

## **MAJOR ACCOMPLISHMENTS Fiscal Year 2008**

### **COMMISSIONER'S OFFICE**

- Achieved ACA accreditation recommendations for Probation & Parole in Community Corrections and the MDOC Central Office, wholly accredit in every component throughout the agency's responsibility
- Successfully increased salaries for staff who supervise long-term maximum security inmates
- Expanded re-entry center efforts for inmates who do not have an approved residence in Mississippi
- Established an MDOC Employee Relief Fund to provide staff with temporary relief in times of serious need
- Continued to enhance staff efforts and encourage productivity by expanding the availability of resources and by providing leadership, direction and vision

### **INSTITUTIONS**

- Revised OffenderTrak to allow for electronic generated forms/database for earned time, use of force, detention notices and rule violation reports
  - Increased the inmate capacity of MDOC and SMCI by 400 through the re-opening of SMCI III
  - Completed the second Re-accreditation Audit of SMCI
  - Established a Career Ladder for MDOC Records Technicians
  - Removed 128 offenders from Tallahatchie County Correctional Facility and ended contract
  - Maintained efforts to enhance the OffenderTrak Electronic Extraordinary Occurrence Report
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- Completed revision of Relief Factor at state prisons
  - Converted State, Private, and Regional Prison Emergency Preparedness Plans and Practice to the National Incident Management System Model
  - Continued upgrading the Institution Division Quality Assurance Program
  - Initiated requirement for Institution Division Managers to complete a minimum of four (4) in-house computer classes

### **COMMUNITY CORRECTIONS**

- Developed and maintained computer-generated data, via monthly reviews by Community Corrections' leadership of Records Statistical Reports
- Increased FO utilization of Program Services towards reducing recidivism rates for drug-related technical offenses
- Achieved ACA accreditation for Field Services

- Fully implemented instantly-read cup method for drug testing at the twenty (20) Community Corrections Residential facilities
- Completed appointments to Field Officer IV positions
- Achieved and maintained average officer regular caseloads at 130 clients maximum
- Increased the utilization of Alternative to Incarceration Program (ISP/House Arrest and Drug Court)
- Accomplished the full training of all Field Services staff through the revised curriculum for the Annual Refresher Training (Caseload, Legato and OffenderTrak)
- Amended ISP SOP 40-01-01 to a more user-friendly format while remaining compliant with ACA standards
- Worked with EM vendor to develop detailed statistical reports on a caseload level
- Achieved recommendation of ACA accreditation for the Flowood and Hinds Restitutions Centers
- Achieved recommendation of ACA reaccreditation for the Greenwood Restitution Center

#### **ADMINISTRATION AND FINANCE**

- Republished all Policies and SOPs needed for Probation and Parole Field Services ACA accreditation
- Republished all Policies and SOPs needed for Central Office ACA accreditation
- Revised the MDOC Training Databases to accept employees' ACE in place of social security numbers
- Updated and enhanced recruitment program strategies, including practices and procedures through MDOC Toll-Free Job line; decals on agency vans; scrolling Toll-Free number on website; tabletop display board at Central Office. Produced 2 additional display boards for MSP and SMC1
- Worked in conjunction with ITS to implement voice mail messaging services for Central Records and expansion of services for other MDOC facilities

#### **CORRECTIONS INVESTIGATION DIVISION**

- Implemented a monthly audit utilizing the Fleetnet (Fuelman) web service to minimize waste and fraud concerning the agency's fuel consumption activities
- Devised a new standardized format for the systematic reporting and tracking of criminal case dispositions

### **LEGAL DEPARTMENT**

- Provided ongoing training for all Unit 32 personnel in the Presley v. Epps Consent Decree
- Provided a training session for MDOC management staff on Legislation passed during 2008 Legislative Session
- Offered ongoing Employee Discipline and Grievances training in Pre-Supervisory Management classes at Mississippi State Penitentiary
- Settled the Presley v. Epps case regarding Unit 32
- Hired and trained an ombudsman for complaints from Unit 32
- Successfully defended federal complaints filed against MDOC and agency employees
- Successfully defended state complaints filed against MDOC and agency employees
- Successfully represented the agency in Employee Appeal Board Hearings

### **MEDICAL COMPLIANCE**

- Maintained contracted healthcare vendor accountability at the various prisons in the state for the provision of quality inmate healthcare
- Improved operations of the Specialty Care Clinic (SCC) to include Urology and ENT

### **COMMUNICATIONS**

- Developed system for designees from facilities and Areas I, II, III to submit events/positive story ideas regularly in order to generate proactive, positive PR
  - Gained access to multimedia processing equipment (video and audio recording) for future use on agency website
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- Created official MDOC logo representative of the agency
  - Updated media link on MDOC website to include ACA Accreditation Progress
  - Successfully secured \$1,370,204 grant from Department of Justice to manage implementation of Statewide Automated Victim Information Program (SAVIN)
  - Established SAVIN staff, secured vendor and launched execution of program components including PSAs, brochures, posters, and technical links, bringing an initial sixteen agencies on-line
  - Conducted training for Victim Assistance Coordinators throughout the state to improve communications
  - Developed new Victim Services Training Program for service providers and MDOC employees
  - Initiated victim/offender dialogue and victim advocacy training