

MAJOR ACCOMPLISHMENTS Fiscal Year 2012

COMMISSIONER'S OFFICE

- Continued to move MDOC forward as the best corrections agency in the United States
- Increased classes offered to MDOC inmate population in Alcohol/Drug Treatment, and Educational including Adult Basic, GED and Vocational
- Continued to assist city, county and state government agencies by providing inmates to work as needed in the community
- Continued to reduce the size of agency's motor vehicle fleet
- Further expanded the availability of resources for staff in order to increase productivity and enhance staff efforts

INSTITUTIONS

- Updated MSP, CMCF, and SMCI staffing analysis with Fiscal Year 2012 Relief Factor
- Opened the Washington Regional Correctional Facility
- Ensured successful ACA reaccreditation audit at CMCF
- Revised MDOC offender behavior modification program policies and procedures
- Ensured successful ACA reaccreditation audit at MSP
- Repaved parking lot and installed canopy at Pascagoula Records Department office
- Developed requirements for employees to progress in record technician career ladder
- Established CMCF Reception Max West as the female suicide watch housing unit
- Completed MSP Highway 32 and parking lot re-pavement project
- Conducted NIMS ICS training for all necessary staff
- Facilitated NCCHC reaccreditation at MSP, CMCF and SMCI
- Completed therapeutic community training for MSP alcohol/drug staff

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COMMUNITY CORRECTIONS

- Completed ACA reaccreditation audits with a score of 100% at residential facilities:
 - Madison County Community Work Center
 - Yazoo County Community Work
 - Washington County Community Work Center
 - Leflore County Community Work Center
- Conducted an audit of the third generation "Risk Assessment for Field Services"
- Increased GPS pilot programs to 500
- Replaced, repaired or painted Community Corrections vehicles

ADMINISTRATION & FINANCE

- Implemented the Performance Development System which replaces the Performance Appraisal System
- Upgraded the Kronos Time and Attendance system and take advantage of advanced scheduler features, manage time-off requests and overtime proactively
- Completed the development and publishing of a procedure manual for all fiscal functions within MDOC

CORRECTIONS INVESTIGATION DIVISION

- Integrated the Axiom Generic Match Engine (GME), Centrifuge, and PTS Case Management Software
- Worked with the Mississippi Office of Homeland Security (OHS) to provide all law enforcement agencies in Mississippi information on all convicted felons released to any status into the public by making the information available through the Homeland Security Information Network (HSIN)
- Enhanced the background procedures currently used for contract vendor access to MDOC facilities
- Researched, proposed and implemented an Employee Retention Plan for CID
- Researched, tested and submitted for approval Thermal Imaging Equipment for fugitive apprehension and covert surveillance activities

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LEGAL DEPARTMENT

- Ensured full compliance in class-action lawsuits, especially *Presley vs. Epps*
- Monitored MDOC Worker's Compensation cases
- Broadened use of video teleconferencing in legal matters
- Provided successful representation to the agency in Employee Appeal Board cases
- Provided successful representation for the agency in Equal Opportunity Commission complaints
- Closed out *Presley vs. Epps*
- Defended Mississippi Employment Security Commission claims before the Administrative Law Judges, when requested
- Trained all community corrections field personnel in current legal issues including ethics and professionalism
- Conducted all agency administrative review hearings as the Administrative Law Judge for the agency
- Processed all agency tort claims
- Defended the agency's position in all state court litigation assigned
- Represented the agency in all federal court litigation assigned
- Referred corrections investigation division cases to Grand Jury as appropriate
- Gathered discovery information necessary for the successful defense of the agency
- Reviewed policy decisions as required for legality
- Determined which employees are entitled to legal representation and /or indemnification

MEDICAL COMPLIANCE

- Completed successfully the ACA reaccreditation process for the medical departments of CMCF and MSP
- Refined the process for inmate Conditional Medical Release and extend medical eligibility criteria to debilitated, bedridden inmates

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COMMUNICATIONS

- Worked with webmaster to include Daily Count (inmate population and community corrections population) on MDOC home page
- Provided a streamlined, convenient repository for MDOC victim information by converting all victim services paper files to electronic files using CHOICE, a web based case management system *Ongoing*
- Implemented new SAVIN enhancements (Photo's, Data Bridge Watch, Text Messaging, CHOICE software and Registration Link)
- Increased SAVIN community awareness and victim registrations by incorporating media outlets in marketing efforts
- Worked to better SAVIN's office on all levels
- Provided SAVIN training for law enforcement and victim service providers