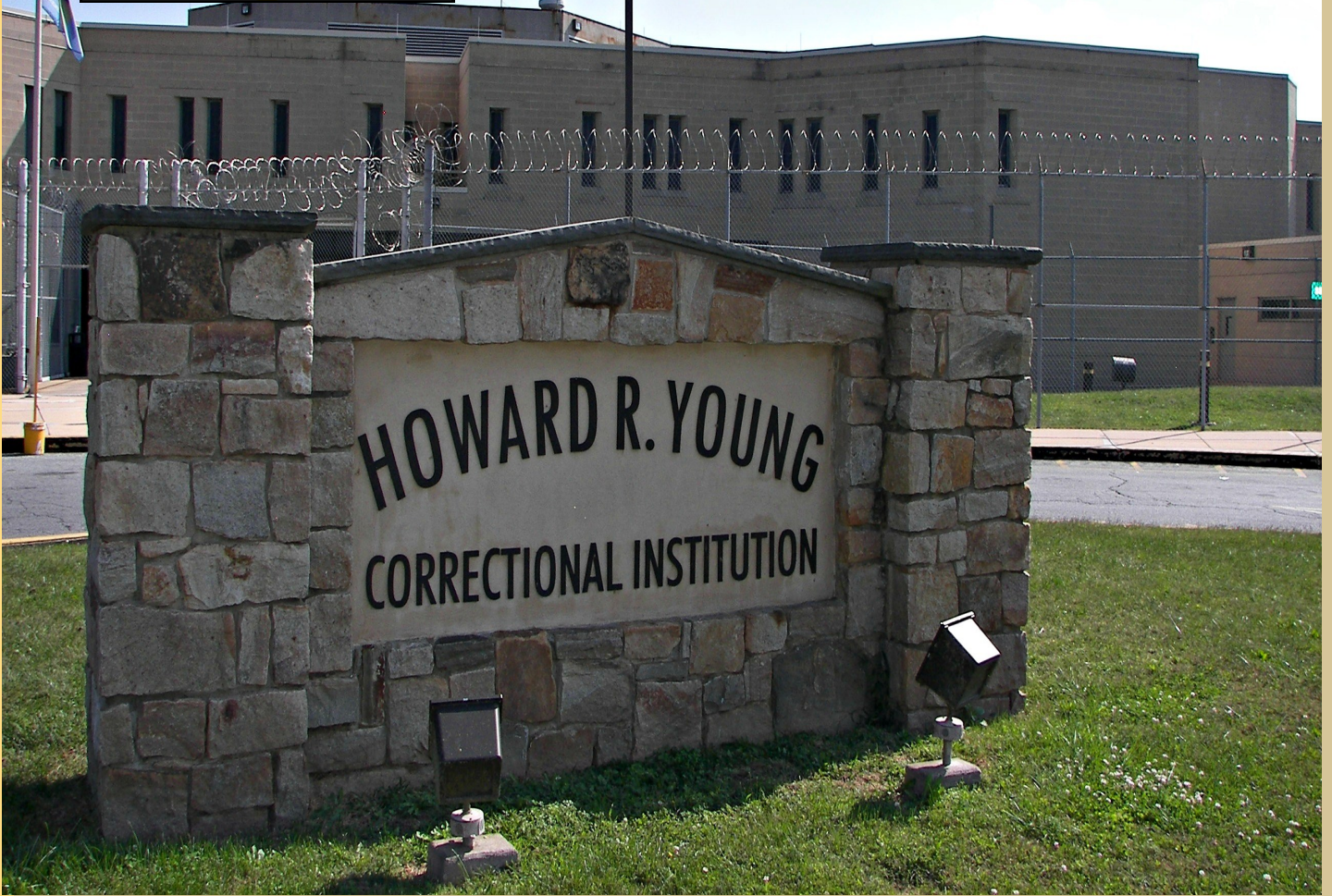




Jack Markell, Governor

Matt Denn, Lt. Governor

Robert Coupe, Commissioner

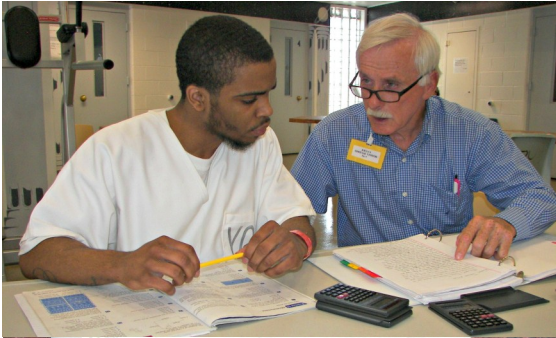


Annual Report

July 1, 2012—June 30, 2013

Department of Correction

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Mission Statement

"To protect the public by supervising adult offenders through safe and humane service, programs and facilities."

Legal Authority

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 Corrections 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. 11 Del. C. §6501 establishes the Department of Correction, and 11 Del. C. §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 serious juvenile offenders.

Commissioner Robert M. Coupe



COMMISSIONER ROBERT M. COUPE

Delaware Department of Correction

Robert Coupe was appointed as Commissioner of the Delaware Department of Correction on March 19, 2013, by Governor Jack Markell. Commissioner Coupe oversees the Department's 2,500 employees who are responsible for the 7,000 incarcerated offenders in the Department's 11 facilities and 15,000 offenders in the community under the supervision of Probation & Parole.

Commissioner Coupe retired from the Delaware State Police (DSP) on December 20, 2012, after almost 28 years of service to the Division. He served as the Superintendent during his last 3 ½ years of service with the DSP.

As a State Trooper, he worked in a wide variety of assignments including: Detective in the Major Crimes and Homicide Units; Drill Instructor at the Training Academy; Patrol Sergeant; Investigator with Internal Affairs; and Section and Troop Commander. At the time of his appointment as the Superintendent, he was the Commander of the Criminal Investigative Unit for DSP operations in New Castle County and oversaw thirteen Special Units comprised of 85 Detectives.

Commissioner Coupe attended the FBI National Academy 211th Session and the FBI Leadership in Counterterrorism Pacific Program in 2010-2011. Commissioner Coupe earned a Bachelor's degree in Criminal Justice from Wilmington University and an Associate's degree in Mechanical Engineering from Delaware Technical and Community College.

Commissioner Coupe lives in Claymont with his wife Pamela. They have two children.

Commissioner's Message

Letter from the Commissioner

STATE OF DELAWARE
OFFICE OF THE COMMISSIONER
DEPARTMENT OF CORRECTION
245 MCKEE ROAD
DOVER, DELAWARE 19904

Robert M. Coupe
Commissioner

302-857-5234
302-622-4457 (f)

With honor, I present the FY 2013 Delaware Department of Correction (DDOC) Annual Report. This report represents the dedicated service of over 2,500 DDOC employees and highlights the collective 2013 achievements of our workforce and programs. Throughout the year, sworn officers; treatment, support and management staff; as well as our contractual vendors work collaboratively to provide rehabilitative services to the offenders we supervise, in order to ensure the safety of our great State.

While I have only been the Commissioner since March 2013, I have been inspired by the professionalism of the DOC employees and their desire to continue to improve the provided services. In conjunction with their dedication are the visions for the future. Visions that blend knowledge, resources and efficiencies will be critical to programmatic success in times of diminishing budgets and increasing offender populations. In Fiscal Year 2014, there will be exciting visionary additions to the DOC organizational structure in order to address unmet needs and to foster cost effective programs and processes. The DOC will be establishing a Family Services Coordinator to create a central point of contact for offender's families seeking assistance in dealing with issues or concerns involving the incarceration of their family member. Also, the DOC will create a Victim Services Advocate position to serve the needs of the victim community. To foster overall process improvements, a Planning and Research Unit will be established to guide the development of DOC's strategic plan, oversee performance assessments, conduct policy analysis and research on innovative strategies and programs to increase the effectiveness of services provided. Furthermore, we are looking forward to expanding the vocational training programs currently provided by the DOC. The future holds exciting promises.

DOC recognizes the value of partnerships. Consequently, programs with the Department of Education, Department of Labor and the Department of Health and Social Services are expected to continue. In an effort to improve services, the DOC is embarking on a new in-state and out-of-state university partnerships to evaluate current offender programs and to develop innovative evidence-based programs that best rehabilitate. We look forward to working continually with our community and professional partners to reduce recidivism and to improve the quality of life for all Delawareans by cultivating public safety.

In closing, I would like to offer my sincere thanks to the DOC employees, the contract employees, our volunteers, our offender workers, our community partners and the Delaware State Leadership for their continued dedication and service to the mission and efforts of the DOC.

Sincerely



Robert M. Coupe
Commissioner

Goals and Challenges

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 offender receives medical healthcare in compliance with the National Commission on Correctional Healthcare 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 Healthcare
- Population Management
- Safe and Secure Operations
- Workforce Development
- Infrastructure

SENTAC Levels

In 1989, the State of Delaware passed a law which provides

. . . sentencing guidelines consistent with the overall goals of ensuring certainty and consistency of punishment commensurate with the seriousness of the offense and with due regard for resource availability and cost. In developing these guidelines, the Commission shall also consider the following additional goals in the priority in which they appear:

- 1. Incapacitation of the violence-prone offender;*
- 2. Restoration of the victim as nearly as possible to the victim's pre-offense status; and*
- 3. Rehabilitation of the Offender*

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.

PRETRIAL SERVICES

Pretrial Services provides the Court of Common Pleas and Superior Court with bail recommendations and provides pretrial supervision for those offenders that have been ordered as a condition of their bond order.

PROBATION & 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 risk/need assessments.

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.

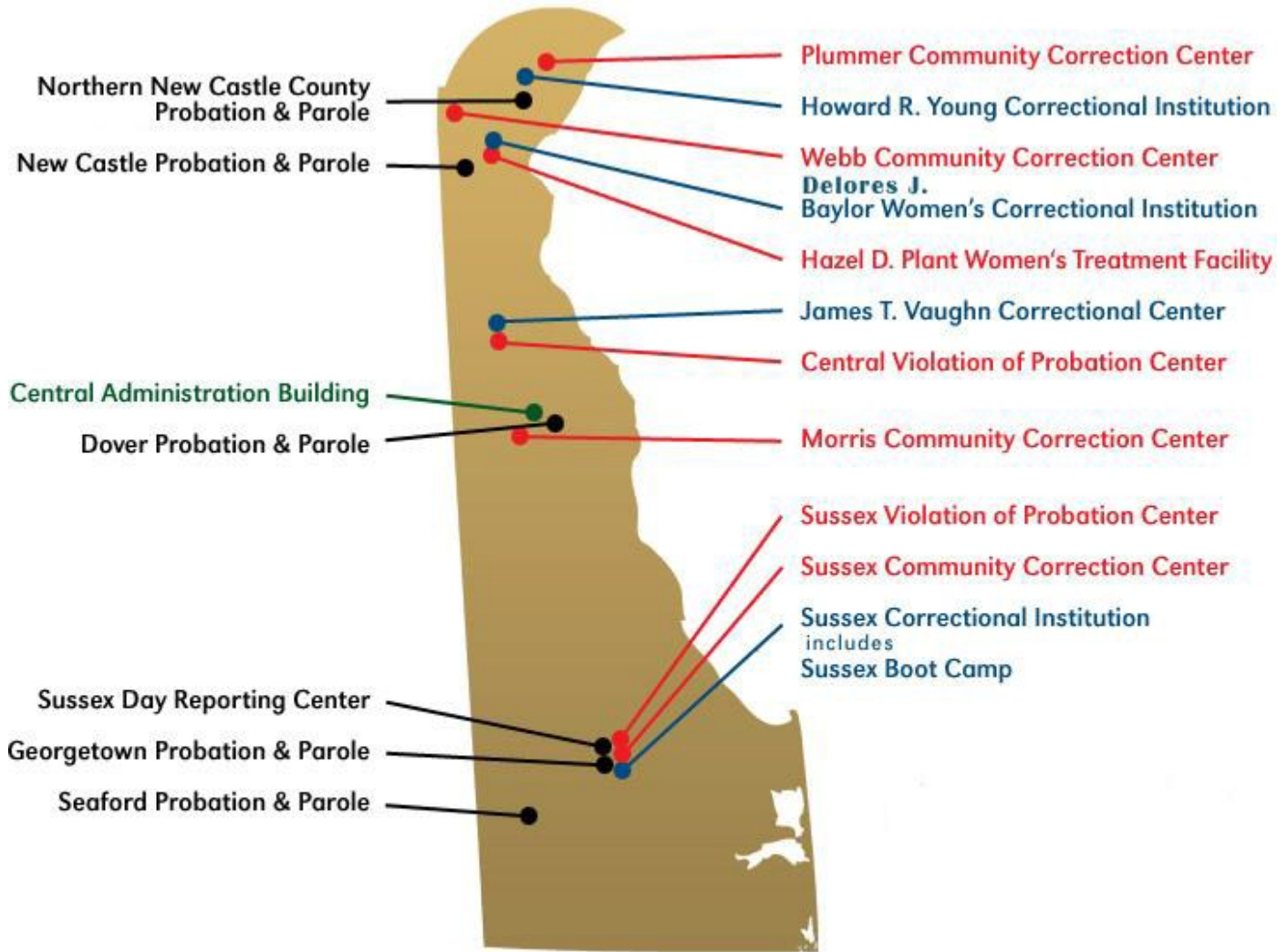
Quasi-incarceration - Level IV

House Arrest is a community custody program for offenders who are to be restricted to an approved residence in which specific sanctions are to be imposed and enforced. House Arrest is administered by Probation Officers, and includes continuous electronic and direct surveillance. Level IV also includes commitment to a community center for substance abuse treatment, community service and/or work release.

INCARCERATION - Level V

This level is 24 hours per day in a secure correctional facility. Incarceration includes the jail (sentences to 12 months or less), prison (sentences to longer than 12 months), and sentences to life or death.

Statewide Facilities and Offices



Black = Probation and Parole Office
Green = Administration Office

Red = Level 4 Work Release or VOP Center
Blue = Level 5 Prison

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

DOC Facility Contacts

Howard R. Young Correctional Institution (HRYCI)
1301 East 12th Street
Wilmington, DE 19801
302-429-7700

Delores J. Baylor Women's Correctional Institution (BWCI)
660 Baylor Boulevard
New Castle, DE 19720
302-577-3004

James T. Vaughn Correctional Center (JTVCC)
1181 Paddock Road
Smyrna, DE 19977
302-653-9261

Sussex Correctional Institution (SCI)
23203 DuPont Blvd
Georgetown, DE 19947
302-856-5281

Plummer Community Correction Center (PCCC)
38 Todds Lane
Wilmington, DE 19802
302-761-2800

Webb Community Correction Center (WCCC)
200 Greenbank Road
Wilmington, DE 19808
302-995-6129

Hazel D. Plant Women's Treatment Facility (HDPWTF)
620 Baylor Boulevard
New Castle, DE 19720
302-777-6800

Central Violation of Probation Center (CVOP)
875 Smyrna Landing Road
Smyrna, DE 19977
302-659-6100

Morris Community Correction Center (MCCC)
300 Water Street
Dover, DE 19901
302-739-4758

DOC Facility Contacts

Sussex Community Correction Center (SCCC)
(Sussex Violation of Probation Center/Sussex Work Release Center)
23207 DuPont Blvd.
Georgetown, DE 19947
302-856-5790

New Castle Probation and Parole
26 Parkway Circle
New Castle, DE 19720
302-323-6050

Northern New Castle County Probation and Parole
314 Cherry Lane
New Castle, DE 19720
302-577-3443

Dover Probation and Parole
511 Maple Parkway
Dover, DE 19901
302-739-5387

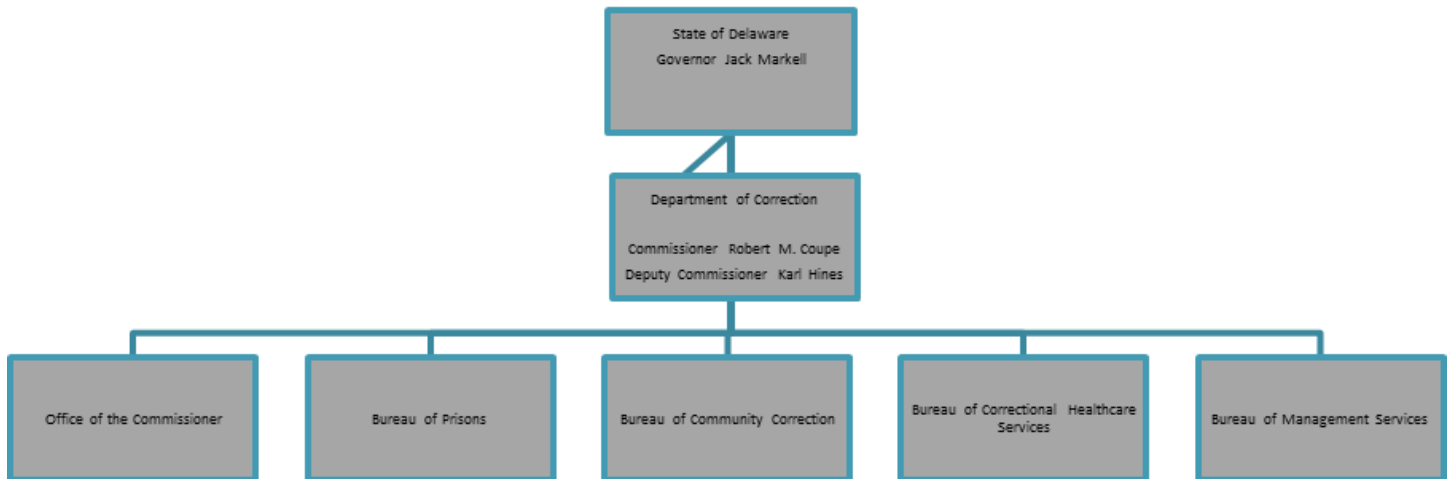
Georgetown Probation and Parole
546 South Bedford Street
Georgetown, DE 19947
302-856-5243

Georgetown Day Reporting Center
22883 DuPont Blvd.
Georgetown, DE 19947
302-854-6994

Seaford Probation and Parole
350 Virginia Avenue
Seaford, DE 19973
302-628-2016

Central Administration Building
245 McKee Road
Dover, DE 19904
302-739-5601

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.

Office of the Commissioner

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

The Office of the Commissioner directs: Human resources/employee development center, internal affairs, media/community relations, and planning.



Office of the Commissioner

Human Resources (HR)

HR 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, HR staff supports management and employees by providing guidance and training.



Human Resources & Development Leadership:

Director Janet Durkee (R)

Deputy Director of Human Resources: Jennifer Biddle (L)

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

HR processed 7,334 applications in FY 2013 for those seeking first time employment, promotions and transfers.

- Processed 4,083 personnel, pay and benefit transactions in FY 2013.
- There were 238 new hires during the FY, 179 of them Correctional Officers.
- With new on-line courses to supplement our classroom instruction, we were able to deliver training to 1,238 attendees. Employees were trained in sexual harassment prevention, diversity, performance planning, disciplinary actions, grievance process, disability and worker's compensation programs and the Family Medical Leave Act (FMLA).
- Published The Human Resources newsletter "DOC Matters."
- As part of our efforts to improve relations between employees and management, HR staff visited facilities to provide opportunities for employees to give input on how to improve the work environment, employee relations and diversity issues. HR staff consulted with management on findings and ways for them to sustain engagement.
- Revised the Department's Employee Recognition Policy.

Office of the Commissioner



Training Academy Personnel: Greg Elliot, Ron Sauls, and Louise Layton

Employee Development Center (EDC)

The EDC 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. EDC is also responsible for the Department's employee Assistance Program.

OTHER TRAINING HIGHLIGHTS	
BAND-IT	92
Electronic Immobilization Devices	11
Emergency Preparedness Basic	129
Emergency Preparedness Command Level	16
LSI-R	42
Pepperball Launcher 700	59
Stun Shield	14
Report Reviewers Training	10
Working with Female Offenders	117

NEW STAFF/CEIT/BOTC TRAINING	
CEIT – COs	179
Teachers	5
Counselors	9
BOTC – P&P	18
Other	3

REFRESHER ACTIVITY	
Annual	1678
Suicide Prevention	2301
QRT	278
DTAC/Baton	254
TAC House	254
PREA	2713

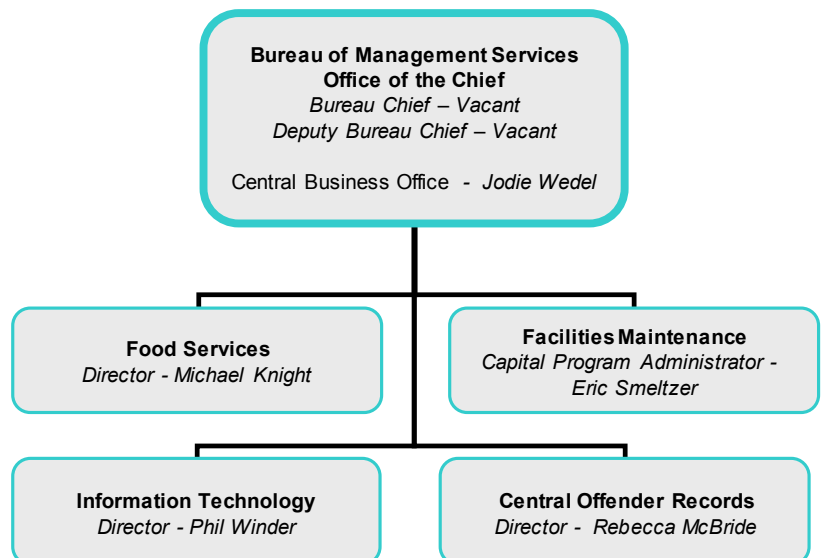
Bureau of Management Services



The mission of the bureau of management services is to provide support services to all units of the department by providing effective and efficient budget and fiscal management; contracting and procurement; information technology services; food service; facilities maintenance and construction; warehouse storage and distribution; fleet services; and centralized offender records.

Significant accomplishments for the past year include:

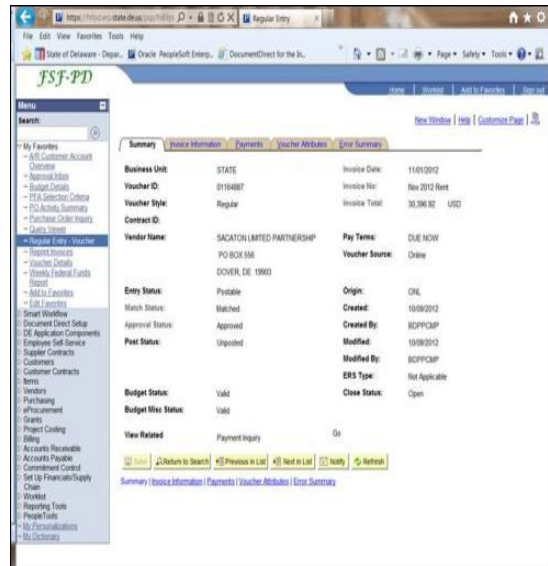
- Participated in the Department of Technology and Information's (DTI) consolidation review and assessment. The department is currently in the assessment phase of this project. Upon completion of the assessment, DTI will provide the Department a recommendation regarding possible consolidation.
- Initiated a pilot food composting program at BWCI.
- This facility collects food waste from the kitchen to be utilized for compost creation. Given the success of this pilot, the Department is expanding this program to other kitchen locations.
- The Department's energy service company (NORESKO) has begun energy modifications at three department sites: James T. Vaughn Correctional Center, Howard R. Young Correctional Institution and Sussex Correctional Institution. Energy saving measures identified are expected to reduce energy costs through the upgrade of aging building systems, including HVAC, Lighting and Plumbing.



Bureau of Management Services

Central Business Office (CBO)

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, Procurement Card (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:

- Developed and conducted Accounts Payable/Purchasing training, as well as Timekeeper Refresher Training, for Department staff.
- Represented the Department in the State's Benchmarking project. Obtained data and responses from all units and completed questionnaire and personnel spreadsheet.
- Coordinated the user testing and implementation of the First State Financials 9.1 upgrade for the Department and updated DOC Job Aides to reflect new processes.
- Implemented use of Messenger Services for the Administration Building units and eliminated the leased postage meter, resulting in cost savings for the Department.
- Updated the CBO's policies within the BMS Policy Manual to reflect current policies and practices.

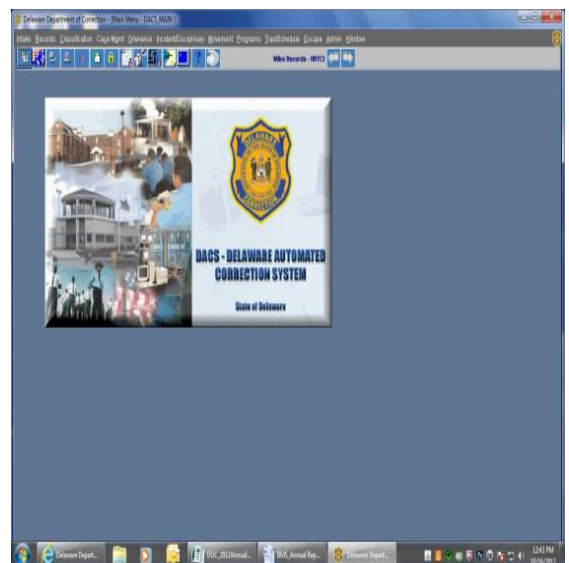
Bureau of Management Services

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:

- Implemented the Document Triage component of the Automated Sentence Calculation (ASC) module of the Delaware Automated Correction System (DACS). This new component permits documents to be scanned and attached to the offender's record, which results in a consolidated electronic record.
- Developed Caseload Work List component within the ACS module in DACS to assign, track and monitor the management of documents to reduce errors in the processing of offender records.
- Established a new Level IV Agreement to Return Policy that provides for a coordinated system that monitors extradited offenders with remaining Level IV sentences to ensure their return to Department custody upon release from a detaining agency.
- Identified requirements for the Release Clearance module, which is the last phase of migration for Automated Sentence Calculation (ASC) within DACS.



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, offender telephone systems and housing for the infrastructure for the Department's primary application.

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

- Upgraded the seven year old DACS environment to new hardware and the new versions of Oracle databases and software applications. This update provides for a more robust environment that allows data growth and scalability over the next 5 years.
- Implemented Intelli-DACS system which allows the Department to track Security Threats Groups and Gang activity related to offenders under the custody or supervision of the Department. The system also shares information with Delaware State Police systems and DIAC.
- Implemented new offender grievance module enhancements required to support a new Department policy. The Grievance module allows the Department to track offender grievances from submission to processing, responses to offenders and completion.
- Implemented new Supervision Fees functions in DACS to exchange information with the Office of State Court Collections Enforcement for tracking payment and collections of Supervision and Interstate Compact Fees.
- Implemented DACS functions for Graduated Responses for Non-Compliance. The new functions allow Probation Officers to follow a systematic guideline for addressing offender's non-compliance with supervision conditions.



Bureau of Management Services

Food Services/Central Supply Warehouse

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 meals meet state and federal requirements ensuring, well-balanced meals. Food Services also works with the medical unit to address the special dietary and therapeutic food needs of offenders. The Central Supply 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 regular and therapeutic diets that comply with heart healthy standards for offenders, which reduced sodium, cholesterol and fat intakes and provided meals which are high in fiber.
- 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.
- Maintained the vegetarian Religious Diet Program to provide meals in accordance with the various faiths of offenders housed within our facilities.
- Delivered over \$7.5 million worth of food and supplies to statewide facilities, driving 33,000 accident-free miles.

Bureau of Management Services

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 19,949 work orders to ensure ongoing operations of all Department facilities.
- Continued oversight of construction of the Howard R. Young Correctional Institution (HRYCI) kitchen (estimated completion is June 2014). The new kitchen is approximately 25,000 square feet and will allow for more efficient meal preparation.
- Continued oversight of Phase V of the HRYCI Masonry project, which consisted of rebuilding the masonry walls and storefronts of 11 outdoor courtyards. This project is to be completed by December of 2014.
- Oversaw the construction and installation of the new sprinkler system at the Sussex Work Release Center.
- Oversaw the construction and installation of the new fire alarm system at the Sussex Correctional Institution maximum/closed custody building.
- Oversaw the construction and installation of the new cupola and dormers at the Morris Community Correction Center.
- Oversaw roof repairs and replacements state-wide. The replacements of the following roofing work were completed over FY13: SCI Key South Building, SCI Pre-Trial Building, SCI Maximum (Pitched Roof Section), and JTVCC "D" Building. The following roof replacements will take place over the next year: JTVCC "C" Building, JTVCC "R" Building, and SCI Maximum Building (Flat Roof Section).



Bureau of Correctional Healthcare Services



Bureau of Correctional Healthcare Services

(Back Row) John Oldigs, Tracy Wilkins, Jessica Piccolo, Bureau Chief Jim Welch, Hope Shoemaker, Shannon Copeland, Dr. Vincent Carr, Anna Sanchez

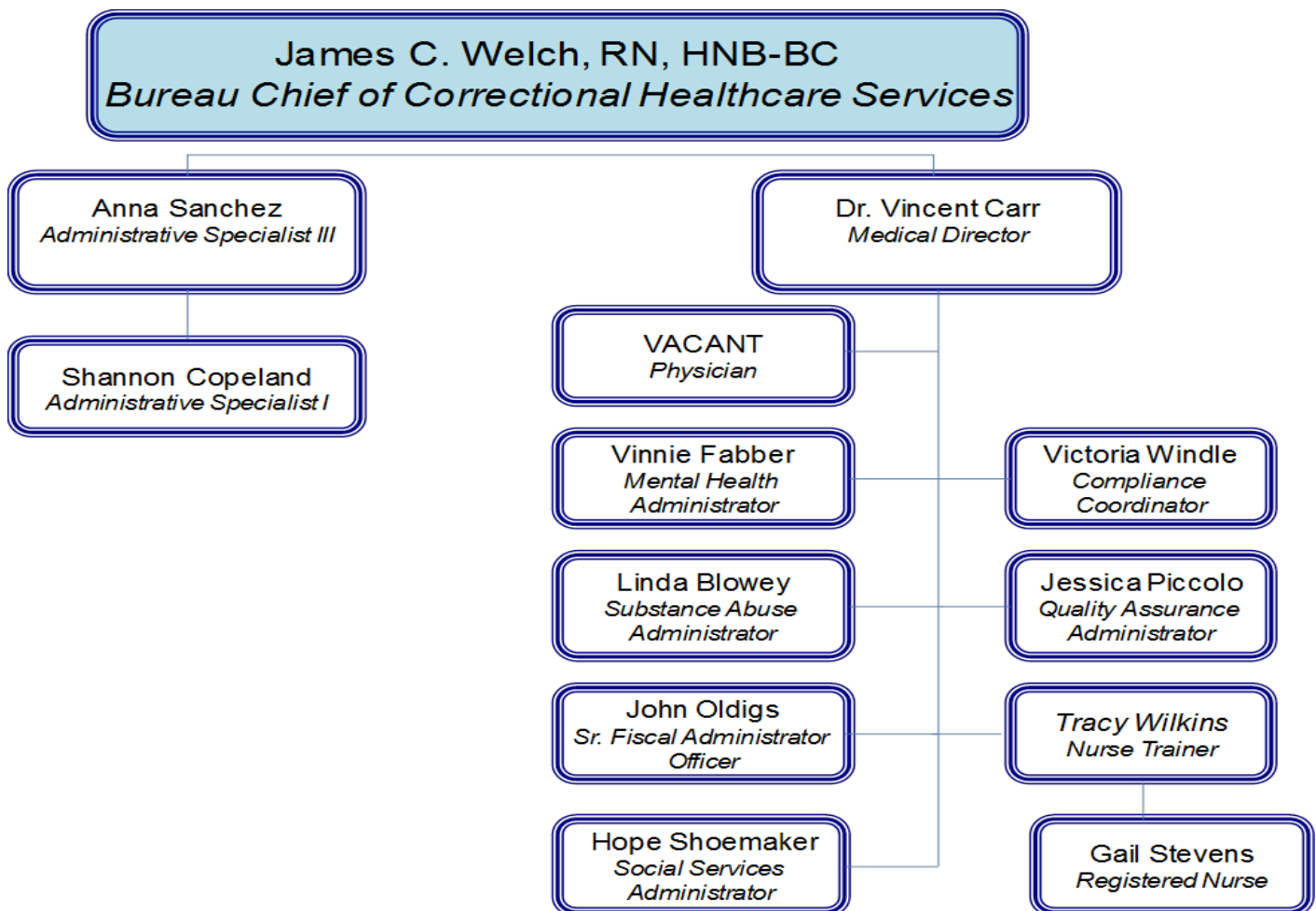
(Front Row) Linda Blowey, Gail Stevens, Vinnie Fabber

The Bureau of Correctional Healthcare Services (BCHS) is charged with maintaining and continuously improving the health status of the offender population while providing a safe working and living environment for offenders and staff. The Bureau provides oversight of the daily operations of the contracted medical, mental health, and pharmacy providers to ensure compliance with the National Commission on Correctional Health Care (NCHC) standards.

Bureau of Correctional Healthcare Services

Significant accomplishments for the past year include:

Over the past six years, the Delaware Department of Correction has partnered with the United States Department of Justice to improve offender healthcare and develop a system through which to monitor healthcare services. In that time, DOC has made significant progress, and as of December 31, 2012, was released from federal oversight. This effort has resulted in improved outcomes for incarcerated patients and greater access to care. DOC is committed to providing offenders with high quality care and improving offender health education to facilitate rehabilitation and re-entry into the community.



Bureau of Correctional Healthcare Services

Medical

- All correctional facilities have completed the initial accreditation process initiated by the National Commission on Correctional Health Care. Overall the audits were highly successful with significant praise for the medical and mental health services.
- The Bureau of Correctional Healthcare Services performed an in-depth policy revision to ensure medical and mental health services are in compliance with National Commission on Correction Health Care (NCCHC) standards as well as the American Correctional Association (ACA). Although Delaware correctional facilities are not currently accredited by the ACA, the Bureau is moving the healthcare system in a direction to be guided by the two accreditation bodies.
- The wireless capability for prescription ordering and medication administration has been implemented at all facilities statewide except for James T. Vaughn Correctional Center. This electronic system, interfacing between the medical vendor and the pharmacy contractor, allows for ease of ordering and medication distribution.
- The medical contractor is expanding the availability of healthcare services through a tele-health delivery system.
- The current infectious disease program will be expanded to the electronic system and additional specialty clinics will additionally be added.
- The efficiency of healthcare services has increased during the last fiscal year; in addition, the demand for services has also increased. Patient sick call requests have increased more than 20% since the last fiscal calendar and the number of pregnant offenders has also increased from 19 to 24 within the last year.

Bureau of Correctional Healthcare Services

Mental Health

- The Bureau, with the assistance of the mental health contractor, has developed a Chronic Opioid Treatment Program defining DOC's approach to chronic opioid addiction in DOC offenders. Additionally, a policy has been vetted detailing the parameters of the program and how addiction should be addressed.
- The mental health contractor has introduced and implemented the new "Reflections" treatment program. This program is designed to address and treat offenders with three or more offenses related to driving under the influence.
- While the cost of medications has increased by 24% over the last fiscal year, the contracted Psychiatrists have become more diligent in prescribing practices and more fiscally responsible. By revamping current practices, the mental health contractor was able to decrease and stabilize the cost of psychotropic medications since the last fiscal calendar.
- The Mothers In Reentry (MIR) Project, located at HDP and BWCI, provides cognitive behavioral programming aimed at assisting female offenders with improving their relationships and bonds with their children and families. The current contracted vendor is Brandywine Counseling and Community Services.
- Per research provided by the University of Delaware, Center for Drug and Alcohol Studies (CDAS), preliminary analyses indicate that the desire to reunite with children is an important motivation for women's participation in correctional substance abuse treatment and aftercare programs, but there is a need to more completely address maternal roles within these treatment programs.

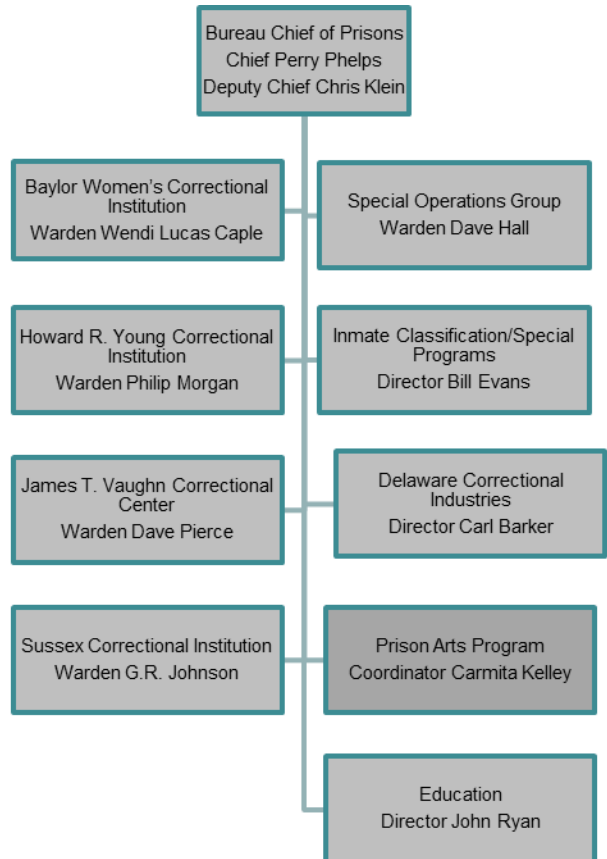
Pharmacy

- The pharmacy vendor has implemented clinical initiatives specifically to address Diabetes Mellitus, Hypertension, Human Immunodeficiency Virus (HIV), and Hyperlipidemia within the offender population.
- Patient education is paramount in addressing healthcare concerns and reentry into the community. The pharmacy contractor has initiated diabetes management, obesity and disease state management at facilities statewide in an effort to improve patient outcomes.
- The pharmacy vendor employs clinical pharmacists statewide who engage in patient clinics, provider consultations, and chart reviews.

Bureau of Prisons



Bureau of Prisons Leadership: Deputy Bureau Chief Chris Klein (L) and Bureau Chief Perry Phelps (R)



- Delaware's Level V prisons include James T. Vaughn Correctional Center (JTVCC) in Smyrna, Sussex Correctional Institution (SCI) in Georgetown, Delores J. Baylor Women's Correctional Institution (BWCI) in New Castle, and Howard R. Young Correctional Institution (HRYCI) in Wilmington.
- The Bureau is also responsible for Special Operations, Correctional Emergency Response Team (CERT), Central Intelligence Group (CIG), K-9 Units, Delaware Correctional Industries (DCI), Prison Arts, Prison Education, and the Young Criminal Offender Program (YCOP).
- The Bureau of Prisons partners with multiple state agencies operating a variety of offender programs.

Bureau of Prisons

Significant accomplishments for the past year include:

- The Bureau of Prisons in conjunction with the Department of Technology and Information's (DTI) Business and Continuity/Disaster Recovery Team lead the Department of Correction's efforts in completing Continuity Of Operations Plans (COOP) for the entire agency. The results of this planning culminated in a department wide disaster and recovery exercise that was conducted at Delaware State University on December 12, 2012, as well as participation in the first statewide COOP exercise held on April 18, 2013 at the Delaware Fire School.



- The Bureau of Prisons continues to support re-entry initiatives through the various programs and activities that are provided at each of the facilities.
- This past year James T. Vaughn Correctional Center was selected by the Delaware Chapter of the National Association of Social Workers (NASW) to receive the Social Work Agency of the Year award for providing treatment programs that address educational issues, vocational opportunities, religious programs, and mental health treatment.



Pictured: Cindy Atallian, Jessica Barton, Catherine Daramola, Daina Davis, Loretta Edwards Kevin Fletcher, April Hall, Linwood Hancock, Stacey Hollis, Jayme Jackson, Linda Kemp Natasha Knight, Patricia May, Leona Minor, Claudette Pettyjohn, Larry Savage, Ricky Porter, Megan Radcliffe, James Simms, Evelyn Stevenson, Stefanie Streets, LaTangia Sutton, Angela Williams

Bureau of Prisons

- BWCI continues to partner with other State Agencies as well as local community volunteers to provide gender specific programs and events that address the unique needs of the female population. In addition to the ongoing work of the Trauma Informed Care Committee, the facility graduated its first class of participants in the Mothers in Reentry program, as well as hosted the Sisters in Success Conference on May 13, 2013 that featured Delaware's First Lady, Carla Markell, who presented the keynote address.



Trauma Informed Care Committee participants included: Warden Wendi Caple (BWCI); Robert May, Deputy Warden (BWCI); Judge Jurden; Family Court Judges Barbara Crowell and Aida Waserstein; Court of Common Pleas Judge Andrea Rocanelli; Court of Common Pleas Commissioner Mary McDonough; Family Court Commissioner Loretta Young; Drewry Nash Fennell, Esq., Executive Director, Delaware Criminal Justice Council (CJC); Amy Herb (CJC); Laina Herbert, Esq., Chair, Women in the Law Section; Faith Levy, Residential Inmate Classification Officer (BWCI); Jack McDonough, Program Director, Delaware Residential Reentry Center; and Amy Quinlan, Esq., Deputy State Court Administrator, Administrative Office of the Courts.

- HRYCI has taken the lead for the Bureau of Prisons in implementing the Programs Module in the Department's offender management system, as well as completing individual offender assessments to assist in providing treatment services that are responsive to the offender's needs and characteristics. Both of these initiatives are a direct result of the passage of recent legislation.
- The Incarcerated Veterans Group (IVG) at Sussex Correctional Institution (SCI) in Georgetown presented donations totaling \$4,500 to four agencies and organizations that provide services to veterans living in the local community. Generated by fundraising events held throughout the year, the money was presented to representatives from People's Place Veterans Outreach Program, Veterans of Foreign Wars (VFW) Ladies Auxiliary Post 2931, the Delaware Center for Homeless Veterans, and AMEN House of Oak Orchard during a special June 13 ceremony.



Bureau of Prisons

- JTVCC has established a new vocational course in a joint venture with The Department of Education and Delaware Correctional Industries. The Automotive Technology began in July of 2012. The course is designed to prepare offenders to take the Automotive Service Excellence (ASE) certification tests upon release from the facility. The class is held in a newly constructed classroom which is adjacent to the JTVCC motor pool, a working garage with fulltime security staff managing inmate workers who repair state vehicles. This will allow hands- on experience for students as they work through learning modules in areas like: Brakes, Suspension and Steering, Electrical Systems, and Engine Performance. Currently there are two classes that meet three hours a day, Monday through Friday. The prerequisites for enrollment in the course are a GED or high school diploma, 9th grade or higher skills in reading and math, no major write ups, and release within five years.

The instructor guides students through a text that provides information that is aligned with ASE. There are also computer based software programs that further explain and visually present information concerning automotive maintenance and repair. As students work through modules they gain access to the motor pool where they observe, use diagnostic equipment, and will eventually perform repairs to vehicles. In addition to the motor pool access, there are instructional supplies being added to the classroom such as an engine held by a stand that allows the instructor and students to rotate the engine and examine and even perform repair tasks in the classroom using the tools of the trade. Student attendance and interest has remained high as we continue to work closely with security to offer this valuable training for inmate that is nearing reentry.



Bureau of Prisons

Prison Arts classes serve approximately 120 to 160 offenders annually. In FY 2012, 71 pieces of art work were sold at various events throughout the state from a stored collection of approximately 300 pieces. Offender artists earn a commission on each sale, after program costs are deducted from the sales price.



Delaware Correctional Industries (DCI) has recently updated its marketing strategy and successfully completed projects that involved opening up a new show room and completing renovations on their warehouse. DCI collaborates with the Office of Management and Budget, Fleet Services to maintain the state fleet. DCI also provides products and offender work crews to support state projects at Legislative Hall, as well as manufactures, delivers and installs office furniture/office systems for various state agency and court offices. (<http://www.dci.delaware.gov/>)



Bureau of Prisons



In support of the Judicial Branch court calendars, the Special Operations Unit conducted 39,134 offender transports to various state courts in FY 2013. This volume of activity represents a decrease of 3,471 transports from FY 2012 levels.

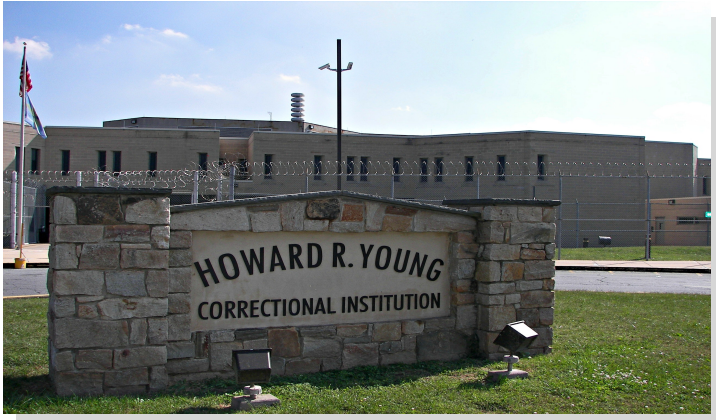
- In addition, the Bureau of Prisons operates 12 videophones within its institutions to minimize offender transports to the court system. FY 2013 annual Delaware Court videophone usage totaled 23,752 sessions. As a result of this technology 38 percent of our court encounters resulted in not having to transport offenders outside the confines of secure facilities, thus increasing public safety to Delaware citizens.



- The Special Operations/Central Intelligence Group has taken the lead on developing the Department's Security Threat Group (STG) identification, analysis and management system. The Unit secured grant money through the regional Gang Elimination Task Force (GETF). The Unit has further entered into a partnership with the Delaware State Police Fusion Center (DIAC) to build an STG database that tracks the identification and activities of gang members throughout the criminal justice system and in the community. This database, constructed inside the Delaware Automated Correctional System (DACS), will pass information back and forth to the DSP database, and will be accessible to all authorized state and local law enforcement personnel.



Bureau of Prisons - Facilities



Howard R. Young
Correctional Institution
Opened: 1982
Operating Capacity: 1,180



Delores Baylor Women's
Correctional Institution
Opened: 1991
Operating Capacity: 320

James T. Vaughn
Correctional Center
Opened: 1971
Operating Capacity: 2,601



Sussex Correctional
Institution
Opened: 1931
Operating Capacity: 1,149

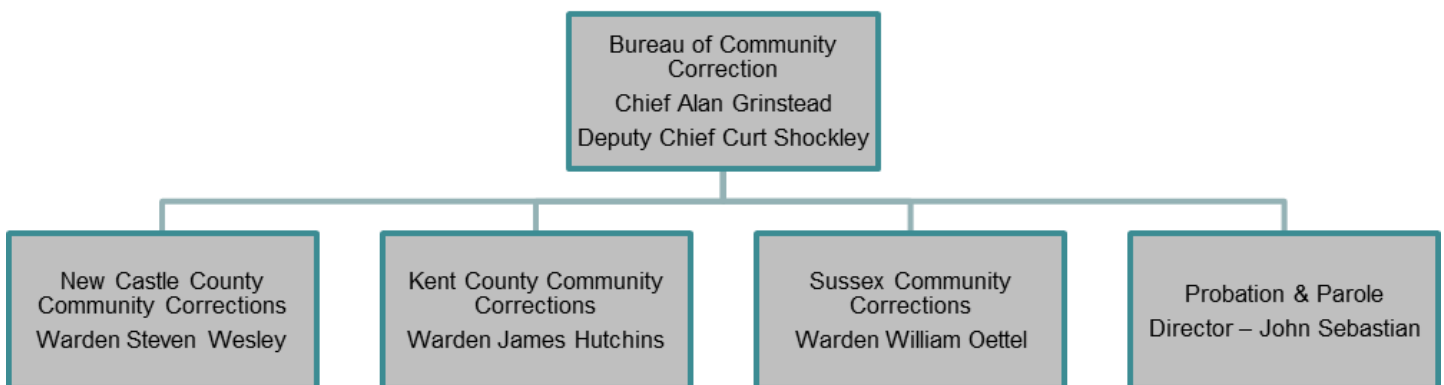


Bureau of Community Corrections



Bureau of Community Corrections Leadership: Deputy Bureau Chief Curt Shockley (L) and Bureau Chief Alan Grinstead (R)

The mission of the Bureau of Community Corrections is to protect the public by supervising adult offenders assigned to the Bureau through safe and humane services, programs and facilities. To promote long term public safety through programs of rehabilitation for offenders that promote self-sufficient, law abiding behavior and provide a range of correctional programs necessary to meet the needs of both society and the individual while enforcing court ordered sanctions in the least restrictive environment consistent with public safety. These goals are accomplished while supervising offenders in seven Level IV facilities and within the community.



Bureau of Community Corrections

PROBATION AND PAROLE (P&P)

Probation and Parole is responsible for supervising approximately 16,000 individuals under Levels I-III and Level IV Home Confinement. P&P has employees in 7 office locations, plus intake staff that are located in the Courthouse of each County.

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

- Probation and Parole continues to play an instrumental role in the reentry of offenders from incarceration to the community. Officers in each County are assigned to work with the statewide IADAPT program to assist in ensuring that reentry services for offenders are being identified and met. Officers are also participating in the grant-funded Reentry Court Program that operates in New Castle County.
- The Governor's Task Force and Operation Safe Streets programs, which teams probation officers with police officers to assist in monitoring high risk offenders, continues to operate and provides enhanced supervision to high risk offenders. Collaborating agencies include the Delaware State Police, New Castle County Police, City of Wilmington Police and City of Dover Police.
- Probation and Parole continued its expanded presence in Wilmington's Safe Streets Program. There are currently four probation officers assigned to the Wilmington Operation Safe Streets program.
- Collaborated with the Division of Substance Abuse and Mental Health to provide substance abuse and dual diagnosis assessments and treatment to probationers. These assessments are completed for those offenders who have been court ordered as well as those offenders who have demonstrated a need for treatment.
- Supervised over 400 individuals using electronic monitoring devices which include radio frequency, cellular radio frequency, GPS, voice identification and Transdermal Alcohol Detection - random alcohol monitoring. By law, GPS supervision includes all Tier 3 sex offenders under probation supervision. The electronic monitoring unit operates its own Monitoring Center responsible for supporting the supervision of those under supervision 24 hours a day and 7 days a week. With the passage of the new DUI law the use of Transdermal Alcohol monitoring is expected to continue to grow.
- Supervised specialized caseloads consisting of Sex Offenders, Domestic Violence, CREST Aftercare, Mental Health Court and Boot Camp.

Bureau of Community Corrections

Probation & Parole collects more than 400 winter clothing items

The annual P&P winter clothing drive, Operation ZiPP Up, concluded with nearly 300 coats and more than 100 additional cold weather clothing items, such as hats, gloves, scarves and boots, being collected for disbursement to shelters, churches and charities throughout the state.



From left – Probation Officers Lauren Press, Shaun Hearn and Michele Graybeal-Hunt deliver coats and hats collected during Delaware P&P’s annual ‘Operation ZiPP Up’ winter clothing drive to Dan Gonzalez and fellow staff members at Emmanuel Dining Room in Wilmington.

Bureau of Community Corrections

NEW CASTLE COUNTY COMMUNITY CORRECTIONS

- New Castle County Community Correction Centers (NC4) is comprised of three facilities (Webb, Plummer and Hazel D. Plant) which assist offenders as they prepare for reintegration into the greater community. NC4 provides traditional Level IV work release to offenders sentenced to Level IV as well as Level V classified offenders. In addition, all three facilities house Level V (IWA) offenders who provide maintenance, lawn care, kitchen and general janitorial services at all three facilities.
- NC4 has the capacity to house 446 offenders. The CREST program encompasses 162 of these beds, 76 are female beds at Hazel D. Plant and another 92 are assigned to male offenders at Webb. Work Release has 234 beds allocated, 218 males at Plummer and 16 at Hazel D. Plant. These three geographically separated locations run as a single budgetary unit with staff assigned and moving between the three sites.
- The former “CREST” house was repurposed to provide onsite treatment programming and re-entry services to the Plummer Center population. This initiative increased public safety by reducing offsite offender movement, decreasing escapes and failure to return opportunities.

Plummer Community Corrections Center (PCCC)

- Plummer Center has 218 beds allocated to traditional Work Release and another 24 beds for Level V (IWA) classified offenders. In 2013 a Security Team/Shakedown Team was developed to enhance security and provide proactive interdiction of contraband into the facility. PCCC provides Level IV work release programs to ensure a smoother and safer transition into the community. The Intensive Community Supervision program offers supervision services at the highest level in the community for offenders awaiting bed space at Level IV. This level of supervision is accomplished through three face-to-face meetings per week with a probation officer who is assigned to the work release facility, curfew checks and monitoring through breathalyzer and drug screening tests. Three community service/road crew units are operated out of Plummer Center.

Bureau of Community Corrections

Community Services operated out of Plummer Center include:

- Grass Cutting
- Vehicle washing and detailing
- Riverview Cemetery Maintenance and Landscaping
- Plummer Center provides the following programming services; some of which are evidenced based best practices.
- Thinking for a Change (evidence based)
- Parenting Class
- Victim Impact
- GED
- Manhood Program (evidence based)
- Sex Offender Group
- Brandywine Counseling Services
- Online Job Seeking and resume building
- I-ADAPT
- Spiritual Services

The LSIR is completed on all offenders within two weeks of admission to Plummer Center.

Hazel D. Plant Women's Treatment Facility

This female-only facility has a 92 bed capacity of which 76 are dedicated to CREST treatment and 16 to Work Release. The Hazel D. Plant program focuses on treatment of addiction related issues followed by work release. Functioning as a Level IV substance abuse treatment program modeled after existing CREST programs, offenders deal first with their addiction issues in a gender-specific environment and, upon completion of this phase of treatment, progress to work release for re-entry into the community. The work release phase allows offenders to improve their chances of success and independence.

Bureau of Community Corrections

The WRNA (women's risk needs assessment) is completed on every female offender at HDP.

HDP provides the following programming:

- Thinking for a Change
- GED
- Moving On – Mothers in Re-entry

Webb Community Corrections Center

WCCC houses male offenders in Phases 2 and 3 of the CREST program. This program has a 92 bed capacity. This re-entry phase of treatment consists of two to three months of work release and is typically followed by a period of time in Aftercare. All offenders in this phase of the CREST program from New Castle County are housed at WCCC.

KENT COUNTY COMMUNITY CORRECTIONS (KCCC)

KCCC consists of the Central Violation of Probation Center (CVOP) in Smyrna, and the Morris Community Corrections Center (MCCC) located in Dover.

CVOP:

CVOP is home to the primary phase of treatment of the CREST therapeutic substance abuse treatment program. Although behaviorally driven, offenders can expect to spend approximately ninety days at CVOP while participating in Orientation and Phase 1 of the CREST Program. Upon successful completion of these primary phases of treatment, offenders are then transferred to one of the three work release facilities to participate in Phase 2 (Transition Phase) and Phase 3 (Work Release Phase) of the CREST Program. Typically, offenders are placed in a work release center located within the county in which they intend to reside upon release. CVOP also houses VOP offenders – offenders that are sentenced directly to Level IV for technical violations of probation. These offenders are generally assigned to a work detail on one of the six community work project crews under correctional officer supervision. These work crews provide services to more than 25 various state agencies and numerous nonprofit organizations.

MCCC:

MCCC houses offenders participating in Phase 2 (Transition Phase), as well as the work release phase of treatment (Phase 3) in the CREST Program. The facility also houses offenders sentenced by the Courts to a period of time at Level IV work release, as well as offenders classified by the Department to participate in work release during the last 180 days of their Level V sentence. The Department also classifies a small number of Level V offenders to the facility for the purposes of maintaining the kitchen and laundry facilities, as well as limited janitorial and grounds keeping services.

Bureau of Community Corrections

Significant Accomplishments of this unit include:

- CVOP community work projects have provided 38,940 offender hours of community service this year to complete projects for state and local governments, community service organizations and non-profit agencies throughout Delaware providing a cost savings of \$282,315. Offender crews have also completed line-stripping projects for the parking lots at the James T. Vaughn Correctional Center, CVOP, and MCCC, for an additional cost savings of approximately \$10,000 to the State.
- CVOP has also embarked upon various Appropriated Special Fund (ASF) projects via Memorandums of Understanding which utilize offender services to earn revenue. These projects include the statewide transporting of various records to Public Archives, as well as grass cutting and landscaping services for the Delaware Hospital for the Chronically Ill and the Delaware National Guard.
- In collaboration with Polytech Adult Education, CVOP offers an educational program that helps prepare offenders to take the official GED Test. For each eight-week course, residents receive 60 hours of classroom instruction. At the end of the course, a post-test and the official practice test are administered to qualifying students.



Bureau of Community Corrections

- The Pre-Release/Job Search Class is conducted by the probation officers at CVOP. Information is provided to the offenders on the various Department of Labor (DOL) programs and opportunities available. The class size is usually around 40. On the 2nd and 4th Wednesdays of the month, the DOL Mobile One Stop van visits the facility and provides up to 20 offenders the opportunity to register with the DOL and actively submit on-line applications.
- ‘Victim Impact: Listen and Learn’ is now offered and facilitated by Kim Book and Doug Thompson of the Victims Voices Heard Program. It is a voluntary program for a class of 14 offenders for each 12 week session. The focus is two-fold: one’s actions and how they impact others; and putting oneself in the victim’s/family’s shoes.
- A Veteran’s Group is now facilitated by Vicente Ocampo of the Delaware Veterans Home once each month at CVOP. On average, there are 6-10 veterans housed at CVOP every month that participate in the group. Information is provided to assist veterans with services such as counseling, employment, medical care, housing, and other benefits. Offenders are given the opportunity to complete and submit applications for benefits and services upon their release. Efforts are underway to offer the program at MCCC as well in the near future.
- Connections now facilitates weekly sex offender groups for all identified sex offenders housed at each facility.
- Alcoholics Anonymous volunteers come into both sites on a weekly basis to conduct A.A. meetings. Both facilities also have numerous community volunteers come into the facility to conduct non-denominational services for the offenders.
- At MCCC, offenders are continually referred to outside agencies on a regular basis to pursue community based treatment in mental health, substance abuse, and other support groups through Connections. Numerous offenders have been enrolled in the GED Program and various college courses at Delaware Tech.
- Enhanced security measures were installed at MCCC that included the addition of nine new cameras. These cameras improve the ability to observe and record activities of offenders while interacting with treatment staff.
- MCCC was fortunate to obtain 10 laptop computers from the Department of Labor to be utilized by the offenders for job-seeking purposes. With the assistance of the Community Work Program Coordinators, offenders are now able to compose resumes and submit online applications accordingly.

Bureau of Community Corrections

SUSSEX COUNTY COMMUNITY CORRECTIONS

Sussex County Community Corrections (SCCC) is comprised of the Sussex Work Release Center (SWRC) and Sussex Violation of Probation Center (SVOP).

The Sussex Work Release Unit is a co-gender unit that has been in existence since 1989. This building houses both the Work Release Program and the Crest Program. The operating capacity is 248 offenders. The breakdown of the offender population includes 98 treatment beds, 144 work release beds, and 6 building workers. The SWRU offers a large number of programs, counseling, and assistance to the offenders. The specific programs are referenced later in this report. Additionally, the Work Program Coordinators assist offenders in learning how to apply for jobs & assist in obtaining employment in the community. Some offenders who are not employed also perform community service.

The Sussex Violation of Probation Unit is a 250-bed co-gender unit. The capacity is 50 female and 200 male beds. The SVOPU began operations in September 1999. The basic premise of SVOPU's operation style is as a military style work camp. The SVOPU program presents a stark living environment to the population incarcerated within the program. SVOPU provides the offenders with everything they need to exist while incarcerated in the program. SVOPU has no commissary. The offenders rise early, 0500 hours, and lights out occur at 2100 hours. Visits by friends and family, if any, are approved based on the work ethic and behavior history of the offender while incarcerated in the VOPU program. Offenders perform community service projects while incarcerated in the SVOPU program. They are not paid to work on these projects but are, if court approved, allowed to use the hours they work as payment for any court ordered work referral. SVOPU staff also author progress reports to various courts these offenders may owe throughout the State in an effort to assist the offender in reducing their court imposed obligations. The SVOPU houses technical probation violators, sanctions from other facilities in the state, weekenders, and offenders who are sentenced to other programs but must wait for bed space.

Significant accomplishments of this unit include:

- SCCC donates firewood to families in need of firewood to use as fuel augmentation. Donation of the firewood occurs via special request to SCCC through church organizations and organizations serving those with medical disabilities. SCCC offenders completed 11,571.5 hours of community service on this project. 22 cords & 1 pickup load of wood were donated (equal to \$1,545.00).
- SCCC offenders serviced 505 state owned vehicles and performed 2,976 hours of community service in the SCCC Vehicle Service Center.
- SCCC offenders completed 29,028.5 hours of community service in the grass cutting project plus another 4886 hours for conducting winter cleanup at the grass cutting sites.

Bureau of Community Corrections

- In FY2013, SCCC offenders performed 1,870 hours of community service with the SCCC Butcher Shop. 259 deer were processed and were donated to feeding the hungry. The Butcher shop also processed & donated 70 lbs of beef jerky.
- SCCC recycles marine shrink wrap from boat yards in Delaware, aluminums cans, tin cans, cardboard, agricultural plastic, agricultural tubing & other miscellaneous products. In FY2013, the SCCC recycled & diverted 131.55 tons of materials from landfills. Of the 131.55 tons, 101.43 tons were recycled from State agencies. The landfill tipping fees increased to \$84.00 per ton, a \$2.00 per ton increase. Therefore, the cost savings to state agencies in FY2013 was \$8,519.78. SCCC offenders performed 6,990 hours of Community Service while recycling Shrink Wrap & another 1,793 hours of community service with the other various Recycling Projects.



- SCCC operates a farm on the grounds of the complex. Food is provided to all DDOC facilities statewide. SCCC offender completed 7,762 hours of community service with the SCCC Farm. The Farm operations allowed for SCCC to donate 140 pounds of sweet potatoes worth \$110.00 to non-profit organizations & special events.

Bureau of Community Corrections



- In support of the farm and to ensure crop pollination, a Bee Keeping project was introduced in 2006. This year, the Bee Keeping project generated 150 pounds of honey. SCCC offenders made 50 candles from the bees wax that had been extracted from the hives.
- SCCC partners with The Delaware Center for Horticulture to offer SCCC offenders a Horticulture and Landscaping certification program. The offenders additionally work in the greenhouses to produce farm crops, flowers, and beach grass. The beach grass is used to replenish the dunes at the Delaware beaches. In FY13, SCCC donated 80,000 culms (valued at \$80,000) to Cape May- USDA to replenish the dunes as a result of damage caused by Hurricane Sandy. In FY2013, more than 3,727.50 hours of community service hours were completed by SCCC offenders in the beach grass & horticultural projects.
- SCCC projects provide valuable hours of community service to the local communities while teaching offenders responsibility and job skills. Combined, these projects resulted in a total of 172,533.5 hours of community service to the community, at minimum wage this equates to \$1,250,867.87 worth of work performed. Since its inception, SCCC's Community Service Program has performed 86,064,564 hours of community service at a cost savings of \$121,269,623.72 for the offender work performed.

Bureau of Community Corrections Facilities



Northern New Castle
County Probation
and Parole
Supervises SENTAC
Levels I-IV



New Castle Probation
and Parole
Supervises SENTAC
Levels I-III



Dover Probation
and Parole
Supervises
SENTAC Levels I-IV



Georgetown
Probation and Parole
Supervises SENTAC
Levels II-III



Seaford Probation
and Parole
Supervises SENTAC
Levels II-III



Georgetown Day
Reporting Center
Supervises
SENTAC Levels IV

Bureau of Community Corrections Facilities



John L. Webb Community
Correction Center
Opened: 1932
Operating Capacity: 109

Hazel D. Plant Women's
Treatment Facility
Opened: 2006
Operating Capacity: 96

Plummer Community
Correction Center
Opened: 1972
Operating Capacity: 246



Central Violation of
Probation Center
Opened: 2000
Operating Capacity: 250

Morris Community
Correction Center
Renovated/Reopened as a
Work Release Center: 1999
Operating Capacity: 150

Sussex Violation of
Probation Center
Opened: 1999
Operating Capacity: 250



Sussex Work Release Center
Opened: 1989
Operating Capacity: 248



Offender Programs

Mothers In Reentry Graduation



Prison Adult Education

The Department of Education (DOE) is responsible for Prison Adult Education.

- Offenders may earn Certificates of Educational Attainment (CEA) and enroll in courses offered through Delaware State University or the Annenberg/Corporation for Public Broadcasting tele-courses.

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, masonry, culinary arts, network wiring, plumbing and HVAC

Offender Programs

- The Department of Correction (DOC) operates numerous programs at its Level 5 and Level 4 facilities. These programs can be broken out into four major categories:
 - Programs delivered and overseen by DOC employees, such as Pre-Release Programs
 - Programs delivered by contracted vendors, including the Key and Crest Substance Abuse Programs
 - Educational programs delivered in partnership with the Delaware Department of Education (DOE)
 - DOE programs include GED, High School diploma, and Life Skills
 - Programs delivered by volunteers from the community, such as Alcoholics Anonymous

*For a complete program listing, visit the treatment services page on the DOC website:
<http://doc.delaware.gov/treatmentServices.shtml>

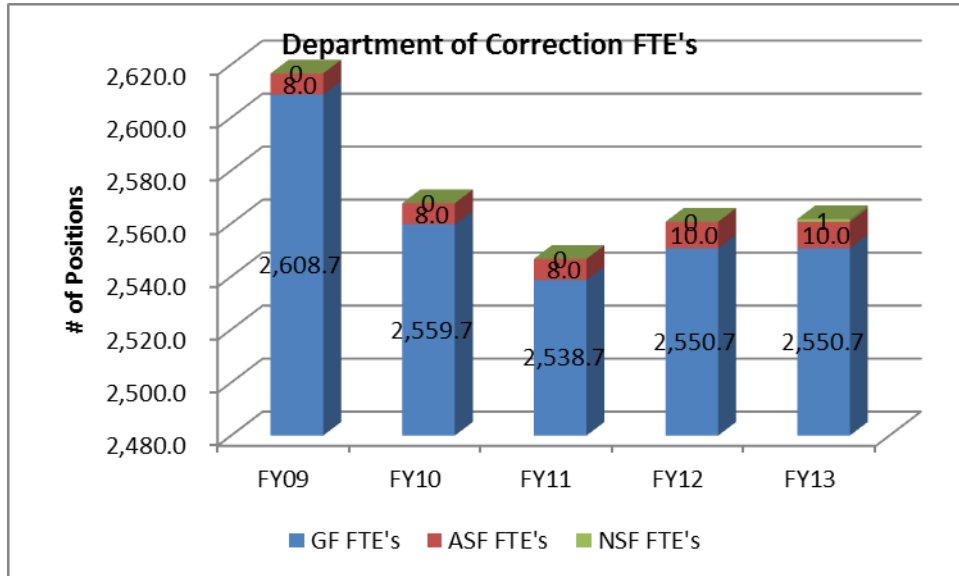


Programs

Prison Education DOE Programming October 2013

Program Name	Institution(s)	Content	Accreditation/Certification/ Accountability	Staff	Staff Evaluation
Adult Basic Education (0.0 GLE to GED)	Baylor SCI Vaughn Young	Math, Reading, Writing Instruction with some Social Studies and Science for GED prep	USDOE/Office of Adult and Vocational Education performance targets are negotiated and reported annually. All assessments measuring gain are USDOE approved.	Teachers are certified according to DOE certification guidelines.	Currently, all teachers are evaluated annually according to Delaware DOE evaluation process. We will be changing to DPAS II evaluation process in FY 14.
Groves Adult High School	Baylor SCI Vaughn Young	Delaware high school academic requirements for graduation	Groves is Middle States accredited and follows Delaware DOE requirements for high school graduation. Accreditation acknowledgement available at: http://msa-cess.org/default.aspx?RelId=606553	Teachers are certified according to DOE certification guidelines in at least one content area.	Currently, all teachers are evaluated annually according to Delaware DOE evaluation process. We will be changing to DPAS II evaluation process in FY 14.
Vocational Training	Baylor SCI Vaughn Young All institutions	Culinary Arts Masonry Plumbing HVAC Auto Repair Network Wiring Computers	ServSafe Certification awarded (Food Industry Recognized) NCEER Curriculum based on nationally recognized industry standards NCEER Curriculums based on nationally recognized industry standards Curriculum with aligned with ASE Certification (Industry Recognized) C-Tech Certification awarded (Industry recognized) Microsoft Word, PP, Excel content taught We are aligning instruction in this area to coordinate with MS MOUS certification.	Teachers are certified according to DOE certification guidelines in at least one content area.	Currently, all teachers are evaluated annually according to Delaware DOE evaluation process. We will be changing to DPAS II evaluation process in FY 14.
Life Skills	Baylor SCI Vaughn Young	MRT, an Evidence Based Cognitive Behavioral Program & community resources	SAMHSA recognized National Drug Court Institute	Teachers are training by Correctional Counseling Inc, trainer for MRT.	Currently, all teachers are evaluated annually according to Delaware DOE evaluation process. We will be changing to DPAS II evaluation process in FY 14.

Department Statistics

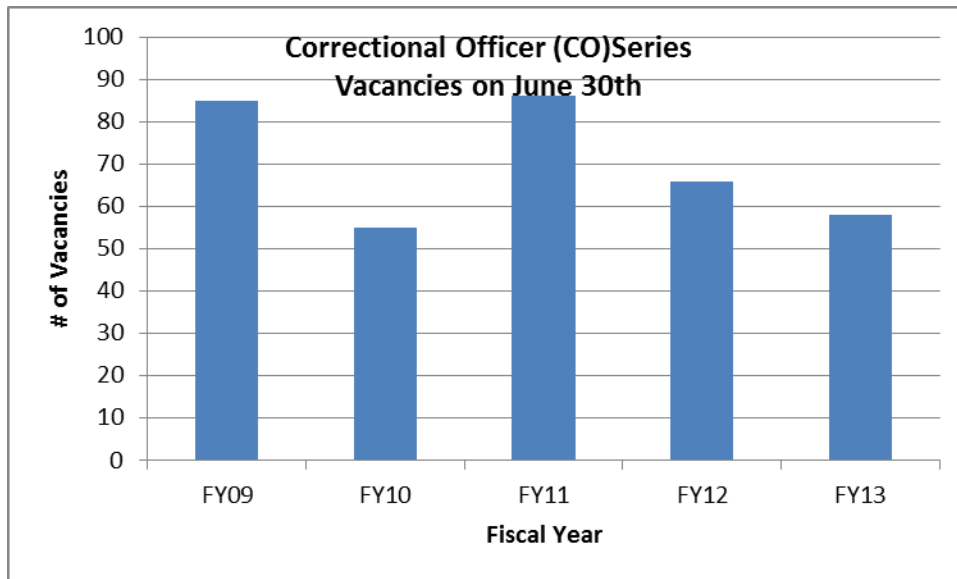


GF— General Fund

ASF— Appropriated Special Funds

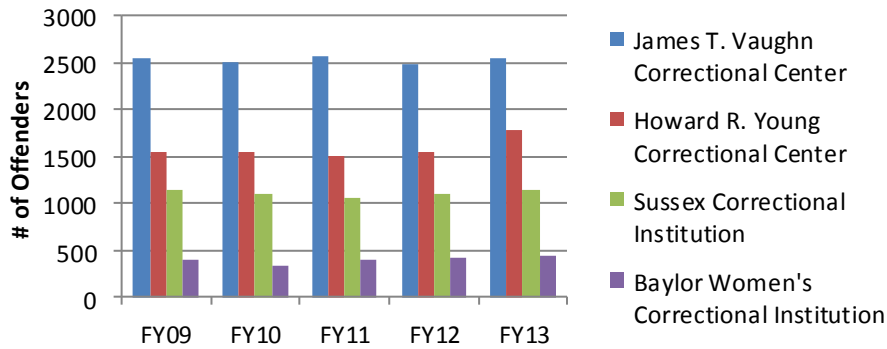
NSF— Non-Appropriated Special Funds

FTE—Full—Time Employees

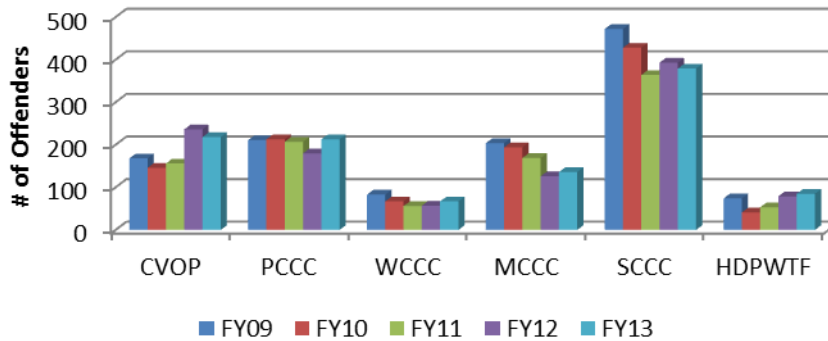


Department Statistics

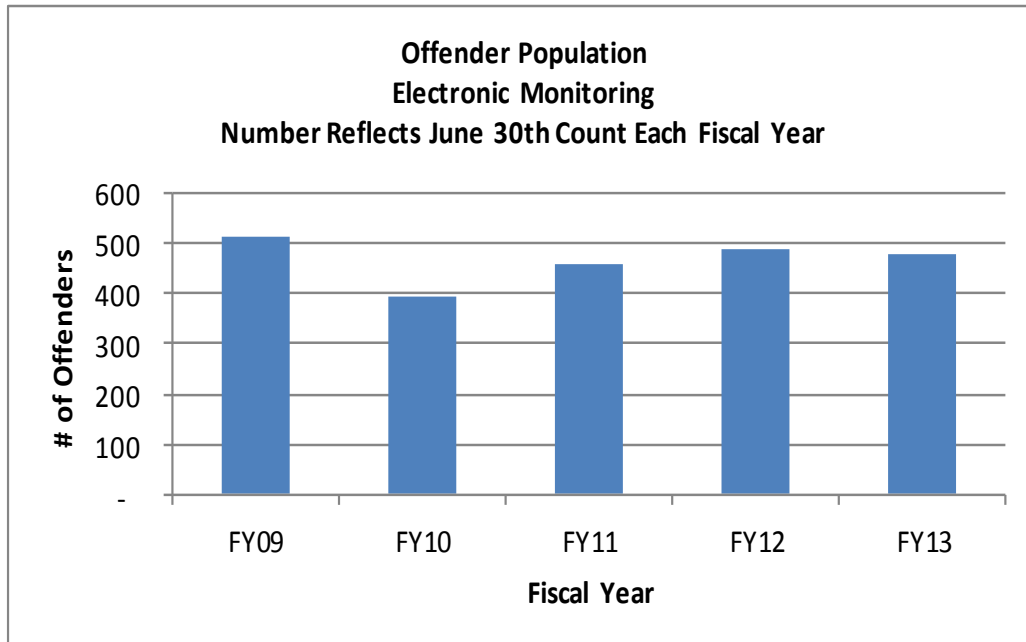
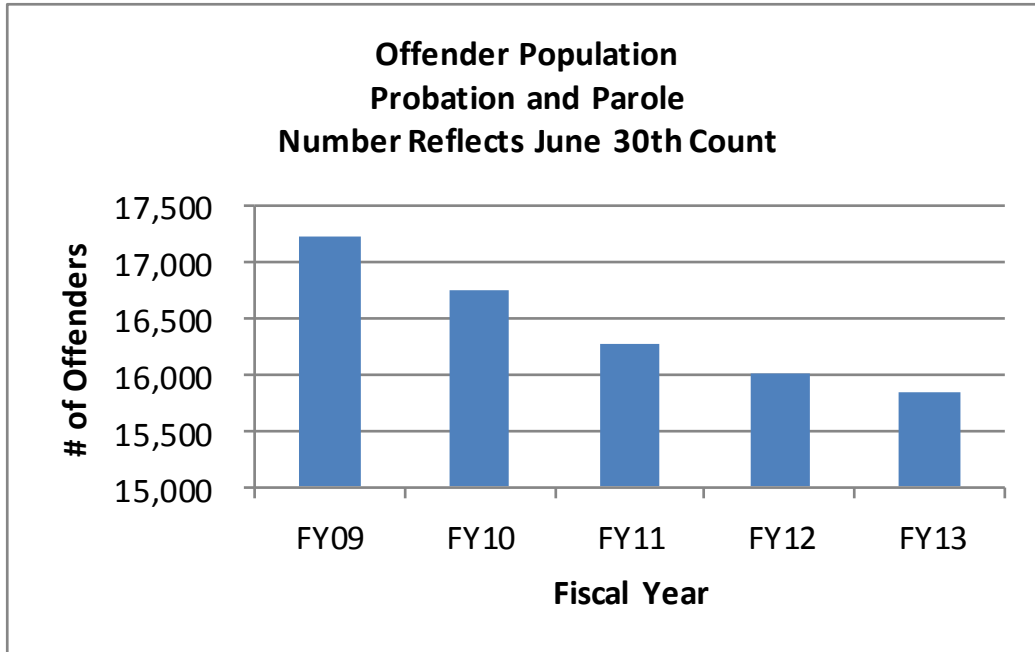
**Offender Population
Level V Institutions
Numbers Reflect June 30th Count Each Fiscal Year**



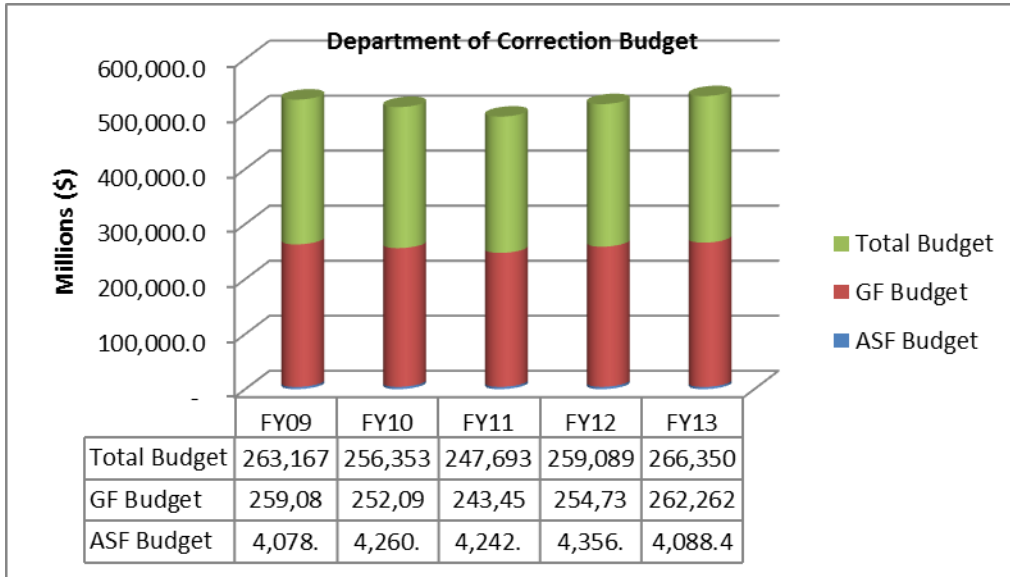
**Offender Population
Level IV Institutions
Numbers Reflect June 30th Count**



Department Statistics



Department Budget

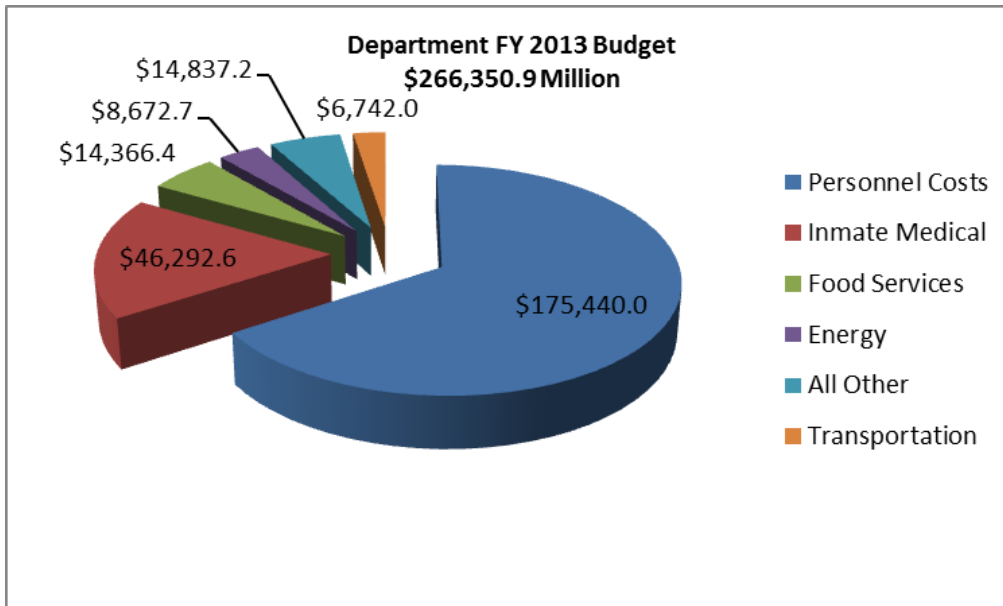


NSF— Non-Appropriated Special Funds

GF— General Fund

FTE—Full—Time Employees

ASF— Appropriated Special Funds



Staff Awards & Recognition



Correctional Officer of the
Year
Wendell Derilus



Heroism
Debra Stiles
Keith Wolken



Probation Officer of the Year
Emily Robinson



Staff of the Year
Tracy Wilkins



Supervisor of the Year
Captain David Bamford

Staff Awards & Recognition

Probation & Parole Director's Award

Chris Ciecko, Kent County Community Corrections

Golden Arm Award

Linda Hickman (JTVCC), Erika Martine-Duquette (CBO), Nichole Pantuliano (SCI), Carol Powell (JTVCC), Douglas Repetti (BWCI), Lezley Sexton-Smith (JTVCC), Louann Thibault (SCCC), Kristan Twigg (CBO),
Denise Wilkoski (HRYCI)

Golden Key Award

Stacey Hollis (JTVCC), Sandra Huber (BWCI), Aleta Jett (SCI), Rita Manigault (HRYCI),
Daniel O'Connell (PCCC)

Warden Award

Steven Boone (JTVCC), James Deel (SCI), Sean Dial (KCCC), Victoria Dupree (BWCI), Carole Evans (NCCC), Sylvia Farmer (HRYCI), Richard Gassner (HRYCI),
Ronald Holcomb (JTVCC), Luis Lopez (SCCC),
Anthony McLellan (NCCC), Cindy Murray (SCCC), Billie Smith (KCCC), James Stanton (KCCC),
Tyrone Stokes (NCCC), Gabriel Vorous (JTVCC), Nancy Wilkerson (KCCC), Wayne Wilson (NCCC),
Scott Workman (SCCC)

Special Forces Award

John Bonnewell (SCCC), Warren Brinkley (HRYCI), Scott Ceresini (SCCC),
William DuPont (Governor's Task Force & Operation Safe Streets), Felix Harmon (SCI),
Dwight Johnson (HRYCI), James Kelly (Governor's Task Force & Operation Safe Streets),
Mark Lewis (Governor's Task Force & Operation Safe Streets),
Richard Negley (Governor's Task Force & Operation Safe Streets), Eugene Roberts (KCCC),
Christa Russell-Petenbrink (KCCC), David Tuohey (Governor's Task Force & Operation Safe Streets),
Joshua Wall (KCCC)

Delaware Department of Correction

245 McKee Road

Dover, DE 19904

