six (6) months of probable release through completion of sentence, or within six (6) months of parole eligibility. Inmates who apply for Trusty status at a CTC must be

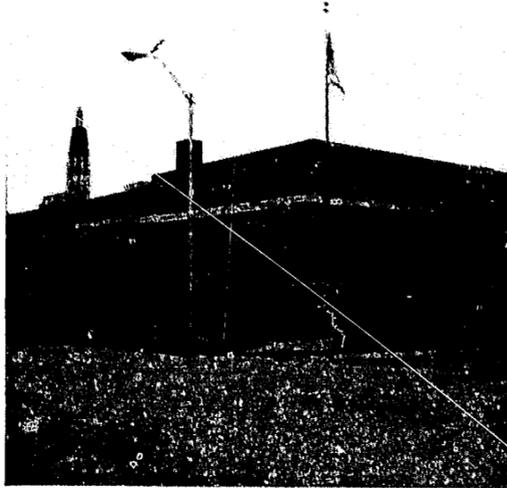
within three (3) years of probable release, and must have a record of acceptable behavior during the incarceration period for screening purposes.

Inmates who apply for residence at the Horace Mann and Suntide first-offender Center must be serving a first prison sentence. Women who apply for residence at the Horace Mann Women's CTC must be within two (2) years of probable release by discharge, or within one (1) year of consideration for parole. Of 2,450 inmates who applied for residence at a CTC during FY 77, 1,083 were accepted into the program.

Programs at the CTC's include a comprehensive employment program, educational program, and in-house counseling for all residents, with emphasis placed on the eventual reintegration of the resident into the community. A number of community organizations are involved in the reintegration process.

Counseling is available on an individual or group basis and is designed to help individuals cope with emotional and behavioral difficulties resulting from incarceration, and personal and family problems or problems related to employment.

The Community Treatment Centers focus a large part of their activity towards assisting and counseling residents in employment. The employment program gives residents experience in accepting responsibility for work, allows them to develop productive work habits, and



establishes employment contacts for post-release job hunting. In addition, residents in work release learn to budget their income and to build savings accounts. Resident pay is budgeted so that residents can provide financial assistance to dependents, contribute to their own room and board, pay state and federal taxes, and build savings accounts. The magnitude of the employment program and the benefits to both the resident and the state can be seen in the figures supplied in the financial statement (P. 16.) for Community Treatment Center residents.

Community Treatment Centers have a non-institutional atmosphere where residents work in the community during the day and return to the Center at night. Supervised trips into the community for sports events, movies and shopping are allowed on a regular basis. Residents are also allowed into the community without staff supervision on passes supervised by an approved family member or a responsible friend.



There are four (4) possible outcomes for the individuals who enter the Community Treatment Program. They may not benefit from the Program and be returned to a higher security institution, be removed for a rule violation or misconduct report and be returned to an institution, or may be paroled, or discharged. During FY 77, a total of 618 residents were successfully released from the Program; 326 were paroled and 292 were discharged. This represents 45% of the total number of persons paroled from the Department during the year, and 20% of the total number of discharges. Of the total number of persons released from the Department of Corrections during FY 77, 28.5% left from the Community Treatment Program.

The Community Treatment Program is continuing to make advances in a number of program areas:

* The escape rate has decreased from 5 percent to 3.9 percent through 1976. During FY 77 the escape rate has been even further reduced to 3.0 percent, which is significant progress when one considers that more than half of the escapees voluntarily returned. These statistics indicate that new policies are providing more effective programs.

* The number of inmates admitted to the Program yearly has grown from 35 inmates in FY 71 to 1,083 inmates in FY 77. The current rate of return of inmates to an institution is approximately 15 percent compared with past figures which were as high as 30 percent.

* The recidivism rate for Program participants in a 30 month followup period has declined from 24.4 percent in 1974 to 21.3 percent in 1975. Further recidivism studies have been designed to monitor these trends.

* The Community Treatment Program average cost to the taxpayer for FY 76 per inmate per day was \$12.99 as compared to \$13.23 for the institutional average cost. The FY 77 cost dropped to \$11.50 per day per resident. Increases in inmate payments to the program for FY 78 may further reduce this cost.

* An increased emphasis on the Counseling Program will provide greater specialization in staff assisting inmates. Plans for Substance Abuse Counselors to design comprehensive Alcohol/Drug counseling programs have been developed for FY 78.

* Increased savings to the taxpayer in building costs continues to be a definite advantage of the Community Treatment Program. For example, the projected cost to build a prison in Oklahoma is approximately \$30,000 per inmate (\$12 million) while a CTC can become operational for as little as \$3,000 per inmate.

Since the conception of the Community Treatment Program, the inmates have paid \$776,411 toward their room and board, \$534,182 State and Federal taxes, \$478,597 to their families, \$726,470 on their personal expenses and saved more than \$1,293,000. Such monetary benefits will continue in FY 78.

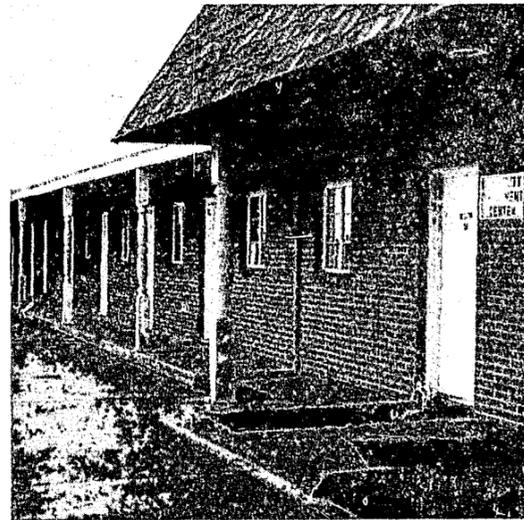
FINANCIAL STATEMENT FOR RESIDENTS DURING

FISCAL YEAR 1977

	<u>OKLAHOMA CITY</u>	<u>HORACE MANN</u>	<u>TULSA</u>	<u>LAWTON</u>	<u>ENID</u>	<u>MUSKOGEE</u>	<u>TOTAL</u>
TOTAL GROSS EARNINGS OF RESIDENTS	\$457,850.36	\$68,660.75	\$269,644.81	\$166,503.49	\$157,750.56	\$170,480.99	\$1,290,890.96
AMOUNT IN SAVINGS	147,182.53	23,838.74	80,158.64	56,275.17	59,374.03	64,112.29	430,941.40
SPENDING AND EXPENSES	90,377.77	14,545.41	49,516.85	40,564.15	29,820.11	33,098.50	257,922.79
FINANCIAL ASSISTANCE TO DEPENDENTS	86,842.80	15,842.36	58,750.92	19,866.95	19,104.36	23,432.19	223,839.58
PAYMENT MADE TO PROGRAM (a)	93,310.88	11,278.88	52,518.10	38,533.86	29,567.95	33,869.80	259,079.47
FEDERAL WITHHOLDING TAX PAYMENTS	43,865.38	6,082.55	25,634.74	13,954.82	16,501.96	13,974.81	120,014.26
SOCIAL SECURITY TAX PAYMENTS	22,896.06	3,155.09	13,777.26	8,660.26	8,272.04	8,647.69	65,408.40
STATE WITHHOLDING TAX PAYMENTS	3,845.91	609.56	2,489.79	1,060.50	1,756.25	1,286.13	11,048.14

Currently, the Community Services Division is in the process of determining site and locations for two (2) new Community Treatment Centers. When these Centers become operational, the Community Treatment Program will have the capacity to handle approximately 70% of all inmates being released from the Oklahoma Department of Corrections.

To improve the effectiveness of the Community Treatment Program, procedures for on-going audit and evaluation of all services rendered have been established. Data produced by the evaluation will assist program staff in modification of the counseling program to better serve the needs of residents and will provide information for administrative decision-making regarding classification of residents. A follow-up study on residents paroled from the CTC's will be conducted using information from the Probation and Parole Unit.



DIVISION OF INSTITUTIONS

Currently seven correctional institutions are located in Oklahoma for the incarceration of adult criminal offenders, representing the Department's major effort in terms of dollars and resources. During FY 78, three new institutions will become operational, while the Lexington Regional Treatment Center will be phased out of service. This will bring the total of correctional institutions to nine.

During FY 77, the Department was concerned with the racial composition of housing and work assignments within the correctional institutions, and with adequate living space for inmates. In order to achieve racial balance, each institution now reports, on a monthly basis, the racial composition of each housing and job assignment. Those areas not within a ten percent deviation are corrected.

To alleviate overcrowded conditions and to provide adequate space for each inmate, the Department is making every effort to reduce the inmate populations at Oklahoma State Penitentiary and Oklahoma State Reformatory, and to provide a minimum of 60 sq. ft. per person for inmates in cellhouse settings, and a minimum of 75 square feet per person for those in dormitories.

The steady growth in commitments to the Department coupled with efforts to reduce the inmate populations at OSP and OSR have intensified the need for opening additional correctional institu-

tions in Oklahoma. A good deal of the activity at the institutions during FY 77, especially at the Lexington Regional Treatment Center, has been directed towards preparing for the opening of three new facilities to help alleviate overcrowded conditions through the correctional system. The new institutions are as follows:

HOMINY MEDIUM SECURITY INSTITUTION

The Hominy Medium Security Institution will provide housing for approximately 400 male incarcerates. The institution will become operational in the first quarter of FY 79 and will provide inmates vocational-technical training and academic opportunities, as well as work opportunities in prison industry.

LEXINGTON MEDIUM SECURITY INSTITUTION

The Lexington Medium Security Institution will be located a mile from the Lexington Assessment and Reception Center. This is a medium security facility primarily providing work opportunities for male inmates in prison industries. The institution is scheduled to become operational in the fourth quarter of FY 78 and will house approximately 400 inmates.

LEXINGTON ASSESSMENT AND RECEPTION CENTER

The new Lexington Assessment and 17

Reception Center is scheduled to open in January of FY 78. A detailed account of the new facility is provided on page 31.

SPECIAL SERVICES

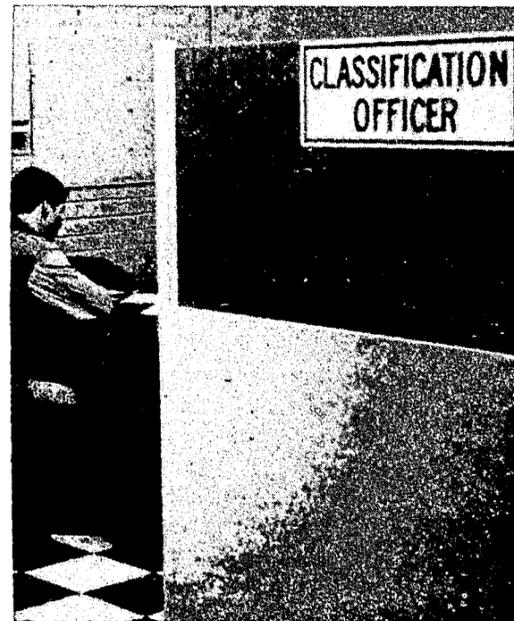
CLASSIFICATION

All new admissions to Oklahoma's correctional system are passed through the initial reception center at Oklahoma State Penitentiary for orientation, medical evaluation, educational and psychological testing, and development of a comprehensive criminal and social history. All data compiled at this time is utilized by the Central Classification Committee in developing a prescriptive package for the individual's incarceration program indicating initial institutional location, special needs or programs, time of review, and projected data for Community Treatment Center consideration, and release. After January, 1978, all new receptions will enter the system through the Assessment and Reception Center at Lexington. (See page 31 for additional information).

During FY 77 a case management system was implemented at the institutions. Case management involves the use of designated staff within each institution to be responsible for testing, interviewing, classifying, program development and implementation, assignment, movement and counseling of inmates. The case manager is responsible for performing both classification and counseling duties.

cedures resulted during the year with the passage of a new State statute concerning time computation. Under the new system, inmates will receive time credits only for work or participation in educational programs or other approved activities. An inmate who works consistently can reduce his sentence by as much as one half under this system.

Future goals of the classification unit include completion of the Assessment and Reception Center at Lexington, addition of more staff members to concentrate on the reception process, improved testing and evaluation of inmates, and collection of more detailed information on each offender from the Community Services Division.



HEALTH SERVICES

The Department delivers health services to inmates primarily through contracting with professional medical personnel and medical clinics in the surrounding communities of each institution. Physicians, dentists, and specialists are scheduled for periodic institutional visits and are available on call. In addition, qualified medical personnel are maintained within each institution to assist in delivery and maintenance of medical care in designated medical wards. Daily services include sick call, routine examinations, follow-up on illness, prescribing and dispensing medication, and basic inpatient care.

During FY 77, the Department of Corrections worked with University Hospital to develop a comprehensive medical plan for the Department. Implementation of the plan during FY 78 and FY 79 will allow the Department to obtain medical licensure for the new Health Services clinic at OSP and the Health Services facility at the new Lexington Assessment and Reception Center.

The medical plan establishes standards for each area of health care to be administered within the correctional system, to include primary health care services, secondary care services, mental health care, dental care, environmental concerns, nutrition and food services, pharmacy services, health records, and evaluation of services, staff and equipment.

The medical plan is scheduled to be implemented in two phases. The plan calls for upgrading of all health services, and addition of adequate staff and equipment in each health service area. The new health services program will be administered by a Medical Director who will be a licensed physician.

Implementation of the medical plan will insure quality health services are available to all inmates under the jurisdiction of the Department of Corrections.

RELIGIOUS SERVICES

Religious worship services and counseling are available at all institutions for those who consider religion an important part of their personal values. Equal status and protection is given to all religions, whether traditional or unorthodox. Adequate alternate food items are available for those offenders whose religion requires they abstain from eating certain foods.

Religious services at the institutions include worship services, Bible study, prayer groups, gospel singing groups, chapel services, religious counseling and interaction with community and external religious organizations. Appropriate facilities for worship or meditation are provided at each institution. Services were expanded during the year to include additional denominations, construction of new chapels at several institutions, and increased use of ministers and clergy for counseling purposes.

RECREATION

Recreational programs and facilities are maintained within each institution to provide inmates the opportunity to constructively utilize leisure time, obtain adequate exercise, and participate in individual or group sports. For leisure activities inmates are afforded a wide range of sports equipment, as well as television sets, musical instruments and a variety of games. In addition, they may engage in cultural activities, such as drawing, painting, music, leather or handcrafts. Libraries are maintained at each institution to provide inmates access to books, legal documents, periodicals, magazines, and other publications covering a wide range of subjects. Separate, fully updated law libraries are maintained at each institution.



During FY 77 institutional recreational services were upgraded through implementation of several new programs:

1. A program for development and training of recreational staff by university-based experts.
2. Increased use of non-prison sites for recreational activities.
3. A new program funded by the American Correctional Association, featuring a specially trained staff of artists, craftsmen, and writers, who work within each institution to develop a wide range of cultural opportunities for inmates.

SOCIAL SERVICES

Psychological services are provided to inmates who can remain in the general population and who require out-patient level psychiatric services such as receiving medication or routine counseling, or who must return periodically to a mental health center for counseling. Acutely disturbed individuals who must be confined or who require extensive psychiatric care or therapy will be cared for at a mental health facility equipped to provide such care.

Each inmate is administered a psychometric battery of tests upon reception to the correctional system. Tests include an achievement test, intelligence test, aptitude test and personality test. Results from the test are used to screen the

inmate for psychiatric disturbance, and are utilized in the classification process to determine individual resocialization needs.

During the year, the counseling program was upgraded through implementation of the case management system, and in some institutions, the unit management system. Each inmate is assigned a Case Manager at reception to his/her assigned institution who is responsible for interviewing, testing, classification and development of a program plan for the inmate. The Case Manager then assists the inmate with counseling and problem solving throughout his/her incarceration period.

During the year one hundred ten (110) psychological evaluations were conducted systemwide. Sixty-five percent of the inmates evaluated received some type of specialized treatment as a result.

Approximately 80 inmates received counseling and treatment through the Substance Abuse Program during FY 77. Plans for improvement and extension of the Substance Abuse Program have been developed and will enable increasing numbers of inmates to become involved in the program throughout the incarceration period and during the pre-release process.

EDUCATION PROGRAM

Basic academic educational opportunities are provided to those inmates system-

wide who need it through GED and traditional Adult Basic Education courses. Inmates who wish to earn college credit may do so through correspondence courses, or through courses provided over the Televised Instruction System (T.I.S.) of the State Regents for Higher Education. Title I ESEA funds are used to provide a GED-oriented program at Granite and Lexington.

In addition, job-related academic skills such as trade math, drafting, blueprint and specification reading are taught in conjunction with vocational training at several of the institutions.

During FY 77, approximately 900 inmates took advantage of the educational programs offered at the institutions. Five hundred and twelve of the inmates received either a High School Diploma from Lakeside School at Oklahoma State Reformatory, or a Certificate of High School Equivalency through the GED program.

Future plans include obtaining additional teachers and staff to enable more inmates to attain higher grade levels of education.

VOCATIONAL TRAINING PROGRAM

Vocational training programs consist of vocational-technical training, vocational-rehabilitation training, and on-the-job training. Inmates about to be released or transferred to the "work release" program at a CTC are offered assistance in

obtaining employment in the field or trade area in which they received training.

The Vocational Rehabilitation section of the Department of Institutions Social Rehabilitative Services is responsible for providing vocational rehabilitation training at Stringtown and Granite in the following areas:

Stringtown: Auto Body & Paint, Baking, Carpentry, Drafting, Dry Cleaning, Electricity, Laundry, Maintenance, Masonry, Plumbing, Radio & T.V. Repair, Welding, and Auto Mechanics.

Granite: Baking, Cooking, Laundry, Furniture Upholstery, Leathercraft, Meat Processing, Radio & T.V. Repair, and Barbering.

Vocational-technical training is provided by the Vo-Tech Division of the Department of Education at Hodgens, McLeod, Lexington, WTF, and Granite and is available in the following areas:

Hodgens: Air Conditioning & Refrigeration, Machine Tool & Die, Diesel Mechanics, Auto Mechanics, Front-end, Auto Body, and Welding.

Lexington: Air Conditioning, Auto Mechanics, and Welding.

Women's Treatment Facility:
Oklahoma City Skill Center,
Clerical and Microfilming.

Granite: Auto Mechanics and Welding.

McLeod: Heavy Equipment Operators School.

Vocational schools are operated on a nongraded plan and enrollment is open entry-open exit. Training courses range from six months to three years and provide three kinds of instruction:

- (1) Trade skills related through example and classroom lecture
- (2) General academic education
- (3) Practical application of acquired knowledge through on-the-job training.

Two new Vo-Tech programs are being considered for FY 78. These are a woodworking program at OSR, and repair and maintenance of farm equipment at McLeod Honor Farm.

During FY 77, the Offender Employment Council was implemented to assist inmates in obtaining employment after release. In addition, the Women Offenders Resource Center was initiated, which is a program oriented towards providing non-traditional job training for women inmates and parolees.

For FY 78, plans are being developed to expand available vocational training slots by 80%, and for development of a

Cooperative Vocational Training program to provide inmates saleable skill training opportunities through participation in the prison industries program. This program is made possible by the joint effort of DISRS and the Department of Education.

On-the-job training affords inmates the opportunity to obtain training and work experience in an actual job setting. Employment in any area of the Department of Corrections work program is considered on-the-job training. Work skills gained in the prison industries, agricultural program and maintenance activities are skills that can be utilized by offenders in obtaining employment upon release.

WORK PROGRAMS

Inmates may be given job assignments in three general areas of work: in the industry program designed to contribute towards a reduction in the cost of operating the institutions; in the agriculture program planned to furnish a large part of institutional food requirements; or in maintenance activities related to the care of prisoners and upkeep of the institutions. Work assignments are made on the basis of the inmate's ability, interest, desire for occupational training, and degree of trustworthiness. Inmates are paid for working in these areas as well as given work credits that apply to their length of sentence.



PRISON INDUSTRY PROGRAM (Oklahoma State Industries)

The current prison industry program consists of eleven operations. During FY 77, the program achieved a total slightly in excess of \$2,000,000 in sales, of which approximately \$780,000 was for tag sales, \$100,000 was to outside agencies, and over \$1,100,000 was in sales to the Department of Corrections. In addition, the program provided work opportunities and employable skill training for 257 inmates. The various industries are summarized below:

Micro-Film: This operation involves converting records through micro-film of original documents. The operation provides work opportunities for an average ten women inmates. During FY 77, production resulted in \$16,000 of outside billings for the Department.

Canning Plant: The canning plant at Stringtown is a modern plant capable of producing a wide variety of canned food products for the Department at a significant savings over private market costs. These savings amount to approximately \$2.00 a can to the institutions. Operation of the canning plant was greatly improved during FY 77 with the completion of a quarter-million-dollar project involving purchase of new equipment and expansion of product lines. The canning plant now produces a very complete and versatile line of canned goods, while employing 40 inmates in production.

Box and Sign Factory: Six inmates are

employed to produce signs for inside the prison system and for state, county and city use, and boxes for utilization in the institutional tag, canning and meat-packing industries.



Tag Plant: The tag plant produced 2,531,145 license plates during FY 77. A total of fifty-five inmates are used in production.

Mattress Factory: The mattress factory operation involves mattress renovation and manufacture of new mattresses. The operation produces mattresses for all correctional institutions, and for state hospitals, universities and jails. Sales during the period totaled \$19,000. Twenty inmates are employed in the factory. Plans to begin production of flame retardant mattresses are scheduled for the future.

Print Shop: The print shop employs six inmates to provide printing services for the Department and outside state agen-

cies. Sales for the period totaled \$49,000. Print shop operations are anticipated to increase by approximately 300% during FY 78 with expansion of printing capacities to include more varied types of printing.

Furniture Renovation Factory: The furniture factory operation involves refinishing, reupholstery and repair of furniture for inside and outside the Department. Twenty inmates are employed in this area. Sales generated for FY 77 totaled \$20,000. The factory renovated numerous furniture items for state parks and lodges during the year.

A new line of furniture items is planned for production during FY 78, at a new plant to be located at the Lexington II prison facility.

Garment Factory: New equipment installed in the garment factory helped increase production during the year. Outside sales included items such as



aprons and mattress covers. Production for the Department included manufacture of practically all items necessary to clothe inmates. Total sales for the year were \$184,000, utilizing 80 men and women in production. The garment factory will be expanded during FY 78 to include manufacture of garments for state hospital use, and for other institutions outside the Department.

Meat Processing Plant: The meat processing plant prepares pork and beef for institutional use. During the year, a total of \$557,000 worth of beef and pork was processed, utilizing twenty inmates in production. Plans for the plant include expansion of the meat processing operation into production of a complete line of processed meats such as bologna, salami, sausage, etc.

Sales generated from the prison industry program are, in general, 30 or 40% below the price of comparable items purchased on the open market, and thereby represent a significant savings to the Department.

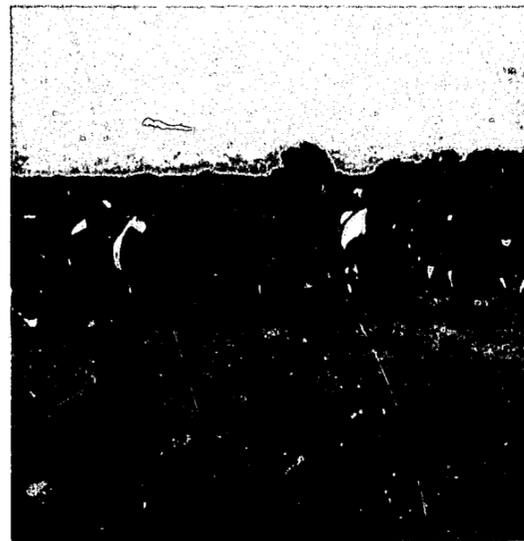
To achieve increased outside sales, plans are being developed for manufacture of furniture, production of soap and janitorial products, and operation of a metal fabrication factory. In addition, there will be significant improvements in existing industries through improved product design and increased production capability.

Administrative personnel have been hired to engineer the new product lines, and to create an effective sales program

to promote new products. Increased production of improved product lines and increased outside sales are the keynote of the Prison Industry Program for FY 78.

AGRICULTURAL PROGRAM

The Department of Corrections agriculture program produces food for consumption by the inmate population, raw materials for use in industrial operations, feed for support of livestock, and provides gainful work experience and on-the-job training for three hundred inmates assigned to work in the agriculture program. The Agriculture Department operates 15,675 acres of land, located on five units: McLeod Honor Farm, McAlester Trusty Unit, Lexington, Stringtown, and Oklahoma State Reformatory. The three basic areas of production are livestock and poultry, field crops, and vegetables.



DAIRY DEPARTMENT

High-producing Holstein dairy herds are maintained at the McAlester Trusty Unit and at Oklahoma State Reformatory. During FY 77, these herds furnished the institutions with 190,947 gallons of pasteurized and homogenized milk. An additional 124,780 gallons of surplus milk from the State Reformatory herd was sold to AMPA (American Milk Producers Association) as a source of cash revenue for the Department. In addition, these herds furnished 101,102 lbs. of dairy beef to the meat processing plant for utilization in food programs for the inmate population.

The dairy buildings at McAlester were renovated during the year to include construction of a new milk processing building and installation of all new, modern milk processing equipment. For FY 78, great emphasis will be placed on improvement of the dairy facilities and equipment at Oklahoma State Reformatory. Of special importance will be the design and installation of a new system, capable of meeting EPA standards, which will allow utilization of manure waste through land application, resulting in increased crop production.

SWINE DEPARTMENT

The only swine breeding herd within the Department is maintained at the McAlester Trusty Unit. The herd, through the cross breeding program, furnished

372,779 lbs. of high quality pork for institutional use during FY 77.

Plans to increase pork production to 450,000 lbs. are scheduled for FY 78. Necessary irrigation equipment to effectively utilize waste water from sewage lagoons in land application will be purchased. The new system will be capable of meeting EPA standards and will result in increased livestock feed production.

BEEF DEPARTMENT

The beef operation consists of a cow-calf operation, a three-way cross breeding program and a limited feedlot operation. Beef herds are maintained on all five units, utilizing all waste and grassland in the production of beef for the Department. The beef department furnished 1,004,553 lbs. of beef to the Department during FY 77. Of this amount 547,072 lbs. was produced from the Department herds, and 457,481 lbs. were purchased by the Agricultural Department and furnished to the meat processing plant.

A strong emphasis will be placed on increasing beef production at all units during FY 78. This will be accomplished through development of additional pasture acreage, increased use of fertilizers, utilization of available waste water from sewage lagoons, and addition of more cattle to the herd. The long range goal of the beef operation is to produce 100% of the beef required for inmate food programs.

POULTRY DEPARTMENT

The poultry operation on the McAlester Trusty Unit produced 148,075 dozen eggs for consumption by the inmate population during the year. An additional 6,900 dozen surplus eggs were sold as a source of revenue for the Department. New automatic feeding and watering systems and manure disposal systems were installed in 50% of the poultry houses during the year. New watering, feeding and manure disposal systems will be installed in the remaining poultry houses during FY 78.

FARM DEPARTMENT

The farming operation consists of field crop production and vegetable production on five units.

Vegetables: A wide variety of vegetables are grown for inmate food programs and for processing in the canning plant. Vegetables grown for cannery purposes include green beans, blackeyed peas, Irish potatoes, sweet potatoes, turnip and mustard greens, and hominy. Fresh vegetables furnished to institutional kitchens are onions, radishes, turnips, squash, okra, tomatoes, peppers, cantaloupe, watermelon, sweet corn, cucumbers and peas. Crop yields totaled 641,661 lbs. of vegetables during FY 77.

Field Crops: During FY 77, 1886 tons of hay and 200 tons of ensilage was produced to provide sufficient roughage for support of all livestock production.

Small grain production at Oklahoma State Reformatory and McLeod Honor Farm furnished 297,170 lbs. of milo and 9,752 bushels of wheat to be used in livestock production. In addition, 139 bales of cotton were produced at Oklahoma State Reformatory and sold for cash as another source of revenue for the Department.

Improvements to the farming operation during FY 77 included clearance of an additional 150 acres of land at McLeod Honor Farm, and modernization and replacement of old and obsolete farm equipment.

Improvement projects for FY 78 include construction of two hay storage barns and grain storage facilities at OSR, and construction of additional irrigation structures and purchase of additional irrigation equipment to fully utilize waste water from sewage lagoons on all five units. In addition, a farm equipment storage building and greenhouse will be constructed at McLeod Honor Farm.

MAINTENANCE AND SUPPORT

A substantial number of inmates are engaged in work necessary to the operation and support of the correctional institutions. There are several areas of employment:

- * Preparation and serving of food, cooking, baking, meat cutting.
- * Maintenance and repair of physical -plant-carpentry, electrical work, plumb-

ing, heating, ventilating, bricklaying, sheet metal work, painting.

- * Laundry and delivery services.
- * Maintenance of grounds, landscaping, grading, planting.
- * Library
- * Janitorial maintenance of facilities.

DIVISION OF INSTITUTIONS

CORRECTIONAL INSTITUTIONS

Oklahoma State Penitentiary

Warden:	Richard Crisp
Year Established:	1908
Capacity:	655
Average Population FY 77:	1480
Racial Composition:	
White	947
Black	459
Indian	59
Mexican-American	15
Other	0
Staff Size:	497

Oklahoma State Penitentiary is the largest and oldest of the state's correctional institutions. It provides medium/maximum custody for approximately 1900 inmates in the central complex, Trusty Installation and Women's Ward. Although the maximum capacity is 699 inmates, the institution has been averaging 1470 inmates over the last few years. In an attempt to alleviate these overcrowded conditions, every reasonable effort is being made to reduce the inside population to 800 inmates. Reduction of the inmate population will greatly facilitate operation of the institution and will allow development of improved programs for inmates.

Currently, Oklahoma State Penitentiary is

the sole reception center for orientation and classification of all persons committed to the Department. OSP will no longer provide this service with the opening of the new Lexington Assessment and Reception Center in January of 1978, as the new center will assume responsibility for all new receptions.

During FY 77 several programs at OSP were improved. A new chapel was completed and the scope of religious services offered was significantly expanded. For the first time, maximum custody inmates were allowed to participate in organized intramural sports activities. A new exercise yard was completed which can accommodate 300 to 400 inmates at a time.

The prison industries program at OSP consists of a print shop, mattress factory, sign shop, tag plant, box factory, furniture factory, and a meat processing plant. New equipment was purchased for several of the industries during the year, resulting in increased production and industry sales.

A new law library was constructed during the year and use of library services increased by 50%.

Approximately 79 construction and renovation projects were completed by the OSP Maintenance Department utilizing inmate labor during the year. Included in these projects were renovation and installation of security devices, renova-

tion of the rotunda gates, construction of a new operations center to control three entrance gates into the main institution, and installation of cyclone fencing throughout the institution to control the movement of inmates and vehicles. In addition, construction of dining facilities in the East and West cell houses is 55% complete. Construction of a new medical facility for the institution is 65% complete.



TRUSTY UNIT

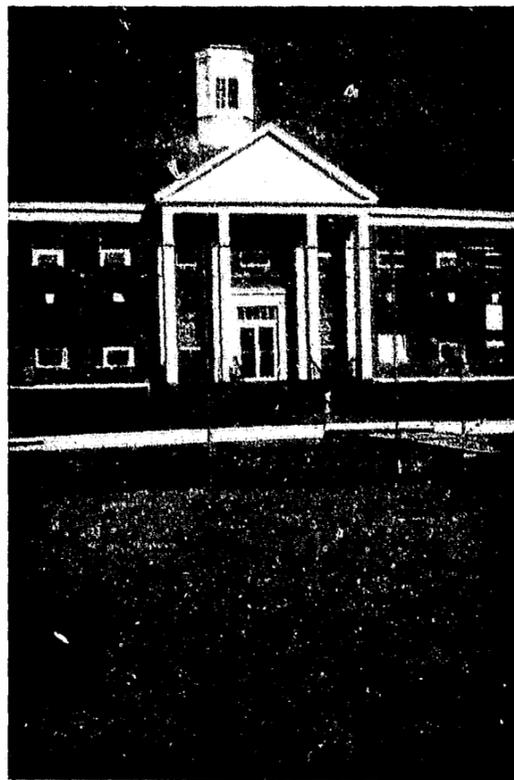
Warden:	Richard Crisp
Year Established	1926
Capacity:	159
Average Population FY 77:	253
Racial Composition	
White	172
Black	63
Mexican-American	3
Indian	15
Other	0
Staff Size:	33

The McAlester Trusty Unit is located adjacent to the main institution on the grounds of Oklahoma State Penitentiary. The trusty unit provides minimum security for approximately 250 trustees who are involved in maintenance work for the entire institution, and who work in the agriculture program and several prison industries. Programs at the unit parallel those of the main institution.

STRINGTOWN VOCATIONAL TRAINING CENTER

Warden:	Mack Alford
Year Established:	1959
Capacity:	246
Average Population FY 77:	389
Racial Composition	
White	238
Black	129
Indian	20
Mexican-American	0
Other	2
Staff Size:	94

Stringtown Vocational Training Center is a medium security institution providing a wide range of vocational training opportunities to inmates. Skills are taught in fourteen trade areas and inmates may receive on-the-job-training through employment in the beef and swine operation or the canning plant located at the facility.



Stringtown has a well-rounded recreational program for inmates, highlighting a spacious gymnasium and miniature golf course. Inmates interested in leatherwork or other hobby crafts may take advantage of the Center's large craft workshop. Goods hand crafted by inmates are displayed in a roadside shop and may be purchased by the public. Receipts from sales are deposited in the inmate's personal account.

A blood plasma building is located on the grounds so that inmates from Stringtown and McLeod may donate plasma on a voluntary basis.

During FY 77, the canning plant was modernized through new construction, renovation and installation of new equipment. New waste disposal lagoons for the plant are nearing completion, and plans to enlarge the warehouse are under consideration.

A new dormitory is currently nearing completion, and a second one will be constructed utilizing inmate labor in at least half of the construction work. Other construction projects for the year included construction of a new transformer building, rewiring of the electrical system, installation of a new telephone system, and renovation of the water boiler room.

Expansion and improvement in the product line at the canning plant is planned for the future.

McLEOD HONOR FARM

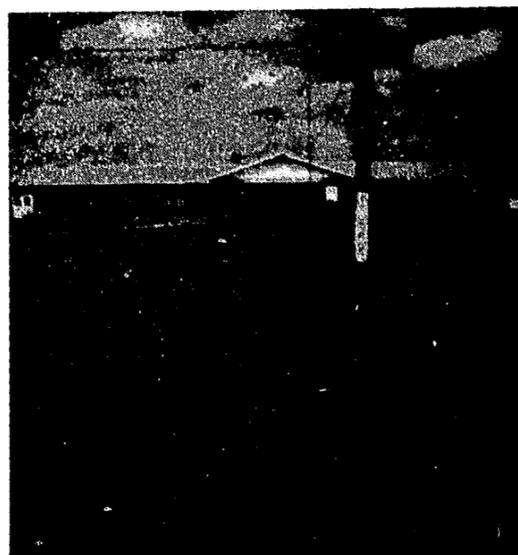
Warden:	Charley Carter
Year Established:	1961
Capacity:	156
Average Population FY 77:	261
Racial Composition	
White	166
Black	68
Indian	23
Mexican-American	4
Other	0
Staff Size:	67

McLeod Honor Farm is a minimum security installation for trusty status inmates. The function of the facility is primarily agricultural, and the unit supplies a large portion of the fresh produce needed for food programs systemwide, as well as feed and grain to support livestock.

Inmate programs at McLeod include counseling, a strong recreation program, Basic Education and G.E.D. programs, vocational training, and religious services and activities.

A Heavy Equipment Operators school is conducted at McLeod. The school offers a six month program in which inmates learn to operate seven types of heavy equipment, as well as maintenance and repair of the equipment.

The McLeod Unit encompasses approximately 5,190 acres of timberland and each year additional acres of land are cleared for agriculture use. Timber from



the land clearance is processed through a sawmill located at the facility to furnish lumber and hardwood requirements for all institutions. During FY 77, the sawmill yielded 160,000 feet of lumber at an estimated value of \$20,000. In addition, 141 picnic tables for the State Parks Department were cut and delivered to parks all over the State.

A new dormitory is currently under construction at McLeod and is scheduled to become operational during FY 78. Completion of the dormitory will increase the capacity of the institution by 90 beds. In addition, a new sewer system and water system was completed during FY 77.

OUACHITA VOCATIONAL TRAINING CAMP

Warden:	James Crabtree
Year Established:	1969
Capacity:	163
Average Population FY 77:	205
Racial Composition	
White	137
Black	53
Mexican-American	0
Indian	13
Other	2
Staff Size:	65

Ouachita Vocational Training Camp located near Hodgens is a minimum security vocational training facility with emphasis placed on preparing inmates for discharge from prison. Seven vocational-technical schools are maintained at the camp to include air conditioning and refrigeration, machine tool and die, welding, diesel mechanics, auto mechanics, front end alignment, and auto body repair. In addition to vocational training, Adult Basic Education courses are offered at the facility under the auspices of the General Educational Development program.

The camp provides an informal atmosphere to foster a good rapport between the staff and inmates. Treatment programs at Ouachita attempt to alleviate emotional tension and stress associated with prison life through strong religious counseling and recreational programs. Approximately 90% of the inmate pop-

ulation is involved in some form of recreation, to include arts and crafts, softball, tennis, golf, weight-lifting, chess or dominoes. Counselors provide initial orientation for all prisoners and are available for one-on-one counseling concerning all areas of the inmate's life. Numerous outside community organizations such as On the Bricks, Volunteers in Corrections, and Oklahoma Halfway House contribute greatly to the counseling process.

A number of construction and renovation projects were initiated or completed at Ouachita during FY 77. The new facilities and renovated areas will significantly increase the capacity of the facility. These projects are as follows:

- (1) Construction of a new mess hall
- (2) Construction of a new dormitory



- (3) Construction of a new water treatment facility, and new sewer lines
- (4) Addition of a new basic education building
- (5) Renovation of sewer plants

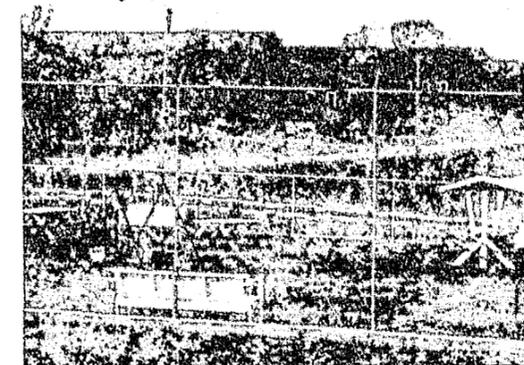
LEXINGTON REGIONAL TREATMENT CENTER

Warden:	Peter A. Douglas
Year Established:	1971
Capacity:	296
Average Population FY 77:	471
Racial Composition	
White	340
Black	98
Mexican-American	0
Indian	29
Other	4
Staff Size:	124

Lexington Regional Treatment Center is a treatment oriented facility providing medium/minimal supervision for male offenders. Programs at the center include opportunities for self-development in a therapeutic environment emphasizing counseling, vocational training, educational programs, pre-release and work release.

Operation of the Lexington Regional Treatment Center will continue until opening of the Lexington Assessment and Reception Center scheduled for January, 1978. At that time, the Treatment Center

will be phased out entirely, and its staff will be transferred to the new facility.



During FY 77, activities at the Regional Treatment Center were centered primarily upon preparing for the move to the new institution. Inmate labor has been used for numerous construction projects for the new institution, to include construction of a new water and sewage system, new warehouse, additional Vo-Tech buildings, and lagoon and field applications.

A number of programs at the center were improved during FY 77. Religious services were greatly expanded to include worship services in all traditional faiths. The basic agricultural program at the center consisting of a cow/calf operation was expanded to include light farming activities, improvement of pasture land, and implementation of a haying operation. Also, the health services program at the center was revised and improved during the year.

OKLAHOMA STATE REFORMATORY

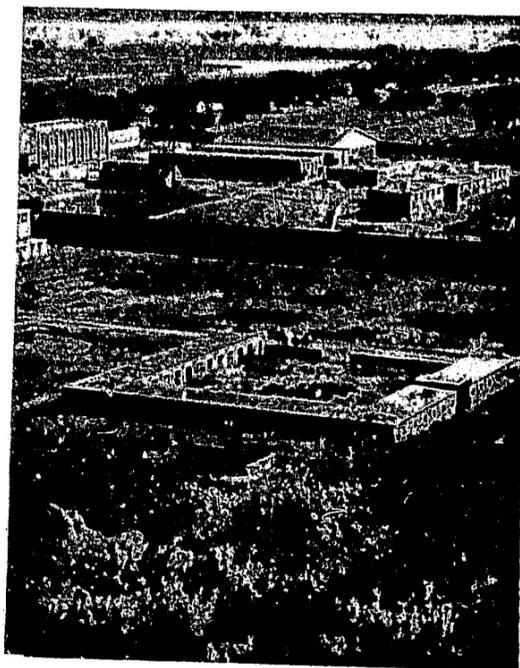
Warden:	Jerry Sunderland
Year Established:	1913
Capacity:	321
Average Population FY 77:	642
Racial Composition	
White	405
Black	189
Indian	35
Mexican-American	13
Other	0
Staff Size:	217

Oklahoma State Reformatory, located near Granite, is a medium security institution serving primarily young male first offenders averaging 20 years in age. Due to the youth of the inmates, vocational training and educational programs are given high priority at the institution. Lakeside School is maintained at the Reformatory and is credited with being the first state-accredited high school within prison walls. Inmates may enroll in primary or secondary level instruction at the school and work towards attainment of a high school diploma according to individual ability and pace. In addition, a Talk Back T.V. program is available to inmates, and has been improved this year through addition of a second Talk Back T.V. Room.

Vocational-technical and rehabilitative training are offered at OSR in ten trade areas, and on-the-job training is available through employment in the agricultural program. Addition-

al equipment was purchased during the year for two areas of the vocational training program, and plans are being developed to implement a wood working program in the near future. In addition, plans are under consideration for development of a prison industry program at OSR.

To alleviate overcrowding at OSR, the population, which has averaged 643 during FY 77, will be reduced to 450 inmates as soon as possible. A reduction in the inmate population will allow improved programs for all inmates in the areas of counseling and substance abuse treatment and will allow implementation of a Unit Management System.



WOMEN OFFENDERS

Although the number of women offenders being committed to the jurisdiction of the Department of Corrections has been increasing in recent years, women offenders still constitute a significantly small portion of the total inmate population in Oklahoma's correctional institutions. Of 4487 persons incarcerated only 200 are women.

There are currently two facilities for incarceration of women offenders in Oklahoma. These are the Women's Ward at McAlester and the Women's Treatment Facility in Oklahoma City. A new facility is badly needed to provide adequate living space and improved programs for women in the correctional system. The Department is currently studying possible solutions to this problem.

WOMEN'S WARD

Warden:	Richard Crisp
Year Established:	1913
Capacity:	60
Average Population FY 77:	112
Racial Composition	
White	55
Black	51
Mexican-American	0
Indian	6
Other	0
Staff Size:	28

The Women's Ward at McAlester was the only facility in the state for confinement of women until inception of the Women's Treatment Facility in Oklahoma City during 1974. With the transfer of medium and minimal security inmates to the WTF, the Women's Ward became a maximum/medium institution providing custody for high risk female offenders.

Treatment programs at the Ward include counseling, religious services, recreation, and educational and vocational instruction. Individual counseling is available and a psychiatric social worker makes periodic institutional visits to aid those experiencing emotional problems. Church services are held twice a week and religious counseling is provided for interested inmates on a weekly basis.

Vocational and on-the-job training is provided through employment in the garment factory, the beauty shop, and

through clerical jobs. The Women's Ward has the only accredited vocational-technical training program at OSP, which is the Vo-Tech Secretarial School. The training program consists of shorthand, typing and operation of all types of business and office machines.

WOMEN'S TREATMENT FACILITY

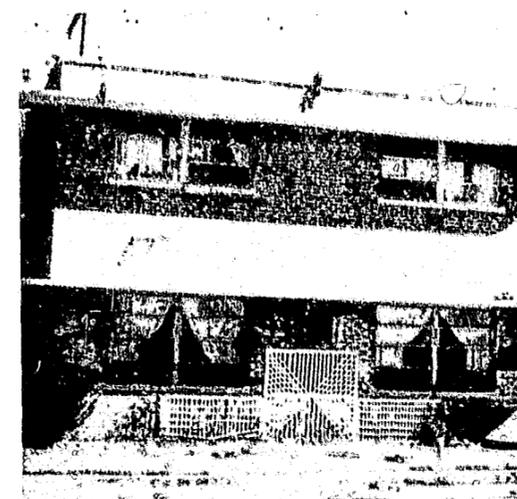
Warden:	Ted Logan
Year Established:	1974
Capacity:	29
Average Population FY 77:	74
Racial Composition	
White	38
Black	29
Indian	6
Mexican-American	1
Other	
Staff Size:	27

The Women's Treatment Facility in Oklahoma City provides medium/minimal custody and pre-release programs for female offenders. Approximately 50% of the residents are involved in either study or work release within the Oklahoma City area. During FY 77 approximately 80 women attended classes at universities and college, or took advantage of the Adult Basic Education courses taught at the facility.

Programs at the WTF emphasize counseling and efforts to help inmates develop a positive set of values and a feeling of self-worth. A number of the counseling programs are designed to help inmates in pre-release prepare for

their return to society. These programs include a substance abuse program administered by volunteers from Drug Recovery, and family counseling involving therapy for both the inmate and her family. A program has been implemented, during the year, that brings together the inmate and her family prior to parole for reconciliation and problem intervention purposes. Another area of counseling is provided by Planned Parenthood to assist inmates in pre-release with family planning and birth control. During the year, a program designed to assist offenders in understanding and dealing with the problem of child abuse, was implemented.

The WTF has a strong recreational and arts and crafts program. A new gymnasium was completed during the year and will allow more inmates to participate in



sports activities. In addition, the WTF now has a full-service library.

The health services available to inmates at WTF were improved with establishment of a medical dispensary for conduction of certain tests and routine provision of health care. This program will cut down the number of trips to hospitals and clinics.

A micro-film industry is operated at WTF, providing work opportunities and vocational training for several women inmates. Purchase of additional micro-film equipment resulted in increased contracts and sales in the micro-film operation last year.

Future plans include possible implementation of an educational program offering college courses taught in residence at WTF by professors from surrounding colleges and universities. The Women's Treatment Facility is also being considered as a possible assessment and reception center for all women committed to Oklahoma's correctional system.

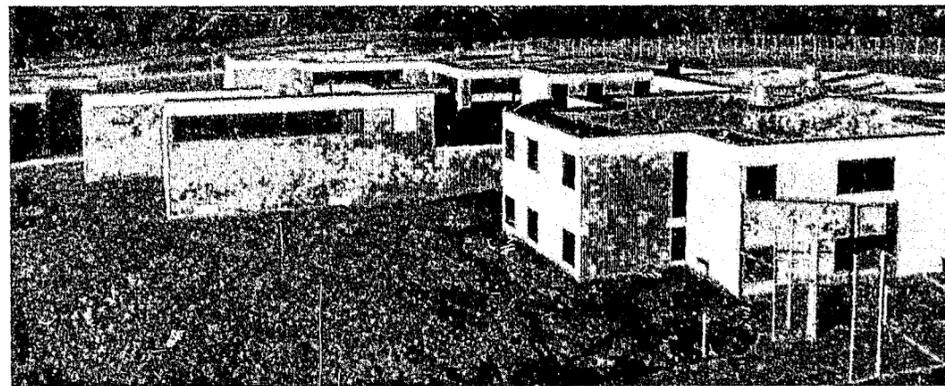
FOCUS: ASSESSMENT/RECEPTION CENTER AT LEXINGTON

Construction began during FY 76 on the Assessment and Reception Center at Lexington and is scheduled to be completed by January 1, 1978. The Assessment Center will be a centralized system-wide service for the initial reception, evaluation, and classification

of all male offenders committed to the Department.

Newly received inmates will be retained in residence at the reception facility for a period of approximately 7-10 days. A number of diagnostic studies will be conducted, including in-depth analysis of the inmates' medical, dental, social, psychological, vocational, educational and security needs. This information will be utilized in the development of an inmates individual incarceration program, and will be the foundation of his cumulative case history.

Upon completion of the assessment/reception process, the inmate will be assigned to another institution, or to the medium security portion of the Assessment and Reception facility. The Assessment and Reception facility will have the capability to process approximately 60 persons per week, will provide custody for 60 persons and will have housing capacity for 240 inmates in its medium security installation. Completion of the Center will be a further step in the continuing implementation of modernized correctional practices in the State of Oklahoma.



DAILY, MONTHLY AND YEARLY COST OF INCARCERATING INMATES
IN DEPARTMENT OF CORRECTIONS INSTITUTIONS FOR FY 77

INSTITUTION	AVERAGE POPULATION	TOTAL EXPENDITURES	AVERAGE COST OF INCARCERATING ONE INMATE		
			DAY	MONTH	YEAR
Oklahoma State Penitentiary	1879	\$7,926,635	\$11.56	\$351.54	\$4,218.54
Oklahoma State Reformatory	648	2,986,642	12.75	387.67	4,652.09
Stringtown Vocational Training Center	393	1,500,245	10.46	318.12	3,817.42
Lexington Regional Treatment Center	475	1,858,613	10.72	326.07	3,912.87
McLeod Honor Farm	263	1,130,817	11.78	358.31	4,299.68
Ouachita Vocational Training Center	207	880,692	11.66	354.55	4,254.55
Women's Treatment Facility	75	350,844	12.82	389.83	4,677.92
Oklahoma City Community Treatment Center ¹	120	362,136	8.27	251.48	3,017.80
Tulsa Community Treatment Center	67	261,084	10.68	324.73	3,896.78
Lawton Community Treatment Center	47	235,437	13.72	417.44	5,009.30
Muskogee Community Treatment Center	36	208,609	15.88	482.89	5,794.69
Enid Community Treatment Center	36	204,408	15.56	473.17	5,678.00
Community Treatment Center Average ²	306	1,271,674	\$11.39	\$346.32	\$4,155.80
Institutional Average ³	4267	16,634,488	\$11.57	\$351.83	\$4,221.95
Department Average ⁴	3940	23,652,522	\$15.19	\$461.93	\$5,543.13

1. All CTC figures reflect expenditures minus amount paid by inmates for room and board.
2. Based on the CTC's in the table. Does not include number of inmates or operation costs for the Horace Mann or Suntime CTC's.
3. These figures apply to the Institutions only excluding CTC figures.
4. These figures include cost of administration, probation and parole, and training as well as the Institutional and CTC costs (including Horace Mann and Suntime), but exclude capital outlay for the construction of the new facilities at Lexington and Hominy.

WEEKLY AVERAGE INMATE POPULATION
FY' 77 - BY INSTITUTION

	7-76	8-76	9-76	10-76	11-76	12-76	1-77	2-77	3-77	4-77	5-77	6-77	FY 77 AVG.
OSP	1817	1800	1801	1849	1890	1861	1818	1915	1927	1889	1918	1853	1862
OSR	638	645	622	612	629	633	620	633	644	681	672	670	642
Lexington	472	463	455	459	469	461	458	461	477	489	490	498	471
Ouachita	197	200	196	203	207	189	200	193	212	208	218	240	205
McLeod	269	265	254	246	251	245	250	264	268	265	273	286	261
Stringtown	388	389	389	387	388	388	387	387	387	391	393	394	389
OKC CTC	132	137	120	115	113	130	133	117	105	99	103	121	119
Tulsa CTC (John 3:16)	67	65	64	64	69	69	68	64	64	62	66	70	66
Tulsa CTC (H. Mann)	----	---	----	--	--	--	--	5	40	53	67	88	21
Lawton CTC	46	45	47	42	39	42	49	48	47	47	46	51	46
Enid CTC	37	37	36	32	27	33	37	38	37	37	36	42	36
Muskogee CTC	38	33	36	37	35	36	37	33	36	35	36	37	36
WTF	73	75	73	76	73	72	74	76	75	76	75	75	74
OUT**	----	----	----	--	--	---	90	87	80	82	70	62	39
Total	4174	4154	4093	4122	4190	4159	4221	4321	4399	4414	4463	4487	4267

* Began operation in February 1977.

**New accounting procedure, previously included in institutional counts.

AVERAGE SENTENCE LENGTHS FOR THE
MOST FREQUENT OFFENSES IN OKLAHOMA
OF INMATES RECEIVED DURING FY '77

CRIME	NO. COMMITTED FY '77	AVERAGE SENTENCE LENGTH (YEARS)
Burglary	560	5.00
Larceny	300	3.52
Robbery	218	13.50
Dangerous Drugs	209	5.61
Forgery	168	4.25
Fraudulent Activities	143	3.17
Traffic Offense	129	2.20
Stolen Vehicle	122	4.47
Stolen Property	113	2.71
Flight-Escape	75	2.15
Weapon Offense	71	4.70
Assault	71	3.86
Sexual Assault	55	14.58
Sex Offense	34	6.83
Embezzlement	27	2.14
Arson	22	5.93
Kidnapping	18	14.06
Family Offense	15	3.83
Obstructing Justice	13	3.23
Homicide	97	NA
Other	160	NA
TOTAL	2,620	5.33

34 NA- Not Available

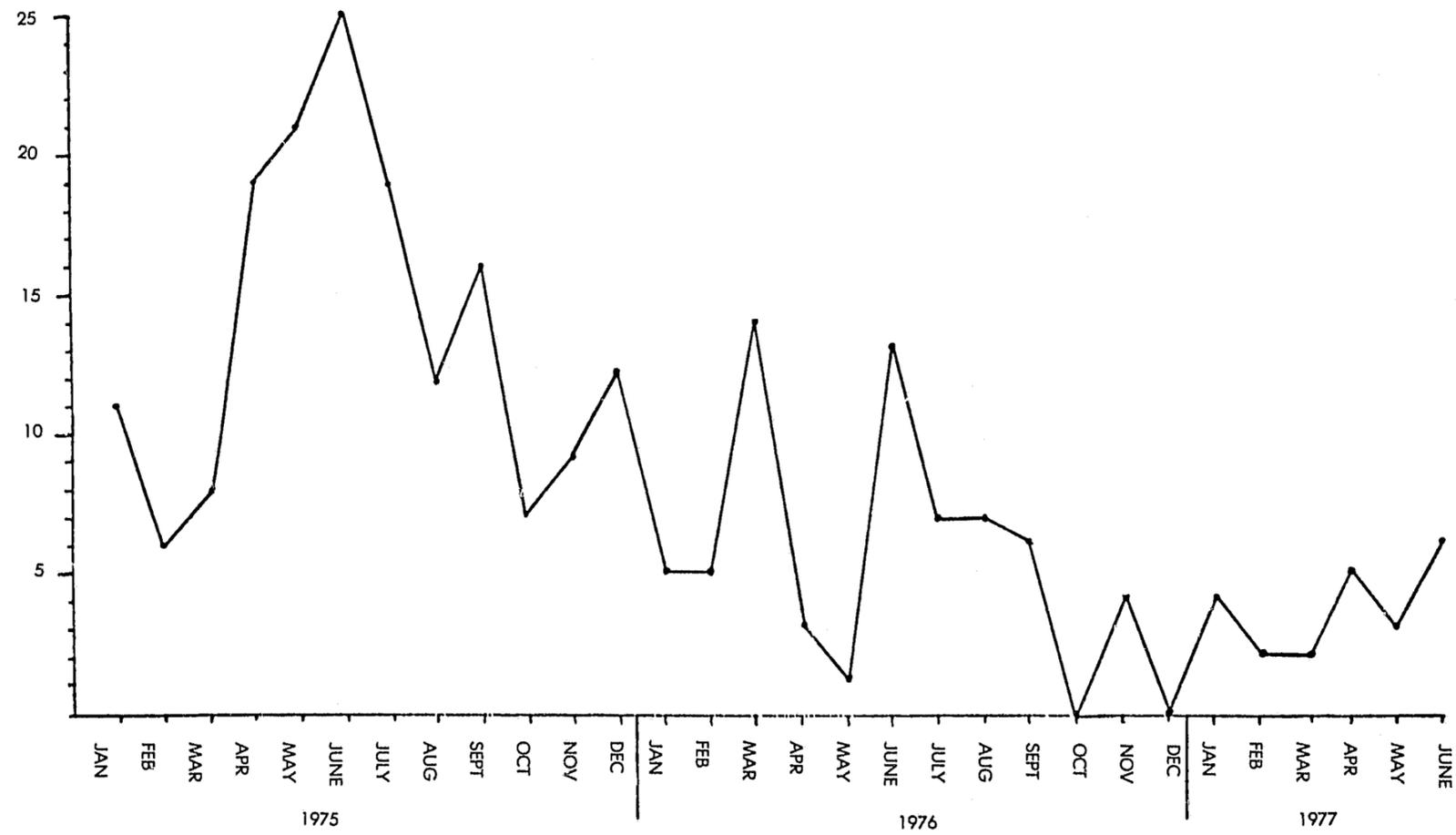
INCARCERATION RATES FOR THE
MOST FREQUENT OFFENSES IN OKLAHOMA

OFFENSES	State Population 2, 710, 224	NUMBER INCARCERATED	INCARCERATION RATE ² PER 100,000
BURGLARY		892	32.91
ROBBERY		791	29.20
HOMICIDE		448	16.53
LARCENY		299	11.03
DANGEROUS DRUGS		230	8.49
SEXUAL ASSAULT		218	8.04
FORGERY		193	7.12
STOLEN PROPERTY		182	6.72
FRAUD		177	6.53
STOLEN VEHICLE		157	5.79
ASSAULT		123	4.54
TRAFFIC OFFENSES		98	3.62
WEAPON OFFENSES		80	2.95
KIDNAPPING		52	1.92
SEX OFFENSES		47	1.73
FLIGHT-ESCAPE		46	1.70
EMBEZZLEMENT		25	.92
ARSON		24	.89
OBSTRUCTING GOVERNMENT		11	.41
FAMILY OFFENSES		10	.37
DAMAGE PROPERTY		5	.18
EXTORTION		1	.04
OBSTRUCTING POLICE		1	.04
BRIBERY		1	.04
OTHER		377	13.91
<hr/>			
TOTAL		4487	165.62

¹Inmate population on June 30, 1977

²Incarceration rate: $\frac{\text{Number Incarcerated}}{\text{State Population}} = \frac{X}{100,000}$

MONTHLY ESCAPES
JAN 1975-JUNE 1977



SUMMARY OF EXPENDITURES AND FUNDING FOR FY '77

Expenditures	Total Department	Community Treatment Centers	Correctional Training	Administration	Probation And Parole	Women's Treatment Facility
Personal Services	\$15,948,453	\$1,148,611	\$ 66,379	\$ 923,140	\$2,747,468	\$259,404
Operating Expenses	5,462,546	906,909	76,378	347,300	500,515	79,172
Capital Outlay	14,750,006	271,409	---	---	---	12,268
Total Expenditure	\$36,161,005	\$2,326,989	\$142,757	\$1,270,440	\$3,247,983	\$350,844
Funding						
176-General Revenue	\$19,073,204	\$1,086,158	\$104,957	\$1,031,922	\$3,068,770	\$226,791
200-Revolving	355,554	---	---	---	---	---
205-Revolving (Industries)	179,997	---	---	---	---	---
205-Revolving (Probation & Parole Fees)	207,230	---	---	28,017	179,213	---
215-Plasma Revolving	155,016	---	37,800	70,476	---	---
220-Revolving	274,384	230,691	---	---	---	17,271
430-Federal Funds	1,068,052	738,731	---	140,025	---	94,514
445-Canteen Revolving	97,562	---	---	---	---	---
Capital Outlay	\$14,750,006	271,409	---	---	---	12,268
Total Funding	\$36,161,005	\$2,326,989	\$142,757	\$1,270,440	\$3,247,983	\$350,844

Expenditures	Oklahoma State Penitentiary	Oklahoma State Reformatory	Lexington Regional Treatment Center	Stringtown Vocational Training School	McLeod Honor Farm	Ouachita Vocational Training Center
Personal Services	\$5,179,288	\$2,062,159	\$1,330,837	\$ 964,425	\$ 682,907	\$534,335
Operating expenses	1,846,390	544,926	429,126	287,756	242,099	201,915
Capital Outlay	900,957	379,557	98,650	248,064	206,311	94,442
Total Expenditure	\$7,926,635	\$2,986,642	\$1,858,613	\$1,500,245	\$1,130,817	\$880,692
Funding						
176-General Revenue	\$6,532,843	\$2,465,795	\$1,709,914	\$1,167,282	\$ 905,777	\$772,995
200-Revolving	264,080	71,286	---	20,188	---	---
205-Revolving	179,997	---	---	---	---	---
215-Plasma Revolving	---	34,021	---	12,719	---	---
220-Revolving	---	---	26,422	---	---	---
430-Federal Funds	---	25,411	14,671	26,731	15,135	12,834
445-Canteen Revolving	48,758	10,572	8,956	25,261	3,594	421
Capital Outlay	900,957	379,557	98,650	248,064	206,311	94,442
Total Funding	\$7,976,635	\$2,986,642	\$1,858,613	\$1,500,245	\$1,130,817	\$880,692

END