
MAJOR ACCOMPLISHMENTS Fiscal Year 2009

COMMISSIONER'S OFFICE

- Accepted coveted ACA "Golden Eagle Award" on behalf of MDOC
- Continued to assist city, county and state government agencies by providing inmate workers as needed in the communities
- Reduced size of agency's motor vehicle fleet
- Enhanced staff efforts and encouraged productivity by further expanding resource availability
- Provided on-going leadership, direction and vision for MDOC

INSTITUTIONS

- Converted MDOC Manual Transfer Forms to Electronic Transfer Forms on OffenderTrak
- Converted manual shift reports to OffenderTrak electronic shift reports at Regional, Private, and State Prisons
- Upgraded MDOC OffenderTrak Extraordinary Occurrence Reports by compiling data from each computer field on an electronic form
- Trained Canines at the three state prisons to detect existence of cellular telephones
- Implemented Electronic Training for MDOC staff statewide utilizing MindLeaders
- Implemented committee recommendations for standard uniforms of correctional staff
- Successfully completed audit and received recommendation for ACA Re-Accreditation at the Central Mississippi Correctional Facility
- Consolidated office buildings at the Mississippi State Penitentiary conserving utility and transportation expenses, and improving staff efficiency
- Updated the shift relief factor for correctional officers and correctional supervisors at the state prisons
- Successfully completed audit and received recommendation for ACA Re-Accreditation at the Mississippi State Penitentiary
- Closed Mississippi State Penitentiary Unit 28 (Closed and Re-Opened)
- Completed expansion of Walnut Grove Correctional Facility and East Mississippi Correctional Facility
- Updated Offender Disciplinary System sanctions/penalties by violation and severity
- Implemented the revised MDOC Objective Classification System

COMMUNITY CORRECTIONS

- Continued revision of ISP SOP #40.01.01 to a more user-friendly format
- Achieved and maintained an average of 130 clients for regular officer caseloads
- Endorsed increased utilization of Alternatives to Incarceration Program (ISP and Drug Courts)
- Fully integrated and implemented the newly developed ICOTS Interstate Compact Computer Program and complete training
- Reviewed and downsized Field Services office space contracts and utilization statewide
- Streamlined and improved usability of G4S provided ISP reports
- Streamlined Restitution Centers' resident files by infusing utilization of Caseload Explorer document preparation. Revised all Restitution Center SOPs Chapter 41
- Revised SOP 34.04.01 increasing auditing frequency of electronic and paper Field Services client files
- Increased staff computer literacy on Caseload Explorer and OffenderTrak programs, improving supervision accountability to meet MDOC standards
- Maximized professional development for future Community Corrections leaders through targeted training and mentoring
- Reduced rising operating costs by monitoring use and maximizing efficiency practices
- Ensured ACA compliance through statewide auditing of Field Services' ACA and client files
- Implemented Evidence Based Practices for Field Services based upon national studies of *what works*
- Successfully completed the second round of ACA Re-accreditation Audits for the following residential facilities: Yazoo, Madison, Washington, Leflore, George, Forrest, Simpson, Bolivar, Quitman, Jefferson and Wilkinson CWCs and Pascagoula Restitution Center.

ADMINISTRATION AND FINANCE

- Converted all inmate banking transactions to an automatically posted method to increase profits
- Completed implementation of the time and attendance system (KRONOS) for statewide use
- Completed MDOC Correctional Officer Assessment and Retention Plan
- Began agency-wide utilization of the Mississippi Enterprise Learning Management System (MELMS) database
- Conducted analysis of printers and scanners agency-wide, determining the appropriate devices needed for economy and staff accessibility. Replaced older model printers with efficient multi-function devices
- Achieved first year recertification for Central Office ACA Accreditation

LEGAL DEPARTMENT

- Hired three new Special Assistant Attorney Generals for the MDOC legal staff
- Reorganized responsibilities for MDOC legal staff
- Trained new attorneys to take over *pro se* Federal litigation
- Trained new attorneys to take over 42 U.S.C. 1983 litigation in Federal Court
- Trained new attorneys to take over Title VII litigation in Federal Court
- Initiated utilization of video teleconferencing in the Gulfport Federal Court
- Initiated utilization of video teleconferencing in the Hattiesburg Federal Court
- Initiated utilization of video teleconferencing in the Jackson Federal Court
- Successfully maintained compliance with Presley v. Epps Consent Decree
- Successfully maintained compliance with the Gates v. Collier Consent Decree
- Trained designated staff on legislation passed in the 2009 legislative session
- Provided training to Pre-Supervisory Management classes
- Successfully defended Federal and State litigation
- Successfully represented agency in Employee Appeal Board proceedings

CORRECTIONS INVESTIGATION DIVISION

- Found means to fund the technical requirements needed for investigating criminal activities; i.e., cell phone information retrieval hardware and case management software; began Phase I of project implementation

MEDICAL COMPLIANCE

- Implemented fully operational Electronic Health Record for state correctional facilities
- Refined and maintained the statewide healthcare ombudsman program for inmate healthcare grievances
- Established quarterly meetings between healthcare providers and the MS Dept of Health TB Program
- Maintained measures to improve the operations of the MDOC Specialty Care Clinic
- Established centralized healthcare pre-release guidelines and program for inmates released with health conditions
- Continued to hold contracted healthcare vendors at the various correctional facilities accountable for the provision of quality inmate healthcare

COMMUNICATIONS

- Created a new format for *The Resource* and secured essential software and hardware for in-house production of the agency's monthly newsletter
- Established an editorial calendar and developed program columnists for *Resource* publication, building awareness of programs and familiarizing employees with agency current affairs
- Established timeline for newsletter production, maximizing efficiencies
- Provided page layout, graphics and photography assistance as needed to meet program requests
- Incorporated camera ready art/photos into event and program press releases to generate positive news stories
- Participated in job specific training opportunities, building communications/victim staff knowledge and skill
- Continued to provide training for Victim Assistance Coordinators throughout the state to improve communications
- Developed a consistent schedule for victim/offender dialogue requests and maintained all requests
- Conducted official public announcement introducing the Mississippi State-wide Automated Victim Information Program (MS SAVIN)
- Maintained management of MS SAVIN implementation with Mississippi sheriff offices, achieving connectivity with 55 sites state-wide