

County of Bucks
Department of Corrections



Annual Report
2010



**Department of Corrections
Annual Report
2010**

Prison Oversight Advisory Board

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Harris Gubernick
Director of Corrections

John Oresic
Editor

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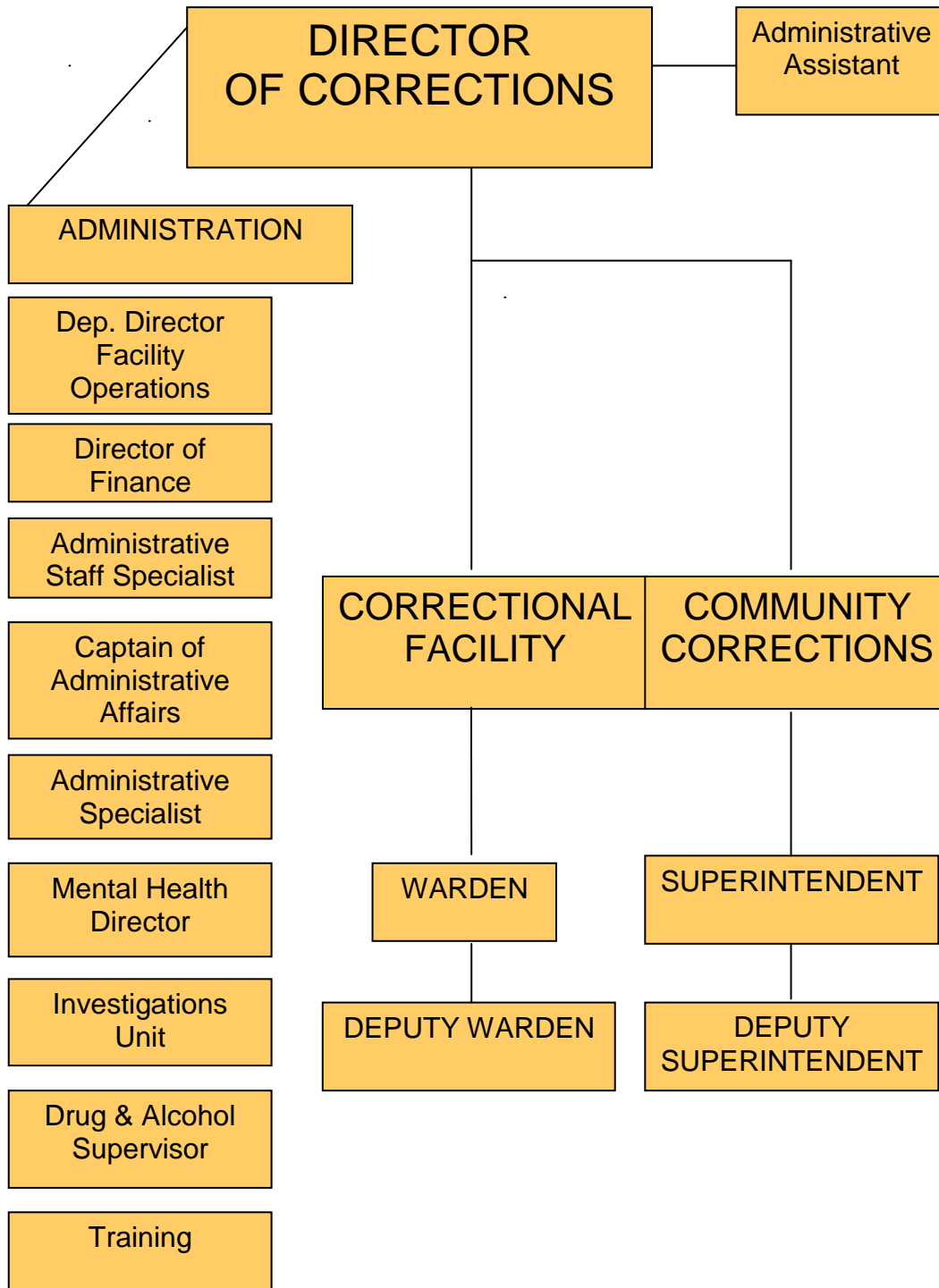
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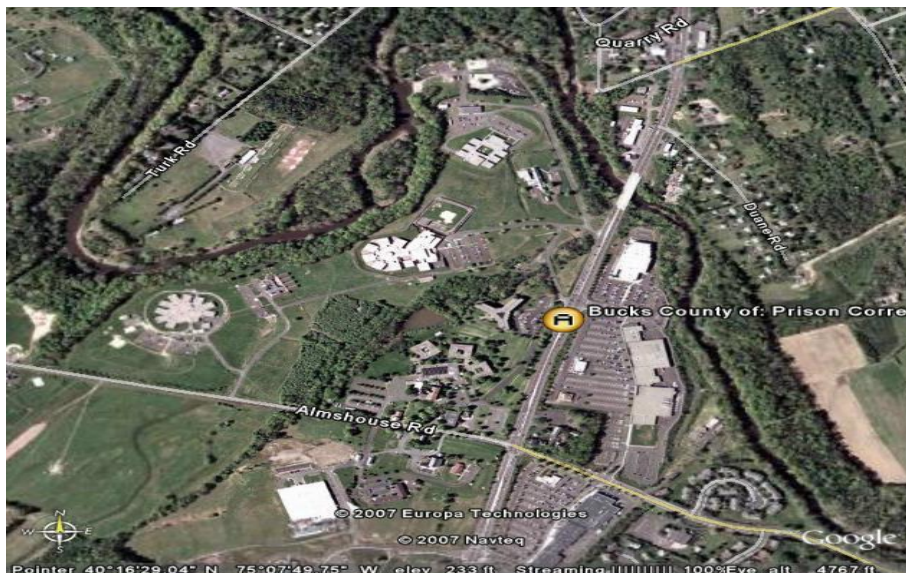
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DIVISION OVERVIEW

The department operates three (3) facilities – the Correctional Facility, or jail, and the Men’s and Women’s Community Corrections Centers – in addition to alternative confinement, such as house arrest, day reporting and weekend detention. Each facility is under the immediate direction of a warden, superintendent or manager. The Bucks County DOC is a county operated and funded criminal justice agency. It is the largest department in county government. The department serves municipal, state and federal law enforcement authorities through the Court of Common Pleas, 20 local District Courts, Probation and Parole agencies, neighboring county corrections, the PA Department of Corrections, Federal Bureau of Prisons, Immigration and Naturalization Services (INS) and the United States Marshals Service, and is assisted by corrections and support staff. The director of corrections is responsible for the entire department.

Located at the northwest quadrant of Route 611 and Almshouse Rd. in Doylestown Township, these facilities confine adults and certified juveniles as pre-trial detainees or convicted prisoners. The method and management style in operating our county corrections department is that of direct supervision. Public safety and service are the cornerstones of our operation.



MISSION, VALUES AND CODE OF ETHICS

Vision

A dynamic organization continually advancing Bucks County to the forefront of corrections.

Mission

- ◆ The Bucks County Department of Corrections will endeavor to promote public safety through professional and ethical interactions with the offenders in our charge, other criminal justice and public safety agencies, treatment providers, and the community.
- ◆ We will ensure that our environment is safe and secure for all offenders, employees and visitors.
- ◆ We will assist offenders in identifying and addressing *criminogenic* needs with the goal of minimizing risks for re-offending.
- ◆ We will ensure that the services provided or referred, are state of the art as well as responsive to offender needs.

Core Values

Ethics
Public Service
Professionalism
State of the Art Services

In order to maintain these values all staff are required to:

- ◆ Maintain institutional security
- ◆ Treat all inmates, community members, and fellow employees with respect and politeness
- ◆ Behave in a professional manner and demeanor at all times
- ◆ Report any conduct which threatens institutional security or the professional operations of the facility
- ◆ Never become personally involved with an inmate or those who are involved in the lives of inmates

Code of Ethics and Professionalism

The Bucks County DOC *Code of Ethics and Conduct* is designed to ensure that all corrections employees behave in a professional manner consistent with the public trust in fulfilling the mission of the Department. These are not a set of specific rules, but rather a set of standards to be followed by all employees of the DOC.

All staff must comply with these standards in order to provide for a safe, secure, and professional operation. We are charged with the care, custody and control of offenders in order to ensure public safety. The public trust will be kept.

These standards apply to all staff and refer to any inmate who is housed in one of our facilities, or in any community based program. The standards also include an offender who is on probation, parole or under the jurisdiction of any local, state, or federal authority.

1. No employee shall solicit, accept or receive any personal gift, gratuity, favor or service that might reasonably tend to influence him or her in the discharge of their duties from any individual or organization
2. No employee shall have financial interest, directly or indirectly, in any business where the facility is a party in that interest, nor shall any employee receive any fee, commission, gratuity or gift from any corporation furnishing supplies or doing business with the facility
3. Employees will not accept tips or gifts of any kind from visitors for official service.
4. Employees will maintain a quiet and steady but firm demeanor in their contact with inmates, not permitting undue familiarity on the part of the inmate and refraining from it themselves
5. Employees will not engage in conversation with inmates concerning matters which should only be discussed with other employees or officials. This includes but is not limited to other inmates, fellow staff members and incidents that occur
6. Employees will not associate or correspond with inmates or their families and friends. Any contact involving inmates, families, friends or relatives will be reported immediately
7. Employees will not convey any verbal or written messages to an inmate unless authorized by the Department. Staff members will never discuss the charges, criminal records, cases, or any information about one inmate with another inmate or with any outside group or organization with the single exception of those staff specifically authorized to do so as part of their job description.

All requests for information from law enforcement agencies will be directed to the records office. Requests shall be referred to the warden, or deputy warden of security in the absence of a Records Officer. Staff members will not transmit information to law enforcement agencies without proper authorization. No staff member will respond to requests for information from friends or relatives who may work for law enforcement agencies, community social services or advocacy groups

8. Employees will not bring any item into the facility for an inmate unless authorized by the DOC
9. No employee shall purchase or accept anything from an inmate or family member of an inmate
10. Employees will not recommend attorneys or offer any legal advice to an inmate, family member or friend
11. Employees will not provide inmates or those associated with inmates, any institutional or policy information
12. Employees will not borrow, or take anything from an inmate including property or money
13. Any attempts of bribery from inmates or other staff to you or your family shall be reported immediately
14. Employees will never make outside contacts for an inmate unless authorized by the DOC
15. Employees will never engage in any intimate, flirtatious or romantic relationship with an inmate or more than one inmate. Only professional contact is permitted, and only as deemed appropriate within the confines of the employees position. Employees will never use their position to become involved with inmates
16. Employees may never use their position to acquire any favors of any kind
17. Employees will not exercise any use of force except in clearly defined situations, and always under the direction of a supervisor. Corporal punishment will never be tolerated
18. All requests for information from the media will be handled exclusively by the Warden, Superintendent or Director of Corrections
19. Weapons of any kind will be carried only when specifically instructed by a supervisor. Personal weapons will never be carried while on duty – County issue only

FACILITIES OVERVIEW

Division Headquarters – Building L

Harris Gubernick, Director of Corrections
Clarke Fulton, Captain of Administrative Affairs
John Oresic, Administrative Staff Specialist
Mary Jo Pellegrino, Director of Finance and Administration
Chris Pirolli, Deputy Director Facility Operations
Deb Williamson, Administrative Specialist
Sue Ott, Administrative Assistant

The administrative team for the DOC moved to its current location in November 2002. The seven (7) member administrative unit, consisting of the director, director of finance and administration, captain of administrative affairs, deputy director of facility operations, Administrative Staff Specialist, Administrative Specialist and Administrative Assistant moved to “Building L” on Almshouse Road. The drive and focus behind this divisional team is to provide administrative resources and support for the entire department, attempting to satisfy and troubleshoot both jail and community corrections programmatic and operational needs.

Division Highlights and Accomplishments 2010

- **Census** – The average daily jail population in 2010 was 781. This includes actual jail populations plus an average of 11 offenders per month housed in Berks County, due to overcrowded conditions. The average daily Community Corrections population was 304. An average of eight (8) female offenders per month were housed in York County, Pa due to overcrowded conditions in the women’s unit.

The average daily population for the entire system (BCCF, MCCC, WCCC, Coleman Hall, house arrest, and other minimum custody placements) was 1,249 in 2010.

- **Bookings / Admissions** – There were a total of 7,254 bookings in 2010.
- **Criminal Justice Advisory Board (CJAB)** -- The DOC is a participating member of the county-wide Criminal Justice Advisory Board. Starting on January 1, 2010, the DOC and other members of CJAB’s central booking sub-committee, participated in the development of the process of electronically capturing all arrested suspects fingerprints into the PA AFIS database. A \$150 fee authorized by the court was assessed to convicted offenders for this process. This fee is used to off-set the costs for equipment and network communications to accomplish electronic

submissions. A total of \$204,000.00 dollars was collected in 2010 and distributed proportionately to the ten (10) booking locations in the county.

- **Victim Notification** – The DOC uses the Pennsylvania Statewide Automated Victim Information Notification (SAVIN) notification service, which provides crime victims and concerned citizens free, quick, and confidential notification about a county inmate’s release, transfer or escape. PA SAVIN lets users receive timely information they can rely on about specific offenders, 24 hours a day over the phone or by e-mail.

The DOC worked in cooperation with The District Attorney’s office, Information Technology, Bucks County Police Training, Chief’s Association and the PA District Attorney’s Institute to initiate this process. Six hundred sixty one (661) offenders were registered in 2010.

The public and law enforcement may access an internet link to SAVIN by visiting www.buckscounty.org. Click the tab for Government, click Departments, click Corrections, then click VINELink for PA SAVIN or go directly to:

www.pdaa.org/index.php?option=com_content&view=article&id=82&Itemid=71

- **Other links** – on the DOC Web page includes: inmate accounts, visitation schedules, directions, offender look-up page, community services, work release, records, bail, community corrections, house arrest and the department’s annual report. We believe these additions will become helpful tools to both the community and law enforcement.
- **OMS Upgrade** – The department’s automated, customized offender management system was updated on December 4, 2010. This upgrade included replacing the core application with a web-based core, and upgrading the database to MS SQL 2008. The look and feel for the application changed to a web style using tabs and expandable file structure menus. One of the more significant features of this upgrade is the ability to input individual criminal cases as opposed to individual charges. Another feature expanded the public access inmate look-up search tool, which now offers pictures, charges, bail, detainers and other important information to the public on past and present offenders.

Other computer and network based applications used by the DOC include: offender communication system, call IQ, electronic monitoring, voice verification system, commonwealth photo imaging network (CPIN), *Live-Scan* digital fingerprinting, State Assistance Victim Information Network (SAVIN), PA Justice Network (JNET), Common Pleas Court Management System (CPCMS), and the Commonwealth Law Enforcement Assistance Network (CLEAN).

- **Community Events** – DOC employees represent the department in local events during the year including the Middletown Grange Fair, job fairs at Willow Grove Naval Air Station and Delaware Valley College. Our administrative staff participated in the Bucks County *Here to Help Day* on June 2, 2010 at the Bucks County Office Center in Bristol. This event provided organizations an opportunity to showcase their services to the citizens of Bucks County who may have been impacted by the overall economic downturn.

Additionally, the Department participated in a job fair hosted by Representative Patrick Murphy (D-Pa) on July 13, 2010 at Truman High School, to help unemployed constituents connect with employers. The Department also attended the career fair at Pennsbury High School East on March 1, 2010, which provided students an opportunity to speak one-on-one with professionals from all sectors of business and government entities to explore future career options.

- **Release and Re-entry** – Administrative and clinical staff continue to work on this critical component of case management. Corrections, Adult Probation and community based agencies are collaborating in this program. Virtually every sentenced offender eligible for parole/discharge participates in a comprehensive community re-entry plan, attended by the offender, corrections case manager or community corrections officer and a parole officer.

A tri-fold Re-entry Resource Guide is issued to new commitments upon admission via classification, and for those pre-trial detainees who spent less time in custody, as opposed to those serving a sentence. This is an attempt to help offenders identify specific criminogenic risks and behavioral health needs. The program is part of a broader cognitive / behavioral treatment curriculum designed to target the following:

- Changing antisocial attitudes, values, and beliefs
- Changing antisocial feelings, including impulsivity, egocentrism, and low frustration tolerance
- Reducing antisocial peer association and developing anti-criminal associations
- Increase self-control, self-management, and problem solving skills
- Reduce chemical dependency

The release and re-entry program consists of six parts:

- 1) Criminal and Addictive Thinking
- 2) Building a Foundation for your Future
- 3) Setting Housing Goals
- 4) Setting Employment Goals
- 5) Budget and Free Time
- 6) Plans after Release

- **Severe and Persistently Mentally Ill offenders (SPMI)** -- In 2007 and into 2008, a committee comprised of staff members from Corrections, Adult Probation and Parole, Bucks County Behavioral Health, Bucks County Public Defender's Office and community-based service providers, convened to address the increasing number of offenders admitted to the jail with serious and chronic mental illnesses, i.e., schizophrenia, major depression, bipolar disorder, personality disorders.

Local jails have become *de facto* mental health institutions as state and federal funds / resources are increasingly slashed for this special needs population. Statistical analyses from The Bureau of Justice Administration (BJA) shows that up to 16% of local Corrections populations include detainees who are mentally ill, and in need of more comprehensive treatment than most jails can provide. *

The SPMI committee represents stakeholders who understand the risks and liabilities over inaction, or the inability of adequately addressing the needs of this population.

In 2010, the SPMI committee reviewed and referred to treatment 63 seriously, mentally ill offenders. The workshop curriculum was developed by the regional National Alliance on Mental Illness (NAMI) and local police departments.

- **Misconducts** – A total of 911 were written at the jail with the same amount of Conduct Evaluation Boards held. A total of 358 misconducts were written at minimum custody locations; 93 cases were dismissed.
- **Other**
 - Refurbished multiple county vehicles, adding decals and detailing vehicles for special occasions.
 - Repaired quarter panel on (auto) 87-5
 - Repainted General Services truck

* Refers to local jails in urban settings and large city suburbs



Pre-Trial Diversion Program

2010 Update

The Pre-Trial Diversion program utilizes different standards and benchmarks compared to our House Arrest program. There is an intense level of supervision and monitoring in this program that ensures regular contact and compliance by offenders, facilitated by community corrections officers and a community case manager from the *Treatment Alternatives to Street Crime* (TASC) program. The Pre-Trial Diversion program began as a pilot project for the Department of Corrections in 2007. The concept for pre-trial diversion evolved due to a shift in the population mix – more unsentenced than sentenced offenders at the jail.

Analysis of data through Fiscal Year (FY) 2010 shows evidence that this program continues to be successful for offenders when they are engaged in treatment. Throughout FY 2010, 137 of 181 (76%) offenders successfully completed the program. Eighteen percent (18%) of this group were re-incarcerated after 6 months, compared to a published 30% recidivism rate nationwide from the U.S. Bureau of Justice Statistics. A total of 35% of this group were re-incarcerated within one year, compared to a published 44% national recidivism rate and 65% of this group had no new criminal justice involvement. Additionally, of all offenders who entered Pre-Trial as a result of their first incarceration, 84% were successful.

Of the 24% (41 of 181) of offenders who failed to comply, 64% were re-incarcerated within 6 months and a total of 68% were re-incarcerated within one year. Admissions to the Pre-Trial Program increased 11% in Fiscal Year 2010. Pre-Trial has developed with the assistance of the TASC Program. We continue to collect data relevant to performance measures, outcomes, and recidivism associated with this program.

The Forensic Re-Entry Enhancement (FREE) Program Featured Program of 2010

In 2010, the Pennsylvania Commission on Crime and Delinquency (PCCD) awarded the Department of Corrections a two (2) year grant in the amount of \$297,201, to enhance treatment connections when offenders are released from custody. The Forensic Re-Entry Enhancement (*FREE*) program is a collaborative effort among the Department of Corrections, Bucks County Adult Probation and Parole, Bucks County Drug and Alcohol Commission, The Council of Southeast Pennsylvania's Inc. PRO-ACT, and Aldie Foundation to target high risk/ high need criminal offenders with a history of substance abuse and chemical dependency. The goal is to promote recovery and reduce recidivism.

The program team consists of a Program Coordinator, Case Manager, and a Peer Specialist employed by Aldie Foundation. The *FREE* team is overseen by a representative from each of the five agencies listed above to ensure that the goals of the program are being addressed and met. The *FREE* team provides early recruiting, drug and alcohol assessment, and intensive case management prior to release from the Bucks County Correctional Facility. This is considered necessary in order to remove barriers to successful early recovery and to develop a comprehensive re-entry plan.

Once identified, the *FREE* case manager and peer specialist meet with the incarcerated offender and address issues such as housing, education, employment, substance abuse treatment, medication management, transportation, and a recovery support system. The focus is to assist the offender in preparing for their transition back to the community upon release. Additionally, all offenders will be referred to PRO-ACT for recovery coaching and similar services. The *FREE* team's priority is to assist offenders develop the skills required to maintain sobriety and fulfill all legal obligations.

In order to do so, the *FREE* case manager will maintain communication with each offender's drug and alcohol therapist, the recovery specialist at PRO-ACT, and the Adult Probation and Parole Department throughout the duration of the offender's involvement.

A key component of the program is to confront maladaptive, cognitive behavioral errors, engage the offender and their support system in the recovery process, and motivate them to take control of their own rehabilitation by developing tools and resources that can sustain them in long term recovery. A weekly 12-session group, titled "*Thinking for a Change*" (T4C), facilitated by the program coordinator, case manager and peer specialist is one such tool. T4C was developed at the National Institute of Corrections (NIC) and focuses on helping the offender recognize and modify negative thinking patterns that interfere with pro-social change. Currently there is limited data available for review due to the length of time of the program's existence. However, data is being collected and will be produced after the first year of the program.

Selection Criteria

- Male or female offender age 18 or older, currently incarcerated in Bucks County Correctional Facility
- Identified substance abuse dependency or co-occurring history
- In compliance with their correctional case plan as well as their drug and alcohol case plan while incarcerated
- Scored in the medium to high range on the LSI-R:SV assessment tool while incarcerated
- Currently sentenced in the range of 3-23 months or under the supervision of Adult Probation and Parole upon release for at least one (1) year. Individuals with a sentence of less than 3 - 23 months will be considered if they have one year or more consecutive probation sentence
- No history of sexual offenses or aggravated violence
- Must voluntarily participate in the program



Official Visits to the Department 2010

- 2/5/10 Three staff members from Adult Probation & Parole toured BCCF
- 3/1, 8/10 A total of 110 students and teachers from Upper Moreland H.S. toured BCCF
- 3/22, 25 /10 Lower Bucks and Pennridge Chambers of Commerce toured BCCF & MCCC
- 4/12/10 25 Students from Upper Moreland H.S. toured BCCF
- 4/15/10 Kim Mackey from PCCD toured the CCC's
- 4/20/10 22 Students from Upper Moreland H.S. toured BCCF
- 4/27/10 15 Members of the Central Bucks Chamber of Commerce toured BCCF
- 5/10/10 25 students from Council Rock H.S. toured BCCF
- 5/24/10 12 students from Bucks County Community College toured BCCF
- 5/27/10 Saints Prison Ministry came to MCCC for a softball game with incarcerated offenders
- 6/7/10 25 students from Central Bucks East High School toured BCCF
- 6/8/10 Clerk of Courts interns toured BCCF
- 6/9/10 Everett Varan and Maureen Hahn from the Bucks County Assistance Office toured MCCC and WCCC
- 6/23/10 Anna Rosado from the Bucks County Drug and Alcohol Commission toured MCCC
- 6/23/10 Members of the Prison Oversight Board toured MCCC and WCCC
- 7/1/10 5 Interns from the Clerk of Courts toured MCCC and WCCC
- 7/8/10 Saints Prison Ministry came to MCCC for a softball game with minimum custody offenders
- 7/19/10 Scott Gross and John Raggio from New Found Freedom Recovery House toured MCCC and WCCC
- 7/20/10 1 Intern from Adult Probation & Parole toured MCCC and WCCC
- 7/27/10 23 Interns from the DA's office toured BCCF
- 7/27/10 A total of 25 employees from the District Attorney and Clerk of Court offices toured BCCF
- 08/26/10 Saints Prison Ministry visited WCCC for fellowship and a volleyball challenge
- 10/4/10 Philadelphia Prison System toured Day Reporting Program at CCC
- 10/19,20/10 American Corrections Association (ACA) audit / inspection took place at the Community Corrections Centers

11/12/10 A representative from the U.S. Census Bureau visited MCCC
11/16/10 26 students and instructors from C.B. East H. S. toured BCCF

12/6/10 18 staff and students from Today Inc. toured BCCF
12/7/10 28 staff and students from Central Bucks East H.S. toured BCCF
12/8/10 Members of the Prison Oversight Board toured MCCC and WCCC
12/14/10 25 staff and students from Council Rock H.S. toured BCCF

12/15/10 Students from Middle Bucks Institute of Technology (MBIT) were on site at
MCCC and WCCC to film an offender orientation introduction video

**Congratulations
to Corrections Officers of the
Year**

**Margaret Paulson
Correctional Facility**

**Alan Fluck
Community Corrections**

Bucks County Correctional Facility BCCF

Terrance Moore, Warden
Clifton Mitchell, Deputy Warden of Security
Lillian Budd, Assistant Warden, Inmate Services
Kenneth Durning, Captain
Anthony Lemish, Chief Engineer, Aramark, Inc.
Janice Weidmann, Administrative Assistant

The Bucks County Correctional Facility opened on June 18, 1985, replacing the 101-year-old Bucks County Prison previously located in Doylestown Borough. The facility was designed and built to operate under a direct supervision, “new generation” philosophy. This supervision strategy uses corrections officers in direct contact with inmates on their housing units and throughout the facility.

Both medium and maximum custody inmates are housed in the jail (“prisons” technically refer to state penitentiaries). Though originally designed for single cell occupancy, it became necessary to double bunk most of the original 376 cells years ago due to substantial increases in the county population. Today there are 781 beds available to house inmates at an average cost of \$85 per day.

Security staff at BCCF are responsible for the care, control and custody of the entire inmate population, seven (7) days per week, 24 hours per day. In 2010, corrections officers, sergeants and lieutenants supervised an average of 788 inmates (daily) in the facility.

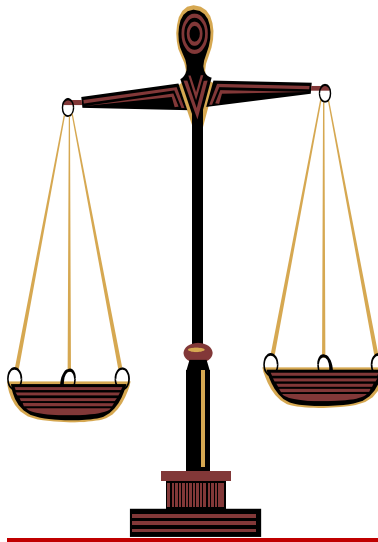
Jail Highlights and Accomplishments 2010

- For the third consecutive inspection cycle, the jail was awarded 100% compliance in following PA Chapter 95, Title 37, jail standards by the PADOC inspection team

This is a real testament to the dedicated and diligent staff working in a challenging environment. One-hundred percent (100%) compliance guarantees a two year inspection cycle, as opposed to an annual review. We expect to be inspected next during the summer of 2011 or after

- Continued work with Honeywell installing cables and cameras
- Holding Cells 1 & 2 -- install new cameras
- Renovations in Reception – replaced all countertops and electronics
- Installed vandal-proof covers on all fire alarm pull stations
- Installed new sinks in the kitchen pot scrubbing area
- Replaced officer phones in all modules with new vandal-proof units

- New officer's reflection yard - installed tables, cameras, locks, razor wire
- Renovation and repair project in Dispensary room #85 in Reception area
- Removed old clothing power racks in Reception Unit. Installed new racks in property storage
- Installed wiring and monitors for commissary kiosks in all modules
- Work station podium replacement in A and F modules
- Installed stones on hill by vehicle compound to prevent erosion
- Dryvit ® exterior wall covering repair throughout the jail



Community Corrections Centers

CCC



Guy Waller, Superintendent
Kevin Rousset, Deputy Superintendent
Jeffrey Contino, Community Corrections Manager
David Galione, Community Corrections Manager
Bernadette Harris, House Arrest Coordinator
Amanda Darling, Administrative Assistant

The Men's and Women's Community Corrections Centers are community based, minimum security and work release facilities. The philosophy behind minimum custody and work release emphasizes employment and behavioral treatment, and offers offenders an opportunity to help themselves and their families. Work release and minimum security eligibility allows for a smoother transition from incarceration to release to the community.

The Men's Community Corrections Center opened on July 28, 1991. This 60,000 square foot institution has 270 beds available, as well as shared programming areas for both male and female offenders. The Men's Center operated at full capacity in 2010.

The Women's Community Corrections Center opened on January 30, 1992. Half the space from the old "Rehab" (Men's Minimum Custody Facility) was converted and remodeled to accommodate our female population, eligible for minimum custody. This facility has a large day room, program and office space, a control center, garden areas and 48 beds in a dormitory style arrangement. The Women's Community Corrections Center operated at full capacity in 2010.

Every offender housed at the Men's and Women's Community Corrections Centers is assigned a community corrections officer (CCO). Community Corrections Officers are required to have bachelor's degrees in related fields. They perform duties which include classification, case planning/case management and various levels of community supervision, including pre-trial, work release, community service, house arrest and day reporting. In addition, CCO's are sworn Intermediate punishment officers and have the ability to return offenders to a higher level of custody in the event a violation occurs.

Community Corrections Highlights and Accomplishments 2010

- ◆ **Community Corrections** – Maintains its full accreditation status with the American Corrections Association (ACA) following a third successful inspection / audit which concluded in October, 2010. Full accreditation status has a term of three (3) years. We recently received full accreditation status from the ACA with a perfect compliance score of 100%.
- ◆ **Intermediate Punishment Plan** – The County’s intermediate punishment plan allows for alternative placements to traditional incarceration for lower risk offenders. The primary staples of this program include House Arrest, Day Reporting and Pre-Trial Diversion programs.
- ◆ **Work Release** – The average number of residents on work release status was 62 per month.
- ◆ **House Arrest** – The average number of offenders on house arrest per month was 208. Five Hundred and Fifty Five (555) offenders successfully completed the program in 2010. The average number of days spent on house arrest for successful completions was 97. This program saved the DOC 60,085 “bed days”.
- ◆ **Community Service** – Our residents provided 182,872 hours of in-house community service work and 29,490 hours of off-campus service not only to Bucks County agencies, but other non-profit organizations throughout the county. An average of 133 men and women per month provided this service.
- ◆ **Day Reporting** – The Pennsylvania Commission on Crime and Delinquency (PCCD) continues to fund the Department with grant funds to continue our Day Reporting Program. This funding was later reduced by the state to \$123,572 as a result of budget cutbacks. The program is a restrictive intermediate punishment plan for level three (3) and level four (4) offenders, serving sentences of two years or longer, per *Pennsylvania Sentencing Guidelines*.

Physical Plant Improvements -- MCCC

- ODR serving line - installed new serving equipment
- Installed hose bibs in all baths
- Installed stainless steel splash boards in the dishwasher room
- Relocated mop sink in the bakery
- Installed new ovens in kitchen and relocated old to the WCCC bake shop
- Installed wire and mount devices for “man down” safety system at MCCC
- Installed new ceramic tile floors and shower stalls in all resident living units

Physical Plant Improvements – WCCC

- Installed new flat screen television in the day room
- Installed new dough proofer in the bake shop

Community Corrections Statement of Work Release Earnings

* Net pay after standard deductions

** Since December, 1963

	2010 YTD*	Grand Total**
Resident Wages	819,116	45,069,005
Room & Board to County	282,124	11,058,457
Restitution, Costs & Fines	158,372	5,495,620
Van Money	1,302	203,779

Per Diem Payments for Partial Confinement

Act 295

	2010 YTD *	Grand Total**
Weekender Program	1,286	371,850
House Arrest	518,978	5,974,953
Keys, ID Cards	1,030	27,601



INMATE SERVICES AND PROGRAMS

Inmate Services Department

Lillian Budd, Assistant Warden
Case Management Supervisors - 2
Correctional Case Managers – 10
Support Staff - 2

The Inmate Services department provides a wide array of community, social and referral services to the inmate population. With responsibilities for both classification and case management, Inmate Services case managers are required to have bachelor's degrees in Criminal Justice, Psychology or related human service fields. Classification staff is responsible for classifying and housing every inmate in custody, while case management staff design and implement structured case plans specific to individual offender risks and needs.

Personnel in this department also serve as a liaison between families, inter-governmental offices and outside social service agencies. Every inmate is assigned a case manager.

Assistant Warden, Lillian Budd sits on the severely and Persistently Mentally Ill (SPMI) committee, and meets monthly with that group.

Programs referred to and coordinated by Inmate Services include:

- ◆ **Adult Basic Education (ABE)** – Basic education services for the inmate population across all facilities have been provided by the Bucks County Intermediate Unit (IU) since 1968. Sponsorship of this program is shared between the Department of Corrections and the Central Bucks Intermediate Unit. The goal of the program is to assist in rehabilitative efforts for offenders by attempting to eliminate functional illiteracy, and by teaching fundamental competencies in reading, writing, and basic arithmetic.

The IU shares in the Department's mission to return more functional offenders to their communities upon release from custody. ABE classes are held three (3) evenings per week for two (2) hours per class. Offenders who participate in this program are eligible for GED testing, offered three times per year. Two-hundred and fifteen (215) unduplicated inmates (157 male and 58 females) circulated through the ABE program in 2010. Offenders who participate in this program are eligible for GED testing offered three times per year. During 2010, 69 inmates took the GED and 49 passed.

Beginning in August 2009, in support of the ABE program, students are pre-tested to established educational goals and post-tested following 50 hours of instruction to measure progress. This is completed using *TABE* (Test of Adult Basic Education). One hundred fifty-four (154) men and 49 women were tested in 2010.

- ◆ **Braille Project** – In a public service effort to keep visually impaired students mainstreamed in the county’s school districts, inmate labor is utilized to scan, edit and transpose written text (books and tests) into Braille. The actual mechanical transformation from text to Braille takes place off site. The project is staffed by three inmates employed full time, working five (5) days per week in the jail’s law library.
- ◆ **Decision Making** – Sponsored by *Vita Education Services*, the decisions program encourages inmates to evaluate critical situations relative to their lives, and to develop techniques for personal problem-solving. This five (5) step model is a learning process which attempts to reduce the risk of failure related to impulsive and imprudent decisions. The facility contracts with *Vita Education Services* to provide 12 four-week group sessions per year (nine male and three female). Individual sessions, facilitated by trained Vita volunteers are also available. In 2010, 95 men and 24 women completed the personal decision making group. There were 390 one-on-one sessions.
- ◆ **Anger Management** – Classes are offered throughout the year for groups of approximately 20 inmates. A trained facilitator, who contracts with the DOC, meets with two (2) groups once per week. Topics include recognizing the origins of anger, degrees of behavioral manifestations or damaging “results” of specific behavior, and triggers and techniques for recognizing and managing anger. Graduates of this program included 139 males and 8 females.

This program is offered to all inmates, including our women’s population. Referrals are generated by staff, the court, state parole, case management staff and self-referrals. In some instances, where the court so orders, inmates may not be released from custody until this program has been completed.

- ◆ **Computer Assisted Literacy Program (CALP)** – The Computer Assisted Literacy Program is a computer driven and instructor supported literacy program which supports ABE (Adult Basic Education) in assisting students towards earning a GED. The core curriculum of CALP mirrors the five tested curriculum areas of the GED (from basic math through algebra and geometry, reading, comprehension and applications skills of science and social studies, writing and the mechanics of writing).

Assessment for placement and remediation is based upon the reading and math levels as measured by the *TABE* (Test of Adult Basic Education). Students are able to work at their own pace on the computer or work in a tutorial format with the instructor. It is possible for the students to continue to participate in CALP at the Men’s Community Corrections Center or at Vita Education Services in Bensalem.

In calendar year 2010, 170 offenders were enrolled (126 males and 44 females) at BCCF. An additional 38 (26 males and 12 females) were enrolled at the Community Corrections Center. There were 85 requests for career and resume services. Three times per year, the CALP lab also hosts Vita education services job's readiness resume writing program.

- ◆ **School Age Youth** – Pennsylvania law mandates that adjudicated adolescents (charged as adults) age 17 or under, or age 21 and under if classified as special education students, must have the opportunity to attend basic education classes. A variety of alternative placements, including county corrections, must provide this service. This program is not to be confused with Adult Basic Education, which provides educational services to our adult population through the County's Intermediate Education Unit. Sixty-eight students (63 men and 5 women) at BCCF were enrolled in this program in 2010.

Since its inception in 1996, the School Age Youth program has offered instruction in communications, math, science, social studies, arts and humanities for both young male and female populations at this facility. Classes are held four (4) days per week, five (5) hours per day for 11 months. The class is taught by a certified Bucks County Intermediate Unit special education teacher.

- ◆ **Victim's Empathy Training** – Mandated by the Pennsylvania Board of Probation and Parole, this program attempts to emphasize and show inmates how their criminal actions can have a negative impact on victims, both emotionally and psychologically. It is a program that places equal attention on victims and the community.

Taught by staff working for the *Network of Victims Assistance* (NOVA), this class runs for 12 total hours and is offered as needed, usually four (4) times per year. State sentenced offenders convicted of sex crimes, robbery, burglary, stalking, arson and assault are required to attend, and are not eligible for parole until the course has been completed. This program is offered to women, as required, on an individual basis. There were 23 individuals who completed this program in 2010 at the jail. There was one (1) at MCCC.

- ◆ **Jobs Readiness** – This program was developed by Vita in collaboration with Corrections, Probation and Parole, and the county's Intermediate Unit #22. The focus of Jobs Readiness is to teach job skills to offenders to help them enhance future employability.

This six (6) week long program is offered three (3) times a year. Inmates are required to attend class three (3) times per week and complete assigned course work. Each participant is matched with a community mentor who meets with participating offenders once per week to reinforce learning and assist with developing cover letters and resumes. The course is taught by two Vita facilitators and includes speakers from the community, who give employment advice and inform

inmates of services they can utilize upon release. Twenty-five (25) men and nine (9) women enrolled in 2010. Thirteen (13) individuals graduated.

- ◆ **Literacy Tutoring** – This program, also sponsored by Vita, provides literacy tutoring to our adult population on a one-on-one basis, and has been available since 2004. Both male and female inmates may participate at any of our facilities. Trained Vita volunteers primarily work in the areas of reading, basic math and English as a Second Language (ESL). Vita staff conducted 107 individual sessions in 2010. Seventy-two (72) unduplicated ESL students attended class in 2010.
- ◆ **Sex Offender Treatment** – This program is offered twice per year covering a 16-week format. The aim of the program is to raise awareness of offenders engaged in maladaptive sexual conduct. Topics include understanding what constitutes criminal sexual behavior, consensual and nonconsensual agreements, denial, aggression, projection, and situational and precipitating factors which contribute to specific sexual behavior. Relapse prevention techniques are taught. The program is offered to women on an individual basis. With many sex offense convictions, particularly with state sentenced inmates, mandatory participation is required prior to release from custody. Twenty-seven (27) individuals completed the group this year.
- ◆ **Seminar on Self (SOS)** – Based on the teachings of William Glasser's *Reality Therapy* and *Choice Theory*, the focus of this program emphasizes evaluating one's self, self-perceptions and environmental and behavioral choices. This group is facilitated by a certified *reality therapist* for female inmates. Twenty-seven (27) women participated in 2010.
- ◆ **Choice Theory** – An eight (8) week course on William Glasser's *Choice Theory/Reality Therapy* was offered to the male inmates at the main correctional facility. The course is facilitated by a certified instructor.

Choice Theory provides the individual with the opportunity to understand why behavioral choices are made, evaluate the consequences of choices, modify behavioral choices and live a more fulfilling life within the rules of our communities. Thirty-eight (38) men were enrolled in the program with 25 completing it in 2010.

- ◆ **Religious Programs** – In 2010 there were 11 bible study groups held within the facility, five (5) for men and six (6) for women, including three (3) bi-lingual groups. Teaching and religious services (*Jummah*) are held weekly for the male and female Muslim population. Catholic Mass is available two times per month. Christian Services are held two nights per week. In addition, one-on-one religious counseling is provided weekly by volunteers from *Life Abundant* and community churches. There were 1029 such visits in 2010. The DOC contracts with a part time Chaplin as well.
- ◆ **Reach Out (Domestic Relations)** – In September 2008, a representative from Bucks County Domestic Relations department began individual meetings with

inmates having open domestic cases. The goal of these meetings is to promote compliance with existing court orders and to provide communication opportunities regarding support payments, updating information and requesting petitions. Individuals with open cases are contacted by letter and can request a meeting with the representative who is available twice a month. There were 202 meetings in 2010.

- ◆ **Release and Re-Entry Planning Program** – Started in 2009, this three (3) day, six (6) hour program is held for both men and women. The program focuses on release preparation, using a cognitive-behavioral treatment curriculum, and is facilitated by Drug and Alcohol, DOC case management and Adult Parole and Probation staff. Four-hundred sixty-eight (468) individuals completed this program in 2010.
- ◆ **Inmate Work Programs** – In 2010, the Department continued to offer institutional work opportunities to the inmate population. As there continues to be more interest than availability of jobs, sentenced inmates are given consideration before unsentenced inmates for institutional employment. Criteria used by the Inmate Services Department for hiring inmate workers include:

1. misconduct free behavior for a period of 90 days
2. appropriate classification (not aggressive or assaultive)
3. review of job skills
4. review of substance abuse history within the institution

Inmates who apply for positions in the kitchen and laundry must have medical clearance prior to hire. Those working in the kitchen also have their criminal history and incarceration history reviewed. The range in inmate wages in 2010 was between \$2.50 and \$3.00 per day.

Positions were available in the following areas:

Men's Barber Shop	2
Female Barber	2
Module Painters	9
Dispensary	1
Food Services	36
Seamstress	1
Laundry	8
Library	2
Braille Project	3
RHU Runner	1
MHU Runner	1
Inmate Monitors	1 for every 8 inmates
Module Runners	5 for each module
Reception Runners	2
Sanitation	12
Warehouse	2
Paint Detail	4



Drug and Alcohol Treatment Services

James Cunningham, Supervisor
Drug and Alcohol Program Specialists - 4
Fee-for-Service Therapists - 5
Support Staff – 2

The Drug and Alcohol section recognizes the utility of treatment services in a correctional setting to address the incidence of chemically dependent offenders and offenders incarcerated for alcohol and/or drug related crimes. Guided by empirical data supporting the effectiveness of cognitive-behavioral interventions, our primary goal is to assist offenders in developing the skills necessary to establish and maintain drug and crime-free lifestyles.

This DOC uses a risk/need model to match interventions with client need. Offenders undergo vigorous screenings by qualified staff, using evidenced-based assessment instruments. Level of services needed are determined by the Level of Service Inventory- Revised (LSI-R) which provides a complete summary of dynamic risk and need areas.

The Drug and Alcohol section uses *Hazelton's a New Direction* short-term cognitive behavioral program to train chemically dependent offenders to challenge their thinking in order to change their criminal and addictive behavior patterns, drug & alcohol education, socialization, relapse prevention, and release and reintegration. Group therapy is the primary treatment modality. Individual sessions are offered as needed.

The Drug and Alcohol Section offers 25 weekly groups across the Division. Group sessions are 1½ hours in length. Offenders participate in groups based on their particular need and may be enrolled in more than one group at a time. The duration of each module is approximately 12 weeks.

The section continues in its efforts to develop and maintain positive working relationships with community-based treatment agencies. Internally, our staff works closely with Correctional Mental Health Services, BCCF case managers, Bucks County Behavioral Health, and Bucks County Adult Probation and Parole to ensure those offenders with chemical dependency and/or serious mental illness receive appropriate services in custody and post-release.

Mr. Cunningham, Supervisor of Drug and Alcohol, sits on the Severe and Persistently Mentally Ill (SPMI) committee, and meets with that group monthly.

The following is a statistical summary of offenders utilizing D&A services:

2010	Population	# Receiving Services	% Receiving Services
Jan	1033	243	24
Feb	1037	241	23
Mar	1028	269	26
Apr	1058	278	26
May	1062	277	26
Jun	1061	245	23
Jul	1275	270	21
Aug	1292	156	12
Sept	1293	215	17
Oct	1280	165	13
Nov	1264	185	15
Dec	1227	212	18
AVG	1159	230	20%



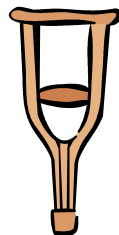
Dispensary

Linda M. Dunn, RN, Supervisor
Nurse Practitioner (once per week) - 1
Optometrist (once per month) - 1
Podiatrist (once per month) - 1
Administrative Clerk - 1
Registered Nurses - 14
Dental hygienist - 1
Support Staff - 2
Physicians - 1
Dentist – 1

In 2009, the Dispensary once again applied for medical accreditation with the *National Commission on Correctional Health Care* (NCCHC). This department has been awarded three (3) year consecutive accreditation terms by the NCCHC since 1980, a fine testament to the dedication and professionalism of our health care providers, and we expect nothing less than full accreditation for the next term.

Driving Principle - The need to provide responsible and comprehensive health services is perhaps the most critical service delivery function in a corrections operation. Staff working for the Bucks County Department of Health has been providing health and medical services to our inmate population for many years. They are committed to providing quality health services, guided by best practices and nationally recognized protocols in their field.

The Dispensary is staffed with registered nurses on three (3) separate shifts each day, seven (7) days per week. Doctor's sick call is scheduled 3.5 days per week between 0800 and 1600 hours. The county currently contracts with one (1) physician to provide these services, which includes on-call time. Other contracted services include part time dentist and hygienist, OB-GYN, Podiatry and Optometry care. We utilize a mobile X-Ray/ultrasound/ECG service and send out blood and urine specimens to a local laboratory.



YEAR: 2010	JAN	FEB	MA	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
R.N. SCREEN	378	278	272	395	307	246	392	381	290	336	324	374	3973
R.N. SICK	2365	1789	243 0	2266	2248	1533	2196	1856	2019	2090	1845	2207	24844
DR. PHYSICAL	246	247	242	252	240	233	309	301	288	240	266	302	3166
DR. SICK CALL	169	141	173	147	161	91	151	123	197	152	186	185	1876
DR. CHRON. CLINIC	41	24	35	35	26	10	14	26	19	27	27	28	312
BCCF CHEST CLINIC started	0	0	0	0	0	0	0	1	0	0	0	1	2
TB TREATMENT	1	1	1	1	1	0	0	1	1	1	1	1	10
TUBERCULIN TEST	352	255	269	364	284	552	372	364	263	301	297	307	3980
PPD+	5	3	3	4	5	5	3	3	3	5	4	3	46
PPD-	320	222	244	342	259	521	325	325	228	258	261	263	3568
PPD NOT READ/REL.	27	31	22	18	20	26	44	36	32	38	32	41	367
STS BY R.N.	308	349	302	318	306	231	362	287	249	301	270	330	3613
STD TX.	8	3	4	4	4	3	5	5	5	6	2	5	54
OTC PREGNANCY TEST	47	51	42	26	40	28	59	53	31	41	43	49	510
HIV TESTS DONE	74	57	76	74	55	166	281	263	218	289	277	325	2155
HIV-	74	57	76	73	55	166	281	262	217	288	276	325	2150
HIV+	0	0	0	1	0	0	0	1	1	0	1	0	4
HIV.+ KNOWN	6	5	4	6	6	4	3	3	4	9	9	8	67
POST TEST COUNSELING						135	294	251	204	262	254	297	1697
BLOOD SUGAR STIX	1660	1688	187 7	1685	1540	1311	1512	1170	1200	1347	1371	1330	17691
OTHER LAB WK. OBT	24	52	74	54	29	46	22	60	36	33	31	49	510
CHLAMYDIA SCREEN	145	243	144	147	144	101	177	156	123	153	138	148	1819
WOUND CARE	123	262	107	111	122	140	118	173	119	97	67	98	1537
WOUND CULTURE	6	9	7	4	3	6	5	12	5	6	6	4	73
DIP STICK UA	8	18	12	4	4	2	4	5	9	7	5	1	79
DIABETIC DIET	12	12	11	14	11	10	9	10	6	14	8	10	127
EYE SCREEN	45	58	85	84	26	4	0	0	0	0	0	6	308
OPTOMETRIST CLINIC	3	0	4	0	0	0	0	0	4	0	0	3	14
PODIATRY CLINIC	0	0	0	0	0	0	0	2	0	0	0	3	5
SPECIAL HOSP. TEST/TREAT	8	19	0	2	0	0	19	26	1	0	0	1	76
OB/GYN ON SITE	21	23	24	36	27	12	31	16	32	28	26	20	296
OB/GYN HOSPITAL	3	2	4	3	2	2	0	5	1	1	3	2	28
CMHS REFER	11	61	8	24	12	4	8	7	8	3	7	5	158
DENTAL CLINIC SEEN	129	83	80	90	130	110	103	132	109	101	103	109	1279
OUTSIDE DDS REFER	0	1	6	3	0	0	1	0	3	2	0	0	16
E.N.T. REFER	0	0	0	0	0	0	1	0	0	0	0	0	1
NEUROLOGY REFER	0	0	1	0	0	0	0	0	0	0	0	0	1
OPHTHALMOL OGY REFER	0	0	0	0	0	2	0	0	0	1	0	1	4

ORTHOPEDIC REFER	5	7	5	7	3	2	2	5	3	2	0	2	43
CARDIO-PULM. REFER	0	0	0	0	0	0	1	0	0	0	0	0	1
UROLOGY REFER	0	0	0	0	1	2	0	1	0	0	0	1	5
SURGICAL REFER	0	0	1	0	1	1	0	0	1	1	1	0	6
GASTRO. REFER	0	0	0	0	0	0	0	0	0	0	0	1	1
OTHER REFERRALS	0	0	0	0	1	1	0	0	0	0	0	0	2
CHEST XRAY DONE	6	2	3	5	4	2	3	2	3	0	1	8	39
OTHER XRAY DONE	20	13	20	9	12	8	15	9	11	7	5	9	138
EKG DONE	2	4	3	2	2	0	0	0	2	0	0	0	15
PHYS THERAPY	0	2	0	0	0	0	3	13	4	0	0	0	22
AMBULANCE	1	2	1	0	0	1	1	1	0	1	0	2	10
E.R. SERVICE	8	7	4	4	8	5	4	4	7	5	3	5	64
HOSP. ADMIT/S.P.U.	4	4	3	2	4	4	2	2	3	2	3	2	35
AVG. DAILY POP BCCF	796	781	784	789	764	742	756	792	772	785	768	737	
M/WCCC	310	303	305	309	298	293	301	295	300	303	299	299	
TOTAL POPULATION	1106	1084	1089	1098	1062	1035	1057	1087	1072	1088	1067	1036	



CFG Health Systems LLC

Anthony Abrams, Ph.D., Director
Staff Psychologists - 2
Licensed Social Workers - 1
Case Managers - 2
Office Manager - 1
Staff Psychiatrist (part time) - 1



On October 1, 2005, the DOC formed a partnership with the *CFG (Center for Family Guidance) Health Systems, LLC* of Marlton, New Jersey, to provide Mental Health Services to the inmate population. CFG continues to provide professional mental health care to all inmates who require such services.

Mission - The mission of CFG at the DOC is to provide evaluation and treatment services to all inmates with mental health needs during their period of incarceration. A particular focus is on providing group treatment to cope with the stressors of incarceration, and case management services to help integrate more seriously mentally ill individuals into the community following release. CFG also provides assessment and consultation to the courts and parole department as requested.

CFG is committed to being part of an integrated service delivery system that includes medical, drug and alcohol and rehabilitation services. This integration of services results in a higher quality of overall services that are more efficient and better tailored to the individual needs of the inmate.

Anthony Abrams, PhD, Director of CFG, is a member of the Severe and Persistently Mentally Ill (SPMI) committee, and meets monthly with that group.

Summary of CFG Average Monthly Activity 2010

Inmate Referrals Received	569
Community Treatment Arrangements	2
Psychiatric Hospitalizations	1
Therapy Groups	4
Inmates on Psychotropic Medications	230
Court Evaluations	16
Active Clients	435
Risk Assessments	2

CFG receives an increasing number of referrals and inmate requests, reflecting the increasing number of mentally ill and emotionally disturbed individuals in the corrections system as a whole. CFG works with other DOC service providers to identify and provide services to all inmates in need of services, and, to the extent possible, to tailor services to individual needs.

During its five (5) years with the DOC of Corrections, CFG has developed working relationships with Drug and Alcohol, Dispensary and Inmate Services departments. CFG is also involved in the Forensic Service Program initiative in collaboration with Pennadel Mental Health base service unit (BSU) and actively makes referrals to their pre-sentence program. We view these efforts as significant assets in providing services to our more seriously mentally ill, hoping to transition these clients from our system to a supportive community environment.



BUSINESS AND SUPPORT SERVICES

Business and other support services of the Division provide development, logistical, mechanical, and financial support to the core operating units of the Department, and include the business office, training academy, investigations unit, and contracted maintenance and food service vendors.

Business Office

Mary Jo Pellegrino, Director of Finance and Administration

Rosemary Stipa, Assistant Business Manager

Accounting Assistants – 6

Staffing Administrator - 1

Staffing Coordinator – 1

The fundamental duties of this office include the development of fiscal policy, annual budget preparation, payroll administration, inmate financial transactions and administration of the *Inmate Welfare Fund*.

The business office procures goods and services for the Division and maintains accounting records, warehouse inventories and monitors service contracts.



Year Ended December 31, 2010

Administration

Salaries and Benefits	\$1,586,800
Supplies and Services	<u>1,744,700</u>

Total	\$3,331,500
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Correctional Facility

Salaries and Benefits	\$20,825,800
Supplies and Services	<u>2,644,000</u>

Total	\$23,469,800
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Men's Community Corrections

Salaries and Benefits	\$5,303,500
Supplies and Services	<u>1,551,600</u>

Total	\$6,855,100
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Women's Community Corrections

Salaries and Benefits	\$766,600
Supplies and Services	<u>72,800</u>

Total	\$839,400
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Department of Corrections

Salaries and Benefits	\$28,482,700
Supplies and Services	<u>6,013,100</u>

Total Department	\$34,495,800
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Building Systems and Maintenance

**Contracted Vendor -- Aramark, Inc.
2010 Contract - \$801,000**

**Anthony Lemisch, Chief Engineer
Maintenance Coordinator - 1
Senior Maintenance Mechanic – 1
General Maintenance Mechanics - 4
Groundskeeper/Maintenance Mechanic - 1
HVAC Mechanic - 1
Lead Person - 1**

The county has contracted with Aramark, Inc for the past ten (10) years to provide physical plant maintenance, repair and service to the four (4) operational units of the DOC: the Men's and Women's centers, the jail and our administrative Building L.

In 2010, Aramark's Plant Operations and Maintenance Department responded to 4,768 corrective work orders and 2,252 preventative work orders. In addition to routine mechanical services, Aramark's physical plant accomplishments can be reviewed under each facility narrative in this report.

Food Services

**Canteen Corporation Inc. -- Contracted Vendor
2010 Contract - \$1,142,000**

Bob Knauer

The county outsourced the Department of Correction's food service operation in 1992 with a contract award to Canteen Corp. Canteen continues to provide food planning and preparation services to our Department. The budget award for this service applies to all facilities across the department.

In a unique relationship, Canteen, Inc. and Corrections staff work together with Canteen purchasing all food products and supplies, while Corrections provides space, logistics, appliances, equipment, and supervision of inmate labor. The menu rotates on a four-week cycle. In 2010, Corrections staff served 1,237,102 meals across the Division.

Training Academy

Harry McCann, Director, Law Enforcement Training
Victor Giangrante, Training Lieutenant
Tammy Lall, Training Lieutenant
John Mannarino, Training Lieutenant

Training Mission: To support the effective functioning of the Department of Corrections and all of its components by providing staff with skills, knowledge and the training necessary to enhance their professionalism, thus providing a safe and secure environment for themselves, the inmate population and the citizens of Bucks County.

The academy is charged with training newly hired staff in addition to providing ongoing education and certification for all personnel. New cadets receive 180 hours of classroom instruction and 96 hours of on-the-job training with Field Training Officers (FTO). Topics include basic security training, searches, self-defense, policy and procedures, use of force, report writing, inmate transport and ethical conduct. Our Training Academy continues to be listed as a national training site with the National Institute of Corrections (NIC).

2010 Basic Academy Classes

The Training Department continues with the commitment of superior training standards. We continue to provide a total of 280 hours of pre-service training to all new officers. The following is a list of basic academy classes with the number of cadets who started the class.

Class 10-01 -- 06 Cadets
Class 10-02 -- 09 Cadets
Class 10-03 -- 15 Cadets
Class 10-04 -- 09 Cadets

A total of 39 cadets graduated in 2010

Academy Training Hours Per Month for 2010

January	1428
February	1495
March	1756
April	1911
May	1058
June	1275
July	1138
August	1833
September	2004
October	1062
November	1062
December	1249
2010 Academy Training Hours – 11,289 Hrs	

In-Service Mandatory Training

A total of 9,008 hours of training is attributed to mandatory in-service workshops. Between mandatory in-service, basic (cadet) training, and off site classes, training amounted to 19,841 hours in 2010.

The In-Service program was scheduled to provide each staff member with 32 hours of training. An additional eight (8) hours of training through officer roll call was scheduled to meet the department standard of 40 hours per year, per officer. All staff with the exception of those on Military Leave, Workman's Compensation or some other type of leave has been through in-service training. Training delivered to outside agencies as well as attended conferences are included in this section for accumulation of hours.

Mandatory Course Descriptions – 2010

Fire Suppression -- This program is designed to identify the 3 elements and phases of fire and their classification. Types of extinguishers to be used is discussed with a hands on practicum. In addition, all participants will become familiar with donning an SCBA.

CPR Recertification -- Each participant of this course will receive certification from the American Heart Assoc. in First Aid/CPR. Course content includes the signs and symptoms of heart attack and stroke, the steps necessary to perform CPR and AED application. General first aid is reviewed along with an awareness of the signs, symptoms and preventive measures for TB, Hepatitis, HIV and AIDS.

Use of Force / Pressure Point Control Techniques -- Covers applying force as outlined in the DOC Standard Operating Procedures. Participating staff demonstrated pressure point control techniques, compliance holds, escort holds, wrist grab defenses, and choke hold defenses. Staff were also shown, and were able to demonstrate, active countermeasures.

Security Threat Groups (STG's) – Discussion of the most frequently seen STG's in the BCDOC. Discussion on the types of criminal charges these offenders accumulate, and the jurisdictions they are arrested in; Common identifiers of STG groups was discussed; Department policy related to reporting STG activity was reviewed. Internal disciplinary charges for STG activity was discussed as well.

Suicide Prevention – Department policy and procedure on proper responses to an inmate suicide attempt was the focus of this of training. Staff was reminded of the red flags to watch for in inmates with potential suicidal behavior.

Health and Fitness – The following topics were covered in this class: mortality rates for law enforcement, identification of stress related issues, motivation to begin / maintain an exercise program, identifying exercise teams, providing information about nutrition.

PREA (Prison Rape Elimination Act) of 2003 -- Defines sexual assault and identifies terminology used in the discussion of sexual assault; Identifies characteristics of a potential assault victim; Defines the physical, behavioral and emotional signs of sexual assault; Identifies staff responsibility and procedures to be followed in the event of a sexual event. Examine prison sexual assault/abuse prevention/intervention techniques.

Policy Updates -- Department Standard Operating Procedures (SOP) updates.

Legal Updates / SOP Updates – Amendments 1, 4, 8 and 14 discussed as related to the impact on Corrections professionals. Section 1983 USC discussed as related to liability. Deliberate indifference, negligence, failure to train and failure to supervise were outlined specific to the scope of those working in corrections. Reviewed the law as

written in PA crimes code; Contraband and Institutional Sexual Assault. Responding to emergencies was also part of this program.

Interpersonal Communication (IPC) -- Discussion on the importance of communication skills in a corrections environment. A close examination of four basic skills in communicating with others: positioning, posturing, observing and listening skills were covered. Additional focus was on the differences between passive, aggressive and assertive characteristics. The objective of staff de-escalating situations with proper ICP skills, in command of an assertive attitude was achieved.

Report Writing – The importance of objective writing was stressed in this section of training. Clear and concise writing concepts were discussed. A focal point of discussion was misconduct report writing. The need for any and all charges on such reports to be substantiated in the narrative was highlighted and demonstrated through the use of video and in-house reports.

Stress Awareness and Management -- Performance objectives were to:

1. Understand the concept of physiological and psychological stress and how it works on the body and mind
2. Identify sources and signs of stress in general, and those specific and unique to individuals
3. Identify individual stress through self evaluation
4. Discuss on the job stress and considerations for managing conflict
5. Learn constructive, healthful techniques of stress management

Discussion on how stress affects the body and the potential illness(s) that can develop from prolonged exposure to stress. Stress in the areas of lifestyle, relationships, values, change and job were explored.

Firearms Familiarization -- The history and evolution of firearms in corrections; firearms identification; basic firearms safety; student participation in the AIS simulator; case law involving firearms.

Other Training

STG Specialist Training Attended

- March 2010 -- Pennsylvania Department of Corrections -- Security Captains Gang Training. Elizabethtown, Pa
- May 2010 -- Protecting Privacy, Civil Rights and Civil Liberties -- 28 CFR sec. 23 Hamilton, NJ

- ◉ June 2010 -- Outlaw Motorcycle Gangs -- *MAGLOCLLEN* and Philadelphia PD Philadelphia, PA
- ◉ July 2010 -- *MAGLOCLLEN* group -- 23rd annual gang information sharing conference Baltimore, MD

STG Specialist Training Provided

- ◉ March 2010 -- Pennsylvania Department of Corrections -- presentation for security captains from state penitentiaries within Pennsylvania. Overview of Bucks County demographic and geographic location within the state. Discussion on types of gang members coming through the county system. Overview of the most common criminal charges of gang involved inmates and comparisons from 2008 – 2009
- ◉ April 2010 -- C.A.G.E Parent Workshop / Gang Awareness – Lower Bucks County lecture geared to parents and educators on basic gang identifiers. Emphasis of this lecture was placed on gangster media to include movies, music videos, internet, clothing and the overall glorification of thug life. Parents were given signs of pre gang activity to be aware of as well as resources to educate themselves. Law enforcement representatives were available for each of the school districts represented at this lecture
- ◉ June 2010 -- Bucks County District Attorney's Office / basic narcotics school -- presentation on most current statistics of gang involved inmates with the Department of Corrections. Focus on high ranking members of various street gangs that have come through the Bucks County system
- ◉ September 2010 -- Grandview Hospital Emergency Room Staff & Security Staff -- Lectured on basic gang awareness covering graffiti, tattoos and basic gang codes. Overview of media influence and brief discussion on popular culture and gang culture

Training Lieutenant Offerings

- ◉ Protective safety systems – on-site senior instructor of control tactics
- ◉ Taser instructor certification
- ◉ Conducted certification course in Taser for Buck County Courthouse Security
- ◉ Assisted Probation and Parole with Use of Force certifications
- ◉ Conducted physical fitness testing for courthouse security pre - employment standards

DOC Investigations Unit

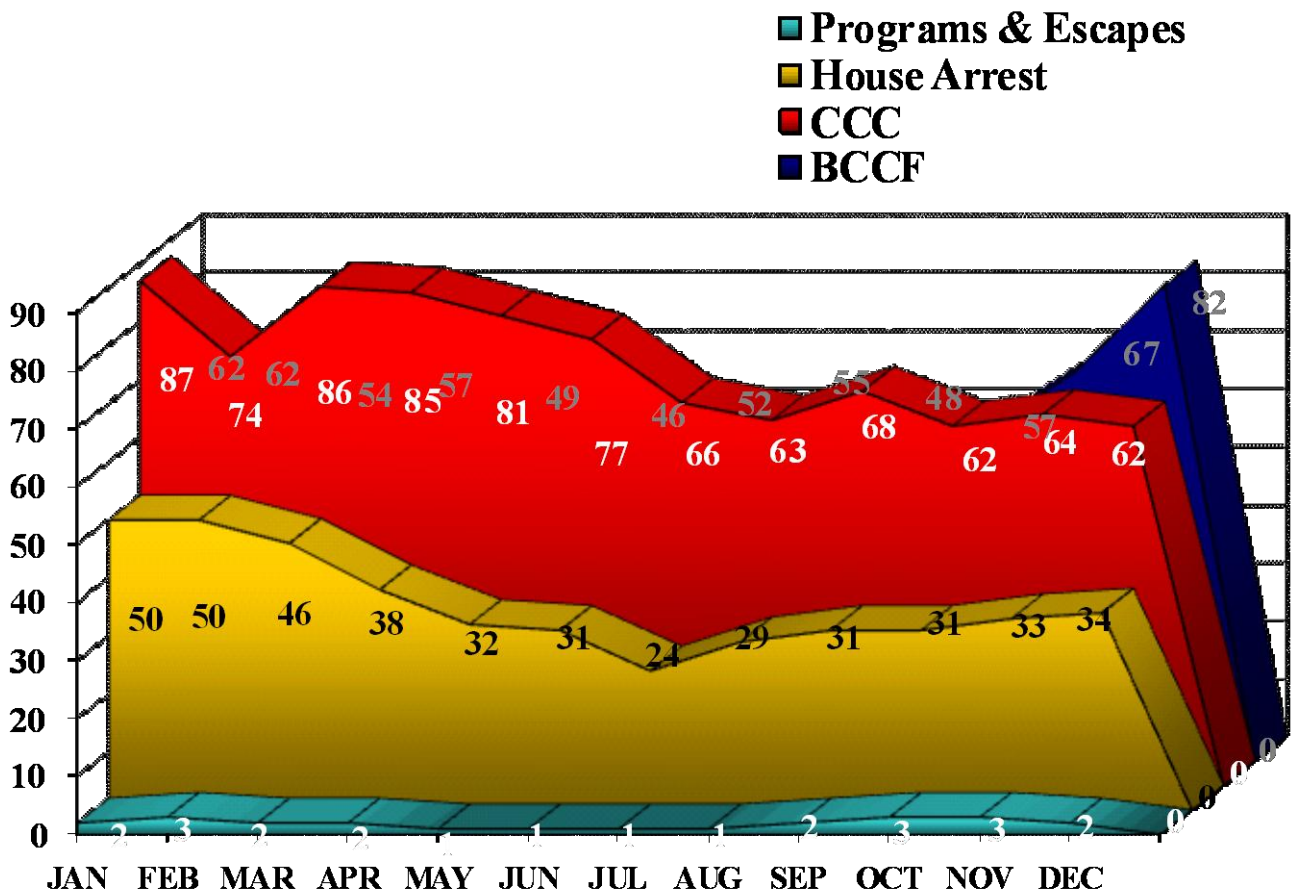
Robert Rosenberger, Chief Investigator
Michael Kruczuk, Investigator
Frank Davis, Investigator

Overview of Investigations Unit 2010

CRIMINAL INVESTIGATIONS	
Assaults (Aggravated and Simple)	9
Drugs	16
Sex Offenses	4
Theft	10
Escape	26
Harassment by Communication	1
Terroristic Threats	1
Contraband	1
CRIMINAL PROSECUTIONS	
Escape (Community Corrections)	24
Drugs	13
NON-CRIMINAL INVESTIGATIONS	
Internal Investigations	24
Death Investigatons	2
Contraband	1
OTHER ACTIVITY	
Assist other Law Enforcement Authorities	70
Community Complaints	2
Phone call CD's copied	180
STG Inquiry	2
Court Appearances	60

DEPARTMENT STATISTICS

Prisoners by Location Serving Over 2 year Sentences



Maximum Security Population Trends

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
2007	683	661	679	676	696	739	745	761	759	785	771	765	727
2008	784	777	769	791	785	798	779	791	781	775	750	773	780
2009	796	782	784	794	764	742	756	792	772	785	768	737	773
2010	749	759	751	767	761	758	760	782	777	766	757	746	762

Minimum Custody Population Trends

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg
2007	302	302	306	301	308	279	300	293	305	306	306	306	298
2008	307	309	306	309	313	316	313	313	312	300	308	304	310
2009	310	307	305	311	298	293	301	295	300	303	299	290	301
2010	284	278	277	291	301	303	290	280	296	311	302	285	292

House Arrest Population Trends

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
2007	216	206	241	252	244	223	208	237	226	261	277	248	237
2008	229	223	222	257	271	291	295	295	254	254	250	239	257
2009	271	278	294	289	261	232	244	243	253	265	248	251	261
2010	234	191	217	211	199	224	220	219	205	186	195	194	208

Departmental Goals – 2011

The DOC will continue to evaluate services internally and will continue to collaborate to aggressively address offender reentry:

- ✦ Continue with reviewing each service in the facilities and modify to best practices as required
- ✦ continue to collaborate with community based providers and community organizations to provide programming inside and outside of the facilities
- ✦ Advocate for the establishment of a Re-entry Council

The DOC will continue to explore options of increasing capacity while using evidence based practices:

- ✦ Continue to advocate for alternatives to traditional construction
- ✦ Establish a timeline for expansion of capacity
- ✦ Continue to invest in and support alternatives to traditional incarceration utilizing best practices in the field

The DOC will complete an energy study of the entire campus in an effort to reduce consumption and improve the overall efficiency of the department's utilities:

- ✦ Identify recommendations and options as result of the study
- ✦ Develop a 1, 2 and 3 year plan to address the short and long term goals of the study to explore more efficient and greener technologies