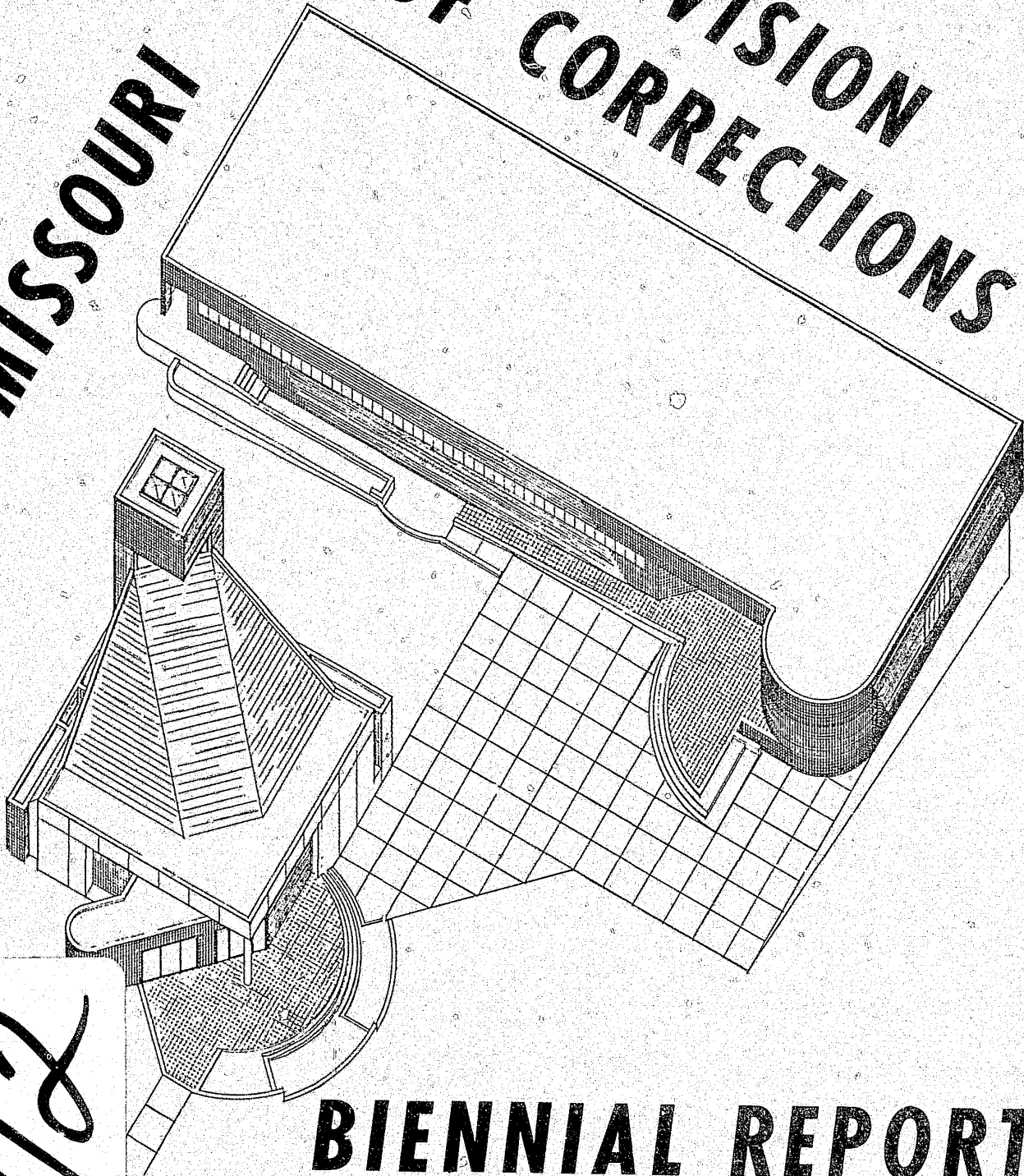


MISSOURI DIVISION OF CORRECTIONS



BIENNIAL REPORT

JULY 1, 1976 — JUNE 30, 1978

6/17/12

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Missouri State Penitentiary
Missouri Training Center for Men
Missouri Intermediate Reformatory
Church Farm
Renz Correctional Center
State Correctional Pre-Release Center
Fordland Honor Camp
St. Mary's Honor Center
Ka-Cee Honor Center
Community Services
Construction/Maintenance
Custody
Farms Programs
Fire & Safety
Fiscal Management
Food Service
Health Care
Inmate Education
Personnel
Prison Industries
Staff Training & Development
Planning

Department of Social Services
MISSOURI DIVISION OF CORRECTIONS

Donald R. Jenkins, Director

P. O. Box 236

Jefferson City, Missouri 65102

January 1, 1979

NCJRS

OCT 4 1979

ACQUISITIONS

Dear Friends:

The past two years of operation in the Missouri Division of Corrections can best be described as CHANGES IN CORRECTIONS. During this period, we have experienced a continuation of increased population, a change in facility confinement for our female offenders, implementation of a co-corrections program for male and female offenders, establishment of the Honor Center concept for inmates prior to release, implementation of the unit manager concept for youthful first time offenders, a \$38 million new construction and renovation program which will change the program aspect at several institutions, completion of the Corrections Master Plan, and a federal law suit for overcrowding.

We have been fortunate in Missouri in that the state administration and Legislature had the vision to anticipate our population problems and appropriated funds to construct new facilities prior to action by the federal courts. Dedication on the part of our institutional staff has provided an atmosphere in the institutions to encourage inmate participation in constructive programs and further reduce the recidivism rate in Missouri Correctional Facilities.

Corrections officials are often reminded of the failures in the system, however, we are pleased to provide this informative publication of our accomplishments for the period July 1, 1976 through June 30, 1978.

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SUMMARY OF ACCOMPLISHMENTS

During FY77 and FY78, the Division of Corrections continued to experience a tremendous increase in inmate population. The population rose from 4,732 in July of 1976 to 5,353 inmates by June of 1978. In spite of this increase of 621 inmates, the division was able to improve public safety by maintaining custody and security of these inmates, as well as reduce the number of escapes from 61 in FY77 to 51 in FY78. To accomplish this objective, the division made several changes in operations and added new facilities.

Two urban-honor centers, a new concept in Missouri Corrections, were opened in April and May of 1978. These honor centers, one in Kansas City and one in St. Louis, assist the inmate in his endeavors to become fully reintegrated into the community by providing work release programs and resocialization process which approximates normality for inmates with one year or less remaining to serve on their sentence. The inmate maintains residence in the institution where there is a programmed life style supportive of their working in the community. Inmates are required to save 25% of their gross earnings as well as return 25% of their gross earnings to the State for their maintenance. To prepare the inmates for this project, a change in program was made at the State Correctional Pre-Release Center.

Prior to the opening of urban honor centers, the State Correctional Pre-Release Center's program was directed toward inmates awaiting transfer to half-way houses. This program has been altered to serve the specific resocialization needs of inmates preparing for transfer to the urban honor centers. This highly successful program recruits, selects and prepares inmates to meet the challenges and opportunities of being assigned to an urban honor center, thus reducing the risk to public safety and increasing the inmate's chance of success upon reentering society.

Plans were finalized for a new 300 bed medium security institution in St. Louis, a 200 bed minimum security institution at Church Farm, a new 100 bed addition to the Missouri Training Center for Men, a 50 bed mens' dormitory at both Renz Correctional Center and State Correctional Pre-Release Center, and an additional 104 bed maximum security housing unit at the Missouri State Penitentiary. Construction of all these projects will begin during FY79. In addition, the division applied for and received the LEAA discretionary grant for \$947,143.00 to renovate the present minimum security dormitories at Church Farm to medium security facility with mainly single-cell occupancy for 420 inmates. Plans were also finalized for numerous recreational facilities to be constructed at several institutions. These additional facilities, both housing and recreational, will aid the division in meeting the projected needs of the next two years.

The Functional Unit Concept at the Missouri Intermediate Reformatory, begun in the Spring of 1976, was fully implemented during FY78. This concept enables more personalized supervision and treatment of inmates by assigning inmates to small semi-autonomous functional units managed by a functional unit manager. This concept has been extremely successful in improving the management of the institution.

The concept of segregating youthful first offenders began in 1933 with the establishment of the Missouri Intermediate Reformatory. However, this worthwhile concept has been limited to males. During FY78, plans were finalized to segregate the youthful female first offender and provide treatment specifically designed to meet their special needs. This project, funded by the Missouri Council on Criminal Justice, will be conducted at the Renz Correctional Center and will be carefully evaluated to determine and document its value.

Without the dedicated efforts of a well-trained, professional staff, none of the above mentioned achievements would have been possible. Any reduction in the turnover of staff reduces costs and increases the efficiency and effectiveness of an organization. The division reduced its overall turnover rate from 30.51 per cent in FY76 to 19.39 per cent in FY78 and reduced the turnover rate of corrections officer I's from 31.55 per cent to 28.11 per cent during this same period. The division realized success in the recruitment and retention of

minority and female employees in its continuing effort to offer equal employment opportunities. The number of minorities employed increased from 45 in FY76 to 90 in FY78, and the number of females employed increased from 209 in FY76 to 294 in FY78.

Last, but by no means least, during FY78, the division, in cooperation with the Division of Probation and Parole and with the aid of the Department of Social Services, completed the Master Plan for Corrections. This comprehensive dynamic instrument will guide the division in its continuing effort to improve public safety by returning the offender to society as a useful and productive citizen.

The Missouri Division of Corrections is the unit of State government charged with the responsibility of supervising and managing all of the adult correctional institutions in the State. Only those convicted of a felony are committed by the courts to the division. By Missouri law, a person must be 17 years of age or certified as an adult by the Circuit Court, in order to be committed to the division with no less than a sentence of two years.

The Division of Corrections, formerly the Department of Corrections, was placed within the Department of Social Services on July 1, 1974, following the passage of the "Omnibus Reorganization Act of 1974". Under the "Reorganization Act", the director of the Department of Social Services is authorized to appoint a director of the Division of Corrections who should be trained and experienced in penal administration.

The director is responsible for overseeing and coordinating the activities of the Division of Corrections. He represents the division by public appearances to State organizations, civic groups and other concerned citizens. He acts as a liaison with the Department of Social Services and various legislative committees. He also oversees the State's nine correctional facilities and the programs therein.

Among the Director's many other responsibilities is the coordination of the division's budget and its presentation to the General Assembly. He assumes an active role

in all planning activities within the division and reviews all other divisional plans and policies before implementation at the institutional level.

The director of the Division of Corrections is assisted by the assistant director of program services, the assistant director of institutional services and the assistant director of administrative services, who report to him and assist in the development and implementation of rules and programs.

PROGRAM SERVICES:

The program services section, under the supervision of the assistant director of program services, provides staff assistance to the director and the nine institutions of the division in the areas of construction and maintenance, education, food service and prison industries and farms operations. The section consists of five supervisors centralized at the divisional level responsible for division rule development and liaison activities with other state agencies in each of these areas.

CONSTRUCTION:

The primary functions of this section are to coordinate Capital Improvements projects with the Division of Corrections central office staff, the superintendents and staff of the various institutions, the architectural/engineering firms, and

the division of design and construction; to formulate the programs for the projects; to check plans and specifications; and to assist design and construction in the bidding and construction inspections of the projects.

Within the past two years, the single event which has had the most effect upon the construction liaison section has been the large increase in Capital Improvements appropriations.

Prior to FY77, the Capital Improvements budget averaged between \$1,000,000 and \$2,000,000 annually. In FY77, the Capital Improvements expenditures amounted to \$2,115,790 and in FY78 the Capital Improvements appropriation was \$36,457,600. While \$25,000,000 of this figure was appropriated for construction of a completely new facility, there still remained over \$12,000,000 for renovations and additions. This included construction work at all of the institutions and required coordination with a large number of architectural engineering firms.

The projects in the past have been the upgrading of present facilities, i.e., water, steam and electrical services, with an occasional new building. The majority of the new appropriations was primarily new building construction.

The major accomplishment of the section has been to coordinate the large number of new projects (over 500 per cent increase) that the division has received.

INMATE EDUCATION:

Primary and Secondary:

During the last two years there has been an increased emphasis in academic programs division-wide to raise the grade achievement scores of those assigned to the academic schools. The majority of students are in the remedial basic education program with emphasis on reading, math, and written communication. The schools are working on a testing diagnostic prescriptive type program where individuals are able to work at their own rate of speed in the areas in which they are deficient. The basic remedial programs have averaged 440 students per month, 33 per month completing level II and going into the GED program, and an average of 18 a month receiving their General Education Development (GED) certificate.

During the last two years the Missouri Division of Corrections has developed a Learning Center Program within four of its institutions: Missouri Intermediate Reformatory, Missouri Training Center for Men, Church Farm and Fordland Honor Camp. The 309 Project is designed as a basic educational research program. This is due to the change in P.L. 91-230 (Adult Basic Education).

The Mission of the four learning centers is to develop proper teaching methods and the proper location of the Adult Performance Level Program in the curriculum.

This program has required a very stringent effort in standardization of teaching procedures and materials. In order to accomplish this, it has become necessary to reduce from six to four institutional programs.

Another area that is being planned is the development of an Adult Performance Level Program for the handicapped and the profoundly disadvantaged inmates (EMR, LD, non-readers, English as a second language). Plans also call for a cooperative type program with the public schools, colleges, and learning centers throughout the State in the implementation of the Adult Performance Level Program.

College Enrollment:

College level classes are taught at the Missouri State Penitentiary through a contract with Lincoln University in Jefferson City and at the Missouri Training Center for Men under a contract with Moberly Junior College. Courses are also offered at the Missouri Intermediate Reformatory and Church Farm through Draughon Business College in Springfield.

During the last two years monthly enrollment has averaged 134 part-time (six hours or less) college students and 167 full-time students. Lincoln University will offer classes at Renz Correctional Center in the fall of 1978. During the last two years, 55 inmates received their Associate of Arts Degree, 12 received their Bachelor of Arts Degree and 3 received their Master of Arts Degree.

Vocational Training:

There has been an increase the last two years in the Division of Corrections vocational program with an average monthly enrollment of 446 in the formal vocational training class and an average of 214 in on-the-job training. Included in the vocational program were 12

programs under the Comprehensive Employment Training Act (CETA). The addition of two Vocational Advisors and a Placement Advisor in the CETA program is beginning to show the anticipated results even though these positions have only been working approximately six months.

From the period October 1, 1977 to August 1, 1978, only six CETA trainees returned to prison out of 141 releases--less than 5%. Most of this recidivism occurred within six weeks of release. Although this data was collected for this fiscal year's program only, it certainly indicates the value of Vocational Manpower Programs within correctional institutions.

Future Plans:

In the next two years greater emphasis will be placed on the basic academic programs and expanding programs into new institutions, as well as providing for the increased population of our present institutions.

The division will be complying with P.L. 94-142 with the completion of a division-wide Needs Survey to determine the needs of the handicapped inmate by writing individualized programs for those needing special education.

It is anticipated that over the next two years an average of 25 to 30 inmates will receive their high school equivalency (GED) monthly, and the Higher Education Programs will be expanded to an average monthly enrollment of 200 full-time students with increased emphasis in vocational training division wide.

Plans are to contract with vocational schools or institutions of higher learning to offer a number of short courses, thus meeting the needs of a growing and changing population.

FARMS OPERATIONS:

The mission of the farms program is to have a diversified program which provides work and training for inmates in modern farming operations. The Missouri Division of Corrections, Farms Section, consists of approximately 5,000 acres of fertile Missouri river-bottom soil being utilized to provide revenue for a self-sufficient operation through the Working Capital Revolving Fund. Field crops are grown to feed the livestock, consisting of a dairy herd, beef herd, steer feeding herd and swine herd.

The goal during FY80 is to become 100% self-sustaining in the production of grade A pasteurized milk, beef and pork, while at the same time training and employing inmates in such job skills and tasks as will afford them the most favorable opportunities practicable for gainful employment in jobs related to farms upon discharge from to farms upon discharge from imprisonment.

Church Farm:

During the past two years the Church Farm dairy herd has been increased from 179 cows to a 250 cow herd. Milk production has increased from 9,095 pounds per cow to 11,500 pounds per cow. The goal is 15,000 pounds per cow in a 305 day lactation period. This goal will be reached through improvement of the herd through breeding, using artificial insemination from

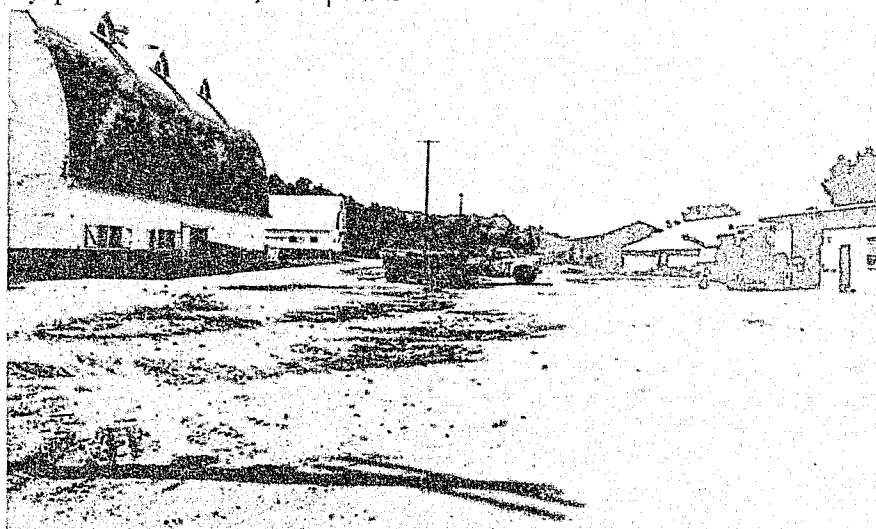
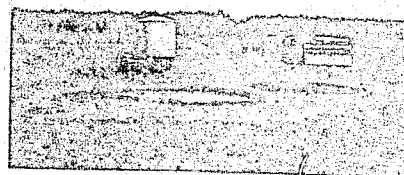


approved sires, a sound heifer replacement program, improved herd health program, completion of a new milking parlor and installation of new modern milking equipment. The tentative date to start the new milking parlor is October 1, 1978. Construction of new dairy facilities during 1980 will consist of a free-stall confinement barn providing shelter for the milk cows and storage facilities for grain and roughage.

Church Farm will also install an irrigation system with irrigating capabilities for 400 acres, providing the water necessary to produce grain crops during droughts such as were experienced in the past.

Church Farm has always been a very productive farm, except dur-

ing the years of flooding and the last few drought years. However, during these years the farm has managed to provide grain and roughage for the livestock programs and make a profit with the exception of 1977 when the farm section had a loss of \$35,000 due to the drought year and low farm prices. Prospects for 1978 look very promising for an abundant supply of feed grain and roughage which will provide the feed for increased production, thereby enabling the expansion of the beef and pork enterprise.



Missouri Intermediate Reformatory:

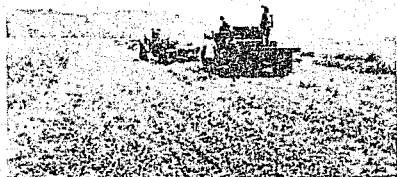
Four years ago MIR farm began a cow-calf beef operation with a goal to produce 150 calves annually by 1980 with a finishing grade of good to choice weighing 1,000 pounds. During this year, 1978, 85 per cent of the goal was met. There should be no problem in reaching the 100 per cent by 1980.

A new swine program consisting of five gilts was started at MIR in 1977. The goal is 30 brood sows by 1980, farrowing twice per year and averaging 8 pigs per litter.

The MIR farm profit and loss statement ending FY78 reflects a \$5,000 profit, which is the first in many years. This trend should continue providing there are no floods or droughts.

Renz Correctional Center:

Renz Correctional Center purchased an irrigation system in 1976 which is capable of irrigating 120 acres. Production of corn on the irrigated land has averaged 75 bushels per acre over the dry land. An additional 400 acres will be irrigated when funds become available to purchase a pivot irrigation system.



Plans are to increase the swine herd at Renz Correctional Center by 50 brood sows for a total of 125 sows farrowing twice a year averaging 8 pigs per litter. Underway

are plans to increase the beef feeding program.

Future Plans:

The division's fourth priority during FY79 is that the farm section will become 75 per cent self-sustaining in the production of beef and pork. The programs outlined here will provide the necessary tools for implementation.

The section of farms' goals for 1980 is to provide the livestock necessary to produce 100 per cent of the fresh beef and pork; and to process into portions, oven ready, for delivery to all correctional institutions.

As the inmate population increases prison farms must expand their operations to provide the additional food, work and training necessary for residents.

During the fiscal year 1978, approximately 160 inmates were assigned work and training positions on the prison farms.

The expansion, as proposed, will provide work and training positions for 254 inmates or an increase of 60 per cent.

Working Capital Revolving Fund farm sales for fiscal year ending June 30, 1976, was \$630,187.96; year ending June 30, 1978, sales had increased to \$746,869.83; and projected sales for fiscal year ending June 30, 1979 is \$929,989.00. Providing all goals are obtained during FY80, sales are projected to total \$1,400,000.00 which is a considerable increase over a four year period.

FOOD SERVICE:

The food service unit is responsible for all institutional food service operations. The food service operation provides three meals per day, seven days per week, for the some 5,400 inmates in Missouri's correctional system. Periodic inspections of the food service operations in the institutions are performed by this unit in conjunction with the State Division of Health. During these inspections the Division of Health has rated the food service operation from good to outstanding. Food service seminars are conducted for all food service personnel to inform and assist them in their work.

The total food expenditure for FY78 was \$2,931,620.64 or \$1.69 per inmate per day.

On July 15, 1978, the Division of Corrections adopted a food service rule that is consistent with the standards established by the American Correctional Association. In April of 1978, the food service unit began operation at the St. Mary's Honor Center. This brings the total number of food service units to eight.

The division is in the process of constructing new food service units in the maximum security section of the Missouri State Penitentiary and the minimum security section at Church Farm, and, of remodeling the unit at the Ka-Cee Honor Center. When the units are operational, there will be a total of eleven units under food service.

PRISON INDUSTRIES:

Prison Industries operates through use of the Working Capital Revolving Fund and is completely self-sustaining. Industries, while receiving advice from the Industrial Advisory Board, is not free to expand or use the Working Capital Revolving Fund on its own. The legislature assists in the use of the fund through annual appropriations.

Inmates are offered opportunities in many industrial areas. Approximately 20 per cent of the total population is currently employed in metal working, garment manufacturing, dry cleaning, furniture renovation, upholstery, furniture and office equipment manufacturing, shoe repair, shoe manufacturing, soap and detergent manufacturing, warehousing maintenance, trucking distribution, engineering and design, printing (type setting through finished product), quick print service center (copy ready), data entry service center and laundry.

Prison industries has continued to keep abreast of the changes made in outside industries: in design, new materials, manufacturing methods, automated equipment, air tools, special glues, synthetics, etc., ensuring that personnel are working the latest equipment and are using the latest improved materials.

The product design section has increased in size and personnel. There are three full-time engineers working with inmate draftsmen.

Working with the Industrial Advisory Board, short term and long range planning has moved prison industries into position to

expand along with the growing needs of the inmate population.

Inflation has caused many problems for Prison Industries, especially since the industries are financed through the Working Capital Revolving Fund. Material costs have increased the value of raw material inventory to a point where there is an urgent need for statutory change by the legislature to allow prison industries to retain additional monies for reserve and in the amount earmarked for expansion.

Long range planning includes the addition of an automotive service center, book repair, paper salvage, box and office equipment (paper type) manufacturing, tire recapping, insulation manufacturing, solar energy panels and related products, school bus repair and updating to include safety lighting, etc., prefabricated office equipment (metal and wood), central warehousing with statewide distribution and central printing.

New Industries for Women:

Date Entry/Renz Correctional Center

The Data Entry Service Center is available, for a service charge, to any state agency that has an overflow of data entry work to be keyed and verified.

This agency has accomplished not only the training of more than 16 inmates on the inforex key to disc system, but also helps them in finding jobs when they leave the institution as well as in performing their duties for the various state agencies.

The center began July 1, 1977, with a bare school room in the educational department at Renz Correctional Center. By September 1977, the Data Entry Service Center was under way with the first job being for the Secretary of State. In February, 1978, 8 more key stations were added to make a total of 16.

Quick Print

This operation was established on July 1, 1977, to accommodate various state agencies, county and city government, and other state tax supported institutions on short copy runs. Emphasis is placed on walk-in service. A minimal time on turn-around is accomplished.

The first automated unit of equipment arrived the first week of August, 1977. There were six women inmates assigned to the operation as workers. The first day of operation for walk-in business began on September 1, 1977.

Business continues to increase with new customers each month. Additional equipment has been acquired and the shop now maintains a working force of one supervisor and ten workers.

In view of the regular customer business and the rate of new customer business, it is believed that the work load will easily double or triple in the next two years. This operation is only beginning to get started and there seems to be a great demand for this type of service.

Plans are being considered for additional equipment both to handle this anticipated increase of customer business and to offer a larger variety of service which customers are requesting while still maintaining the scope of a quick print operation.

ADMINISTRATIVE SERVICES:

The administrative services section, under the supervision of the assistant director of administrative services, provides staff assistance to the director and the nine institutions of the division in the areas of money, manpower and materials. The section consists of five unit supervisors that are responsible for providing budget preparation, appropriation accounting, procurement of materials, vendor payments, inmate banking service, inmate commissary operations, personnel management, staff training and career programs, legal assistance and planning. All activities are centralized at the division level and the unit supervisors are responsible for division rule development liaison activities with other state agencies.

FISCAL MANAGEMENT:

The Fiscal Management Unit is responsible for all fiscal activities of the Division of Corrections and advises the division's director with regard to broad fiscal programs of the agency. The fiscal management unit also has the responsibility for the installation and the maintenance of a variety of complex accounting systems; preparation of budget requests and control of appropriated expenditures; also the procurement of equipment and supplies and general management of inmate funds. During this fiscal year, the new statewide accounting system was implemented, a new property control system was implemented, and complete review and implementation of a policy and procedures manual, governing the prison industries accounting system was accomplished.

LEGAL SERVICES:

The Legal Unit, in coordination with the State Attorney General's office, provides advice on all legal matters affecting the Division of Corrections. It is responsible for all correctional activities of a legal nature such as detainers, interstate corrections compact, and court actions.

A great volume of legal work is handled by this section and the best way to measure accomplishment is to discuss it in terms of effective in-house counseling.

Since the legal section's function of the Division of Corrections is primarily in-house counseling, the range of questions comes from every institution of the division. Since there is no formal request for an opinion, day-to-day legal answers must be given. The range of questions is the same as those which employees have in regard to the rights of an inmate, but also those which an employee has in regard to their employment with the division. There are numerous questions coming from inmates of the institutions which must be answered, either directly or indirectly, statutes and case law must be interpreted, legislation must be drafted, and formal opinions must be given to the director. Time is also spent on preparing Director's Releases and seeing that the Interstate Disposition of Detainers' Act is properly carried out.

In summary, the volume of mail from employees, inmates, attorneys and other persons, that is handled by this office, is tremendous. The legal questions cover a

variety of subjects. Classes in due process and legal responsibility are taught to the employees.

PERSONNEL:

While the size of the staff in the division has increased to over 1,500 employees, there has been no corresponding increase in the central office personnel unit. Resulting increases in workloads have prompted reviews of existing procedures and work flows, with improved services to the institutions as a result of improvements made. The most notable improvements are in the areas of the position classification and control system and the employee information system, both of which have been developed and improved during the past two years and allow the personnel unit to provide more timely and accurate information to division administrators in their decision making processes.

Responding to the changing needs of the division, the personnel unit played a key role in the development of new job classifications and revision of existing specifications. Development or revision of the medical assistant, corrections classification assistant, corrections caseworker, records officer and functional unit manager series represent the most significant accomplishments in this area.

Working closely with the Personnel Division, the personnel unit helped develop the repositioning proposal which resulted in significant increases in salary levels for the majority of classes in the division on July 1, 1978.

Personnel unit staff have participated in the reviews of the Merit System conducted by both the State

Auditor and the Personnel Advisory Board. This is a continuing project with the potential of significant future improvements in the operation of the State's Personnel System.

The two year period (July 1978-June 1980) holds the potential for considerable progress in the area of personnel management. The State's new Personnel Accounting and Reporting System (PARS) will have a tremendous impact on the day-to-day operations of the division's personnel operation not only modernizing the payroll system, but also providing management information system for the State's personnel resources.

Related areas of future endeavor will also include work aimed at increasing the efficiency and accuracy of input to the personnel system prepared at the institutions and more detailed research and justification for budget proposals.

PLANNING:

Planning not only enables the Division of Corrections to appropriately react to change but in many cases creates change. In the past, the planning process was hindered by the lack of accurate means of predicting the future number of inmates incarcerated. During FY77, a computer program was developed which enables the planning section to accurately predict future inmate population figures. The equations generated were based upon employment rates, birth rates and the population growth rate of the State. These indicate, within an error factor of less than 1.5 per cent, the expected average monthly population as well as the number of in-

mates received and released. With this population model, the division has been able to prepare budgets based upon realistic population projections. Also, the budget narrative for FY79 and FY80 were compiled and written by the planning section.

During FY77 and FY78, a Master Plan for Corrections was developed. The planning section co-edited this dynamic document which will guide the Division of Corrections and Division of Probation and Parole into the 1980's.

During the last year, the planning section has taken the responsibility for the publication of the newsletter "Horizon". The format was changed and the contents were altered to include articles of greater interest to the general population.

In order to measure the effectiveness of programs offered by the Division of Corrections for both staff and inmates, research is required. Since the Division of Corrections does not have a research staff, the planning section secures the services of various organizations and/or agencies to perform needed research and evaluation of programs. These projects are funded by either state or federal funds. Once having obtained the services of qualified agencies to perform the evaluation/research, the planning section is then responsible for the supervision and coordination of their efforts.

Within the last two years, the evaluation of the furlough program has been initiated. The results should be available in the near future.

An evaluation of the staff training program is presently being conducted by the University of Missouri-St. Louis.

The Department of Agriculture, University of Missouri-Columbia, has agreed to conduct an in-depth study of both food services and farms operations to maximize the efforts of both units.

As a first step toward accreditation by the Commission for Corrections Accreditation, the planning section was involved in the self-evaluation process. This procedure involved evaluation of each institution to determine whether or not the institutions were in compliance with standards established by the American Corrections Association.

The planning section was also responsible for funds obtained from HEW through the Department of Social Services, Bureau for the Blind. These funds were utilized in upgrading and expanding the MSP Center for the Handicapped as well as as brail transcripts of textbooks.

In addition, the planning section initiated a Grants Committee which is responsible for obtaining needed LEAA funded grants and NIC funded grants for the division.

STAFF TRAINING:

The present program involves 40 hours of basic training for new employees, a 40 hour intermediate training program for those employees who have completed basic and have had 4 weeks of on-the-job training, and an additional 40 hour advanced training program for those employees who have completed one year of service with the division. Selected employees are trained in the areas of team classification, awareness training, first aid, and firearms familiarization. Classes vary from 8 hours to 40 hours, based on the established curriculum

of each specialized course. Employees receive additional training through conferences, seminars and workshops conducted by organizations other than the Missouri Division of Corrections Training Program. This training includes Reality Therapy seminars, alcohol and drug programs and various other specialized areas of training.

The present curriculum includes many areas of training conducive to proper custody, security and control of inmates. Other areas of training include legal responsibility and authority of corrections officers, emerging rights of the confined and legal status of the convicted, divisional rules and regulations, officer-inmate relationships, civil rights, understanding interpersonal relationships, the Corrections Law Chapter 216, corrections management technique, narcotics and controlled substance, and many other areas vital to the rehabilitation of inmates. Recently an employee orientation seminar was added to the training program for those employees who do not ordinarily have contact with inmates, which includes secretaries, clerks, data processors, etc. Since April 1974, approximately 8,615 divisional personnel have been involved in various types of training. All instructors involved in the training program are experienced professionals in their individual areas. The training program is consistently being evaluated in efforts to develop and broaden the curriculum to give personnel the knowledge and skills necessary for individual tasks.

INSTITUTIONAL SERVICES

The institutional services section, under the supervision of the assistant director of institutional services, provides staff assistance to the director and the nine institutions of the division in the areas of classification and assignment, community services—including volunteers, health and safety, recreation and religion, and inmate organizations, and custody. The section consists of five unit supervisors centralized at the divisional level responsible for division rule development and liaison activities.

CLASSIFICATION

AND ASSIGNMENT:

This unit has the general supervision of the classification, and assignment of all male inmates committed to the division. Services provided by the classification and assignment unit are the receiving unit, the diagnostic center and the central records office.

The receiving unit admits each inmate committed to the division from the 114 counties of the State and the city of St. Louis. Here, inmates are showered, issued clothing, fingerprinted and photographed before being moved to the diagnostic center.

At the diagnostic center, located in the Missouri State Penitentiary, a comprehensive report is prepared covering the incoming inmate's entire past history. Intelligence tests are administered to gain further knowledge into the inmate's background. The inmate remains at the diagnostic center from two to four weeks, after which the director

of the Classification and Assignment unit assigns each inmate to one of the nine institutions in the division. An initial personalized plan is developed for each inmate. The personalized plan is basically an agreement whereby the inmate will achieve certain goals during a specific period of time. This plan is very closely coordinated with the Parole Board in order to release the inmate at the most appropriate time in his development.

The central records office receives each new inmate brought by the sheriff, examines the sentence and judgement papers, assigns an individual number to the inmate, and calculates the release date. This section is also responsible for sending out questionnaires to family members, schools, mental hospitals and other state and federal institutions to obtain verified information on the inmates received as well as maintaining all permanent records on inmates in the division.

In October of 1975, the classification and assignment Unit became responsible for managing a federal grant for the Expanded Diagnostic Service Program. A clinical psychologist, Ph.D. level, was hired to work eight days per month, and a psychiatric consultant four days per month.



In August of 1977, a new procedure for protective custody of newly committed inmates was initiated in the classification and assignment unit. To date, a total of 543 inmates have required protective custody hearings.

In 1978 two honor centers were opened - one in St. Louis and the other in Kansas City. The classification and assignment Unit provides full services for these two institutions which has increased the workload immensely.

On July 15, 1978, the director of the classification and assignment unit and a caseworker II became responsible for the day-to-day operation of the Interstate Corrections Compact. Currently, there are 32 inmates serving time in the states of Iowa, Arizona, Kansas, and Kentucky and in the Federal Bureau of Prisons. The division also has new contracts with the following states: Nebraska, Florida, Arkansas, and Colorado.

COMMUNITY SERVICES:

The community services unit has been charged with the responsibility of administering the Division of Corrections halfway house program, and monitoring a variety of other programs including institutional work release, educational release, and furlough programs. The unit also has state-wide responsibility for coordinating the volunteer program, and an institutional drug education program.

The community services unit was established in July, 1974, and was made possible by a 2.2 million dollar grant from the Law Enforcement Assistance Administration. This grant reflects a growing phi-

losophy in corrections nationwide, that true rehabilitation must take place in the "real world" where an ex-offender is confronted with the stress and responsibilities everyone must face to be good citizens. Prior to the LEAA grant the General Assembly also realized this important factor, and with the passage of Senate Bill No. 78, the establishment of the halfway house program was authorized. This program provides for the placement of inmates, serving the last six months of their sentences, into privately operated halfway houses throughout the State. These halfway houses provide food, shelter, counseling, employment assistance, and referral services. The Division of Corrections currently has contracts with 14 halfway houses at an annual cost of over \$660,000. The program serves over 400 inmates each year, or 100 at any given time. Nearly 65 per cent of all inmates entering the program successfully complete it. This success rate exceeds most other similar programs in the country. For example, one study of 24 halfway houses across the nation showed a success rate of only 24 per cent. Inmates are returned to prison to serve out their sentences if they fail to meet program expectations.

The community services unit staff is located in central office, but travels throughout the state in its efforts to supervise the various programs for which it has responsibility. Besides those contacts related to halfway house business, the staff must coordinate the Volunteer and Drug Education programs at each institution. There are approximately 300 volunteers at any given time working with the division in a multitude of roles. These range from recreational pursuits to simple one-to-one visits. The volunteer

program is the division's major effort to bring the citizenry into the correctional process.

The future of the community services unit is closely interwoven with the effects that the new criminal code will have on the division as a whole. There is little doubt that a continuing need for effective halfway house programming is necessary, and efforts are currently being made to coordinate the halfway house program with that of the honor centers. It only seems natural that inmates entering the correctional system proceed from a closed custody facility to an honor center, and then on to a halfway house. This flexibility within the division will provide an inmate with a plan that offers hope for improvement in opportunity and freedom, as he serves his sentence prior to conditional release. With the abolition of "merit time" under the new criminal code, this flexibility will become increasingly important as a tool in the management of inmates.

CUSTODY:

Escape prevention procedures have been reviewed and standardized throughout the Division of Corrections. Inmate property control procedures have been expanded and improved with the standardizing of forms and procedures.

The emergency plan for all of the institutions in the division, utilizing the potential force of the State Highway Patrol, Missouri National Guard, and the criminal justice agencies of the various local communities, have been revised.

In addition, most of the division rules and regulations relating to custody and security as well as the

division inmate rule book have been updated. The major changes were modifications of the 12/12ths time rule.

The central office of the Division of Corrections investigates and responds to an average of 50 inmate grievance appeals monthly.

The first mini-training program for the employees of the Division of Parks and Recreation, who employ a number of the inmates from the Fordland Honor Camp, was conducted. It is planned that this program be expanded to include the employees of the State Fairgrounds at Sedalia, who also employ inmates before and during the State Fair.

The division conducted the first annual custody/security audit of all the institutions in the division to determine if the rules and regulations in effect at each institution conformed to ACA standards.

HEALTH AND SAFETY:

Safety:

Safety is the responsibility of all employees. It is, however, the responsibility of institution heads to provide the safest possible working environment and to require employees and inmates to work safely. Accident prevention not only involves equipment and working conditions, but also proper training of personnel and inmates, as well as follow up to ensure that safety rules and regulations are observed.

This unit is responsible for fire, safety and rescue activities at all nine institutions. This includes first aid training, safety meetings, fire training and safety inspections.

The Missouri State Penitentiary has one fire truck, two full-time fire and safety supervisors and ten officers trained for the fire and rescue squad. The Missouri Training Center for Men has one full-time fire and safety supervisor with one fire truck and five inmates trained in fire fighting. Church Farm has one full-time fire and safety supervisor. Fordland Honor Camp has one pumper truck and one tanker truck with a trained guard officer acting as fire and safety supervisor. The State Correctional Pre-Release Center, Missouri Intermediate Reformatory and Renz Correctional Center each have a trained guard officer acting as fire and safety supervisor.

The fire equipment and trained personnel come to the aid of various communities in emergency situations. The units at Fordland and Moberly assist the Conservation Commission in the fighting of forest fires.

In each institution there is a committee composed of the following members: assistant superintendent of institutional services (chairman), chief engineer, chief industry supervisor, chief custodial officer, food service manager, education supervisor, union representative, medical representative, an inmate and the fire and safety supervisor or individual serving in this capacity, part-time or full-time. This committee meets at least once a month to implement and maintain the safety program at the institutional level in accordance with division rule. It is understood that the membership of the committees in the small institutions vary; but all institutions have safety committees. It is the prime responsibility of these committees to see that each employee and inmate understands

and observes safety rules and regulations; that unsafe conditions and practices are corrected; and to make suggestions as to improvement in the safety programs. Select inmates serve on the committees as well as the fire and safety supervisor. General safety meetings are held monthly with all employees and inmates.

All inmates and personnel receive instructions and sign a form listing the safety rules pertaining to the work in which he is engaged. Education and training in general safety principles and techniques is a part of all personnel orientation and training classes. Use is made of material available through the National Safety Council and other concerned organizations. Rotation of committee members provides excellent training possibilities. It is the responsibility of the director of staff training and development to coordinate the training program through the institutional training officers.

This unit has trained 446 personnel in first aid as well as 85 inmates. The trained inmates work as nurses aids and assist in emergency situations.

In the past two years there have been 53 fires in the various institutions. Also, Moberly and Fordland combined, have assisted in 111 fires outside the institutions.

During the next two years this unit will continue to work to upgrade the safety program. During this time there will be attempts made to obtain two used fire trucks, one for Church Farm and one for the State Correctional Pre-Release Center.

Health:

The medical unit is supervised by the Health Care Services Director who oversees medical care at the nine institutions.

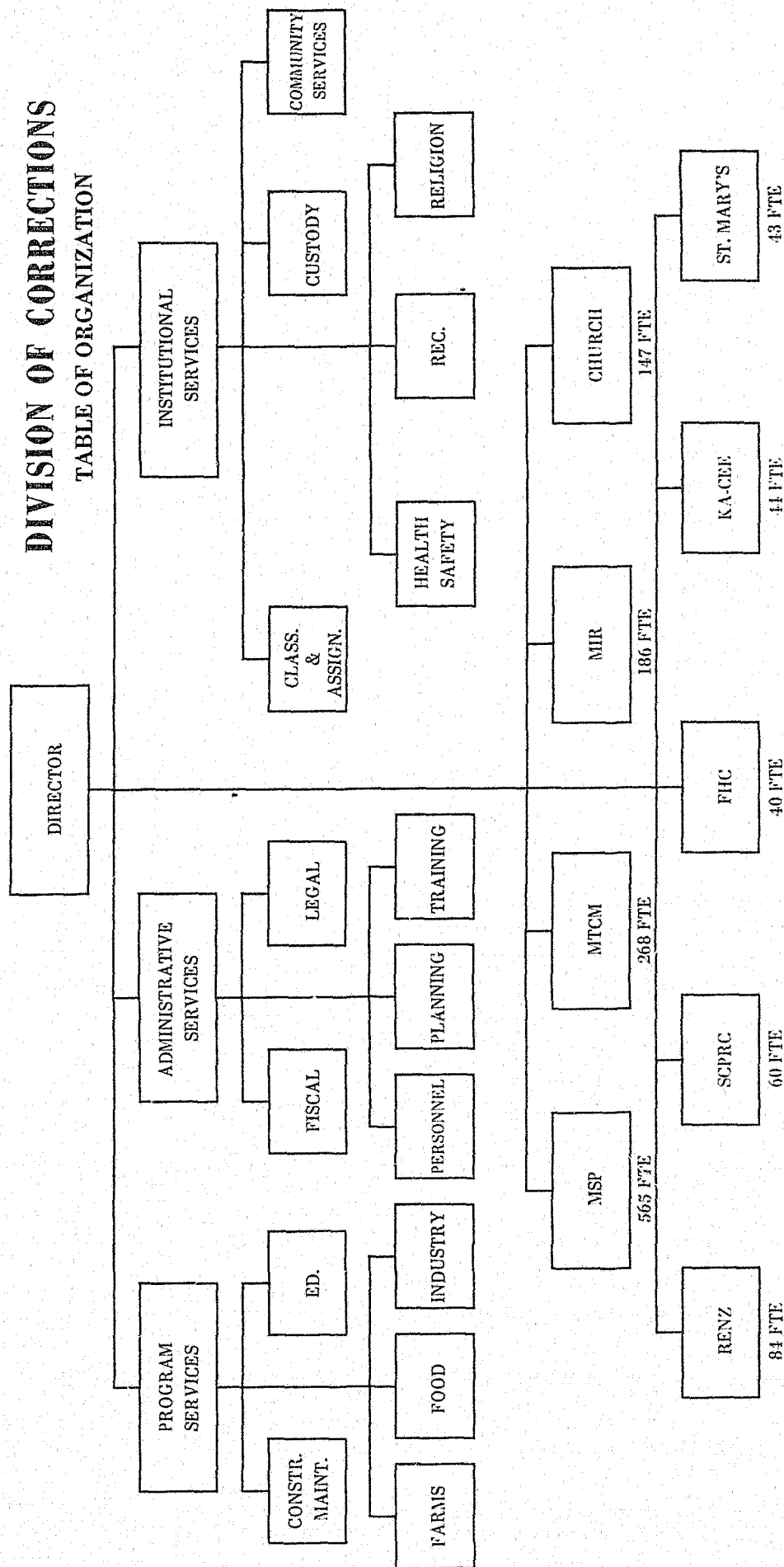
All institutions have an RN or LPN in charge of medical care if there is no doctor available. Two full-time doctors are available at the penitentiary and three part-time surgeons are on call as needed. The MSP hospital also houses a 128 bed facility which includes acute and non-acute units. This can be expanded to 141 beds when needed. Social and psychiatric services are available to the inmates. A pharmacy with a full-time registered pharmacist is also available. One full-time dentist and five part-time dentists to ensure good dental services are available. Fifteen nursing assistants are also on full-time duty at MSP.

Following periodic inspections, the Licensing and Certification Section of the State Health Department has issued favorable reports on the operation of the hospital.

An inventory system has been established at all institutions to curtail the over-ordering of medical supplies. Inventory cards have been set up to show daily and monthly use of all medical supplies.

For the next two years all institutions will continue to upgrade technical skills through training of both the civilian and inmate staff. Additional medical services will be required at all locations when the expansion program is completed.

DIVISION OF CORRECTIONS **TABLE OF ORGANIZATION**



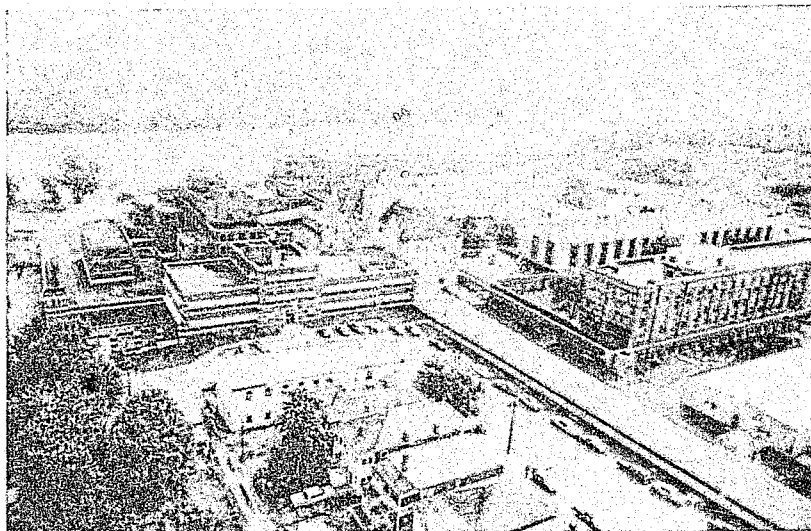
INSTITUTIONS

MISSOURI STATE PENITENTIARY

(MSP)

The Missouri State Penitentiary is the largest institution in the Missouri Correctional system. It is located seven blocks east of the State Capitol and comprises 47.8 acres overlooking the Missouri River. Authorized by the General Assembly in 1832, the penitentiary was the first prison built west of the Mississippi River.

The penitentiary originally consisted of a few small buildings on a quarter-acre of land when the first inmate was received on March 8, 1836. The average prison population in 1900 was 2,000 and increased to an all-time high of 4,773 in 1936 which included the satellite farm operations of Renz and Church Farm. The inmate population lowered to 1,450 in 1965 and rose again to over 2,600 in 1978. The facility houses inmates with sentences ranging from two years to multiple life. Almost 400 life-term inmates are confined in the Penitentiary and over 500 inmates are serving sentences of 25 years or more. The total personnel employed at the penitentiary is approximately 500. Several industries are located in the penitentiary and provide employment for about 25 per cent of the inmates. There are 144 inmates enrolled in academic education courses and 60 participating in vocational training programs, as well as 137 inmates enrolled in the college program. In addition, many inmates receive vocational training certificates for on-the-job training. There is ample maintenance work for others since an institution 146 years old requires constant attention.



The total appropriation from General Revenue for fiscal year 1978-79 was \$9,295,430.00.

PROGRAM SERVICES:

Construction Maintenance:

MSP has installed new heating and ventilation systems in most of the housing units. Chlorinators have been installed in the water supply. Improvements have been made in emergency lighting systems, and in the roofs of most of the buildings.

Laundry procedures have been improved and laundry storage areas built in each housing unit.

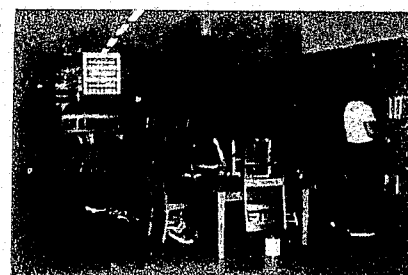
Renovation of the entire primary and secondary electrical systems and renovated steam, storm sewer and sewer lines have been completed. Most of the penitentiary has been repainted and one section of the main wall has been replaced and one guard tower removed.

Inmate Education:

The penitentiary now has a full four-year college program with instructors from Lincoln University. This program consists of 16 full 4-semester courses each year.

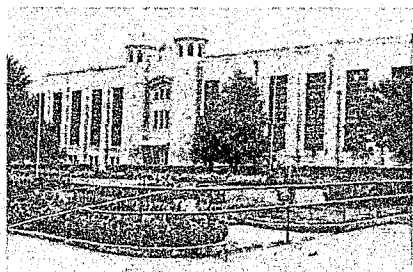
Courses in vocational training (welding and small engine repair) have been added to the curriculum to provide a well rounded education program of academic and vocational training.

The law library has been expanded by approximately 300 volumes in the past year, which makes it one of the finest prison law libraries in the Nation.



Food Service:

During the past year MSP has employed five new qualified food service supervisors who assist in preparing almost 8,000 meals per day. New equipment has been added in the kitchen and the ceiling in the dining room has been repaired and painted. The metal knives, forks and spoons have been replaced with plastic, which saves money and reduces the manufacture of weapons. A rigid pest control program has also been initiated.



ADMINISTRATIVE SERVICES:

Personnel:

A full time training officer has been hired and during the past fiscal year, 176 corrections officers and 49 non-custodial personnel were processed through the initial training courses. Additions to the training courses have been: fire arms training, legal responsibility and drug recognition and abuse.

The emergency squad has been expanded from 24 to 30 members; and a 12 man fire and rescue squad has been trained.

Employee appearance is being stressed in the training program; and each employee is given a complete physical and psychological examination.

A promotions recommendation committee at the penitentiary has been established.

INSTITUTIONAL SERVICES:

Classification:

Eleven classification assistants have been added to the treatment staff, as well as two institutional activities coordinators to supervise 13 inmate organizations, such as the Jefftown Jaycees, Toastmasters, Chess Club, Bridge Club, AA, etc. Approximately 60 per cent of the inmate population is involved in one of the 13 organizations.

New procedures have been established for inmates requesting protective custody; and there are 175 trained volunteers in corrections working at the penitentiary.

Medical Services:

The medical service at the penitentiary has been vastly improved in the past two years. An additional full-time doctor, two part-time dentists, and a part-time plastic surgeon have been hired. Also hired were civilian supervisors in the laboratory and in the medical records office. MSP has upgraded the nursing assistants to the rank of medical assistants, and increased their on-the-job training. The inmate nursing program has also been improved and expanded.

At the present time a Physical Therapy Department is being constructed and the equipment has been

purchased and received. Central air conditioning has been installed in the hospital. The Psychiatric Ward has been renovated and a new ceiling and lighting installed. A new ceiling has been installed in the Surgery Department; and the hospital has been painted throughout.

New equipment includes recreation equipment for the Geriatrics Ward; an ABA-50 multiple blood analysis machine; a cardiac monitor; five portable oxygen units; two portable X-ray machines; five Bennett respiratory machines; and a chest pump for the Surgery Department.

Recreation:

The following improvements have been made in the Recreation Department. Two additional handball courts; and outside basketball court; a volley ball court; a 17-station weight lifting machine; and four new pool tables have been added. Two additional handball courts and a racket-ball court are currently being constructed. The clubhouse and equipment room have been renovated; and a new service window added to the recreation canteen. MSP has also purchased track and field equipment, including pole vaults. Movies are shown each holiday, in addition to the weekend and nightly movies.



MISSOURI TRAINING CENTER
FOR MEN
(MTCM)

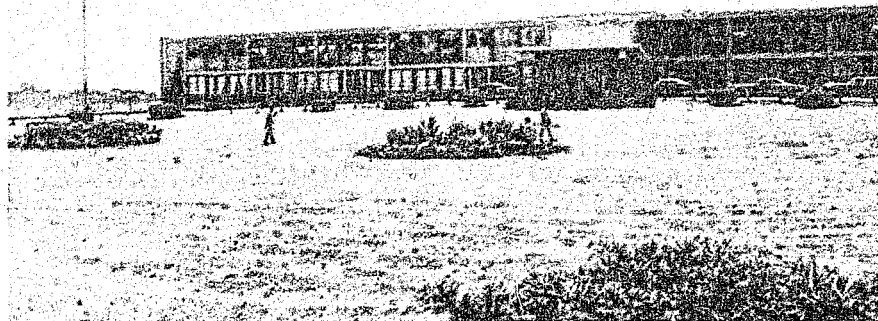
The Missouri Training Center for Men's major accomplishment for the period of July 1, 1976 through June 30, 1978, has been the administration and staff's ability to cope with the overcrowding of the institution without any serious incidents.

By July, 1976, the average daily population had grown to 1,016 inmates from 895 inmates a year earlier. The listed capacity, based on single occupancy cells, is 900. Therefore, emergency action plans were formulated and implemented during the summer of 1976 to increase bed capacity through doubling heretofore single occupancy cells. However, because of administrative segregation, reception and orientation, and protective custody, not all wings could be doubled. Even with these emergency measures, MTCM has barely been able to keep pace with the ever growing inmate population as is evidenced by a population of 1,084 on June 30, 1978.

PROGRAM SERVICES:

Construction/Maintenance:

The Legislature has allocated funds for the construction of an additional 100-man housing unit, with construction to begin in the spring of 1979. It is hoped that upon completion of this unit the double occupancy cells will be eliminated.



Renovation of the sanitation ponds is nearing completion, with an added filter pool and aerators installed in the first sediment pool. The completion of this project will allow MTCM to comply with clean water standards, in light of the already expanded inmate population, as well as anticipated increases. A new centrifuge has been installed in the food service building to remove moisture from the garbage, in order to satisfy requirements of the Morberly Land Fill and the Environmental Protection Agency. Repairs and replacement of high temperature water lines and valves, as well as hot water tanks in the various buildings, have been approved. Work is scheduled to begin on this project in the fall of 1978, with

completion sometime in 1979. Many of the flat roofs in the institution are in need of repair or replacement. Some funds have been made available which will be used to repair the roofs of the industrial laundry building and recreation building with work scheduled to begin on those projects in the fall of 1978. Additional funds are being requested for other needed roof repairs in the next two years. A portion of funds have been made available to repair asphalt roads and parking lots inside and around the institution. Work on this project is scheduled to begin in the fall of 1978, however, other funds are being requested so the project can be totally complete within the next couple of years.



Inmate Education:

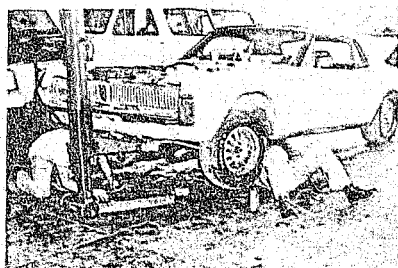
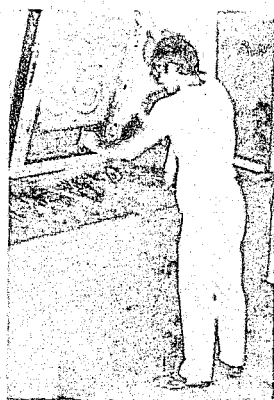
Another important element in maintaining an orderly and productive atmosphere during the last two years has been an excellent inmate educational program. The James O. Dotson school program at the Missouri Training Center for Men is a comprehensive educational endeavor, encompassing nine fields of study and involving more than 400 inmates at all times. This program includes:

1. State sponsored school for the functionally illiterate inmate through the 9th grade level;
2. Federally funded Title I remedial program;
3. Federally sponsored Title III experimental program serving from the 5th grade level through the GED (high school equivalency) level;
4. On-the-job training programs which include those institutional duties supervised by skilled craftsmen, wherein a student may receive a certificate indicating his acquired skill level after a specific period of time;
5. Night school for students preparing for their high school equivalency test;
6. Comprehensive Educational Training Act which is a federally sponsored project providing skilled training towards apprenticeship level in a vocation;
7. Vocational training in five areas, open to students of varying abilities; the level of achievement is from apprenticeship level to beginning craftsman ability;
8. An Associate Degree in General Education through the Moberly Area Junior College is available to pre-

pare a student for further college work;

9. An Associates Degree in Business Administration is provided through the Moberly Area Junior College, and is designed as a terminal course of study or to provide a foundation for further study in the field.

The areas listed have met with much success over the past two years. There have been 85 on-the-job training certificates, 295 vocational training certificates, 67 high school equivalency certificates, along with 43 Associate of Arts Degrees issued. In addition, a tutorial program using trained inmates under the direct supervision of instructors within the subject field, has been, and is currently being used with success.



ADMINISTRATIVE SERVICES:

Personnel:

The Legislature has responded to the overcrowding by granting a number of requests for additional personnel. As of June 30, 1978, the Training Center maintained a full-time staff of 255 employees, plus 26 federally funded CETA positions for a total of 281 full-time employees; 24 of these positions have been granted as full-time State funded employees by the Legislature in the last two years.

INSTITUTIONAL SERVICES:

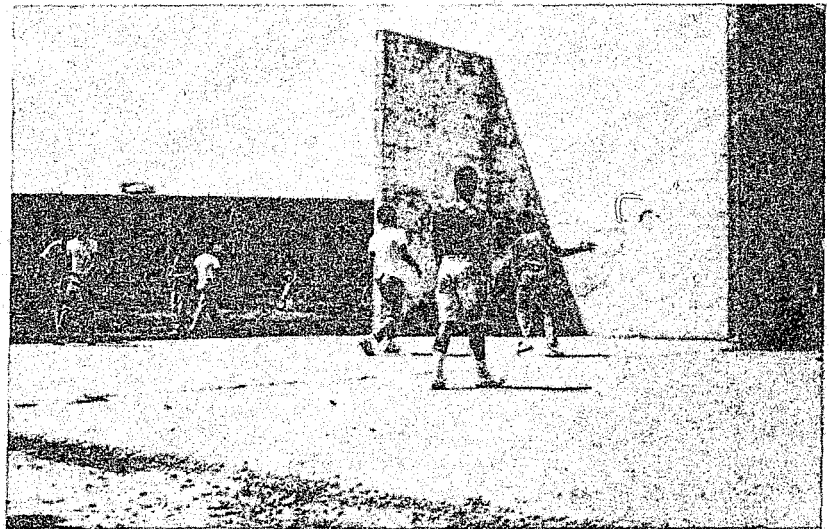
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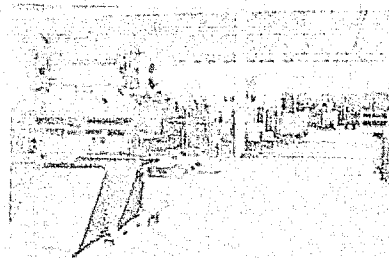
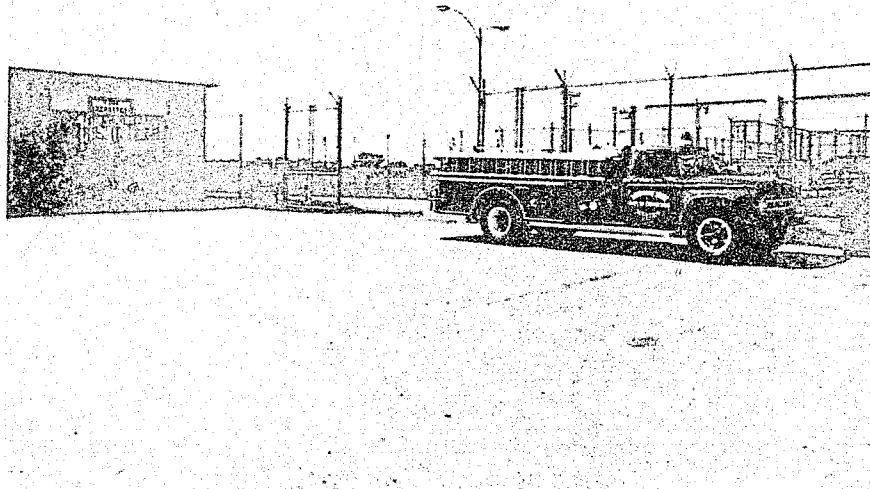
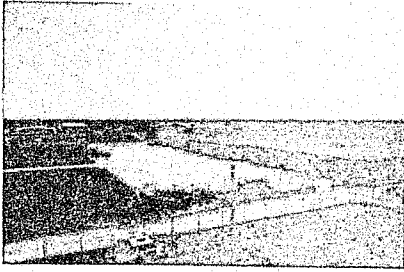
A key factor in the major accomplishment of handling overcrowding without serious incident has been the team classification process. Although the program was initiated in 1974, many positive changes and modifications in the program have been witnessed during the last two years. The expansion of the treatment teams (consisting of caseworker, parole officer, classification assistant, and inmate) has been achieved by the Legislature's approval of additional caseworkers in the last two years. The additional staff has enabled MTCM to identify and handle inmate problems more quickly and effectively. For the period of July 1, 1976, through June 30, 1978, 19,400 inmates have been seen by the teams for job assignments, housing assignments, transfers to other institutions, and temporary leaves. It is important to note that a 99% success rate in the furlough program is being maintained, with over 200 inmates being granted a temporary leave in the past two years.

Recreation:

A new activities building, approved by the Legislature, was completed and subsequently made operational in June of 1977. This new building has enabled the expansion of the indoor recreational program. This expansion has unquestionably enhanced the ability to absorb the extensive increase in the inmate population without serious incident. With this additional building, there are now rooms available for inmates to participate in small games, boxing, music and arts and crafts. Meeting rooms are also available for the various social organizations. Presently, approximately one-half of the inmate population is involved in one of the social and/or therapeutic programs such as Jaycees, NAACP, Chess Club, Bridge Club, Alpha-Omega, Alcoholics Anonymous, and NASCP Drug Counseling.

In conclusion, the period from July 1, 1976, through June 30, 1978, has been a very critical period for the Training Center, in light of the overcrowding of the inmate population. This period has been completed without serious incident as a result of administrative, line staff, and legislative cooperation. It appears that the most critical needs in the next two years will also revolve around the increasing inmate population and how to effectively deal with those increases.



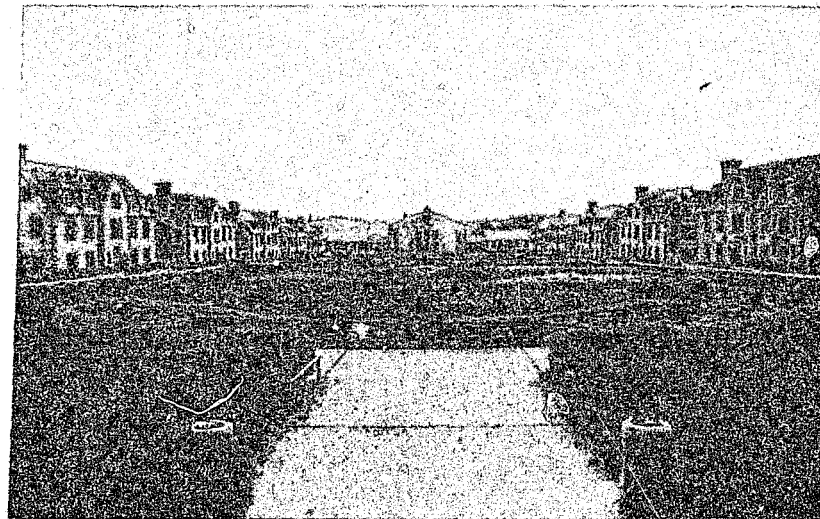


MISSOURI INTERMEDIATE

REFORMATORY

(MIR)

The greatest change at the Missouri Intermediate Reformatory over the last two years has been the conversion to a Functional Unit Management system. This change was initiated in early 1976 and Functional Unit Managers were hired in May of 1978. The Functional Unit Management is merely an alternative way to manage a large number of staff and inmates. In a very brief and general statement, one could say that this system disperses management responsibility among lower and middle management staff levels as opposed to the traditional "run by the top" system of hierarchy management. Specifically, at this institution eight dormitories (excluding Dormitory #6 which is the punitive and administrative segregation dormitory and Dormitory #9 which is the reception and orientation and protective custody dormitory) are divided into four management groups of two dormitories each. Each pair of dormitories is assigned to a functional unit management team consisting of a functional unit manager, corrections caseworker, classification assistant, and the corrections officer I's who are assigned to that particular dormitory. Additional members of that management team are an institutional parole officer and an educational representative from the MIR school. One dormitory of the pair houses close and medium custody (all dormitories are two floor dormitories) and the other dormitory is minimum custody for honor inmates. Obviously, this provides for a custody level system wherein a new inmate is assigned to



close custody and is hopefully promoted up through medium custody to minimum custody during his stay. Promotion from one level to the next is granted due to certain accomplishments as contracted for in a personalized plan. The inmate has direct input into his personalized plan, and therefore knows specifically what must be accomplished prior to his promotion. Likewise, custody demotions are imposed as a result of personalized plan deficiencies or as a result of a violation of certain institutional rules.

The downward trend in the areas of escapes, assignments to administrative segregation, and conduct violations during the period FY78 in which functional unit management took hold suggests that functional unit management is having a positive impact. Escapes continued a decline from a high of 17 in 1974 to 13 in 1975, 12 in 1976, 7 in 1977 and 6 in 1978. During the first six months of FY78 the average population assigned to administrative segregation was 16. It declined to 10 during the last 6 months of the period. Also during the last six months, the number of conduct violations declined by 13%

a month despite a 3% increase during FY78 in MIR's population.

There has been an overwhelming amount of attention given to the general state of repair and cleanliness of the institution. The maintenance section is extremely conscientious and focuses, with the administration, on preventive maintenance and renovation as opposed to repairing problems after they occur.

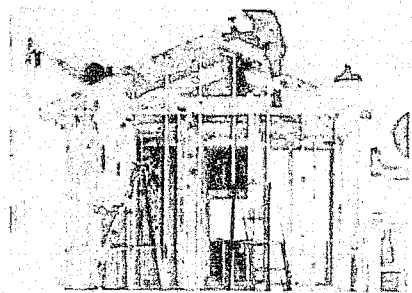
A new outdoor recreation complex will include an extension of the perimeter fence to enclose a large expanse of ground immediately south of the institution proper. An additional security tower will be built to assist in the supervision of this area. It is estimated that this field will be ready for use during mid or later summer of 1979.

Inmate Education:

During the past two years there has been a thrust at MIR toward more independent and individualized instruction for each student. There has also been attention given to an increase in adequate materials and equipment. Commensurate with these goals has been a great deal

of physical renovation within the school. Five new classrooms were added as well as a new library and reading room. The library necessitated the employment of a full-time librarian and has acquired hundreds of new books.

MIR has maintained a proper balance in its educational program. There are four CETA classes, three pre-vocational courses, a complete academic program leading to the GED and college classes at night. The CETA classes have 15 students each and run for 6 months. These classes can serve up to 120 students each year. College enrollment averages between 40 - 50 students while the high school and grade school averages about 350 monthly attendance.



The school has seven vocational instructors, one full-time librarian, 12 academic teachers, a full-time secretary and an educational supervisor. During the period July 1, 1976, through June 30, 1978, a total of 165 men received GED certificates.

Due to the young age of the inmates at this institution, they are not far removed from their negative experiences with traditional classrooms. The institution, therefore, has had to focus on those items that will attract and hold the student's attention and must steer clear of providing reminders of the school situation on the street from which most dropped out.

Food Service:

Improvements in the food service section have consisted mainly of the addition of new equipment. Among other items, a completely new cafeteria type serving line has increased the quality, quantity, and appearance of the food served to inmates. Also receipt of commodity foods from the Federal government has not only added to the items which can be offered to the population, but also has helped keep the food costs at a reasonable level.

ADMINISTRATIVE SERVICES:

Staff Training:

During the past two years the training office at MIR has initiated an on-the-job training program to ensure that all new employees receive a brief familiarization with all sections of the institution, regardless of job classification or the date of initiation of formal training. Perhaps the greatest change in a positive sense in the training office has been the establishment of that office as the institution's chief investigator.

The training officer has also been directly effected by the fact that MIR will soon have a divisional firing range. This range is currently under construction and will be used for the firearms familiarization training held for all appropriate personnel within the division.

INSTITUTIONAL SERVICES:

Custody:

Other than the accomplishments listed above for the custody section, there are several other improvements that have been made in that section during the last two

years. There is now full-time gate and tower coverage, as well as two man coverage on each of the four closed (medium/close custody) dormitories on a 24 hour per day basis.

A number of new office areas and the officers' lounge have been renovated to more appropriately and comfortably provide for working space for the custody section. The old commissary has been completely renovated in the basement of the administration building and has become the new visiting room. It is believed that not only are the visits more comfortable, but at the same time the flow of contraband into the institution has been reduced.

Dormitory #9 has been converted to house reception and orientation inmates and protective custody inmates.

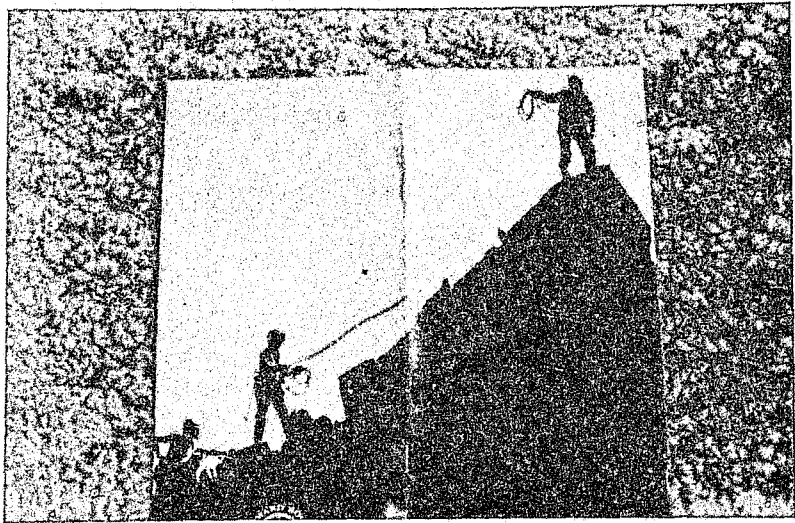
Medical:

MIR has progressed in all medical services offered to the population with the addition of a dental assistant to assist the one day per week dentist, a full-time nursing assistant to assist the graduate nurse, and the addition of services of a physician two half days per week. The addition of these personnel have added greatly to the quality and quantity of medical services at MIR. It should also be pointed out that the dentist's office has been completely re-equipped with modern dental facilities and X-ray equipment during the past two years.

Recreation:

The recreation program will be greatly enhanced by the completion of the new recreation yard complex. Greater use of the existing recreation facilities, particularly the two softball fields outside the perimeter

fence, has been made. The use of these fields was made possible by obtaining two additional recreation officers and the use of student interns, as well as the increase in the number of honor dormitory inmates who qualify to use the outside area. The number of outcounts, community projects, external sporting activities and divisional intramurals has increased. The recreation department has also increased the number of inmates used as para-professionals as well as student interns from Lincoln University. This has resulted in the ability to provide for a vast increase in recreation and leisure time activities offered to residents of this institution. The activities available outside the dormitories to inmates have been greatly increased. This has provided for an overwhelming increase in the number of inmates who participate in such programs on a daily basis, and has obviously reduced the amount of time which an inmate must spend in his room or dormitory. It is believed that this reduction has contributed to the subsequent reduction of difficulties within the dormitories. The whole general change in the recreation program at MIR has been a shift from the traditional emphasis of varsity sports to the leisure time activities and intramural (intra-dormitory) activities. This shift in emphasis allows for a greater number of inmates to participate in a wider range of activities.



Religion:

The employment of a new Chaplain has resulted in an increase in the number of residents devoting their time to religious activities.

The amount of equipment and material available to the religious section has also been increased, as have the religious contacts with the community via increased outcounts for the choir, and the volunteer activities within the institution. A library of Christian books is also now available.

Osage Expeditions:

The Osage Expeditions program at MIR is a wilderness-based, adventure therapy program which allows small groups of carefully screened minimum custody inmates

to participate in canoeing, caving, rock climbing, hiking and other outdoor activities. Some of these expeditions are conducted outside the institution in areas of south central and southeast Missouri.

This section of the institution has proven to be an extremely valuable program emphasis for both staff and inmates. The number of inmates to experience Osage Expedition activities has increased in the past two years and has provided for treatment of those who will be returned to the population for a subsequent amount of time as well as those inmates who are in a pre-release situation. The effects of this program on participants have been obvious. The therapeutic stress experience of Osage Expeditions has a great maturation effect that has a carry over effect insofar as recidivism is concerned. During the past two years Osage Expeditions staff has initiated an informal Osage Expedition Club for graduates of that expedition. Some of the activities of that organization have included archeological surveys on institutional grounds in concert with Lincoln University, instructions in archeology and anthropology, first aid training, community services

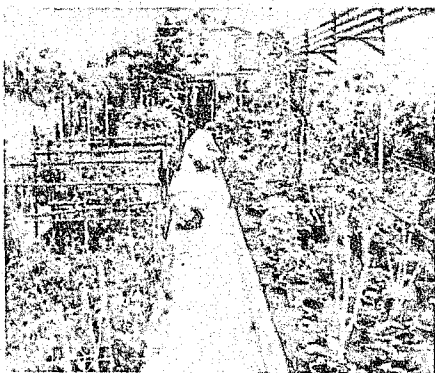


projects, etc. During the past two years MIR has received a \$1,000 donation from a private citizen for the purchase of equipment for the Osage Expeditions program.

FUTURE PLANS:

Overall, MIR is now in the process of refining the functional unit management concept which will include plans to develop a more specific and refined monitoring system of activities performed by unit staff and within the institution as a whole. This will require more specific development of programs from the data processing section. Also, ongoing training with unit staff will be a must.

MIR is also planning for a continued increase in the area of leisure time/extra curricular activities. This will not only be within the recreation section but within the religious, Osage Expeditions and institutional activities coordinator's office as well. Generally stated, MIR's goal is to provide as many positive experiences as possible throughout an individual's incarceration. This is not an effort to develop an inmate's fondness for the facility, but rather is an effort to develop a reward system for positive behavior, also, to provide positive experiences in general for a group of individuals who have, by and large, never experienced such.



CHURCH FARM

Church Farm has grown in inmates and personnel and has been on a neverending program of upgrading the service for the good of the inmates as well as the institution.

PROGRAM SERVICES:

Construction/Maintenance:

The front gate was changed and a new gate house was built for better security and control of the institution. The administration building offices have been remodeled for more efficient operation. The roof of the institution was repaired on a temporary basis because of lack of money to replace it. The heating system at Church Farm was upgraded by replacing new gate valves, etc. for a better operation. The electrical system was upgraded somewhat by replacing some of the antiquated transformers and lines. Additional maintenance equipment has been purchased, such as power saws, electrical roto-rooter, new electrical welding machines. Five maintenance personnel, all funded by the CETA federal program, have been hired. Laundry facilities have been added and the clothing issue section upgraded to provide the sanitary and housekeeping facilities needed to maintain Church Farm.

Inmate Education:

The educational facility and equipment at Church Farm is continuously being upgraded. There is an in-house college program for two semesters from Columbia College, Columbia, Missouri, as well as in-house college programs from Steed College headquartered in Johnson City, Tennessee, and a vocational business college course from



Draughton's College in Springfield, Missouri. Law Books have been purchased for the beginning of a Law Library. Typewriters have been received to supply the new typing class.

Food Service:

New equipment such as stoves, stack ovens, grills and numerous small equipment pertaining to the preparation of food have been added. Additional tables and chairs have been acquired in the dining room to keep up with the growing population. Two additional cooks have been hired. These additional equipment and personnel have aided in the continual upgrading of the food service area of Church Farm.

INSTITUTIONAL SERVICES:

Classification:

One caseworker has been added to relieve the work load of classification. A corrections officer I has been assigned as an acting classification assistant to work with the additional caseworker. With the present staff, a caseload of over 200 inmates per team would result from the projected increase in population.

The three teams now operating would need to be increased to five teams in the next two years, resulting in a caseload of approximately 130. This is a workable number per team, allowing time for the caseworkers and counselors to engage in individual counseling and other work on a one-to-one basis with their caseloads.

Health and Safety:

The medical facilities have been upgraded at Church Farm through the employment of a medical assistant. This individual handles all emergencies and any other treatment if possible. This helps control trips to the Missouri State Penitentiary Hospital. Because of this individual, only two trips a week are scheduled to the Missouri State Penitentiary Hospital with problem cases which cannot be handled here. Previously five trips per week were being made prior to his hiring. Medical supplies and equipment have been increased to give better medical care and service to the inmates at the institution.

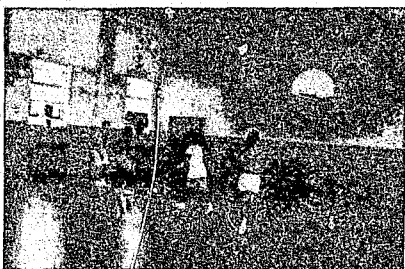
Recreation:

The recreation services at Church Farm have increased since 1976 mainly in the area of upgrading the recreation equipment. The scope of activities has increased both on the institution's level and within the community.

Basketball and softball tournaments and games are played both inside the institution and outside in the community. An inmate band travels throughout the State of Missouri, entertaining at no cost, to various civic functions and non-profit benefit programs.

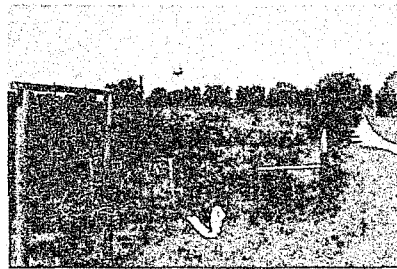
The institutional activities coordinator coordinates all inmate organizations at the institution plus contacts with religious groups, volunteers, and other activities, both inside and outside the institution. One of the largest functions of the office is the work release program. The work release program for the division operates out of Church Farm. This program has steadily grown since September, 1976.

The services of the canteen are being continually upgraded to better serve the inmate population. The hours of service have been expanded in both the canteen and mail room. Two additional personnel have been hired in the canteen and mail room.



Religion:

A full-time Protestant Chaplin will be hired in the near future who will organize and administer the religious program with the assistance of the Catholic Priest and Muslim Minister employed by the Missouri State Penitentiary.



FUTURE PLANS:

The 1977 session of the Missouri Legislature appropriated major funds to the Missouri Division of Corrections to be used for the construction of new institutions including the renovation of the Church Farm facility and for the construction of a new facility for 200 offenders. An additional \$947,143 were obtained from an LEAA renovation grant.

The legislative mandate requires the current facility to be renovated in such a way that it will function as a medium security facility; the new facility will house minimum security offenders.

As a result of this legislative mandate, the mission of the Church Farm has, and will continue to undergo a significant change. The administration will be responsible for two separate and distinctly different institutions. The population will be expanded to approximately 620 men, 120 medium and 200 minimum. The medium security men will be confined to living and working within the institution. The minimum security inmates will be farm and dairy crews or be on work release in the Jefferson City area.

Renovation will increase the division-wide medium security capacity from 1,700 to 2,120 inmates,

enabling the division to have much greater flexibility in the assignment of inmates according to established classification criteria, as well as to ensure population safety due to the proper classification of inmates. In addition, renovation funds have also been included to increase the inmate rehabilitation program for the first time since construction in 1936. Recreation facilities are grossly inadequate and space for a meaningful vocational and educational program are non-existent; therefore, funds appropriated will be utilized to construct a vocation training and recreation building which will adjoin the present facilities.

The scope of improvements which are included in the mandate delivered by the Legislature of the State of Missouri, under H.B. 1, include the renovation of existing dormitories and the provision of a new gymnasium, a vocational training and industry facility, repair and replacement of the obsolete heating system, renovation of plumbing and sanitary facilities, new visiting space, new space for program adminis-

tration and other related improvements.

The proposed improvements of the Church Farm institution will upgrade the quality of housing to meet nationally recognized standards. They also provide for the implementation of new programs and services which cannot presently be offered in the existing facility.

The present reception area is to be totally renovated and its spaces reassigned in order to triple the size of available visiting space. Visitors will have access to the visiting area through an open reception lobby and without the reliance upon sallyports or obtrusive security measures.

A staff training and conference facility will also be established by the renovation of the existing administration building. This improvement will support the program of ongoing staff training and development. The renovation of existing space to provide for medical services will include both medical and dental examination facilities. Working space will be provided for the doctor and nurse and a small sick bay will be established for intermittent use by the resident population as need



occurs. Its principal usage will be for the separation of inmates recuperating from minor illnesses of a contagious nature.

A new gymnasium is to be added which will allow for intramural basketball with bleachers for spectator viewing. Increased community involvement in programs will thus be supported. Supplementing this new recreational program activity will be facilities for weightlifting, exercise, and related locker and shower facilities. In addition, there will be facilities for music practice and staff areas for program coordination. The stage will provide for entertainment events, as well as facilities for movie projection.

The existing gymnasium area will be renovated and converted into classrooms, laboratory and study areas, a typing room, and a general reading and legal library. Associated with this complex will be staff areas for the librarian and educational program coordinator.

Below the new gymnasium, and with direct service access at the level of the existing terrain, vocational training and industry space will be provided. Together with classroom, program coordination and storage areas, this new facility will significantly expand the diversity of activity available to the individual resident at Church Farm.

It is the desire of the Division of Corrections to convert the existing open dormitories to single occupancy accommodations. The extent to which the total scheme may be realized is dependent upon the supplementing of present identifiable funding. Conversion of existing open dormitories to single occupancy reduces the number of residents per dormitory area by almost one-half. Such a population reduction at each dormitory allows for the development of day room space which is required by all contemporary standards and specifi-

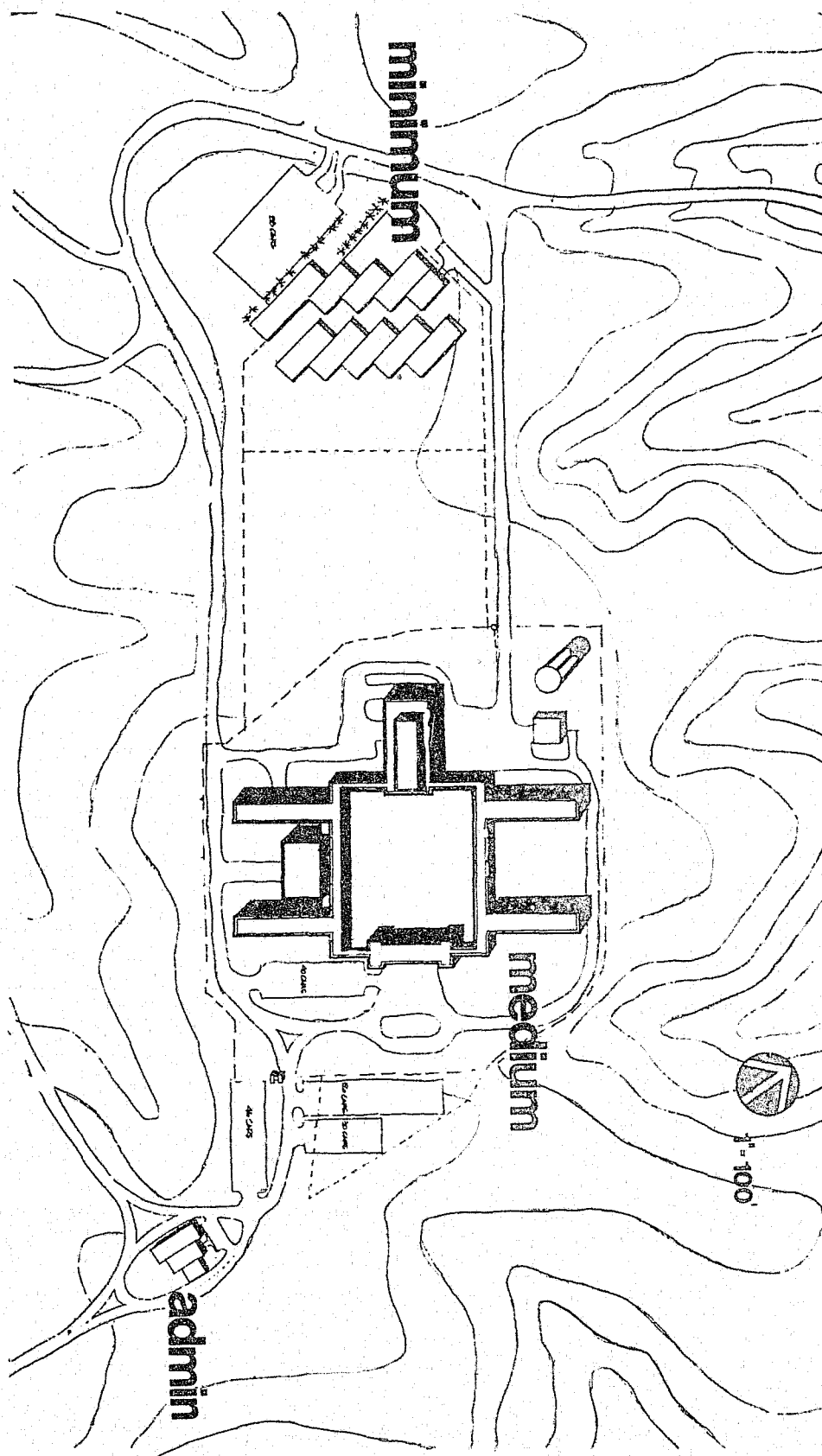


cally those of the National Clearing house.

New housing units will be added to offset the population reductions in the open dormitories. Living unit sizes are maintained at 18 residents in a group. This size is within the range established by National Clearinghouse research concerning effective group size for reinforcement of individual identity, support for classification decisions and supervision and control.

A new minimum security institution will be constructed 300 yards behind the existing institution. The complex will include dormitory space for 200 inmates. The food service area, visiting area, office area for custodial personnel operating the institution, storage area, recreation area, and some of the school areas will be located here.

For the minimum security facility's population of slightly over 200 it is anticipated that at least 37 officers will be needed to operate it twenty-four hours a day. Many of these officers will be utilized for transportation purposes. The transportation of approximately 60 men to and from work on varying shifts, overtime workers, picking up those who may become sick or injured, etc., takes considerable personnel. This number of officers is required to provide increased security because of the farm and dairy work crews which will be released from the unit at various times from 3:30 a.m. until 9:00 p.m. over an area of 3,000 acres.



RENZ CORRECTIONAL CENTER

The realignment of Renz Farm and the State Correctional Center for Women was necessitated by the rapidly increasing female population and the inability of the Missouri Division of Corrections to expand the female facility at Tipton, Missouri. The co-correctional facility at Renz had already provided temporary relief for the problem of the female population when in September, 1975, 36 female inmates were transferred to Renz Farm.

All remaining female inmates were transferred from the State Correctional Center for Women to Renz Farm on December 6, 1976. All male inmates, with the exception of 55, were transferred to other institutions, including the facility at Tipton, which is now used as a pre-release center for the Missouri Division of Corrections. This transfer took place in approximately three hours. At this time, there was the creation of a tri-level custody procedure which separated the females in the same manner as male offenders. Major emphasis is placed on

development of programs to address the needs of both men and women in an incarcerated setting.

PROGRAM SERVICES:

Inmate Education:

Academic Education includes elementary, secondary, and college level educational programs (in-house and educational release). A Bachelor's Degree program is available for women. A vocational training program offers general business courses both basic and advanced, data entry, printing, sewing, cosmetology, and vocational training

release programs such as nurses aid training and culinary services training.

INSTITUTIONAL SERVICES:

Classification:

A reception/diagnostic center for female offenders provides a system of diagnosis and data collection to improve treatment of the inmate population. A segregation area is used to separate hard-core female inmates from the general population.

Community Services:

Upgrading the volunteer services included pastoral counseling and religious activities, visitation, pen pals, bible studies, basic nurses aid training, special trips for children from metropolitan areas, carnivals, picnics and other recreational activities, legal services, job placement services, reception center personal hygiene packets, clothing and material donations.

Health & Safety:

Health care services were expanded with the addition of a part-time staff physician, a full-time

physician's assistant and additional medical assistants, which greatly improved the health care system for inmates. Main penitentiary medical facilities are now utilized for eye and dental care and emergency treatment. A full-time staff psychologist has been added to handle inmate mental health needs.

Recreation:

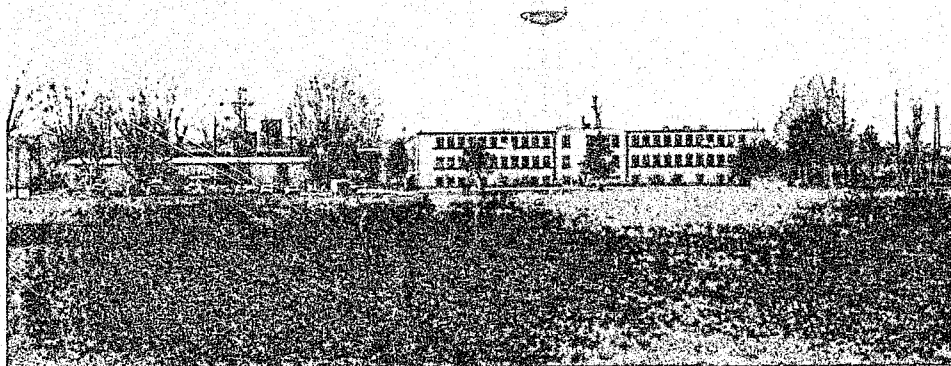
The old cannery building was completely renovated for recreational and educational purposes and a full-time recreation officer was hired to conduct a diversified program.

FUTURE PLANS:

Female First Offender Program:

This program was made possible through a federal grant. Personnel will be hired beginning October 1, 1978 with inmates brought into the program after the completion of the new male dormitory in January, 1979.

The value of separating the young first offender from the career criminal has long been advocated by various groups and organizations in-



cluding correctional professionals. At the present time in Missouri young first offenders males are housed in a separate institution. This is not true of females. At present those females age 24 and under released from Missouri Correctional facilities incur about a 40 per cent recidivism rate. Among the general population the rate is about 19 per cent. Both of these percentage rates are based on inmates returning to the Missouri system only. These rates are due to mixing of the young first offenders, who make up about 34% of the total female population (165) as of July 1, 1978, and career criminals. The lack of treatment programs to address the problems of the young first offenders also contributes to the problem of recidivism.

The major goals of this program are to provide separate living quarters for 38 young first offender females age 24 and under and to reduce the recidivism rate of the female first offender over the next three years to a 25 per cent rate.

Beginning January, 1979, the young first offenders will be placed in a separate dormitory within the main building at Renz Correctional Center. In July, 1979, the inmates assigned to the project shall be moved to a facility separate from the main building, which will provide dormitory living space for 38 individuals. These spaces shall be filled on a gradual basis using only new commitments after December 1, 1978. Based on previous years commitment statistics the project should be functioning at 80 to 90 per cent of capacity by October 1, 1979.

Each participant in the project will be screened according to age

(under 24), type of crime (non-violent), length of sentence (5 years or less), whether they will present a management problem (determined by diagnostic center behavior) and number of prior adult felony incarcerations.

Upon placement into the project each inmate shall be reviewed by a unit classification team consisting of a caseworker, psychologist, drug counselor, and classification assistant. This team will determine along with the inmate her needs and desires.

A life skills program and a coping skills program shall be established to address the daily needs, as well as future needs. All inmates will be encouraged to complete these programs. Each individual will be required to complete the coping skills program before being admitted to the life skills program. General counseling programs shall also be established for those individuals who through their behavior demonstrate a need for such counseling. General counseling shall be available to all those desiring such services. A clinical psychologist is needed to provide the professional knowledge to establish and provide leadership and direction for those programs.

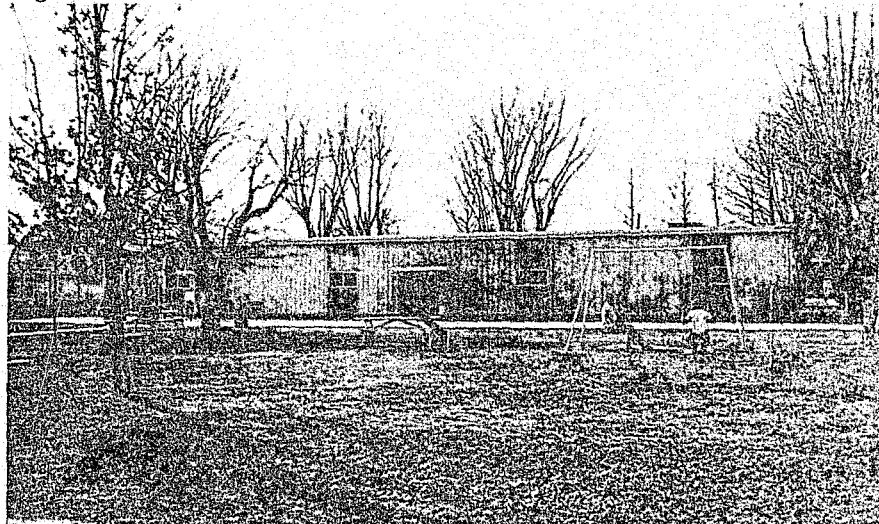
The unit classification team, under the direction of the caseworker, shall at the initial review establish each inmate's educational/vocational needs and make proper assignment to those work areas.

New Male Dormitory:

A new male dormitory will be constructed to house 50 males. Construction is to begin soon and a projected completion date is set for January, 1980

New Health Care Area:

After first offender females are moved out of the administration building to the renovated dormitory, renovation will begin on a dormitory in the main building to use as a health center. This move will provide room for an infirmary and areas for specialized health care.



STATE CORRECTIONAL PRE-RELEASE CENTER

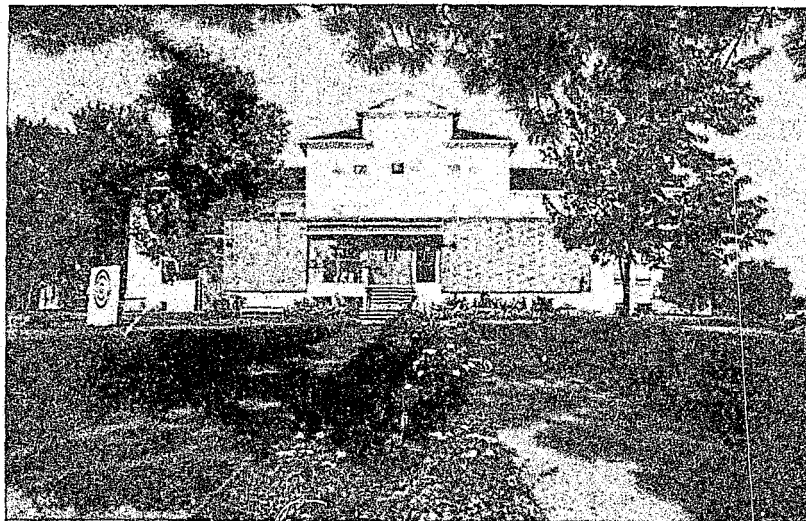
The State Correctional Pre-Release Center was begun on December 6, 1976. The institution had become totally inadequate to house the female adult felon population for the State of Missouri. However, this institution was an ideal place for a pre-release setting. As a result, the Renz Correctional Center and the Tipton institution were realigned. All the females from the Tipton institution were moved to the Renz facility and the pre-release program at the Renz facility was moved to Tipton. There was much planning on the part of the staff of both institutions in preparation for the move. Consequently, there were no incidents to mar the move itself on December 6th.

The male population from Renz quickly adjusted to the new surroundings at Tipton. Being involved in such a project as starting a new prison gave rise to a cohesiveness between and among the staff and residents. This resulted in a certain pride in the institution among both staff and residents. This pride still exists today.

PROGRAM SERVICES:

Construction and Maintenance:

The maintenance department of this institution prior to the realignment was severely handicapped in that there were few women inmates with the skills to assist the civilian workers. With the advent of the men coming to this institution, the maintenance staff gained a number of workers which has enabled them to more properly maintain the buildings. For safety and security



reasons a parking lot was built north of the institution to accommodate staff and visitors. The maintenance department built a new handball court which has aided tremendously the recreation program at SCPRC. This handball court is used daily by many inmates.

Two 300 gallon water heaters were constructed from the parts of an airplane warmer. They were installed in the boiler room and have increased the hot water capacity by 50 percent. Almost the entire interior of the building has been repainted using inmate paint crews with the supervision of civilian personnel. New security screens were installed throughout the exterior of the building. The addition of security screens has contributed toward the zero rate of escapes from the institutional compound. Twenty-nine new fire-proof security doors have been installed throughout the institution. The above accomplishments are just a part of the overall contributions of maintenance to this institution. Due to the fact that this is an extremely old physical plant, the daily repairs and upkeep take much time. However, the maintenance department has ably kept up the pace of repair so that the institution is able to function

normally. During 1979, \$400,000 worth of capital improvements will be completed. This includes the complete renovation of kitchen areas, new floors in the existing dormitories, a new 50 man dormitory, and a much needed new recreation building.

Education:

The education program at this institution has basically been a one-man operation. When the realignment of institutions took place, one teacher was left at SCPRC. This individual has been responsible for all GED preparation, basic learning skills and basic social skills classes. Every inmate prior to his transfer to a half-way house or honor center has completed this basic course. It involves budgeting, job interviewing techniques, and job application training. In our follow-up with the staffs of halfway houses and honor centers, we have found that this program has assisted in easing the transition for inmates from institutional life to the requirements of street life.

A CETA vocational training program in carpentry has been added. It is one of the most out-

standing CETA schools in the division. The class has built a small home on the institutional property and has learned many new found skills which will be invaluable to them should they decide to pursue a career in the carpentry field. In addition, the class has taken many field trips to observe the art of woodworking and carpentry throughout the Central Missouri area. The instructor has sparked an enthusiasm in his students, and this program has become one of the highlights at SCPRC.

Food Service:

The transition from females to males (inmates) working on food service was a surprisingly simple one. The men, for the most part, have adapted to working for the female civilian help with few problems.

One of the most trying times for the food service operation is the Sedalia State Fair detail. Months prior to the beginning of the fair inmates are outcounted on a daily basis to work at the State Fairgrounds in Sedalia. The food service staff must plan, prepare, and send all food for these inmates. During the fair, we have as many as 60 inmates eating at a camp south of Sedalia. This again is the responsibility of the food service unit to plan, set-up and properly supervise the adequate feeding of all these inmates in Sedalia. In the past two years this has been accomplished with very few problems.

ADMINISTRATIVE SERVICES:

Fiscal:

The fiscal paperwork requirements for institutions had increased

dramatically over the past two years. Therefore, the executive assistant to the superintendent is now devoting 100 percent of her time to the area of fiscal affairs. Every attempt has been made to assist the fiscal officer in the planning of expenditures. This has been accomplished through section head staff meetings which, by institutional policy, occur once a month. In this manner staff can plan for expenditures and the fiscal officer is then able to get a clear picture of what will be required in terms of purchasing requests.

This institution houses a small canteen operation for the benefit of inmates. It is extremely efficient and shows continuous profit each month. Recreation equipment is purchased mainly from canteen profits. With the addition of a CETA storekeeper, the canteen has been able to be open during normal working hours.

Personnel:

With the advent of new EEOC regulations and other divisional and departmental policies, it has become necessary to establish an interview committee. This interview committee consists of staff from every echelon of the institution. This staff interviews all prospective employees and makes recommendations to the superintendent.

Staff Training:

Through flexible scheduling and increases in staff, the number of hours staff has spent in training has increased steadily since the inception of this institution. In addition, special seminars in first-aid training and violation report writing have been held here at this institution. Various conferences and

special training, both in-state and out-of-state, have been attended by numbers of institutional staff at every level of the organization. Examples of these include special firearms training with the Springfield Police Department, special financial training through the Department of Social Services, special management training through the telemetrics course, etc.

INSTITUTIONAL SERVICES:

Classification and Assignment:

The classification and assignment of this institution during the report period is the responsibility of a classification team. This team is chaired by a corrections caseworker. The other members of this team classification vary according to the inmate under consideration. The work supervisor of the particular inmate, a corrections officer, and a treatment staff person are members

of this classification team. Each inmate entering this institution receives a one-hour orientation. After sufficient discussion, the program staff presents an overview of program alternatives and procedures, as well as making initial assignments for inmate living.

The classification of inmates to halfway house work release has been performed by the Pre-Release staff at this institution. This is a special treatment staff specifically set up for this purpose and housed at this institution. This staff, consisting of caseworkers and clinical psychologists, takes the recommendations of the classification team described above and makes further evaluations of inmates being considered for halfway house work release.

The classification treatment team also is delegated with the responsibility to make decisions on rule violations within the institution. During 1976 there were no violation reports. In 1977 there were 146 violations, as of June 30, 1978, there were 74 violations. Most violations were of a very minor nature. There were no violations at this institution in terms of serious violence during the entire report period.

Community Services:

SCPRC's volunteer program consists of fourteen volunteer working with residents in the area of religious services. One group of volunteers has formed a Bible study group and another group of volunteers offers nondenominational religious services on Sunday mornings for interested residents. Volunteers go through an intensive orientation prior to participating in the program and close communication is maintained between volunteers and regular staff.

Continuing the philosophy of a pre-release center, this institution maintains a three to five day furlough as a widely used release alternative.

As set forth in the Division of Corrections rules and regulations, furloughs may be given: (1) to seek employment prior to parole or release, (2) to visit a relative who is ill, (3) to attend the funeral of immediate family, (4) to obtain medical service, and (5) to participate in rehabilitation programs.

From December 6, 1976, to June 30, 1978, 212 furloughs were given from this institution. Of the 212 furloughs given, one resident failed to return.

For those residents with marketable work skills who maintain an outstanding adjustment within the Division of Corrections and who are at this institution, the alternative of community work release is available. This program allows a resident to work in the surrounding community of an institution on a regular job at the prevailing wage while living at the institution. Since this program's inception at this institution in August of 1977, 20 residents have participated prior to July 30, 1978. During this period of time, no major incidents have occurred. Table (1) summarizes the pertinent data of this program. This is a viable community based program that has allowed residents to learn current job skills while earning money for their release.

TABLE I	
Number of residents placed on Community Work Release	20
Number of residents revoked from placement	2
Total Gross Earnings	\$16,557.04
Total Net Earnings	13,977.78
Amount paid in State and local taxes	2,579.26
Amount reimbursed to State Government for resident's maintenance	3,878.00

As the name implies, the Pre-Release Center has an inordinate number of releases through varied programs.

During the last two years, 340 residents were transferred to half-

way houses within the State of Missouri. These residents were within six months of completing their sentence, were thoroughly screened by treatment staff, and oriented towards halfway house living prior to being placed. Inmates received training in job-seeking skills. They participate in psychological testing which is used as a screening and placement tool. Also, some residents participate in vocational testing which is used to counsel these residents in the selection of employment. The treatment staff not only screens residents at the Pre-Release Center, but also makes treatment recommendations to the receiving halfway house. During the resident's tenure at the halfway house, he is required to maintain full-time employment, a savings account, and to contribute a portion of his earnings towards room and board.

In April of 1978, the Missouri Division of Corrections began minimum security prisons in Kansas City, Missouri, and St. Louis, Missouri. The Pre-Release Center is charged with the responsibility of selecting and screening residents for these new honor centers. This release program is conducted very similarly to the program of halfway house release mentioned above.

Residents within one year of release and meeting other adjustment and residency requirements are eligible for honor center placement. After reviewing and screening by the Pre-Release Center staff, these residents are placed in the honor center of their home community where they will participate in a program similar to this institution's community work release mentioned above. As of June 30, 1978, 59 residents have been placed in honor centers.

This release program will be the major thrust for the Pre-Release Center in future months. Projections were for the population in the honor centers to be approximately 100 each by October 1, 1978. Maintaining these honor centers at the projected population will require a major portion of staff time at this institution.

Custody:

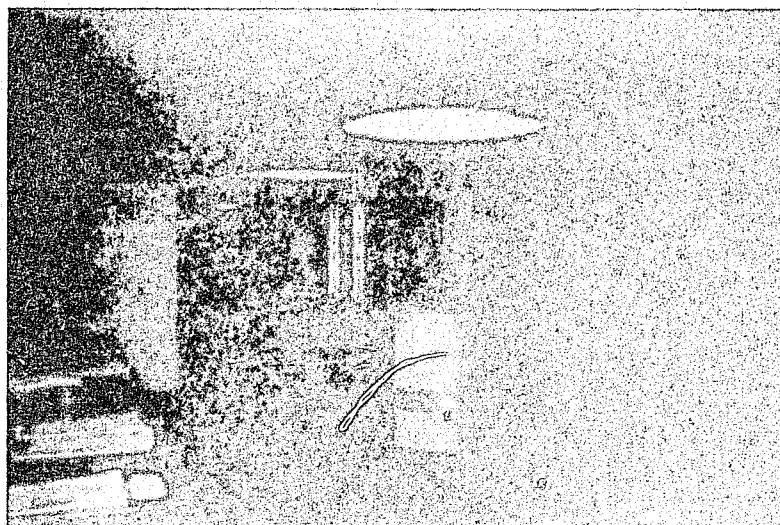
Obviously, custody and security are the top priorities of the institution. The Pre-Release Center is classified as minimum security. There is a great deal of emphasis placed on treatment within the institution. These two facts require custody measures that are innovative. The goal of the institution is to provide an open and relaxed climate while rules, policies, and security measures are enforced.

The correctional force at the Pre-Release Center is made up of 33 corrections officers. Nineteen of these officers are male, and 14 of these officers are female. The policy of the institution is that male and female officers will perform the same duties. The only exception to this rule would be in the case of strip searches.

The Pre-Release Center allows inmates free movement within the compound. Storage areas are restricted from inmates and are locked or supervised accordingly.

A control center is maintained in the administration area of the institution from which all custody and security is coordinated.

Communication is essential in the maintenance of consistent and thorough security procedures. This problem is addressed in two ways by



the custody force. First, dormitory logs are maintained on each resident dormitory. These logs facilitate communication between officers leaving and those officers assuming duties on the resident dormitories. Secondly, shift change meetings which are designed to facilitate communication between custody shifts have been initiated.

Drug detection is now available through urinalysis and special kits designed to detect narcotics substances. These two aids should simplify the custody officer's job in detecting substance abuse. The Pre-Release Center has available adequate detention facilities to isolate a small group of residents if they should become unruly and threaten the security of the institution. Also, the Pre-Release Center has an emergency plan which details specific action to be taken during emergencies.

Health and Safety:

With the transfer of male inmates to the Tipton prison facility in December of 1976, an entire new health program had to be set up. The particular needs of the male inmate and how these needs were to be met had to be evaluated.

Rule and regulations have been implemented to follow in specific situations. When and if there is no medical personnel available, the rule manual can be consulted to answer the questions that arise.

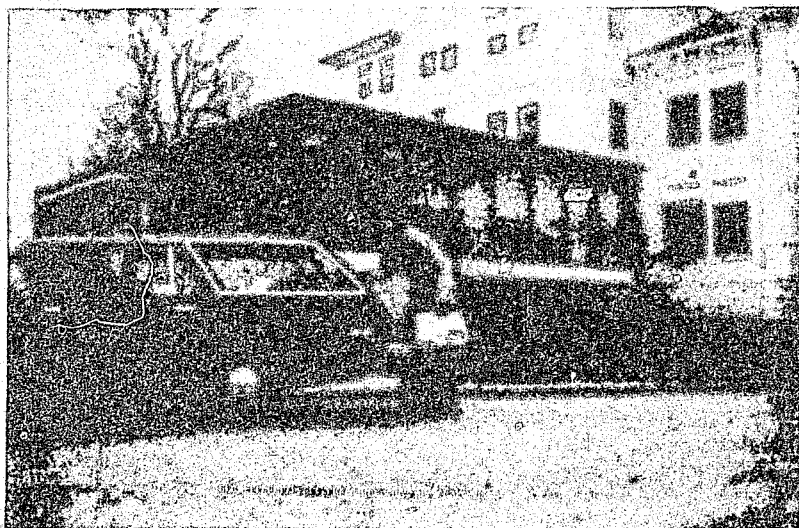
Because there is no doctor at the Pre-Release Center, all medical problems which arise that cannot be handled by the nurse are referred to the Missouri State Penitentiary. Other medical trips are for those patients who are referred to the University of Missouri Medical Center or some other outside facility.

Recreation:

The recreation program at the Pre-Release Center is organized around three major goals. First, the recreation program strives to provide not only physical, but mental outlets for the inmate population to reduce to a minimum the boredom of institutional life. Secondly, the recreation program provides activity to ensure each resident's physical health and well being. Finally, the recreation program at the Pre-Release Center is designed to stimulate and educate residents in the various recreation activities available in their home community.

A varied program of activity is provided to the resident population. At the present time, indoor recreation is conducted within the confines of limited space. Pool, ping-pong, table games, and weight lifting are presently available with existing facilities. Also, recreational outcounts are used for intramural athletics such as basketball at other institutions. The gymnasium at St. Andrew's Church is utilized on a weekly basis during inclement weather for volleyball and basketball. This gymnasium is provided for a minimal charge for the cost of utilities. Also during this period of time when outdoor recreation is impossible, the bowling alley in Tipton, Missouri, is used. This service is provided at a reduced rate of cost. These two community resources have provided needed recreation alternatives during inclement weather as well as bolstering the institution's relationship with the community.

The outdoor compound at the Pre-Release Center supports a baseball-softball field as well as a full-court basketball, handball and horse-shoes court. A total of 15 different activities are available within the compound. Also, numerous recreational outcounts are provided as manpower dictates.



A recent agreement with the Missouri State Penitentiary allows the showing of movies weekly to the resident population.

Careful management in monitoring have resulted in no serious incidents during recreation activities inside or outside of the institution. There have been minor security breaches which have been remedied through staff discussion and planning.

Religious Services:

Religious services are presently available at this institution through volunteer services. An average of one to two inmates participate in non-denominational religious services on Sunday mornings. From time to time, additional inmates participate in bible study classes.

Special Projects:

Finally, there have been other special projects such as the State Fair Detail. Over the past two years a large number of inmates have been transported to the Missouri State Fair Grounds in Sedalia, Missouri, to participate in the State Fair operation. This has had a large impact on the institution, particularly in the areas of food service and custody.

During the spring of 1977, a large contingency of inmates and staff assisted the city of Sedalia in a clean-up operation after a tornado devastated that city. Special recognition to the institution and its inmates was given by the Mayor of Sedalia and the National Red Cross. Also during the spring of 1977, the inmates assisted in fighting a large grass and forest fire north of Tipton. Approximately 30 inmates were out-counted and contributed heavily to saving a number of houses in the area.

During the summer of 1977, this institution, in conjunction with the Tipton Chamber of Commerce, sponsored an open house for the residents of Tipton and the surrounding community. Approximately 175 interested citizens attended this open house.

FORDLAND HONOR CAMP

The Fordland Honor Camp was established in 1961 in buildings on a site originally constructed for an Air Force Radar Base. The camp is located 25 miles southeast of Springfield, Missouri, in Webster County. It has a current capacity of 168 inmates. Direct commitments are not made to the camp, as all inmates are transferred there from other state correctional institutions.

Aside from the relatively minor restrictions imposed on inmates in this population, healthful and productive work programs, as well as organized vocational training classes, occupy the men most of the time. There is special emphasis on specific vocational classwork with related training.

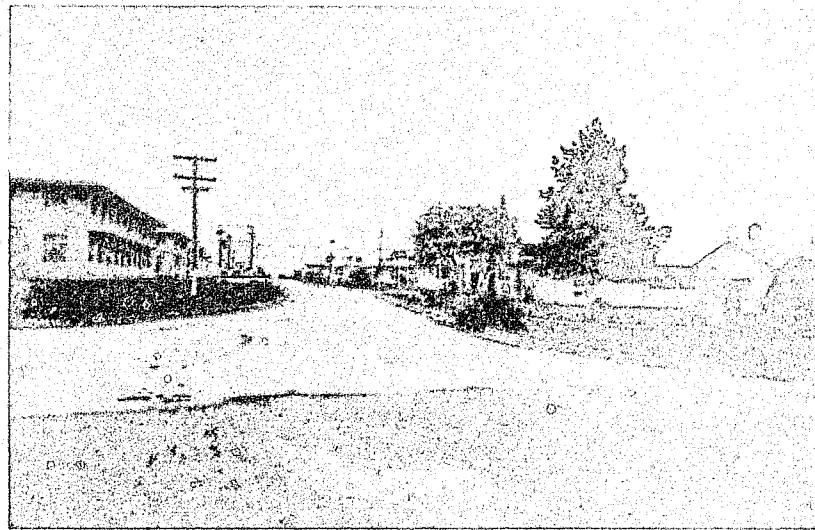
Inmate crews are assigned to work with the State Conservation Commission and the State Park Board in clearing state-owned lands, doing reforestation work, constructing fire trails and park fixtures, and general improvement and enhancement of the countryside. Subcamps are established from time to time and the inmates are driven by bus to the sites as far as 50 miles away where they remain Monday through Friday under supervision.

The camp also operates a community work release program whereby men are carefully screened and placed on jobs within the surrounding communities.

PROGRAM SERVICES:

Construction/Maintenance:

Fordland Honor Camp has removed several derelict buildings which existed as fire hazards. Re-



cently the institution received a new boiler which is rated at 300 per cent of the previous boiler efficiency. Approximately 40 per cent of the existing steam lines have been reinsulated. Numerous buildings have been repainted and additional work in recreational areas has been created by the repair of the existing building.

The institution now offers a hobby shop for inmates which previously was not available.

In the area of security, additional fencing material has been added to the existing fence. Additionally, a new sewage treatment unit has been installed to service the institution.

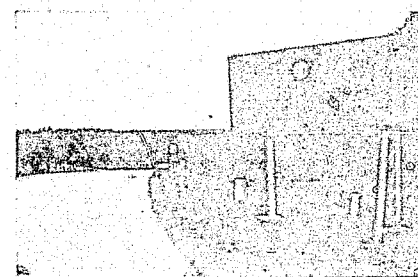
Education:

In the area of academic education, the Fordland Honor Camp has maintained a well rounded academic program ranging from remedial reading to college courses for 227 inmates. During this period of time, 29 GED certificates were awarded.

In the area of vocational training, 37 inmates participated in building trades school with 25 receiving

certificates. Six inmates participated in a welding school and four received certificates. In the area of auto mechanics, 93 inmates participated with 63 receiving certificates.

During the last two years, the academic school has undergone serious remodeling to facilitate the educational process, as has the vocational school in auto mechanics.



INSTITUTIONAL SERVICES:

Community Services:

Since the last Biennial Report, the Fordland Honor Camp has maintained a work release program serving 97 different inmates. A limited educational release program has served two inmates.

During the past two years, the Fordland Honor Camp has main-

tained park details at Montauk State Park and Bennett Springs State Park, offering service to the Department of Parks and Recreation and providing employment for inmates. This program provided approximately 20,800 hours of work for inmates at the institution in the past two years.

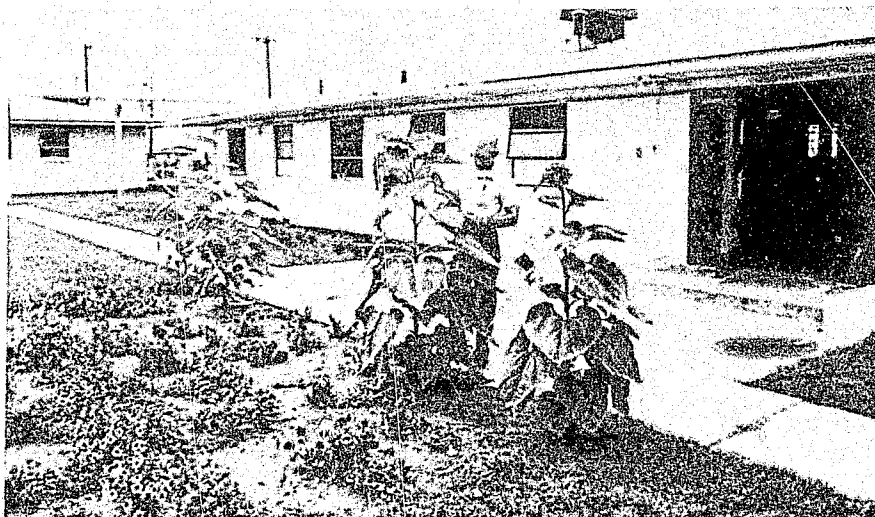
Health and Safety:

The institution maintains a fire department providing the only fire protection for towns and farms within a 15 mile radius. The fire department averages putting out approximately 100 fires per year, saving local citizens an estimated \$3 million per year.

FUTURE PLANS:

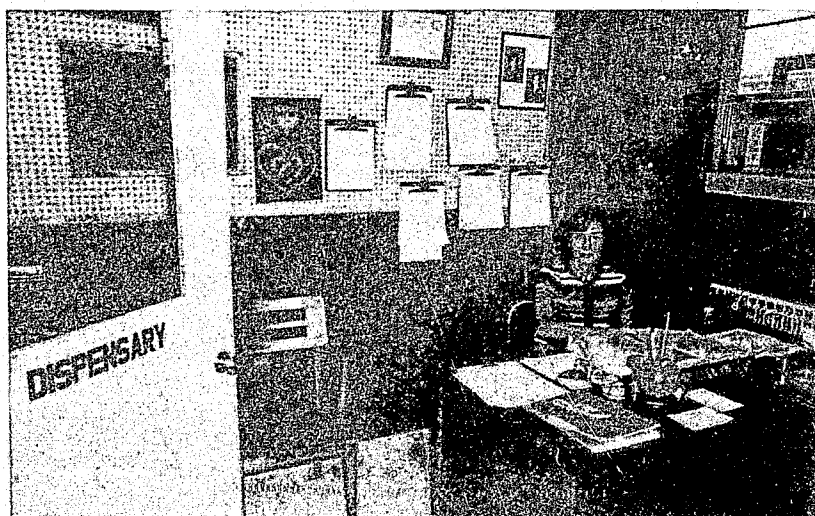
The institution intends to expand educational and vocational training facilities as well as incorporating a small industry at the institution to provide additional job opportunities for inmates.

Within one year, the institution plans to build a new visiting room, new barracks for inmates, a new food service unit and a new control center. Additionally, new detention units are to be constructed.



With the new construction the capacity of the institution will be increased by approximately 50 inmates. Measures are being taken to increase the functional ability of

officers through training and formulation of new rules. The institution has created an emergency squad and has increased the level of arms familiarization of all correctional officers.



HONOR CENTERS

Two urban honor centers, a new concept in Missouri Corrections, were opened in April and May of 1978. These honor centers, one in Kansas City and one in St. Louis, assist the inmate in his efforts to become fully reintegrated into the community by providing work release programs and a resocialization process which approximates normality for inmates with one year or less remaining to serve on their sentence. The inmate maintains residence in the institution where there is a programmed life style supportive of their working in the community. Inmates are required to save 25% of their gross earnings as well as return 25% of their gross earnings to the State for their maintenance.

As part of the Centers' Phase Program certain inmates will be eligible to transfer to a local halfway house to finish their sentence there. The criteria are:

- 1) An inmate must be six months short of his commutation date.
- 2) He must have been successfully employed for a minimum of six weeks.
- 3) He must have made a satisfactory adjustment at the Center as determined by the community services section classification team.

Thus, when an inmate commutes his sentence from the halfway house, he will have been more adequately prepared for his re-entry into society. He will have moved through the system from a maximum or medium security facility to a minimum security facility, to an honor center, to a halfway house and finally to his own community. Inmates now are going home with a

full-time job, their own personal clothing, renewed family ties and money in the bank. If an inmate stays at the Center for six months he can expect to earn on the average \$1,700. He will have paid \$450 back to the State for maintenance, \$170 to the Federal government for taxes, \$50 for State and local taxes and will have a savings of \$450 when he leaves. The remaining \$580 will have gone for clothes, transportation, toiletries and other personal items.

KA-CEE HONOR CENTER

The Ka-Cee Honor Center officially opened for business on May 11, 1978, with the arrival of its first three inmates. The inmates, along with an initial staff of 15, took up residence in the former Ka-Cee Hotel located at 919 Oak Street. The hotel, although in need of much remodeling, nevertheless had adequate living quarters for 104 inmates and office space for an administrative and program staff of 13. The building itself is located in the northeast section of downtown Kansas City. Consequently, residents have easy access to a large number of local employers and can take advantage of nearby public transportation facilities.



PROGRAM SERVICES:

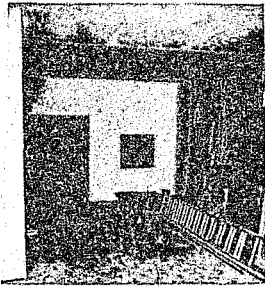
Construction:

Because the old Ka-Cee Hotel served primarily a transient clientele, the management found it most profitable to simply rent rooms out on a daily, weekly or monthly basis. This was the only service provided. Consequently, in order to transform the former hotel into a more institutional type setting, plans have been made to build a kitchen and cafeteria area, a laundry, a shop area, a day room, and an all purpose library/meeting room. Total cost of the above improvements should be no more than \$125,000 and should be completed no later than May of 1979.



Food Service:

As mentioned above the food service operation should be functional when the kitchen and cafeteria areas are completed. The target date for this is April 1, 1979. Until then food is catered into the Center by an outside vendor and served in temporary quarters in the rear of the lobby. Three full time cooks help to serve the food, supervise kitchen clean up and prepare sack lunches which inmates take with them upon receiving full-time jobs.



Education:

Because all inmates are required to hold full-time jobs, few find the time or energy to attend educational classes. However, the Kansas City School District has provided a part-time instructor to help prepare interested inmates to take the GED test. Part-time college classes at Penn Valley Community College are also available for inmates who express the desire and have shown by their behavior they are responsible enough to handle college.

ADMINISTRATIVE SERVICES:

Fiscal:

With the initiation of a new work release program for nearly 100 inmates, a huge burden has been placed on the business office

to properly procure the necessary building materials, supplies and equipment and to pay other bills, as well as maintain accurate and timely records of inmate wages and deductions.

As part of the program all inmates employed in the community must have their payroll checks mailed to the business office where 25% is withheld as maintenance and reimbursed to General Revenue. Additional withholdings are made for savings which the inmates cannot spend. Inmates are allowed to draw no more than \$25.00 weekly, but are allowed to purchase their own clothing and necessary personal items over \$25.00, if approved by their caseworker. Once the Center becomes fully operational, the 25% maintenance returned to General Revenue should exceed \$10,000 per month.

Personnel:

The Ka-Cee Honor Center, because of the nature of its operation, has been in a position to actively recruit both females and persons from minority groups for all positions from corrections officer I to higher level supervisors. One of the initial goals of the Honor Center was to recruit local individuals who came from the same general living area as the inmates and who shared some similar environmental background experiences. Thus far, the Center has been successful in achieving this goal as nearly one-half of the total number of people employed are from minority groups and one-half are female.

Staff Training:

A local in-service training program with Penn Valley Community College is currently being planned. Because of the uniqueness of the honor center program, the staff is faced with solving problems different than those encountered in a traditional institution. It is hoped that the proposed training program will help the staff to arrive at solutions to these problems, enabling the Center to attain goals and objectives more quickly.

INSTITUTIONAL SERVICES:

Classification and Assignment:

Upon arrival at the honor center the inmates are given approximately four hours of orientation in order to acquaint them with the Center's rules and procedures, and to communicate to them exactly what is expected of them while they are there. Each inmate is assigned his own private room and assigned an institutional work detail for his first three weeks at the Center. At the end of his first three weeks the inmate may be assigned to work on a voluntary basis in the community for a local non-profit agency. This assignment also lasts three weeks and with its successful culmination the inmate becomes eligible for work release.

Recreation:

Inmate recreation initially consisted of evening excursions to local places of amusement, entertainment or to neighborhood gymnasiums for athletic activities. This was necessary because the hotel had neither the equipment for recreation, nor the room to accommodate it. Fortunately, the downtown YMCA,

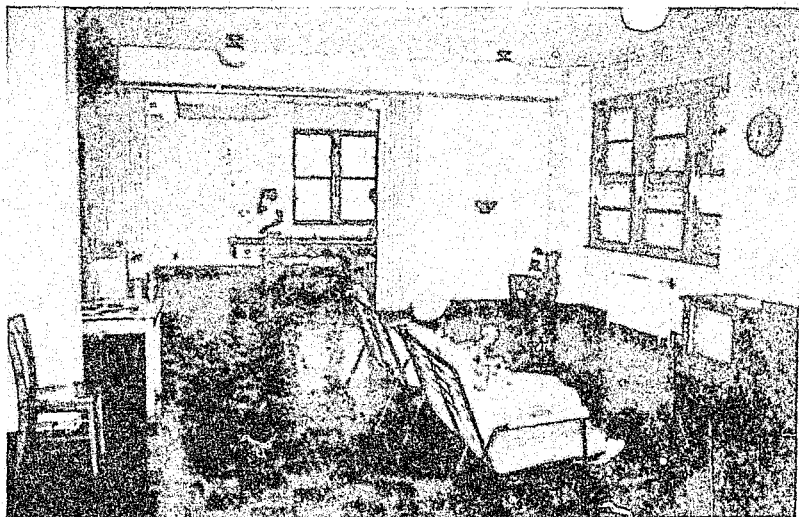
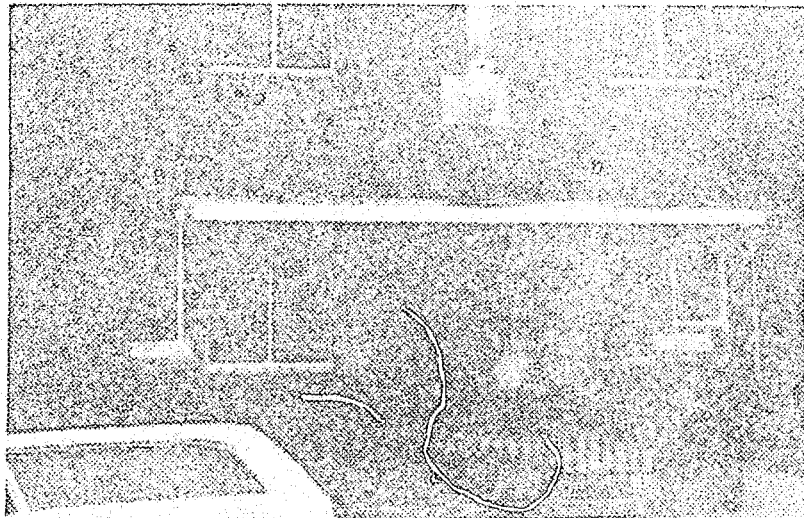
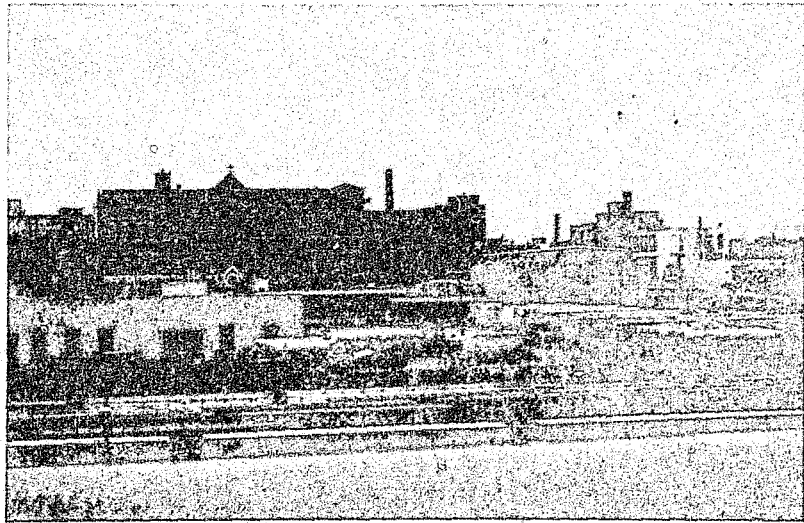
located immediately next door to the Center, has leased to the division over 3,500 square feet of their building which now houses the Center's gymnasium, pool table, ping pong table and weight room. The bulk of the recreation activities now take place in these facilities with special events planned as needed.

ST. MARY'S HONOR CENTER

St. Mary's Honor Center was officially opened May 1, 1978. Over 50% of the residents are employed in the community. The in-house program is based on the Reality Therapy Model with continuous education of staff in this, as well as management training, to provide for a delivery system (decentralized administration with decision making on the lowest possible level).

A program of using city facilities (library, recreation centers, parks, etc.) is supplemented with a pass system to provide for close ties with family and friends. The family ties are also very useful in securing employment, and is determined to be a productive part of the total institutional program.

The tangible aspects of the program are being realized (25% of gross earnings returned to the State for maintenance, 25% of gross earnings deposited into mandatory savings). The Center at this time, is meeting a continuing objective of providing a service to the St. Louis area by the Missouri Division of Corrections.



CLASSIFICATION & ASSIGNMENT
STATISTICAL ANALYSIS OF COURT COMMITMENTS
ASSIGNED JULY 1976 THROUGH JUNE 1977

TOTAL 2254	AVERAGE AGE 24.95	MEDIAN AGE 23.17	AGES 15-25 1475 65.44%
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MARITAL STATUS			
SINGLE 1285 57.00%	MARRIED 532 23.60%	SEPARATED 160 7.10%	DIVORCED 277 12.29%

NATIVITY

1500 or 66.55% were born in Missouri. 1163 or 51.60% were received from metropolitan areas of Jackson County, St. Louis County and City.

MILITARY SERVICE

576 or 25.55% had seen some military service.

EDUCATION	
MEAN GRADE COMPLETED 10.40	MEDIAN GRADE COMPLETED 10.52

GRADE ACHIEVEMENT TEST

Mean grade achievement of 1258 taking test was 7.49 and median grade achievement was 7.86 for the same number. 904 were not tested because of recidivism and medical reasons. 92 were functionally illiterate.

REVISED BETA I.Q. TEST

Mean Revised Beta I.Q. of 1977 taking the test was 97.58 and the Median Revised Beta I.Q. was 99.67.

TYPE OF OFFENSE			RACE	
Type of Offense	Number of Charges	Per Cent	White 1230 54.57%	Non-White 1024 45.43%
Homicide	164	4.15		
Robbery	614	15.55		
Sex Offenses	147	3.72		
Auto Theft	126	3.19		
Burglary (And Breaking & Entering)	919	23.27		
Assault (Including Kidnapping)	220	5.57		
Embezzlement, Fraud & Forgery	211	5.34		
Stealing	849	21.50		
Drug Laws	286	7.24		
Escape	51	1.29		
Other Offenses	362	9.17		
	<u>3949</u>	<u>99.99</u>		

TYPE OF PLEA	
Plea of Guilty	1917 85.05%
Trial Convictions	337 14.95%
	<u>2254 100.00%</u>

INSTITUTIONS	
Assigned to MIR	731
Assigned to MTCM	521
Assigned to MSP	622
Assigned to FHC	85
Assigned to CF	250
Assigned to RCC	45
Total assigned	<u>2254</u>

STATISTICAL ANALYSIS, continued

July 1976 - June 1977

AGE BY GROUPS	OFFENSE CLASSIFICATION											NUMBER WITH ONE OR MORE PRIOR FELONY COMMITMENTS				
	No.	Hom.	Robb.	Asslt.	Burg.	Forg.	Theft	Stlg.	Escp.	Sex	Drug	Other Offenses	Total Offenses	MDC	Other Insts.	% of Total Receive
White																
15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-----
16	7	1	0	0	7	0	0	6	0	1	0	4	19	0	0	-----
17	44	1	4	0	40	0	1	25	3	1	3	9	87	0	0	-----
18	110	4	13	4	68	6	11	78	4	2	4	7	201	0	0	-----
19	124	2	12	4	69	4	8	72	3	4	13	17	208	9	1	.44
20	135	8	14	6	68	10	4	79	4	6	20	14	233	11	6	.75
21	94	5	14	8	50	7	3	51	3	3	17	11	172	13	2	.66
22-25	295	11	50	21	118	34	13	107	10	13	58	36	471	64	24	3.90
26-35	281	25	38	29	95	52	22	80	7	26	51	43	468	100	57	6.97
36-40	64	3	7	6	18	16	2	18	0	11	6	10	97	24	17	1.82
41-50	53	8	3	9	9	14	1	11	2	6	0	9	72	23	6	1.29
51-Up	23	3	1	1	7	5	0	10	0	2	0	3	32	11	4	.66
TOTAL	1230	71	156	88	549	148	65	537	36	75	172	163	2060	255	117	16.49
Non-White																
15	1	0	2	2	0	0	0	0	0	2	0	0	6	0	0	-----
16	8	1	2	3	2	0	0	1	0	1	0	0	10	0	0	-----
17	45	2	25	3	18	0	6	18	0	3	0	3	78	2	0	.08
18	103	14	63	9	45	1	3	37	1	10	1	11	195	2	0	.08
19	100	10	48	11	51	2	5	28	1	12	5	18	191	8	0	.35
20	88	3	53	7	38	4	4	35	4	5	5	17	175	13	0	.58
21	74	8	36	8	27	2	3	17	0	3	1	7	112	15	0	.66
22-25	247	15	124	29	86	18	14	75	3	13	34	47	458	88	10	4.35
26-35	275	29	93	42	87	31	21	81	4	12	57	79	536	129	26	6.88
36-40	29	3	5	1	4	1	2	11	1	3	5	8	44	19	3	.98
41-50	45	6	6	9	12	4	3	8	1	8	5	9	71	26	12	1.68
51-Up	9	2	1	8	0	0	0	1	0	0	1	0	13	4	2	.26
TOTAL	1024	93	458	132	370	63	61	312	15	72	114	199	1889	306	53	15.90
GRAND TOTAL	2254	164	614	220	919	211	126	849	51	147	286	362	3949	561	170	32.39

White and Non-White

COMPARISON OF AGE GROUPS TO LENGTH OF SENTENCE IN YEARS

AGE	Length of Sentence												
	2	2 $\frac{1}{4}$	2 $\frac{1}{2}$	2 $\frac{3}{4}$	3	3 $\frac{1}{2}$	4	4 $\frac{1}{2}$	5	5 $\frac{1}{2}$	6	6 $\frac{1}{2}$	7
15	0	0	0	0	0	0	0	0	0	0	0	0	0
16	4	0	0	0	2	0	2	0	4	0	0	0	1
17	30	0	1	0	16	0	6	0	17	0	3	0	5
18	76	0	1	0	41	1	9	0	42	0	8	0	3
19	79	0	1	0	34	0	18	0	47	0	6	0	4
20	64	1	0	0	51	0	11	0	51	1	5	0	12
21	45	0	2	0	28	0	17	0	36	0	3	1	9
22-25	118	0	9	0	101	2	56	0	111	0	16	0	22
26-35	133	0	6	0	93	2	40	1	80	0	21	0	30
36-40	26	0	1	1	15	0	9	0	13	0	5	0	2
41-50	22	0	0	0	18	1	8	0	18	0	2	0	3
51-Up	7	0	1	0	6	0	2	0	9	0	0	0	1
TOTAL	604	1	22	1	405	6	178	1	428	1	69	1	92

% of No.

Received 26.8 .1 1.0 .1 18.0 .3 7.9 .1 19.0 .1 3.1 .1 4.1

CUMULATIVE 26.9 27.9 28.0 46.0 46.3 54.2 54.3 73.3 73.4 76.5 76.6 80.7

AGE	8	9	10	11	12	12 $\frac{1}{2}$	13	14	15	16	17	18	19
15	0	0	1	0	0	0	0	0	0	0	0	0	0
16	1	0	1	0	0	0	0	0	0	0	0	0	0
17	1	1	6	0	0	0	0	0	0	0	1	0	0
18	4	0	8	0	0	0	2	0	2	2	0	0	0
19	5	3	7	0	4	0	0	2	1	1	1	1	0
20	8	0	6	0	1	0	0	0	2	0	0	0	0
21	2	0	9	0	1	1	0	0	2	0	0	0	0
22-25	20	3	29	2	6	0	2	3	15	2	0	2	0
26-35	17	2	41	4	4	1	1	4	14	1	1	5	3
36-40	3	0	6	0	0	0	0	0	2	1	0	0	0
41-50	2	0	5	0	0	0	0	1	2	1	0	1	0
51-Up	0	0	3	0	0	1	0	0	1	0	1	0	0
TOTAL	63	9	122	6	16	3	5	10	41	8	4	9	3

% of No.

Received 2.8 .4 5.4 .3 .7 .1 .2 .4 1.8 .4 .2 .4 .1

CUMULATIVE 83.5 83.9 89.3 89.6 90.3 90.4 90.6 91.0 92.8 93.2 93.4 93.8 93.9

White and Non-White

COMPARISON OF AGE GROUPS TO LENGTH OF SENTENCE IN YEARS

Length of Sentence

AGE	20	22	23	24	25	27	28	30	33	35	37	40	45
15	0	0	0	0	0	0	0	0	0	0	0	0	0
16	0	0	0	0	0	0	0	0	0	0	0	0	0
17	0	0	0	1	1	0	0	0	0	0	0	0	0
18	3	0	0	0	1	0	0	0	0	0	1	1	0
19	2	1	0	0	2	0	0	1	0	0	0	0	1
20	5	0	0	0	3	0	0	0	0	0	0	0	0
21	2	0	0	0	3	0	0	1	0	0	0	1	1
22-25	5	1	1	0	5	0	0	1	0	0	0	1	0
26-35	10	1	1	0	7	0	1	7	1	3	0	1	1
36-40	1	0	0	0	1	1	0	1	0	0	0	2	0
41-50	2	0	0	0	3	0	0	0	0	0	0	0	0
51-Up	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	30	3	2	1	26	1	1	11	1	3	1	6	3

% of No.

Received	1.3	.1	.1	.1	1.2	.1	.1	.5	.1	.1	.1	.3	.1
CUMULATIVE	95.2	95.3	95.4	95.5	96.7	96.8	96.9	97.4	97.5	97.6	97.7	98.0	98.1

AGE	47	50	55	60	65	80	90	99	100	155	160	Life	Total
15	0	0	0	0	0	0	0	0	0	0	0	0	1
16	0	0	0	0	0	0	0	0	0	0	0	0	15
17	0	0	0	0	0	0	0	0	0	0	0	0	89
18	0	0	0	1	0	0	0	1	0	0	0	6	213
19	0	0	0	0	0	0	0	0	0	1	0	2	224
20	0	0	0	0	0	0	0	0	0	0	0	2	223
21	0	0	1	0	0	1	0	0	0	0	0	2	168
22-25	0	0	0	0	0	0	0	0	1	0	0	8	542
26-35	1	2	1	0	0	0	0	0	0	0	0	16	557
36-40	0	0	0	0	0	0	0	0	0	0	0	2	92
41-50	0	1	0	0	1	0	1	0	0	0	1	5	98
51-Up	0	0	0	0	0	0	0	0	0	0	0	0	32
TOTAL	1	3	2	1	1	1	1	1	1	1	1	43	2254

% of No.

Received	.1	.1	.1	.1	.1	.1	.1	.1	.1	.1	.1	1.9	
CUMULATIVE	98.2	98.3	98.4	98.5	98.6	98.7	98.8	98.9	99.0	99.1	99.2	101.1	

STATISTICS FOR THE FISCAL YEAR OF JULY 1976 - JUNE 1977
MISSOURI DIVISION OF CORRECTIONS

INSTITUTION	TOTAL	AVERAGE MONTHLY POPULATION	RECEIVED AT RECEPTION CENTER	TOTAL
Penitentiary			Commitments from Courts	2252
Inside	2066		Parole Violators Returned	234
L-Hall	110		Halfway House Returns	39
Total		2176	Total	2525
State Correctional Center For Women		95		
Intermediate Reformatory		544	COURT CASES AND PAROLE VIOLATORS ASSIGNED AND INSTITUTIONAL TRANSFERS	
Training Center For Men		1045	Assigned to MIR	737
Reception Center		180	Assigned to MTCM	587
Halfway House		51	Assigned to MSP	712
Interstate Incarceration Compact		20	Assigned to Fordland	130
Fordland Honor Camp		167	Assigned to Renz Correctional Center	60
Renz Correctional Center		188	Assigned to Church Farm	329
Church Farm		414	Total	2555
Total		4880		
DIRECT TRANSFERS			ESCAPEES RETURNED	
Transferred from MIR		272	Penitentiary	15
Transferred from MTCM		421	Training Center For Men	10
Transferred from MSP		282	Intermediate Reformatory	5
Transferred from Renz Correctional Center		89	State Correctional Center For Women	11
Transferred from Church Farm		290	Fordland	1
Transferred from Fordland		99	Church Farm	0
Transferred from Fulton State Hospital		19	Renz Correctional Center	8
Transferred to Halfway House		168	Total	50
Transferred to Fulton State Hospital		14		
Total		1654		

RELEASES

INSTITUTION	COMMUTATION OF SENTENCE	PAROLE	DISCHARGED BY ORDER OF SUPREME COURT	ESCAPE	DEATH	GRAND TOTAL
Penitentiary	360	171	35	5	13	584
Training Center For Men	194	191	9	13	1	408
Intermediate Reformatory	119	333	1	5	1	459
Correctional Center For Women	35	60	1	14	0	110
Fordland	86	78	0	10	1	175
Renz Correctional Center	134	45	1	7	0	187
Church Farm	191	149	4	19	1	364
	<u>1119</u>	<u>1027</u>	<u>51</u>	<u>73</u>	<u>17</u>	<u>2287</u>
Percentages of Grand Total:	48.93%	44.91%	2.23%	3.19%	.74%	

CLASSIFICATION & ASSIGNMENT
STATISTICAL ANALYSIS OF COURT COMMITMENTS
ASSIGNED JULY 1977 THROUGH JUNE 1978

TOTAL	AVERAGE AGE	MEDIAN AGE	AGES 15-25
2213	25.63	23.44	1412
			63.80%

MARITAL STATUS

SINGLE	MARRIED	SEPARATED	DIVORCED
1260	517	123	313
56.94%	23.36%	5.56%	14.14%

NATIVITY

1533 or 69.27% were born in Missouri. 1091 or 49.30% were received from metropolitan areas of Jackson County, St. Louis County or City.

MILITARY SERVICE

580 or 26.21% had seen some military service.

EDUCATION

MEAN GRADE COMPLETED	MEDIAN GRADE COMPLETED
10.37	10.36

GRADE ACHIEVEMENT TEST

Mean grade achievement of 1333 taking tests was 7.43 and median grade achievement was 7.80 for the same number. 795 were not tested because of recidivism and medical reasons. 85 were functionally illiterate.

REVISED BETA I.Q. TEST

Mean Revised Beta I.Q. of 1621 taking the test was 101.13 and the Median Revised Beta I.Q. was 102.78.

TYPE OF OFFENSE			RACE	
Type of Offense	Number of Charges	Per Cent	White	Non-White
Homicide	145	3.46	1270	943
Robbery	492	11.73	57.39%	42.61%
Sex Offenses	155	3.70		
Burglary (And Breaking & Entering)	900	21.46		
Auto Theft	145	3.46		
Assault (Including Kidnapping)	268	6.39		
Embezzlement, Fraud & Forgery	240	5.72		
Stealing	1008	24.04		
Drug Laws	332	7.92		
Escape	66	1.57		
Other Offenses	442	10.54		
	4193	99.99		

TYPE OF PLEA		
Plea of Guilty	Trial Convictions	Total
1836	377	2213
82.96%	17.04%	100.00%

INSTITUTIONS	
Assigned to	Count
MIR	714
MTCM	489
MSP	572
FHC	144
CF	252
RCC	40
CS	2
Total assigned.....	2213

STATISTICAL ANALYSIS, continued.....

July 1977 - June 1978

AGE BY GROUPS														NUMBER WITH ONE OR MORE PRIOR FELONY COMMITMENTS		
OFFENSE CLASSIFICATION																
White	No.	Hom.	Robb.	Asslt.	Burg.	Forg.	Auto Theft	Stlg.	Escp.	Sex	Drug	Other Offenses	Total Offenses	MDC	Other Insts.	% of Total Received
15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-----
16	1	0	0	1	0	0	0	0	0	0	0	0	1	0	0	-----
17	50	2	3	4	42	0	9	55	4	0	3	3	125	0	0	-----
18	132	0	24	9	95	4	13	94	6	9	10	25	289	1	1	.09
19	107	3	6	7	69	11	7	61	3	3	10	3	183	2	0	.09
20	111	2	8	9	62	10	3	56	8	4	37	16	215	13	2	.68
21	103	3	11	7	53	12	4	63	3	3	20	16	195	12	7	.86
22-25	303	17	44	25	107	57	18	128	3	13	58	45	515	66	17	3.75
26-35	291	18	36	29	93	44	10	111	8	35	35	61	480	116	29	6.55
36-40	61	7	2	5	14	17	5	20	0	5	7	17	99	27	9	1.63
41-50	80	11	7	9	17	9	0	17	2	12	7	24	115	28	22	1.81
51-Up	31	4	7	3	2	2	0	17	1	14	6	15	71	14	5	.86
TOTAL	1270	67	148	108	554	166	69	622	38	98	193	225	2288	279	92	16.32
Non-White																
15	1	0	0	1	0	0	0	0	0	0	0	0	1	0	0	-----
16	4	0	7	0	2	0	0	0	0	0	0	2	11	0	0	-----
17	40	3	29	6	17	0	6	24	0	4	0	11	100	0	0	-----
18	86	4	33	15	56	0	4	51	2	5	9	20	199	0	0	-----
19	82	6	40	13	40	7	3	28	3	10	11	16	177	13	0	.59
20	69	4	24	10	28	1	5	44	4	2	10	19	151	6	1	.03
21	91	6	42	14	34	10	3	38	3	5	9	24	188	21	3	1.08
22-25	232	15	114	48	78	17	28	77	7	14	44	61	503	80	16	4.34
26-35	257	29	41	39	72	36	23	103	8	15	42	52	460	119	28	6.64
36-40	32	3	4	6	9	0	2	11	1	0	12	1	49	18	5	1.04
41-50	37	4	6	5	9	3	2	8	0	2	2	6	47	19	8	1.22
51-Up	12	4	4	3	1	0	0	2	0	0	0	5	19	7	1	.36
TOTAL	943	78	344	160	346	74	76	386	28	57	139	217	1905	283	62	15.30
GRAND																
TOTAL	2213	145	492	268	900	240	145	1008	66	155	332	442	4193	562	154	31.62

White and Non-White

COMPARISON OF AGE GROUPS TO LENGTH OF SENTENCE IN YEARS

Length of Sentence

AGE	2	2½	2½	2¾	3	3½	3½	4	4½	5	6	6½	7
15	1	0	0	0	0	0	0	0	0	0	0	0	0
16	0	0	0	0	0	0	0	0	0	2	0	0	1
17	27	0	0	0	18	0	0	10	0	12	4	0	1
18	71	0	3	0	48	1	0	11	0	42	5	0	9
19	45	0	4	0	38	0	0	29	0	37	5	0	4
20	62	0	2	0	30	0	0	16	0	32	9	0	5
21	57	0	1	1	36	1	1	16	1	20	8	0	9
22-25	120	1	4	0	98	0	3	54	0	90	19	0	23
26-35	125	0	6	0	103	1	3	61	2	68	20	0	26
36-40	11	0	1	0	23	0	0	10	0	13	5	0	4
41-50	19	0	2	0	26	0	2	7	0	23	2	1	3
51-Up	8	0	1	0	5	0	0	4	0	6	2	0	2
TOTAL	546	1	24	1	425	3	9	218	3	345	79	1	87

% of No.

Received 24.7 .1 1.1 .1 19.2 .1 .4 9.8 .1 15.6 3.6 .1 3.9

CUMULATIVE 24.8 25.9 26.0 45.2 45.3 45.7 55.5 55.6 71.2 74.8 74.9 78.8

AGE	8	9	10	11	12	13	14½	15	16	17	18	20	22
15	0	0	0	0	0	0	0	0	0	0	0	0	0
16	1	0	1	0	0	0	0	0	0	0	0	0	0
17	3	0	5	1	0	0	0	1	0	0	0	1	0
18	6	0	9	0	1	0	0	2	1	0	0	5	0
19	5	0	6	0	1	0	1	6	0	1	0	0	0
20	5	1	4	0	1	1	0	3	0	0	0	0	0
21	6	3	11	0	5	1	1	5	0	0	0	2	1
22-25	23	5	22	3	8	5	0	10	0	1	3	3	2
26-35	17	8	35	0	4	1	0	12	0	2	3	14	1
36-40	4	1	9	0	2	0	0	3	0	0	0	3	0
41-50	8	1	6	0	2	0	0	3	0	0	0	0	0
51-Up	0	1	6	0	0	0	0	1	0	0	0	3	0
TOTAL	78	20	114	4	24	8	2	46	1	4	6	31	4

% of No.

Received 3.5 .9 5.1 .1 1.1 .4 .1 2.1 .1 .1 .2 1.4 .1

CUMULATIVE 82.3 83.2 88.3 88.4 89.5 89.9 90.0 92.1 92.2 92.3 92.5 93.9 94.0

White and Non-White COMPARISON OF AGE GROUPS TO LENGTH OF SENTENCE IN YEARS

Length of Sentence

AGE	23	25	27	28	29	30	32	35	40	45	50	53
15	0	0	0	0	0	0	0	0	0	0	0	0
16	0	0	0	0	0	0	0	0	0	0	0	0
17	0	1	1	0	0	0	0	1	0	0	0	0
18	0	1	0	2	0	0	0	0	0	0	0	0
19	1	0	0	0	0	2	0	2	0	0	0	0
20	0	2	0	1	1	2	0	0	0	0	1	0
21	0	0	0	0	0	1	1	0	0	0	0	0
22-25	3	9	0	0	1	4	0	3	1	1	1	0
26-35	1	5	0	2	0	2	0	4	1	1	1	0
36-40	0	2	0	0	0	0	0	0	0	0	0	0
41-50	0	1	0	0	0	1	0	0	2	0	0	1
51-Up	1	0	0	0	0	1	0	0	0	0	1	0
TOTAL	6	21	1	5	2	13	1	10	4	2	4	1

% of No.												
Received	.2	.9	.1	.2	.1	.5	.1	.4	.1	.1	.1	.1
CUMULATIVE	94.2	95.1	95.2	95.4	95.5	96.0	96.1	96.5	96.6	96.7	96.8	96.9

AGE	55	60	65	75	85	99	100	150	198	210	Life	Total
15	0	0	0	0	0	0	0	0	0	0	0	1
16	0	0	0	0	0	0	0	0	0	0	0	5
17	0	0	0	0	0	0	0	0	0	0	4	90
18	0	0	0	0	0	0	0	0	0	0	1	218
19	0	0	0	0	0	0	0	0	0	0	2	189
20	0	0	0	0	0	0	0	0	0	0	2	180
21	0	0	0	0	0	0	0	0	0	0	6	194
22-25	1	1	0	1	1	1	0	0	0	1	9	535
26-35	1	0	0	0	0	1	3	1	1	0	12	548
36-40	0	0	0	0	0	0	0	0	0	0	2	93
41-50	0	0	1	0	0	0	0	0	0	0	6	117
51-Up	0	0	0	0	0	0	0	0	0	0	1	43
TOTAL	2	1	1	1	1	2	3	1	1	1	45	2213

% of No.												
Received	.1	.1	.1	.1	.1	.1	.1	.1	.1	.1	2.0	
CUMULATIVE	97.0	97.1	97.2	97.3	97.4	97.5	97.6	97.7	97.8	97.9	99.9	

MISSOURI DIVISION OF CORRECTIONS, DEPARTMENTAL STATISTICS FOR THE FISCAL YEAR JULY 1977 - JUNE 1978

INSTITUTION	AVERAGE MONTHLY POPULATION	RECEIVED AT RECEPTION CENTER	TOTAL
Penitentiary	2394	Commitments from Courts	2215
State Correctional Pre-Release Center	92	Parole Violators Returned	225
Intermediate Reformatory	557	Halfway House Returns	92
Training Center for Men	1059	Total.....	2532
Reception Center	154		
Community Services	108		
Interstate Incarceration Compact	24		
Fordland Honor Camp	164		
Renz Correctional Center	210		
Church Farm	445		
St. Mary's Honor Center	30		
Kansas City Honor Center	10		
Total.....	5247		

DIRECT TRANSFERS

Transferred from MIR	317
Transferred from MTCM	419
Transferred from MSP	279
Transferred from Renz Correctional Center	83
Transferred from Church Farm	329
Transferred from Fordland	101
Transferred from Fulton State Hospital	8
Transferred from State Corr. Pre-Release	135
Transferred to Halfway House	428
Transferred to Fulton State Hospital	14
Transferred from St. Mary's Honor Center	6
Transferred from Kansas City Honor Center	0
Total.....	2119

COURT CASES AND PAROLE VIOLATORS ASSIGNED AND INSTITUTIONAL TRANSFERS

Assigned to MIR	716
Assigned to MTCM	565
Assigned to MSP	687
Assigned to Fordland	192
Assigned to Renz Correctional Center	57
Assigned to Church Farm	328
Assigned to Community Services	2
Total.....	2547

ESCAPEES RETURNED

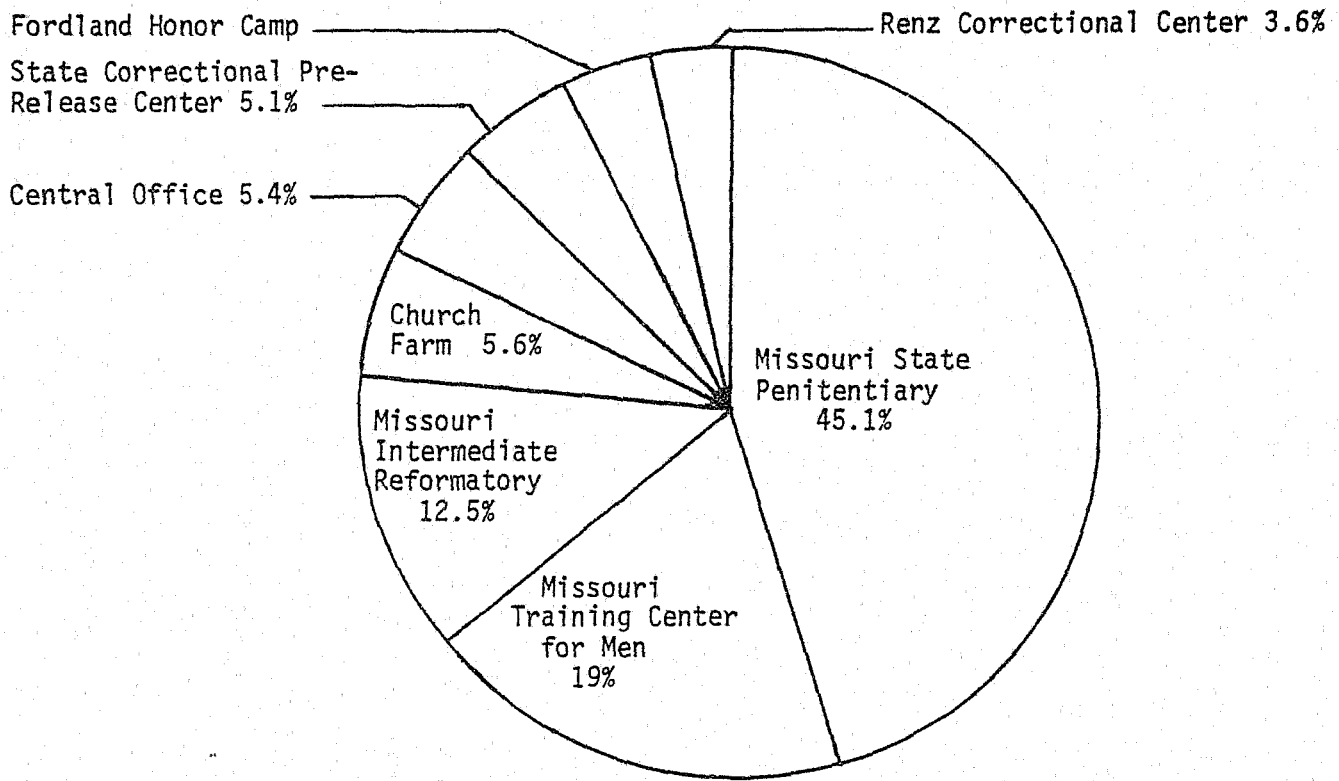
Penitentiary	4
Training Center for Men	1
Intermediate Reformatory	7
State Correctional Pre-Release Center	0
Fordland	0
Church Farm	0
Renz Correctional Center	5
Community Services	0
St. Mary's Honor Center	1
Kansas City Honor Center	0
Total.....	18

RELEASES

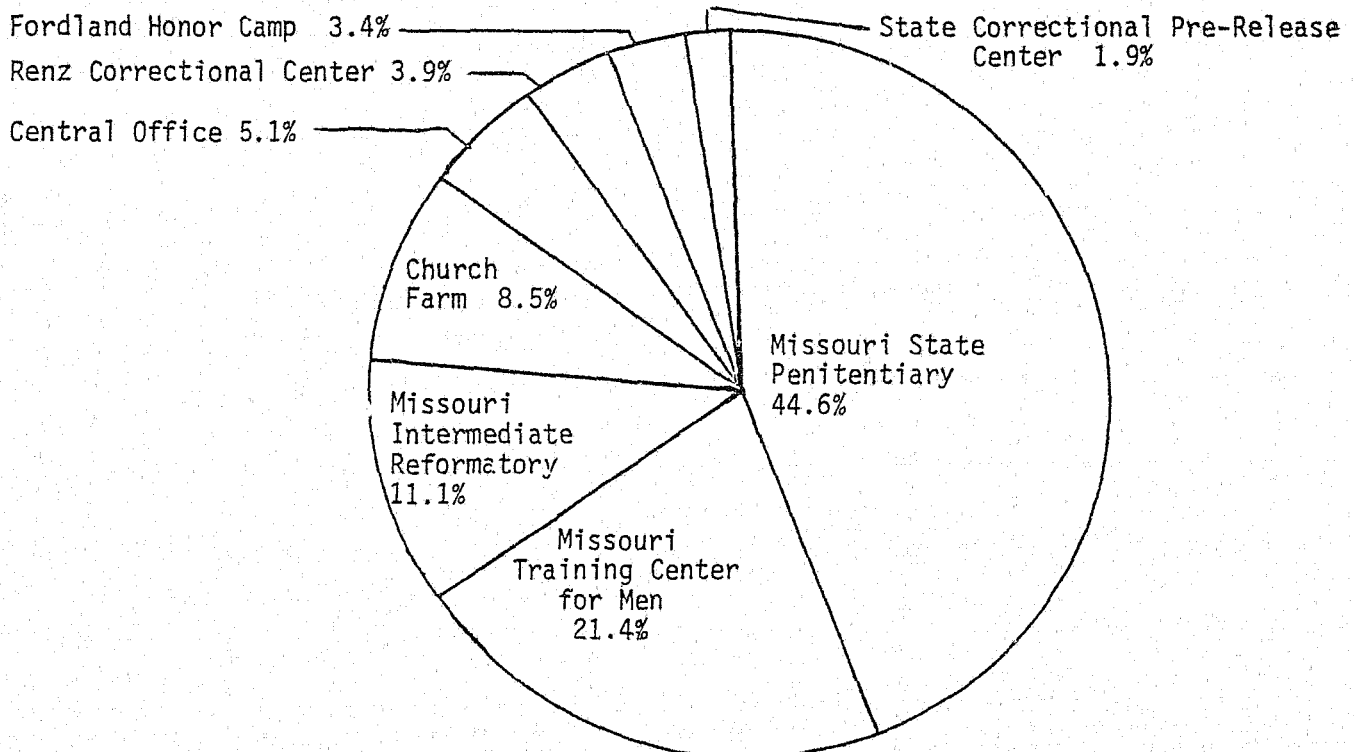
INSTITUTIONS	COMMUTATION OF SENTENCE	PAROLED	DISCHARGED BY ORDER OF SUPREME COURT	ESCAPE	DEATH	GRAND TOTAL
Penitentiary	370	109	10	7	10	506
Training Center for Men	175	159	6	2	3	345
Intermediate Reformatory	119	293	0	8	0	420
State Corr. Pre-Release Center	91	16	0	1	0	108
Fordland	72	74	0	13	1	160
Renz Correctional Center	46	58	2	12	0	118
Church Farm	160	167	0	10	0	337
Community Services	174	113	0	53	2	342
St. Mary's Honor Center	2	0	0	4	0	6
Kansas City Honor Center	0	0	0	0	0	0
Total.....	1209	989	18	110	16	2342
Percentages of Grand Total:	51.62%	42.23%	.77%	4.70%	.68%	

FY77

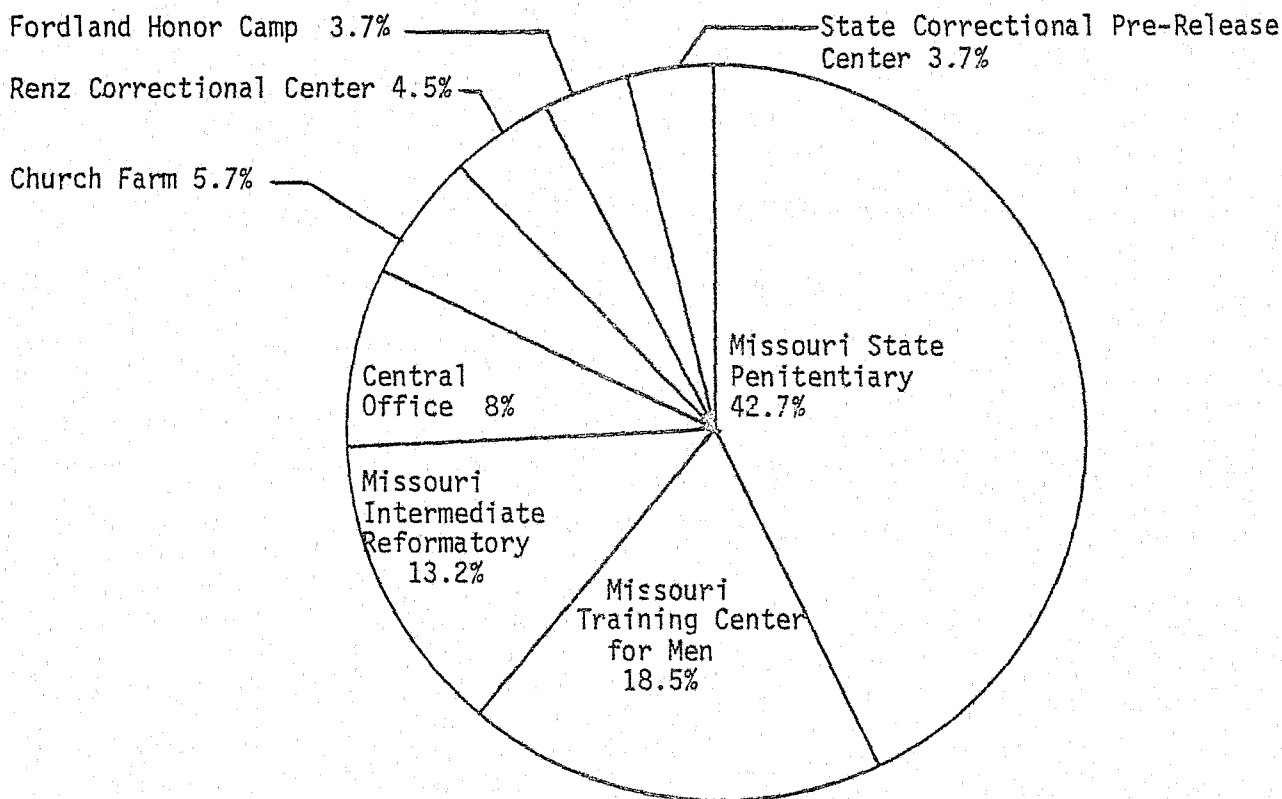
DISTRIBUTION OF GENERAL REVENUE APPROPRIATION
EXCLUDING CAPITAL IMPROVEMENTS
\$17,940,882



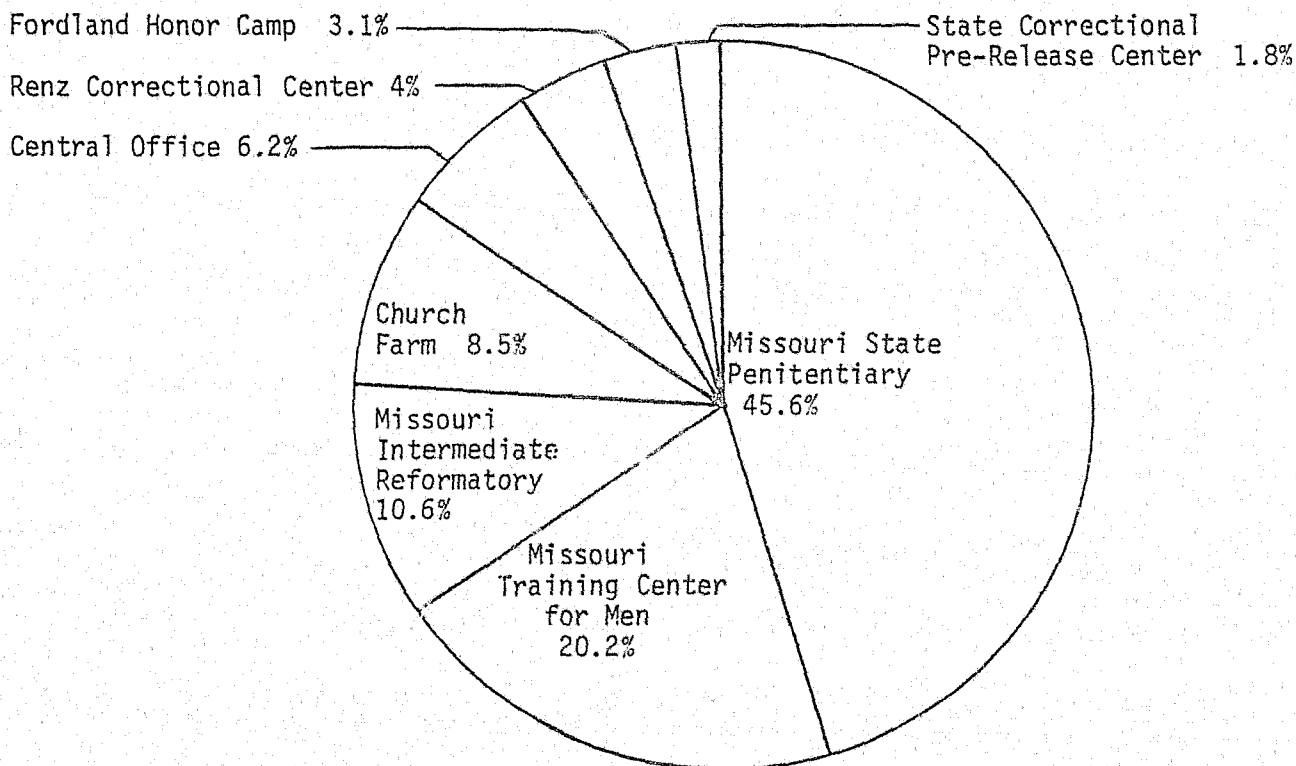
DISTRIBUTION OF AVERAGE MONTHLY POPULATION
4880



FY78
DISTRIBUTION OF GENERAL REVENUE APPROPRIATION
EXCLUDING CAPITAL IMPROVEMENTS
\$20,221,109



DISTRIBUTION OF AVERAGE MONTHLY POPULATION
5247



INMATE POPULATION OFFENSE DISTRIBUTION
(Most Serious Current Offense)

	FY-77		FY-78	
	Nr.	Pct.	Nr.	Pct.
Homicide	764	15.9	872	16.6
Kidnapping	51	1.1	70	1.3
Sex Assault	285	5.9	332	6.3
Robbery	1277	26.6	1332	25.3
Assault	290	6.0	312	5.9
Arson	30	.6	18	.3
Burglary	1049	21.8	1110	21.1
Larceny	330	6.9	403	7.7
Stolen Vehicle	158	3.3	152	2.9
Forgery	108	2.3	124	2.4
Fraud	65	1.4	80	1.5
Stolen Property	24	.5	30	.6
Dangerous Drugs	288	6.0	322	6.1
Sex Offense	14	.3	17	.3
Escape	11	.2	14	.3
Weapon	38	.8	39	.7
Traffic	15	.3	21	.4
Other	6	.1	8	.2
Total	4803	99.7*	5256	99.9*

* Error due to roundoff

INMATE POPULATION DISTRIBUTION BY AGE

	Under 20		20 - 29		30 - 39		40 - 49		50 - 59		60+		Total
	No.	Pct.	No.	Pct.	No.	Pct.	No.	Pct.	No.	Pct.	No.	Pct.	
FY-77	469	9.7	2879	59.8	950	19.7	350	7.2	121	2.5	41	.8	4810
FY-78	781	14.8	2905	55.2	1006	19.1	386	7.3	140	2.6	42	.7	5260

END