

# Delaware Department of Correction Annual Report



July 1, 2009 - June 30, 2010

*Working Together to Keep Delaware Safe*



Jack Markell, Governor  
Matt Denn, Lt. Governor  
Carl C. Danberg, Commissioner

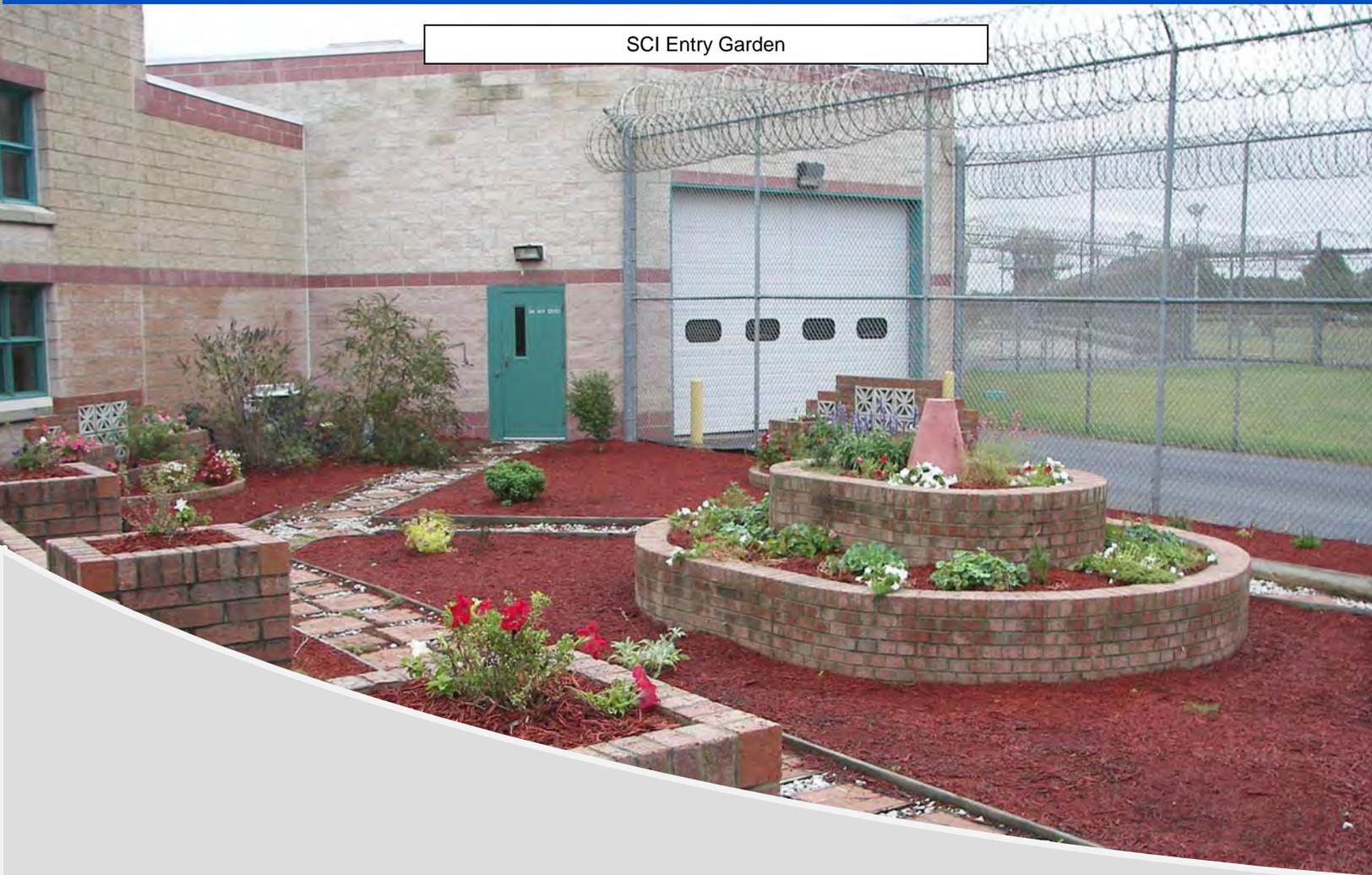
# Table of Contents



Mission Statement	3
Statutory Provision	4
Goals and Challenges	5
Statewide Facilities & Offices	6
Commissioner's Message	7
Office of the Commissioner	9
Organizational Structure	9
Human Resources	10
Employee Development Center	12
Bureaus	
Bureau of Management Services	14
Bureau of Correctional Healthcare Services	22
Bureau of Prisons	28
Bureau of Community Corrections	34
Statistics/Graphs/Charts	50
Offender Programs	56
Staff Awards & Recognition	66
Staff Community & Military Service	70
Legislative Accomplishments	73
Contact Information	74

# Mission Statement

SCI Entry Garden



*“To protect the public by supervising adult offenders through safe and humane services, programs and facilities.”*



# Statutory Provision

On July 10, 1975, Governor Sherman W. Tribbitt signed into law Senate Bill 487 which created the Delaware Department of Correction, effective July 1, 1975. The bill transferred the Divisions of Juvenile and Adult Correction from the Department of Health and Social Services to the new Department of Correction.

The Department was statutorily established under 29 Delaware Code, Chapter 89 and 11 Delaware Code, Chapter 65. Section 6501 establishes the Department of Correction, and Section 6502 identifies the purpose of the Department.

In 1984, the Division of Juvenile Correction was transferred to the Division of Youth and Family Services. The only juveniles currently under the Department's supervision are at the Howard R. Young Correctional Institution in the Young Criminal Offender Program (YCOP) which manages the most difficult youthful offenders.



# Goals and Challenges

*Within our mission is an overriding objective to increase public safety*

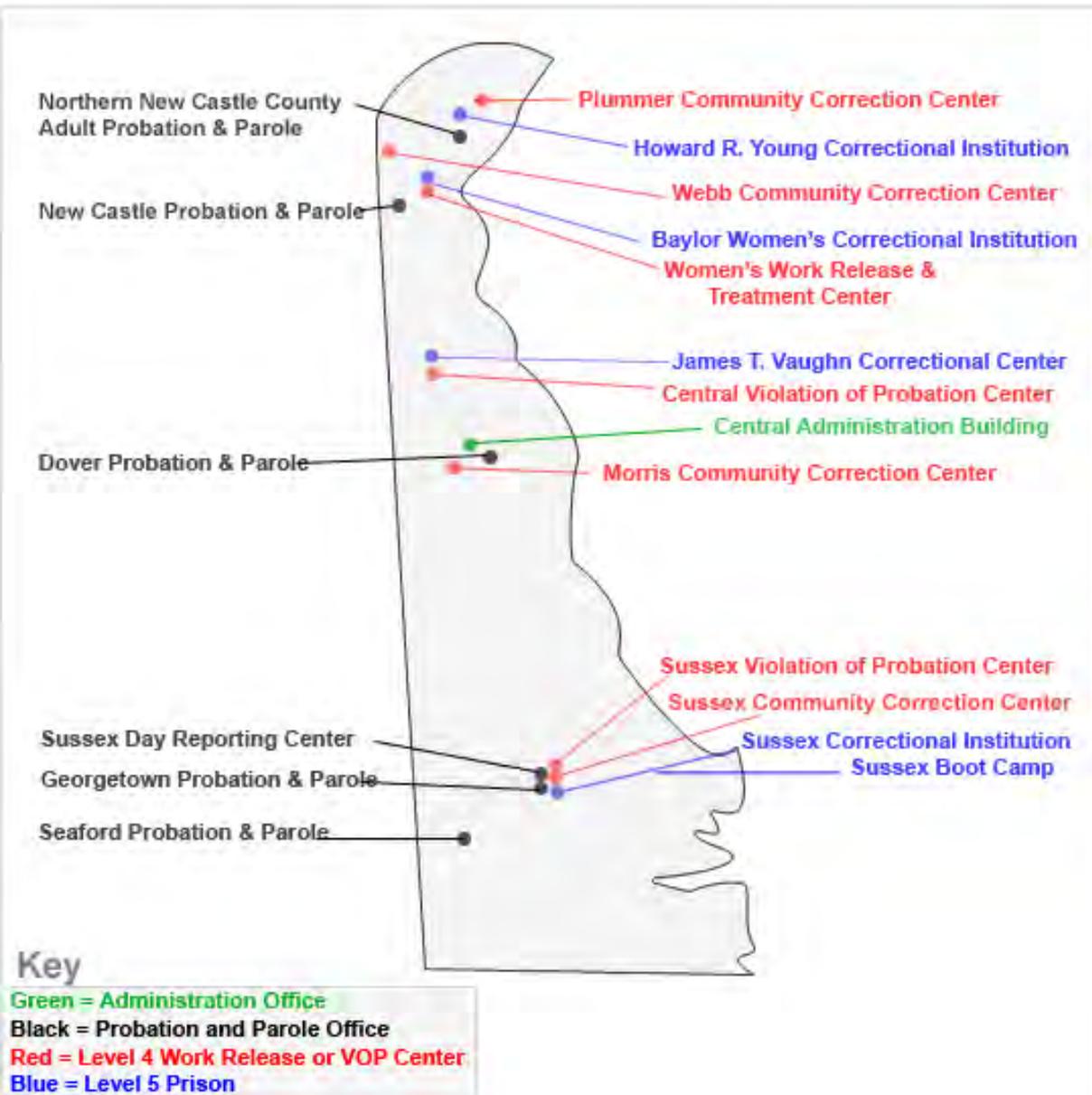
## GOALS:

- Enhance public safety through the supervision of adult offenders within our facilities and in our communities;
- Create an environment conducive to productive offender programming and treatment;
- Maintain a stable and skilled workforce, particularly in the correctional officer series through specific recruitment initiatives and varied professional development opportunities;
- Ensure that every inmate receives medical health care in compliance with the National Commission on Correctional Health Care standards;
- Reduce recidivism through collaboration among state agencies and community organizations.

The Department has broadly defined the CHALLENGES we face within  
5 MAIN FOCUS AREAS

- *OFFENDER HEALTH CARE*
- *POPULATION MANAGEMENT*
- *SAFE AND SECURE OPERATIONS*
- *WORKFORCE DEVELOPMENT*
- *INFRASTRUCTURE*

# Statewide Facilities and Offices



***The Delaware Department of Correction is responsible for 18 facilities and offices statewide.***

# Commissioner's Message

- Commissioner Danberg was nominated by Governor Minner and unanimously confirmed by the State Senate in February 2007. He was reappointed by Governor Jack Markell in January 2009.
- Vice-Chair of Domestic Violence Coordinating Council
- Appointed and served as Attorney General for the State of Delaware from 2005-2007
- Chief Deputy Attorney General from August 2004 to December 2005
- Deputy Principal Assistant to retired Commissioner Stan Taylor from June 1996 to August 2004
- Previous Deputy Attorney General representing Department of Correction
- Graduate of Widener Law School
- Lt. Col. in Judge Advocate General's Corps of the Delaware Army National Guard
- Vice-Chair of Delaware Sex Offender Management Board
- Adjunct Professor at the University of Delaware
- Active member of Association of State Correctional Administrators, Northeast Association of Correctional Administrators, American Criminal Justice Council, Sentencing Accountability Commission, American Bar Association and Delaware Bar Association



## Letter from the Commissioner

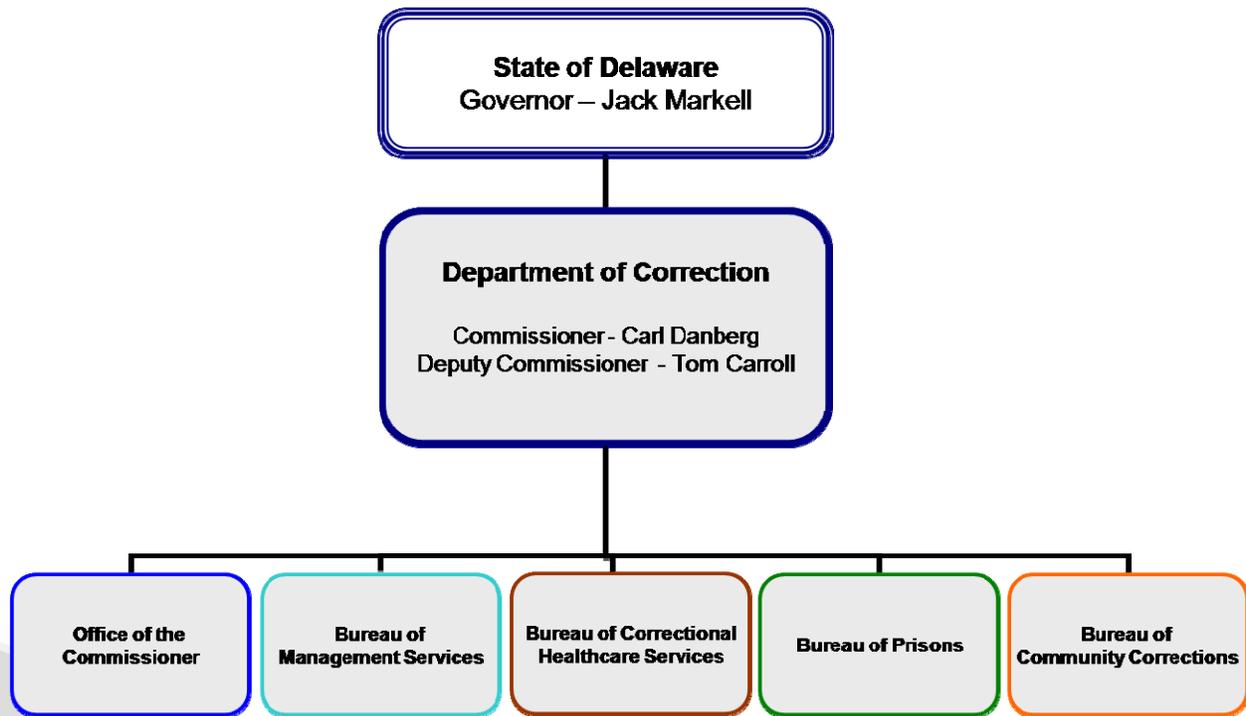
*I hope you enjoy reading our Delaware Department of Correction Fiscal Year 2010 annual report. As in past years, this report highlights some of our achievements during the past fiscal year, while also documenting personnel changes and general information about the Department.*

*None of these accomplishments would be possible without the dedicated team of employees who work hard every day of the year to ensure we follow our mission of protecting the public by supervising adult offenders through safe and humane services, programs and facilities. Over the past fiscal year, we have continued to focus on offender health care, population management and safe and secure operations while also working on re-entry programs to help prevent recidivism. And again, we have done it all while working under the constraints of a tight state budget.*

*I cannot thank the Department of Correction staff enough for their tireless efforts to keep Delawareans safe and deliver the necessary services to our offender population. Many of our staff face tremendous challenges and dangerous conditions each day they are on the job, and I greatly appreciate their willingness to serve our Department and the people of Delaware.*

Carl C. Danberg  
Commissioner, Delaware Department of Correction

# Department Organizational Structure



- The Department of Correction consists of the Office of the Commissioner and four bureaus: Management Services, Correctional Healthcare Services, Prisons and Community Corrections.
- The Department collaborates with agencies, as well as advisory boards, in support of our public safety mission.
- Delaware has a unified correctional system which manages offenders from pre-trial status through incarceration and community supervision.
- The Department supervises approximately 6,580 inmates in prison and about 16,940 probationers in the community and has a staff complement of 2,567 employees with a Department budget of \$256.353 million.

# The Office of the Commissioner

The Office of the Commissioner provides leadership, policy direction, moral guidance, monitoring of operations and support for ongoing activities related to the Department's vision, mission, and top priorities.

The Office of the Commissioner directs :  
Human Resources, Employee Development and Training,  
Internal Affairs, Media/Community Relations,  
Emergency Preparedness, Planning and Security Inspections



Commissioner Danberg swears in new officers

# The Office of the Commissioner

## Human Resources and Employee Development Center

Alan Machtinger, Director of Human Resources  
Kathy Mickle-Askin, Director of Training

### Human Resources

Human Resources is responsible for recruitment and selection of staff, personnel transactions, pay and benefits, position management and classification, labor relations, employee grievances, performance evaluation, employee drug testing, discipline and equal employment opportunity enforcement. On a daily basis, Human Resources staff supports management and employees by providing guidance and training.

- **Human Resources processed more than 20,000 applications in FY10 for those seeking first time employment, promotions and transfers.**
- **Human Resources processed 4,253 personnel, pay and benefit transactions in FY 2010.**
- **There were 167 new hires during the Fiscal Year, 123 of them Correctional Officers.**

# The Office of the Commissioner

Firearm Training at Department Range near Smyrna



## Accomplishments:

- Retention efforts reduced the turnover rate for Correctional Officers from 8.9 percent to 7.8 percent.
- Successful implementation of the upgraded version of the Payroll Human Resources Statewide Technology (PHRST).
- Trained 1,284 employees in sexual harassment prevention, diversity, performance planning, disciplinary actions and the grievance process.
- Implemented new internal Affirmative Action/Equal Employment Opportunity guidelines for the Department's interview and selection processes
- Published the employee recognition newsletter "The Guardian" and the Human Resources newsletter "DOC Matters."
- Conducted numerous surveys throughout the Department regarding diversity, improving the work environment and effectiveness of training.

# The Office of the Commissioner

## The Employee Development Center (EDC)



CEIT Classroom Training

The Employee Development Center is responsible for providing and coordinating all Department-wide initial training, requalifications, program development and assistance to facilities in the development of in-house training efforts and curricula. The EDC is also responsible for the Department's Employee Assistance Program.

In addition to ongoing basic training, the past year is highlighted by the following accomplishments:

- Development and delivery of basic Prison Rape Elimination Act (PREA) training for institutions (Levels IV and V).
- Sponsored Gender Responsiveness Training for 124 BWCI staff (conducted by the Moss Group).
- Sponsored Gender Responsiveness Training for Community Corrections 30 facility trainers (conducted by the Moss Group).
- Sponsored training for 21 institutional investigators on conducting sexual misconduct (PREA) investigations.
- Conducted second year of refresher training on Suicide Prevention using e-learning (95 percent completion rate).
- Opened Basic Suicide Prevention course to Community Corrections staff.
- Revised Basic Suicide Prevention course for implementation in FY 2011.
- 95 supervisors completed the four-day Emergency Preparedness Training.
- 301 staff completed Basic Emergency Preparedness.
- 333 staff completed Emergency Preparedness Refresher training.

# The Office of the Commissioner

- Implemented new training records system, including training all institutional training coordinators on record keeping, on-line registration.
- Implemented a new end of training physical agility test that simulates activities performed on the job by correctional officers.
- Provided basic training for 110 correctional officers, food service specialists, physical plant maintenance mechanics and others.
- Provided basic training for 20 new probation officers.
- Hosted the NIC Conducting Prison Security Audits for 18 participants from other jurisdictions.
- Continued providing annual refresher training onsite for correctional officer series.
- Continued providing annual requalification for Probation and Parole Officers.

- **The Employee Development Center provides pre-service and refresher training at the Training Academy in Dover.**
- **Correctional Employee Initial Training (CEIT) for new employees working within the prison is 8 1/2 weeks.**
- **Basic Officer Training Course (BOTC) for Probation and Parole Officers is 9 weeks.**

<b>CEIT ACTIVITY FY 10</b>	
<b>C/Os</b>	<b>Total</b>
<b>Teachers</b>	<b>110</b>
<b>Counselors</b>	<b>2</b>
<b>Other</b>	<b>9</b>
<b>TOTAL</b>	<b>6</b>
	<b>127</b>

# Bureau of Management Services

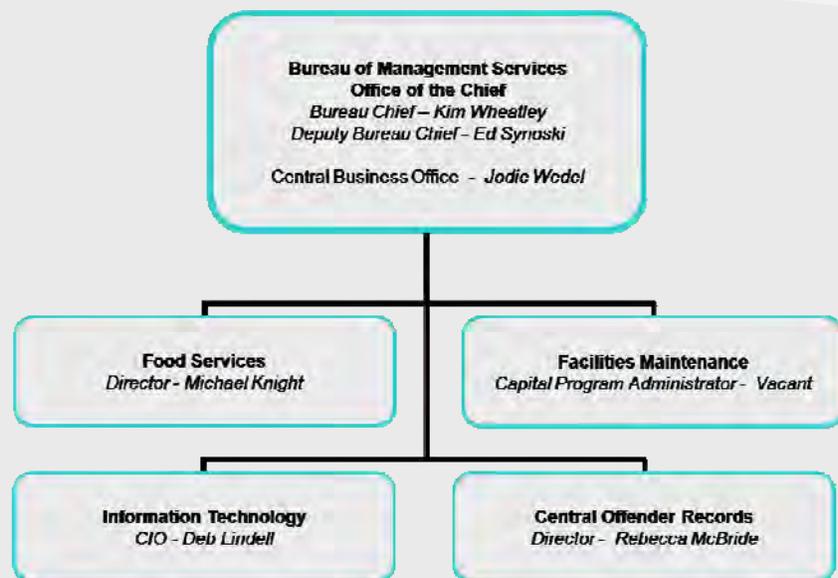


Kim Wheatley, Bureau Chief

The mission of the Bureau of Management Services is to provide direction, support and customer service to the various units of the Department by providing oversight regarding budget and fiscal management, purchasing, offender records, information technology, food services, facilities maintenance and construction.

## Significant accomplishments for the past year include:

- Creating and publishing a Bureau-wide policy and procedures manual. While the other bureaus of the Department have long-standing written policies and procedures, the Bureau of Management Services had not previously established such a document. The leadership of the Bureau spent the better part of the fiscal year creating and refining this manual for publication. The BMS policy and procedures manual can be found on the Department's extranet site.
- A 100 percent completion rate of current performance plans and reviews for all full-time employees in all units within the Bureau.



# Bureau of Management Services

## CHANGES IN THE BUREAU OF MANAGEMENT SERVICES



Rebecca McBride, Director

***“...promoted to Director of  
Central Offender Records...”***

Rebecca L. McBride was promoted to the position of Director of Central Offender Records within the Bureau of Management Services on September 7. McBride has been with the Department of Correction since 1996 after a decade in the private sector banking industry. She has held numerous positions with the DOC, including records supervisor and information resource manager. She replaced Cathy Escherich, who retired.

***“...promoted to Controller  
within the Bureau of  
Management Services...”***

Jodie A. Wedel was promoted to Controller within the Bureau of Management Services on September 14. Wedel joined the DOC in 2007 after 11 years of previous state service, including serving as a Fiscal Management Analyst at the Department of Transportation, Manager of Support Services at the Department of Health and Social Services and a State Accountant IV at the Department of Finance. She replaced Linda Riddagh, who retired.



Jodie Wedel, Controller

# Bureau of Management Services

## Central Business Office

This unit is responsible for the Department's financial functions and related operations, including payroll processing, accounts payable and receivable, grant management, budget preparation, fiscal year close-out and start-up, PCard management, vendor financial tracking, contracting and procurement, Department-wide mail/courier services and fleet management.

During the past year, significant accomplishments of this unit include:

- Consolidated the Support Services unit into the Central Business Office, eliminating one management position and increasing efficiency of procurement and contracting business practices.
- Coordinated efforts with PHRST and First State Financial (FSF) teams to prepare for PHRST upgrades and the implementation of the state's new financial system. This effort was a once-in-a-career event, which included intensive communication, training and interaction to ensure the Department and staff were prepared for a smooth transition.
- Created and implemented an "Opportunity Buy" program and process for the Department to take advantage of special purchase opportunities that provide cost savings for the state.
- Implemented an employee recycling program within the Department's Central Administration Building.



First State Financial System Screen Shot

# Bureau of Management Services

## Central Offender Records (COR)

This unit manages and maintains all inactive institutional and probation/parole offender records, as well as the active legal section of an offender's case files. COR has overall responsibility for all legal aspects of offenders from date of incarceration to release, as well as monitoring sex offender registration and victim notifications for the Department as required by the Delaware Code. COR serves as a centralized source of offender information.

During the past year, significant accomplishments of this unit include:

- Updated office technologies and implemented new business practices regarding how legal paperwork is received to better serve clients, Courts and Department facilities. This included the practice of scanning documents electronically, thereby reducing the number of hard copy documents printed in order to save on staff time and costs.
- Implemented an automated phone system that allows all individuals and groups that contact the Records unit to do so in a more efficient manner, prompting callers to leave a message with pertinent information to allow staff time to research the issue and provide informed responses when returning calls.
- Expanded the Records unit physical space to allow all staff to be located in the same wing of the Central Administration Building.



Central Offender Records File Vault

# Bureau of Management Services

JTVCC Maintenance Employee making repairs with an Inmate Worker



## Facilities Maintenance

This unit is responsible for maintaining all of the Department's facilities, as well as some leased space. The unit participates in the design process and construction administration of all newly constructed facilities and minor capital improvements. Maintenance staff is versed in a wide range of technologies and areas of expertise in maintaining our facilities, which range in age from new to approximately 80 years old.

During the past year, significant accomplishments of this unit include:

- Completed more than 17,700 work orders in a timely and efficient manner.

# Bureau of Management Services

- Oversaw the completion of Phase III of the Howard R. Young Correctional Institution masonry project, which consisted of rebuilding the masonry walls and storefront that comprised one outdoor courtyard. Phase IV is currently underway, which expands Phase III to include additional courtyards.
- Coordinated the design and construction of the Sussex Correctional Institution (SCI) mental health/dental facility that opened in the fall of 2009.
- Managed the expansion and renovation of the medical suite at SCI. The space includes a pharmacy addition, renovation to the existing bed space and additional bed space. Upgrades to the existing mechanical, HVAC and electrical systems were also included in the project.
- Obtained a new Court and Transportation building on the grounds of SCI, which included site and utilities work. The former building was in such disrepair that it was demolished.
- Oversaw the completion of the James T. Vaughn Correctional Center (JTVCC) T Building's mechanical space connector project. This project included the construction of a new mechanical space connector between T-1 and T-2 buildings, installation of a new outdoor roof-mounted chiller, extension of the existing HVAC control system and upgrades to the electrical, steam, and fire systems.
- Implemented new maintenance mechanic career ladder promotional standards to incorporate on-the-job training and experience.



Start of Construction Project at SCI



Completed Construction Project at SCI

# Bureau of Management Services

## Food Services/Central Warehouse



Kitchen Facility at James T. Vaughn Correctional Center

This unit prepares more than 8 million meals annually for offenders in all of the Department's facilities, and ensures proper and safe food handling by all employees. The unit provides meals which meet state and federal requirements ensuring well-balanced meals while working with the medical unit to address the special dietary and therapeutic food needs of offenders. The Central Warehouse is responsible for delivering a variety of food

service supplies, goods, materials and/or equipment, ensuring that items are distributed to all facilities in a timely and efficient manner.

### During the past year, significant accomplishments of this unit include:

- Maintained a heart healthy diet for offenders, which reduced sodium, cholesterol and fat intakes and provided meals that are high in fiber.
- Opened the new 7,000-square-foot freezer allowing for quarterly deliveries from vendors, which have reduced food and transportation costs.
- Received an average score of 94 percent on Public Health sanitation inspections at 11 facilities statewide.
- Conducted five Serv Safe Food Protection Manager courses, with an average score of 87. (The required score for passing the class is 75.)
- Complied with Child Nutrition program requirements. This program provides reimbursement for providing nutritionally compliant components to all offenders who are under 21 years of age and meet the established criteria.

# Bureau of Management Services

## Information Technology (IT)

This unit manages all aspects of delivering technology resources to the Department, and enhances functions through automation. IT partners with the Department of Technology and Information (DTI) for core technology requirements, such as electronic mail, inmate telephone systems and housing for the infrastructure of the Department's primary application. The Department, through the IT unit, contributes to the common computing resources for statewide law enforcement, and shares the resources of other agencies that support the Department's mission and objectives.

During the past year, significant accomplishments of this unit include:

- Implemented enhancements to the existing Delaware Automated Correction System (DACS) Incident module, incorporating the requirement to track and investigate sexual assaults in accordance with the mandates set forth in the federal Prison Rape Elimination Act (PREA).
- Installed secure software throughout the Department to ensure data transmission to the State's mainframe is encrypted, to implement DTI's new encryption product for e-mail and to migrate the Department's network resources into its own network space employing Virtual Routing and Forwarding (VRF) technology to increase network security.
- Migrated the Department's electronic monitoring system into the state network, making it readily available across the wide area network for Probation and Parole officers charged with supervising offenders placed in the DOC's House Arrest program. In addition to increased efficiencies, this effort provided significant telecommunications savings.
- Adopted a greener approach to server management by reducing the number of servers through resource consolidation. This effort will continue as we explore ways to reduce our server footprint even more.



IT Computer Training Room

# Bureau of Correctional Healthcare Services

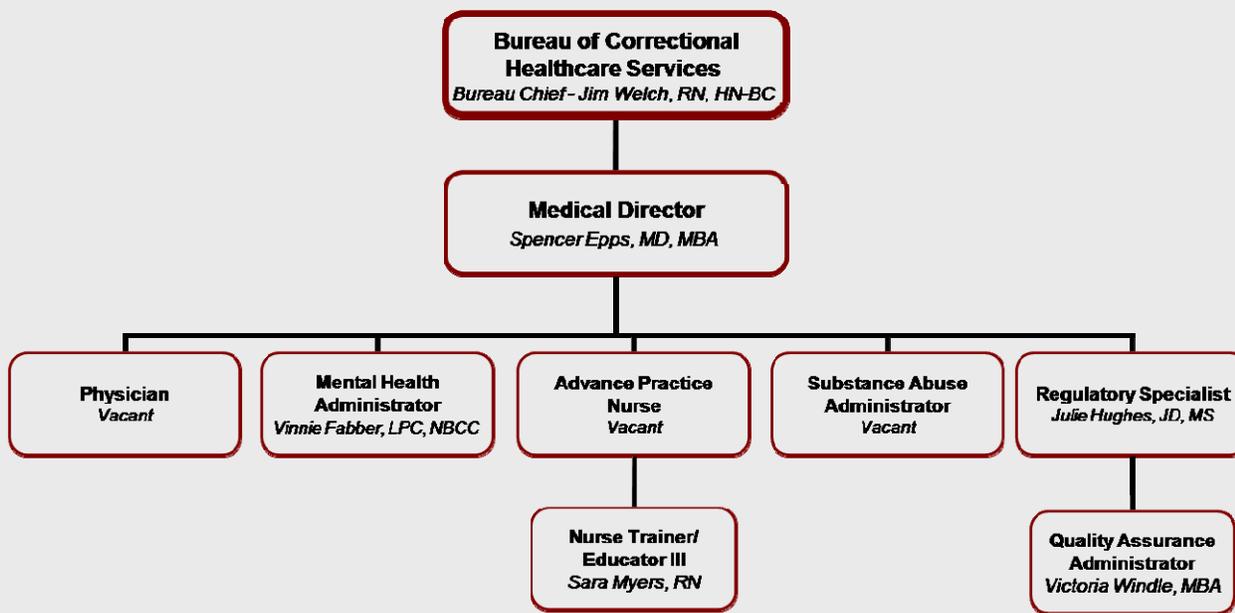


James Welch, Bureau Chief

The Bureau of Correctional Healthcare Services (BCHS), formerly known as the Office of Health Services, was officially authorized in July 2009. BCHS is charged with maintaining or improving the health status of the offender population while providing a safe working and living environment for offenders and staff. The Office also provides oversight of the daily medical and mental health operations of the contracted medical and mental health providers to ensure National Commission on Correctional Health Care standards are continuously met and maintained. Office staff includes a

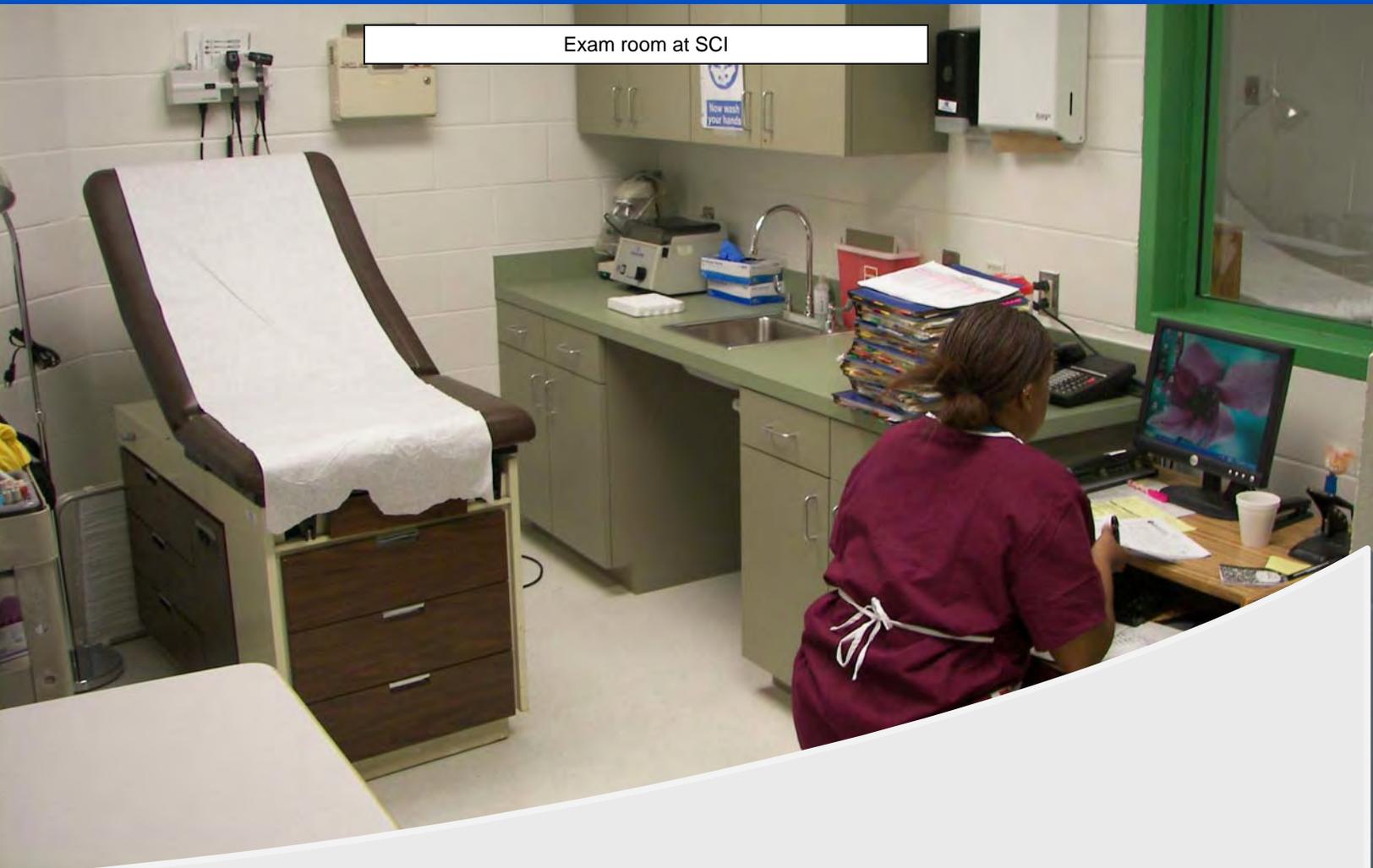
physician medical director, physician, nurse trainer, master's level mental health clinician, quality assurance expert, compliance monitor, fiscal officer and administrative assistant.

The State of Delaware entered into a Memorandum of Agreement (MOA) with the United States Department of Justice (DOJ) in 2006. The BCHS is responsible for providing the DOJ with current information regarding the state's progress toward implementing the Department's Action Plan.



# Bureau of Correctional Healthcare Services

Exam room at SCI



The State of Delaware negotiated a modified extended agreement in December 2009. Of the 216 original MOA provisions, 97 percent are in partial or substantial compliance.

The extended agreement is greatly reduced in its scope from the original MOA and credits the State of Delaware with “significant” progress made over the past three years. As a result of that effort, the extension eliminates provisions at every facility.

Improvements at the Baylor Women’s Correctional Institution were so substantial that the women’s prison is released entirely from the extended agreement. In addition, Sussex Correctional Institution has been removed from the medical care portion of the extension. The new agreement specifically calls for the reduction of the role of the Independent Monitoring Team and for the DOC to begin self-monitoring and reporting to the DOJ. The extension permits an extremely collaborative relationship between the DOC and the DOJ to continue as the agencies share the common goal of bringing the State into full compliance of the MOA.

# Bureau of Correctional Healthcare Services

During the past year, significant accomplishments of this unit include:

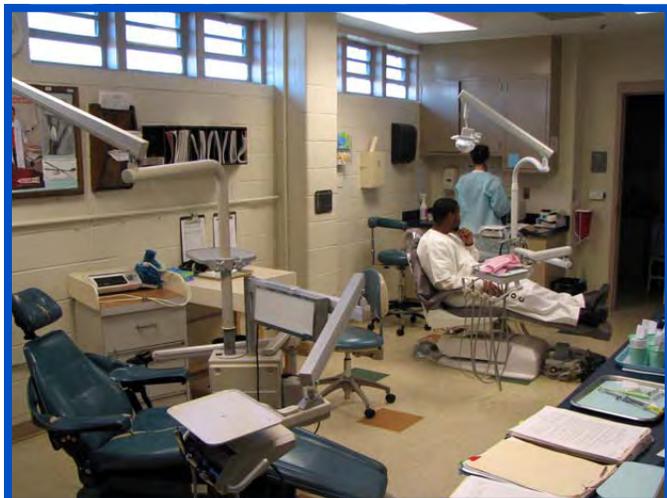
## Medical

- Recognized by the DOJ for efforts and success in medical care as exemplified by the following statements:
  - ◇ The DOC “ha[s] demonstrated a strong and consistent commitment to addressing the challenging issues posed by meeting the requirements of the MOA; and ha[s] shown a willingness to proactively and voluntarily undertake measures to improve conditions throughout the system.”
  - ◇ “DOJ acknowledged that significant improvements have been made in many areas covered by the MOA during the past three years, and that the state has achieved substantial compliance with many specific provisions of the MOA.”
  - ◇ “In recognition of the substantial progress made towards improving the quality of medical and mental health care delivered at the Baylor Women’s Correctional Institution (BWCI), the greatly improved internal monitoring mechanisms established by the state, and the state’s demonstrated commitment to sustaining and building on these improvements, the Parties agree that BWCI is hereby released from the requirements of this Amended MOA.”
  - ◇ “The DOJ also acknowledges that substantial improvements have been made to the quality of medical care delivered at the Sussex Correctional Institution (SCI).”
- Successfully negotiated MOA follow-up agreement which changes DOJ monitoring and establishes internal DOC control.



Medical intake room at SCI

# Bureau of Correctional Healthcare Services



Dental Facility at JTVCC

## Medical (continued)

- Released a Request for Proposals which generated more than 70 vendors' letters of intent to bid for medical, mental health, substance abuse and pharmacy services.
- Negotiated contracts with three new vendors - Correct Care Solutions, MHM, and Correct Rx - to provide comprehensive services to the offenders in the DOC system.
- Established a Continuous Quality Assurance Program for monitoring of care provided in our correctional institutions.
- Provided flu and Hepatitis A and B immunizations to correctional officers and other DOC employees in partnership with the Division of Public Health.
- Oversaw the design and construction of medical space at SCI.
- Reconfigured existing space at HRYCI for medical usage to increase efficiencies.
- Continued the Heart Healthy menu for offenders to increase overall health and decrease long-term medical costs. Data has shown a 4 percent decrease in bad cholesterol and a 14 percent increase in good cholesterol from the time of implementation of this diet plan.
- Provided 33 training sessions to cadets, contractual employees and correctional officers on topics such as diabetes, medical procedures, emergency medical response, TB and sick call processes with more than 430 individuals trained.

# Bureau of Correctional Healthcare Services



## Significant accomplishments (continued):

### **Mental Health**

- Established regular, documented supervision for all mental health counseling staff by a licensed clinical supervisor. We require that all mental health clinicians be licensed or licensed eligible.
- Worked with vendor to bring four licensed psychologists who provide clinical oversight at the facility level. In addition, licensed psychologists are assigned to each site to provide clinical supervision, on-call crisis management and Psychiatric Close Observation (PCO) monitoring.
- Established schedules for routine counseling visits, sick calls and referrals to ensure they occur in a timely manner.
- Significantly increased psychiatric care hours in DOC facilities, as well as added regular psychiatric care providers at each site. Also, an active and responsive director of psychiatry oversees the psychiatric care providers. Due to these changes, psychiatric care in DOC facilities represents the greatest area of improvement in healthcare services for the Department.

# Bureau of Correctional Healthcare Services

## Mental Health (continued)

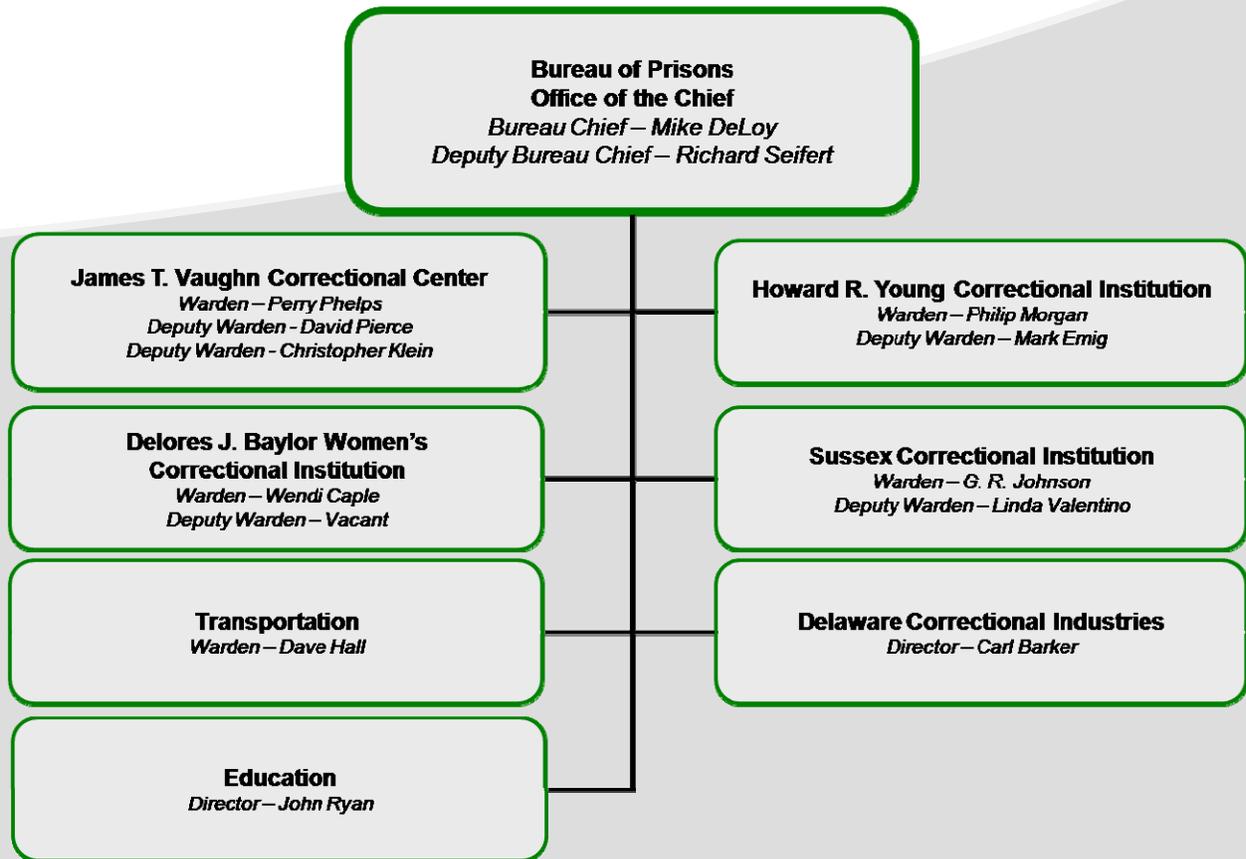
- Developed a comprehensive policy to provide for standardization of programming requirements, screening, admission, and release planning for special needs offenders.
- Continued to provide suicide prevention training and refresher courses to all DOC/contractual staff who work directly with inmates.
- Developing and implementing a Mental Health Awareness Program to all DOC staff that work directly with inmates who have mental health concerns.
- Developed multidisciplinary transition plans with input from Delaware Psychiatric Center and DOC, including security, medical, and mental health staff that are provided to the Court prior to inmates returning to the DOC.
- Developed a relationship with the DSAMH Eligibility and Enrollment Unit and implemented cooperative planning on multiple occasions to identify structured care for mental health patients being released into the community.
- Began attending and participating in Delaware Psychiatric Center (DPC) monthly meetings to address concerns and review progress of inmates presently housed in the Mitchell Building at DPC.
- Began quarterly meetings between DOC treatment and mental health providers and DSAMH and their contracted providers to identify and address barriers to providing continuity of care.
- Initiated a pilot sex offender program provided by an individual credentialed in sex offender treatment. The program serves 20 individuals, who are generally between 12 and 18 months from release and are in need of assessment, monitoring, and treatment prior to transitioning to the community environment. This new pilot has raised the clinical standard and is intended to provide additional continuity with community providers.

# Bureau of Prisons



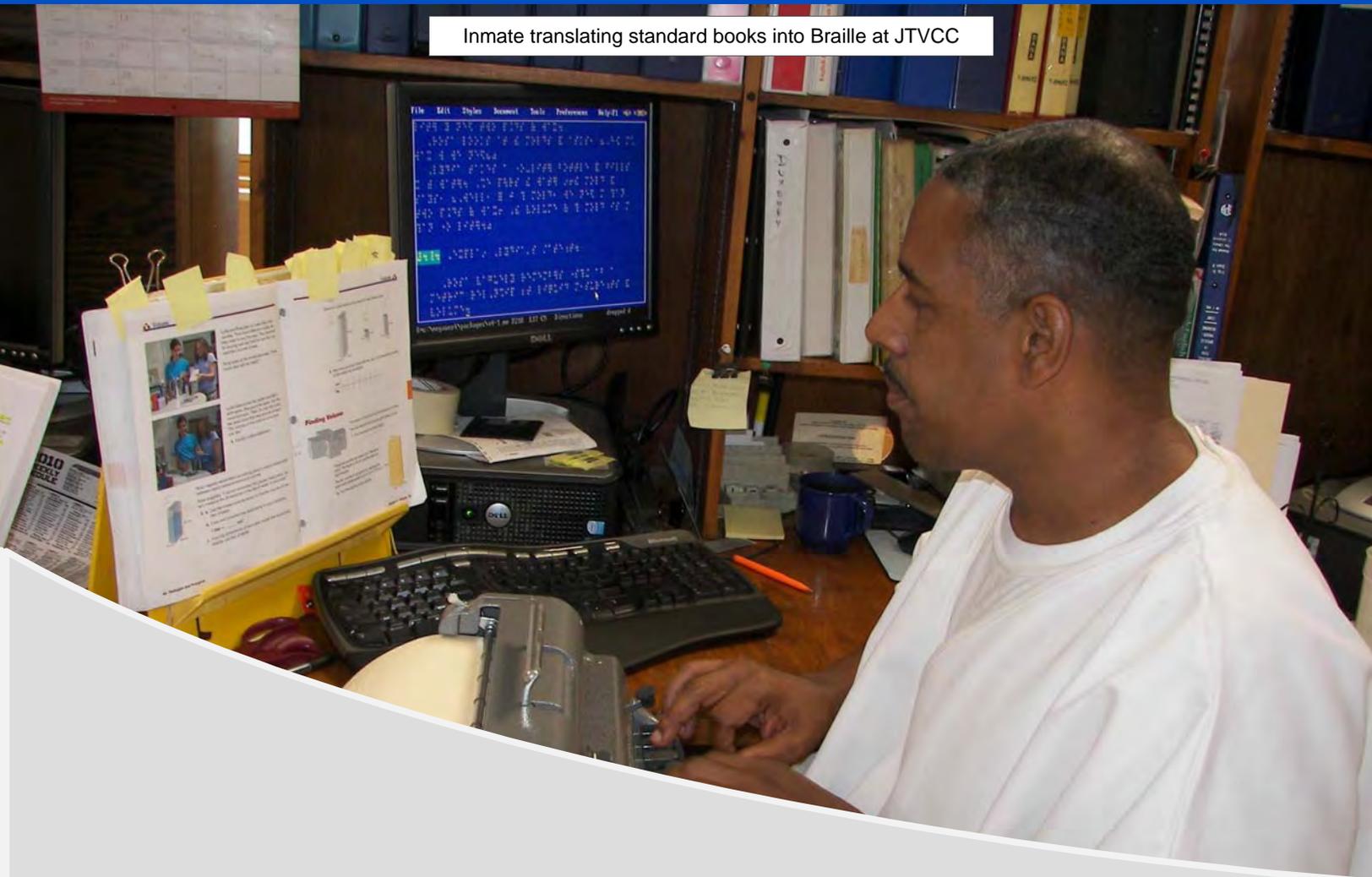
Mike DeLoy, Bureau Chief

The Bureau of Prisons provides protection for the public through incarceration and rehabilitation of offenders in an effort to prevent recidivism. The Bureau is committed to providing a safe and humane living environment for its incarcerated population in the state's four Level 5 prison facilities while also offering correctional programs that will assist offenders upon their release.



# Bureau of Prisons

Inmate translating standard books into Braille at JTVCC



Delaware's Level V prisons are: Howard R. Young Correctional Institution in Wilmington, Delores J. Baylor Women's Correctional Institution in New Castle, James T. Vaughn Correctional Center near Smyrna and Sussex Correctional Institution near Smyrna. In addition, the Bureau is also responsible for the Court and Transportation Unit, the Correctional Emergency Response Team (CERT), the K-9 Units, Delaware Correctional Industries, Offender Education, Prison Arts and the Young Criminal Offender Program (YCOP) at HRYCI.

The Bureau of Prisons partners with a number of state agencies for various offender programs. About a dozen inmates at JTVCC make up the "Men With a Message" program, in which offenders translate books into Braille for the Division of the Visually Impaired. During the calendar year of 2009, the "Men With a Message" participants translated 56,410 pages for children and adults. The program started in 1989 and currently has 13 inmate workers, 11 of whom are certified in Braille translation, three of whom are certified in Nemeth (math and science code), four of whom are certified in Spanish and one of whom is certified as a literary proof reader.

# Bureau of Prisons

Delaware Correctional Industries (DCI) works with the Office of Management and Budget's Fleet Services as part of a statewide Memorandum of Understanding to maintain state vehicles. DCI also contracts with OMB to manufacture business cards and to provide products and inmate work crews to support state projects at Legislative Hall, as well as to manufacture, deliver and install office furniture for various state court offices.

In addition, the Bureau of Prisons works with DeIDOT to provide offender work crews for highway beautification, the Department of Labor for Prison-to-Work and Trades Apprenticeship programs and the Department of Education for educational services providing academic and vocational studies.



Officer & K9 at JTVCC



Central Control Center at SCI's medical unit

# Bureau of Prisons

## CHANGES IN THE BUREAU OF PRISONS

***“...promoted to Bureau Chief of Prisons ...”***

Mike DeLoy was promoted to Bureau Chief of Prisons on April 11, 2010. A 29-year veteran of the DOC, DeLoy was previously the Warden at Sussex Correctional Institution (SCI) in Georgetown. Prior to his promotion to Warden in 2007, he served as SCI's Deputy Warden. Hired in 1980 as Staff Training Relief Officer, DeLoy worked his way up the DOC ranks to Lieutenant and Captain before becoming Deputy Warden. He has also been an Investigative Officer at SCI and a member of the Department's Medical Review Committee. In addition, he has served on the Board of Directors for the Way Home Program. He replaced Rick Kearney, who retired in December 2009 after more than 30 years of service to the Department.



Mike DeLoy, Bureau Chief

***“...promoted to Deputy Warden of Sussex Correctional Institution...”***



G.R. Johnson, Deputy Warden

G.R. Johnson was promoted to Deputy Warden of Sussex Correctional Institution (SCI) in Georgetown on August 16, 2009. Johnson previously served as the facility's Security Superintendent, a position he held since August 2008. He began his career as a Correctional Officer in 1990 and worked his way up the ranks through a series of promotions that started in 1993. Johnson replaced Mike Brittingham, who retired.

# Bureau of Prisons - Facilities



**Warden Wendi Caple**



## **Delores J. Baylor Correctional Institution**

660 Baylor Blvd, New Castle, DE 19720

Opened 1991	Females only
Design Capacity	200 Beds
Operating Capacity	320 Beds
Average Daily Population	386



## **Howard R. Young Correctional Institution**

1301 East 12<sup>th</sup> Street, Wilmington, DE 19801

Opened 1982	Males only
Design Capacity	867 Beds
Operating Capacity	1180 Beds
Average Daily Population	1634

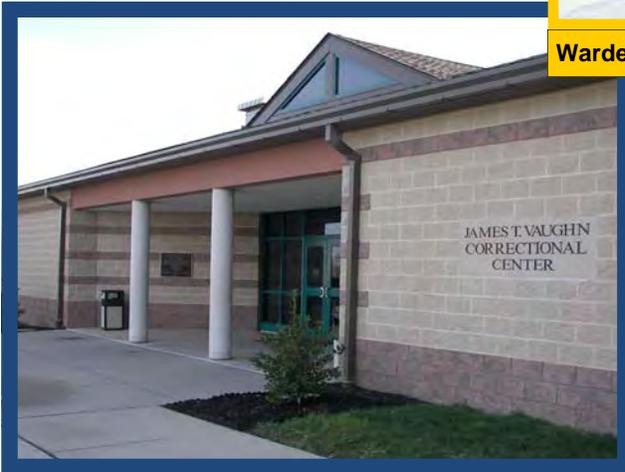


**Warden Phil Morgan**

# Bureau of Prisons - Facilities



**Warden Perry Phelps**



## James T. Vaughn Correctional Center

1181 Paddock Road, Smyrna, DE 19977

Opened 1971	Males only
Original capacity	441 Beds

Several expansions

### Current

Design Capacity	2146 Beds
Operating Capacity	2601 Beds
Average Daily Population	2554

## Sussex Correctional Institution

Route 113, Georgetown, DE 19947

Opened 1931	Males only
Original Capacity	202 Beds

Several expansions

### Current

Design Capacity	948 Beds
Operating Capacity	1149 Beds
Average Daily Population	1152



**Warden G.R. Johnson**

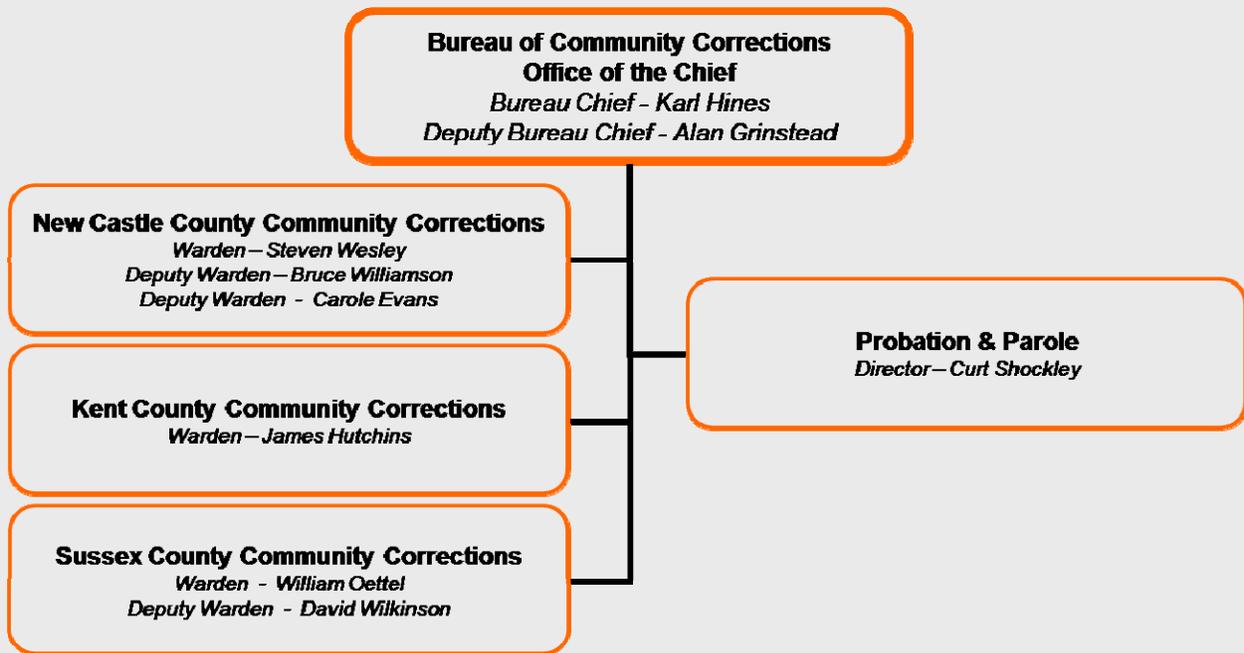
# Bureau of Community Corrections



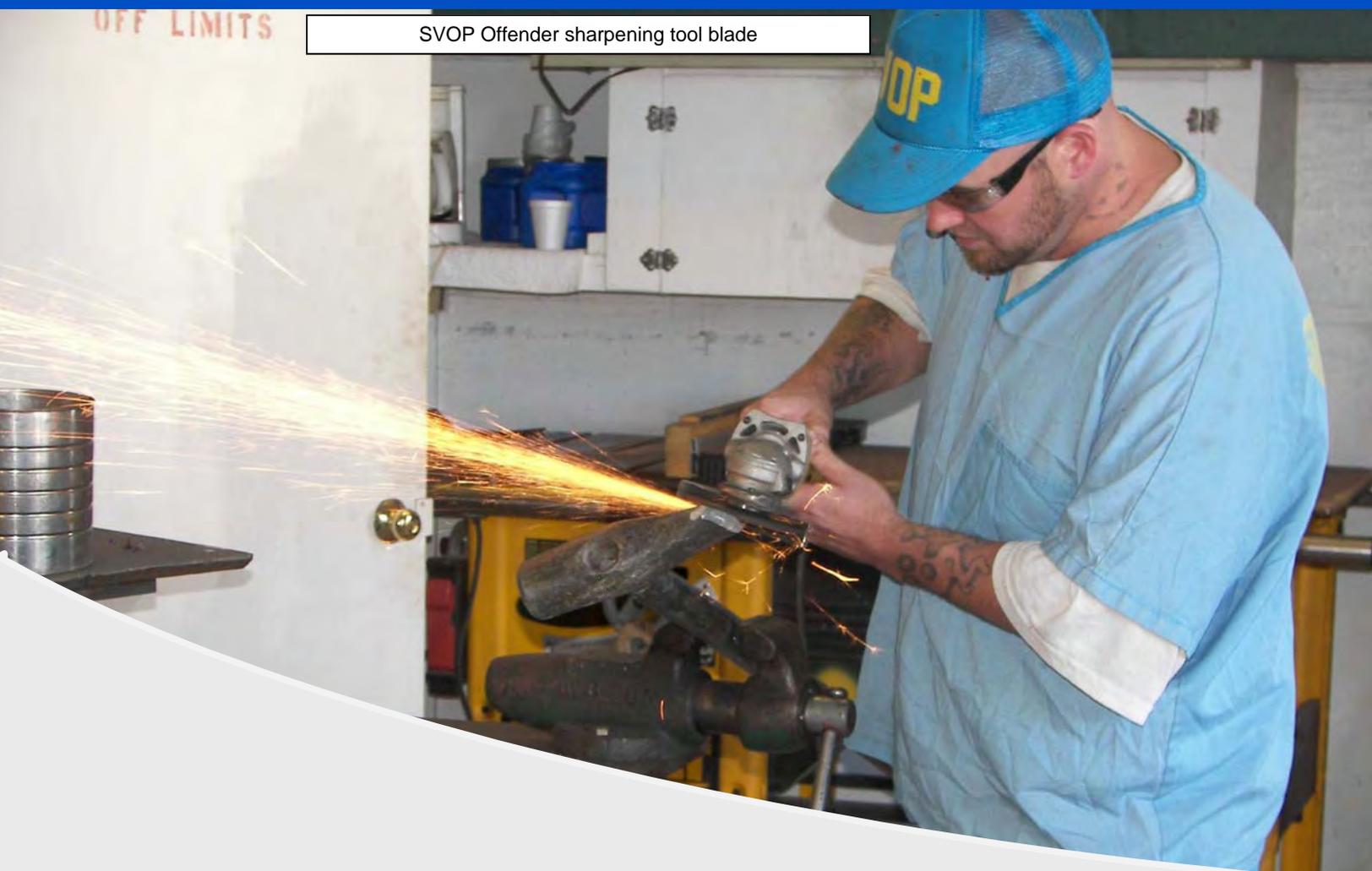
Karl Hines, Bureau Chief

The Bureau of Community Corrections (BCC) supervises individuals in seven facilities and in the community. The Bureau is also involved with other law enforcement agencies, state agencies and community groups to better serve the public. This includes partnering with Delaware State Police, Wilmington Police, Dover Police and New Castle County Police in the Safe Streets Program. Probation and Parole also works closely with the Division of Substance Abuse and Mental Health in addressing offender needs.

- The Bureau is responsible for approximately 1,095 individuals in the facilities and just under 17,000 in the community.
- In FY 2010, officers conducted 16,067 intakes, 15,195 discharges and 18,105 transfers between the SENTAC (Sentence Accountability) levels of supervision.



# Bureau of Community Corrections



SVOP Offender sharpening tool blade

In addition to supervising offenders at its seven facilities statewide, the BCC also supervises approximately 400 offenders through an electronic monitoring program as a cost effective alternative to incarceration in a community corrections setting. Electronic monitoring includes Global Positioning System (GPS) units to track sex offenders, as well as units designed to monitor when an offender is at his/her home. The Bureau of Community Corrections operates a Monitoring Center to support its electronic monitoring program. The center is continuously staffed 24 hours a day, 7 days a week, and 365 days a year by trained technicians who monitor offender activity.

# Bureau of Community Corrections

## SENTAC Levels

### ADMINISTRATIVE SUPERVISION - Level I

Offenders assigned to Level I are placed in the least restrictive form of supervision under the SENTAC sentencing system. These are generally first time offenders who pose little risk of re-offending.

### COMMUNITY WORK PROGRAM

Offenders placed in this program perform various types of labor at non profit organizations in order to satisfy special conditions of supervision and/or to be relieved of court ordered assessments.

### PROBATION and PAROLE - Level II

Level II is the standard Probation/Parole supervision program. Offenders on Level II supervision are to meet with their Probation Officer on a regular schedule to comply with contact requirements based on risks/needs assessments.

### PRETRIAL SERVICES

Pretrial Services provides the courts with bail recommendations based on screening interviews with newly arrested and detained individuals. After the initial screening, follow-up interviews and recommendations are made at preset intervals. All pretrial services occur prior to a SENTAC Level being established for an individual.

### INTENSIVE SUPERVISION - Level III

The Intensive Supervision Unit (ISU) represents Level III of the SENTAC alternatives to incarceration. The purpose of the ISU is to closely supervise adult offenders in the community to prevent further criminal behavior while sentences are being served. Supervision is frequent and intense while also assisting the offender in making a successful return to the community.

### HOUSE ARREST PROGRAM - Level IV

House Arrest is a community custody program which is for offenders who are to be restricted to an approved residence in which specific sanctions are to be imposed and enforced. The House Arrest Program is administered by Probation Officers, and includes continuous electronic and direct surveillance.

## Bureau of Community Corrections Mission

- Promote public safety through the effective supervision of offenders placed under community supervision, SENTAC Levels I-IV.
- Provide supervision, programs and treatment services that promote long-term, self-sufficient, law-abiding behavior by offenders and to support efforts to make victims whole in accordance with Delaware law.

# Bureau of Community Corrections

## NEW CASTLE COUNTY COMMUNITY CORRECTIONS

New Castle County Community Corrections (NCCCC) includes five facilities—Plummer Community Correctional Center in Wilmington, John L. Webb Community Correction Center at Price's Corner, New Castle County Women's Work Release Treatment Center in New Castle, Northern New Castle County Adult Probation and Parole Office in northern New Castle and New Castle Probation and Parole near Hare's Corner in southern New Castle.

In FY 2010, Plummer and Webb Correction Centers had 3,860 offenders who worked a total of 24,833 community service hours on 541 projects. The dollar value of their work (based on the federal minimum wage of \$7.25 per hour) was \$180,039.25. The community service projects mainly consisted of collecting trash (7,228 bags in FY 2010) and mowing various public properties (for example, the Riverview Cemetery in Wilmington).

A new program is underway at the Hare's Corner Probation and Parole Office. In conjunction with the University of Delaware, the Hare's Corner P&P Office is currently conducting a two-year study on enhanced urinalysis called the "Decide Your Time" project. The objective of this project is to be able to monitor Level III drug offenders through increased drug testing coupled with increased sanctions for positive tests and the reward of lower levels of supervision for negative tests. The goal of this study is to collect data to determine if closer monitoring, testing and sanctioning will deter offenders from drug use, which would result in a decrease in violations and incarceration. The data collected from those officers who have volunteered for this project will be compared with those of a control group of officers who are not participating. Offenders selected for the project will be informed that their continued drug use will result in increased sanctions and that by maintaining a drug free lifestyle and compliance with the conditions of their supervision they will be rewarded with lower levels of supervision. The project will consist of five phases. Each increase in phase level coincides with an increase in sanctions. The sanctions include increased frequency of urinalysis tests, participation in Saturday cognitive behavioral classes, earlier curfews and electronic monitoring.



Quilting class at the Women's Work Release Treatment Center

# Bureau of Community Corrections

## KENT COUNTY COMMUNITY CORRECTIONS



KCCC Offenders lay headstones at a Veteran's Cemetery

Kent County Community Corrections (KCCC) includes three facilities—the Central Violation of Probation Center in Smyrna, Morris Community Correctional Center in Dover and the Dover Probation and Parole Office.



During FY 2010, KCCC completed the consolidation initiative of the New Horizons and Crest Central therapeutic drug treatment programs at the Morris Community Correction Center. Combining the two programs created a more sound therapeutic environment which ultimately should increase the percentage of successful completions. Prior to the consolidation, New Horizons at CVOP provided the primary phase of treatment and was the main reception and diagnostic location for most offenders sentenced to Level 4 Residential Substance Abuse Treatment. Upon completion of the primary phase of treatment, offenders would then be transferred to one of the three Crest Programs statewide to participate in the work release phase of treatment. Now, however, offenders are just held at CVOP pending transfer to one of the three CREST programs which each now include all phases of treatment.

# Bureau of Community Corrections

KCCC Offenders prepare burial plots at a Veteran's Cemetery



The Central Violation of Probation Center (CVOP) also recently began accepting offenders who were administratively transferred from Probation and Parole caseloads. These offenders are selected to participate in the “Decide Your Time” program. The University of Delaware provides oversight and examines the effectiveness of the program. Offenders serve a three to five day sanction at CVOP for positive drug screens or missed appointments. CVOP Probation staff work on an individual basis with the offenders providing insight on topics such as “Coping with Cravings and Urges” and “Shoring up Motivation and Commitment to Change”.

In addition, the Central Violation of Probation Center continues to provide offender labor as a community service to a variety of state agencies, municipalities, volunteer fire companies and a host of non-profit organizations. During FY 2010, about 7,728 offenders worked on projects logging approximately 47,983 community service hours. Those hours represent \$347,880.38 worth of labor as calculated using the current minimum wage.

# Bureau of Community Corrections

## SUSSEX COUNTY COMMUNITY CORRECTIONS

Sussex County Community Corrections consists of five facilities - Sussex Work Release Center, Sussex Violation of Probation Center, Georgetown Probation & Parole, Sussex Day Reporting Center and Seaford Probation & Parole.

The basic premise of SVOP's operation style is as a military style work camp. SVOP houses technical violators of probation in a Level IV setting.

There are a number of programs and projects that occur as part of SVOP. They include: wood splitting, grass mowing, beach grass (growing and planting), a venison butcher shop, vehicle services, welding, recycling and the farm.

In FY 2010, SCCC offenders completed 5,693.50 hours of community service in the wood splitting program. In addition to providing firewood for state campsites, SCCC donated 6.5 cords of wood to residents in the community who were in need.

SCCC's grass mowing operations include a number of state and local government facilities. In FY2010, SCCC offenders completed 170,088.25 hours of grass mowing.

SCCC entered into a partnership with the Delaware Department of Natural Resources and Environmental Control (DNREC) in 2003 to grow beach grass. DNREC bought the beach grass and SCCC offenders planted it on Department of Correction land east of the Sussex Violation of Probation Unit. The U.S. Department of Agriculture has certified the beach grass and it is used by DNREC in beach dune stabilization projects as identified by DNREC. In 2007, enough beach grass was grown at the SVOP site to allow DNREC to stop buying this product from other sources. In 2008, SCCC began selling beach grass wholesale to the community and to companies along the east coast. In FY2010, SCCC offenders completed 1,322 hours of community service with the Beach Grass Project.



Inmate Crew splitting wood at SVOP

# Bureau of Community Corrections

SCCC and DNREC created a venison butcher shop pilot program in January of 2006. Offenders in the VOP and Crest programs are trained to process the deer. The venison, which is the property of DNREC, is then donated to the Feed the Hungry Program. In its first weeks of operation SCCC butchers generated a third more venison meat than private butcher shops, which provide the



Venison Butcher Shop that provides food for the Feed the Hungry Program

same service to the Feed the Hungry Program. SCCC does not receive any compensation for this service but if the program grows in scope next year it is expected that the MOU will be amended to cover costs associated with that growth. In FY2010, SCCC offenders completed 2,479.5 hours of community service with the Venison Project, processed 252 deer and donated 8,586 pounds of meat to the Feed the Hungry Program.

In 2006, SCCC and Fleet Services in the Office of Management and Budget (OMB) opened a Vehicle Service Center on the grounds of SVOP. When offenders who work in the Vehicle Service Center leave the SCCC, they receive a letter indicating the tasks they performed in the Vehicle Service Center. The letter is provided as a reference for the offenders' potential employment in the community. In FY2010, SCCC offenders completed 3,032.5 hours of community service in the Vehicle Service Center and serviced 302 vehicles.

The SVOP also has a Trades Shop that provides support maintenance for the farm operations, bee keeping project, grass cutting project and more. The Trades Shop fabricates machinery, sharpens equipment, builds various needed equipment such as window bars, bee hive boxes, bunks and lockers. When an offender who worked in the Trades Shop leaves the SCCC, the offender is provided a letter indicating the tasks he performed there. The letter is provided as a reference for the offender's potential employment in the community. In FY2010, SCCC offenders completed 2,565 hours of community service in the Trades Shop.

# Bureau of Community Corrections

## SUSSEX COUNTY COMMUNITY CORRECTIONS (continued)

In 2006, SVOP entered into an agreement with Fish and Wildlife to tour the state's boat yards to collect shrink wrap that is used by the boating industry for boat storage and transportation. SVOP offenders and staff collect the discarded shrink-wrap from the various yards and then use a baling machine to compact the shrink wrap into 300-pound bales that are then sold. In FY 2010, SCCC offenders completed 3,567.5 hours of community service with the Shrink Wrap Recycling Project.



Inmate Farming Project at SVOP

In 2006, SCCC started a partnership with a company called Environmental Concerns Inc., a non-profit organization that grows native plants and acts as a wholesaler to various organizations. SVOP constructed greenhouses for use with this company to educate and train offenders who participate in the Crest South program. The offenders complete 40 hours of hands-on instruction about the environment, composting, recycling, landscaping, plant biology and jobs within the nursery industry. These offenders receive a certificate

of completion and a reference letter for potential employment in the horticulture/landscaping industry. As part of this project, SVOP grows native Delaware plants. This endeavor holds promise in providing Delaware's Soil and Conservation Division of DNREC with the necessary plants, shrubs or trees for their various stabilization/rebuilding projects throughout Sussex County. SCCC offenders completed 993.5 hours of community service through this program in FY 2010.

SCCC operates a farm on the grounds of the complex that provides food to all DOC facilities statewide. In FY 2010, SCCC offenders completed a total of 12,461.5 hours of community service in Farm Operations. As a part of that effort, the Bee Keeping Project began in 2006 as a means of ensuring crop pollination on the SCCC Farm. Also a part of Farm Operations, the Plastic Bin Recycling Project was started in 2008. In FY 2010, SCCC offenders completed 169.5 hours of community service with the Plastic Bin/Cans/Cardboard Recycling Project.

# Bureau of Community Corrections

Offenders incarcerated in the SVOP Program are required to work on community service projects. In FY 2010, SCCC offenders participated in 127 community service projects, totaling 170,088.25 hours of community service performed. The dollar value of cost savings to the state for the community service hours performed by the offenders in FY 2010 was \$1,233,139.81. Since the inception of SCCC's Community Service Program, SCCC offenders have performed a total of 1,516,299.25 hours of community service which has resulted in \$9,603,413.47 worth of cost savings to the state.



Inmate Crew splitting and stacking wood at SVOP

## CHANGES IN THE BUREAU OF COMMUNITY CORRECTIONS

*“...promoted to Deputy Warden of New Castle County Corrections...”*



Carole Evans, Deputy Warden

Carole Evans was promoted to Deputy Warden of New Castle County Community Corrections (NCCCC) on August 2, 2009. Evans previously served as a Counselor Supervisor, a position she held since joining the DOC from the Department of Services for Children, Youth, and Families in June 2006. Evans replaced Elizabeth Neal, who retired.

# Bureau of Community Corrections Facilities



**New Castle County Women's  
Work Release Treatment Center  
660 Baylor Boulevard  
New Castle, DE 19720**

The New Castle County Women's Work Release Treatment Center is the State's first Level IV center dedicated to substance abuse treatment for the female offender population. Eighty-eight beds are available for women to participate in the CREST residential treatment program. The facility opened in 2005 and has a bed capacity of 96.

**John L. Webb Community  
Correction Center  
200 Greenbank Road  
Wilmington, DE 19808**

Webb first opened as a correctional facility in 1932. In 2007, the facility was converted to a Level IV community correctional center with an operating capacity of 109 beds.



# Bureau of Community Corrections Facilities



**Northern New Castle County Adult  
Probation & Parole Office  
314 Cherry Lane  
New Castle, DE 19720**

This facility opened in January 2008. From this location staff supervise SENTAC Levels II, III and IV offenders in the community. Specialized caseload supervision at this facility includes sex offenders, domestic violence, Boot Camp and CREST Aftercare. This office is also the base for Safe Streets and the Governor's Task Force units throughout New Castle County.

**Plummer Community Correction Center  
38 Todds Lane  
Wilmington, DE 19805**

The Plummer Community Correction Center opened in 1972. The facility manages and supervises male and female offenders who are participating in work release, the CREST, a residential substance abuse program or intensive community supervision.



# Bureau of Community Corrections Facilities

**Central Violation of Probation Center  
825 Smyrna Landing Road  
Smyrna, DE 19977**

The Central Violation of Probation Center is a 250-bed Level IV facility housing the CREST residential drug treatment program. It opened in 2000.



**New Castle Probation & Parole  
26 Parkway Circle  
New Castle, DE 19720**

The New Castle Probation & Parole office opened in 1996. It supervises Levels II and III offenders in the mid to southern part of New Castle County.

# Bureau of Community Corrections Facilities

## **Dover Probation & Parole 511 Maple Parkway Dover, DE 19901**

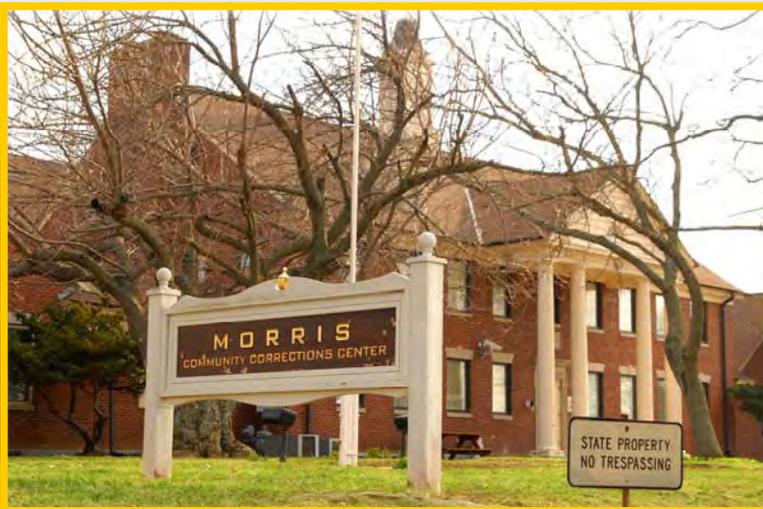
The Dover Probation and Parole office relocated to its current address in 1994. Probation and Parole officers supervise Levels I - IV offenders in the community. Specialized caseloads include sex offenders, domestic violence, Boot Camp and CREST Aftercare. The Kent County Governors Task Force and Dover Safe Streets operations are supervised at this location along with administrative caseloads such as intake, institutional release, Level I and pre-trial.



## **Morris Community Correction Center 300 Water Street Dover, DE 19901**

The Morris Community Correction Center was renovated in 1999 to a 150-bed, Level IV facility, housing both male and female offenders. The offenders are participants in the CREST substance abuse treatment program or work release program.

The building's history dates back to 1932 when it opened as the Kent County Jail. It was later named Kent Correctional Center, then became Delaware Youth Center, and then in 1977, reverted back to an adult facility and renamed Morris Correctional Institution (MCI) until the 1999 renovation.



# Bureau of Community Corrections Facilities



**Sussex Work Release Center**  
23207 DuPont Blvd  
Georgetown, DE 19947

The Sussex Work Release Center opened in 1989 and has an operating capacity of 244. It houses male and female offenders who are participating in CREST residential treatment or work release program.

**Sussex Violation of Probation Center**  
23207 DuPont Blvd  
Georgetown, DE 19947

The Sussex Violation of Probation Center opened in 1999 and has an operating capacity of 300. It is a Level IV facility for offenders who have violated the terms of their probation. The violations are technical rules of their supervision, not the commitment of new criminal offenses. The SVOP operates under a highly regimented program of discipline, behavior modification and community service.



# Bureau of Community Corrections Facilities



**Georgetown Probation & Parole**  
**546 South Bedford Street**  
**Georgetown, DE 19947**

Georgetown P&P has been housed at the Georgetown State Service Center since 1995. Standard Level II and Level III offender caseloads are supervised at this location. In addition, other specialized caseloads are supervised at this location including Boot Camp, CREST/TASC, domestic violence, SCRAM and sex offenders.

**Georgetown Day Reporting Center**  
**22883 DuPont Blvd**  
**Georgetown, DE 19947**

The Georgetown Day Reporting Center opened in the fall of 1997. The Sussex County Governor's Task Force and the Sussex Street Unit operations are supervised at this location as well as administrative caseloads to include: intake, institutional release, Level I and pre-trial.

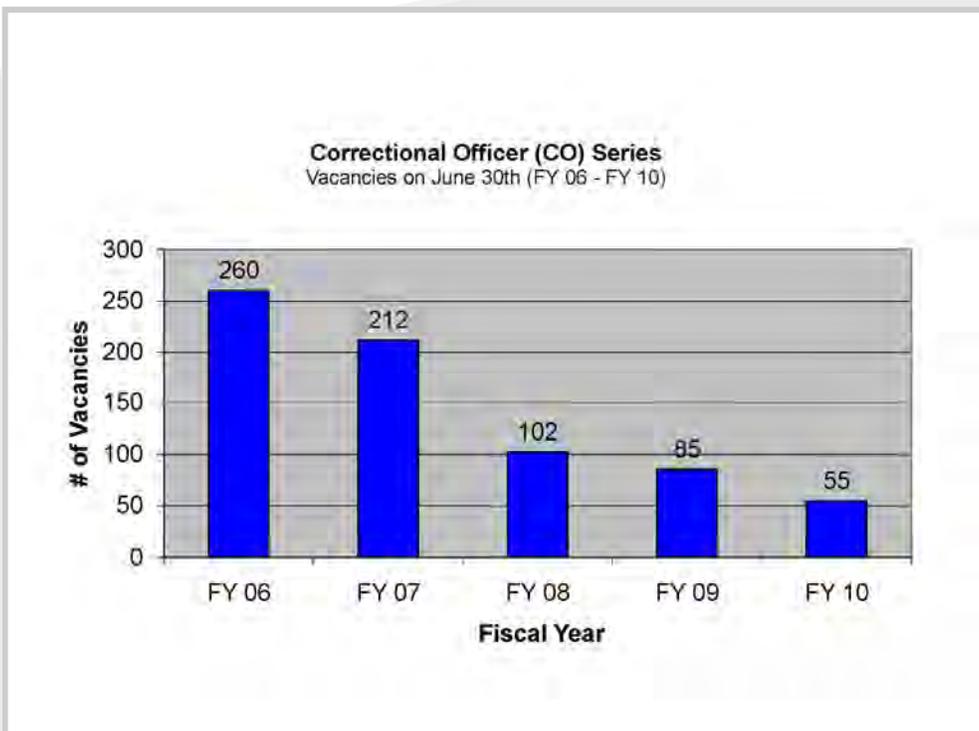
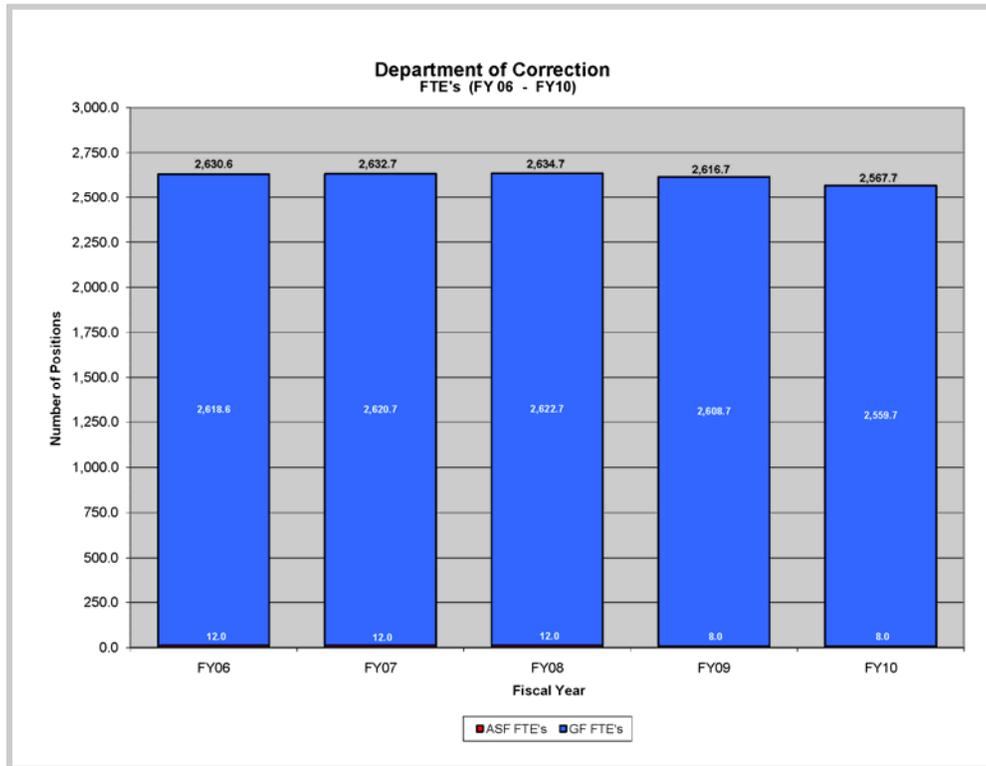


**Seaford Probation & Parole**  
**Shipley State Service Center**  
**350 Virginia Avenue**  
**Seaford, DE 19973**

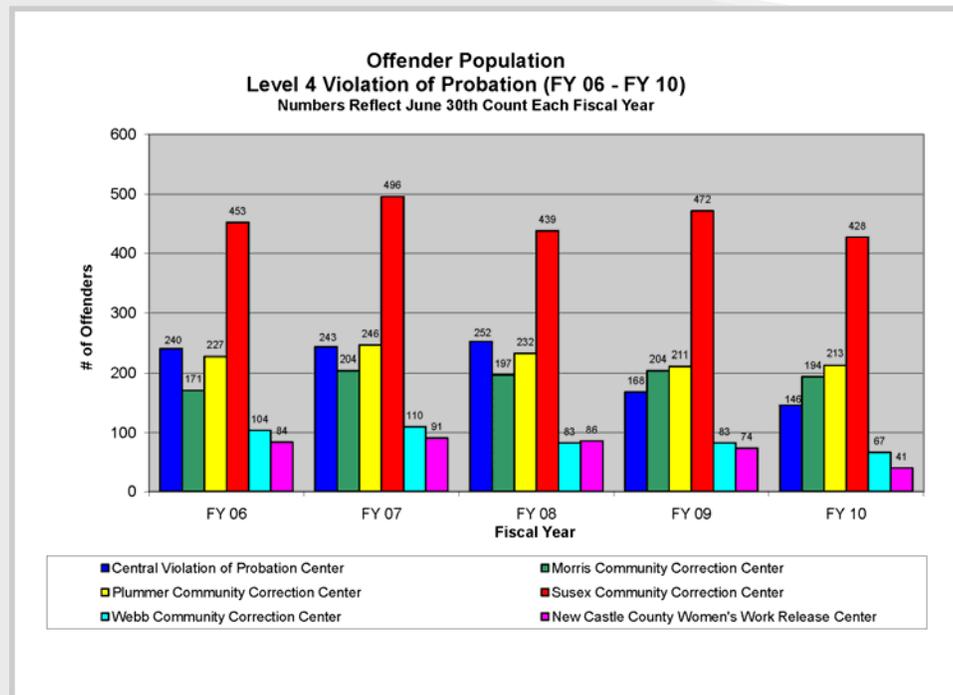
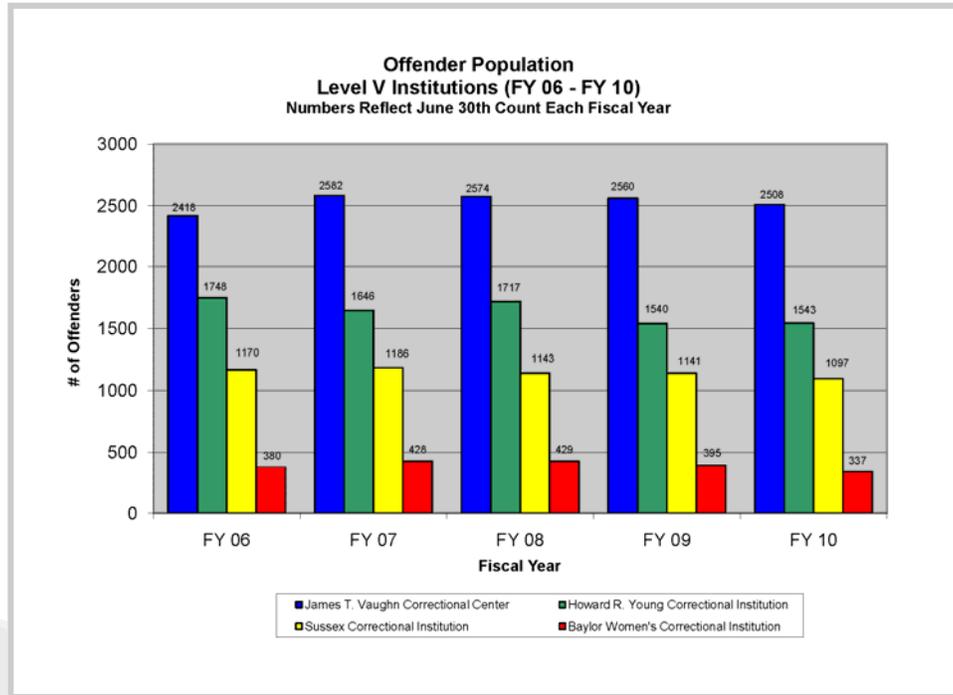
Seaford P&P has been housed at the Shipley State Center since 1986. In addition to Standard Level II and Level III offender caseloads, the following specialized caseloads are supervised at this location: CREST/TASC and sex offenders.



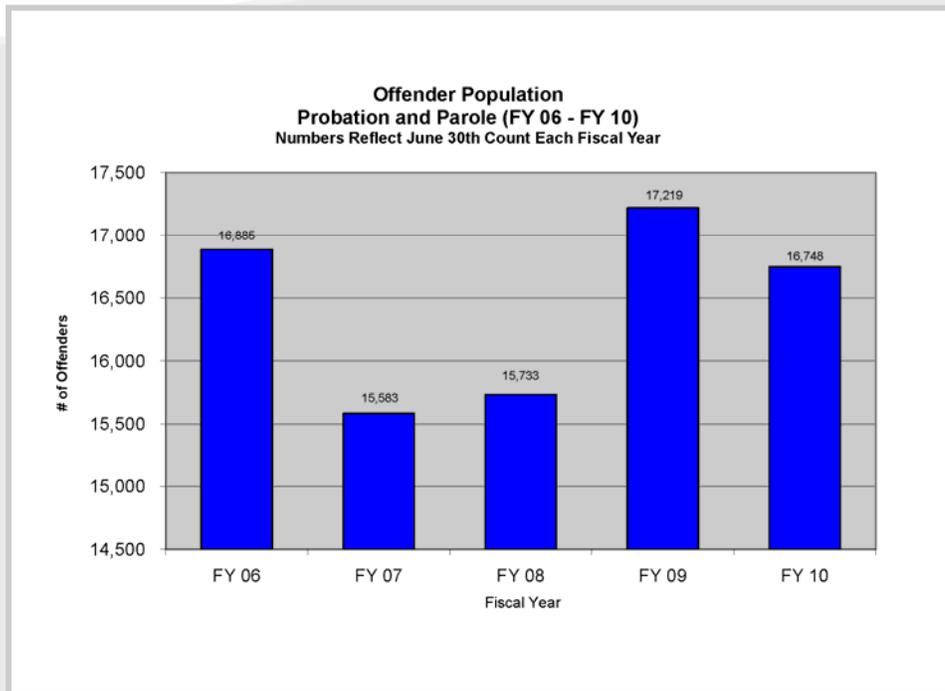
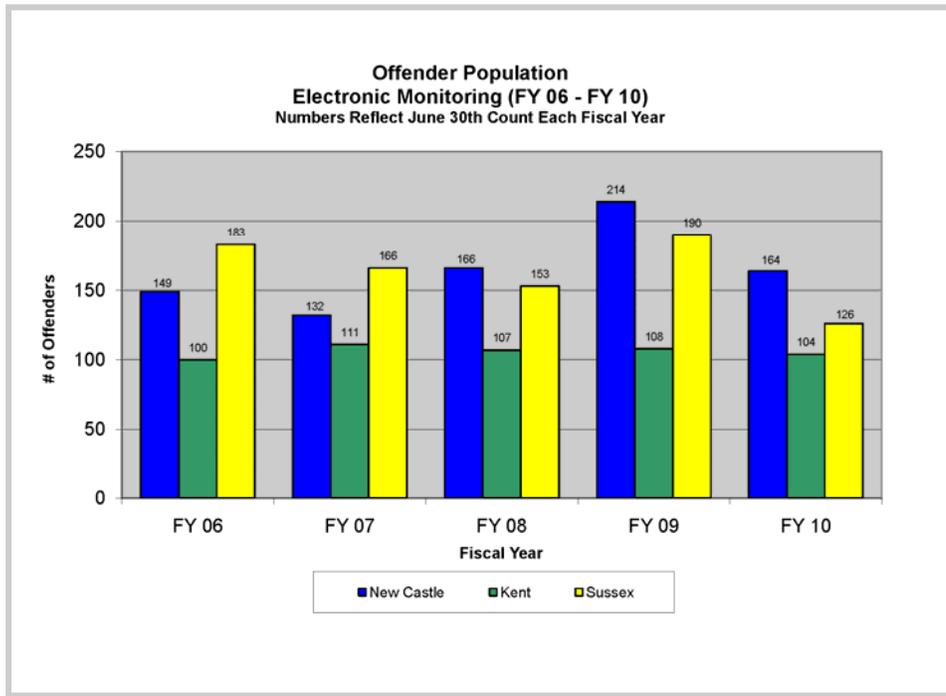
# Department Staff & Vacancies



# Population Statistics



# Population Statistics

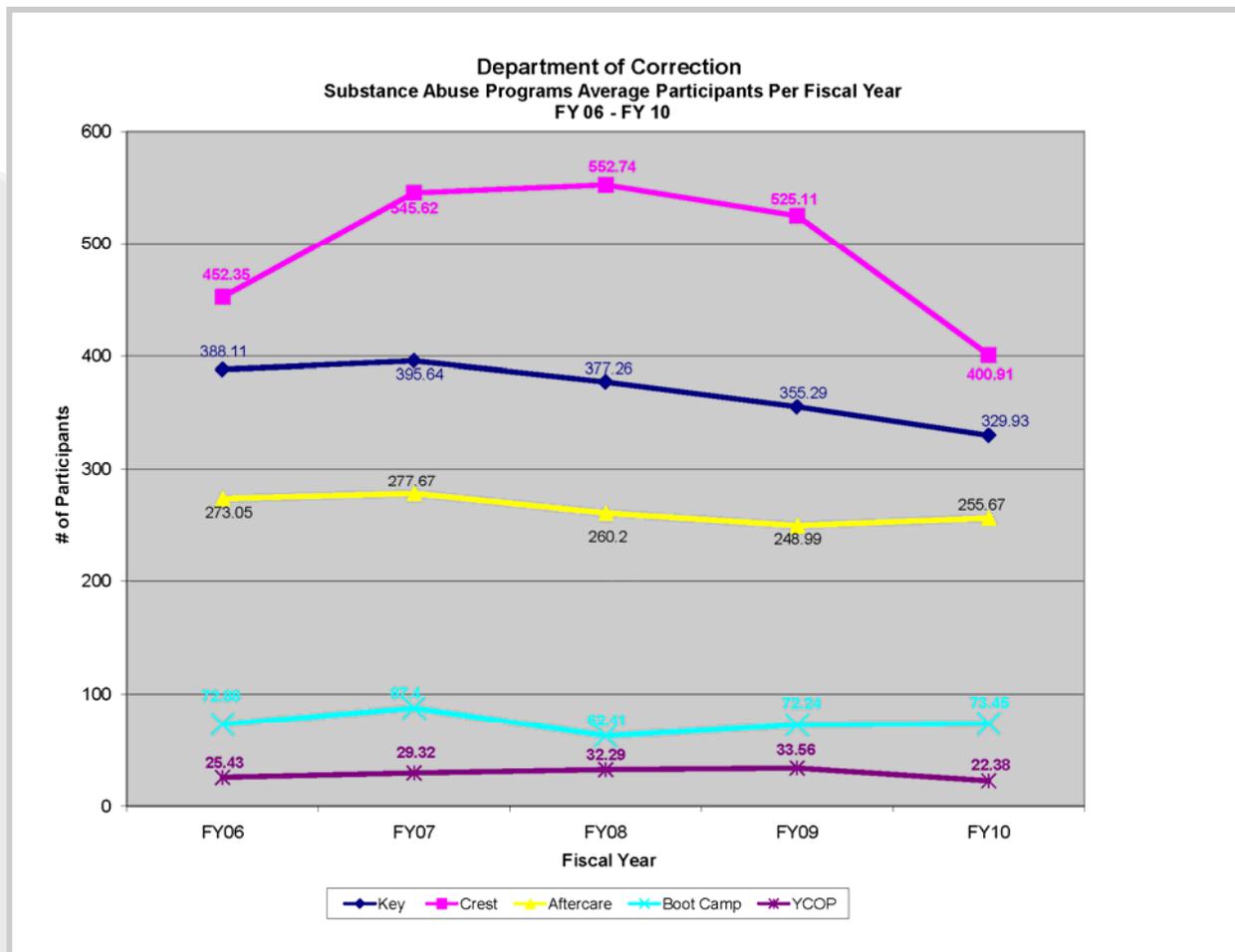


# Population Statistics

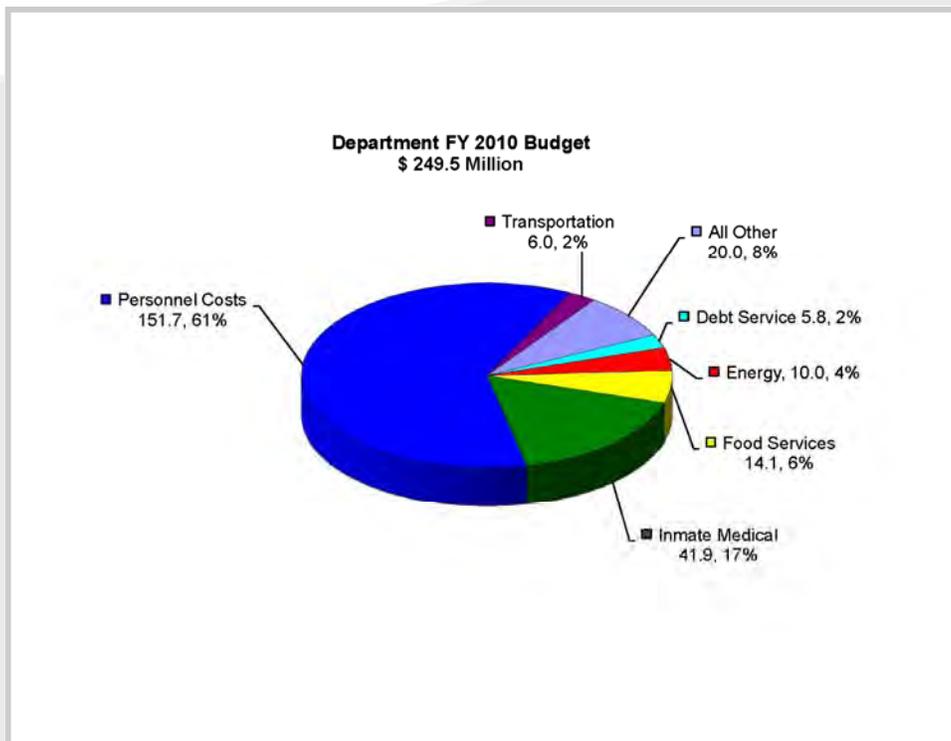
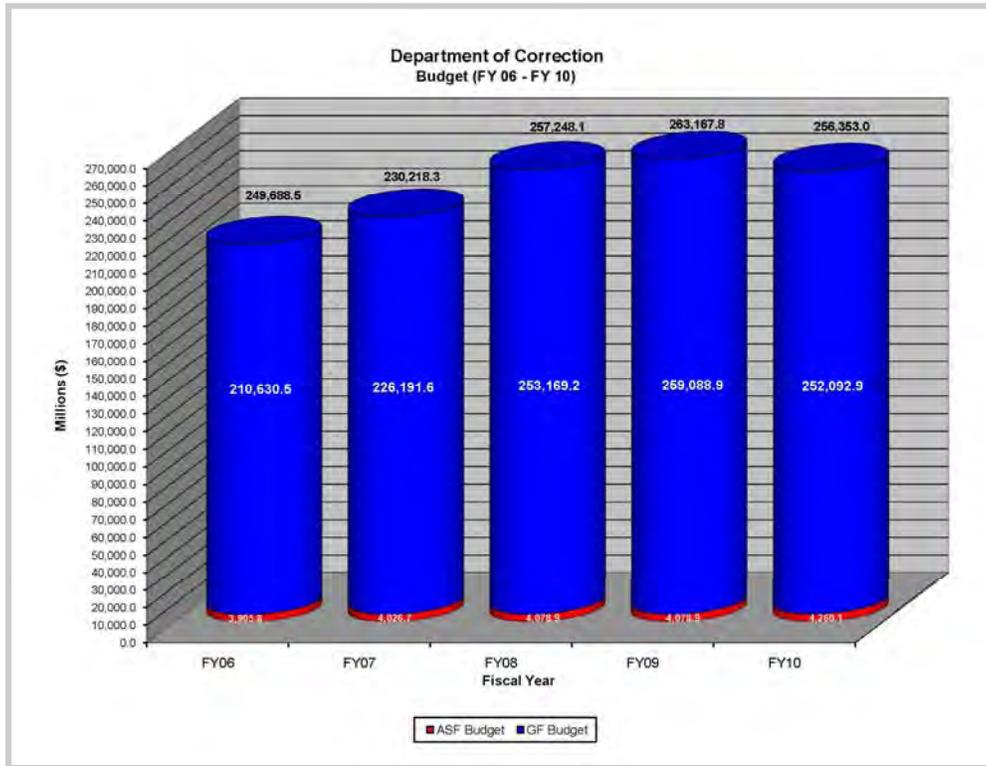
The graph below represents the actual participation in each of the programs listed.

It does not include offenders who are participating in other Department substance abuse programs not affiliated with the substance abuse provider, Civi-Genics.

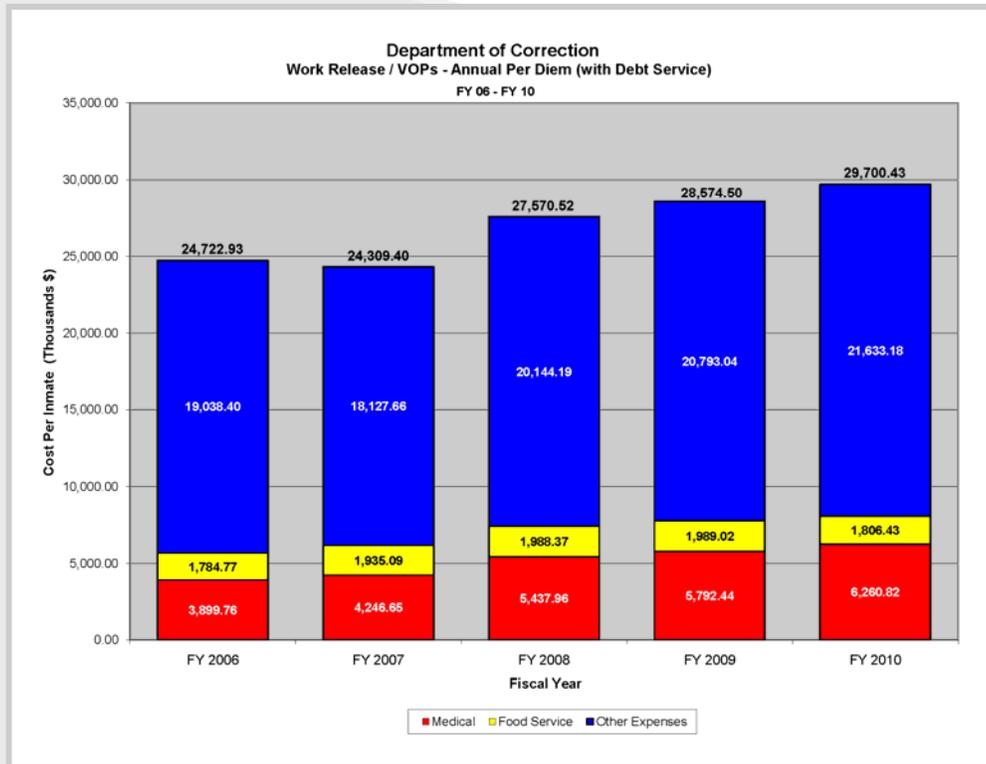
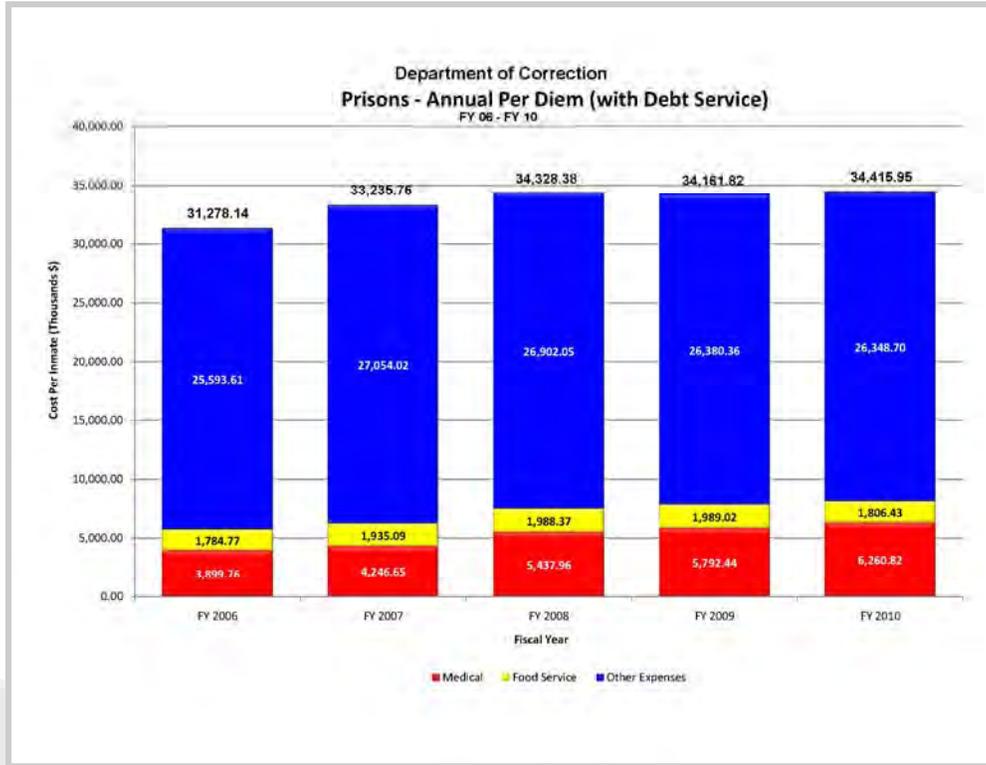
Also note that CREST Program beds turn over twice a year.



# Department Budget



# Department Budget



# Offender Programs

Silk Screening Equipment at DCI Shop



## Delaware Correctional Industries

Delaware Correctional Industries (DCI) employs approximately 200 offenders in transferable market skill set or trade certification positions supporting its vehicle maintenance, printing, garment manufacturing, office systems and recycling operations. DCI is led by Director Carl Barker, who is a past president of the National Correctional Industries Association and American Jail Industry Association. Barker has more than 25 years of offender re-entry program experience.

# Offender Programs

The primary focus of DCI is to help develop marketable job skills for offenders, to teach work ethics and to prepare offenders to apply those principles upon re-entry. DCI is working together with the Delaware Department of Education to provide opportunities for educational advancement for offenders.



Programs currently part of DCI are:

- Automotive department, where inmates work towards becoming A.S.E. certified mechanics
- Office furniture
- Small appliance repair
- Print shop where inmates can achieve an apprenticeship in printing
- Sign shop
- Concrete fabrication department where apprenticeships are available in concrete finishing as well as carpentry
- Furniture shop that includes refinishing and upholstery
- Garment shop that includes silk-screening and embroidery services



Inmate using embroidery equipment

# Offender Programs

An inmate working with the Lifers Eyeglass Program at SCI



The Department of Correction recognizes the vital importance of substance abuse treatment for offenders. The ultimate goal of these programs is to reduce recidivism. Because more than 80 percent of offenders are substance abusers, the DOC offers programs at every level.

These therapeutic communities are the Key, CREST and CREST Aftercare programs. The services are contracted out and overseen as part of the Medical/Treatment unit.

# Offender Programs

## Substance Abuse Treatment Through Therapeutic Communities

Program Name	Location	Beds	Program Length	Clients Served	Daily Programming
Greentree	SCI	56	6-12 months	Adult males	In Prison Therapeutic Community
Key North	HRYCI	200	9-18 months	Adult males	In Prison Therapeutic Community
Key Village	BWCI	96	12-18 months	Adult females	In Prison Therapeutic Community
Key South	SCI	120	9-18 months	Adult males	In Prison Therapeutic Community
CREST North	PCCC	128	6-9 months	Adult males	Modified Therapeutic Community
CREST North for Women	WWRTC	88	6-9 months	Adult females	Modified Therapeutic Community
CREST Central	MCCC	144	6-9 months	Adult males	Therapeutic Community
CREST South	SCCC	100	6-9 months	Adult males & females	Modified Therapeutic Community
Aftercare Services	New Castle, Kent and Sussex Counties	300	3-6 months	Adult males & females who have completed a Key or CREST program	Outpatient Counseling and Case Management
6 for 1 Detentioner Program	HRYCI	80	Minimum of 45 days	Adult Males – Jail or Detention program ONLY	Modified Therapeutic Community
Boot Camp	SCI	100	6 months	Adult males and females	Substance Abuse Education
YCOP	HRYCI	40	6 months	Juvenile males from ages 16 - 18	In Prison Therapeutic Community

# Offender Programs

## Treatment

In addition to the many programs available to offenders to address their issues with substance abuse and their educational/vocational needs, DOC counselors provide treatment through a multitude of groups and through individual counseling sessions to enhance the offender's rehabilitation. Treatment opportunities are also made available through the many committed volunteers who conduct programs inside the prisons.

### Treatment Programs

*Pre-Release Programming ♦ Project Aware ♦ Child, Inc.  
Narcotics Anonymous ♦ Alternatives to Violence  
Family Problems ♦ Thresholds ♦ Thinking For a Change  
Alcoholics Anonymous ♦ Greentree ♦ Gamblers Anonymous  
NAACP ♦ Braille ♦ Substance Abuse Reality ♦ Victim Sensitivity  
Parenting ♦ Goal Setting ♦ Self-Esteem ♦ Public Speaking  
Leadership*

## Religious Services

The Delaware Department of Correction (DOC) provides a wide range of faith-based programs to all inmates in state correctional facilities. Religious services and programs ensure that inmates have the opportunity to practice the basic tenets of their religion. Religious services and programs promote high morals, encourage positive lifestyle changes and can play a critical role in an inmate's rehabilitation.



Offenders worshipping in the chapel at SCI

Full or part-time chaplains serve each of Delaware's Level V facilities, and more than 800 individuals volunteer their time, talent and energy to provide these services.

# Offender Programs

BWCI Inmate in Culinary Arts Program



The Department utilizes all opportunities to ensure that the time spent in prison is productive and provides meaningful work for offenders.

Through the joint efforts of the Department and local governmental and community groups, offenders work in community service projects that benefit towns, churches, non-profit organizations, American Legions, senior and recreation centers, schools, and cemeteries.

Services offered include:

- ◆ Grass cutting, vehicle maintenance, shrink-wrap recycling, beach grass replenishment, a firewood program, a butcher program and farm operations.

# Offender Programs

JTVCC offender participating in the Prison Arts Program



## James T. Vaughn Correctional Center Prison Arts Program

The Prison Arts Program has been an active part of the Delaware Department of Correction since 1979. Under the direction of Carmita Kelley, the Correctional Arts Program Coordinator since 2004, the program currently offers inmates four different art classes, each lasting approximately six weeks.

Prison Arts conducted four classes during Fiscal Year 2010 with class participants ranging from 29 to 38. Fifty pieces of artwork were sold and there are about 500 pieces of artwork in the stored collection.

# Offender Programs

Inmate Art is displayed for sale to public



Offenders must meet strict guidelines to participate in the program. Many finished pieces of artwork are framed, matted and made available for sale. When artwork is sold, a percentage of the proceeds from each sale is deposited into the inmate artists' commissary accounts.



Gerald Collins, a sentenced offender at JTVCC, instructs classes in the Prison Arts Program

## Classes offered include:

- Introduction to Portrait Drawing
- Basic Drawing
- Beginners Painting
- Advanced Painting

The Prison Arts Program continues to show that creativity can survive behind bars and provide a therapeutic outlet for inmates.

# Offender Programs



## Prison Adult Education

In July 2000, the Department of Education (DOE) assumed responsibility for Prison Adult Education. Twenty-eight new positions were authorized for the DOE to manage the Prison Adult Education Program.

Offenders may also earn Certificates of Educational Attainment (CEA) and enroll in courses offered through Delaware State University or the Annenberg/CPB courses.

# Offender Programs

The following educational programs are offered:

- Adult Basic Education (ABE)
- General Educational Development (GED)
- High School Diploma (offered through James H. Groves)
- Postsecondary education
- Life Skills
- English as a second language
- Vocational skills in Computers, Carpentry and Masonry

Programs Offered	
Number tested to determine educational needs	1,997
Number enrolled in Academics, Vocation and Life Skills	2,168
Number of GEDs earned	171
Number of HS Diplomas earned	67
Number of CEAs	1,017
Number of Vocation Certificates	347
Number of Life Skills completed	253

## “Inside-Outside” College Course

The Delaware Department of Correction and the University of Delaware (UD) were honored by one of the nation’s principal organizations for continuing higher education for a college course that brought together college students and sentenced offenders to learn and exchange ideas. The University Continuing Education Association (UCEA) Mid-Atlantic Region acknowledged the DOC/UD in the category of Programs for Special Populations.

The course “Drugs and the Criminal Justice System: An Inside-Outside Perspective” is taught at the Women’s Work Release and Treatment Center in New Castle. It has been taught since 2005 and 75 UD students and 45 offenders have completed the course.

# Staff Awards & Recognition

## 2009 DOC Employees of the Year



**Staff Employee of the Year**  
Brenda Solloway



**Supervisor of the Year**  
W. Craig Watson



**Correctional Officer  
'New Badge' of the Year**  
David Emig



**Commissioner's Award**  
Kim Book  
Rep. Hazel Plant (not pictured)



**Correctional Officer  
of the Year**  
Sgt. Robert Cooke



**Probation & Parole  
Officer of the Year**  
Edward Rutkowski



**Probation & Parole Director's Award**  
Virginia Tice

# Staff Awards & Recognition

## 2009 Delaware Award for Excellence and Commitment in State Service

Sgt. Robert G. Cooke of Howard R. Young Correctional Institution (HRYCI) received the Delaware Award for Excellence and Commitment in State Service, an annual statewide award given to five employees, or groups of employees, who exemplify the highest standards of excellence and commitment in state service.

Beyond the standard duties for a Correctional Sergeant, Sergeant Cooke volunteered for and completed the Foundation Skills for Trainers Course, which qualified him to teach Emergency Preparedness Training throughout the State. He conducts classes for weeks at a time on the 8 to 4 shift, even though it takes him from his regularly scheduled and preferred 4 to 12 shift. It is just one example of his selflessness in getting the job done and doing what he can to help his institution and the Department meet its goals.

At the time he received the award in the spring of 2010, Sgt. Cooke had worked for the Department for three and a half years, being promoted rather quickly through the ranks from Correctional Officer to Corporal and then to Sergeant. He has had perfect attendance for more than three years and took on a six-month assignment, with more responsibility, as a floor supervisor at HRYCI, a position typically filled by a Lieutenant.

“He takes every aspect of his job very seriously, addressing everything in a timely manner and leaving nothing to be resolved at a later point in time,” HRYCI Warden Phil Morgan said of Sgt. Cooke. “His professional attitude and the respect that he conveys towards others is both admired and appreciated. More importantly, Sgt. Cooke enjoys what he does and displays this to all with his daily efforts.”



Sgt. Robert Cooke

# Staff Awards & Recognition

## **Staff Employee of the Year**

Brenda Solloway, Application Programmer, Bureau of Management Services

## **Supervisor of the Year**

W. Craig Watson, Probation & Parole Supervisor,  
Northern New Castle County Adult Probation & Parole Office

## **Correctional Officer of the Year**

Sgt. Robert Cooke, Howard R. Young Correctional Institution

## **Probation & Parole Officer of the Year**

Edward Rutkowski, Senior Probation & Parole Officer,  
Northern New Castle County Adult Probation & Parole Office

## **Correctional Officer 'New Badge' of the Year**

David Emig, Plummer Community Corrections Center

## **Probation & Parole Director's Award**

Virginia Tice, Georgetown Probation & Parole

## **Commissioner's Award**

Kim Book, Victims Voices Heard  
State Representative Hazel D. Plant



Governor's Team Excellence Award Nominees  
Alan Grinstead and Rick Figurelle

# Staff Awards & Recognition

Additional awards presented at the DOC annual Employee Recognition Banquet:

## **Golden Arm Award**

Shaneta Ayers, Aaron Brown, Stephen Burton, Sharon Buss, John Colligan, Kathy Colon-Leon, John Coventry, Dawn Curlett, Claude Dabney, Charles Debnam, Karen Downey, Carlene Embert, Dr. Spencer Epps, Jessica Forand, Annette Franze, Tiffany Gooch, Brenda Gooner, Diana Hacker, Shawn Henry, Andre Johnson, Sunday Joshua, Donald Jumper, Kenneth Kresge, Amy Laberge, Jennifer Lamon, Vanessa Laws, Thomas Lighthall, Cathy Malay, Wayne Marriner, Ryan McDermott, Michael McKiver, Roy Miller, Tammy Mills, Sheryl Morris, John Oldigs, George Price, Cheryl Pryor, Miguel Rivera, Rebecca Rokosz, Richard Schwalb, Kenneth Seekins, Chris Senato, Stephen Shyers, Joseph Simmons, Donna Smith, Gerda Street, Michael Street, Mae Thomas, Linda Townsley, Jill Walters, Jessica Williams, David Wilson, Michael Withrow, Russell Yeager, Kim York

## **Golden Key Award**

Jayne Jackson, Angela Musser, William Norwood, Aaron Prince, Kent Raymond, Cheryl Regan, Larry Savage, Colleen Shotzberger

## **Special Forces Award**

Thomas Baker, Amos Callaway, Ewonnu Campbell, Darren Carter, Kevin Dunlap, Michael Ewasko, Jamie Gray, James Herman, Jose Hernandez, John Hilliard, Jay King, Travis Lowe, Dave Miller, Felix Miranda, John Moyer, Cindy Murray, Donald Powell, Eric Reuther, Tyrone Stokes, Shane Troxler, Harris Warren, Tom Wassum, Wayne Wilson

## **Warden Award**

Joseph Adkins, Scott Bollinger, Steven Boone, Steve Brown, Robert Cain, Mathew Carrar, Darren Carter, Chris Cessan, Michael Clendaniel, Larry Conley, Maureen Demby, Wayne Dial, Victoria Dupree, Walter Dych, John Endres, Robert Flint, Denise Greer, Alvin Gregg, Tracey Harris, Paul Harvey, Karen Hawkins, Stephen Hoffrage, Natasha Hollingsworth, Lesma Jones, Christopher Klein, Harold Mack, Kimberly Mason, Vincent May, George McClure, Jonathan Mears, William Naples, Peter Nichols, John P. O'Connell, Dennis Oliphant, David Pierce, Devin Poteat, Sandra Rayne, Timothy Rodden, Hector Tabron, Glen Wayman, Syrita Williams, Tangyla Woodson

# Staff Community & Military Service

## Delaware Department of Correction Proudly Serves

The following Department of Correction Employees  
were on military leave during FY 2010

Alexander, Spencer  
Aspinall, Robert  
Ayers, Peter  
Barr, Marquita \*  
Beck-Simpler, Seth  
Brooks, Andrew  
Cannon, Jeffrey  
Carter, Leslie  
Colson, Tah'nisha  
Daum, Mark  
Davis (Moore), Tracy A.  
Derilus, Wendell  
Devern, Daniel  
Drake, Timothy  
Dymowski, Walter  
Evers, Jason \*  
Ferguson, Robert  
Fields, Michael  
Fitzgerald, Roland  
Ford, Antoine  
Furedi, Daniel  
Gauani, Arthur  
Hazzard, Vincent  
Heddinger, Edward  
Johnson, Bryant  
Johnson, Samuel  
Jones, Rufus  
Jones, Timothy



# Staff Community & Military Service

## Delaware Department of Correction Proudly Serves

The following Department of Correction Employees  
were on military leave during FY 2010  
(Continued)



Kaburia, Victor  
Kelley, Robert  
Kobets, Ivan  
Krolick, Michael  
Kuntzi, David  
MacCarroll, Joseph  
Malawi, Barnabas  
Martin, John  
McCall, Roger  
Mears, David  
Moore, Dennis  
Mosley, George  
Mullinax, Harry  
Richburg, Stefan  
Shockley, Jerome  
Sturgill, Karl  
Surowiec, Paul E  
Swanson, Brandon  
Thomas, Theresa \*  
Thorne, Valentino  
Weeks, Justin  
West, Oliver  
Wheaton, Richard  
Whitney, Shirley  
Wus, Stephen  
Zapata, Matthew

\* Previously employed by DOC



# Staff

## Community & Military Service

### COPS 5K Run

For the second year in a row, a team from the Department of Correction has won the Concerns of Police Survivors (COPS) 5K Run. Perry Allfather, Erik Farinas and Ed Hood brought home the trophy after the August 2009 run, which included 167 runners.

COPS provides support for families of law enforcement officers killed in the line of duty. The organization also provides training for law

enforcement agencies and educates the public on the importance of supporting the law enforcement profession and its survivors. Presenting the trophy was Eleanor Allione of COPS. She and her husband, Joe, lost their daughter when she was killed in the line of duty in February 2001. Cpl. Frances Collender was struck by a vehicle as she was assisting a disabled motorist.



Eleanor Allione, Perry Allfather, Erik Farinas, Ed Hood, Carl Danberg

### Alternative to Mischief Night Event For Local Children



Nearly 1,000 children participated in an alternative to Mischief Night 2009 event organized by the Delaware Department of Correction, in cooperation with the Delaware Chapter of the National Association of Blacks in Criminal Justice (NABCJ). The event was held at the Police Athletic League (PAL) Center on North Market Street in Wilmington. The center was transformed into a haunted house and the event included a Halloween party and candy give-away. Correctional Officers, Probation & Parole Officers and Police Officers helped make the event a success.

“The idea for this event was to give the youth of Wilmington somewhere to go instead of being on the street where they might get hurt or get into trouble,” said Ronald Sauls, president of Delaware’s Chapter of NABCJ.

Due to the tremendous success of the event, it is planned to occur again on Mischief Night 2010.

# Legislative Accomplishments



**Senate Bill 203** - Names the dining hall at Baylor Women's Correctional Institution after former Culinary Arts Instructor Hayward Roy Jr.

**House Bill 322** - Corrects a loop-hole in Delaware's felony resisting arrest statute that did not include probation and parole officers in the statute regarding felony offense of resisting arrest by force or violence. P&P officers are now included in the statute, as the Delaware General Assembly believes the use of force or violence against any peace officer attempting to make an arrest is an extremely serious offense.

**House Bill 284 with Senate Amendment 1** - Addresses and eliminates an unintended chilling effect on the reporting of sexual assaults and other sexual offenses which may occur at the state's detention facilities. The previous statute criminalizes conduct for both the victim and perpetrator, likely causing such crimes to be underreported out of fear of criminal prosecution. This Act changed the statute so victims of sexual assault could not be prosecuted for reporting a sexual assault in which they were victimized.



# Facility Contact Information

<b>ADMINISTRATION</b>	
Central Administration Building	(302) 739-5601
Employee Development Center	(302) 739-5601
<b>NEW CASTLE COUNTY</b>	
Delores J. Baylor Women's Correctional Institution	(302) 577-3004
Central Violation of Probation Center	(302) 659-6100
Howard R. Young Correctional Institution	(302) 429-7700
James T. Vaughn Correctional Center (formerly Delaware Correctional Center)	(302) 653-9261
John L. Webb Community Correction Center	(302) 995-6129
New Castle County Women's Work Release Treatment Center	(302) 777-6800
New Castle Probation & Parole	(302) 323-6050
New Castle Day Reporting Center	(302) 323-6050
Northern New Castle County Adult Probation & Parole (formerly Wilmington Probation & Parole)	(302) 577-3443
Plummer Community Correction Center	(302) 761-2800
<b>KENT COUNTY</b>	
Dover Probation & Parole	(302) 739-5387
Kent Day Reporting Center	(302) 739-2338
Morris Community Correctional Center	(302) 739-4758
<b>SUSSEX COUNTY</b>	
Georgetown Probation & Parole	(302) 856-5243
Seaford Probation & Parole	(302) 628-2016
Sussex Boot Camp	(302) 856-5280
Sussex Community Work Release Center	(302) 856-5790
Sussex Correctional Institution	(302) 856-5280
Georgetown Day Reporting Center	(302) 854-6994
Sussex Violation of Probation Center	(302) 856-5790

# Credits

The seal of the Delaware Department of Correction is centered on the page. It features a shield with a yellow border and a light blue inner border. Inside the shield, the word "DELAWARE" is at the top, "CORRECTION" is at the bottom, and "DEPARTMENT OF THE STATE" is in the middle. The dates "1704 • 1776 • 1787" are also visible. The seal is semi-transparent, allowing the text to be read through it.

*Many thanks to all staff  
members who contributed their  
time  
and efforts to the  
FY 2010 Annual Report*

**Prepared By**  
Kate Bailey

**Layout & Design**  
Brenda Solloway

**Photography & Copy Editing**  
John Painter

Contact Information:

Delaware Department of Correction | 245 McKee Road, Dover, DE 19904  
www.doc.delaware.gov | email: DOC.Commissioner@state.de.us



Published 10/2010  
by  
Delaware Department of Correction

