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COLORADO DEPARTMENT OF CORRECTIONS

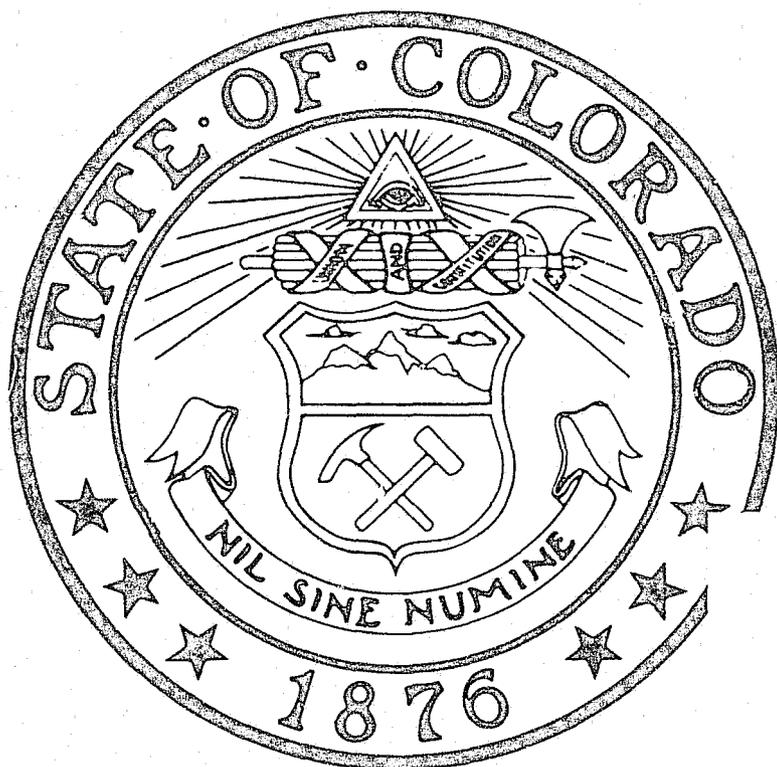


ANNUAL REPORT
Fiscal Year 1982 - 83

109189

Chase Riveland
Executive Director

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COLORADO
DEPARTMENT
OF
CORRECTIONS



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Fiscal Year 1982 - 83

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U.S. Department of Justice
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Chase Riveland
Executive Director

COLORADO DEPARTMENT OF CORRECTIONS
MISSION STATEMENT

The mission of the Colorado Department of Corrections is to preserve the public safety, maintain a safe environment, protect the basic human rights of inmates, and provide programs that enhance inmate opportunity to succeed when returned to society.

To meet all mission objectives, the Department shall strive to:

- o Assign inmates to facilities and living units on the basis of crime, sentence and individual adjustment.
- o Assign inmates to the least restrictive facility that will best serve the public, staff, and inmates.
- o Preserve the human basic rights and dignity of the inmate population, as prescribed by Colorado State Statutes and the United States Constitution.
- o Systematically provide work, training, and other programs and services at both the institutional and community levels to assist the inmates in their progression through the correctional system.
- o Provide work programs that are self-supporting and profit oriented.
- o Place inmates who are mentally ill or retarded in the most appropriate State treatment facility when services cannot be provided within the Department.
- o Review all applicable standards relating to the field of corrections for implementation to improve the professionalism of the system.
- o Train all staff in the basics needed to accomplish their respective duties. Professional interaction will be encouraged at all levels and between all agencies of the Department of Corrections.
- o Be fiscally responsible at all levels of the Department.
- o Foster positive relationships with all related agencies as well as the community to assist the Department in achieving its goals.



Richard D. Lamm
Governor

Colorado Department of Corrections

Springs Office Park, North Building
2860 South Circle Drive, Suite 2200
Colorado Springs, Colorado 80906
Telephone: (303) 579-9580



Chase Riveland
Executive Director

December 15, 1983

The Honorable Richard D. Lamm
Governor of Colorado
State Capitol
Denver, Colorado 80203

Dear Governor Lamm:

It is my distinct pleasure to forward to you this 1982-83 report of the activities of the Colorado Department of Corrections. This has been an eventful and significant year for the Department and this report attempts to convey some of the excitement and pride which each of us share in the work we do. We especially appreciate your support and encouragement, particularly when the problems we face frequently have no easy solutions.

Since my appointment in May of 1983, I have been extremely impressed with the fine attitude and professional conduct of all those correctional staff who have made this transition so smooth. In fairness, this report must be characterized as a summary of their efforts more than my own.

With high expectations for another good year in 1983-84, we are pleased to be serving the people of Colorado.

Sincerely,

Chase Riveland
Executive Director

FOREWORD AND ACKNOWLEDGMENTS

This report is an attempt to present the status and accomplishments of the Colorado Department of Corrections during fiscal year 1982-83. The Department acknowledges the fine efforts of Scott Hromas, Mary Todd, and Gloria Hamlet, under the direction of Dr. Tom Crago, from the Office of Research and Reporting, in collecting and compiling information, pictures, and data for this report. Their success was, in turn, due to the fine cooperation of all who contributed to this effort.

Many of the photographs were taken by Tom Crago, or Jack Weber, former Administrative Assistant to the Executive Director. Others have been circulated long enough that their origin has, at least temporarily, been lost. Our thanks go to all contributors, known and unknown.

This report has been printed and bound by the Colorado Division of Correctional Industries. Additional copies can be obtained from the Office of Research and Reporting, Colorado Department of Corrections, Springs Office Park, 2860 South Circle Drive, North Building, Suite 2200, Colorado Springs, Colorado, 80906, telephone (303) 579-9580.

Tom G. Crago, Ph.D.
Director of Research and Reporting
December 15, 1983

TABLE OF CONTENTS

Mission Statement i

Letter to the Governor from the Executive Director. ii

Foreword and Acknowledgments. iii

Location and Organization of Facilities 1

Milestones Of 1982-83 3

Department Expenditures for FY 1982-83. 5

Central Office Administration **NCJRS** 6

Division of Management and Development. . . **APR 2 1984** 18

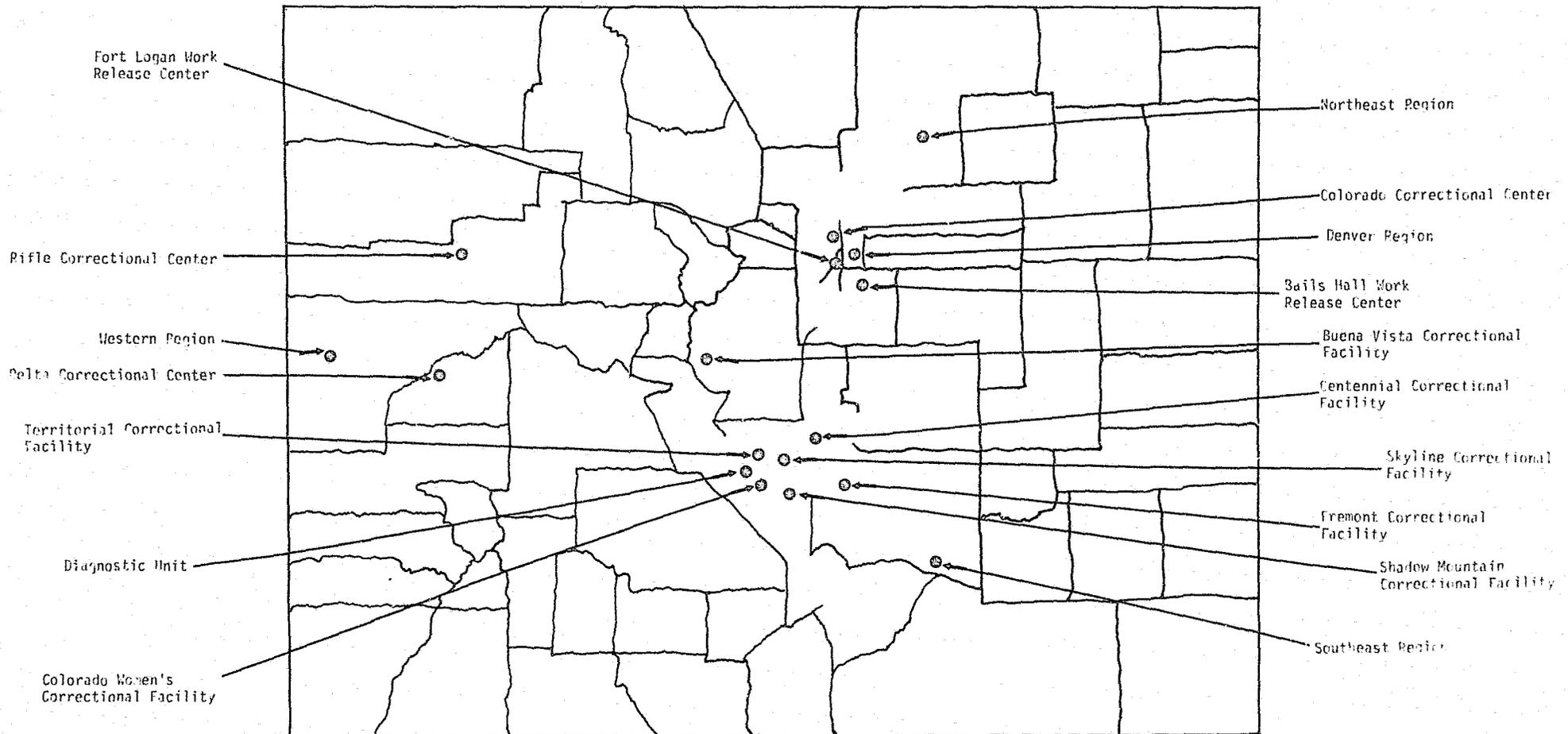
Division of Community Services. **ACQUISITIONS** 24

Division of Correctional Industries 34

Division of Adult Services. 44

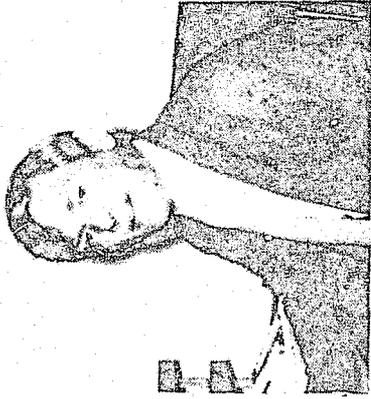
Departmental Trends and Statistics. 56

Colorado Department Of Corrections Office And Facilities

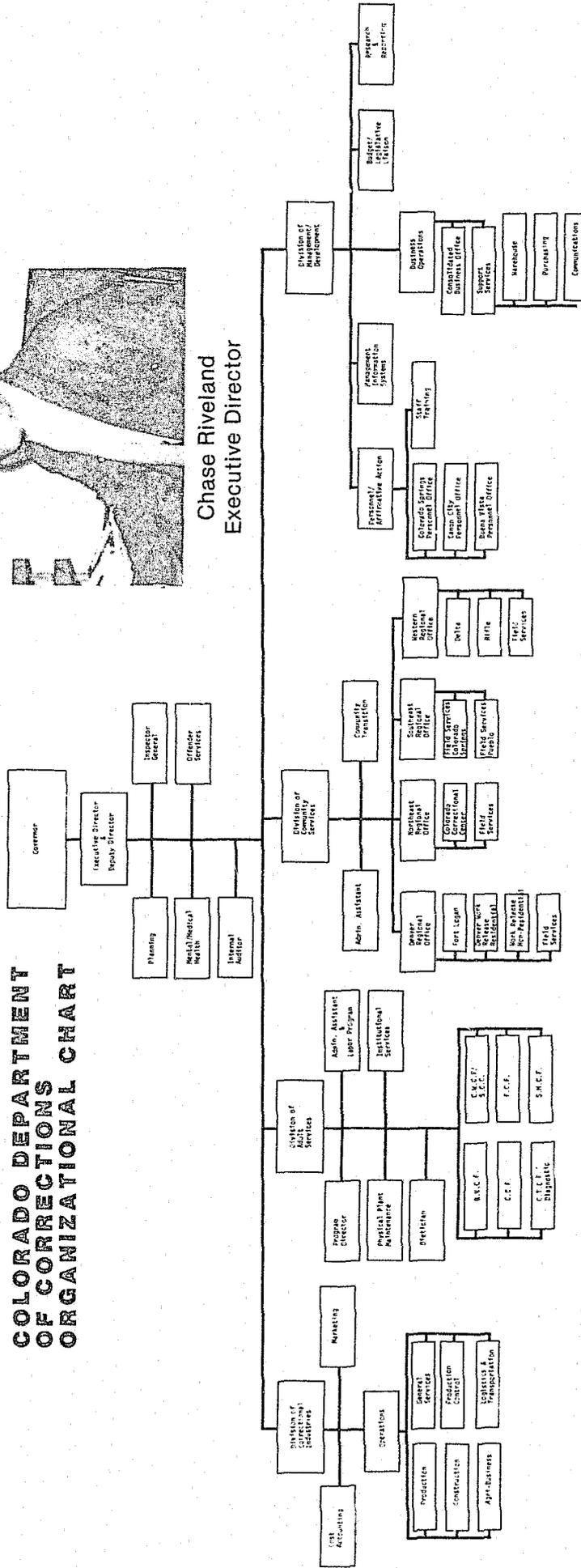


Parole sub-offices and contract centers are not shown

COLORADO DEPARTMENT OF CORRECTIONS ORGANIZATIONAL CHART



**Chase Riveland
Executive Director**



August 8, 1983

MILESTONES
of
Fiscal Year 1982-83

- o The Department double-bunked Cellhouse 3 at the Territorial Correctional Facility in order to increase capacity by 88. This was carried out in accordance with court-ordered restrictions, and the approval of a federal judge.
- o Intake procedures for the jail backlog population were refined in order to implement an objective, equitable system of regulating admissions to the diagnostic unit.
- o The diagnostic intake process was streamlined so that inmates can be processed, programmed, and placed in six days. This process used to take three weeks.
- o The department dramatically increased the average daily population levels in minimum and community centers, while increasing the average length of stay in community contract centers.
- o All female offenders were received as sentenced without a wait in the county jail.
- o Four different feasibility studies were developed to address our overcrowding problem from a variety of different perspectives.
- o On two separate occasions during 1982-83, the department successfully handled an accelerated inmate intake period in order to relieve jail overcrowding.
- o Pending renovation of kitchen facilities at the Territorial Correctional Facility, the department was able to carry out an extensive clean-up and repair program which prevented closure of the facilities.

- o Health services staff developed a sex offender treatment program that offers group therapy for sex offenders, a "mini" treatment program of limited duration at the Territorial Correctional Facility, and an intensive treatment program.

- o The department developed and staffed an intensive psychiatric crisis treatment team to operate within the correctional facilities in Fremont County.

- o A computerized medical alert system was developed to better track significant health problems among incarcerated offenders.

- o In an effort to provide more work opportunities for inmates, the department developed additional program space for Correctional Industries.

- o The department occupied a new program services and administration building at the Shadow Mountain Correctional Facility.

- o A major re-development of the garden project was undertaken by inmates from the Colorado Women's Correctional Facility. They now raise all bull calves produced by the department's Juniper Valley Dairy operation.

- o All fugitive operations were centralized, resulting in financial savings and better coordination and communication with law enforcement agencies.

- o The department re-computed release dates for nearly 2,000 inmates within three days after the Supreme Court's Chavez decision.

- o Department-wide communication was enhanced by the installation of C.C.I.C./N.C.I.C. terminals at all major facilities and each community service region of the department. This network ties us to the nation-wide law enforcement computer system.

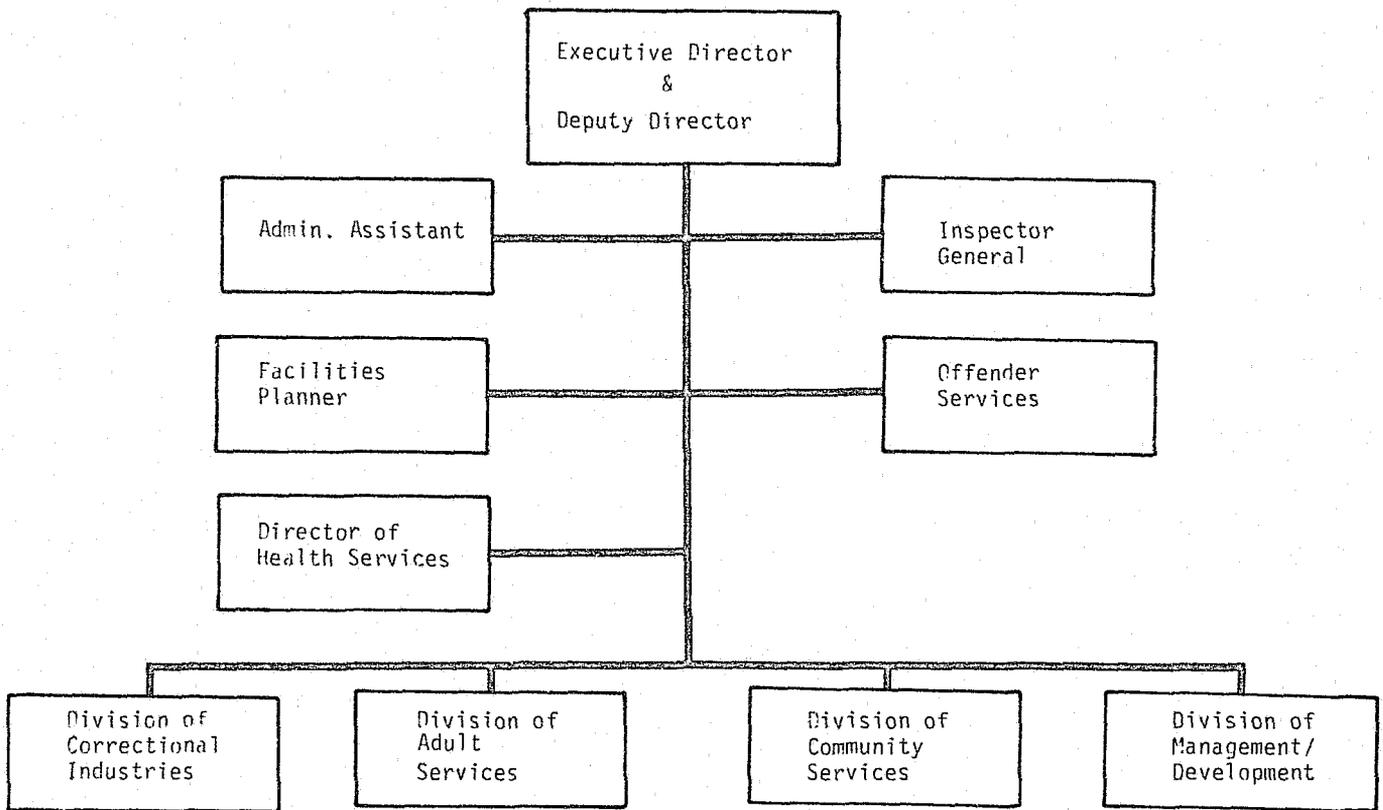
DEPARTMENT OF CORRECTIONS
SUMMARY OF EXPENDITURES

General Fund
FY 1982-83

	Personal Service	Operating	Total
<u>Administration</u>			
Executive Director's Office	222,527	418,749	641,276
Planning	63,589	4,232	67,821
Health Services	2,600,004	1,190,464	3,790,468
Internal Auditor			
Investigations	180,822	7,589	188,411
Offender Services	753,012	22,635	775,647
<u>Division of Management and Development</u>			
Director's Office/Administration	230,845	55,463	286,308
Personnel/Affirmative Action	208,069	6,305	214,374
MIS/Research	301,771	191,961	493,732
Staff Training	338,649	4,516	343,165
Business Operations	1,158,834	38,158	1,196,992
<u>Division of Adult Services</u>			
Director's Office/Administration	301,496	48,740	350,236
Maintenance	1,384,307	453,612	1,837,919
Food Services	1,139,008	2,588,066	3,727,074
Laundry Services	102,925	39,079	142,004
Program Services	1,420,085	103,962	1,524,047
Labor Program	523,444	33,592	557,036
Institutional Operations	13,968,525	2,736,452	16,704,977
<u>Division of Community Services</u>			
Director's Office/Administration	177,642	119,197	296,839
Community Transitional Services	104,667	1,644,690	1,749,357
Denver Regional Office	995,122	30,249	1,025,371
Northeast Regional Office	873,475	136,896	1,010,371
Southeast Regional Office	296,298	13,630	309,928
Western Regional Office	1,060,131	252,011	1,312,142
Parole Board	341,232	442,238	385,470
TOTAL	28,746,479	10,184,486	38,930,965

**CENTRAL OFFICE
ADMINISTRATION**

DEPARTMENT OF CORRECTIONS
(ADMINISTRATION)



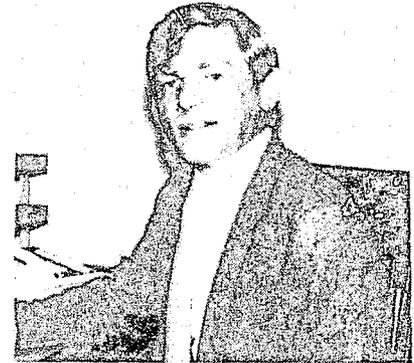
COLORADO DEPARTMENT OF CORRECTIONS
CENTRAL OFFICE ADMINISTRATION

The Colorado Department of Corrections was established on August 1, 1977, as a principle state department. This was accomplished through legislation (Senate Bill 587) passed in the 1977 General Assembly. Corrections previously existed as one of five divisions in the Department of Institutions.

The Department includes the Executive Director's Office, a Division of Adult Services, and a Division of Correctional Industries, all statutorily established. The Executive Director has also established an administrative Division of Management and Development, as well as a Division of Community Services. These Divisions were created to enhance the service delivery and management systems of the Department. In addition, four administrative offices have been established centrally to participate in the executive level decision-making process. These are the Offices of Offender Services, Health Services, Facility Planning and the Inspector General. Finally, the Administrative Assistant to the Executive Director has been designated responsibility for media relations and participates in Executive Staff decisions.

CHASE RIVELAND
Executive Director

Mr. Riveland was appointed to the position of Executive Director in May of 1983. He has approximately 20 years experience in corrections and he has held positions as Parole Agent, Parole Supervisor, Regional Director of Community Corrections, Superintendent, Deputy Administrator, and Executive Director. He has a B.A. degree in Sociology/Psychology and a M.S.S.W degree from the University of Wisconsin-Madison.



JOHN PERKO
Deputy Director

Mr. Perko is responsible for all internal operations within the Department. He has been Deputy Director since 1980 and has worked in the Colorado Corrections system since 1965 in numerous capacities. He has served as interium Executive Director on three previous occasions. Before assuming his current duties, he served as Director of Adult Services. He has a B.A. degree in Economics from the University of Southern Colorado and a L.L.B. degree from LaSalle University.



JEANES P. LE KLEINSASSER
Director of Health Services

Dr. Kleinsasser is administratively responsible for the delivery of medical and mental health services to inmates residing in major facilities and camps. Dr. Kleinsasser was named Director of Health Services in 1979, coming from the post of Director for the Center for Human and Community Development at St. John's University. He completed his Ph.D. degree in Clinical Psychology at Pennsylvania State University in 1968 and a clinical internship at the Ft. Logan Mental Health Center, Denver, in 1969. He is currently licensed as a psychologist in Colorado.



ED BUCKINGHAM
Director of Offender Services



Mr. Buckingham is responsible for the department's inmate classification, discipline, case management, fugitive, time computation and records systems. He came to the Department of Corrections in 1978 and was appointed Director of Offender Services in 1980. He received a J.D. degree in Law from the University of Denver in 1976, has served as a criminal justice consultant, and worked for the Colorado State Treasurer and the Denver Legal Aid Society before coming to the department. He is currently licensed to the Colorado Bar.

JERRY SYLVIA
Administrative Assistant

Mr. Sylvia is the Public Information Officer for the Department as well as Administrative Assistant to the Executive Director. Mr. Sylvia acquired the position in 1983, but has worked for the Colorado Department of Corrections since 1974. He has held positions as manager of the Colorado Correctional Center, and Community Services Coordinator. He brings additional corrections experience with him from California and Arizona where he worked for 17 years in a variety of settings. He has an A.A. degree in Social Science from Chaffee College in Alto Loma, California.



RON DITMORE
Director of
Management and Development

Mr. Ditmore is responsible for all business operations, personnel, training, information systems, and research and reporting for the Department of Corrections. Mr. Ditmore became Director of Management and Development in 1981, and has worked for the department since 1958. Former positions include Assistant Director for Management and Development and Business Manager.



DONALD "NICK" Evans
Director of
Adult Services

Mr. Evans is administratively responsible for the management of the Department's major institutions. Mr. Evans has been Director of Adult Services since 1979 and has worked in various capacities in the Department since 1955. He has served as Superintendent of the Fremont Correctional Facility and the maximum security unit of the Colorado State Penitentiary, and was Associate Warden of the Colorado State Reformatory, now known as the Buena Vista Correctional Facility. He has a B.S. degree in Biological Science from Colorado State University.



HERMAN ABEYTA
Director of
Community Services

Mr. Abeyta is administratively responsible for the management of the Department's community services programs including minimum security camps and parole. Mr. Abeyta became Director of Community Services in 1979. He has previously served as parole supervisor in the Community Placement Services offices at Buena Vista and Canon City, and as a parole agent. He began working for the Department in 1961. Mr. Abeyta has a degree in Secondary Education from Adams State College.

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ALEX WILSON
Inspector General

Mr. Wilson is responsible for staff and inmate investigations in the department. He became Inspector General in 1979, and has worked in the Department of Corrections since 1952. During those years he was a parole supervisor, parole board member, and warden of the Colorado State Penitentiary. He has a B.A. degree in psychology from Denver University.

ROBERT "BOB" KULA
Facilities Planner

Mr. Kula is responsible for all facility planning and construction budgeting in the department. He has been a facility planner since 1968, coming to Corrections from the Community College of Denver in 1978. He has a B.S. degree in Education from Southwest Missouri State College and both an M.A. degree in Administration and an Ed.S. degree in Planning from the University of Northern Colorado.



GEORGE DELANEY
Director of
Correctional Industries



Mr. Delaney is administratively responsible for all Correctional Industries programs in the department. Mr. Delaney became Director in 1981. Since coming to the Department of Corrections in 1975, he served six years as Director of Management and Development. He has an M.P.A. degree in Public Management from the University of Colorado. Before coming to the Department he worked in the Governor's Office of State Planning and Budgeting.

OFFENDER SERVICES

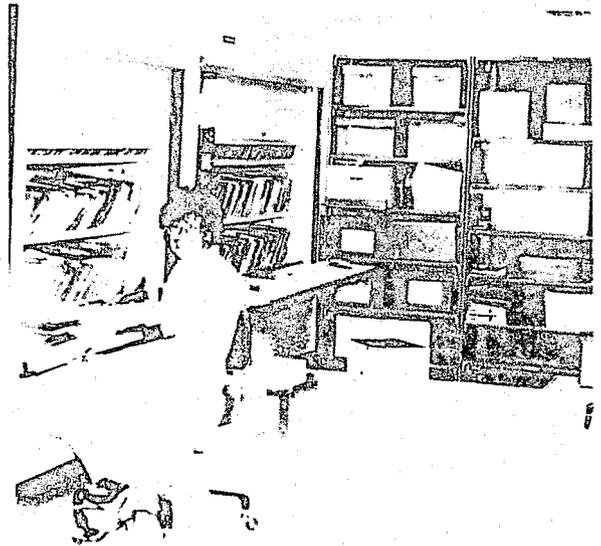
The Office of Offender Services was established in September 1980 to integrate, on a Department-wide basis, all key inmate management activities.

This office is responsible for: management of the Department's bed-space; final review and authorization of all facility transfers; monitoring or auditing to ensure compliance with all applicable Department regulations; final authorization of institutional interstate compact transfers; fugitive activities; classification, disciplinary and case management training; and discipline, case management, records and time computation throughout the Department. At the present time, this office is finalizing plans to centralize activities in the area of interstate operations (including institutional, probation and parole

RECORDS AND FUGITIVE

Records: Records management involves the development and management of a Department-wide inmate records system which encompasses a records support network incorporating virtually every unit, agency, and facility in the Department. Additional record centralization and a total Department support system is planned as resources become available and include: time computation, historical records, requests for inmate information, and court appearance records.

Fugitive: This section was started June 15, 1983. When escapees or absconders flee custody or supervision, this unit works to have them apprehended, arranges for return transportation, is responsible for issuing and cancelling detainers, and works with the Parole Board in issuing warrants. They also work with law enforcement authorities in other states to return escaped inmates to the department.



Time Computation: The length of time an inmate must remain in the physical custody of the Department is determined by his sentence minus various good time credits which are awarded, withheld or restored. The calculation of a discharge date also occurs after an inmate is placed on parole status so as to establish a fixed date upon which parole supervision terminates. Finally, the time computation office provides records support to the State Board of Parole so as to schedule inmates for hearings before this body.

It is the intent of the Department to maximize the efficiency of time computation through this centralized operation. To this end, the Department is completing a computerized time computation process to provide for an automated time computation system for all offenders. However, this process of transition is extremely complicated and time consuming since Colorado has a wide variety of time computation laws which result in different systems of time computation being applied to inmates, depending upon the date of their sentence(s).

CLASSIFICATION/CASE MANAGEMENT AND POPULATION MANAGEMENT

Classification: Classification of inmates is an ongoing process of determining the most appropriate security designation and facility assignment for an offender at any given time. Security designations range from the most restrictive designation, maximum security, to the least restrictive designation of community. Facility assignments are also determined according to established criteria and include all facilities operated by or under contract with the department.

Development, revision, monitoring, and auditing of the three Departmental regulations which set forth the governing classification criteria is the responsibility of the Office of Offender Services. Currently, each individual facility determines the security designation of inmates. Initial diagnostic placements are determined by the Diagnostic Center unless a variance to established criteria is required. Requests to vary established classification criteria are reviewed and authorized by the Office of Offender Services, as are special problem and public notoriety cases.



Case Management: The department's case management system was implemented in October 1978 and revised in September 1980. The Case Management Policy and Procedures Manual provides the governing regulation for the system. The regulations for all facilities and units; (2) updating the case management system; and (3) planning and conducting case management training within the limited available resources.

Case Management is the sum total of all the activities which occur between the inmate and the case manager to provide individualized program and service planning and periodic evaluation of performance during incarceration. The first step in the process begins in the Diagnostic Center which provides the initial inmate evaluation and diagnosis. Following initial placement in a correctional facility, it is the case manager's and inmate's responsibility to initiate the ongoing planning and implementation processes according to identified needs and objectives.

This case management process is the key collection point for information relating to the management of inmates, (e.g. program and job assignment, parole, and earned time. In addition, it is a critical component in inmate classification. By direct, personal

contact with the inmate, security assignments and facility placement decisions may operate from a solid base of objective and subjective information.

Population Management: The Department of Corrections is currently operating at capacity and above. Every effort is being made to maximize all available beds. The Office of Offender Services has responsibility for managing all facility beds in the Department as well as community placement beds available through contractual services. Management of bedspace responsibilities includes regulation of the following on a daily basis:

- o All new arrivals into the Diagnostic Center from the county jails.
- o All facility placements out of the Diagnostic Center and among facilities and centers.
- o All movements out of the Canon City Infirmary.

Other daily bedspace management responsibilities involve keeping current information on all intake and exit activity at each facility in order to plan and project Diagnostic Center intake from county jails and all other moves through-out the system. Examples of information maintained include:



- o Maintaining current move-out status of all programmed inmates in the Diagnostic Center.
- o Maintaining current information on: regressive transfers; writ exits; returns from county jails; paroles and discharges; medical and mental health exits to and returns from the Colorado State Hospital; current status of community/camp placement, i.e., inmate cases approved or under consideration by Offender Services staff; cases approved by Offender Services and awaiting community contract placement or board acceptance; cases approved and awaiting transfer to community and minimum security centers; and current status of available community contract beds.

Discipline: Development, revision, monitoring, and auditing the Department's Code of Penal Discipline is the responsibility of the Office of Offender Services. At this time, cases are reviewed and audited centrally on a limited basis to ensure compliance with the regulation. All disciplinary hearing officers are approved from this office. In addition, this office provides, on an ongoing basis, training to key staff in the disciplinary process.

FACILITIES PLANNING

This office began as a construction project administration unit working with State Buildings personnel. The Department of Corrections subsequently retained an in-house planner to assume the responsibilities being executed by State Buildings project administration to provide a closer in-house liaison.

Assistance is provided by this office to program managers in developing plans. This office is also responsible for the planning effort in program planning and budget documentation, as well as master planning and facilities' plans. The Director reports directly to the Executive Director of the Department.

The Director of Planning acts as the Principal Representative for the Department (the owner) on construction projects. From 1978 to May 1983, this office executed the responsibility for project development and completion of projects in excess of \$25 million worth of capital construction.

INSPECTOR GENERAL

This office has been established to combat illegal conduct, waste, and mismanagement within the Department of Corrections.

Responsibilities include: monitoring and reviewing, for compliance with departmental regulations, all programs within the department; developing plans for disaster preparedness; conducting inquiries, audits, inspections (both special and cyclic), and surveys as necessary to ensure compliance with law, state policy, regulations and directives, whether a suspected infraction is committed by inmates or staff; and, overseeing the inmate grievance system--the Inspector General is the Executive Director's designee in resolving those grievances.

The Inspector General has the authority, at all times, to enter any



Department of Corrections facility building, or sub-unit for the purpose of inspection or investigation; he also has access to any and all records, materials, equipment, and staff for the purpose of inspection or investigation.

HEALTH SERVICES

Health Services within the Department of Corrections includes a range of services including ambulatory care (care you would find in a doctors' clinic), hospital, and emergency care. Dental screening and basic dental care are also provided to inmates. Mental health treatment, crisis intervention, and psychiatric hospitalization along with drug and alcohol counseling are available in every correctional facility.

The goal of Health Services is to provide a level and range of services that are similar to those found in Colorado communities. In order to achieve this goal, inmates living in one of our correctional facilities can expect to find the following services.

Medical Dispensary: A medical dispensary is located in each major correctional facility and is the backbone of physical health care and is analogous to a doctor's office in a local community. The dispensary is staffed with a fulltime physician's assistant and 16 hours of nursing coverage. A physician is available on a parttime basis for direct care and to provide supervision for the physician's assistant. Services provided by this staff are:

- a. Daily sickline and appointment visits for medical care.
- b. Emergency care of a nonlife-threatening situation is provided in the dispensary while life-threatening emergencies are stabilized and transported to a nearby hospital emergency room.
- c. Routine dental care is provided in most dispensaries by a dentist,

and in some cases a dental assistant.

Hospital and Infirmary Care: As is true with a doctor's office, a variety of services are provided outside the office. X-ray, pharmacy, optometry, medical records, and laboratory services are provided centrally and act as a back-up to each dispensary. Finally, inmates needing overnight care are provided this service in the CTCF infirmary and, if hospital care is needed, the Colorado State Hospital generally provides hospital services.

Mental Health Service: Each major facility has a mental health team that is usually comprised of a psychologist, a social worker, a part-time psychiatrist, and a drug and alcohol counselor. These facility mental health teams provide crisis intervention services to the facility, they provide individual, ongoing treatment to selected inmates, and group therapy to a variety of inmates with specially identified problems. In a way, the mental health team in each facility is like a mental health center providing service to that correctional community.

Mental Health also provides several special services and will probably be developing more in the near future. A crisis treatment program is located in the infirmary and the Colorado State Hospital provides intensive psychiatric inpatient care for inmates suffering from serious mental problems.

A new program in the drug and alcohol area is a very active A.A. program that involves some 600 inmates per week and a variety of community volunteers.

Dental Services: Dental services are provided throughout the system in each facility; however, an important screening and initial treatment service is provided each incoming inmate with the hope of heading off serious dental problems the inmate

might have while residing in the correctional system.

Comprehensive Health Care: Maintaining a quality of care at a reasonable cost is partly related to the fact that health services is coordinated throughout the system. The medical and mental health record follows each inmate as he/she moves through the correctional system to assure a continuity of health care. Central planning for staffing needs, needs for specialty services, and overall quality control has been greatly enhanced through the creation of a Department-wide health authority.

Growth of Health Services: Staff and services have grown and changed dramatically during the last three-five years. These changes, some of which were court mandated, have resulted in new program development, new staffing and staff training, and a variety of upgrading efforts in medical records, policies and procedures, and in facilities and equipment acquisition. Given the concomitant growth in the prison population and facilities, these changes have challenged and encouraged staff to remain open to new ideas and ways of delivering service while maintaining a professional level of services offered inmates.

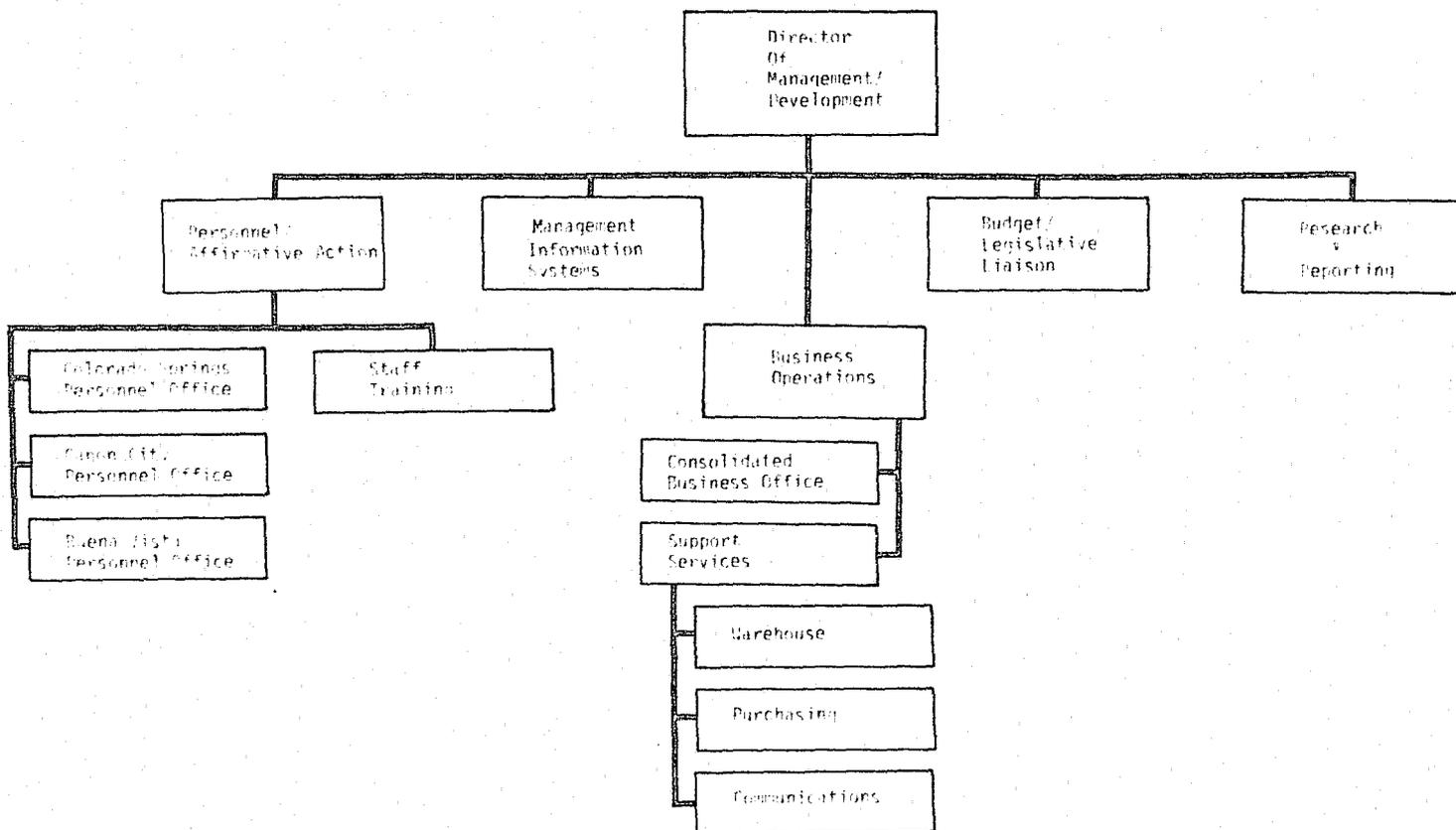


**DIVISION OF
MANAGEMENT AND
DEVELOPMENT**

DEPARTMENT OF CORRECTIONS
DIVISION OF
MANAGEMENT & DEVELOPMENT



Ron Ditmore
Division Director

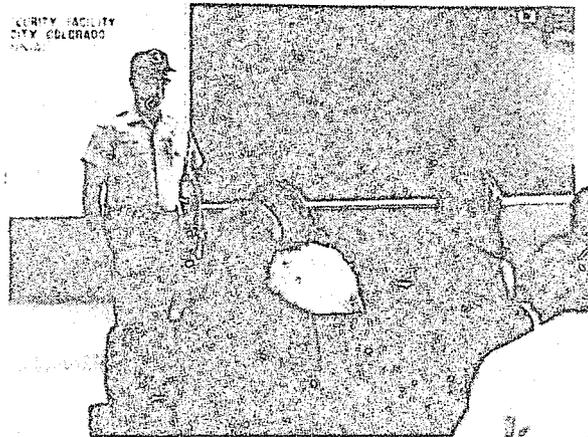


DIVISION OF
MANAGEMENT AND DEVELOPMENT

The Division of Management and Development is responsible for all business operations in the Department of Corrections including budgeting, accounting, purchasing and supply, inventory, inmate accounts, contract procedures, canteen operations, internal auditing, fiscal liaison, and legislative liaison.

The division is also responsible for all program and staff development operations including personnel, staff training, research and reporting, management information systems, and ADP applications.

Personnel/Training: This unit is responsible for all personnel operations in the department, including staff recruitment, selection, personnel classification and grievance resolution, and affirmative action.



DIVISION OF MANAGEMENT AND DEVELOPMENT
SUMMARY OF EXPENDITURES
FY 1982-83

	Personal Services	Operating	Total
Administration	230,845	55,463	286,308
Personnel/Training	546,718	10,821	557,539
MIS/Research	301,771	191,961	493,732
Consolidated Business Operations	776,528	285,836	1,062,364
Warehouse	254,865	33,122	287,987
Purchasing	92,372	4,953	97,325
Communications	35,069	83	35,152
TOTAL	2,238,168	582,239	2,820,407

Since October of 1979, the Department has had authority delegated from the Department of Personnel to handle all personnel operations internally, with the exception of the creation of new classes. The Department of Personnel thus performs a monitoring and audit function. This change has improved the timeliness of personnel transactions and provided for a more effective personnel operation.

An Equal Employment Representative position was established for the Department in July 1980. The duties of this position include ensuring fair employment practices, particularly in regard to protected classes, women and minorities.

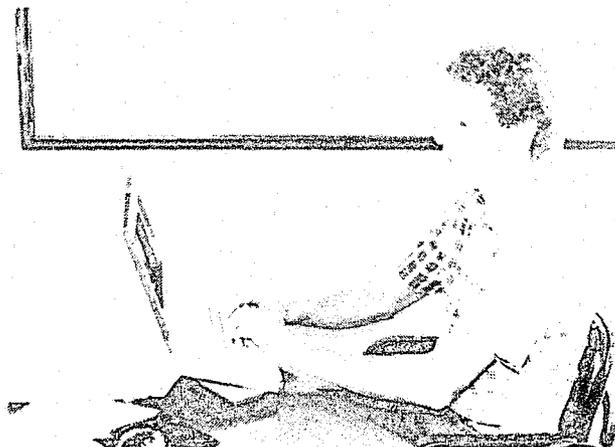
The training director at the Colorado Territorial Correctional Facility in Canon City is responsible for all aspects of training within the Department of Corrections.

This training includes such programs as basic training for correctional staff, crisis intervention for institutions; routine and specialized training to include programs such as leadership, communication, alcohol and drug abuse. Other correctional training programs are developed internally or through an agency such as the National Institute of Corrections (NIC), Federal Bureau of Prisons, or other applicable agency or organization.

Forty hours of basic training is provided to newly hired correctional officers. Training Relief Technicians (TRTs) relieve employees in comparable areas so they can attend on-going training.



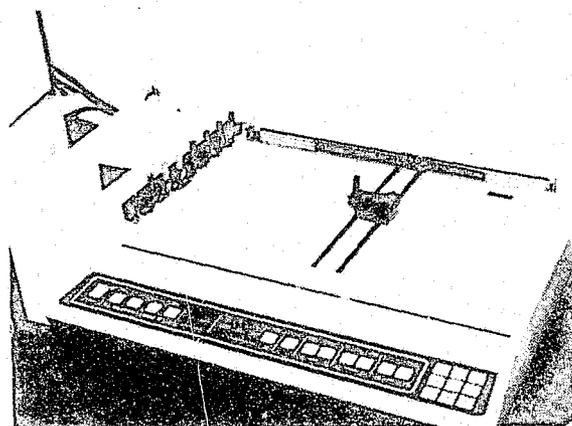
Management Information Systems: This section includes all automated information systems for the Department. The major application systems include an offender tracking system, good time computation system, inmate banking system, and remote data entry to the central accounting system. There are several other smaller application systems maintained by Corrections' staff, as well as support provided under contract by the Pueblo ADP Center and the Administration of Justice Computer Center (AJCC).



All on-line applications of the Department have been moved from Pueblo to the AJCC. All remaining systems in Pueblo are batch-oriented. The remote data entry of Central Accounting System information to the General Government Computer Center is supported by the Department's UTS 700 minicomputers.

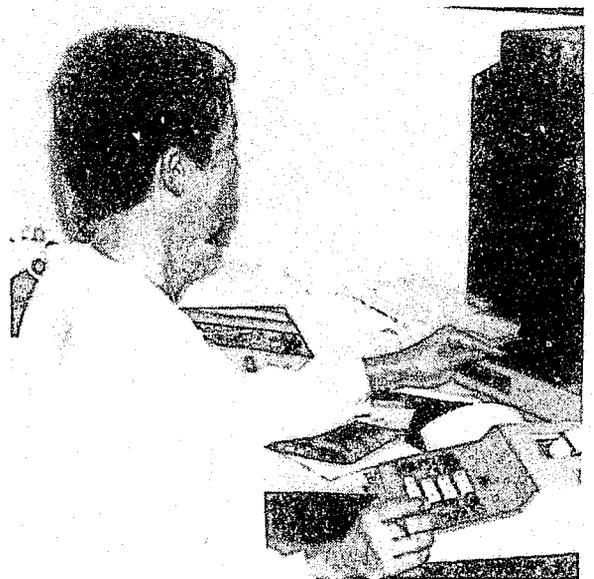
Research and Reporting: The office of Research and Reporting provides research and reporting service to the Executive Director and to each division of the department.

Duties of the office include: the preparation of all departmental statistical reports on inmates received by, released from, and currently incarcerated in the department; summaries of the characteristics of selected subgroups of inmates for the Executive Director, the Joint Budget Committee, other legislative committees, national data repositories, and members of the public; and, preparation and publication of regular population reports and forecasts which assists in the budget preparation process and in the development of long-term facility utilization plans.



The unit has provided analytical expertise to automate the time-computation process which calculates the legal date of release for each inmate, after good time credits have been applied or withheld. Help is given to the executive director in preparing reports which are required or requested by external agencies, or by law. The unit also coordinates the release of computerized offender information to law enforcement agencies in accordance with applicable departmental policy and Colorado law.

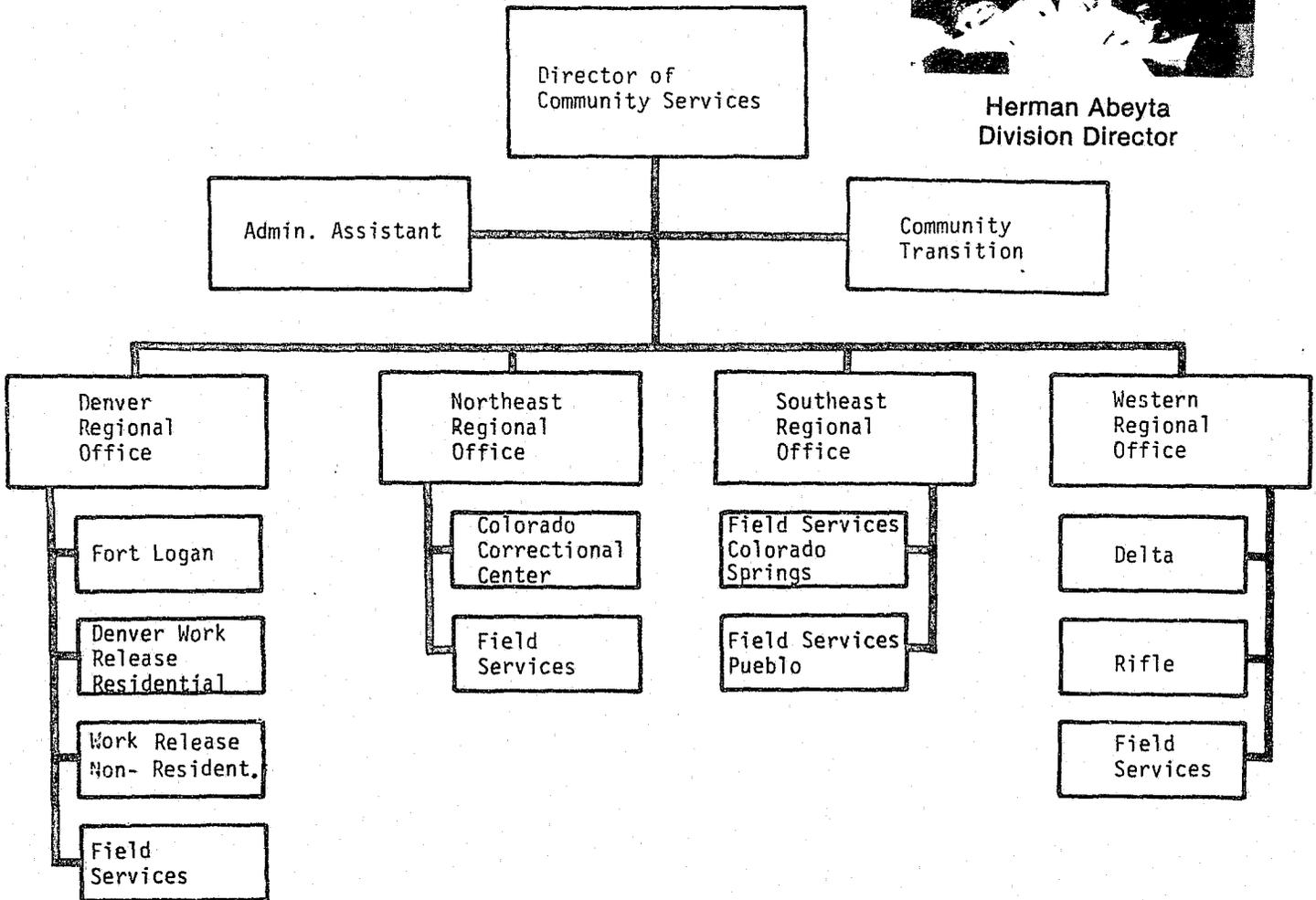
Business Management: This section includes all of the Department's business management functions which include accounting, budgeting, payroll, inventory and supply, purchasing, inmate banking, and contract administration. All Department business operations are supervised and coordinated under the direction of the Division of Management and Development. The business operation was centralized in July of 1981 in the administration building at the Colorado Territorial Correctional Facility in Canon City.



DEPARTMENT OF CORRECTIONS
 DIVISION OF
 COMMUNITY SERVICES



Herman Abeyta
 Division Director



August 8, 1983

DIVISION OF COMMUNITY SERVICES
 SUMMARY OF EXPENDITURES
 FY 1982-83



	Personal Services	Operating	Total
Administration	177,642	119,197	296,839
Transitional Services	104,667	1,644,690	1,749,357
Denver Region			
Administration/Field Services	488,201	30,249	518,450
Bails Hall	225,612	---	225,612
Fort Logan	224,691	---	224,691
Interstate	56,618	---	56,618
Northeast Region			
Administration/Field Services	457,224	32,525	489,749
Colorado Correctional Center	474,215	200,650	674,865
Southeast Region			
Administration/Field Services	296,298	13,630	309,928
Western Region			
Administration/Field Services	181,682	18,615	200,297
Delta Correctional Center	558,462	231,650	790,112
Rifle Correctional Center	476,021	299,692	775,713
TOTAL	3,721,333	2,590,898	6,312,231

DIVISION OF
COMMUNITY SERVICES

The mission of the Division of Community Services is to supplement and maintain a comprehensive network of minimum security facilities, community corrections programs and parole supervision units to effect the graduated return of the offender to the community prior to discharge of sentence consistent with public safety.

The agency is responsible for minimum security centers, state-operated community residential centers, contractual transitional services, and field parole services.

The Department's minimum centers are designed to implement the Departmental goal of utilizing the minimum center system as an integral step in preparing the inmate for community re-entry. The Colorado Correctional Center in Golden has a 100-bed capacity. Major programs at the facility include: forestry, construction, furniture moving, and support services to the National Guard Unit and the Colorado Law Enforcement Training Academy located nearby.

The Department also operates two minimum security centers on the Western Slope, one at Delta and one at Rifle, both of which have a capacity of 100 beds. Inmates participate in community work projects including construction, maintenance of buildings, road building and repair, forestry and park projects, and vocational training.

The Division manages all community services programs through four regional offices which are responsible for all Department community corrections activities within their respective region. Regional offices oversee minimum centers, state-operated and contractual community residential centers, domestic parole, and interstate parole and probation supervision functions.



Community Services Administration:
The Director of the Division of Community Services is directly responsible to the Executive Director, and has overall administrative responsibility for related policy, planning, and operations for the Department's three minimum security centers, two state-operated community programs, and Field Services.

The four Regional Directors, each of whom has supervisory responsibility for all Community Service-related operations in the regional sector, reports directly to the Division Director. The Director is responsible for negotiating and administering all Community Services purchase of service contracts, transitional programs, as well as budget planning and management for the Division.

State Residential Centers: The Department currently administers a community correctional residential center located in Denver which is staffed by department personnel. The program offers widely diversified services to both the offender and to the community. Services include twenty-four hours a day, seven days a week supervision by staff, assistance in locating employment, vocational or academic training, individual and group counseling, alcohol and drug abuse treatment, monitored antabuse programs, and urinalysis testing. In addition, the program offers the offender an opportunity to reunite with his family, and provide family counseling on an as-needed basis. The programs utilize existing community resources and make appropriate referrals to assisting community agencies.

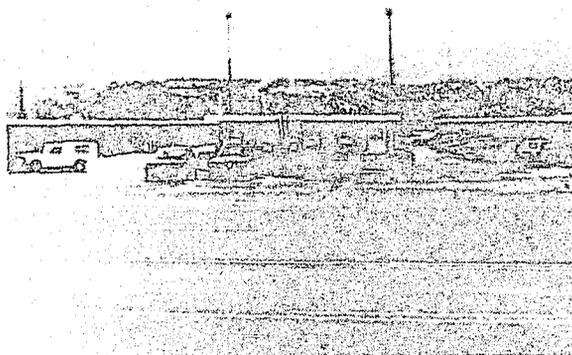
Contract Centers: The Department of Corrections is responsible for the administration of state funds appropriated for the purchase of transitional community residential services. This program is designed to provide transitional services to carefully selected inmates for a period of 120 to 150 days prior to

their release on parole or discharge of their sentence. These are community-based centers which heavily involve the local community in development and administration of programs. Community transition programs provide a valuable service to both the offender and the local communities.

The contractual centers are currently providing inmate residential services to the department in the form of supervision, counseling and guidance, job assistance, educational vocational training and reestablishment of family ties. The transitional programs also provide a testing period in the community prior to release. Average daily payments to the contractual centers per client are determined through contracts negotiated yearly between the Department and each facility and are based upon the amount of funding appropriated. Additional funding to cover the contractual program costs is received from the clients through an assessment system that ranges from \$3.25 to \$6.00 per day.

Field Services: Field Services provides the essential link between the released inmate and the community to which he returns. Functions of this sub-program include; liaison and assistance to both state-operated and contractual community centers providing transitional services and minimum security centers. The field also provides supervision to inmates residing in the community centers, domestic parolees, interstate parolees and interstate probationers residing in Colorado.

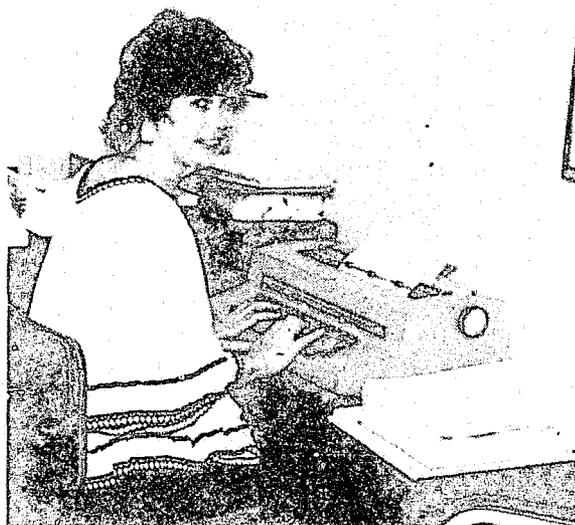
Services provided by staff include counseling, housing, job placement assistance, and crisis intervention. Field Services staff also acts as investigative and enforcement agents for violators under parole and interstate probation compact supervision, as well as those clients in community placement centers. Special investigatory duties include inter-



state pre-sentence investigations, investigations for the Executive Clemency Board, pre- and post-interstate transfer investigations, community furlough investigations and investigations in support of and assistance to local law enforcement agencies.

The Interstate Compact Unit is responsible for the coordination of matters relating to offenders who are either entering Colorado from other states for incarceration or supervision here, or those exiting Colorado incarceration for supervision in other states. Colorado subscribes to and is a member of the Parole-Probation Interstate compact, which sets standards for the transfer and supervision of correctional clients between member states. The Interstate Unit also coordinates transfer activities for the Judicial Department when probationers from the various judicial districts are processed for supervision in other states.

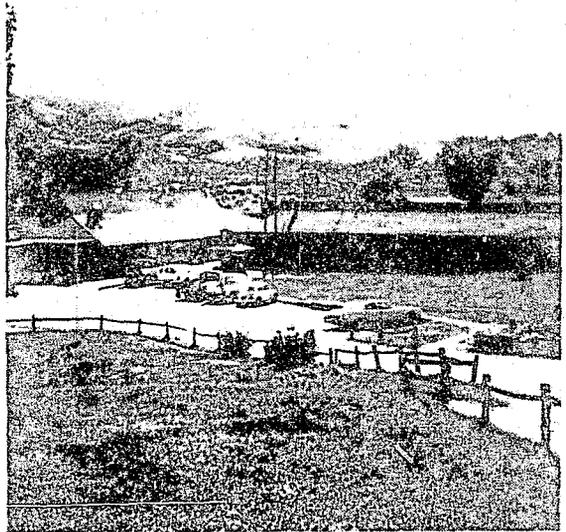
The Special Services Unit has been primarily concerned with tracking and processing parole violators both domestically and on an interstate basis. It also coordinates detainers and deals with matters of extradition warrants between states regarding offenders wanted by Colorado as parole violators. The Special Services Unit is the primary transportation authority for returning parole violators back to the state. This operation was transferred to Offender Services on June 15, 1983.



DELTA CORRECTIONAL CENTER:

1140 G 1025 Lane
Delta, Colorado 81416
(303) 874-7614
Manager: Pat Marah

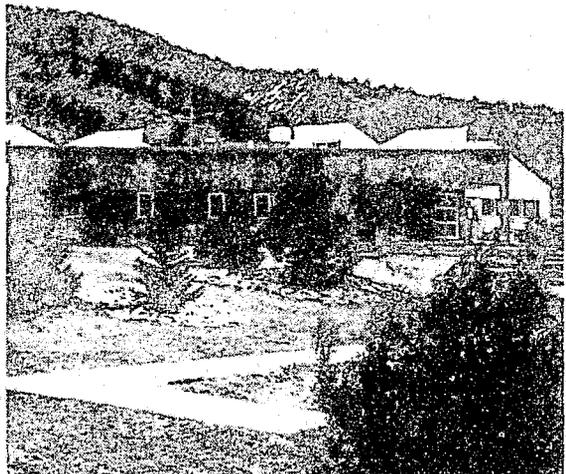
This facility was originally opened in 1967. It is a 99-bed minimum security facility located 8.5 miles northwest of Delta. The inmates incarcerated here have demonstrated good institutional behavior and are all nearing parole eligibility. This unit has no security perimeter fence or bars on the windows. Delta has 20 employees.



RIFLE CORRECTIONAL CENTER:

0200 County Road 219
Rifle, Colorado 81650
(303) 625-1700
Manager: Bob Hickox

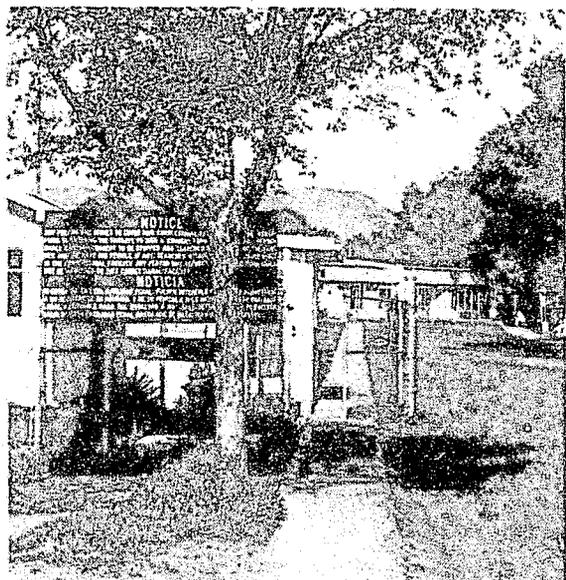
This 102-bed minimum security unit is located 9 miles north of Rifle. Like the Delta Correctional Center, this unit houses inmates classified at the minimum security level who have demonstrated good institutional behavior and are nearing parole eligibility. Rifle has 21 employees.



COLORADO CORRECTIONAL CENTER:

15000 Golden Road
Golden, Colorado 80401
(303) 279-4090
Manager: Bill Bokros

CCC is a 100-bed minimum security unit located on the grounds of Camp George West near Golden, Colorado. Like Rifle and Delta, this unit houses inmates classified at the minimum security level who have demonstrated good institutional behavior and are nearing parole eligibility. CCC has a staff of 24



BAILS HALL WORK RELEASE CENTER:

1735 York Street
Denver, Colorado 80206
(303) 388-5386

Supervisor: Wallis Gunnels

This unit houses inmates transitioning back to society who have four months or less to their parole or discharge date. Inmates in this unit are required to have a job in the community and must pay a portion of their room and board for the duration of their stay.

Bails Hall originally housed 39 inmates, but this figure was reduced to 17 in March, 1983, after fire gutted one of the structures. The facility was closed on July 1, 1983. Bails Hall had a staff of 9.

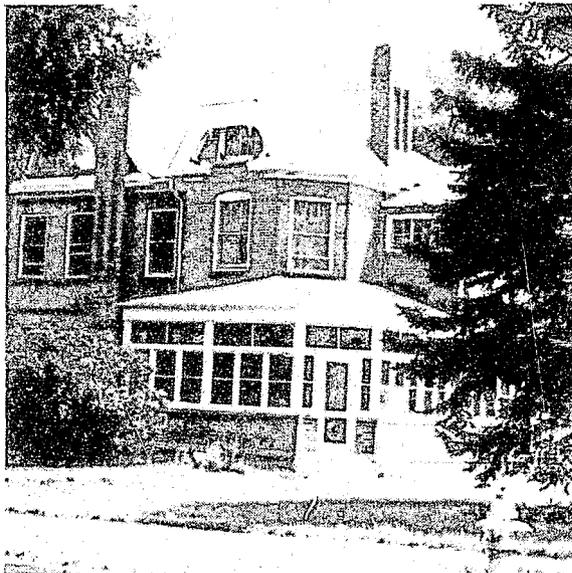


FORT LOGAN WORK RELEASE CENTER:

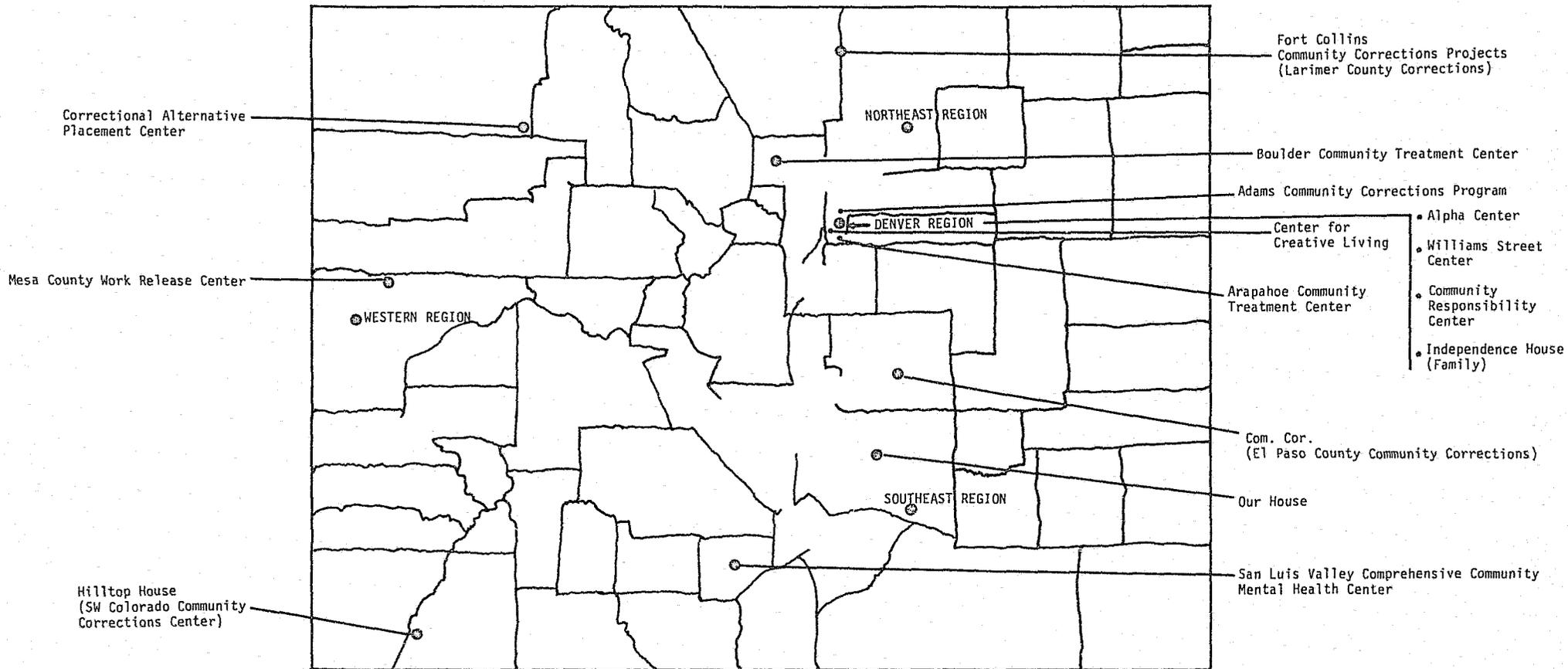
3620 West Princeton Circle
Denver, Colorado 80236
(303) 761-2866

Supervisor: Bruce Doyle

This 28-bed community corrections center is on the grounds of Fort Logan. This unit works on the same principle as Bails Hall; inmates must secure a job and pay a portion of their room and board for the duration of their stay. Placement criteria are the same as those for Bails Hall. Fort Logan has a staff of 15.



Community Services' Residential Contract Centers

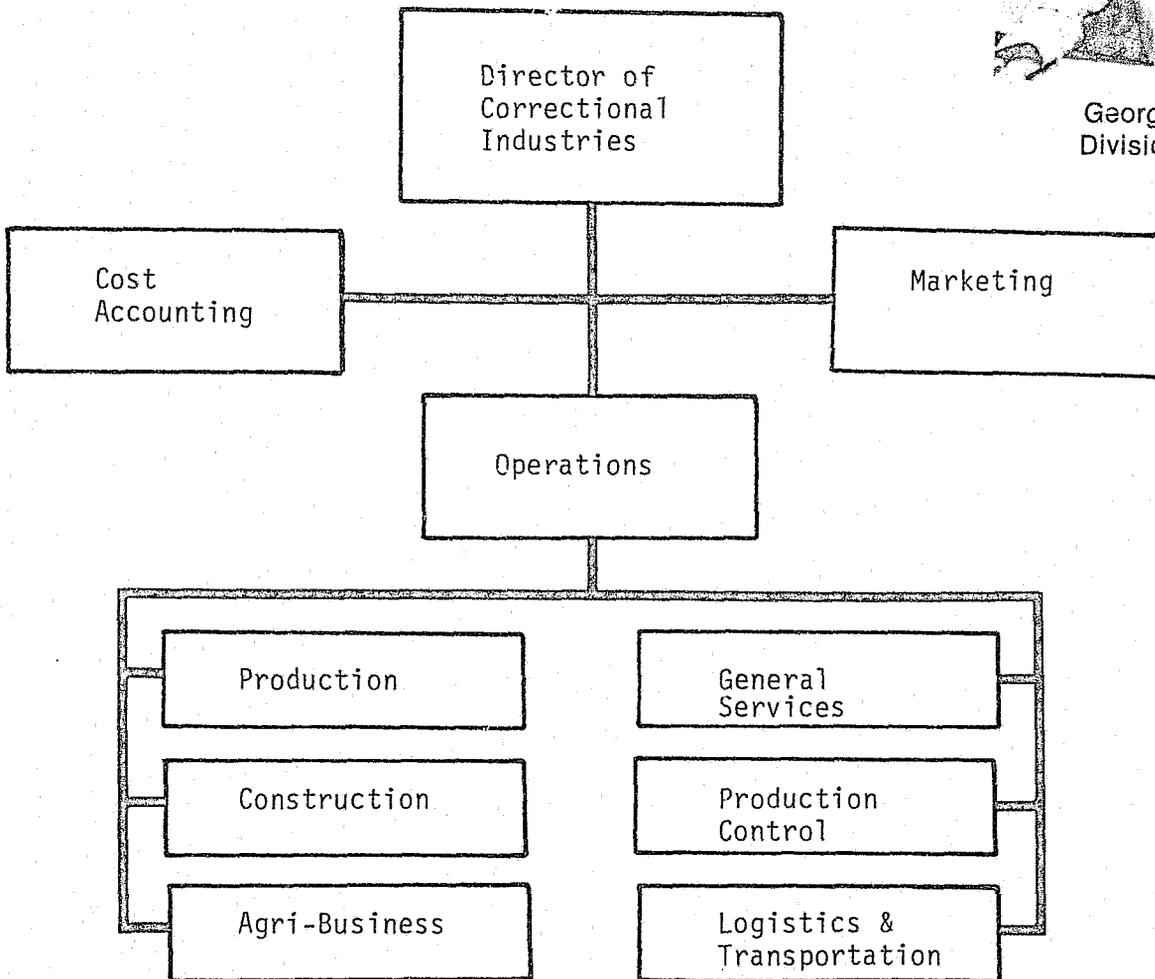


DIVISION OF
CORRECTIONAL INDUSTRIES

DEPARTMENT OF CORRECTIONS
DIVISION OF
CORRECTIONAL INDUSTRIES



George Delaney
Division Director



Division Of Correctional Industries
Statement of Revenues, Expenditures & Changes to Fund Balance
For Year Ended 6/30/83

OPERATING REVENUE

Sales		
Other Funds	\$ 1,250,606	
Other Agencies	<u>3,349,111</u>	
Total Sales		\$ 4,599,717
Cost of Sales		
Personal Services	1,847,016	
Materials	1,995,919	
Inmate Pay	<u>129,369</u>	
Total Cost of Sales		<u>3,972,304</u>
Gross Profit (Loss)		627,413

OPERATING EXPENSE

Administration	331,044	
Operating	729,079	
Travel	18,301	
Utilities	290,000	
Depreciation	<u>68,816</u>	
Total Operating Expense		<u>1,437,240</u>
Operating Profit (Loss)		(809,827)

OTHER REVENUES & (EXPENDITURES)

Appropriation From State Legislature	500,000	
Miscellaneous General Revenues	221	
Grant Revenues	12,898	
Grant Expenditures	<u>(14,331)</u>	
Total Other Revenues		<u>498,788</u>
Net Increase (Decrease) In Fund Balance		<u>(311,039)</u>
Fund Balance 6/30/82		<u>5,331,600</u>
Fund Balance 6/30/83		<u>5,020,561</u>

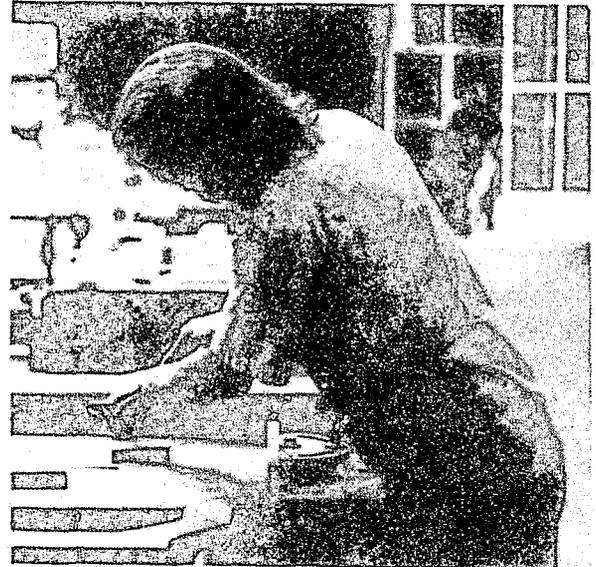
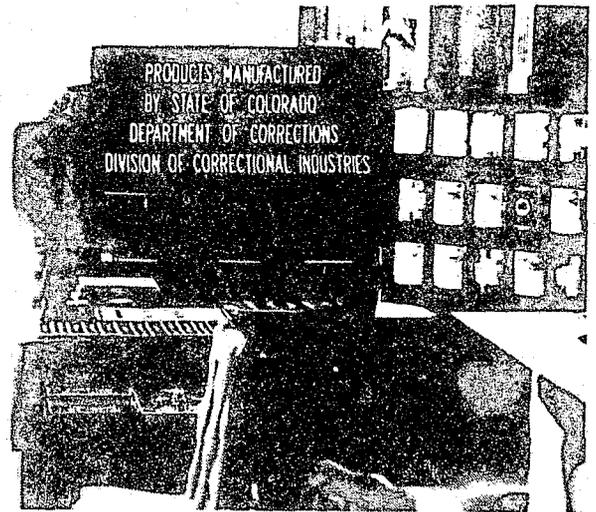
DIVISION OF
CORRECTIONAL INDUSTRIES

The Division of Correctional Industries has undergone substantial change over the past several years; the organization's size and responsibilities have been considerably reduced. Many programs have been discontinued while other programs have been, or will be, physically relocated. New procedures and systems have been implemented or are being developed. These changes have been made to solve the problems that have existed in Correctional Industries and to improve utilization of resources shared by the Division and the rest of the Department of Corrections. As a result of these changes, 1981-82 saw substantial progress in C.I. and this progress is continuing into 1982-83.

Marketing: This section of Industries handles the "selling" of products and services. Correctional Industries can sell to state, county, federal, or municipal agencies or any non-profit entity. The Marketing section handles all Correctional Industries advertising and outreach sales efforts.

Operations: This is the largest section of Correctional Industries. It is made up of the various production and service shops where the inmates work and are trained.

1. Wood Products: This shop is located in the newly remodeled industries building at Shadow Mountain Correctional Facility. In the few years this shop has been operational, the quality of furniture has greatly improved due to new equipment, better facilities and greater experience. The type of furniture manufactured includes desks, bookcases, credenzas, office panels and dividers. Custom items are also manufactured on request.
2. Sewing Shop: The sewing shop has been moved to Centennial. It was previously located at Colorado



Women's Correctional Facility. Among the items produced are aprons, diapers, jumpsuits, hospital gowns, pajamas, and both Colorado and American flags. The primary product manufactured is uniforms for Department of Corrections inmates.

3. Lumber Mill: This shop is located on the grounds in Canon City and employs inmates from the Skyline Correctional Center. Lumber in 1" x 4" and 2" x 4" sizes are always in stock, ready for delivery. Other lumber can be produced to order in any dimension up to 18 feet in length. Primary products are sign posts, guard rail blocks, and elk panels. Side lumber, log ends, and sawdust are sold as surplus. Firewood and related scrap wood is sold to the public.
4. Print Shop: Correctional Industries operates two printing facilities. The design, layout and art work is done in the Territorial shop and actual production is done in the Centennial shop. Quality offset graphic arts capability ranging from original art work, composition art production and offset reproduction to include one, two, or three colors is offered.

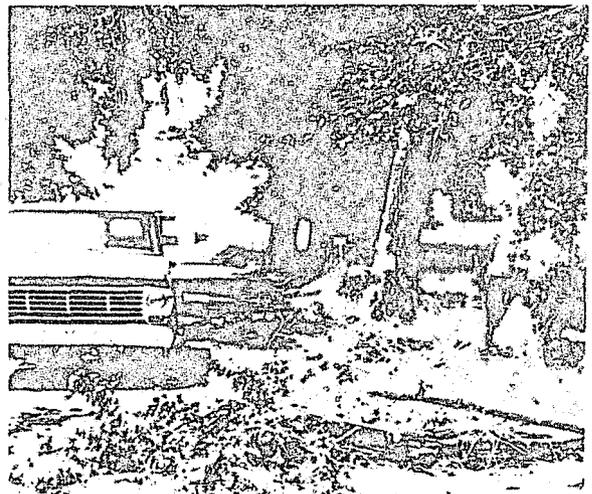
Products include business cards, letterhead, envelopes, brochures, product labels, catalogs, standard and carbonless forms, booklets and custom jobs.

5. Metal Fabrication: Correctional Industries produces all vehicle license plates for the State of Colorado. Aluminum sheet stock is used; reflecterized paint and beads are baked on. The plates have a five-year life, and are produced yearly at the rate of 500,000 to 1.5 million, according to need.
6. Sign Shop: This shop is located in Territorial. Aluminum signs

can be produced in sizes up to 30" by 60", following customs and specifications set by Uniform Traffic Control Devices. The signs can be plain or with a scotchlite surface.

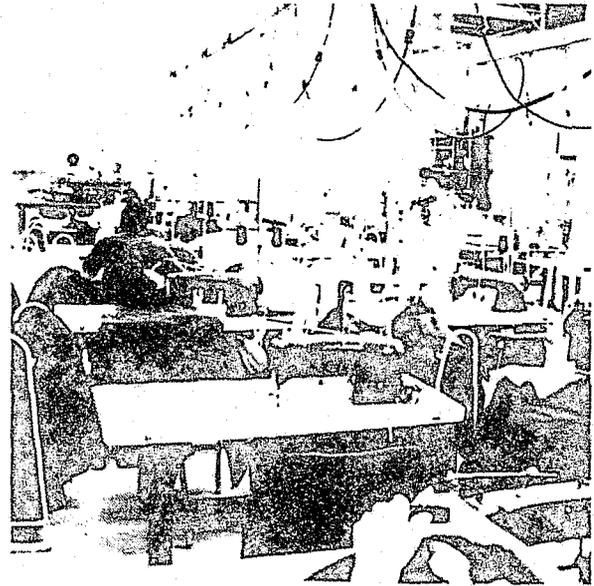
The silk-screening for the vehicle validation stickers is also done in the Sign Shop. These stickers are then sequentially numbered and cut in the Correctional Industries Print Shop.

7. General Services: These services are offered from the Colorado Correctional Center in Golden, the Delta Correctional Center, and the Buena Vista Correctional Facility, using minimum security inmates. There's a wide variety of services including, but not limited to: moving, painting, plumbing, maintenance, cooking, janitorial, clerical, fence building and landscaping. These services can be provided from any Department of Correction facility where minimum security inmates are housed.



8. Upholstery/Mattress Shop: This shop is located in Buena Vista. The shop has the capability of producing foam mattresses which are fire retardant, non-toxic, and non-allergenic. The shop also produces inner-spring mattresses.

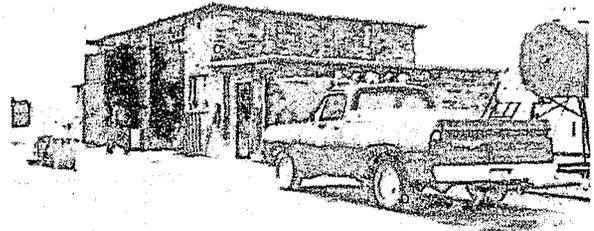
The upholstery part of the shop handles any kind of re-covering of auto seats, chairs, couches, etc. This shop also works in conjunction with the auto body shop in doing refurbishing of metal chairs (with upholstered seats and backs), bus seats, etc.



9. Transportation: Transportation is responsible for moving C.I. products from the shops to the customers. In addition, Transportation also moves goods for the Department of Corrections Warehouse. C.I. also utilizes private carriers for some select shipments.

a. Vehicle Operations: Body repair and paint work is performed on vehicles at this shop located at the Buena Vista Correctional Facility. The cost is based on the amount of damage, but is less expensive than repair done by private industry.

b. Vehicle Maintenance: State vehicles are kept in working condition by these Correctional Industries shops. Flat labor rates are charged and parts are marked up 10 percent over cost. The charges are billed against the individual divisions that own the cars. C.I. operates Vehicle Maintenance Shops in Canon City, Buena Vista, and Golden (CCC).



Agri-Business: (Canon City and Buena Vista) The alfalfa and corn silage produced is sold to the Correctional

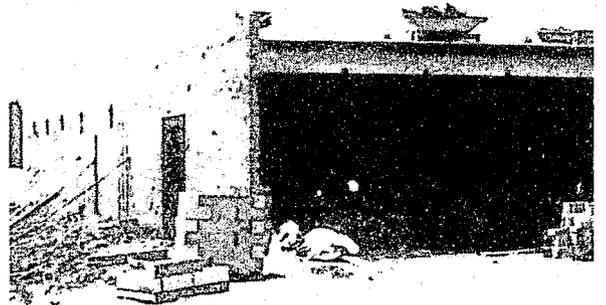
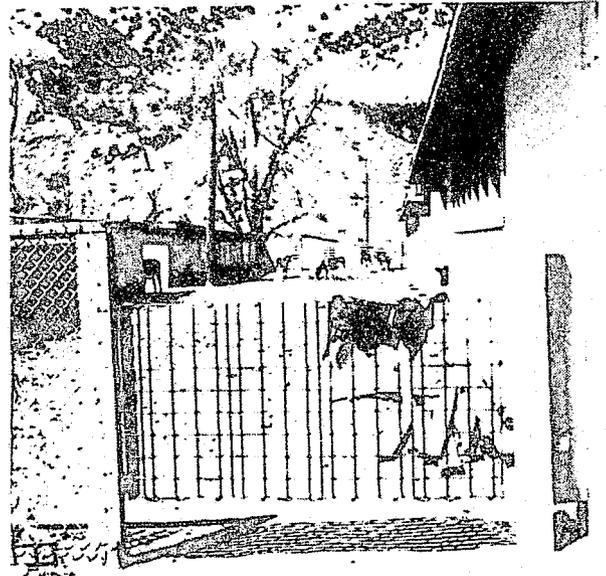
Industries dairy for cattle feed. The cherries are sold as surplus in Canon City for cider. Potatoes are sold to the Department of Corrections and surplused on the open market as necessary. Surplus beef and sheep are sold at sale rings, after providing the Department facilities what they need. Sheep's wool is sold to the co-op in the San Luis valley.

a. Dairy: The milk from the dairy is priced according to current market and is sold to the Department of Corrections facilities and the State Hospital in Pueblo. The surplus raw milk is sold to Mountain Empire Dairy Association. The C.I. dairy ranks in the top five of Colorado dairys in quality and quantity of milk produced.

b. Piggery: This operation is located in Canon City and employs inmates from the Fremont Correctional Facility. The piggery provides all the pork for the Department kitchen facilities and the surplus is sold at sale rings. Weened pigs, 60 to 90 pounds, are sold to county agents in-state and out-of-state (Wyoming and Nebraska) and then sold to 4-H and FFA young people for project work.

Construction: This production area focuses on: remodeling, construction, excavation, pre-fab or on-site construction.

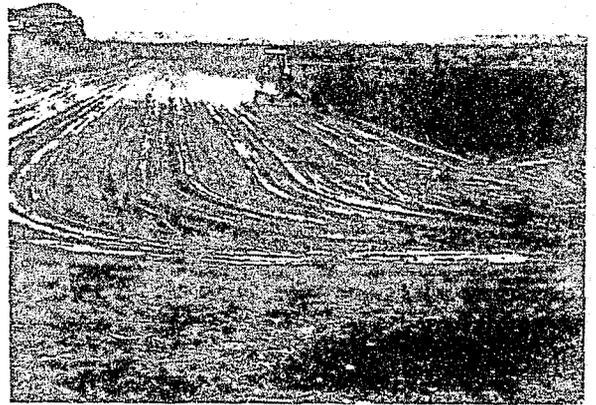
In March 1979, the construction of the building now known as Shadow Mountain Correctional Facility was begun. Stearns-Rogers was the architect and Correctional Industries was the contractor, using inmates as laborers. The idea of using inmate labor was innovative, saving the State of Colorado approximately \$3.0 million, but it was also very frustrating. The



project was besieged by inmate sabotage, and an over-abundance of inmate sick time and material delays. Nevertheless, it was an accomplishment to be proud of. Inmates were moved into the new facility in February 1981.

Production Control: Responsible for ensuring that the customer's orders are sent to the proper shop, manufactured and shipped within a reasonable, promised time frame. At such time as the goods are delivered to the customer, Production Control forwards the proper document to Accounting to be invoiced. Production Control also assists the shops in ordering and receiving "raw materials" to maintain an even flow in production. Overall production scheduling is handled by this office. This office also does some marketing for C.I.

Fiscal Liaison: This area ensures accuracy and control in all fiscal documents including fiscal expenditure recapitulation sheets, requisitions, purchase orders and budget, if desired. This unit also helps the cost accountant to ensure inventories and reports are done accurately and maintains daily contact with the Business Office and Accounting to ensure proper handling of all documents. He also prepares financial reports for Correctional Industries managers.



CORRECTIONAL INDUSTRIES
PROGRAMS

<u>Institution</u>	<u>1982 Average Population</u>	<u>Industry</u>	<u>1982-83 Gross Sales</u>	<u>Inmates Employed</u>	<u>Percent Employment</u>
Centennial Corr. Facility Canon City Max (male)	336	Print Shop Sewing Shop	\$ 329,000* 154,000 <u>\$ 483,000</u>	12 25 <u>37</u>	11.0
Shadow Mountain Corr. Facility Canon City Close (male)	384	Wood Products Vehicle Oper.	\$ 465,000 63,000 <u>\$ 528,000</u>	56 12 <u>68</u>	17.7
Fremont Corr. Facility Canon City Medium (male)	425	Piggery Farming Construction	\$ 317,000 271,000 422,000 <u>\$1,010,000</u>	6 50 20 <u>76</u>	17.9
Colo. Territorial Corr. Facility Canon City Medium (male)	305	Tag Plant Sign Shop Print Shop	\$ 723,000 581,000 * <u>\$1,304,000</u>	40 12 8 <u>60</u>	19.7
Colo. Women's Corr. Facility Canon City Max-Min. (female)	95	Calf Oper.	\$ ---	5	5.3
Skyline Corr. Center Canon City Min. (male)	136	Dairy Lumber Mill Transportation	\$1,006,000 160,000 44,000 <u>\$1,210,000</u>	35 25 6 <u>65</u>	47.8

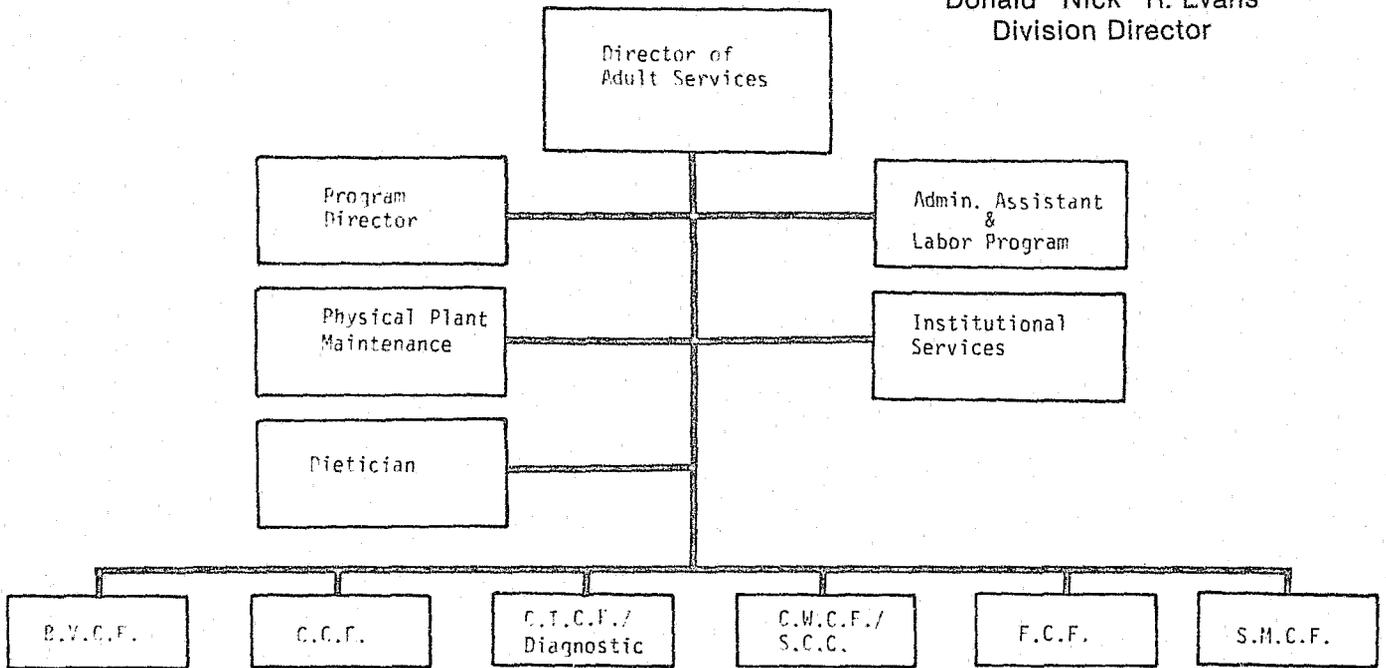
<u>Institution</u>	<u>1982 Average Population</u>	<u>Industry</u>	<u>1982-83 Gross Sales</u>	<u>Inmates Employed</u>	<u>Percent Employment</u>
Buena Vista Corr. Facility	600	Farming	\$ 159,000	20	
Buena Vista Medium (male)		Vehicle Oper.	41,000	12	
		Auto Body	---	9	
		Upholstery/ Mattress	3,000	12	
		General Svs.	9,000	3	
			<u>\$ 212,000</u>	<u>56</u>	9.3
Delta Corr. Center Delta Min. (male)	100	Manpower Svs.	\$ 39,000	18	18.0
Rifle Corr. Center Rifle Min. (male)	100	---	---	--	
Colo. Corr. Center Golden Min. (male)	100	Vehicle Oper.	\$ 60,000	10	
		Manpower Svs.	130,000	46	
			<u>\$ 190,000</u>	<u>56</u>	56.0
TOTALS	<u>2,581</u>		<u>\$4,976,000</u>	<u>441</u>	<u>17.1</u>

**DIVISION OF
ADULT SERVICES**

DEPARTMENT OF CORRECTIONS
DIVISION OF ADULT SERVICES

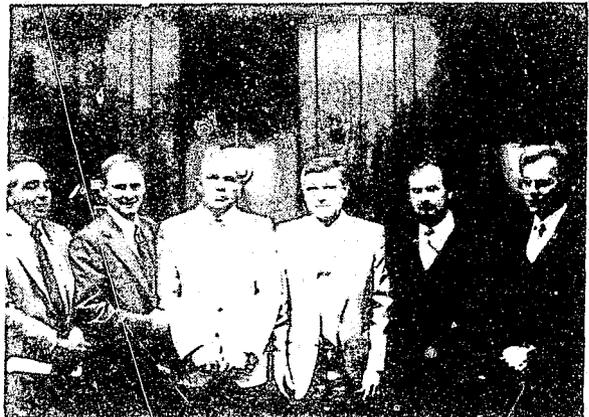


Donald "Nick" R. Evans
Division Director



DIVISION OF
ADULT SERVICES

The Division of Adult Services supervises seven major institutions including a variety of programs. The next several pages describe those programs and the various institutions.



DIVISION OF ADULT SERVICES
SUMMARY OF EXPENDITURES
FY 1982-83

	Personal Services	Operating	Total
Administration	630,614	92,820	723,434
Work Program	523,444	33,592	557,036
Buena Vista Correctional Facility	3,550,921	1,478,441	5,029,362
Diagnostic and Reception Center and Territorial Correctional Facility	2,705,571	1,393,454	4,099,025
Fremont Correctional Facility	2,786,707	819,714	3,606,421
Colorado Women's Correctional Facility	904,169	250,279	1,154,448
Skyline Correctional Facility	426,633	244,796	671,429
Centennial Correctional Facility	3,995,034	640,536	4,635,570
Shadow Mountain Correctional Facility	3,102,699	655,646	3,758,345
TOTAL	18,625,792	5,609,278	24,235,070

Institutional Management: Institutional facility superintendents, under the direction of the Director of Adult Services, carry out statutory requirements for the care and safe-keeping of inmates committed to the custody of the Department.

Facilities included within the institutional management program include:

- o Centennial Correctional Facility (CCF)
- o Shadow Mountain Correctional Facility (SMCF)
- o Colorado Territorial Correctional Facility (CTCF)
- o Fremont Correctional Facility (FCF)
- o Colorado Women's Correctional Facility (CWCF)
- o Buena Vista Correctional Facility (BVCF)
- o Skyline Correctional Center (SCC)

Institutional management includes the facility superintendents and their immediate management and support staff who are responsible for overall facility planning and procedures development, staff and inmate supervision, and organizational and coordination functions associated with daily operations of the facilities.

Records/Classification: Maintenance of the working case file on each inmate housed in a facility is under direction of the superintendent. The superintendent is also responsible for insuring that distribution of documents recording official actions is made to the Department file maintained in the central office. They serve as official records custodians as defined by statute. Facility records staff are responsible for maintaining a variety of inmate information dealing with location, status, movement, security designation, identification

of the local inmate population and the establishment of records access procedures which are consistent with Department of Corrections regulations as well as State and Federal laws. Each facility handles its own internal inmate classification process in accordance with department policy. This includes periodic review of each inmate's security designation and facility assignment approval of each inmate's initial and revised performance plans, administrative segregation hearings, and inmate housing and job assignments.

Housing and Living: The Housing and Living Program includes all of those activities that are necessary to keep an inmate housing unit functioning smoothly. Running a cellhouse or dormitory is a time-consuming job since the housing unit is the hub of offender movement and activity. Staff are responsible for hygiene and clothing issue; telephone calls; pass issuance; count; cleanliness of the unit; disciplinary reports; notification of appropriate facility staff of problems or unusual offender behavior, etc.

In addition, housing staff assist the case management process by addressing inmate needs and concerns occurring daily and requiring immediate response.



Religion: The Chaplaincy Program responds to spiritual and religious needs by supervising and/or conducting sacramental ministry via regularly scheduled religious services of common worship and individual celebration of religious ritual, when requested and appropriate. Activities also include individual and group counseling, organized religious study groups, and crisis counseling as necessary.

Recreation: The recreation program offers inmates the opportunity to participate in both active and passive activities. The major emphasis of this program is to provide the opportunity for participation in a variety of recreational activities as well as to develop an awareness of the wise use of leisure time.

Active programs include such sports as baseball, football, basketball, boxing, and handball. Passive activities such as hobby shop, ceramics, movies and special entertainment programs, are also offered. Intramural league competition, as well as competition with local community teams, offer a healthy competitive atmosphere. All Department correctional facilities provide some form of structured and unstructured recreational activity. A comprehensive recreational program is essential to maintaining a relaxed atmosphere within the correctional facilities.

Work Program: The 1981 General Assembly passed into law SB 504 which established a physical labor Work Program for inmates. The Legislature recognized that the Department had in its custody a number of inmates who could benefit by a working assignment designed to perform physical labor. The Work Program has been implemented by the Department with the intent of achieving four major goals gleaned from SB 504.

o To develop a work ethic in those inmates who participate in the program.

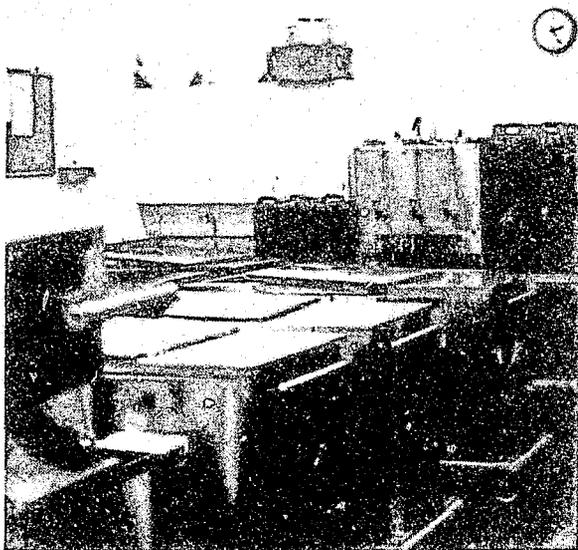
- o To assist the Department in managing inmate idleness through the creation of numerous inmate jobs through the performance of physical labor.
- o To design the work program with emphasis on reclamation of land and resources to benefit the people of the state.
- o To facilitate the inmate's readjustment back into the mainstream of society through the development of a work ethic.

During the first phase of the program development, the Department has placed emphasis on reclamation and maintenance of state-owned property, first priority being given to land and resources under jurisdiction of the Department. Projects targeted are to have high visual impact, involving creativity and which fit within the guidelines of SB 504. Programs have been implemented in the areas of agriculture, erosion control, and landscaping.

Support Services: Support Services provide operational control, technical coordination and planning for laundry, maintenance, food services and controlled maintenance at all facilities within the Department. Central menu planning, dietary control project maintenance scheduling, and management of all controlled maintenance projects are responsibilities of Support Services' staff.

The Division of Adult Services maintains food services operations at all institutional and camp facilities. Provision is made for three meals daily for all inmates and for staff as required. The quality and quantity of food and drink must meet nutritionist requirements and criteria established by the American Correctional Association's Standards for Accreditation.

Laundry services are also managed by the Division of Adult Services and provide inmates with an ample supply of sanitary clothing items related to food service, clean inmate uniforms twice a week, sanitized beddings, and provide special clothing changes for those inmates whose clothing becomes extremely soiled due to the nature of their assigned jobs.



The Division of Adult Services is responsible for maintenance and upkeep of facility physical plant, water supply, sewage and sewage treatment, garbage and trash removal, and insect and rodent control. Maintenance is also responsible for all ground and vehicle maintenance throughout the Department. Each facility has a core group of maintenance personnel who are supplemented from the central dispatch centers. Because of reductions in overall staff, simultaneously occurring with expansion of facilities and the opening of two new facilities, the central dispatch centers were established. Currently a center at Fremont Correctional Facility dispatches technical maintenance personnel daily to various facilities in the Canon City area. Dispatches are based on critical prioritization of maintenance needs.

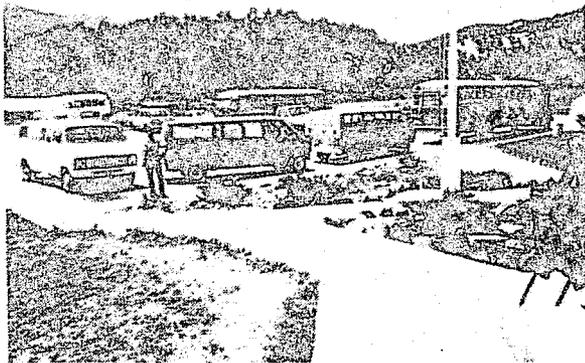
The Buena Vista Correctional Facility functions as the second central dispatch center and is responsible for technical assistance to the Delta, Rifle, and Colorado Correctional centers.

Security and Transportation: The Security and Transportation program encompasses those functions associated with the safe-keeping of all inmates housed in an institutional facility and the escort and transportation of those inmates.

Levels of facility security vary according to each particular facility's primary functions and type and number of inmates housed. Facility design affects visibility, inmate movement, flow and scheduling, which in turn impacts staff ability to effectively manage and control the facility. Internal facility security includes such areas as contraband, key and tool control, visiting, inmate property, mail room, control center, staff communications, inmate counts, security inspections, armory emergency

measures, etc., while external facility security includes such areas as perimeter patrol, tower surveillance, sensory devices, lighting, and gate and entrance control.

The escort and transportation of inmates is an integral function of facility operations. The escort of inmates to various locations within a facility must be provided for reasons such as protective custody from other inmates or when the inmate has been designated as highly dangerous. Transportation between Department facilities and external destinations is a constant and costly activity. Inmates are transported daily between facilities as a result of diagnostic placements, medical or dental needs, and classification changes. External Department transportation designations include jails, courthouses, work assignments, and bus depots.



Education: The Academic Program provides educational opportunities for inmates identified by the Department as either needing or wanting them. Services offered are described below.

Basic Education: Basic Education includes the following service areas:

1. Pre-Vocational
Adult Basic Education/Grades 0-4
English Second Language
Remedial Reading
Learning Disabilities
Adult Performance Level/Grades 7-9

2. General Education Development
Grades 9-12

Classes in these two educational service areas are provided directly by the Department through state-certified teachers at all major institutions and through available local community resources at camp facilities.

Library Services: Inmates have the opportunity to participate in Library Services which include recreational reading, reference materials and inter-library loan. The Colorado State Library assists the Department by providing supervisory and coordinating support for all institutional and camp facilities.

Recent court decisions have mandated that the correctional facilities provide inmates with reasonable access to legal services. Under the Library program, these services include provision of equipment such as typewriters, adequate space and up-to-date legal volumes and other law materials to enable inmates to conduct legal research.

The Department also has an obligation to provide inmates with adequate access to both state and federal courts. This obligation is based on legal standards (see e.g. Bounds v. Smith) as well as court orders in the Ramos case. To meet this obligation, in FY 82-83 the Legislature funded contractual dollars to provide attorneys, paralegals, and clerical staff to inmates in lieu of complete law libraries at each facility.

Vocational Education: During the past few years, the delivery of Vocational Education within the Department was the responsibility of Correctional Industries, however, that responsibility shifted when the Corrections Area Vocational School was created by long bill allocation during the 1980-81 legislative session. Efforts began July 1, 1981, to activate the Area Vocational School concept and deliver vocational education and training services with the typical vocational philosophy of preparing individuals with job entry skills in an occupation of their choice and compatible with individual interests and aptitudes.

The purpose of the Area Vocational School is to conduct vocational education and training in program areas most compatible with student needs and job placement capabilities; further, the program attempts to equip trainees with job entry skills with which they are able to acquire meaningful employment, assume a beneficial position in society, and to instill a sense of pride in work and workmanship.

The Area Vocational School will function as do other Area Vocational Schools with an operating board to establish policies and an advisory council to assist in guiding the progress and direction of vocational education. The school has a director, assistant director and an instructional staff responsible for the operation of 119 approved BCCOE programs. The Area Vocational School is solely dependent on the state legislature for financial resources which flow through the State Board for Community Colleges and Occupational Education to operate within the Department.

The following sub-programs are offered through the Area Vocational School:

- o Centennial Correctional Facility
 - Graphic Art
 - Office Equipment Repair

- o Fremont Correctional Facility
 - Machine Shop
 - Welding
 - Meat Cutting
 - Barbering
 - Sheet Metal
 - Building Trades
 - Data Processing
 - Food Services
- o Colorado Territorial Correctional Facility
 - Dental Prosthetics
- o Buena Vista Correctional Facility
 - Welding
 - Machine Shop
 - Woodshop
 - Small Engine Repair
 - Printing Occupations
 - Meat Cutting
 - Barbering
- o Colorado Women's Correctional Facility
 - Business Office Occupations
 - Word Processing



Colorado Territorial Correctional Facility (CTCF) - Box 1010
Canon City, Colorado 81212
Superintendent: Jim Brittain

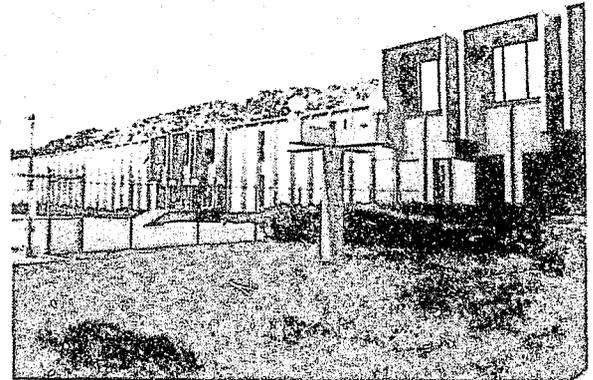
The original territorial prison, which is located on the western fringe of Canon City, opened in January, 1871, with a bed capacity of 45. When Colorado became a state in 1876, the prison became known as the Colorado State Prison. The building was made larger through the years by adding Cellhouses 1 and 7 in 1938, Cellhouse 1 in 1945, and Cellhouse 3 in 1955. Cellhouses 1 and 7 were closed in February, 1981, when Centennial and Shadow Mountain were opened east of town.

Territorial includes the Reception and Diagnostic Center, the Infirmary, and Cellhouse 3.

The Reception and Diagnostic Center houses 120 inmates. All inmates sentenced to the Colorado Department of Corrections are initially received at RDC, processed into the system, tested, physically and psychologically examined, and issued clothing, then progressed to another facility. This process usually takes up to three weeks. While at RDC, all inmates are considered maximum security and issued orange coveralls to wear while at this facility.

The infirmary has bed space for 30 general patients and an eight-cell isolation area. Inmates who require 24-hour medical or mental health care that doesn't warrant treatment at the Colorado State Hospital in Pueblo or whose health needs can't be met at their assigned facility, are housed at the CTCF infirmary on an in-patient status.

Cellhouse 3 is the only cellhouse in the system that has double bunking; there are 88 double-bunked cells and 8 single units with a total inmate capacity of 184. Normally, inmates



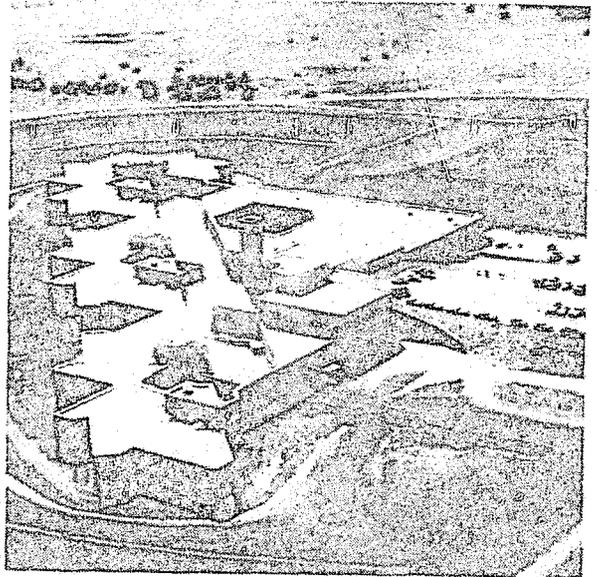
housed in this unit have less than 26 months to parole eligibility and have a classification of medium or minimum security.

Centennial Correctional Facility (CCF)
Box 600
Canon City, Colorado 81212
Superintendent: Bill Wilson

The Centennial Correctional Facility, which is located 3.5 miles east of Canon City, houses 336 inmates, and was opened December 22, 1980, at a construction cost of \$12 million. The facility has a maximum security designation. Inmates here are considered intensive management problems, those needing protective custody, and inmates serving long terms. The design of Centennial is unique in that it is divided into 21 sixteen-man pods which affords staff total management control over the inmates. Six of the pods are designated maximum security/administrative segregation units; nine pods are designed for general population inmates; and six pods are used for those inmates requiring protective custody.

Shadow Mountain Correctional Facility (SMCF), Box 600
Canon City, Colorado 81212
Superintendent: Tom Cooper

The Shadow Mountain Correctional Facility, located 3.5 miles east of Canon City, houses 383 inmates, and was opened in February, 1981. The institution, which cost approximately \$6 million to construct, was built with inmate labor under the Correctional Industries' program. Configuration of the facility is similar to that of CTCF; pods house a maximum of 16 inmates each. These inmates' security classifications are close and below.



Fremont Correctional Facility (FCF)

Box 999

Canon City, Colorado 81212

Superintendent: Mark McGoff

Construction of this 438-bed unit was started in 1956 as part of an overall expansion of the Colorado prison system to provide additional inmate workers for ranching operations. The facility is located four miles east of Canon City and was completed in 1957 after inmate labor constructed dormitories, laundry, and a boilerhouse. Between 1960 and 1970 the dairy, cannery, garage, gas station, piggery, chapel, and check point were constructed. FCF is designed to house medium and minimum security inmates.

Buena Vista Correctional Facility

(BVCF), Box R,

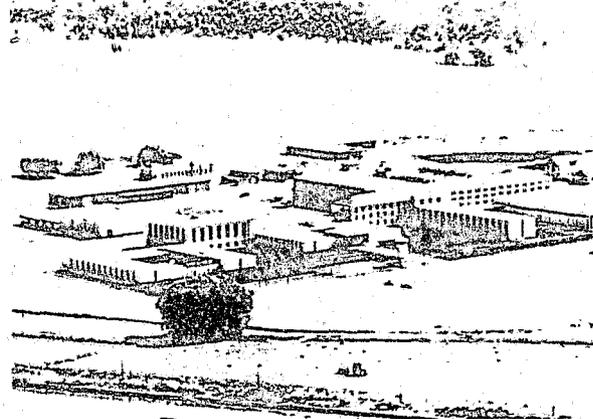
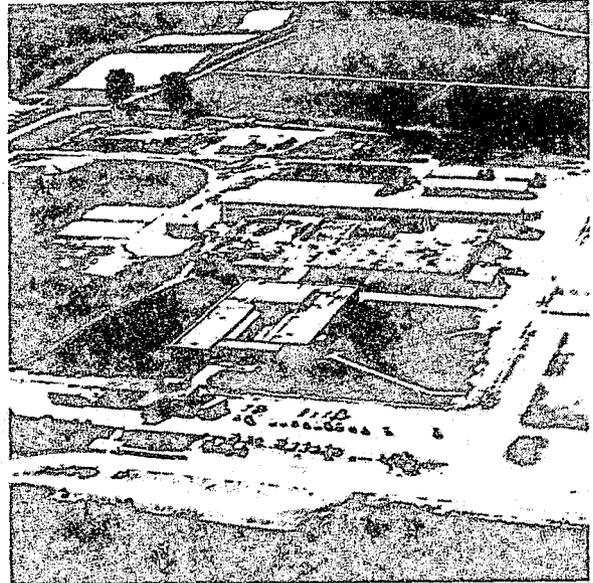
Buena Vista, Colorado 81211

Superintendent: Warren Diesslin

This facility opened in 1889 as the Colorado State Reformatory. It is located two miles south of Buena Vista. The normal capacity is 625 inmates whose security classifications are close, medium, or minimum.

An incentive program was initiated in 1971 and the program continues today with minor modifications. The institution has progressive "levels" and each cell block or "wing" is comprised of inmates at a particular level. Inmates earn their way from the lower wings to the upper wings by their conduct and by completing programs. Each level affords more privileges than the preceding one.

BVCF was the first Colorado correctional facility to receive accreditation by the Commission on Accreditation for Corrections. Accreditation was awarded April 17, 1980.



Colorado Women's Correctional Facility (CWCF) - Box 500,
Canon City, Colorado 81212
Superintendent: Dick Mills

The 96-bed minimum to maximum security unit for women, located 1.5 miles east of Canon City, was opened in 1968. The women have various activities including academic education, vocational education, gardening, helping to raise calves, food service, and maintenance.

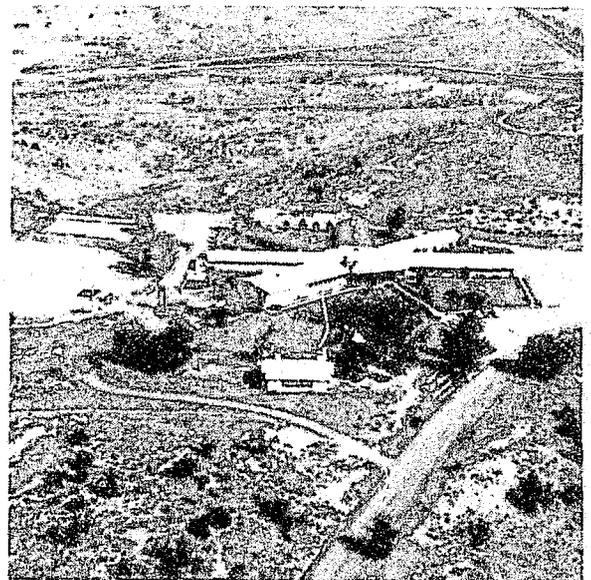
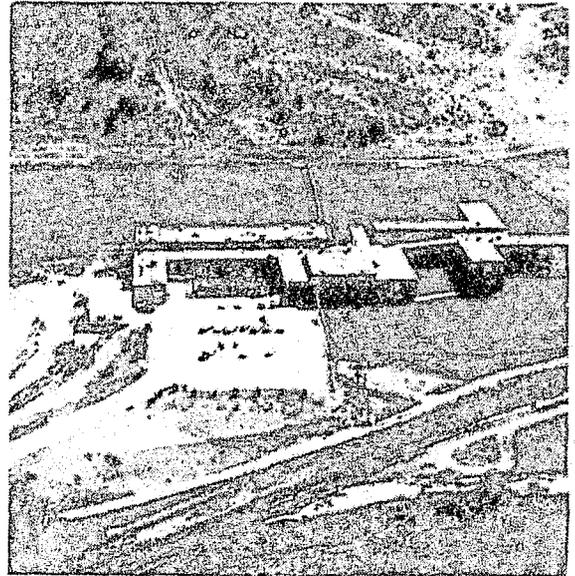
CWCF received accreditation by the Commission on Accreditation for Corrections on October 31, 1980.

Skyline Correctional Center (SCC)
Box 700
Canon City, Colorado 81212
Superintendent: Dick Mills, and
Manager: Dean Marshall

In 1981 this 132-bed unit, located 3.5 miles southeast of Canon City, became known as the Skyline Correctional Center. Minimum security inmates must demonstrate good institutional behavior and be near parole eligibility. Skyline has no security perimeter fence or bars on the windows and inmates carry the keys to their own rooms.

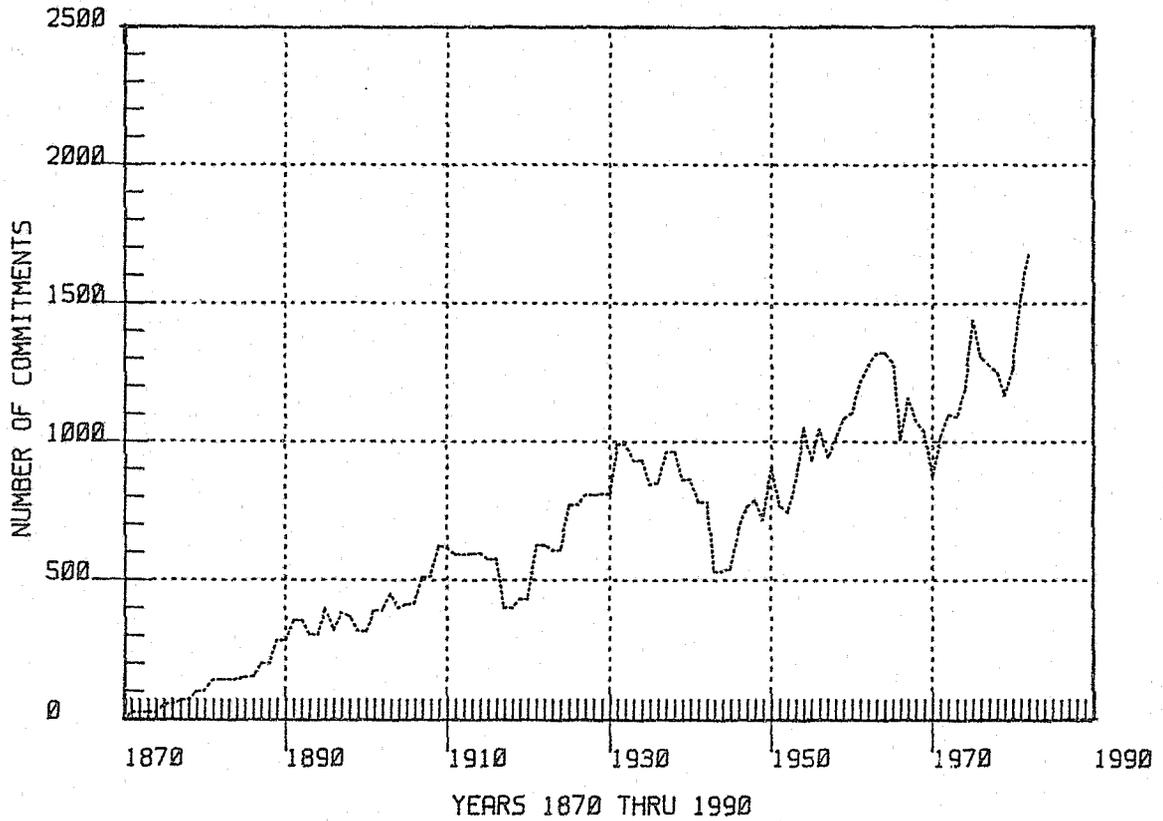
It is assumed that inmates here have resolved any adjustment or emotional problems and that vocational or academic needs have been satisfied before placement at Skyline.

The philosophy of Skyline is the "bee hive" syndrome; i.e., everyone works. In essence, if one does not work, one does not stay at Skyline. At this center the emphasis is placed on individual responsibility; to be self-reliant in conforming to the rules; to take the initiative in reporting for work; doing the job as required; and to accept the responsibility for one's own actions.

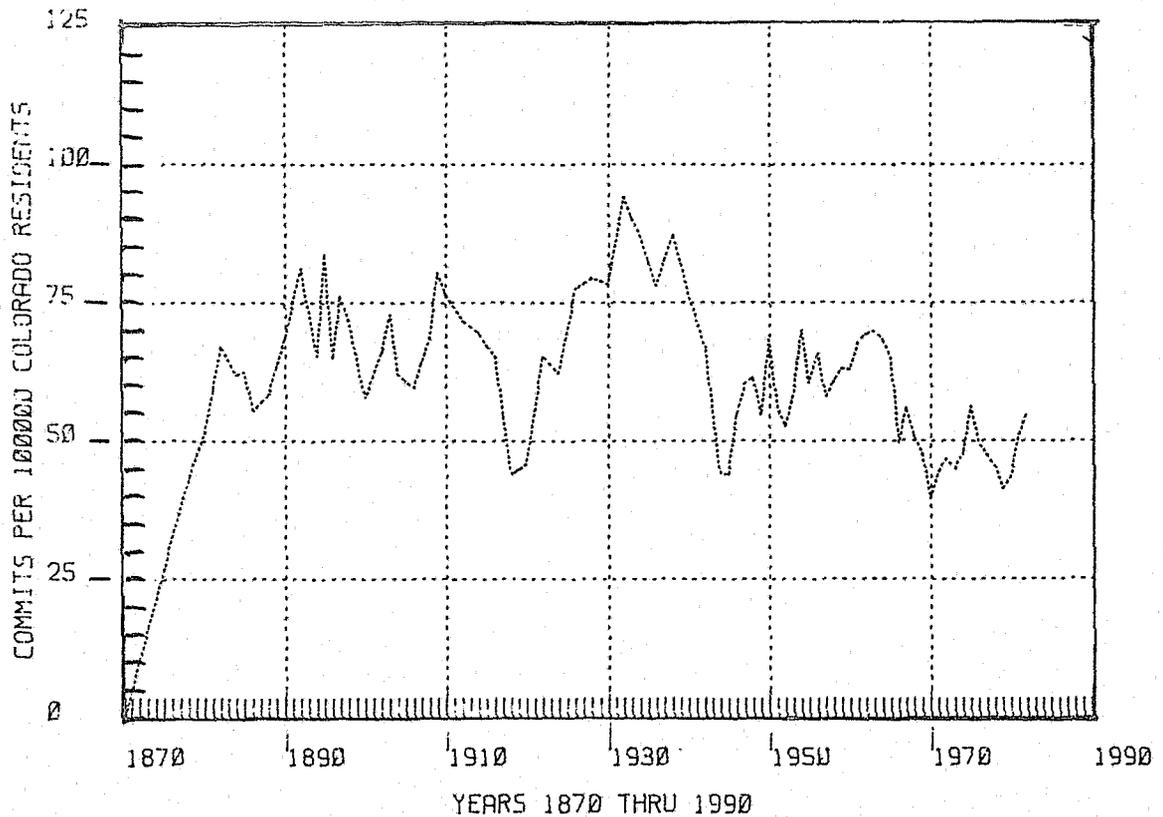


DEPARTMENTAL TRENDS AND STATISTICS

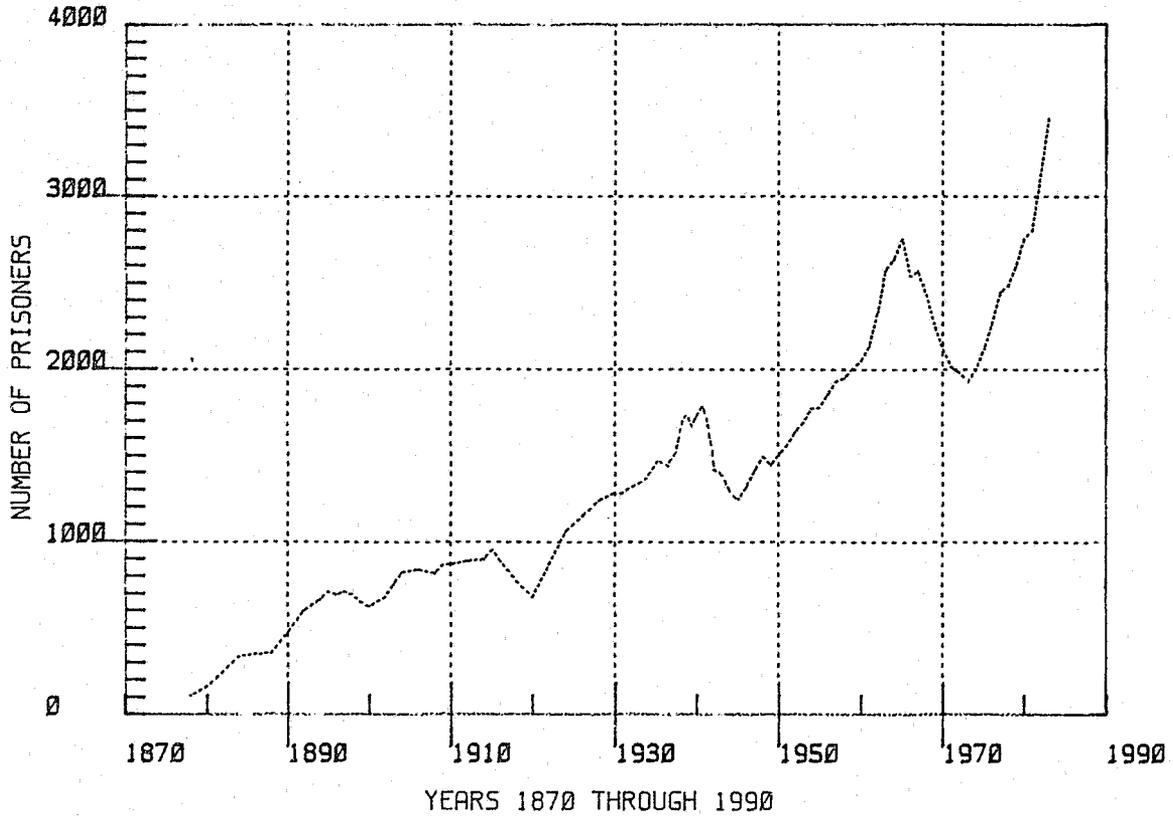
COLORADO COMMITMENTS 1870 - 1990



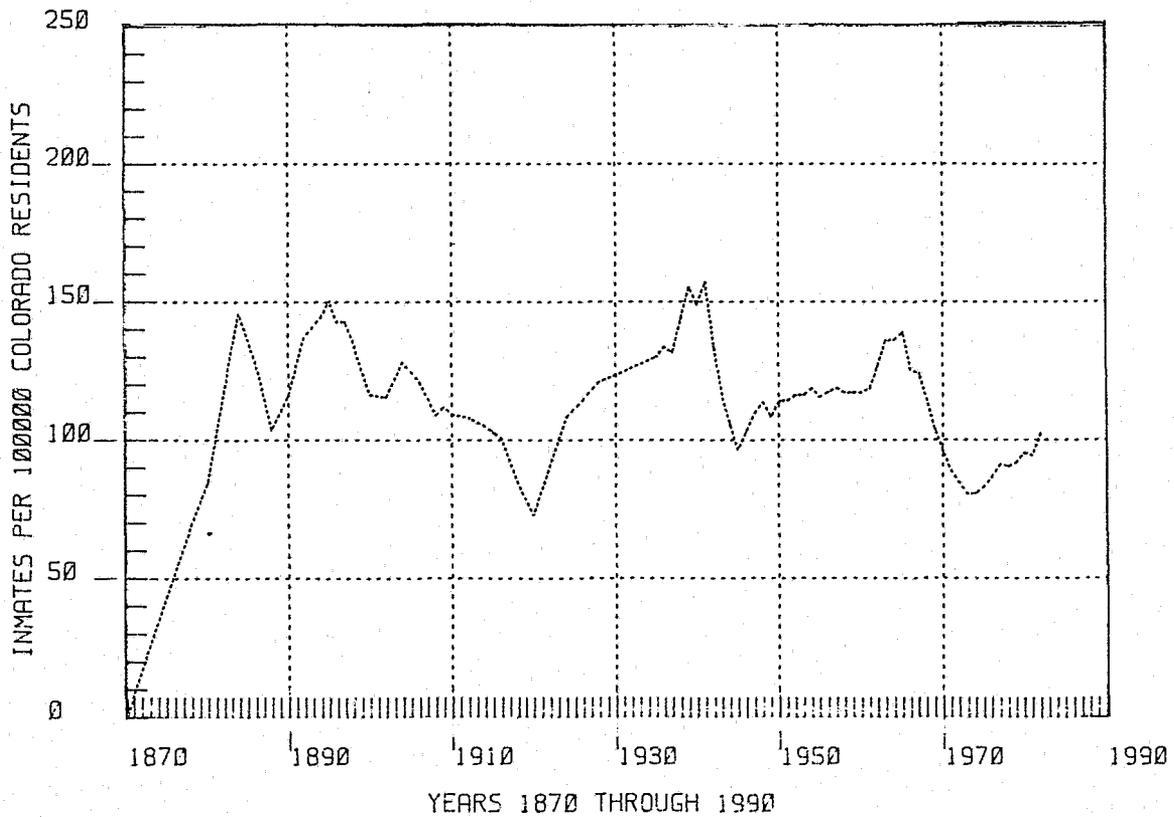
COLORADO COMMITMENT RATE



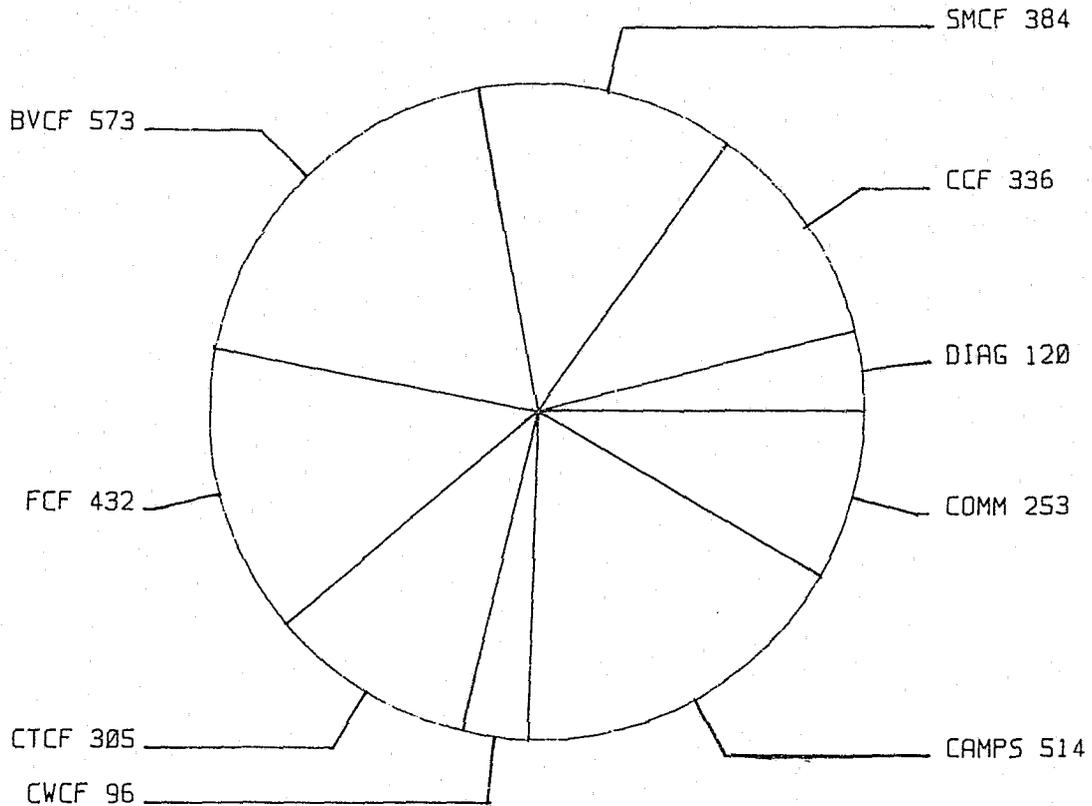
CORRECTIONS POPULATION 1870 - 1990



COLORADO INCARCERATION RATE



DEPARTMENT OF CORRECTIONS CAPACITY

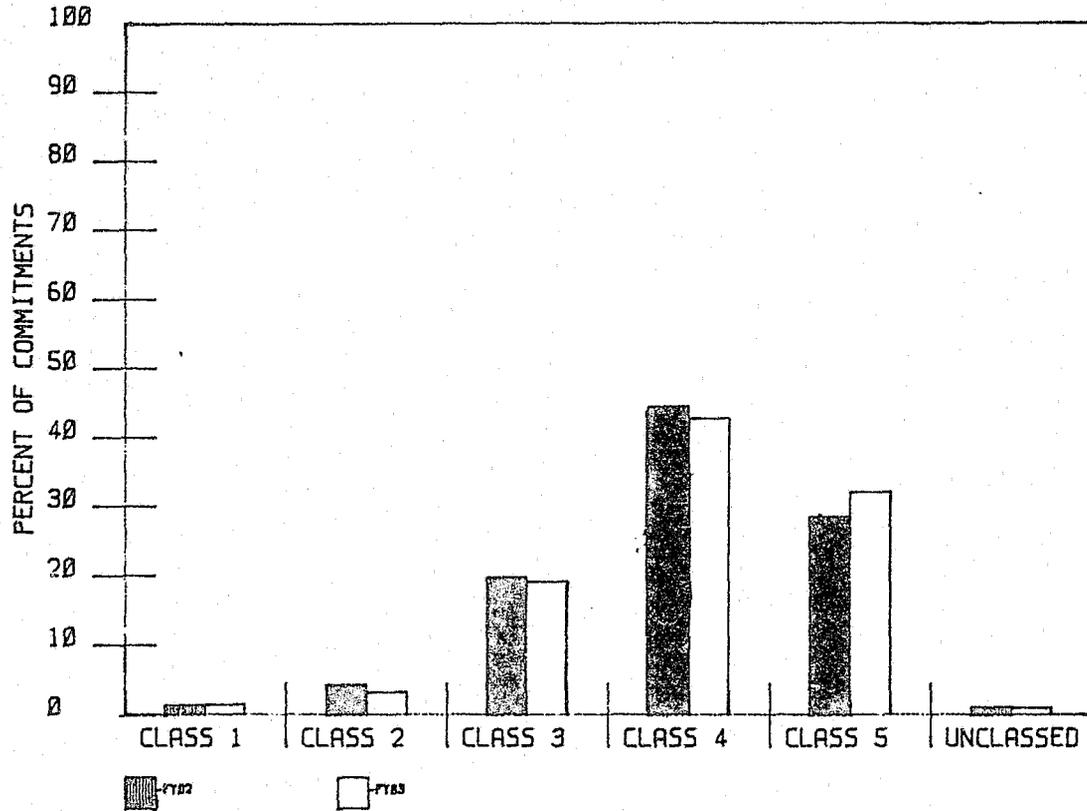


Total Capacity (7-1-83) = 3,000

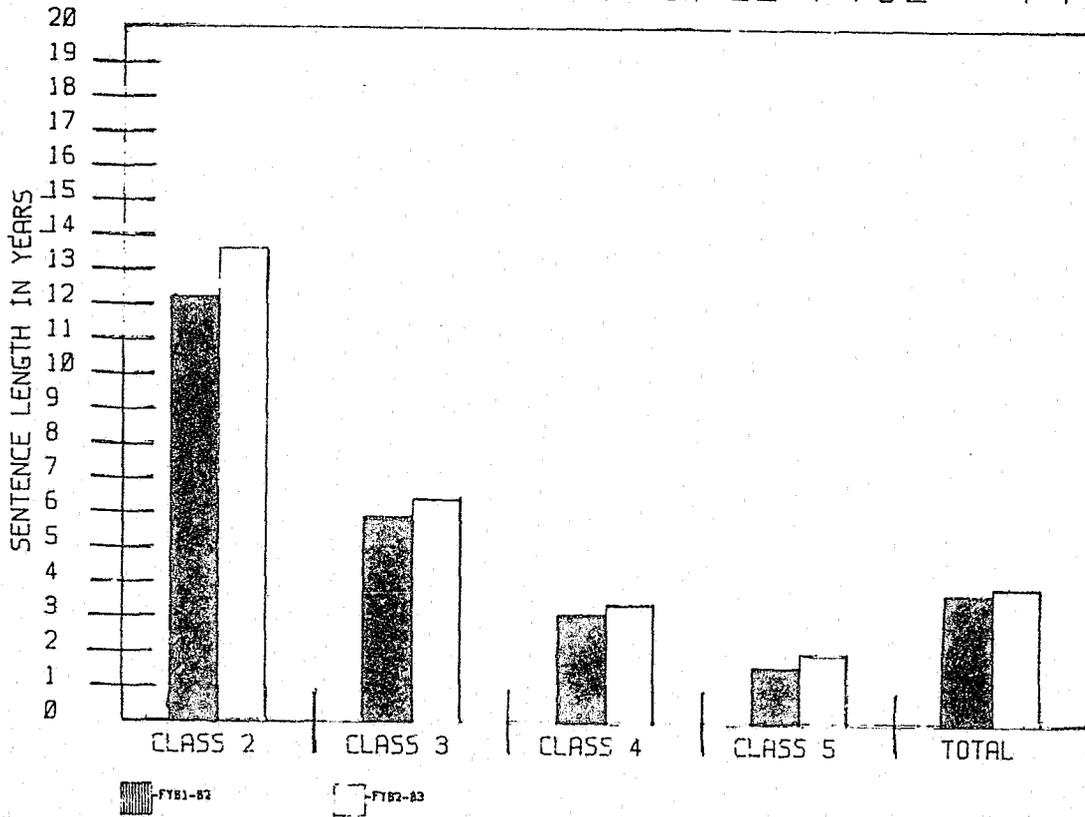
LEGEND

Facility Code	Facility Name	Security Level
RDC	Reception and Diagnostic Center	Maximum
CCF	Centennial Correctional Facility	Maximum
SMCF	Shadow Mountain Correctional Facility	Close
BVCF	Buena Vista Correctional Facility	Close
FCF	Fremont Correctional Facility	Close
CTCF	Colorado Territorial Correctional Facility	Medium
CWCF	Colorado Women's Correctional Facility	All Levels
CAMPS	Honor Camp Centers	Minimum
COMM	Community Transitional Centers	Community

FELON CLASS DISTRIBUTION FY82 - FY83

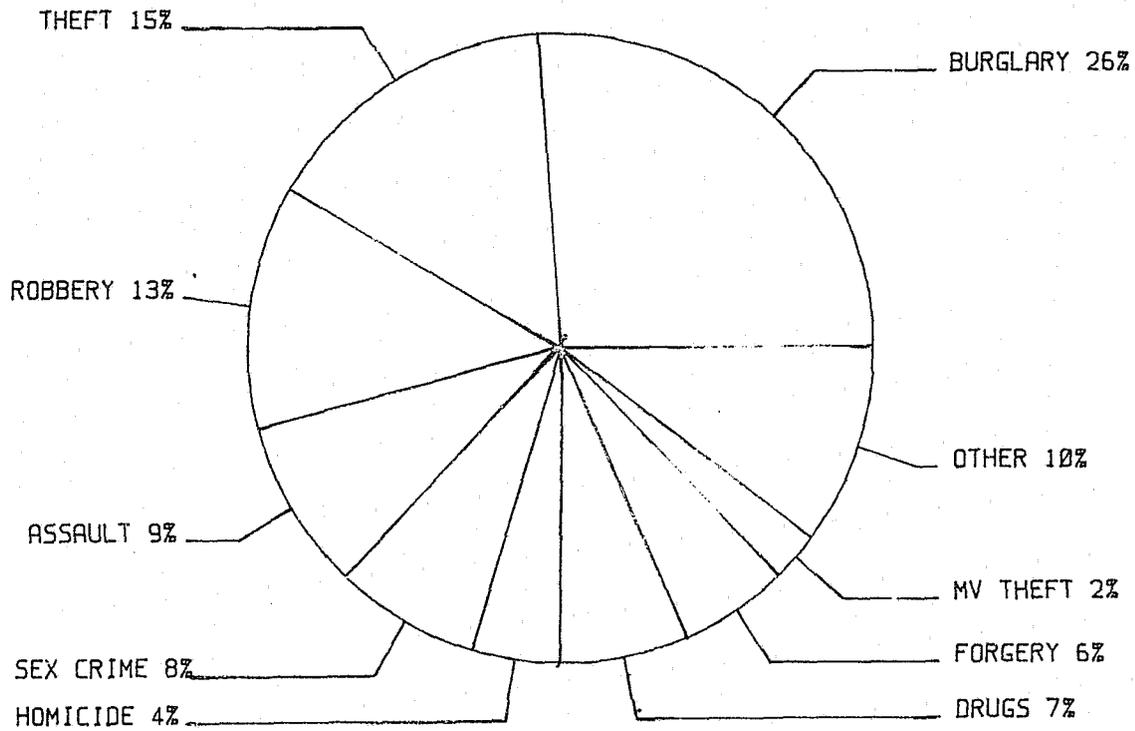


FELON CLASS AVE SENTENCE FY82 - FY83

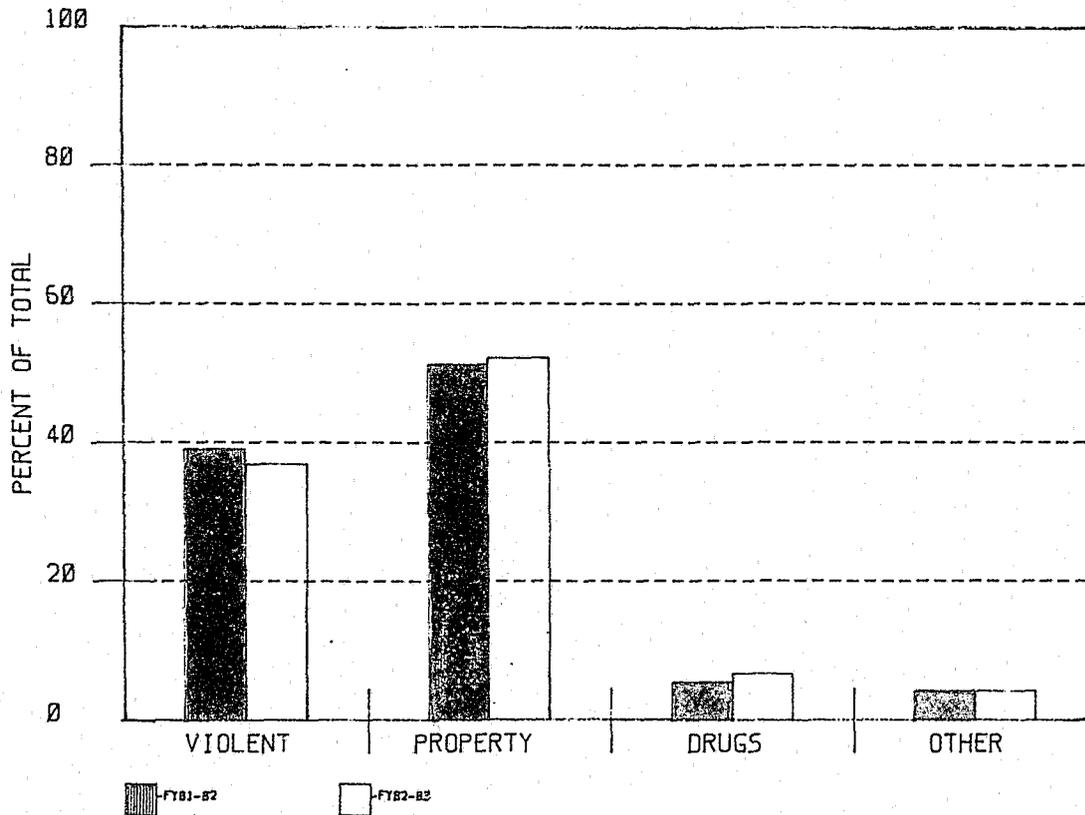


NOTE: Class I felonies carry life sentences that are eligible for parole after 20 calendar years expire.

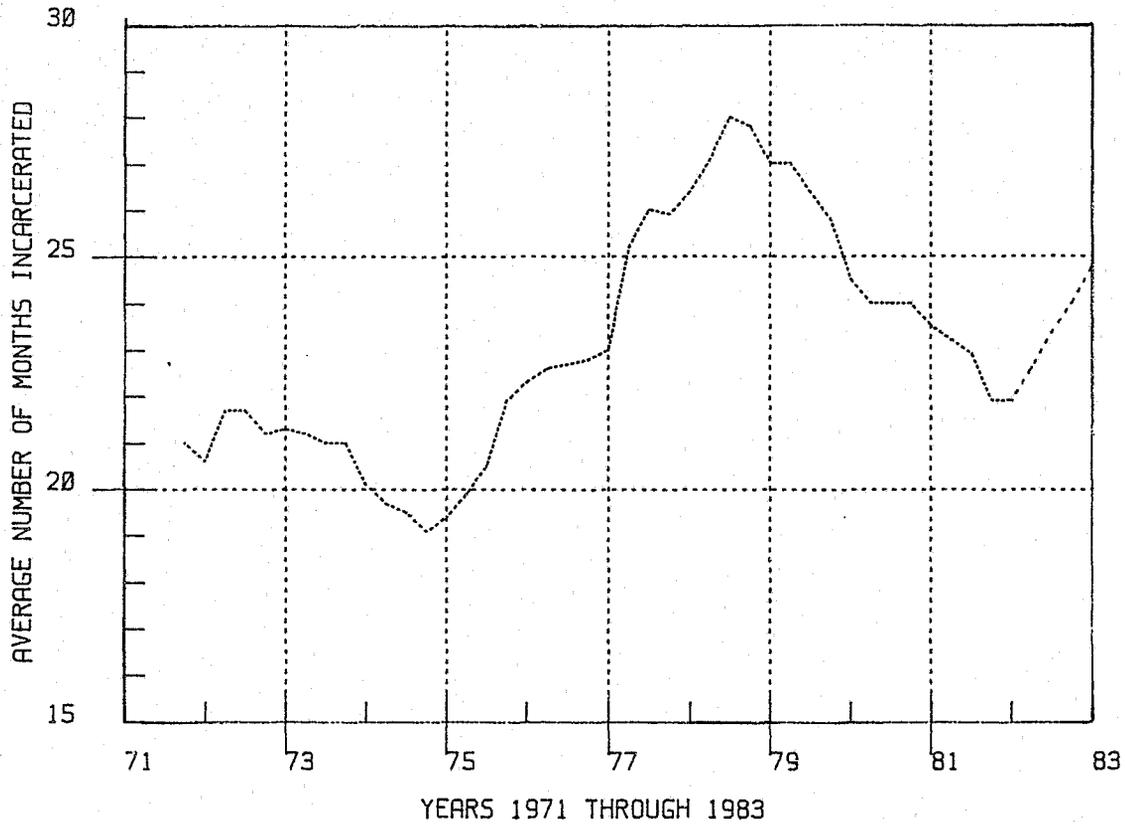
MOST FREQUENT INTAKE CRIMES FY 1982-83



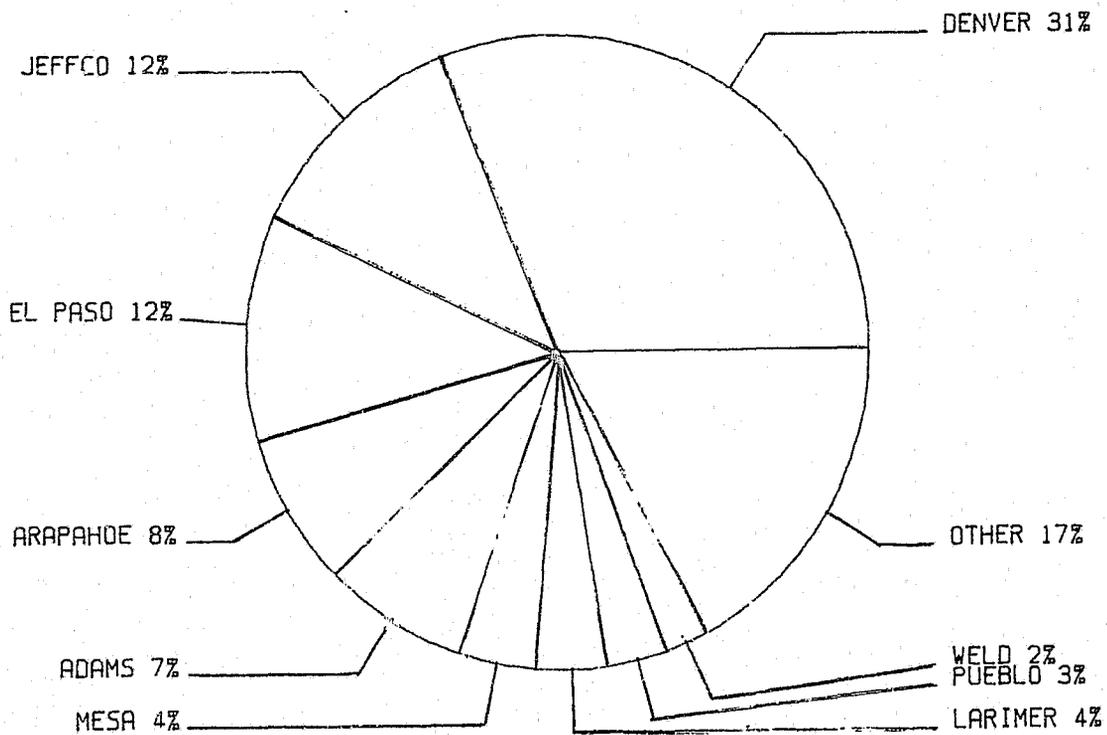
CRIME TYPES FY81-82 VS FY82-83



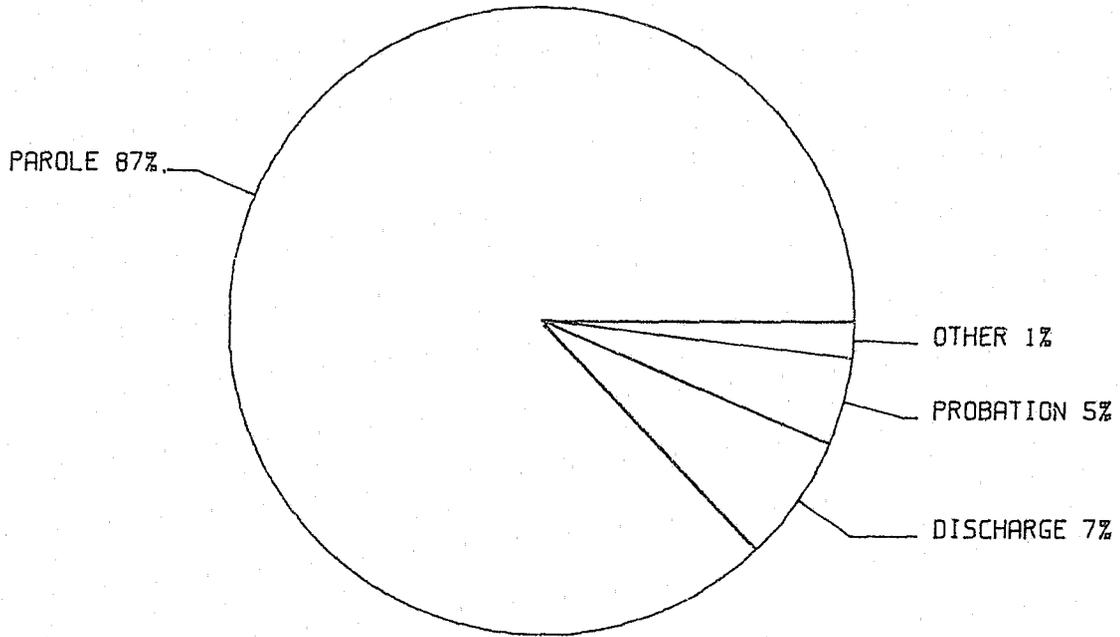
LENGTH OF INCARCERATION



COUNTY OF COMMITMENT FY1982-83



RELEASE TYPES FY1982-83



PAROLE CASELOADS 6/30/82 AND 6/30/83

