

ACCOMPLISHMENTS

Fiscal Year 2006

Institutions

- Developed an Offender Resource Manual for the Institutions Division
- Completed Staff Analysis for State Prisons with the Fiscal Year 2005 Relief Factor
- Reviewed and revised security equipment for State, Private and Regional Prisons
- Revised the MDOC Emergency Operations at each State, Private and Regional Prison to mirror the Federal Emergency Management Model
- Purchased and implemented use of ION Scan Drug Detection Machines at each of the 3 State Prisons

Mississippi State Penitentiary (MSP)

- Successfully completed American Correctional Association audit and re-accreditation
- Completed Cross Flushing Toilet Project at MSP Unit 32
- Converted MSP Unit 29 Division I to primarily A Custody
- Renovated MSP Unit 26 program space to housing, adding an additional 140 beds
- Completed renovation of the Unit 32 exercise yards
- Discontinued use of serving kitchen at Unit 32 Buildings A, B, C, D and E
- Completed installation of seating/writing surfaces in Unit 32 cells
- Added 32 spider recreation tables to Unit 30 Housing Unit
- Completed repairs of Unit 42 Negative Pressure Rooms
- Upgraded visitation and training parking lots

Central Mississippi Correctional Facility (CMCF)

- Successfully completed American Correctional Association audit and re-accreditation
- Purchased a replacement perimeter vehicle
- Downsized CMCF Area I and II population to meet Gates v Collier Housing Capacity Order
- Initiated Roof Repair Project with the Bureau of Buildings

South Mississippi Correctional Institution (SMCI)

- Purchased a replacement perimeter vehicle
- Planted 24 acres of blueberries in conjunction with MPAE

Private and Regional Prisons

- Completed written evaluation of issues and concerns at each regional and private prison

Records Department

- Revised the discharge process to improve efficiency
- Revised the offender bus ticket procedures to improve efficiency

Offender Services

- Ensured that 90% of offenders housed at Regional Facilities and respective Private Facilities are MOB and/or MORB
- Established quarterly training sessions for State, Private and Regional Prison Case Management

ACCOMPLISHMENTS

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Staff

- Incorporated Rule Violation Reports entry on Offendertrak
- Facilitated conversion of Offender Management System from paper to electronic where possible

Treatment Department

- Purchased (2) monogram machines for the CMCF Vocational Upholstery Program
- Implemented a Vocational Computer Repair Program at MSP
- Developed a Resource Manual in cooperation with training staff to assist with identified offender needs while incarcerated and upon release

Training Department

- Ensured state prison training instructors teach directed hours each month
- Developed a Resource Manual in cooperation with treatment staff to assist with identified offender needs while incarcerated and upon release

Facilities and Engineering

- Completed MSP Unit 32 Cross Flushing Toilet Project
- Resolved the wet garbage problem at MSP
- Completed renovation of MSP Unit 26 Housing

Community Corrections

- Successfully completed American Correctional Association audits receiving recommendations for re-accreditation with composite scores of *100%* for fourteen (14) Residential Facilities including: Pascagoula Restitution Center, Alcorn County CWC, Bolivar County CWC, Forrest County CWC, George County CWC, Jefferson County CWC, Leflore County CWC, Madison County CWC, Noxubee County CWC, Quitman County CWC, Simpson County CWC, Washington County CWC, Wilkinson County CWC, and Yazoo County CWC
- Converted drug testing method from labs to instantly read tests throughout Community Corrections Field Services Division
- Maximized the field staff's caseloads by improving adherence to SOPs and staff training
- Systematically increased Safety Training for Field Services staff
- Provided Field Services Staff with enhanced personal safety protection equipment
- Curtailed the rate of ISP and ERS offenders' recidivism via increased screening, Program Coordinators, and Field Treatment Services
- Fully implemented the Western Union pre-pay supervision fee collection method throughout Region II
- Enhanced on-the-job training for new staff via implementation of an expanded formal orientation program
- Completed the three (3) year collaborative MDOC/MDHS Reentry Program

Administration and Finance

- Evaluated procurement and installation of a time and attendance system for statewide use
 - Reviewed RFP responses, made necessary site visits, and recommended a vendor for the Time and Attendance system

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- Identified Community Corrections office needs
 - Conducted survey
 - Generated procurement documents
 - Upgraded and installed Wide Area Network routers in all Community Corrections offices that resulted in increased network security and enhanced performance
 - Upgraded operating systems and replaced computers for 60+ officers
- Procured and installed CSA software as a layer of protection against attacks
 - Conducted security updates regularly
 - Identified and corrected systems connected to the network without adequate protection
 - Conducted regular on-site visits to remote sites to ensure systems are up to date
 - Provided training for network staff
 - Completed network security audit by Pileum Corporation and implemented corrective measures
- Re-opened the restaurant at MSP
- Increased weekly inmate spending limit for the canteen items and provided the lowest possible pricing for items sold in the canteen
- Completed Western Union/Automon interface for processing of supervision fee payments for Area II Community Corrections offenders
 - Utilized electronic methods of accepting supervision fees among the ERS offenders, parolees and probationers to efficiently simplify the supervision fee collection and maintenance process
- Began process for conversion of agency copier machines to multi-function machines

Legal

- Established electronic case filing for all legal office personnel through the Northern and Southern Federal District Courts
- Scanned old manual state case files into electronic Legato System (State and Federal)
- Scanned new State case files into electronic Legato System
- Updated Joint State/County placement agreements
- Ensured each attorney in Legal Division received minimum (12) CLE training hours
- Conducted meeting with key MDOC staff members to notify changes in the law and interpretations
- Maintained success rate in the State and Federal Courts of Mississippi with litigation
- Maintained practice of monitoring litigation expenses
- Established a video-conferencing courtroom in Central and South Mississippi, connecting the Federal Courts in the Northern and Southern Districts
- Created a handbook on sentencing and time computation issues
- Worked with MIS to correct problems with Offendertrak release dates

Medical Compliance

- Developed and implemented in-depth quality assurance programs in cooperation with contracted medical provider, Correctional Medical Services, Inc. (CMS):
 - HIV inmates and movement of “Medically Confidential” offenders into general population

ACCOMPLISHMENTS

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- and CWC's
- Methicillin-Resistant Staph Aureus (MRSA) Infections
- Chronic Care Clinics
- Sick Call Process
- Hepatitis infections
- Mental health care
- On-site Infirmery & Off-site Hospital Utilization
- Inmate Deaths of Expected & Unexpected Medical Nature
- Initiated a systematic approach to managing inmate health care in county jails
- Developed a formal medical compliance monitoring system of the Private prisons
- Assigned all inmates a proper and recent Medical Class designation
- Assigned all inmates a proper and recent "Level of Care" designation
- Developed a formal clinically relevant orientation for interns who work in MDOC prison facility clinics
- Successfully obtained National Commission on Correctional Health Care (NCCHC) Accreditation for Mississippi State Penitentiary, Central Mississippi Correctional Facility and South Mississippi Correctional Institution

Communications

- Created public awareness opportunities and strengthened support alliances for the Department of Corrections
- Conducted agency's first state prison Victim Impact Panel at CMCF during National Crime Victims' Rights Week
- Produced and distributed promotional flyer commemorating five year anniversary of MDOC victim services program
- Developed customized media kits for events and interviews
- Created and publicized MDOC charity events including *Christmas in July* for Operation Stewpot
- Held press conferences to promote:
 - MDOC and Habitat for Humanity Partnership
 - MDOC Joins Forces with Pegasus
- Broadened "*Be Smart. Choose Freedom.*" public service announcement campaign exposure and audience base
 - Included message in Commissioner speeches, presentations, and radio guest appearances
 - Distributed videos to youth organizations and public leaders
- Produced and distributed MDOC/Commissioner Holiday Season Cards for key contacts
- Produced and distributed MDOC/Commissioner Birthday Cards for Legislators
- Augmented division network of public relations/corrections contacts and expertise
 - Obtained PR staff membership in ACA