

Prince George's County Department Of Corrections



ANNUAL REPORT

FISCAL YEAR 2019

PROTECT PROVIDE PROMOTE
Director Mary Lou McDonough

Mary Lou McDonough

Director Department Of Corrections

Mark E. Person

Deputy Director, Bureau of Operations

Corenne D. Labbe'

Deputy Director, Bureau of Administration

Colonel Gregory K. Smith

Associate Director / Chief Of Staff

Lt.Colonel Christopher Chubb

Chief, Security

William D. Frazier

Chief, Human Resources

Jeffrey E. Logan

Chief, Population Management

Marie Crabbe

Chief, Inmate Services

Guy Merritt

Chief, Community Corrections

Major Luke Dixon

Chief, Office Of Professional Responsibility
And Legal Affairs

Major Jermaine Gordon

Commander, Special Operations

Lakisha Giles

Chief, Support Services

Meet Our County Executive Staff



Angela D. Alsobrooks
County Executive



Major F. Riddick
Chief Administrative Officer



Mark Magaw
Deputy Chief Administrative Officer for
Public Safety and Homeland Security

Department of Corrections Executive Team



Mary Lou McDonough
Director



Mark Person
Deputy Director
Bureau of Operations



Corenne Labbé
Deputy Director
Bureau of Administration



Colonel Gregory Smith
Associate Director

PRINCE GEORGE'S COUNTY GOVERNMENT

DEPARTMENT OF CORRECTIONS

"Fulfilling The Promise"

Dear Friends:

Thank you for taking the time to view the Annual Report for Fiscal Year 2019 (July 1, 2018 - June 30, 2019) for the Prince George's County Department of Corrections. The annual report is written documentation of the progress the Department of Corrections has made and continues to make serving a difficult population. The staff continues to amaze me with their professionalism, hard work and determination to ensure the department remains a leading correctional institution in the state. This year marks my eleventh year as Director, and I am proud of the accomplishments and successes we have celebrated.

This annual report will highlight our population statistics and specify how we house individuals, the number of programs available, the number of detainees served by those programs and how the day-to-day divisions operate. The Department continues to make strides to not only ensure the safety of inmates, but also provide tools they can use to better themselves when they return to the community.

Utilizing cross-training and on-going professional development, we continue to perform our duties and responsibilities without compromising service. The Department has also enacted a mentorship program for some of the tenured officers to meet with newer officers. The Department was also recognized by the National Association of Counties (NACo) this year for the Employee Support Unit, which is purposed on ensuring that all of our correctional staff are mentally healthy and equipped with the tools necessary to deal with stress at the workplace and home.

I am honored to present this 2019 annual report to explain our programs, services and operations in dealing with the incarcerated population. Hopefully it will assist you in having a better understanding of the Department of Corrections.

Sincerely,



Mary Lou McDonough
Director



Photo Credit: Anthony Dieguez of Prince George's County Police Department

The Department's Vision

The vision of the Department of Corrections is to effectively manage and operate a broad range of correctional programs, which provide a catalyst for change in the lives of offenders and ultimately provide a safer environment for the citizens of Prince George's County.

The Department's Mission

The mission of the Prince George's County Department of Corrections is to:

Protect the safety of the citizens of Prince George's County by keeping secure, in a humane environment, those offenders legally committed to its custody and care, and to provide viable alternatives to incarceration.

Provide opportunities whereby detainees are equipped with the skills that will assist them in functioning as productive members of society.

Promote staff development and training and ensure the maintenance of a safe, pleasant, clean and professional work environment.

What We Do:

The Prince George's County Department of Corrections manages and supervises pre-trial defendants who have been committed to the detention center while awaiting trial and inmates sentenced with 18 months or less. The Department consists of 18 housing units and has a total housing capacity of 1,524 individuals. The population includes males, females and juveniles (those being charged as adults, 14 years and older). The Department also works in the community by working with individuals on electronic monitoring, community service and home detention.

Who We Are:

The Department of Corrections has 124 civilians who serve in various capacities. There are 447 sworn staff within the Department. Civilian staff perform a variety of functions including: program management, budgeting, pre-trial services, facility maintenance, administrative and clerical. The sworn staff serve in various capacities as well. They include canine officers, transportation, reception, processing, emergency response, housing unit officers and many more positions that you will learn about throughout this report. The Department is accredited by the Maryland State Commission on Correctional Standards.

The Department's Guiding Principles

- Employees are required to conduct themselves in a professional manner at all times through a commitment of actions that are fair, consistent and ethical.
- Exhibiting high standards of oral, legal and ethical behavior, all employees are expected to maintain, on or off duty, integrity at the highest level.
- Employees are accountable for excessive, unwarranted or unjustified behavior that reflects poorly on the employee, Department of Corrections and/or Prince George's County.
- Administrators, supervisors and managers are expected to provide leadership by example.
- The Department of Corrections shall effectively and prudently use its resources while maintaining compliance with all accreditation standards and certifications.
- The Department of Corrections is committed to providing an environment that is responsive to progressive ideas and promotes and maintains open communication, staff development and career growth.
- The Department of Corrections shall maintain a clean, healthy, safe and secure facility for staff, visitors and inmates.
- The Department of Corrections will continually promote cooperative and collaborative working relationships with governmental entities, community organizations and the public.

Honor Guard

Honors and Competes

The Department of Corrections' award-winning Honor Guard team participates annually in a wreath laying ceremony for National Correctional Employees Week in honor of Correctional Officers around the country, who died in the line of duty.

The wreath laying ceremony is followed by an annual competition of precision where Correctional Honor Guard teams from Maryland, Washington D.C. and Virginia compete. Our Honor Guard team placed second in the competition in May of 2019. Almost every member of this year's drill team competed for the first time.



Corrections in the Community

Pencil Box Project Pushes Forward

The Department of Corrections participates in a number of community outreach events every year to build a stronger connection with the public and demonstrate that we are here to help improve the community.

An example of this was our 22nd annual Pencil Box Project where we donated a book bag and school supplies to hundreds of students at Glenridge Elementary School. Each classroom received a box of school supplies to distribute to their students, so they could start the school year prepared. Representatives from the County Executive's office joined us as well.



Youth Groups Visit DOC

The Department of Corrections accommodates interested groups of youth, who aren't allowed to enter the jail facility because they are under 18 years old. We congregate with these groups in our Development, Education and Training Academy and bring the "jail" to them, so they can learn about the facility.

Representatives from different areas of the jail present to the groups of youth to give them a full understanding of the different responsibilities of correctional staff. Camp groups particularly enjoy the presentations from the Canine Unit and the Emergency Response Team.

Camp groups are also provided an opportunity to tour a mock cell where they get a visual representation of a jail cell.

Pictured on the right is MCpl. J. Jones and Sgt. T. Whye showing some of the Emergency Response Team's weapons to a group of youth from the Maryland National Capital Park Police's COPS Camp.



Hispanic Heritage Celebration

The Department of Corrections has made it a tradition to celebrate the heritage of our Hispanic inmate population in September. Along with this population, command staff, administrators, personnel from County Executive Angela D. Alsobrook's office and media attended the 10th annual Hispanic Heritage Celebration.

The celebration featured inmate testimony, folk dancing, an accordion solo, a mariachi singer and a choir performance. Chaplain Filiberto Romero spent many hours planning this event and secured a guest speaker as well. As in previous years, local restaurant chain, Sardi a Pollo la Brasa, donated food for the event.



Corrections in the Community

Public Safety Food Basket

The Department of Corrections works in conjunction with other Prince George's County Public Safety agencies to distribute thousands of food baskets through the Public Safety Food Basket Program. The program completed its 34th year of serving Prince George's County residents, who are in need during the holiday season.

The boxes of food supplies are delivered by the Public Safety employees to residents of the Emerson House, a retirement facility in Bladensburg. Afterwards, the group goes to Riverdale Elementary School with Santa Claus to pass out candy to students.



Showing Our True Colors

Throughout the year, staff supported several initiatives to show that we are standing behind different causes, including **Suicide Awareness and Prevention**, **Breast Cancer Awareness** and **Domestic Violence Awareness**.

Staff coordinated to wear shirts during the accompanying months for these causes. We also participated in a Suicide Prevention Walk at the National Harbor.



RECOGNITION AND HONOR

The Department of Corrections' staff does phenomenal work in ensuring the care and custody of inmates and keeping the Department running smoothly. Recognizing employees is essential in maintaining a high work ethic and positive morale. Awards for Employee of the Month are given each month. Promotional ceremonies recognize those who have been promoted to a higher rank and training awards, promotions and reassignments are recognized in the Departmental newsletter.

In April, the county recognizes public safety employees nominated for valor awards for heroic actions that go above and beyond normal duty. Many of these awards are presented for saving an individual's life. The Officer of the Year is also chosen at that time.



Officer of the Year

Master Corporal Edward Smith was honored at the 42nd annual Valor Award's ceremony as Officer of the Year. MCpl. Smith, who has been with the Department of Corrections for 17 years, has excellent customer service and always shows his creativity and ideas. He frequently volunteers to train others with no compensation. MCpl. Smith is always willing to help and consistently displays his professionalism. Not only does he utilize his Departmental knowledge to suggest improvements in policy, but he also uses personal time to assist the Department. His wood craftsmanship frequently benefits the Department as well. MCpl. Smith is especially known for always greeting his peers with a good morning, regardless of the time of day. These friendly interactions go a long way in such a serious setting.

Valor Award Recipients



Pictured are some of our awardees from the Valor Awards, including Sgt. Brunson, Sgt. Whye, Cpl. Armstrong, Cpl. Haynes, Cpl. Hand, Cpl. Best, Cpl. Schwartz, Cpl. Dixon, Cpl. Thomas, Cpl. Clark, MCpl. Eckard and Cpl. Bolton.

Not pictured are Cpl. De la Cruz, Cpl. Rene, Cpl. Watson, Cpl. Ebanda, Cpl. Durr, MCpl. Harvey, Cpl. DeWitt and PFC Shelton.

FY 2018 Employees of the Month

July 2018	MCpl. Jones, Cpl. Knott
August 2018	Sheri Johnson, PFC Skelton
September 2018	Cpl. Schwartz, MCpl. Parker
October 2018	MCpl. Roberson, Sandra Jefferson
November 2018	PFC Chichester, PFC Flores-Villatoro
December 2018	Maria Vasquez, Audrey Lau
January 2019	Estelle Lyons, PFC Coburn
February 2019	Cpl. Gray, PFC Butler
March 2019	Cpl. Chicas, PFC Mulugeta
April 2019	Shirley Canty, Rebecca Chaney
May 2019	Lt. Rorls, Cpl. White
June 2019	Pvt. Dauda, PFC Epps

Civilian of the Year



Civilian of the Year

Ms. Gail Anderson was the Department's Civilian of the Year. As a 20-year veteran, Ms. Anderson has consistently provided exemplary service to the Department of Corrections and the Prince George's County community through her organization of clean-ups and assistance with special projects. Her willingness to go above and beyond is truly appreciated and has gained Ms. Anderson the respect of many in the community.



Mary Lou
McDonough,
Director



Colonel G. Smith,
Associate Director

Director's Office

The Director's Office is responsible for providing policy direction and coordination for the operating divisions of the Department of Corrections. She is assisted by two Deputy Directors and an Associate Director. The office prepares speeches, responds to the media, works to improve staff mental wellness, reviews pending state and local legislation, provides information and tours for members of the public and works closely with community and faith-based groups.

Employee Support Unit

Correctional facilities across the country face similar issues with staff in regard to a higher risk for addiction, depression, anxiety, domestic violence and diabetes. The Employee Support Unit combats these issues by using a holistic approach to meet all the needs of every staff member with an onsite staff psychology coordinator, peer support, workshops and support groups. The program also engages family members of correctional employees, who often share their stress and bear the burden of difficult work hours. The Department of Corrections hosts family tours throughout the year to give family members an opportunity to see the inner workings of the jail, as well as address their concerns. There is also a Critical Incident Stress Management program that is ran under the Employee Support Unit. This is another tool for employees to use when going through a professional or personal crisis.

The Employee Support Unit has been well received and beneficial to staff since its origin in October of 2016. The Department of Corrections has had several actively suicidal staff members during this time frame, who were able to get connected with mental health services and stay compliant with treatment. With the assistance of the Staff Psychology Coordinator, seven of these eight individuals missed no more than 10 days of work and more than half of them returned to full duty in six weeks or less. Family members of staff are also more eager to alert staff that an officer was in mental distress, allowing for swift intervention.

Pictured below is Assistant Division Chief for Human Resources, Yolonda Smedley, Staff Psychology Coordinator, Ainisha Persaud and Director McDonough with an award that the Employee Support Unit received from the National Association of Counties this year.



Tours

Every year, the Department of Corrections gives tours to various groups interested in seeing the facility, including law students, nursing students, job corps students, University of Maryland students, law clerks, District Court Commissioners, judges, summer youth employed by the county and correctional officers from other states.

These tours provide a glimpse into how the Department operates as a direct supervision jail and how we manage a difficult population by utilizing interpersonal communication skills and programming to provide skills so individuals don't recidivate. The tours also demonstrate how our regional processing staff helps police officers quickly return to the community after transporting arrestees to the facility. There were 39 jail tours in 2018.

Security Division

The Security Division manages the inmate population within the detention center with 447 sworn officers. Security is maintained by correctional officers, assigned to three eight-hour shifts, seven days a week. Correctional officers manage 18 separate housing units and the medical infirmary.

Housing Unit Officers

The living areas for inmates at the Department of Corrections are referred to as housing units. There are 18 different housing units that are classified as minimum, medium or maximum security. Because DOC is a direct supervision facility, we have officers inside the housing units at all time. The ratio inside the housing units is one officer for every 64 inmates.

Contrary to popular belief, the housing unit officers do not carry weapons. Their first line of defense is pepper spray, but even better they have Interpersonal Communication (IPC) skills at their disposal to deescalate many situations just by talking with individuals and treating them fairly. Our officers are taught self defense techniques, including how to apply pressure points, in the training academy. Officers also have several devices at their disposal to request assistance if they are in trouble or if there is a situation they can not handle alone.

There are multiple head counts throughout the day starting to ensure that every inmate is accounted for and in good condition. Housing Unit Officers also assist in the distribution of meal trays, providing each inmate with their three meals a day. Officers also supervise and provide security during food service preparation in the kitchen for both the inmates and the employees.

Lastly, housing unit officers facilitate visitation, which occurs daily. Each housing unit has its own visitation schedule where detainees can go to a non-contact booth to see their loved ones. One visitation booth in each housing unit is for contact and is utilized by attorneys. Inmates are searched before and after all contact visits to stay vigilant for any contraband entering the facility.

Securing the Facility

Officers provide security to a variety of locations beyond the housing units, including the reception, gate and processing areas. Ensuring these areas are safe is critical to the jail's efficiency. Because they are not in the secure part of the jail, officers at the gate and some at reception are weapons qualified and carry firearms. The processing area can be one of the most dangerous parts of the jail because people are just being arrested and some may be under the influence of narcotics. Officers who work in processing must remain vigilant and ensure the care and custody of everyone who is brought into the facility. More than 7,000 people were committed to the Department of Corrections and processed into the facility. Processing officers do a great job in moving detainees through the processing area and getting them to the initial housing unit.

Central Control

Central Control is the eagle eye overseeing all activity in the facility. The handful of officers who work in Central Control every shift are monitoring nearly 500 cameras, as well as operating all the doors in the facility. If there is an incident in the facility, Central Control can quickly dispatch and guide the Emergency Response Team. Central Control is also used as a hub for planning during serious incidents like a riot or hostage situation.

Operations Office

The Operations Office is the backbone of the jail. The lieutenants who work in the Operations Office ensure the jail is running efficiently on a daily basis by managing up to 80 officers working in the five zones. Not only do they ensure that the next shift will have enough officers to cover the jail, but the Operations Office also ensures that everything is in order for the next day's shift as well. These lieutenants coordinator overtime when necessary. All incident reports go through the Operations Office. These reports can range from medical emergencies to maintenance issues. The incident reports are subsequently compiled by the end of every shift. Without the professionalism and organization of the lieutenants in the Operations Office, the jail would not be able to run on a daily basis.



Lt. Colonel C.
Chubb, Chief of
Security



Major L.
Humphries,
Assistant Chief
of Security

Special Operations Division

Special Operations assists in the care and custody of detainees through regional booking, processing, and tactical operations. There are specialty positions within this division, including the Emergency Response Team, Transportation, Canine and Honor Guard.

Emergency Response Team

The Emergency Response Team responded to 989 calls for service in Fiscal Year 2019. This elite group, referred to as ERT, is a specially trained unit consisting of three squads of officers with one sergeant serving as supervisor. There were 27 ERT officers in FY 19. This unit is responsible for responding to all emergency incidents, including medical emergencies, within the Correctional Center on each shift. They also provide and conduct high-risk transports and high-risk hospital security. These officers are trained in first responder hostage staging. The unit's goal is to establish control in the most expedient manner, utilizing the least amount of force necessary. These officers are highly trained in using modern methods and the most effective techniques to minimize inmate and staff injuries. All of our ERT officers are equipped with body cameras. Each officer is mandated and required to participate in structured weekly training regimens to maintain state certification, totaling more than 200 hours of specialized training a year, in addition to participating in yearly interagency emergency drills.

Transportation Unit

The Transportation Vehicle Maintenance Unit made 1,171 transports in Fiscal Year 2019. This unit is comprised of two highly specialized trained officers per shift to safely conduct daily routine transports of arrestees and inmates. They must provide transportation and security of sentenced inmates and pre-trial detainees to hospitals, pre-scheduled doctor appointments and funeral services. The unit is also responsible for transferring inmates from the regional booking satellite site, transporting federal inmates to and from federal court and any other operational emergencies.



Major J. Gordon,
Commander of
Special Operations



Captain E. Rorls,
Assistant
Commander of
Special Operations

Regional Booking Sites

Regional booking sites are located at the District I County Police Station in Hyattsville and at the Correctional Center in Upper Marlboro. The concept was initiated in 1996 to provide a more effective way for Public Safety agencies to process arrestees in Prince George's County. Operations at regional sites increase police presence in communities by decreasing the time it takes to complete initial arrest paperwork. Once an arrestee is transported to a regional booking site, the arresting law enforcement officer only has to complete a statement of charges. This enables the police officer to return to the community within hours after an arrest. Specially trained correctional officers perform and complete the remainder of the booking process by executing photographs, fingerprinting, checking criminal histories, serving and closing warrants and conducting commissioner hearing presentations, all of which were once duties performed by the arresting law enforcement officer before he/she could return to the community. The regional booking staff and the Correctional Center's processing staff processed and served 9,752 warrants in Fiscal Year 2019. Approximately 1,194 DNA samples were collected from individuals arrested for violent crimes. Regional booking staff is also assigned to work at FedExField during football games, concerts and special events to process individuals arrested by law enforcement on various charges and conduct transports from the stadium lockup unit to the Correctional Center.

The jail facility's regional processing unit served approximately 818 in-house warrants and 526 indictments this fiscal year. This unit consists of 108 specially trained booking correctional officers. These officers identify and verify outstanding open warrants on detainees, to include conducting all appropriate criminal justice system research and preparing all necessary documents. Regional Processing officers also ensure that detainees appear before the court commissioners to close out the warrants. Failure to identify and serve in-house warrants prior to release has budgetary consequences because the Department of Corrections could end up maintaining continuous custody and care of individuals, who otherwise might have been released.

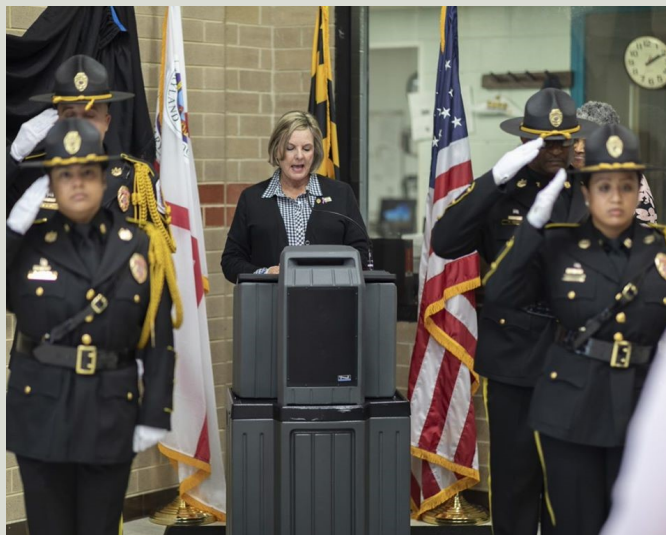
K-9 Unit

The K-9 Unit is an elite, specially-trained unit certified through the North American Police Working Dog Association. It consists of six K-9 teams, which is comprised of state certified canine handlers (correctional K-9 officers) and state certified German Shepherd and Belgian Malinois patrol dogs. One of the patrol dogs is cross trained in narcotics detection. A K-9 officer and his canine partner together comprise a K-9 team. Their long hours and rigorous training must meet state certification requirements. They periodically cross train with the Department's Emergency Response Team, as well as County Police K-9 units, so they can assist if a major incident occurs. The K-9 Unit's primary responsibility is to provide perimeter security for the correctional facility, the training academy/home detention building and the Community Release Center. K-9 teams also conduct scheduled and unscheduled inner perimeter grounds checks, walkthrough random housing units and patrol the employee and visitor parking lots to enforce parking violations at irregular intervals. Canines live with their handlers and are transported to and from the facility when scheduled for duty.



Honor Guard

The Honor Guard is a team of hardworking officers that have given and will continue to give their greatest effort to ensure that the Department of Corrections is represented with pride, honor and professionalism. The team practices, drills and polishes with one goal in mind: Honor. The team is available for the funeral services of staff members or their immediate family members. As mentioned earlier in the report, there is also a drill team that competes annually and almost always places at the top of the competitors.





Marie Crabbe,
Chief of Inmate
Services



Jannifer Nevilles,
Assistant Chief of
Inmate Services

Inmate Services Division

The mission of Inmate Services is to provide quality inmate behavioral treatment, pre-release and post-release services to inmates and returning citizens; to develop and maintain community partnerships; and to provide opportunities for the returning citizen to attain knowledge that will assist them in becoming productive members of society. Inmate Services is divided into two sections: the **inmate behavioral wellness section** and the **vocational/educational section**.

CCoRT Substance Abuse Drug Treatment

Comprehensive Correctional Recovery and Treatment Program (CCoRT) is a state-certified program designed to provide a comprehensive approach to substance abuse treatment. The 90-day program is an intensive therapeutic approach aimed at the criminal and substance using lifestyle rather than a focus on substance abuse alone. Approximately 776 people were enrolled in CCoRT groups this year. Seventy-seven (77) people participated in the 90-day substance abuse treatment group while 18 detainees received treatment in Substance Abuse and Men Trauma Recovery and Empower Model (SA-M-TREM).

Women's Empowerment Program

In partnership with the Prince George's County Department of Social Services, this six-week program revisits life issues, skills and coping mechanisms that have hindered participants in resolving and working through various self improvement issues. Through this process, women become self-sufficient citizens and more employable by identifying the roots of various negative influences and behavioral patterns. This grant-funded program had 94 participants this year.

Domestic Violence Program

This program is designed to provide inmates with an understanding of contributing factors to domestic violence and the skills to alter violent behavior. Participants learn how behavior modification techniques rectify their behavior through their actions, beliefs and feelings. Approximately 110 people were assisted by the Domestic Violence program in FY 2019.

Religious Services and Counseling

The non-denominational chaplain services are provided through an agency agreement with Good News Jail and Prison Ministry and Missionary Pentecostal Church of Christ, Inc., with 187 active volunteers providing 1,179 hours of religious services. Religious services and counseling are available daily on a voluntary basis. During Fiscal Year 2019, 1,846 inmates attended spiritual services and there were 234 crisis counseling sessions.

Jail Based Substance Abuse Treatment Program

The Jail Based Substance Abuse Treatment Program worked with 381 inmates in FY 2019. It's a certified grant-funded program from the Maryland State Department of Alcohol and Drug Abuse Administration that is operated by the Prince George's County Health Department. The program offers a six-week treatment regiment with a relapse prevention component to short term inmates, specifically pre-trial and high risk populations with a reported drug abuse history. The program uses a two-prong approach: "The Living In Balance Models" - which is designed to treat substance abuse and dependence in the context of the whole person - and Substance Abuse and Men Trauma Recovery and Empower Model (SA-M-TREM) to address trauma issues that impede recovery. The program is staffed and supervised by the Prince George's County Health Department. The program's staff works in a collaborative partnership with the Department of Corrections in serving the needs of the client population.

Medication Assisted Treatment (MAT) Program

The Department recently began providing Medication Assisted Treatment (MAT) to individuals suffering from Opioid Use Disorder. Detainees participating in the MAT program are provided Methadone, Buprenorphine and Vivitrol, along with behavioral health counseling. The Vivitrol shot lasts 30 days and is provided before a participant leaves the facility. All medication is stored in the Medical Unit and provided by medical professionals. The Department of Corrections works in conjunction with the Prince George's County Health Department to connect participants to community resources upon their release, so they can continue their treatment.

Education Unit

The Education Unit provides academic instruction and testing. Instructors focus on teaching reading, writing, mathematics, science and social studies. The unit's goal is to provide a structured educational curriculum for students to attain their high school diploma. The GED assessment was administered nine times this year, resulting in 12 people earning their high school diplomas. The Education Unit received 896 requests in FY 19. Approximately 127 inmates received instruction throughout the year. A graduation ceremony was held for the individuals who attained their high school diploma.



Inmate Work Programs

All inmates, who are sentenced to the Department of Corrections, are required to work around the facility. Seventy-two (72) individuals participated in the work detail program inside the jail and the community in Fiscal Year 2019. Some examples of this are the Animal Management Program, the landscaping crew and the road crew. Many inmates also complete kitchen work to make and distribute food for the other detainees.

Library Services

The Library Services are provided through the Prince George's County Memorial Library System and available to all housing units. Access to legal information services is provided through inmate visits to the law library and written responses directly to the inmate. In Fiscal Year 2018, law library processed 16,531 requests and approximately 8,845 leisure books were circulated.

Juvenile Program

The Juveniles in Adult Correctional Systems (JACS) Program addresses the specific needs of incarcerated adolescents between the ages of 14 and 17. The program's components are intended to help youthful offenders continue their education and build coping skills that will assist in directing their lives toward a more positive outcome. Participants are afforded the opportunity to partake in a variety of activities including religious studies, academic education that is provided in conjunction with the Prince George's County Public School System, Building on Spiritual Substance (BOSS) and the Youth Challenge Program. Twenty-five (25) juveniles went through the program in FY 19.

Recreation Unit

The Recreation Unit offers basketball, volleyball, weight lifting, as well as passive recreation like board games. There are also aerobics, pilates and yoga classes for females. The Department of Corrections believes recreation is essential for the incarcerated population. Recreation serves as a stress and anxiety reducer to decrease violent incidents in the facility and help detainees redirect energy toward positive achievements. In FY 19, there were more than 7,000 detainee visits to the Recreation Unit.

Barber Styling School

The objective of this state-certified program is to provide detainees with practical application and barber theory while they are incarcerated to ensure employment upon their release. A partnership between the educational and barbering programs allows trainees to earn credit toward their barber's license. During Fiscal Year 2019, 13 students completed the program while incarcerated or in the community under the supervision of a master barber. Progress on the job is monitored and all reporting boasts of the positive impact this program has on the ex-offender's re-integration into the community.



Guy Merritt,
Chief of
Community
Corrections



Greg Bearstop,
Assistant Chief
of Community
Corrections

Community Corrections Division

The Community Corrections Division was created in Fiscal Year 2018. It is comprised of the existing **Community Service Program**, the **Re-entry Services Unit** and the **Community Release Center**, which is located at 4605 Brown Station Road, Upper Marlboro, Md. This division oversees a number of programs that work with inmates to improve their well-being and prepare them to successfully return to the community.

Community Service Program

The Community Service Program continued to see smaller numbers of individuals referred for community service than in previous years. Community Corrections personnel met with the States Attorney's Office in 2018 to discuss the utilization of the program as an alternative to incarceration. As a result, numbers began to increase. CSP has continued to provide savings to the county through its collaboration with Department of Public Works and Transportation (DPWT), and provides assistance in beautifying the county through trash pick up. In FY 2019, a total of 21,088 hours of work was completed, resulting in more than \$240,000 in cost savings for Prince George's County.

The Bridge Center at Prince George's County Health Department

The mission of Adam's House is to promote healthy behaviors among families by supporting positive values and working collaboratively with community-based organizations. Located in Suitland, the re-entry program at Adam's House offers assistance for individuals to transition successfully back into the community. Individuals released from the Department of Corrections are referred to Adam's House for counseling, health education, crisis intervention, job preparation, domestic violence treatment and substance abuse counseling. The Efforts to Outcomes (ETO) database was adopted by the Health Department as their Re-entry case management database for use at the new Bridge Center at Adams House, resulting in doubling the number of staff utilizing the system. The Bridge Center is a collaborative reentry center hosted by the Health Department in Suitland. Community Corrections staff was heavily involved in its development, and DOC Re-entry Services Unit has a staff member on site full time.

Re-entry Services Unit

The mission of Re-entry Services is to identify and coordinate services that individuals, who are sentenced to the Department of Corrections, will need when they are released back into the community. The success of these services assist in lowering the recidivism rate of recently released detainees. Re-entry Services assisted hundreds of individuals during FY 2019 by submitting applications like food stamps, health insurance and also providing referrals for services such as housing, job training, education, work therapy programs and mental health/substance abuse treatment (inpatient/outpatient). Approximately 37 Community Release Center residents attended on-site treatment groups, while 27 attended a Living in Balance group. detainees participated in the Job Readiness group while 15 people participated in the financial literacy group. Re-entry Services completed 179 intake assessments this year, resulting in the generation of 109 referrals and services. A total of 69 resources were distributed from Re-entry Services.

The Re-entry Services Unit made changes in the work process to increase unit efficiency and enhance the case management referrals to the partnering clinical case management programs through the Prince George's County Health Department's Offender Re-entry Program and SMART Reentry Program. As part of this shift in activity, the Division completed the build out of the grant-funded case management database called Efforts to Outcomes (ETO). The ETO database allows the Department of Corrections to gather assessment information regarding individual needs. This information can be pushed out to collaborating agencies.

Community Release Center

The Community Release Center (CRC) is located down the street from the jail and provides an opportunity for non-violent offenders to work or apply for jobs during the day and spend their evenings at the center. Utilized as an alternative to incarceration, the CRC provides a smoother transition back into the community. Seventy-eight (78) people have been housed at the Community Release Center and received case management services since its doors opened in November of 2018. The CRC has assisted 13 of these individuals in gaining employment. Seventeen (17) individuals have successfully completed the CRC, while 11 people participated in the mentoring program.

Pictured below is one of the workshops held at the Community Release Center for residents to think about and discuss transition and what it means to them. These kind of events are held at the CRC throughout the year to equip residents with tools to use when they are on their own in the community.



Population Management Division



Jeff Logan,
Chief of Population
Management

The mission of Population Management is to create and maintain accurate records and classification case files on every inmate. This includes classifying inmates properly into appropriate custody levels and working with the courts to establish appropriate conditions of release by providing inmates' background information like their community ties and criminal history. Population Management coordinates the day-to-day operations that impact all criminal justice agencies. Population Management's services are divided into three sections:

Community Supervision Section, Records and Release Section and the Investigative Profile Section.

The Community Supervision Section is composed of the Case Management/Drug Lab Unit and the Monitoring Services Unit. The Disposition Court falls under the Records and Release Section, along with the Inmate Records Unit, Inmate Release Team, Diminution Coordinator, and the Disposition Court. The Investigative Profile Section is comprised of the pre-trial investigation and classification units.

Case Management/Drug Lab Unit

This unit supervises defendants released to the Pre-Trial Release Program pending trial. Levels of supervision range from call-ins to drug testing and electronic monitoring. The drug lab collects specimens to detect illegal substances or alcohol use. The unit also provides services for pre-trial release, home detention, day reporting, juvenile services and the courts, including Drug Court. A total of 4,520 drug screenings were conducted in Fiscal Year 2019. Approximately 9,473 detainees went through the release team.

Monitoring Services Unit

Pre-trial defendants, who require a higher level of supervision, may be placed on electronic monitoring. A total of 114 defendants received electronic monitoring in Fiscal Year 2019. This

unit provides home detention as a sentencing alternative for offenders. Approximately 106 individuals were on home detention. Electronic devices supplement close supervision by staff for sentenced and pre-trial offenders with more serious charges.

Disposition Court Unit

The Disposition Court was implemented to expedite the dispositions of cases for individuals confined on non-violent offenses or nuisance crimes. Disposition Court is normally held once every week. In FY 2019, 96 inmates were served by the Expedited Court Process.

Inmate Records Unit

The Inmate Records Unit managed 18,803 records in Fiscal Year 2019. This unit maintains a case file and computerized record on each inmate from his or her intake to their release. The computerized records in the Correctional Information Management System are used by various components of the criminal justice system on a daily basis. The Records Unit also coordinates the movement of inmates to court appearances and other correctional facilities. Records' paralegals are also responsible for interpreting court documents and coordinating the appropriate release of detainees.

Classification Unit

Classification counselors assign detainees to various housing units based on their commitment charges, criminal histories and institutional behavior. Classification staff also coordinates periodic reviews of their housing decisions, as well as chair and participate in departmental boards. Approximately 6,536 inmates were classified in FY 19, including disciplinary unit, workers, restrictive housing and reclassifications. The team also conducts administrative hearings when an inmate does not comply with departmental rules. A total of 942 administrative hearings were conducted.



Lanelle Sydnor-
Pringle, Assistant
Chief of Population
Management

Pretrial Investigative Unit

The Pretrial Investigative Unit utilizes criminal justice information systems to compile criminal histories and conducts interviews of detainees, who are scheduled for bail review. This unit conducted 4,929 interviews in FY 2019. Verified information is presented to the court to assist judges in determining appropriate conditions of release.

Diminution Unit

The Diminution Unit is responsible for calculating the time served by individuals, who are committed to the Department of Corrections. The unit reviews the files of sentenced inmates, projects release dates and calculates diminution credits. This calculation includes good time (time with no infractions), industrial time (participation in inmate worker programs or other educational or treatment programs) and special time (approved only by the Director). In FY 2019, 535 files were reviewed by the Diminution Coordinator.

Information Research Unit

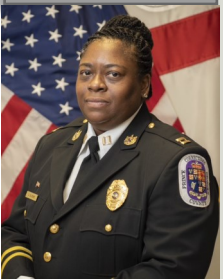
The Information Research Unit analyzes and stores data to submit reimbursements for the Department through the Bureau of Justice State Criminal Alien Assistance Program for foreign-born detainees. This unit also handles court-ordered expungements and ensures state training certificates are current based on the National Crime Information Center (NCIC).

Pictured below is a group shot of Population Management Division after the retirement of one of the staff members, MCpl. Marshall.





Major L. Dixon,
Division Chief of
OPRLA



Captain S.
Gilmore,
Assistant
Division Chief of
OPRLA

Office of Professional Responsibility and Legal Affairs (OPRLA)

The Office of Professional Responsibility and Legal Affairs (OPRLA) is responsible for investigating all formal and informal complaints, whether it is an internal or external complaint. Along with overseeing the random employee drug testing program, OPRLA also consists of an **Internal Investigations Section**, **Legal Affairs Section**, **Special Investigation** and **Intelligence Section**.

Internal Investigations Section

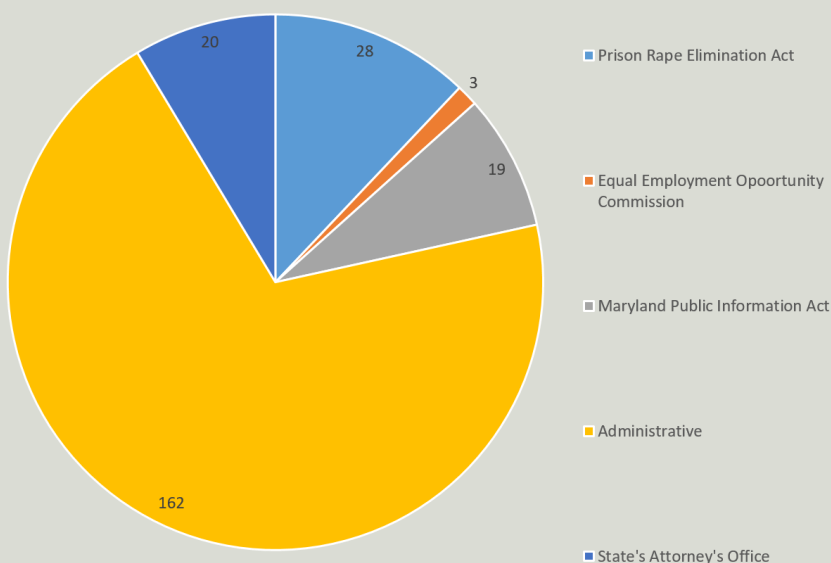
When most people think of an Internal Affairs Division, the first thing that comes to mind is internal investigations that are conducted within an organization. That is precisely what this section of OPRLA handles. The Internal Investigations section investigating a variety of allegations ranging from internal alleged violations of departmental policy and procedures. For example, if a complaint is submitted regarding the use of force or if the Department has information that leads it to believe that excessive force was used then the incident is investigated. In FY 19, there were 250 use of force incidents reviewed. In majority of these cases, the use of force was found to be justified. If force is found to be excessive, the Department may take action and if it's found to be criminal, the case is forwarded to the State's Attorney's Office.

Not only does this section investigate incidents between inmates and staff, but it also investigates staff complaints against other staff members. These allegations can range from harassment to discrimination. Depending on the offense, disciplinary actions can vary from a verbal warning to a termination. There were six (6) staff complaints against other staff members in FY 19.

Legal Affairs Section

The Legal Affairs Section handles a number of different responsibilities within OPRLA. There were 344 random drug screenings conducted on staff members and contractors this fiscal year. The section also coordinated with the Office of Law to handle litigation against the Department of Corrections and assisted with the summoning of 129 officers for court testimony. The Legal Affairs Section handles Public Information Act requests, which are processed within 14 days of receipt, and Prison Rape Elimination Act investigations. All of these statistics are compiled every year to be made available to the public. The breakdown of the cases is charted below.

Cases for FY 2019

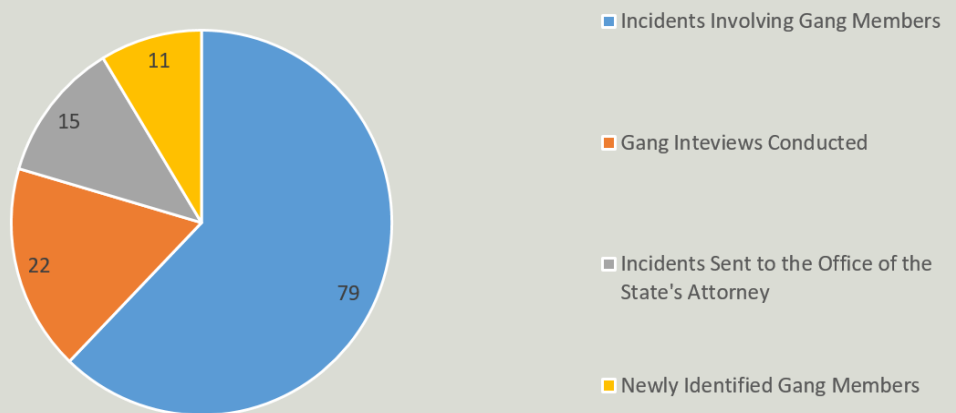


Special Investigations and Intelligence Section

The Special Investigations and Intelligence Section identifies potential criminal activity and assist with identifying gang members within the facility. The section shares information with local law enforcement agencies to assist with crime reduction throughout the state. The section has been recognized by the county in the past for their continual surveillance on incarcerated gang members, which helps prevent excessive gang violence within the facility. In FY 19, this section processed more than 20,000 calls. Approximately 37 investigations were conducted based on the review of these phone calls.

This intel leads to the prevention and solving of crimes within the jail and in the community. Additional statistics are charted below.

Special Investigations and Intelligence Section



Americans with Disabilities Act (ADA) Unit

The Americans with Disabilities Act Unit ensures that the Department of Corrections provides accommodations to detainees who have disabilities. The position of ADA Coordinator for Inmates was established to coordinate the Department's efforts to comply with and carry out the tasks with respect to the Americans with Disabilities Act. The ADA Coordinator meets with newly committed inmates with disabilities upon commitment to prepare a plan while they are under our care, custody and control in order to facilitate reasonable accommodations for qualified inmates with disabilities. The ADA Coordinator also follows up with each inmate on a weekly basis to ensure the accommodations provided are adequate and no additional services are required. Approximately 61 inmates received special care related to ADA in FY 19. Four courtesy rides were also provided to those receiving ADA services during this time period. These rides were provided upon the release of an individual receiving care related to their disability status.



William Frazier,
Chief of Human
Resources



Yolonda Smedley,
Assistant Chief of
Human Resources

HUMAN RESOURCES DIVISION

The Human Resource Division's mission is to provide effective technical and logistical support for information systems and statistical analysis, compliance with professional standards, personnel services, recruitment of correctional officers and staff training. Its goals include: to accomplish its mission with responsive customer service; recruit and hire qualified staff; provide personnel services in an accurate, timely and pro-active manner; promote staff development with quality training programs; maintain state certification and national accreditation; and foster the use of improved information technology within the Department of Corrections. The Human Resources Division is composed of a **Compliance Section**, **Personnel Section**, **Development, Education and Training Section** and a **Background, Recruitment and Testing Section**.

Compliance Section

The Compliance Section oversees facility certification and accreditation and maintains the policies and procedures, post orders and the inmate handbook. In keeping with the Prison Rape Elimination Act (PREA) standards, the Department is required to publish its statistics annually. See the FY 2019 PREA statistics on page 22.

Personnel Section

The Personnel Section performs the day-to-day personnel services required for a large agency, including payroll, time and attendance, performance evaluations, maintaining personnel files, workers comp, extended sick leave, Family Medical Leave Act (FMLA), risk management, testing processes (entry level and promotional) and serves as liaison to the county's Office of Human Resources Management. The Personnel Section is responsible for monitoring interview activity for internal and external applicants. The Section processes a number of actions including new hires, promotions, demotions, pay adjustments and various other Human Resources management-related functions. The staffing statistics for FY 19 is posted below.

Sworn Staff — **447**

Sworn Vacancies — **40**

Civilian Staff — **124**

Civilian Vacancies — **41**

New Officer Hires — **30**

New Civilian Hires — **15**

Development, Education and Training Section

The Development, Education and Training Section includes sworn and civilian employees, who deliver or coordinate all aspects of the departmental training program, including a 15-week, State-certified Training Academy for new recruits, an annual in-service training program for all employees, supervisory training, mid-level managers' training and executive level training. In Fiscal Year 2019, the Training Section completed three, 15-week Correctional Entry Level Training classes. In-service training for correctional staff was completed with 100 percent compliance with the Maryland Police & Correctional Training Commissions (MPCTC) for calendar year 2018. Bowie State University students also conducted a seminar on professionalism and ethics in the workplace. The Crisis Intervention Stress Management (CISM) coordinator continues to provide leadership and staff development on trauma training. Correctional Officer Survival Training (COST) continues to be offered to all staff to ensure they have the training necessary for their self-defense in housing units.

Background, Recruitment and Testing Section

The Recruitment Unit identifies quality applicants to join the Department. In FY 19, the Recruitment Unit attended 56 job fairs, which included colleges, resource centers, military bases and community events. The Recruitment Unit continues to develop and evaluate strategies for talent acquisition based on the Department's values, goals and hiring needs. In addition, the Recruiters also participates in various special projects, conducts facility tours and responds to telephone inquiries about career opportunities in Corrections. Approximately 232 applicants took the Correctional Officer Ability Test while 408 applicants took the written Correctional Officer test, resulting in 188 and 274 applicants passing, respectively. Pictured below are some of our recruiters: Sgt. Jackson, Cpl. Stake, Cpl. Morgan and Cpl. Vo.





LaKisha Giles,
Chief of Support
Services Division

SUPPORT SERVICES DIVISION

The mission of the Support Services Division is to provide daily operational logistics, material, services and information designed to assist staff in operating a safe, secure and healthy facility. The Support Services Division is composed of two sections: **Facilities Services** and **Fiscal Services**.

Facilities Services Section

Facility Services houses and purchases supplies, maintains inmate property, and oversees the Laundry Units. The Facilities Services Section serves as the liaison to the Facilities Operations and Management (FOM) and Fleet Management Divisions in the Office of Central Services.

The Facilities Services Section oversees the maintenance and care of inmate clothing and uniforms. This includes laundering of all of the inmates' clothing. During FY 2019, approximately 18,016 intakes and releases per month were processed through the property unit, and approximately 4,507 laundry loads were handled. Approximately 233 abandoned property reports were processed and filed, and 46 property exchanges were made.

This section also works closely with the Facilities Operations and Management Division of the Office of Central Services. Responsibilities include coordination of building maintenance, liaison with the Office of Central Services, provision of supplies required by staff and inmates and management of the Department of Corrections fleet of vehicles. Uniforms and other officer clothing or ornamentation needs are available at the supply store.

Fiscal Services Section

This section includes Budget, Contract/Procurement and Inmate Finance Units. The Fiscal Services Section prepares and monitors the Department's annual Operating and Capital Improvement budgets, grants and oversees the Department's major contracts for food and medical services. This section also handles inmate funds; stores inmate valuables; ensures delivery of inmate commissary orders and mail; and oversees contracts for food, medical, telephone and inmate commissary services. Food management is provided by ARAMARK Correctional Services. ARAMARK furnishes meals for inmates and staff, maintains food supply inventory and supervises inmate workers who help prepare and serve meals under staff supervision. During FY 2019, ARAMARK served 1,267,881 meals. Below is a picture of Lt. Col. Chubb showing the kitchen to representatives from the Prince George's County Council during a tour.



Fiscal Services also monitors the medical services contract with Corizon Health. Services include medical screenings, histories, physicals, routine sick call, emergency response, infirmary, dental care and mental health care. Inmates pay \$4 for a medical assessment, but medical care is never denied to those unable to pay. During FY 2019, there were 6,128 inmates seen by nurses on sick call, while physicians saw 6,889 individuals. There were 592 dental sick call services and 2,467 mental health sick calls. During this same period, there were 8,527 medical screenings and 255 health education hours provided in intake housing.

Department of Corrections

Fiscal Year 2019 (July 1, 2018-June 30, 2019)

Financial Summary

FY 2019 Sources of Funding: This agency's funding is derived primarily from the Prince George's County General Fund. Grants comprise .4%, while General Funds account for 99.6%.

	FY2016	FY2017	FY2017	FY2018	Change
	<u>Actual</u>	<u>Budget</u>	<u>Estimated</u>	<u>Approved</u>	<u>FY17-18</u>
Total Expenditures :	\$81,295,111	\$82,327,200	\$86,272,100	\$87,334,200	6.1%

Expenditure Detail:

Director's Office	4,115,649	3,914,600	3,876,700	3,942,300	0.7%
Human Resources	2,915,377	3,297,600	5,346,900	6,970,800	111.4%
Security Operations	33,980,546	38,939,500	42,392,900	43,220,500	11%
Population Management	6,178,023	8,827,000	8,893,500	6,023,200	-31.8%
Support Services	11,113,649	11,909,300	10,035,600	10,422,200	-12.5%
Inmate Services	3,759,543	5,396,900	5,458,300	3,067,000	-43.2%
Special Operations	19,070,873	9,903,100	10,060,500	10,825,000	9.3%
Grants	298,522	319,200	387,700	495,000	55.1%
Recoveries	(137,071)	(180,000)	(180,000)	(191,500)	6.4%
TOTAL	\$81,295,111	\$82,327,200	\$86,272,100	\$87,334,200	6.1%

Sources of Funds:

General Fund	\$80,996,589	\$82,008,000	\$85,884,400	\$86,839,200	5.9%
Grants	246,407	232,800	682,100	665,100	185.7%
TOTAL	\$81,295,111	\$82,327,200	\$86,272,100	\$87,334,200	1.3%

Department of Corrections

Fiscal Year 2019 (July 1, 2018-June 30, 2019)

General Fund Information

	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATED	FY2019 APPROVED	CHANGE FY18-FY19
EXPENDITURE SUMMARY					
Compensation	\$ 48,321,143	\$ 51,122,600	\$ 51,015,900	\$ 52,178,300	2.1%
Fringe Benefits	22,014,480	24,078,700	23,959,100	24,732,500	2.7%
Operating Expenses	11,222,929	11,829,400	11,681,700	12,830,100	8.5%
Capital Outlay	0	0	0	0	0%
	\$ 81,558,552	\$ 87,030,700	\$ 86,656,700	\$ 89,740,900	3.1%
Recoveries	(187,616)	(191,500)	(191,500)	(191,500)	0%
TOTAL	\$ 81,370,936	\$ 86,839,200	\$ 86,465,200	\$ 89,549,400	3.1%

STAFF

Full Time - Civilian	-	154	-	166	7.8%
Full Time - Sworn	-	493	-	486	-1.4%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%

The Fiscal Year 2019, compensation expenditures increased 2.1% under the FY 2018 budget due to anticipated cost of living and merit adjustments and staffing complement changes. Compensation costs includes funding for 652 full-time positions. Fringe benefit expenditures increased 2.7% over the FY 2018 budget to align with anticipated costs.

Operating expenditures increased 8.5% over the FY 2018 budget due to increases for inmate nutrition services, office automation charges, supplies for the law library, body cameras and a K-9 dog. Operating expenses reflect funding for general and administrative contracts, operating and office supplies, building repair and maintenance.

Major Operating Expenditures — FY2018

General & Administrative Contracts	\$7,829,500
Operating & Office Supplies	\$1,070,900
Office Automation	\$2,033,000
Operational Contracts	\$525,000
Building Repair & Maintenance	\$242,900

Fringe Benefits as a % of Compensation

FY2017 Actual	45.6%
FY2018 Budget	47.1%
FY 2019 Approved	47.4%



This Fiscal Year 2019 Annual Report is a publication of the **Prince George's County Department of Corrections** 13400 Dille Drive, Upper Marlboro, MD 20772. **Angela Alsobrooks**, County Executive, Major Riddick, Chief Administrative Officer, **Mark Magaw**, Deputy Chief Administrative Officer for Public Safety and Homeland Security, **Mary Lou McDonough**, Director of Corrections. Editor: **Andrew R. Cephas**, Graphics and Design: **Ellis Williams**. For more information, contact **Andrew Cephas**, 301-952-7017/e-mail: AR-cephas@co.pg.md.us, Web site address: www.princegeorgescountymd.gov

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