

# Kentucky Department of Corrections Annual Report 2015

Professional

Honor Guard

C.E.R.T

Courage

Respect



K-9

Family

Career

Opportunity

Exciting

Team Work

Kentucky  
CORRECTIONS

**Steven L. Beshear**  
Governor

**LaDonna H. Thompson**  
Commissioner  
Department of Corrections

**J. Michael Brown**  
Secretary  
Justice & Public Safety Cabinet



## Letter From The Commissioner



*Commissioner  
LaDonna Thompson*

The Kentucky Department of Corrections primary mission is “to protect the citizens of the Commonwealth and to provide a safe, secure and humane environment for staff and offenders in carrying out the mandates of the legislative and judicial processes; and, to provide opportunities for offenders to acquire skills which facilitate non-criminal behavior.” This agency takes great pride in its ability to fulfill that mission and for its focus on re-entry efforts.

This report highlights the devotion and dedication of the more than 4,000 employees that are committed to the core mission of the agency - public safety, offender supervision, rehabilitation and re-entry. DOC employees have always been willing to do whatever necessary to get the job done – that dedication remains steadfast. The commitment of the Department of Corrections continues to bring great credit upon not only the individual staff, but the Department as a whole.

We pride ourselves in promoting public safety through service, integrity and professionalism while carrying out our sworn duty to protect the citizens of this great Commonwealth. The successes you will read about in this report did not happen by chance and I thank the Department of Corrections staff for their hard work in 2015 and look forward to tackling the challenges that lie ahead in 2016.

Sincerely,

A handwritten signature in cursive script that reads "LaDonna Thompson".

LaDonna Thompson  
Commissioner



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## Office of the Commissioner

### Commissioner LaDonna Thompson

Commissioner's Staff

Executive Secretary  
Mary Ann Sullivan

Personnel Assistant Director/  
Acting Director  
Bobbie Underwood

Director of Communications  
Lisa Lamb

Internal Affairs Branch Manager  
Charles Hines

Executive Staff Advisor/ ACA  
Coordinator / Ombudsman  
John Dunn

General Counsel  
Brenn Combs

### Deputy Commissioners

Office of Support Services  
Kimberly Potter-Blair

Office of Community Services  
and Local Facilities  
Paula Holden

Office of Adult Institutions  
James Erwin

### Departmental Oversight

Commissioner Thompson is the chief administrator of the agency, overseeing a \$503M budget and almost 4,000 employees. The Commissioner directly supervises:



*The 2014-2015 Commissioner's Executive Leadership Program participants outside the KACo building in Frankfort, Kentucky. The class graduated May of 2015.*

#### ◆ Personnel Division

Comprised of three branches: Personnel Management, Payroll and Recruitment and Staff Development Branches - DOC personnel staff serve our employees in the administration of Personnel, Payroll and Recruitment programs throughout the Department.

#### ◆ Communications Office

Public Information Officers are responsible for all internal and external communications. They respond to all media and open records requests, maintain the DOC social media accounts, produce the annual report and the DOC newsletter, "Inside Corrections."

Victim advocates work with victims providing information about their offender such as: explanation of inmate release dates and release type; parole eligibility and hearings; and restitution information.

#### ◆ Internal Affairs Branch

The Internal Affairs Branch provides departmental investigative services and produces analysis that provides insight, warning and the opportunity to detect developing trends within the prison population and department. This Branch also acts as a liaison with Federal, state and local law enforcement agencies.

#### ◆ Ombudsman's Office

This office is responsible for responding to all inmate grievances appealed to the Commissioner's Office. They also coordinate all accreditation efforts within the agency.

Legislative Research and Planning focuses on all aspects related to Kentucky's General Assembly including the drafting of statute mandated Corrections Impact Statements. In addition, all corrections-related research projects and federal reporting requirements are coordinated through this office.

## Division of Personnel Services

**Assistant Director/Acting Director**

**Bobbie Underwood**

Personnel Branch Manager  
Diana Eads

Payroll Branch Manager  
Rodney Moore

Recruitment and Staff Development Branch Manager  
Teresa Harris



*Bobbie Underwood  
Acting Director  
Division of Personnel Services*

Bobbie Underwood has served as the Assistant Director/Acting Director of Personnel Services since November 2014.

Underwood began her career with the Department of Corrections in 2005 at Blackburn Correctional Complex as a personnel management specialist II. Ten months later she joined the department’s Division of Personnel Services as a personnel management specialist III. She was promoted to personnel administrator in 2007 and promoted to human resources branch manager in 2011. In 2012 Underwood obtained the IPMA-CP designation, declaring her a “certified professional” in human

resources and public management.

Underwood is a 2002 graduate of the University of Kentucky where she earned a bachelor of science degree in family studies. She also attended the Commissioner’s Executive Leadership Program in 2009 and received the department’s Commissioner’s Award in 2011.

### Overview

The Division of Personnel Services is comprised of three branches: Personnel Management, Payroll, and Recruitment and Staff Development. These three branches serve over 4,400 employees in the administration of Personnel, Payroll and Recruitment programs throughout the Department.

The mission of the Division of Personnel Services is to serve as a catalyst to effective and efficient personnel, payroll, and recruitment services; protect the integrity of the Merit System through the proper enforcement and application of the statutes and regulations; and stay informed of the latest personnel management strategies to establish positive change for the betterment of the Department.

In 2015, the Division of Personnel provided key services to the Department and continued to provide oversight and guidance in the areas of personnel, payroll, benefits, disciplinary and leadership. The Division continues to conduct training for managers

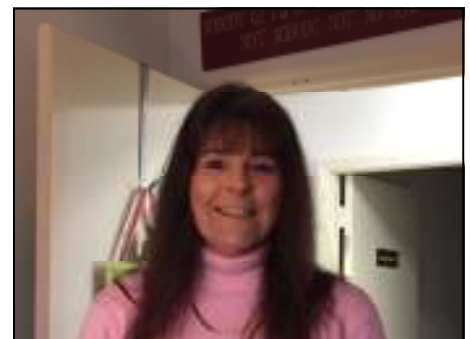
and supervisors throughout the state.

Professional Development continued to be a priority for the Division in 2015. All staff within the division continued to seek out professional development opportunities through IPMA-HR and other venues, including KCCD. Human Resource Administrator Ashley Thomas, served on the KY Chapter IPMA-HR board for 2015 and has been asked to chair a committee in the upcoming year.

### Personnel Management Branch

The Personnel Management Branch provides assistance to executive staff, department managers and personnel liaisons by implementing personnel programs and initiatives, providing guidance on complex personnel issues and represents the Department at meetings related to Human Resources.

In 2015, the Personnel Management Branch processed over 11,000 personnel actions and over 1018 job postings for the Department. Previously, this branch posted 750 job postings in 2013 and 966 in 2014. They also



*Diana Eads,  
Personnel Branch Manager*



## Division of Personnel Services



*Rodney Moore, Payroll Branch Manager*

successfully audited over 3,000 employee evaluations to ensure compliance with state regulations, with the assistance of the other branches within the Division of Personnel.

The Personnel Management Branch continues to pursue human resource trainings and is actively involved with the Kentucky Chapter of IPMA-HR, KHRIS user group, Career Opportunities System (COS) user group. The Branch also participates as part of the Personnel Council, a group of HR representatives from all agencies in the state who come together to discuss personnel issues. The Personnel Office has continued to revamp internal processes and procedures in an effort to streamline workflow to better serve our field HR liaisons and employees.

Assistant Director Bobbie Underwood was detailed to the Director of the Division of Personnel and continued to work closely with executive staff, providing guidance on all personnel issues.

Personnel Branch Manager, Diana Eads attended trainings on the Fair Labor Standard Act, HIPAA, Personnel Administra-

tion II and attended numerous meetings at Personnel Cabinet regarding personnel issues and various areas within the department in the interviewing and hiring process.

In 2015, Human Resource Administrator Ashlee Skillern attended KHRIS Organization Management II, Career Opportunity Services system at Personnel Cabinet and the Fair Labor Standard Act trainings in addition to completing the department's required on-line trainings in CrimCast. Human Resource Specialist III, Nicole Carlton completed all of the required CrimCast trainings for the department as well as those required for human resources to include the Fair Labor Standards Act (FLSA).

### Payroll Branch

The Payroll Branch is responsible for employee pay and benefit administration, including monitoring and processing pay, retirement, workers compensation, employee safety programs, family medical leave, W-2 information and unemployment benefits. Effective January 2014 and due to legislative changes, the Payroll Branch began the process of handling notices of pension spiking from the Kentucky Retirement System. Throughout 2015, the Payroll Branch continued to assist other state agencies to provide guidance and expertise on KRONOS and other payroll systems.

In 2015, Rodney Moore, Payroll Branch Manager attended FLSA training with the Personnel Cabi-

net. He oversaw the regional area's Correctional Officer interviews and hiring process. Rodney also serves as the Division of Personnel's ACA liaison and ensures the Division of Personnel's ACA files are up to date and accurate.

Human Resource Administrator, Ashley Thomas attended KHRIS Personnel and Payroll 200 training at the Personnel Cabinet. She was also awarded the 2015 Rookie of the Year award for the department. Annette Sewell was also reclassified to Human Resource Administrator.

In 2015, Jennifer Marye transferred to the Division of Personnel as the Human Resource Specialist III. She attended Human Resource Generalist training at the Personnel Cabinet. She was also selected to participate in the Commissioners Executive Leadership Program.

### Recruitment and Staff Development Branch

The Recruitment & Staff Development Branch continued to oversee the recruitment process, assist applicants with applying for positions in COS, provide



*Teresa Harris, Recruitment Branch Manager*

## Division of Personnel Services

oversight over the exit interview process, conduct education verifications, offer guidance and insight in EEO investigations, approve outside employment requests, create employee badges for staff, and review policies and procedures for revisions.

The Branch was very active in working with colleges and universities to place interns at Institutions and P&P offices across the state.

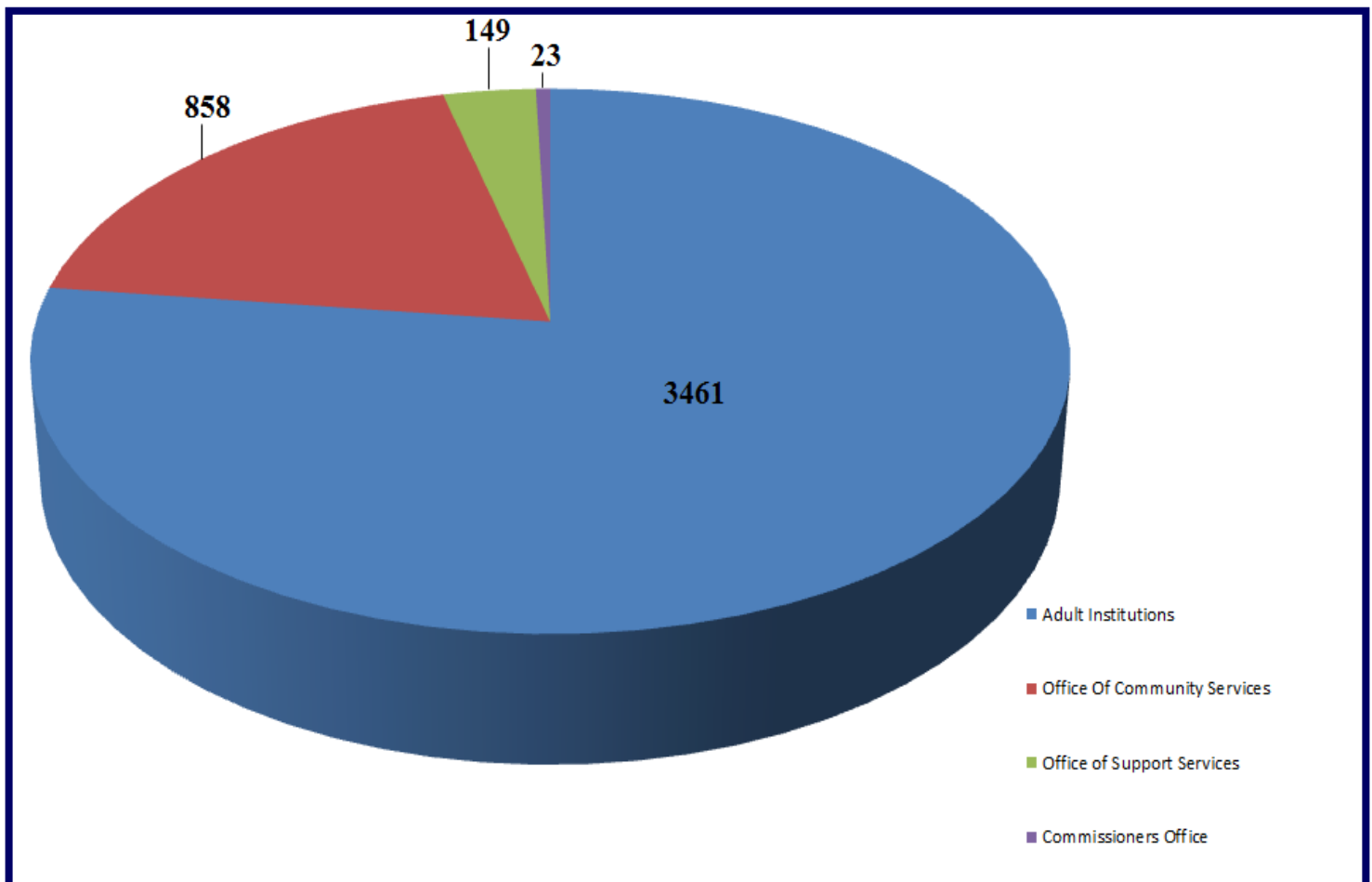
The Branch continues to work with the State Approving Agency for Veterans Education in getting

DOC jobs approved for on-the-job training which allows hired veterans to draw an additional paycheck through their GI Bill. In 2015, we had 54 employees that were taking advantage of the program. KYDOC is now the largest active participant in Kentucky.

The Branch attended 47 job fairs and set-up 48 times in unemployment offices to recruit officers. The branch also reached out to employers that were closing and attended job fairs at those locations, including Brake Parts in Stanford and LAC. Branch Man-

ager Teresa Harris spoke at the University of Kentucky job club about the array of Corrections' careers available.

In 2015, Teresa Harris received certification as a Senior Certified Professional from the Society for Human Resource Management (SHRM). She was also re-certified through the International Public Management Association for Human Resources (IPMA). She also attended FSLA training with the Personnel Cabinet.





## Communications Office

### Director Lisa Lamb

Public Information Officer  
Michael Caudill  
Briney King



*Lisa Lamb,  
Director of Communications*

Lisa Lamb serves as the Department of Corrections' Director of Communications.

A native of Harlan, Lamb brought nearly 20 years of experience working with the media to her position with the DOC. In her current role, she serves as the Department's spokesperson, handling all media calls and requests for information and interviews.

She was the 2003 recipient of the "Jennifer Schaaf Award," presented by the Society of Professional Journalists (SPJ) to an outstanding government communicator. Lamb came to corrections after six years with the Kentucky Press Association where she worked as the News Bureau Director, Member Services Director and as Director of the Kentucky High School Journalism Association. She spent nearly 10 years with the Harlan Daily Enterprise and served as the newspaper's executive editor.

She is a graduate of Southeast Community College and attended Eastern Kentucky University and the University of Kentucky, majoring in journalism.

### Overview

The Communications Office functions as the voice of the Department of Corrections. They are responsible for getting the DOC's message out to the public.

The Communications Office prepares press releases on events that happen within the department and distributes them to all media outlets as well as Justice Cabinet personnel.

The Communications Office also prepares presentations for the commissioner, creates and publishes the newsletter "Inside Corrections," prepares and hosts the DOC Annual Awards Luncheon. The Communications Office is responsible for completing the DOC Annual Report and handles all Central Office open records requests in which over 90 open record requests were responded to.

In addition to providing updated information on the Department's webpage, the Public Information Office also maintains the DOC social media sites. Although the Department has long held social media accounts, it was a goal in 2015 for the Department to create a stronger social media presence. Since March 1, 2015 the DOC Facebook page has generated over 1,500 new page "likes." Having a heavy presence on social media created a need for a



*Michael Caudill,  
Public Information Officer*

social media policy; the Public Information Office drafted a social media policy in 2015.

The Communications Office oversees the responsibilities of the Commissioner's Executive Leadership Program. Forty-seven applicants were selected for the 2015 class which started in September and will conclude in May 2016.

Lisa Lamb also supervises the Victim Services Branch.

### Highlights

In December, Kentucky was selected to host the 16th annual Women Working in Corrections & Juvenile Justice conference. Lisa Lamb will serve a conference chair with Tammy Lou Wright serving as co-chair.



*Briney King,  
Public Information Officer*

## Victim Services Branch

### Branch Manager Tammy Lou Wright

Alexis Williams-Hall  
Charlotte Ellis  
Kim Crews  
Myles Young

#### Overview

The Victim Services Branch (VSB) is the arm of Corrections that handles requests for information from victims pertaining to their offenders. VSB staff provides a broad range of information-related services such as: explanation of inmate release dates and release type; restitution information; service referrals; victim rights services and victim parole board hearings. VSB also manages the Kentucky VINE system which encompasses three fully functioning victim notification services: Offender status, Court Hearings, and Protective Orders. VSB staff also travels the state to promote and train other criminal justice professionals and victim service agencies regarding the KY VINE Services and VSB functions.

#### Highlights

VSB's former advocate Michael Caudill promoted to Public Information Officer. The vacant position was filled with Myles Young.

VSB staff presented to the following groups: Attorney General Victim Assistance Conference, KYDOC Substance Abuse Program providers, Kentucky Sheriff's Association, Law Enforce-

ment Training with DOCJT, institutional leadership programs, and the KY Jailer's Conference.

In addition to presenting, VSB exhibited at the following conference and training events: Adanta Focusing on Treatment and Care Conference, Kentucky Association Sexual Assault Programs, and the Kentucky Sheriffs Association.

Tammy Lou Wright and Alexis Williams-Hall served on the Kentucky Victim Assistance Academy (KVAA) steering committee. Tammy Lou Wright served on the national VINE advisory committee (VAC) for the provider of the nations automated notification services. The VSB attended the VINE user's conference in Louisville, KY.

This year VSB worked in conjunction with Dismas Charities-Owensboro to provide "Impact of Crime" activity to offenders housed at that facility. The staff in VSB provided assistance to the

VAWA and VOCA grant administrators at the Justice Cabinet by reviewing grants and starring in their 'how to' grant training videos.

Tammy Lou Wright continues to serve on the Governor's Re-Entry Task Force Committee. She was appointed by the Governor to the Kentucky State Council for Interstate Adult Offender Supervision. She also joined the Critical Incident Stress Debriefing (CISD) team.

Advocates, Alexis Williams-Hall and Myles Young graduated from the Commissioner's Executive Leadership Program. Both advocates reviewed grants on behalf of the Justice Cabinet's Grant Management Branch for Violence Against Women Act (VAWA) and Victims of Crime Act (VOCA) funding.

Advocates Charlotte Ellis and Kim Crews continued their work of making manual notifications of offender's upcoming parole hear-



*Victim Services Branch (Back L-R): Kim Crews, Myles Young and Charlotte Ellis (Front L-R): Alexis Williams-Hall and Tammy Lou Wright.*

## Victim Services Branch

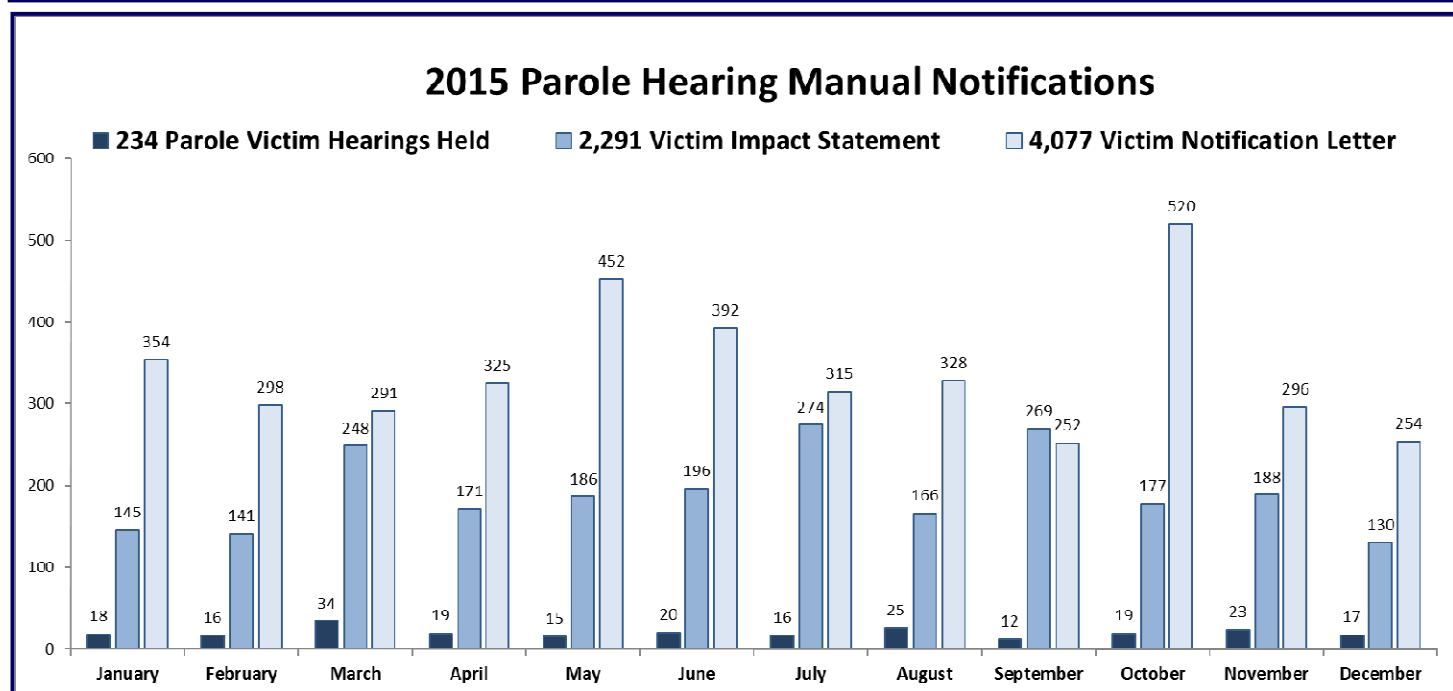
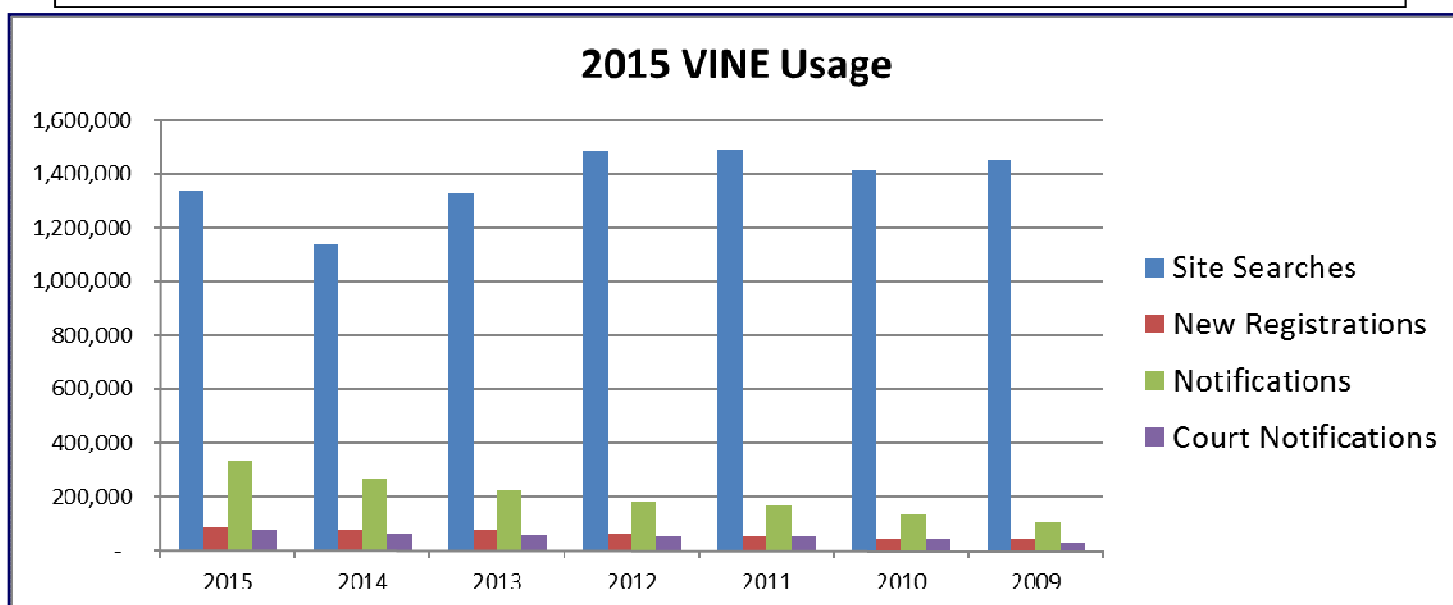
ing to victims. They mailed 4,077 initial notification letters on offender's who are serving on crimes defined in KRS 421.500. Of those initial letters 2,291 victims provided a response to include a victim impact statement for the Parole Board to review. Of those responses, 234 requested a victim hearing with the Pa-

role Board. These numbers do not account for the parole outcome letters that were sent to victims on the Parole Boards decision based on the victim's request.

During the year of 2015, VINE saw an 25% increase in notifications for VINE services and ac-

quired 87,575 new registrations. The total number of notifications for 2015 for all three VINE services was 331,573. Total VINE searches for the year 2015 totaled to 1,340,519. Of this total, 238,866 searches were conducted via VINE mobile apps. This was a 65% increase over previous year.

### VINE Offender Status Notifications, Court Hearing Notifications and VINE Protective Order Notifications



## Internal Affairs Branch

### Branch Manager Charles “Chuck” Hines

Investigator Supervisors  
Jon Collett  
Miranda Rodgers

Program Coordinator  
Kellynn Thompson



*Chuck Hines  
Branch Manager  
Internal Affairs Branch*

### Internal Affairs Branch

Mark Wasson served as the Branch Manager of the Internal Affairs Branch until October 2015. The position remained vacant until Chuck Hines was appointed to the position on January 1, 2016.

Hines brought over 22 years of experience in the investigative field to the DOC.

He began his career with the Kentucky Natural Resources and Environmental Protection Cabinet and served in the Office of Inspector General as well as the Kentucky Transportation Cabinet.

Hines is certified by the Association of Inspectors General based in Pennsylvania and is a 20-year

retired United States Army Military Police Corps Veteran.

### Overview

The Internal Affairs Branch was created in May 2014 to coordinate investigative efforts. The Internal Affairs Branch is the central component of an integrated investigative system within the Department of Corrections. The Internal Affairs Branch mission is to enhance the proficiency of the investigative staff in the institutions and to conduct professional, thorough and objective investigations in fulfillment of the Commissioner’s administrative responsibilities, all in good keeping with the mission, goals and integrity of the Department.

The branch is responsible for investigating allegations of misconduct by departmental staff and allegations of criminal activity by inmates, parolees, probationers, departmental staff, and vendors doing business with the Department of Corrections.

The branch provides oversight, assistance and training to the thirteen (13) institutional internal affairs officers. Through the creation of a uniform training program, the Internal Affairs provides a professional approach using the latest investigative techniques and technological advancements.

The Internal Affairs Branch works closely with other local, state, and federal law enforcement agencies on cases of mutual interest.



*Miranda Rodgers  
Investigator Supervisor*

### Highlights

In 2015, the Internal Affairs Branch assumed the responsibilities of the security threat groups and received one new position due to an increased work load.

A week-long training was provided to all institutional internal affairs officers. This training included investigations, report writing, social media, policy and procedures, interviewing techniques, courtroom testimony and case preparation.

Also in 2015, a database module was designed and built in the Kentucky Offender Management System specifically for internal affairs investigations.



*Jon Collett,  
Investigator Supervisor*



## Ombudsman Office

### Ombudsman

**John Dunn**

Research & Legislation  
Internal Policy Analyst  
Briney King

Grants Oversight  
Program Administrator  
Danny Norris

Administrative Assistant  
Julie Bowles



*John Dunn*  
*Executive Staff Advisor /*  
*ACA Coordinator / Ombudsman*

### Executive Staff Advisor

Dunn began his Corrections career in April 1993 at Northpoint Training Center as a Correctional Officer.

He began promoting up through the ranks and in January 2006 he was promoted to program administrator at Central Office supervising the home incarceration and re-entry programs, a position he held until September that year when he was named as Ombudsman.

Dunn also served 21 years in the National Guard and retired in 2006 after achieving the rank of major.

He is a 1990 graduate of the University of Kentucky where he received his bachelor's degree in history. Dunn is a member of the American Correctional Association (ACA), Correctional Accreditation Managers' Association and the National Guard Association.

### Overview

The office of the Ombudsman consists of 5 main areas: Accreditation, Inmate Grievance process, Commissioner's correspondence, Grants and Research/Legislative areas.

### Ombudsman/Accreditation

This office oversaw sixteen internal audits and six ACA audits during 2015. Each institution audited by ACA received a score greater than 99%. This is considered extremely high scores and reflects the dedication and commitment of the Department to Accreditation.

In 2015, approximately 800 grievances were researched and responded to with 8 percent ruled in favor of the offenders. This is an excellent percentage among correctional systems.

Also in 2015, this office has started the process of converting the grievance system into KOMS which will eliminate paper and storage concerns. It will also create a database to more effectively and efficiently track data concerning grievances across the Department.

### Office of Research & Grants

The Research Internal Policy Analyst serves as the Department's representative on the Justice & Public Safety Cabinet's legislative team, assists with federal reporting requirements and coordinates corrections-related research requests and projects.

During the thirty day 2015 General Assembly Legislative Session, over 100 corrections impact statements were drafted and submitted to the Legislative Research Commission and the Department proposed HB 428 to amend existing language relating to the Internal Affairs Branch, Offender Identification Cards, Training for License to Carry Concealed Deadly Weapons for DOC Employees, Jail Inspection Reports prepared by DOC and changes to the Jail Personnel Training.

This was a successful bid and House Bill 428 was enacted into law June 24, 2015.

The Research office is also responsible for reviewing and recommending all research projects that come into the Department of Corrections. Over 200 legislative inquires were responded to in 2015 and completed over 12 research projects and data requests for the year.

The Grants office continued to improve the efficiency by creating more effective databases to track grants and to ensure the money is being spent effectively and in accordance with grant guidelines.

## Office of Support Services

### Deputy Commissioner Kimberly Potter-Blair

Admin. Coordinator / IT & OIS  
John Hall

Offender Information Services  
Robert Belen

Re-Entry  
Kristin Smith

Administrative Services  
Hilarye Dailey

Parole and Victim Services  
Melissa Chandler

Corrections Training  
Mary Godfrey

Probation & Parole  
Vacant



*Kimberly Potter-Blair  
Deputy Commissioner  
Office of Support Services*

she was promoted to Assistant District Supervisor for District 9 in 2003, and then to District Supervisor in 2005.

While working in District 9, which encompasses Fayette County, she was instrumental in the efficient flow of court work in the Fayette Circuit Court system. She was also active in helping to create the Fayette County Re-Entry Program for offenders on probation and parole, as well as coordinating efforts with the CJ-DATS research project with the University of Kentucky.

During her career, Potter-Blair has been a member of the Kentucky State Parole Officers' Association and the Kentucky Council on Crime and Delinquency, where she previously served as President of the Bluegrass Chapter. She is also a graduate of the inaugural Commissioner's Executive Leadership Program, which began in May 2005.

### Information and Technology Branch

The Information and Technology (IT) branch is charged with sup-

porting and maintaining the systems that are driven by the business needs of the Department.

IT Branch is tasked with supporting our Kentucky Offender Management System (KOMS), Websites (Justice Cabinet, Corrections, KY Correctional Industries and Parole Board), KOMS Helpdesk and other custom applications.

The Information and Technology Branch is in a continual state of progress providing solutions and services to our end users by using accessible resources and seeking out resources from other state agencies with as little impact the end-user as possible.

The Branch provides ad-hoc reporting and data analytics to users in the field and outside researchers. We work with other agencies to provide information to our users in order to support their business needs.

### Highlights

In January 2015 the Information and Technology branch began working with the Commonwealth Office of Technology to start the



*John Hall, Admin. Coordinator  
Information Technology and  
Offender Information Services*

### Office of Support Services

As Deputy Commissioner of Support Services, Kimberly Potter-Blair is responsible for the Administrative Services Division, Corrections Training Division, Division of Probation and Parole, Division of Parole and Victim Services, Information and Technology Branch, Offender Information Services Branch, Contract Management Branch and the Re-entry Branch.

Potter-Blair began her career with the Department of Corrections in 1998 as a Corrections Officer at Blackburn Correctional Complex. She was promoted to caseworker at Blackburn before transferring to the Division of Probation & Parole in District 9 in 1999. After supervising a caseload of offenders for approximately four years,



## Office of Support Services

I3 consolidation. The consolidation of the Department of Corrections IT Infrastructure was complete in October 2015.

In April 2015, KOMS team installed Internal Affairs functionality which assisted Investigators with staff and inmates investigations department wide.

Also in April 2015, work began on an interface link to share data between KOMS and the eClinicalWorks Electronic Medical Record system. The interface enables the sharing of data between both systems without the need for duplicate entry. Software was successfully promoted to KOMS in September 2015.

In June 2015, the KOMS Project Management Team completed an interface with JPAY to provide a new service on the JPAY Kiosks allowing inmates to access information from their KOMS record. In July 2015, the function was expanded to allow inmates to purchase stamps for email messages.

In July 2015, KOMS team began work on the Incident Report Tracking Module. This eliminated further paper reports being created for Department Incident Reports. The addition of this module into the KOMS system facilitates the administration in monitoring, tracking and analyzing Department Incidents.

In October 2015, updates to KOMS were made to accommodate legislation passed for offenses involving Heroin.



*Robert Belen, Branch Manager  
Offender Information Services*

### Offender Information Services Branch

The Offender Information Services Branch is charged with the responsibility of calculating the sentences of the entire inmate population in accordance with all court orders, laws, policies and regulations pertaining to inmate sentence calculations as well as maintaining an inmate file on all offenders currently in the custody of the Department of Corrections.

During 2015, a total of 16,962 inmates were released by shock probation, parole, mandatory reentry supervision or upon completion of their sentence. This Branch serves as the last line of defense in ensuring that each of those offenders was released on the exact day they were eligible for release. Additionally, Offender Information Services is responsible for fielding questions from the court system, law enforcement agencies and the general public; responding to correspondence from the inmate population; and processing open records requests for documents contained in inmate files.

This tremendous responsibility is shared among the thirty-two staff members of the Branch which include an Administrative Coordinator, Branch Manager, three administrators, three supervisors, sixteen offender information specialists, six office support staff and two administrative specialists.

Beginning in July of 2015 the Branch retained the services of VeBridge, a document imaging company, to scan an approximate 7,500 boxes of the hard copy central office inmate files stored at the Kentucky Department for Libraries and Archives. At the end of 2015, 2,000 boxes have been recalled from Kentucky Department for Libraries and Archives for scanning. This brings a substantial monthly savings to the Department. These hard copy files are scanned into the offender management system where they will be maintained as a permanent record.

In December 2015 the file room that housed all of the hard copy central office inmate files was converted into two office spaces. The ability to do this is largely based upon the implementation of the Kentucky Offender Management System (KOMS) and going paperless with our inmate files starting in May 2007.

Also in 2015, Robert Belen was selected as the new Branch manager and Offender Information Specialist Doug Lamb was named Offender Information Services Employee of the Year.

## Office of Support Services

### Reentry Branch Manager Kristin Smith

Program Administrators  
Kerry Mears  
Hannah Gibson

Administrative Specialist III  
Melissa Moore



*Kristin Smith,  
Reentry Branch Manager*

### Overview

The Reentry Branch strives to increase public safety and improve recidivism rates by enhancing resources available to offenders transitioning from incarceration to the community. This requires that all branches of the Department collaborate to build a seamless reentry process.

The Reentry Branch oversees the use of the Level of Service Case Management Inventory. The Department currently uses a validated risk and needs assessment tool, the Level of Service / Case Management Inventory (LS/CMI), and a comprehensive case management plan to prepare for the release of offenders. During 2015, the number of LS/CMI's completed was 42,277.

The Reentry Branch supports dedicated reentry coordinator positions in prison facilities and reentry parole officer staff in the Jefferson County supervision districts. At the conclusion of the Second Chance Act Grant, the reentry parole officers were assigned under the supervision of their assigned district.

The Reentry Branch supports the network of reentry councils across the state. Reentry Task-forces exist in the following areas: Paducah, Owensboro, Elizabethtown, Bowling Green, Louisville, Lexington, Northern Kentucky, London, Maysville, Ashland and Pikeville. Reentry staff attend the reentry council meetings routinely to advise service providers of new Department initiatives, gather information about services and develop strategies to address service gaps.

In partnership with the local reentry councils, the Reentry Branch developed a process for families to learn more about the criminal justice system. The first Family Engagement Session was held in Bowling Green in partnership with the Southern Kentucky Reentry Council in February, 2013. During 2014, a new focus was formed from the previous Family Engagement Sessions and Families of the Incarcerated groups were started. These groups mirror the Reentry councils across the state and provide the families a monthly group meeting to allow for support and networking. The Reentry Branch attends periodically or upon request to hold a question and answer session for families in a less



*Kerry Mears,  
Reentry Program Administrator*



*Hannah Gibson,  
Reentry Program Administrator*

formal environment. The Families of the Incarcerated groups in Northern Kentucky, Greater Louisville and Bluegrass areas continue to meet monthly and grow their groups. The other areas of the state have had less success with families attending and are focusing on using both the Kentucky Reentry website and Facebook page along with creating a Kentucky Families of the Incarcerated Facebook page to keep families informed and able to ask questions without attending in person meetings.

### Highlights

Training new DOC case management staff on the Case Management Plan in conjunction with training on our validated risk and needs assessment tool highlighted





## Office of Support Services

the Reentry Branch during 2015. Training focuses on effective case management planning, including developing goals, tasks and timelines based on identified criminogenic needs.

The release of a quarterly newsletter called “The Tool Box” continued in 2015. “The Tool Box” provides information to staff about reentry initiatives throughout the state as well as provides information to offenders in prisons, jails, halfway houses and the community.

Providing staff support to the Governor’s Reentry Task Force continued in 2015. The task force was established by Governor Beshear in April 2009 for the purpose of improving the effectiveness of facilitating the reentry of ex-offenders into their communities. The task force is made up of members within multiple state agencies along with stakeholders throughout our communities in the Commonwealth. In 2015, the Task Force met eight times and continued to review information

about the reentry challenges faced throughout Kentucky and to compile the 2015 Legislative Recommendations.

Meetings were conducted throughout the year with institutional reentry coordinators and reentry parole officers to share information on resources, developing strategies to assist high risk offenders and to determine needs that may be addressed through collaboration with local reentry task forces.



**KENTUCKY DEPARTMENT OF CORRECTIONS  
STAFF AND OFFENDER NEWSLETTER**

APRIL 2015

THE TOOL BOX

VOLUME 4, ISSUE 2

KENTUCKY ONE STOP CAREER CENTERS

The Kentucky Career Center is your link to employment, workforce information, education and training. Our goal is to match qualified workers with employers’ needs. Whether you are a job seeker or a job provider, the Kentucky Career Center has services for you.

Working together to make  
Kentucky’s workforce stronger.

It is important to have a plan if you want to land that dream job. The Kentucky Career Center can help you get on the right track with these services.

**Job Seeker Services:**

- Conduct job search and placements
- Measure skills and abilities
- Create a resume and prepare for interviews
- Explore career training options
- Discover job specialty services for military veterans
- Gain computer skills
- Access job assistance for people with a disability
- Find unemployment support and assistance
- Get GED assistance and access adult learning opportunities
- Find services for displaced workers

SPRING  
IS  
HERE!!




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*The Tool Box, a quarterly newsletter, provides information about reentry initiatives throughout the state.*



## Division of Administrative Services

**Director  
Hilarye Dailey**

Assistant Director  
Pat Sudduth



*Hilarye Dailey, Director  
Administrative Services Division*

Administrative Services provides resource support to the department and staff in a vast array of services including budget, financial management, accounting, fixed asset management, insurance, fleet, procurement and internal financial audits. The division processes thousands of accounts payable, accounts receivable and procurement documents annually, including travel vouchers for over 700 probation and parole staff. In addition, staff processed approximately \$1M in drug testing fee receipts.

The Division of Administrative Services successfully implemented the FY15 Budget while actively ensuring funds were available to sustain the operational requirements of the department.

Annual inventory, fixed asset reporting and the Department's fiscal year closing package was completed accurately and timely to the Finance and Administra-

tion Cabinet. The Department had no audit findings on the fixed asset or financial portion of the Statewide Single Audit of the Commonwealth of Kentucky.

The Department received \$3M in SB192 legislation funding from the Justice & Public Safety Cabinet. Part of the funding provides for additional substance abuse treatment beds and medically assisted therapy (MAT) in county jails. As a result, the procurement section issued nine (9) additional contracts for SB192 programs in county jails.

The Department's FY16-18 Biennial Budget Request was completed and submitted in November 2015. Some specific funding requests included the statutory institutional career ladder, raises for Probation & Parole officers and Social Services Clinicians, population growth, medical services growth, and Probation &

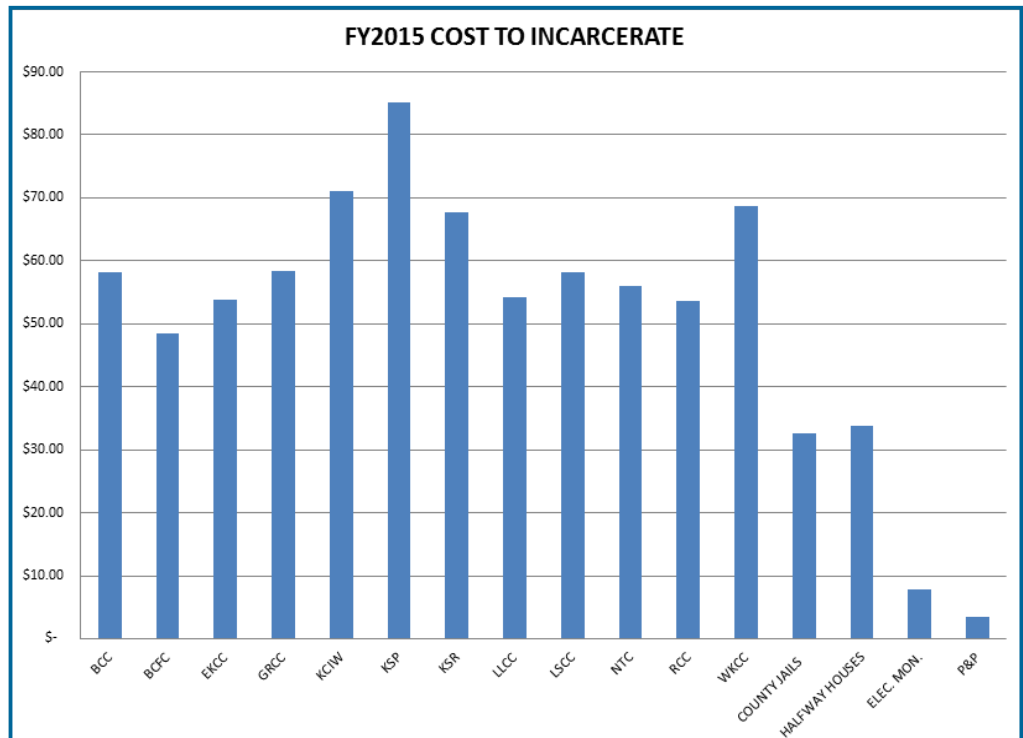


*Pat Sudduth, Assistant Director  
Administrative Services Division*

Parole expansion.

The Division conducted two Fiscal Manager's meetings, one in May and one in September to provide training to all Fiscal Managers and included tours of KCIW, Ross-Cash and Kentucky State Penitentiary.

Nikki James, of the Division's procurement section was selected as a recipient of a Commissioner's Award and was also selected to the Commissioner's Executive Leadership Program.



## FY 2015 Cost to Incarcerate & Per Diems

<b>KY DOC Adult Institutions</b>	<b>*CTI Per Day</b>	<b>*CTI Per An-num</b>	<b>**Per Diem (Male)</b>	<b>**Per Diem (Female)</b>
Blackburn Corr. Complex	\$ 58.17	\$ 21,232.17		
Bell County Forestry Camp	\$ 48.37	\$ 17,654.79		
Eastern KY Corr. Complex	\$ 53.83	\$ 19,647.02		
Green River Correctional Complex	\$ 58.35	\$ 21,298.02		
KY Correctional Inst. for Women	\$ 71.02	\$ 25,921.05		
KY State Penitentiary	\$ 85.04	\$ 31,041.21		
KY State Reformatory	\$ 67.63	\$ 24,686.27		
Luther Lockett Corr. Complex	\$ 54.17	\$ 19,772.72		
Little Sandy Corr. Complex	\$ 58.28	\$ 21,270.53		
Northpoint Training Center	\$ 55.90	\$ 20,404.16		
Roederer Correctional Complex	\$ 53.60	\$ 19,564.10		
Western KY Corr. Complex	\$ 68.74	\$ 25,091.35		
<b>Other Averages</b>				
<b>Total State Facility Average Cost</b>	<b>\$ 61.09</b>	<b>\$ 22,298.62</b>		
<b>Total State Inmate Average Cost</b>	<b>\$ 48.49</b>	<b>\$ 17,700.30</b>		
County Jails without SAP (State Inmates)	\$ 32.51	\$ 11,865.88	\$ 31.34	\$ 31.34
County Jails with SAP (State Inmates)	\$ 41.51	\$ 15,150.88	\$ 40.34	\$ 40.34
Halfway Houses - Inmate Beds	\$ 33.80	\$ 12,336.05	\$ 31.61	\$ 32.64
***Halfway Houses - Probationer/Parolee Beds & Recovery Ky.	\$ 32.42	\$ 11,833.30	\$27.62/\$31.61	\$27.62/\$32.64
Electronic Monitoring	\$ 7.90	\$ 2,882.63		
Probation & Parole - Cost to Supervise	\$ 3.46	\$ 1,262.52		
State Institution Average Female	\$ 69.88	\$ 25,506.20		
State Institution Average Medium non medical (male)	\$ 55.69	\$ 20,326.09		
State Institution Average Medical (male and female)	\$ 65.61	\$ 23,946.50		
Average Medical Cost per Inmate, Adult Institutions	\$ 13.13	\$ 4,792.73		
Average Substance Abuse Cost per Inmate-Institutions	\$ 5.04	\$ 1,840.27		

\*Note: The Cost to Incarcerate includes Department Overhead (Central Office)

\*\*Per diem is the actual housing per diem paid to providers.

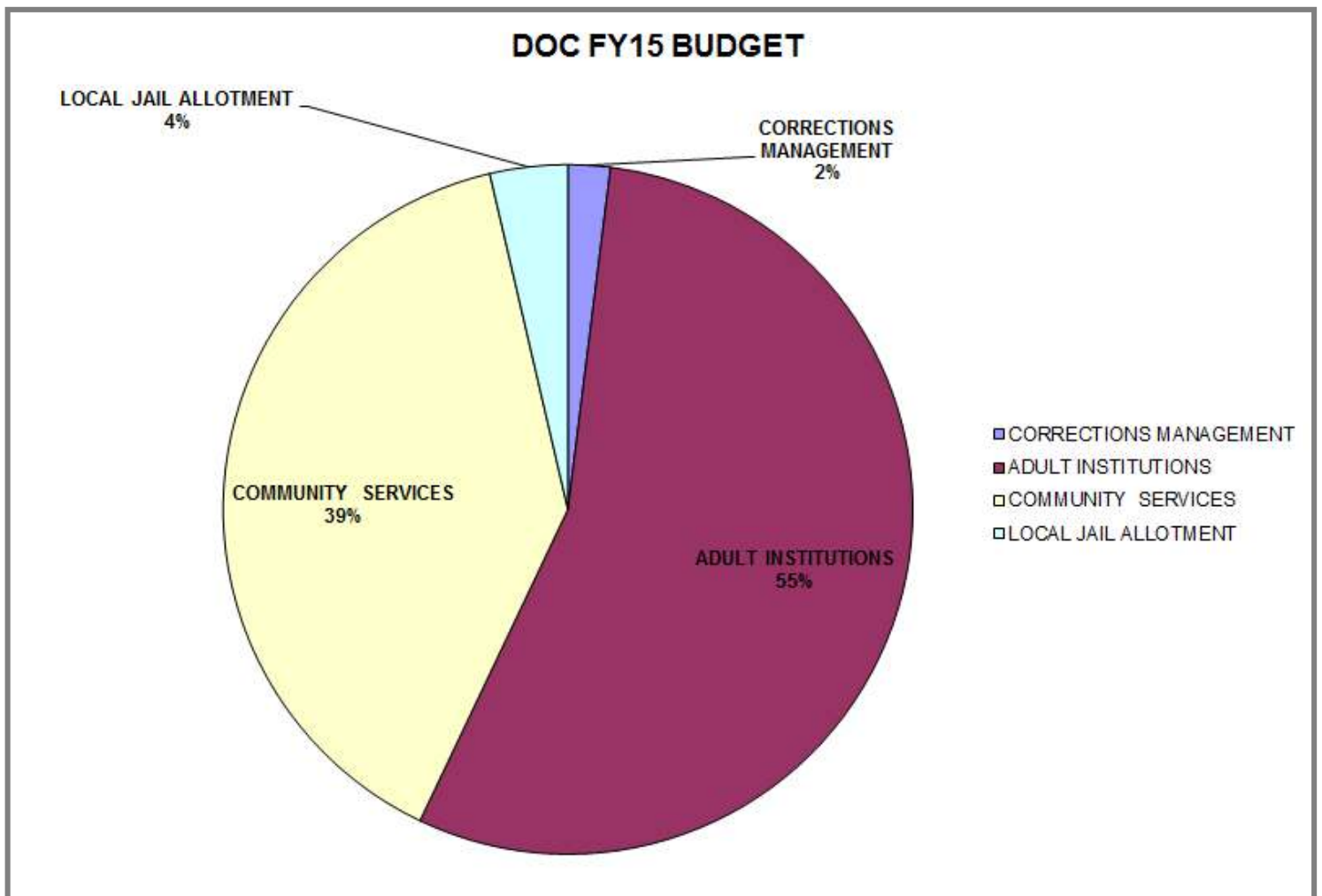
\*\*\*Halfway House Probationer & Parolee per diem is \$27.62

Recovery Kentucky per diem is \$31.61 (male) and \$32.64 (female)

## Division of Administrative Services

### 2015 Expenditures

	CORRECTIONS MANAGEMENT	ADULT INSTITUTIONS	COMMUNITY SERVICES	LOCAL JAIL ALLOTMENT	TOTAL
PERSONNEL	\$ 8,734,257	\$ 160,146,594	\$ 47,215,172	\$ 41,700	\$ 216,137,723
OPERATING	\$ 1,128,093	\$ 50,688,529	\$ 5,576,969	\$ 440,000	\$ 57,833,591
CARE & SUPPORT	\$ 1,211	\$ 62,250,739	\$ 143,182,998	\$ 17,681,397	\$ 223,116,345
DEBT SERVICES		\$ 115,500			
CAPITAL OUTLAY		\$ 1,533,637			\$ 1,533,637
<b>TOTAL</b>	\$ 9,863,561	\$ 274,734,999	\$ 195,975,139	\$ 18,163,097	\$ 498,621,296



## Division of Parole and Victim Services

### Division of Parole and Victim Services

Internal Policy Analyst IV  
Melissa Chandler

Program Administrator  
Ambie Ingram



*Melissa Chandler,  
Internal Policy Analyst IV*

### Overview

The Division of Parole and Victim Services is responsible for completing all administrative duties of the Parole Board as determined by policies, statutes and regulations. The division consists of four sections: Victim Services, Support Services, Risk Assessment, and Revocation.

Victim Services staff in this Division are supervised by the Department's Communications Director, Lisa Lamb. These staff members are responsible for victim and prosecutor notification regarding parole as required by statute. They coordinate victim impact hearings, notify victims per KRS 439.340, respond to concerns/questions from victims, process victim impact statements, and provide hearing outcomes to

victims.

The Support Services section handles incoming calls and correspondence, performs clerical support during parole hearings, enters the Parole Board's decisions, provides administrative support to the Parole Board members and maintains the parole eligibility lists.

The Risk Assessment section is responsible for compiling Parole Guidelines Risk and Need Assessments as required by KRS 439.331. This is an objective and validated tool used by the Parole Board since 2003 when making release decisions.

The Revocation Section consists of administrative staff as well as hearing officers known as Administrative Law Judges. The administrative staff issue and process supervision revocation warrants, provide administrative support to the hearing officers, process preliminary hearing decisions, schedule hearings, and prepare parole violator packets for the Parole Board to use during the final parole revocation hearings. Administrative Law Judges conduct preliminary revocation hearings, which are proceedings to determine if probable cause exists that a parolee has possibly violated the terms and conditions of their parole supervision.

In 2015, the Division of Parole and Victims Services employed one Internal Policy Analyst IV, three full-time Administrative Law Judges, one Corrections Program Administrator, three Internal Policy Analyst III's, three



*Administrative Law Judges  
Kimberly Morris (top),  
Eden Stephens (middle), and  
Daniel Schulman (bottom)*

Administrative Specialist III's, two Parole Board Specialist II's, and six Parole Board Specialist I's.

### Highlights

In 2015, this division processed over 20,000 Parole Board decisions, compiled about 15,000 risk and needs assessments, and issued about 6000 revocation warrants. The Division of Parole and Victim Services staff continues to ensure that the Parole Board is able to fulfil their duty as part of the criminal justice system of Kentucky.



## Division of Corrections Training

### Director

**Mary Godfrey**

(Retired December 2015)

Harold E. Black Training Center  
(formally Central Region)  
Steve Faulkner

John D. Rees Training Facility  
(opened December 2015)  
Steve Faulkner

S.T. Wright Training Facility  
(formally Eastern Region)  
Glenn Hance

Bill Cunningham Training Facility  
(formally Western Region)  
Donnie Youngblood



*Mary Godfrey, Director  
Division of Corrections Training*

### Overview

The Division of Corrections Training (DCT) is charged with planning, coordinating and conducting training for adult institutions, probation and parole, jailers and DOC Central Office.

The DCT develops the majority of the new employee and continuing training curriculum for correctional officers, uniformed supervisors and non-security staff of the 13 adult institutions, the probation and parole officers and staff of the 20 Probation and Parole Districts and annual training

for the elected jailers and their staff within all 120 counties of Kentucky.

In 2015, the Department transitioned to GLOCK across the state.

DCT trained 7,550 individuals last year; 6,529 DOC staff, and 1021 Jail Employees.

### Training: Correctional Officers

A new correctional officer is required to complete the Institutional Pre-service Academy (IPSA) by attending New Employee Orientation (NEO) training at the hiring institution. The Institutional Training Coordinator (ITC) oversees the NEO instruction and the Phase I portion of the IPSA. The Phase I portion of IPSA is equivalent to forty (40) hours of classroom training delivered by Computer Based Training (CBT) within the institution's computer lab. After completing the NEO and Phase I at the hiring institution, the trainee will complete Phase II at one of the three training centers. Upon completion of NEO, Phase I and Phase II, the new correctional employee returns to the hiring institution for the remainder of their eight month probation period. Upon return to their institution the newly trained correctional officer will receive an additional forty (40) hours of Officer In-Service training annually.

### Adult Institutions Non-Security

All non-security staff attends the number of training hours dictated by the requirements of ACA accreditation. During 2015 training Corrections Policy and Procedures (CPP) and Training Policy and Procedures (TPPS) were reviewed and accreditation requirements were addressed.

### Training: P&P Officers

A new probation and parole officer completes the Probation and Parole Officer Pre-service Academy by attending New Employee Orientation at the hiring Probation and Parole Office. The Assistant District Supervisor oversees the New Employee Orientation (NEO) and Phase I of the training. The Phase I portion is equivalent to forty (40) hours of classroom instruction delivered by CBT. After completing the NEO and Phase I, the new officer completes Phase II at the Central Region Training Center. Phase II consists of one hundred and sixty (160) hours of classroom training. Upon completion of the NEO, Phase I and Phase II, the new officer returns to the assigned probation and parole office to complete a one (1) year probation period. The newly trained probation and parole officer will receive an additional forty (40) hours of Probation and Parole In-Service training annual-

## Division of Corrections Training

ly.

### Training: Central Office Staff

Central Office Staff are required by ACA to have forty (40) hours of training before beginning their job assignment. The employees supervisor oversees the New Employee Orientation (NEO) is equivalent to forty (40) hours of classroom instruction delivered by CBT. The new employee will receive an additional (16) hours of Central Office In-Service training annually.

### Training: County Jailers

Currently, Kentucky Revised Statutes require the Department of Corrections to provide, at no cost to the jailers, a minimum of 40 hours of annual training for elected jailers and 24 hours of annual training for their staff. The DCT develops an annual curriculum in cooperation with a curriculum committee appointed by the Kentucky Jailers' Association. The DCT provides the deputy jailer curriculum to county jails for delivery by members of the jailer's staff, who have been trained by the DCT, to act as adjunct instructors. DCT staff from the three regional training centers also conduct annual deputy jailer training throughout the state at locations requested by the Kentucky jailers. The deputy jailer curriculum is available for any jail staff that needs the training in addition to, or in lieu of, classroom training. The elected/appointed jailers meet the majority of their forty (40) hour annual

training requirements by attending one or both of the annual Kentucky Jailer's Association Conferences.

### Harold E. Black Training Facility (formally CRTC)

The Harold E. Black Training Facility provides staff instruction to four adult correctional institutions, nine Probation and Parole Districts; and the elected jailers and their staff within twenty-five (25) counties of the Commonwealth. Branch Manager Steve Faulkner was named CERT Training Coordinator for the state. In March 2015 there was CERT transition and transportation training.

### John D. Rees Training Facility (opened December 2015)

The John D. Rees Training Facility provides staff instruction to three adult correctional institutions; three Probation and Parole Districts; and the elected jailers and their staff within thirty-seven (37) counties of the Commonwealth. This facility opened December 1, 2015. It has potential to save \$75,000.00 a year.

### S.T. Wright Training Facility (formally ERTC)

The S.T. Wright Training Facility provides staff instruction to two adult correctional institutions; Little Sandy Correctional Complex, Eastern Kentucky Correctional Complex; three Probation and Parole Districts; and the

elected jailers and their staff within twenty-two counties of the Commonwealth. DCT was selected to represent the Division at the Annual American Correctional Association Conference in Long Beach, CA. DOC was presented with the Division of Corrections Training's first Re-Accreditation Certificate.

### Bill Cunningham Training Facility (formally WRTC)

The Bill Cunningham Training Facility provides staff instruction to four adult correctional institutions; Western Kentucky Correctional Complex, Kentucky State Penitentiary and Green River Correctional Complex and Ross Cash Center; five Probation and Parole Districts; and the elected jailers and their staff within thirty-six counties of the Commonwealth.

### Curriculum Development Branch

The Curriculum Development Branch is located within The Harold E. Black Training Facility. They are responsible for management of the curriculum development process for adult institutions, probation and parole, central office, Kentucky Correctional Industries, jails and Computer Based Training modules. The DCT utilizes Crimcast which is the Department's learning management system and also serves as the Training Records System.



## Division of Probation and Parole

### Director Vacant

Assistant Director  
Cortney Shewmaker

### Branch Managers

Central Region - Becky Carter

Eastern Region - Robert Taylor

Western Region - Mark Stonex

Northern Region - Dan Fountain

### Overview

The primary function of the Division of Probation and Parole is to protect the citizens of the Commonwealth through the supervision of offenders who have been placed on probation by the courts or released to parole supervision by the Parole Board. Officers serve each of Kentucky's 120 counties which are organized into four operating regions, 20 supervision districts structured into 57 field offices spanning across the State of Kentucky.

The Division employs 843 staff, including 645 sworn officers, who currently supervise 46,491 offenders. At the end of 2015, the Division supervised 14,598 parolees (31%) released by the Parole Board and 31,892 (69%) offenders placed on supervision by the Court. With the assistance of 75 dedicated Investigators, the Division completed 26,244 Presentence Investigations in 2015. The Division also provides services to over 7,500 jail based in-

mates, including Class D programs and community custody residential centers. Additionally, the Division provided supervision services to approximately 1,605 offenders in 24 halfway house facilities and 516 in 10 Recovery Kentucky treatment programs over the course of the year.

In addition to supervision, Probation and Parole Officers provide investigative services to the courts and Parole Board, rehabilitation services to offenders, and assistance in employment and home placement. Various duties include court appearances and testimony, reports to the releasing authorities, home visits, drug and alcohol testing, transportation of offenders, referral of offenders to appropriate resources, and monitoring payment of fees, restitution, and community service.

The Public Safety and Accountability Act of 2011 (HB 463) authorized the release of offenders under post-incarceration supervision and mandatory re-entry supervision. Throughout 2015, 7,074 offenders were released on parole, 3,154 offenders were released to mandatory re-entry supervision, and 47 offenders were released on post-incarceration supervision. The Division currently supervises 2,060 offenders on mandatory re-entry supervision, 551 offenders under sex offender post-incarceration supervision, and 40 offenders on post-incarceration supervision. In 2015, 1,012 inmates were released to Home Incarceration in the community. In partnership with Jefferson County District Court, 265 offenders are super-

vised under a Misdemeanor Intensive Supervision Program.

The legislation also structured graduated sanctions for probation violators and early termination from supervision for compliant probationers. In 2015, 403 probationers were granted early termination by the court under HB463, bringing the total number of offenders released on early termination to 1,809. Probation & Parole conducted 13,207 community parole plan investigations and 990 home incarceration plans in 2015.

The Division is also responsible for the administration of the Interstate Compact which transfers cases between states. In 2015, the Interstate Compact processed 1,184 transfer requests from other states to Kentucky and 1,662 transfer requests from Kentucky to other states. Kentucky currently supervises 2,127 offenders for other states.

In accordance with KRS 17.170 and in conjunction with the Kentucky State Police, Probation and Parole is required to complete DNA testing of all convicted felony offenders. Kentucky Department of Corrections submitted 14,319 completed DNA collections submitted to the Kentucky State Policy database in 2015. The Division also processed 200 Civil Rights Restoration requests submitted by ex-offenders. In 2015, the Division received 988 applications and 701 applicants were granted restoration.

With the number of offenders increasing, the Department con-





## Division of Probation and Parole

tinues its focus on re-entry efforts, including assessment and case planning for offenders under supervision. In 2015, the Division completed 42,277 LS/CMI risk/needs assessments. Focused supervision has had a direct effect on caseload numbers, with a fully staffed total caseload average of 86:1 at the end of 2015. With additional staffing and the use of risk level supervision, the regular caseload average has decreased from 88:1 in December 2011, even with an increase of over 5,000 offenders on supervision. The regular caseload average does not include specialized caseloads such as sex offenders, absconders, low risk offenders, or offenders in specialized halfway houses or treatment programs.

The Division has held a specific focus on sex offenders under supervision. As of December 2015, thirty-five officers statewide supervised 1,862 sex offenders with a caseload average of 53:1. In addition to monitoring cases from the court, the Division was monitoring 488 sex offender conditional discharge and 67 sex offender post-incarceration supervision offenders at year end.

To effectively manage time and resources, the Division has also implemented specialized caseloads for low risk offenders, allowing staff to focus on offenders at a higher risk to recidivate. As of the end of 2015, the Division supervised 3,149 administrative offenders and 8,576 low risk offenders. In an effort to more adequately address offender needs, the Division also continues to seek other sentencing alternatives



*Cortney Shewmaker,  
Assistant Director  
Division of Probation and Parole*

such as electronic monitoring, home incarceration and placements in residential treatment programs and drug courts.

The supervision of offenders in the community saves the citizens of Kentucky \$57.63 per offender, per day (\$3.46 cost of community supervision vs. \$61.09 average cost of incarceration). Offenders on supervision are required to obtain and maintain full-time employment as a condition of their release, thus adding intangible benefits to the economy of Kentucky. Offenders may also be required to pay towards the cost of supervision and make restitution to their victims. During 2015 offenders paid \$2,358,713 in supervision fees. The Department also collected \$822,639 in drug testing fees to deflect the costs of drug testing. Probationers and paroles also paid \$6,920,826 in restitution in addition to completing over 31,777 hours of community service work.

The Division of Probation & Parole partners with U.S. Marshals to form Fugitive Task Forces in the Louisville, Lexington, & Newport areas. In 2015, the Fugi-

tive Task Force apprehended 421 probation and parole fugitives.

The Division continues to work toward the Department's goal of successful re-entry of offenders. Statewide, supervision districts facilitate the PORTAL New Direction barriers program that addresses issues surrounding housing, employment, transportation, money management, and parenting. In FY2015, 338 offenders successfully completed the program.

Kentucky has seven (7) SMART programs, a court intervention for immediate and graduated responses to probation violations based on the Hawaii Hope model. As of December 2015, there are 403 total participants located in Pike, Lincoln/Pulaski/Rockcastle, Shelby/Anderson/Spencer, Allen/Simpson, Campbell, Knott/Magoffin & Jefferson counties.

The Division of Probation and Parole continues to implement evidence based programs. In FY2015, 16 offenders successfully completed a parenting program for fathers called 24/7 Dads. Currently nine districts offer this offender program. Additionally, 32 offenders completed Thinking for a Change, a cognitive based program that restructures an offender's way of thinking, and 24 offenders successfully completed Moral Reconciliation Therapy, a cognitive based program that examines the psychological component of offender's behavior. Thinking for a Change is offered in sixteen supervision districts across the state and Moral Reco-

## Division of Probation and Parole Population Data



nation Therapy is offered in ten districts across the state.

Probation & Parole Districts are involved with a number of community stakeholders statewide to provide services to offenders. Probation & Parole engages in research projects and utilizes interns and community volunteers. Additionally, Probation & Parole officers participate in offender education programs, career days and school education programs, employer trainings, and job fairs.

- ◆ Probation & Parole also works with ten community Re-Entry Councils statewide: Louisville, Lexington, London, Elizabethtown, Bowling Green, Morehead, Pikeville, Paducah, Owensboro, and Northern Kentucky.
- ◆ Across Kentucky, the Department partners with community service providers to provide outpatient substance abuse services to offenders, as well as residential treatment programs including Recovery Kentucky Centers,

Dismas Charities, The Healing Place, The Hope Center, and the Salvation Army.

- ◆ Northern Kentucky and Hardin County started the state’s first mental health courts. Probation & Parole officers meet regularly with Mental Health Division Board case managers to assist with treatment, housing, home visits, and monitoring of medication.
- ◆ Crime Stoppers and Kynect are examples of other agencies Probation & Parole engages with in efforts to reduce crime and promote offender success in the community.
- ◆ In Louisville, Probation & Parole staff members are also involved with the Youth Building Program, Volunteers of America, Urban League, Louisville Metro Police Department’s Violent Crimes Task Force, and Metro Crime Commission meetings.
- ◆ In the Lexington area, officers work with Bluegrass Families of the Incarcerated, the

Salvation Army, the Substance Abuse Violence Intervention Task Force, and the Bluegrass Domestic Violence Prevention Board. Central Kentucky Officers are involved in efforts like the Shelby County Drug prevention group.

- ◆ In northern Kentucky, officers work with Catholic Charities for Community Outreach Services as well as the Louisville Community Action Partnership an action group to fight poverty and help those in need such as offenders with resources to be successful.
- ◆ In eastern Kentucky, Probation and Parole works with Hope in the Mountains, Wolfe County Extension Office, and the Cumberland Hope Center.
- ◆ In the western part of the state, community partnerships have been formed with Vocational Rehab, Goodwill Job Junction, Bowling Green Housing Authority, and Penny Royale Mental Health fa-



## Division of Probation and Parole



Branch Manager, Becky Carter

cility to provide offenders with a cross section of out-reach services.

The Division has expanded to meet the demands of new legislation and a larger supervised population, adding over 200 positions since 2011. Throughout 2015, 110 new staff members attended Probation & Parole Pre-Service Academy.

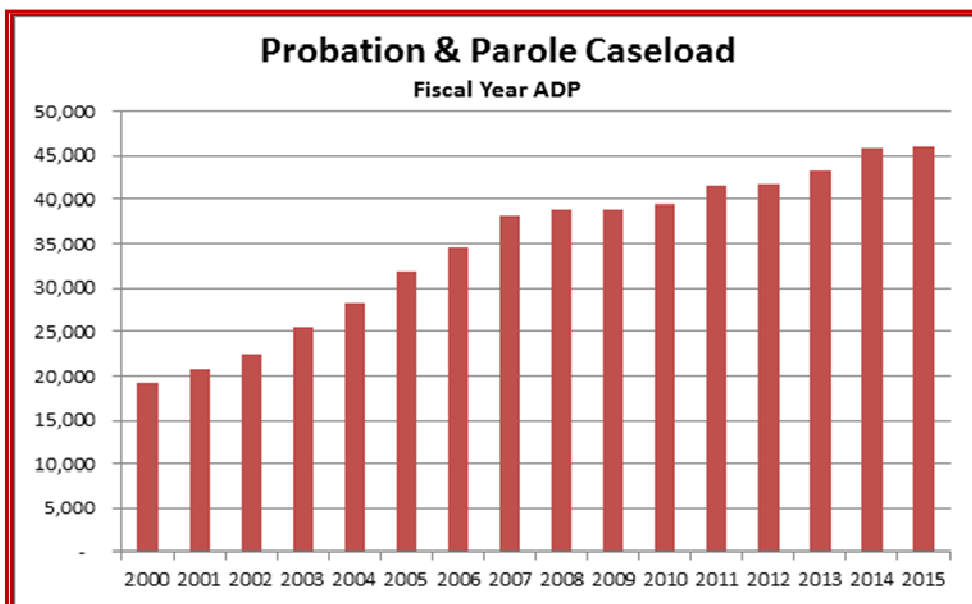
in October 2015 and received their accreditation certificate in January 2015, with a 99% compliance score.

In addition to their service to the Commonwealth, many employees within the Division of Probation and Parole lend their talents to volunteer and provide support for organizations and charities in their respective communities.

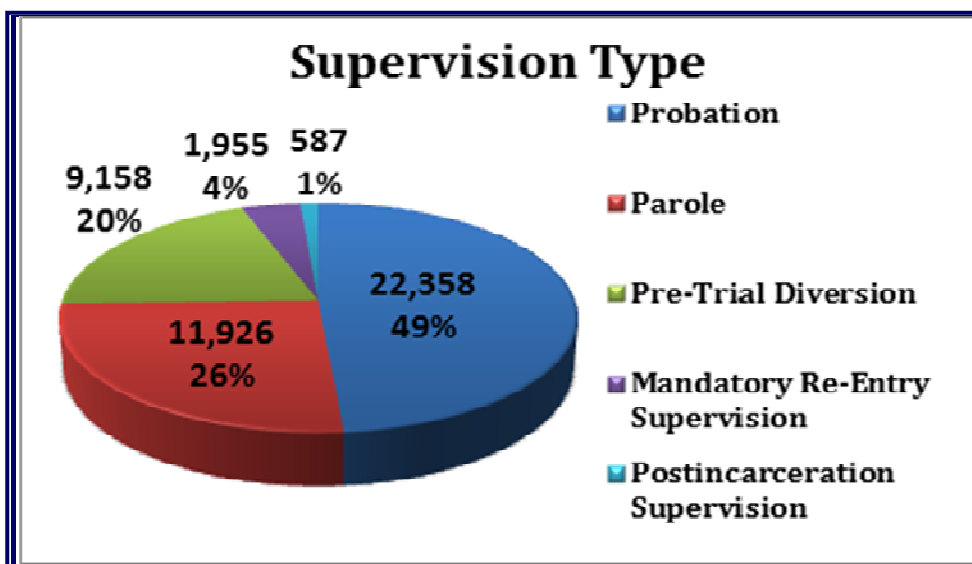
The Division underwent their third ACA re-accreditation audit



Branch Manager, Robert Taylor



Branch Manager, Mark Stonex



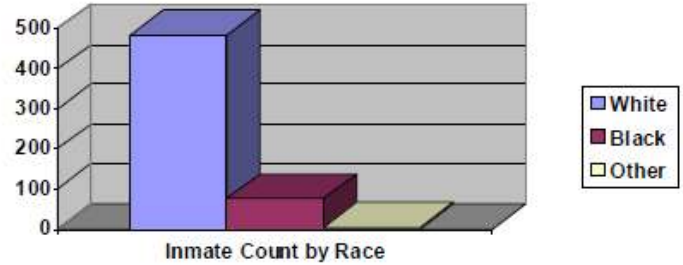
Branch Manager, Dan Fountain



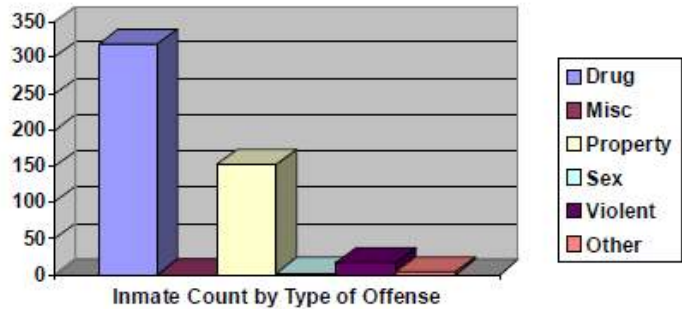
# Halfway Houses

## 2015 Demographic Data

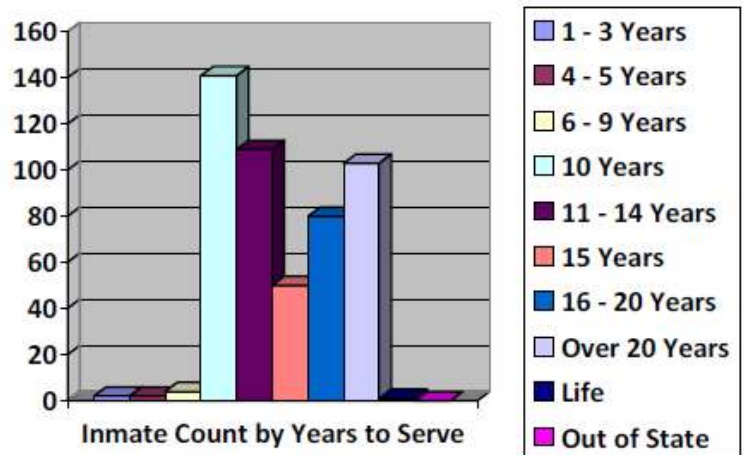
RACE	COUNT	PERCENTAGE
White	427	86.79%
Black	64	13.01%
Other	1	0.20%
Total	492	100.00%



TYPE OF OFFENSE	COUNT	PERCENTAGE
Drug	319	64.84%
Misc	0	0.00%
Property	152	30.89%
Sex	2	0.41%
Violent	16	3.25%
Other	3	0.61%
Total	492	100.00%



YEARS TO SERVE	COUNT	PERCENTAGE
1 - 3 Years	2	0.41%
4 - 5 Years	2	0.41%
6 - 9 Years	4	0.81%
10 Years	141	28.66%
11 - 14 Years	109	22.15%
15 Years	50	10.16%
16 - 20 Years	80	16.26%
Over 20 Years	103	20.93%
Life	1	0.20%
Out of State	0	0.00%
Total	492	100.00%



## Office of Adult Institutions

### Deputy Commissioner James Erwin

Executive Secretary  
Valerie Moore

Director of Operations  
Chris Kleymeyer

PREA Coordinator  
C.A. Wilkerson

Capital Construction  
Gunvant Shah

Education Branch  
Martha Slemph

Food Services  
Alicia Bloyd,  
Acting Branch Manager

Policy Analyst  
Sharon Kouns

Policy Analyst-Programs  
Debbie Kays

Policies and Procedures  
Meredith Sanford

Program Administrators  
Jeff Hulker  
Alicia Bloyd

Kentucky Correctional Industries  
Fred Siegelman

Health Services Division  
Cookie Crews  
Denise A. Burkett, APRN

Substance Abuse Program  
Kevin Pangburn



*James Erwin  
Deputy Commissioner  
Office of Adult Institutions*

tion Branch, Education Branch, Food Services Branch and Programs and Security Branch.

He is also responsible for Policy and Procedures, Kentucky Correctional Industries, the Health Services Division, Substance Abuse Program Division and the Office of Research, as well as overseeing all 12 of Kentucky's state-run institutions.

Erwin began his career in August of 1985 as a Correctional Officer with Jefferson County. In 1987 he began work with the state of Kentucky as a Classification and Treatment Officer at the Kentucky State Reformatory. He continued his career at KSR as a Unit Administrator until 1996 when he went to work for the Ohio Department of Corrections as an inspector of institutional services.

He continued his career in Ohio as a Unit Management Administrator, Deputy Warden, acting Warden and Warden at several Ohio Prisons, until returning to Kentucky as Director in September 2007.

Erwin is a 1984 graduate of Centre College in Danville and re-

ceived his masters in Administrative Justice from the University of Louisville in 1987. He is a member of several professional organizations including the American Correctional Association, North American Association of Wardens and Superintendents, Ohio Wardens and Superintendents Association and International Association of Reentry.

### Division of Operations

The Operations Division, Office of Adult Institutions, provides centralized management of the necessary daily operational functions within the thirteen adult correctional institutions. The Division also directly supervises the state employees and vendor staff that that comprise the Capital Construction Maintenance Branch (CCMB) which provides - Architectural, Engineering and maintenance/construction support to the Department; the Inmate Education and Vocational Education staff that comprise the Educational Branch; the Food Service Contract monitoring staff, the Cognitive Program providers and instructors which support the Department daily.



*Chris Kleymeyer,  
Director of Operations*

### Office of Adult Institutions

As Deputy Commissioner of Adult Institutions, Jim Erwin oversees the state-wide PREA Coordinator, Capital Construc-



## Operations and Program Services



*C.A. Wilkerson,  
Statewide PREA Coordinator*

### Statewide PREA Coordinator

The Prison Rape Elimination Act (PREA) Program consists of The Department's PREA Coordinator, one Program Coordinator and one Sr. PREA Investigator. The responsibilities of the program are to assist all KDOC adult institutions, Half Way Houses and Recovery Kentucky Centers to develop and implement policy and practice as each facility works toward compliance with the National PREA standards as set forth by the United States Department of Justice.

The Prison Rape Elimination Act was signed into law on September 4, 2003 to address the detection, prevention, reduction and prosecution of sexual harassment and abuse in all correctional facilities in the country.

Since the creation of the Department's PREA Coordinator position in November of 2012, we have accomplished several tasks as we move toward compliance of the PREA Standards. Some examples include: annual PREA training for all staff, contractors and volunteers. Revisions have been made to multiple policies to

better guide our staff and offenders regarding incidents of sexual abuse and sexual harassment. A PREA Compliance Manager has been established at each institution. An Internal and External PREA Hotline was created and implemented to ensure multiple avenues to report incidents of sexual abuse and sexual harassment. The Department has entered into a Memorandum of Understanding with the Kentucky Association of Sexual Assault Programs (KASAP) to provide offenders with necessary victim support services. The Department continually trains PREA investigators across the state to include PREA Investigators within the state's county jail facilities, half way houses and Kentucky Recovery Centers.

During 2015, PREA audits were conducted at six adult institutions by a five state consortium with which the Department has entered into an agreement. The institutions audited were Little Sandy Correctional Complex, Roederer Correctional Complex, Luther Luckett Correctional Complex, Blackburn Correctional Complex, the Kentucky State Penitentiary and the Green River Correctional Complex. The Department is pleased to report that all institutions received a rating of 100% compliance by the National PREA standards. Furthermore, KDOC staff conducted six PREA audits in Missouri and two PREA audits in Kansas per the consortium agreement.

The PREA Office has several projects that are on-going. PREA next phase requirements within

the Kentucky Offender Management System (KOMS) will provide PREA Alerts to include movements, jobs, programs and demographics; PREA Allegation & Investigation and Reporting; PREA Investigation to Internal Affairs Investigation; and PREA Statistical Reporting. These next phases are scheduled for completion mid-2016.

The Kentucky Department of Corrections' continuing goal through this compliance process is to prevent, detect, report and investigate in order to mandate zero tolerance toward all forms of sexual abuse and sexual harassment of offenders within the Department's adult institutions, Half Way Houses and Kentucky Recovery Centers throughout the Commonwealth.

### Capital Construction

The Capital Construction Management Branch (CCMB) manages construction and maintenance activity of 627 DOC buildings, with a total occupied area of 4.4 million square feet (building ages range from 10 years to 125 years) and oversees funds allotted for capital construction and equipment purchases appropriated by the General Assembly for the Department of Correction's thirteen penal institutions. CCMB strives to provide energy efficient buildings and energy efficient equipment and appliances.

The staff consists of six employees, including a registered engineer, a registered architect, three project managers and an adminis-



## Operations and Program Services



*Gunvant Shah,  
Capital Construction Branch*

trative assistant. CCMB staff has a total of 156 years of experience in the areas of construction, engineering and architecture and possess licenses in LEED, HVAC, Asbestos sampling and Lead Based Sampling. In addition, this branch is also responsible for designing small construction projects and provides assistance on OSHA & environmental matters; operational guidance on water and sewage plants; assists on lead and asbestos matters; troubleshoots engineering and maintenance problems and prepares EPA permits for boilers and emergency generators. Each member of this staff plays a vital role in each project all the way from inception through completion. CCMB also establishes and coordinates seminars on various construction and engineering practices for all DOC maintenance staff. CCMB thrives on team work, efficiency, accountability, respect, professionalism and total transparency.

The CCMB began calendar year 2015 with 100 projects with allotments totaling \$134,305,639.00 and ended calendar year 2015 with 100 projects with allotments totaling \$137,348,248.00. These

totals represent projects carried forward from the previous biennium that are currently still active.

The Legislature appropriated \$2,750,000.00 for calendar year 2015. In calendar year 2015, CCMB opened seventeen new projects and closed sixteen.

The energy projects for all thirteen DOC facilities have been completed with a result in energy savings of \$2,940,143.00. These savings come from energy improvements in lighting, plumbing and HVAC improvements.

CCMB also prepares, coordinates and submits the six-year capital plan and the biennial capital budget request for the Department. These requests are facilitated through the effective communication and coordinated efforts with the Finance and Administration Cabinet, Facilities Management and the Governor's Office for Policy and Management.

Cost cutting, increasing work efficiency, total transparency and work ethics have been the primary goal of CCMB. Using this method has saved an estimated \$404,000.00 by (1) in-house projects design, (2) using inmate labor and (3) project management control. Thus, CCMB has been able to effectively stretch the Miscellaneous Maintenance budget, enabling the completion of many needed projects that would not have been possible utilizing conventional contract methods.

### Educational and Vocational Programs

The Corrections Education Branch complies with numerous State and Federal education requirements and partners with several agencies to bring Kentucky's offender population diverse educational programming. When fully staffed, the Education Branch has a workforce of 117; 82 or 70% are full-time and 35 or 30% are part-time. In addition to providing quality Educational and Vocational Training opportunities to DOC offenders, Branch staff members have researched and responded to 173 individual pieces of correspondence received in FY 2014/2015. Along with state agencies, including the Kentucky Department of Education (KDE), the Branch partners with Kentucky Adult Education (KYAE), Kentucky Community & Technical College System (KCTCS), Eastern Kentucky University, Training Resource Center (EKU/TRC), and Morehead State University (MSU).

Two primary areas of programming encompass the Education Branch: Adult Education and Vocational/Technical. One is Adult Education, which is divided into three levels: literacy; adult basic education; and adult secondary education or GED®. There are thirty Adult Education Instructors in DOC Adult Institutions. While Education programming is voluntary in the state of Kentucky, it is highly encouraged and many offenders take full advantage of the opportunity to enhance their reading, mathematical, and language arts skills. Fiscal year 2014/2015



## Operations and Program Services

was the first year of computer-based GED® testing; therefore, DOC completed the year with 44 (32 KY-DOC and eight Adult Education evening) offenders in Adult Institutions earning their GED® credentials. In addition, Postsecondary Education is offered at selective Adult Institutions.

The Corrections Education Branch remains committed to computer-based GED® testing; as well as, GED Ready™ testing. All 12 DOC Education Centers have been certified by Pearson VUE as official Pearson VUE GED® Testing Sites. Each center's GED® Test Examiner is an Education Branch employee (non-educator) who has passed the Pearson VUE Re-Certification exam in order to maintain his/her GED® Test Administrator's credential for another year. Maintaining each testing center will require continued collaboration with the Commonwealth Office of Technology and the future need for technological upgrades; as well as, onsite support is anticipated.

A second area of programming incorporated within the Education Branch includes the following Vocational/Technical trade programs: Automotive Body/Collision Repair; Automotive Technology; Cabling/Networking; Carpentry/Cabinet-Making; VT Fundamentals; Construction Management; Electrical Technology; Horticulture & Landscaping; Heating & Air Conditioning (HVAC); Masonry; MOS/IC3 (Microsoft Office Spe-



*Martha Slemp, Educational and Vocational Programs Branch*

cialist/Internet Core Competency Certification); Small Engine Repair; and Welding. These 13 trade areas equate to 62 offerings throughout the 12 Adult Institutions. Twenty-two of the 62 trade programs are offered during the evening hours. To ensure that Vocational students are meeting business/industry needs and to keep a strong focus on safety, obtainment of the OSHA 10 Hour General Industry card became a new requirement of Vocational students as of July 2014. This additional credential is to accompany the OSHA 10 Hour Construction card which is also required as part of the existing VT Fundamentals Trade curriculum. In FY 2014/2015, 376 construction cards and 57 industry cards were issued by the Education Branch to eligible offenders within Adult Institutions across the state of Kentucky. These two OSHA cards represent 20 hours of the entire VT Fundamentals' six-month curriculum; offenders must complete the entire curriculum before fully satisfying all requirements of the program.

The National Center for Construction Education and Research (NCCER) nationally recognized

curricula are used in Carpentry/Cabinet-Making, Electrical Technology, Masonry, HVAC, Welding, and many components within the VT Fundamentals. In FY 2014/2015, offenders completed 6,432 NCCER modules. Module completions lead to level obtainments and level obtainments accrue program completions. For example, within the KY-DOC, a Masonry program completion includes Level 1, Level 2, and Level 3. The required curriculum modules and suggested hours of instruction for Masonry Level 1 include the following: Introduction (12.5 hrs), Masonry Safety (15 hrs), Masonry Tools & Equipment (15 hrs), Measurements, Drawings, & Specifications (10 hrs), Mortar (10 hrs), and Masonry Units & Installation Techniques (60 hrs).

Another national-level certification program, The National Occupational Certification Training Institute (NOCTI), provides the exit examination for non-construction trades including Auto Body/Collision repair, Automotive Technology, Horticulture, and Small Engine Repair. At the close of FY 2014/2015, the Education Branch had 116 students, (an increase of 48%); pass the exit examination with most exceeding the national score average in their trade. Among these four vocational trades, completions included the following: 19 Auto Body/Collision Repair, 24 Automotive Technology, 55 Horticulture, and 18 Small Engine Technology, respectively. In addition, each NOCTI examination has specific areas of specializa-



## Operations and Program Services

tion which the offender must know in order to pass the entire examination. For example, the Horticulture examination has nine separate areas including Arboriculture, Fundamentals of Irrigation, and Basic Nursery/Greenhouse Skills.

As the success rate continues with the vocational programs, the development of a transcript process – similar to what one would find at a non-correctional school – began in April 2014 and became fully operational a short five months later in September 2014. The new process streamlined a procedure of ensuring all course work was successfully completed and verified; and subsequently awarding educational good time (EGT).

Both the Federal and State Departments of Education strive for students to be college and career ready upon completion of high school; and in the world of Corrections, re-entry into society. The National Career Readiness Certificate (NCRC) is an industry-recognized, portable, evidence-based credential that certifies essential skills needed for workplace success. Aligned with ACT®, the NCRC is emphasized as a career readiness tool that offenders participating in corrections education programs are required to pass as a component of VT Fundamentals; as well as, a pre-requisite for Cabling/Networking and Microsoft Office Specialist programs. At the conclusion of FY 2014/2015, the Education Branch had 640 NCRC completions, an increase of 29% (5 platinum, 178 gold, and 457



*The Corrections Education Branch partners with several agencies to bring Kentucky's offender population a diverse array of educational programming.*

silver). It should be noted that KY-DOC enrolled students outperformed their non-incarcerated peers on the national level with 63.5% passing rate vs. 50% for the Silver credential, and 25.5% passing rate vs. 20% for the Gold credential.

The Microsoft Office Specialist (MOS) and Cabling/Networking educational programs are the result of a partnership the Department implemented with the Training Resource Center (at Eastern Kentucky University). There are a total of 11 Microsoft Office Specialist programs and 10 Cabling/Networking programs. At present, the MOS program includes IC3, Microsoft Office Word, Excel, PowerPoint, and Outlook. Components of the Cabling/Networking program include Introduction to Telecommunications, Fiber-Optic Ca-

bling, Copper-Based Cabling and Connecting to Business. As of June 30, 2015, 174 offenders completed either the Cabling/Networking or Microsoft Office Specialist evening programs (112 Cabling/Networking and 62 MOS). Another way to view the success of these two evening programs is by the total number of component completions: for the MOS program – 69 Word, 63 Excel, 57 PowerPoint, 54 Outlook, and 103 IC3s; as well as, the following for Cabling/Networking - 104 Introduction to Telecommunications, 93 Fiber-Optic Cabling, 93 Copper-Based Cabling, and 93 Connections to Business.

To summarize, the Corrections Education Branch continues to be a successful leader in Adult Education and Vocational/Technical programs throughout the state of Kentucky. Perhaps the best way

## Operations and Program Services



*Alicia Boyd,  
Food Service  
Acting Branch Manager*

to see this leadership is with the following savings to the Kentucky taxpayer: in FY 2014/2015, the 44 awarded GED's® resulted in a total savings of \$134,640.00, the 497 Vocational/Technical program completions combined for a total savings of \$1,520,820.00, and there was an additional educational good time savings of \$188,000.00 due to inmate correspondence actions taken by the Branch. The Corrections Education Branch, through quality and comprehensive educational instruction, produced a total savings to the Commonwealth of \$1,843,460, or the equivalent of 54,225 days of incarceration.

### Food Service Branch

The goal of the Food Service Branch is to provide each inmate a wholesome and nutritious diet within a set budgetary allowance. Meals are prepared and served under strict sanitary conditions according to regulations set by the Kentucky Department for Health Services, as well as, the American Corrections Association standards including food ser-

vice and sanitation standards.

The Department maintains its partnership with Aramark Correctional Services (ACS) who operates the thirteen state-run institutional food service areas. ACS provides expertise in food service operations, as well as, volume buying power which combine to create efficient and quality food service operations. The DOC oversees the operations to ensure all regulations are met and policies are followed.

Each institution follows a "Master Menu" planned by ACS dietitians in accordance with Recommended Daily Allowances as recognized by the National Academy of Science and approved by the Department dietitian. The menu provides an average of 2800 calories per day. Annual resident inmate surveys are conducted and the results of this survey, along with input from institutional personnel, are taken into

consideration when revising the Master Menu and improving daily food service operations. Along with the menu surveys, ACS conducts waste management programs in each facility which aids not only in menu development but product specifications as well. Menus are revised mid-year and allow less favorable items to be removed and more popular items to be added.

Menu items are prepared for the main line with limited or no salt, limited seasonings, reduced frying with vegetable oils, and restricted fat or meat based seasonings. It is the goal of the Department to improve diet through healthy cooking on the main line. The long-term benefit being reduced medical costs for the inmate population.

Food Service also feeds one meal per shift to staff while on duty. The Department feels while this benefits staff morale; it also pro-



*The DOC maintains its partnership with Aramark Correctional Services (ACS) who operates the thirteen state-run institutional food service areas.*

## Operations and Program Services

vides additional security in the dining rooms during the meal period.

In 2015, approximately 13,137,028 inmate meals were served with an additional 143,211 kosher meals and 293,263 staff meals at an approximate cost of \$12,944,151.55.

The Food Services Branch continues to monitor all facilities closely by conducting inspections and monitoring the food service contract. Over fifty sanitation inspections and reviews including follow-up inspections were conducted throughout the year and that does not include the constant contact with the facilities through email and phone calls. The closer contract monitoring has made the vendor more responsive to the Department and has resulted in improved food service operations.

The Food Services Branch continues its partnership with the Capital Construction Branch to improve food service equipment efficiency and maintenance with reviews of equipment issues before decisions are made to repair or replace. This partnership has not only maintained costs in this area but saved the Commonwealth significant dollars by repairing equipment instead of purchasing new, whenever cost effective.

Under this partnership, equipment inventories were updated at each food service facility. In addition, specifications for equipment are being standardized so that when possible, similar equipment will be purchased for all facilities making repairs easier and eventually develop a parts inventory.



*Debbie Kays,  
Internal Policy Analyst,  
Programs*

The inmate food service training program, In2Work (I2W), conducted by Aramark continues to grow and be successful. This program is an institutional inmate food service training program that provides inmates with food service instruction and practical work experience. The Advanced I2W program which develops leadership skills and job-ready skills continues to progress with the top qualified inmates.

During 2015, the new Food Services Contract was awarded to Aramark.

### Programs and Security Branch

The Operations Division, Office of Adult Institutions, provides centralized management of the necessary daily operational functions within the thirteen adult correctional institutions. The Division also directly supervises the state employees and vendor staff that comprise the Capital Construction Maintenance Branch (CCMB) which provide - Architectural, Engineering and maintenance/construction support to the Department; the Inmate Education and Vocational Education

staff that comprise the Educational Branch; the Food Service Contract monitoring staff, the Cognitive Program providers and instructors which support the Department daily.

The Branch operates under the direct supervision of the Director of Operations & Programs and is staffed with two Program Administrators, a Procedures Development Coordinator and two Internal Policy Analysts.

This Branch oversees evidence-based inmate programming within the thirteen adult correctional institutions. These programs are operated by both Department of Corrections (DOC) staff and contract facilitators. The oversight includes providing and reviewing quality assurance measures, ensuring contract compliance and coordinating facilitator training programs.

Included in the scope of responsibility are the following staple programs: Moral Recognition Therapy (MRT), Thinking for a Change, Pathfinders, additional components of MRT to include an Evidence Based parenting program for female offenders which are cognitive, behavioral oriented programs, along with Inside Out Dads, a parenting program for male offenders. An Evidence Based program to address the specific needs of our segregation population has been developed and implemented. MRT, Thinking for a Change and Inside Out Dads (24/7 Dads) are in the process of being implemented for use in the continuum of care from the institutions

## Operations and Program Services

to the community to include Probation and Parole. These efforts are also being monitored by this Branch.

Additionally, the Operations and Programs Branch provides oversight of religious programming throughout the state's adult institutions by monitoring compliance with DOC policies and the Departmental Religious Manual.

Another major responsibility of this branch is to provide oversight relating to the day to day security operations and extraordinary occurrences within the Department's thirteen (13) institutions.

The Director is responsible to the Deputy Commissioner of Adult Institutions for the continual update of the departmental critical incident manuals and is responsible for the operation and maintenance of Central Office's Command Center. These operations are vital to a successful outcome in the event of a critical incident. A main function of this division is to train staff in Central Office and around the state how to respond should a critical incident occur. This office holds drills to prepare staff for these instances in the event they occur.

In 2015, the Department of Corrections responded to changing population trends by transitioning Western Kentucky Correctional Complex (WKCC) back into a medium custody prison for male inmates and creating a new institution for minimum custody female inmates named



*Meredith Sanford,  
Procedures Development  
Coordinator  
Policies & Procedures*

Ross-Cash Center in Fredonia, KY. Ross-Cash was named after two DOC employees who were killed in the line of duty, Patricia Ross and Fred Cash.

Adult Institutions staff oversee the Department of Corrections' Employee Drug Testing Program. Staff compile & distribute listings for pre-employment, post-accident, reasonable suspicion and random quarterly employee drug testing, as well as, distribute results, answers questions, maintains logs and reports regarding testing.

### Policies and Procedures

The Procedures Development Coordinator is responsible for the development, revisions and procedural review of all DOC Policies and Procedures (CPP's). A review of all Institutional Policies and Procedures (IPP's) is conducted annually and feedback is given as needed. This office also provides procedural process to Legal Services and the Legislative Research Commission (LRC).

In 2015, 5 (five) new Corrections Policies and Procedures (CPP's) were created, and 73 (seventy-three) policies were revised.

There were also 21 (twenty-one) CPP's (LRC, Non LRC and Secured) that were approved, became effective and were placed on the DOC website in 2015.

Kentucky Correctional Institution for Women (KCIW), Northpoint Training Center (NTC) and Luther Lockett Correctional Complex (LLCC) IPP's were successfully approved through the LRC in 2015.

Kentucky State Reformatory (KSR), Bell County Forestry Camp (BCFC), Eastern Kentucky Correctional Complex (EKCC), Green River Correctional Complex (GRCC) and Western Kentucky Correctional Complex (WKCC) were reviewed in 2015 but are still in the process of filing at this time.

Regulations that were effective in 2015 include:

- ◆ 501 KAR 6:020- Corrections Policies and Procedures
- ◆ 501 KAR 6:999- Corrections Secured Policies and Procedures

# Kentucky Correctional Industries

**Director**  
**Fred Siegelman**

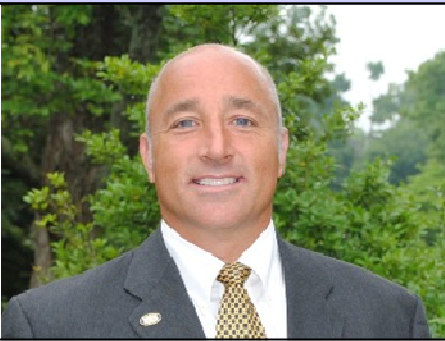
Assistant Director  
Coleman Morrell

Fiscal Branch  
Roger Korby

Shipping / Warehouse  
Neil Hille

Business Development  
Hershel Adkins

Farms Branch  
Truman Tipton



*Fred Siegelman, Director  
Kentucky Correctional Industries*

## Overview

Kentucky Correctional Industries (KCI) comprises 20 industries in nine facilities within Kentucky’s prison system in addition to four farm operations. It has been producing quality goods and services for government agencies, private businesses and the citizens of the Commonwealth for over 50 years.

KCI currently employs approximately 675 inmate workers within the above mentioned 20 industries including up to 100 inmate workers on the farms as seasonal



*Coleman Morrell,  
Assistant Director  
Kentucky Correctional Industries*

needs dictate.

Our products and services are designed and manufactured by skilled inmate craftsmen. Motivated men and women are voluntarily employed in jobs that develop marketable skills, responsibility and a positive work ethic.

The job opportunities provided through Correctional Industries are highly sought after by our inmate population due to their relatively high pay and learning opportunities.

KCI strives to provide a work environment that as closely as possible matches what would be available on the “outside”. There is an interview process, pay increases based upon performance evaluations, a time clock to punch in and out and opportunities to work in a team environment.

As a result, Kentucky Correctional Industry products and services offered are of high quality and competitively priced. Consequently, our prisons are more effectively managed, society is delivered significantly less repeat

offenders, and the tax dollars needed from the citizens of the Commonwealth are greatly reduced.

## Fiscal

KCI continually review and implement changes to operating processes to improve its overall financial positions. These changes reduced operating costs as well as improved cash flow and customer service.

KCI continues to negotiate cash advances from customers on large orders, which enabled us to pay vendors for raw materials in a timelier manner.

## Shipping / Warehouse

The recent transfer of the KCI moving crew operation from BCC to the central warehouse has assisted in optimizing logistics functions throughout our system. Overall, logistics have become more professional and more organized than in the past.

## Farms

The farm operations at BCC, NTC, RCC and WKCC sold approximately \$1,000,000 in cattle. The farm operation at WKCC sold approximately \$400,000 in corn and beans.

## Operations

With the improvement in operations and cost control, KCI was able to replace out dated and obsolete equipment, i.e. panel saws,



## Kentucky Correctional Industries



*Roger Korby, Fiscal Branch  
Kentucky Correctional Industries*



*Neil Hille, Shipping / Warehouse  
Kentucky Correctional Industries*



*Hershel Adkins,  
Business Development  
Kentucky Correctional Industries*



*Truman Tipton, Farms Branch  
Kentucky Correctional Industries*

paint guns, sanders. KCI was also able to update computer and graphic arts equipment at the Print Shops. These improvement/upgrades allow KCI to provide a better product to our customers.

### Sales / Marketing

Sales Department has expanded the amount of sales being made to the private sector. This includes sales to universities, police department, local governments and churches. The increase in sales to these sectors has offset

the lost sales to state agencies due to budget reductions.

### Highlights

KCI has recently expanded its operations in multiple areas. Custom wood furniture continues to grow, recently expanding to the University of Louisville, the University of Kentucky, Kentucky State University, and many others. An operation to reclaim hardwood is currently launching at the Eastern Kentucky Correctional Complex, while print and mail operations have grown notably in the central region.



*KCI products and services are designed and manufactured by skilled inmate craftsmen and are offered at competitive pricing.*



## Health Services Division

### Health Services Administrator Cookie Crews

Clinical Director  
Denise A. Burkett, APRN

Mental Health Director  
Dr. Deborah F. Coleman

Nursing Director  
Brenda Beehler, BSN



*Cookie Crews,  
Health Services Administrator*



*Dr. Denise Burkett,  
Clinical Director*

### Overview

The Health Service Division provides administrative oversight and direction for all aspects of inmate health care, including pharmacy operations, medical, psychiatric, psychology, dental and nursing services, post-hospitalization and end of life care.

In addition to ensuring that all inmates receive health screenings, physical exams, primary care, specialty care referrals and emergency services, the Division also provides for chronic care clinics designed to monitor and treat inmates with the following conditions: Asthma, Diabetes, Epilepsy, Hepatitis C, High Cholesterol, High Blood Pressure and HIV infection.

We inspect each institution once a quarter to ensure our new health care provider is in compliance with our contract.

### General Services

Mental Health staff completed approximately 3,859 mental

health appraisals / screeners / brief follow up appointments on male and female intakes within their first two weeks of admission. The contact that is initiated through our Assessment Centers is devised to identify those inmates needing specialty intensive mental health services, sex offender treatment services, and/or substance abuse treatment services. Inmates may be referred to these intensive services or may be followed by mental health staff through General Services. There are four licensed Psychologist that provide administrative assistance and clinical oversight to the areas of Women's Services, General Services, Seriously Mentally Ill Services and the Sex Offender Treatment Services.

Phoenix, the Co-occurring Unit housed on KSR grounds, provides Evidence-Based substance abuse programming and mental health treatment to the male offender population. This is a 33-bed unit in which male offenders with both substance abuse issues and mental health issues are simultaneously treated for a minimum of six months.

Services continue to be provided

through the Shelby Men's Center as a transitional living unit for male offenders paroled or served out of the institutions in the La-Grange area. The DOC has a contract for eight beds and mental health services are coordinated with the assistance of one of the DOC's licensed Psychologists.

Community Re-integration Services continue to be provided for seriously mentally ill offenders serving out of the institutions. This position covers an active caseload of 25 and is funded through grants from the Department for Behavioral Health, Developmental and Intellectual Disabilities.

General Services Mental Health staffing provides coverage in 12 institutions across the state. The General Services provided by Mental Health staff include the completion of other psychological evaluation referrals, 30/90 day reviews in SMU, individual contacts/consultations on inmates, crisis intervention, watch initiations, and watch reviews. Cognitive-behavioral Evidence-Based groups are offered to the General Population by Mental Health staff. General Services



## Health Services Division

Contact for mental health in the male institutions was approximately 26, 298.

The Director of The Division of Mental Health conducted a specially-developed four-hour session of mental health training for restrictive housing units for the Kentucky State Penitentiary. An additional 16 hours of training for Continuing Education Units (CEU) was conducted through the year for mental health staff and conducted training for Programs staff on Vitek Hearings and Forced Medication Hearings at KSR.

### Women's Mental Health

Seriously Mentally Ill services for female offenders are provided in the Challenges program at the Lonnie Watson Center, a 42-bed unit at KCIW. A licensed Psychologist and Social Service Clinician assigned to this unit provide stabilization and gender-specific treatment services focusing on independent living skills, mental illness recovery and transitional living services.

There is a Co-occurring Unit, Willow, housed at KCIW which provides substance abuse programming and mental health treatment to female offenders. This is a 42-bed unit which opened in May 2012.

The Center for Women and Families in Shelby County continues to offer Domestic Violence groups for incarcerated female offenders as part of their outreach program.



*Dr. Deborah Coleman,  
Mental Health Director*

Mental Health staff at KCIW conducted training on mental health issues for the staff assigned to the mental health unit at this institution. There were approximately 6,634 contacts made in the female facilities.

The Kentucky Correctional Institution for Women established a contract with North Key who provides gender specific and trauma informed services to the population.

### Correctional Psychiatric Treatment Unit (CPTU)

Seriously Mentally Ill services for male offenders are provided at the Correctional Psychiatric Treatment Unit (CPTU), which is a 150-bed unit located at KSR. The A-wing of CPTU serves inmates with persistent and severe mental illness who have concurrent cognitive related disorders and/or severe deficits in activities of daily living. The B-wing program (THRIVE) serves inmates with persistent and severe mental illness and normative intellectual abilities. C-Wing is an acute stabilization wing reserved for the most severely disturbed psychiatric behavioral disordered offenders and/or those inmates with Se-



*Brenda Beehler,  
Nursing Director*

vere Mental Illness who are serving disciplinary segregation time. Contact with offenders in this program is daily.

Mental Health staff has continued to participate in quarterly inter-agency meetings held at KSR and these meetings help to assist with the seamless entry of offenders into the community.

### Sex Offender Treatment

The Sex Offender Treatment Program (SOTP) provides treatment to approximately 850 offenders at any given time.

The SOTP continues to utilize evidence-based practices as well as track and record recidivism data, which demonstrates significant reductions in recidivism rates for treated sexual offenders when compared with untreated sexual offenders.

Additionally, the Sex Offender Risk Assessment Advisory Board (SORAAB) conducted a complete audit of all approved providers Continuing Education (CE) credits statewide resulting in an accurate listing of all clinicians qualified to provide sex offender assessment and treatment.



## Health Services Division

This list assists the courts in selecting qualified professionals.

### Highlights

- ◆ Mental Health Coding system to be utilized in KOMS was developed to assist institutional staff in disciplinary and transfer procedures.
- ◆ Created Critical Stress Debriefing team was called on to conduct Critical Incident Debriefing (CISD) at institutions and a county jail during 2015. Curricula was developed and additional Department of Corrections' staff were provided the initial training for CISD.
- ◆ Additional contract services were obtained for Mental Health staffing.
- ◆ A Behavioral management unit was proposed to assist in the provision of treatment for those offenders who present with severe, self-injurious behaviors.
- ◆ Mental Health staff processed 57 Mental Health moves from county jails to state institutions.
- ◆ Mental Health staff processed 63 Mental Health institutional moves.
- ◆ Mental Health coding of over 12,000 offenders was completed during this year.

- ◆ Mental Health staff provided mandatory, suicide risk assessment training.
- ◆ Medical staff processed 720 Medical Moves from county jails to the Department of Corrections.
- ◆ Medical staff processed 225 Medical Moves from institution to institution.
- ◆ Hepatitis C protocol was revised to include new anti-viral therapy.
- ◆ Implemented State wide

Stock Medication par level.

- ◆ Several staff in our Health Services Office has been involved in designing our new Electronic Medical Record.
- ◆ 937 applications were submitted to Medicaid, compared to 725 in 2014.
- ◆ Denise Burkett, APRN was detailed to our office as Clinical Director.
- ◆ Cookie Crews was appointed to the Health Authority Committee.



*Health Services building located in LaGrange, Kentucky*

## Substance Abuse Programs Division

**Director**  
**Kevin Pangburn**

Executive Staff Advisor  
Kieryn Fannin



*Kevin Pangburn, Director  
Substance Abuse Programs  
Division*

### Overview

The Division of Substance Abuse is tasked by the Department of Corrections with the planning, development, implementation and oversight of the evidence based substance abuse programming services available to inmates, parolees and probationers.

As a result of our continued growth, the department now provides 3,609 treatment beds in prisons, jails, Kentucky Recovery Centers and halfway houses. The Department also contracts with agencies in Lexington, Louisville and Northern Kentucky to provide outpatient and intensive outpatient substance abuse treatment. Through a contractual agreement with the statewide Community Mental Health Center network, we are now able to offer 1,925 Intensive Outpatient Program options for those meeting the protocol for less restric-

tive substance abuse programming. In 2015 the total programming slots were 5,534.

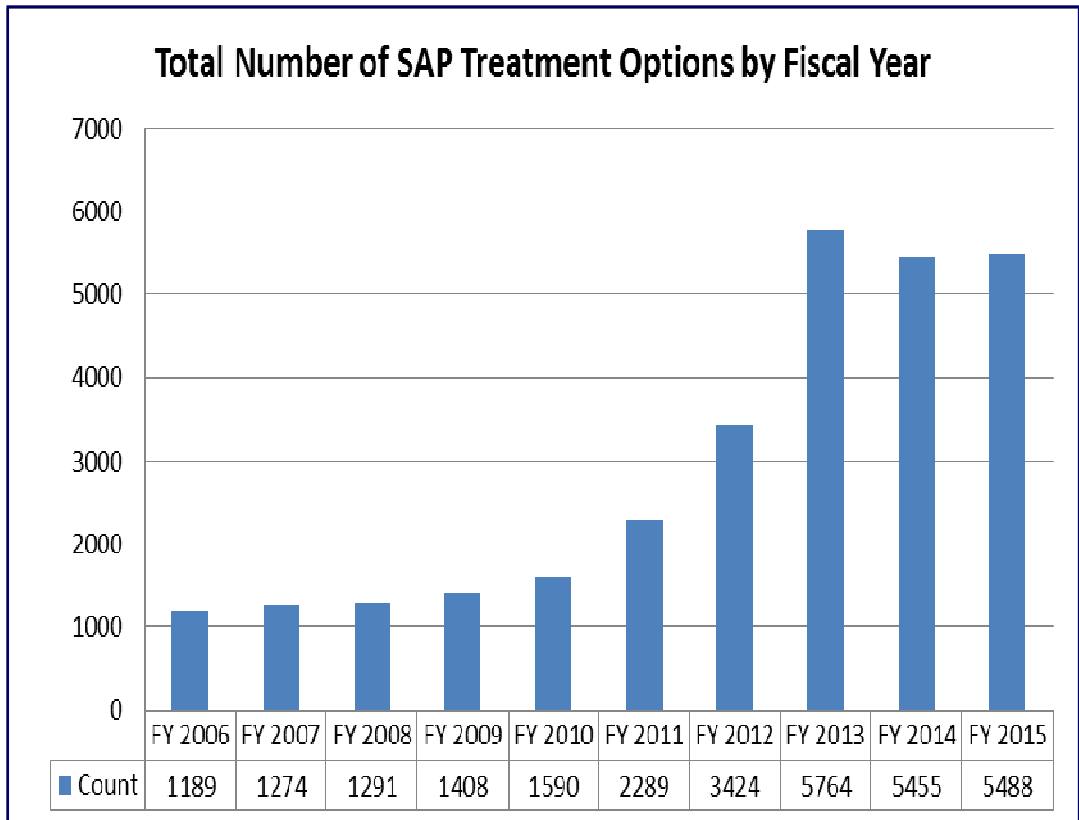
Substance abuse treatment programs are available at eight institutions, 21 county jails, 11 Recovery Kentucky Centers, 12 halfway houses and 14 Community Mental Health Centers. The Department also contracts with agencies in Lexington, Louisville and Northern Kentucky to provide outpatient and intensive outpatient substance abuse treatment. By comparison, in 2005, the department operated programs in four institutions and two county jails with a total capacity of 475 beds.

Our system of clinically trained Social Service Clinicians provides vital assessment, recommendations, referrals and treat-

ment services in each Probation and Parole District. Through diversion options, these clinicians may also divert high risk probationers and parolees toward treatment as opposed to incarceration.

All programs are audited by the University of Kentucky Center of Alcohol and Drug Research to determine outcome results. The University of Cincinnati Center for Criminal Justice Research reviews our programs to ensure evidence based compliance.

Our evidence based substance abuse programs and intervention services afford our inmates, parolees and probationers the opportunity to confront and alter a debilitating lifestyle, resulting in the chance for a more productive lifestyle, healthier family and safer community.



## Institutions

### BELL COUNTY FORESTRY CAMP

560 Correctional Drive  
Pineville, KY 40977

**Warden: James David Greene**  
Admin. Spec. III: Betsy Patterson  
Phone: 606-337-7065  
Fax #: 606-337-1312

### BLACKBURN CORRECTIONAL COMPLEX

3111 Spurr Road  
Lexington, KY 40511

**Warden: Rick Rowlette**  
Admin. Spec. III: Christy L. Peach  
Phone: 859-246-2366  
Fax #: 859-246-2376

### EASTERN KY CORRECTIONAL COMPLEX

200 Road to Justice  
West Liberty, KY 41472

**Warden: Kathy Litteral**  
Admin. Spec. III: Melissa Howard  
Phone: 606-743-2800  
Fax #: 606-743-2811

### GREEN RIVER CORRECTIONAL COMPLEX

1200 River Road, P.O. Box 9300  
Central City, KY 42330

**Warden: DeEdra Hart**  
Admin. Spec. III: Glynda Conaway  
Phone: 270-754-5415  
Fax #: 270-754-2732

### KENTUCKY CORRECTIONAL INSTITUTION FOR WOMEN

3000 Ash Avenue  
Pewee Valley, KY 40056

**Warden: Janet Conover**  
Admin. Spec. III: Ashley M. Norris  
Phone: 502-241-8454  
Fax #: 502-243-0079

### KENTUCKY STATE PENITENTIARY

266 Water Street  
Eddyville, KY 42038

**Warden: Randy White**  
Admin. Spec. III: Tracey Jordan  
Phone: 270-388-2211  
Fax #: 270-388-5529

### KENTUCKY STATE REFORMATORY

3001 West Highway 146  
LaGrange, KY 40032

**Warden: Aaron Smith**  
Admin. Spec. III: Donna Dailey  
Phone: 502-222-9441  
Fax #: 502-222-0240

### LITTLE SANDY CORRECTIONAL COMPLEX

505 Prison Connector  
Sandy Hook, KY 41171

**Warden: Joseph P. Meko**  
Admin. Spec. III: Deborah Williamson  
Phone: 606-738-6133  
Fax: 606-738-6143

### LUTHER LUCKETT CORRECTIONAL COMPLEX

Dawkins Road, Box 6  
LaGrange, KY 40031

**Warden: Merv Haddix**  
Admin. Spec. III: Jennifer Fitzgerald  
Phone: 502-222-0363/222-0365  
Fax #: 502-222-8112

### NORTHPOINT TRAINING CENTER

Highway 33, Box 479  
Burgin, KY 40310

**Warden: Don Bottom**  
Admin. Spec. III: Kelly McGinnis  
Phone: 859-239-7012  
Fax #: 859-239-7560

# Institutions

## ROEDERER CORRECTIONAL COMPLEX

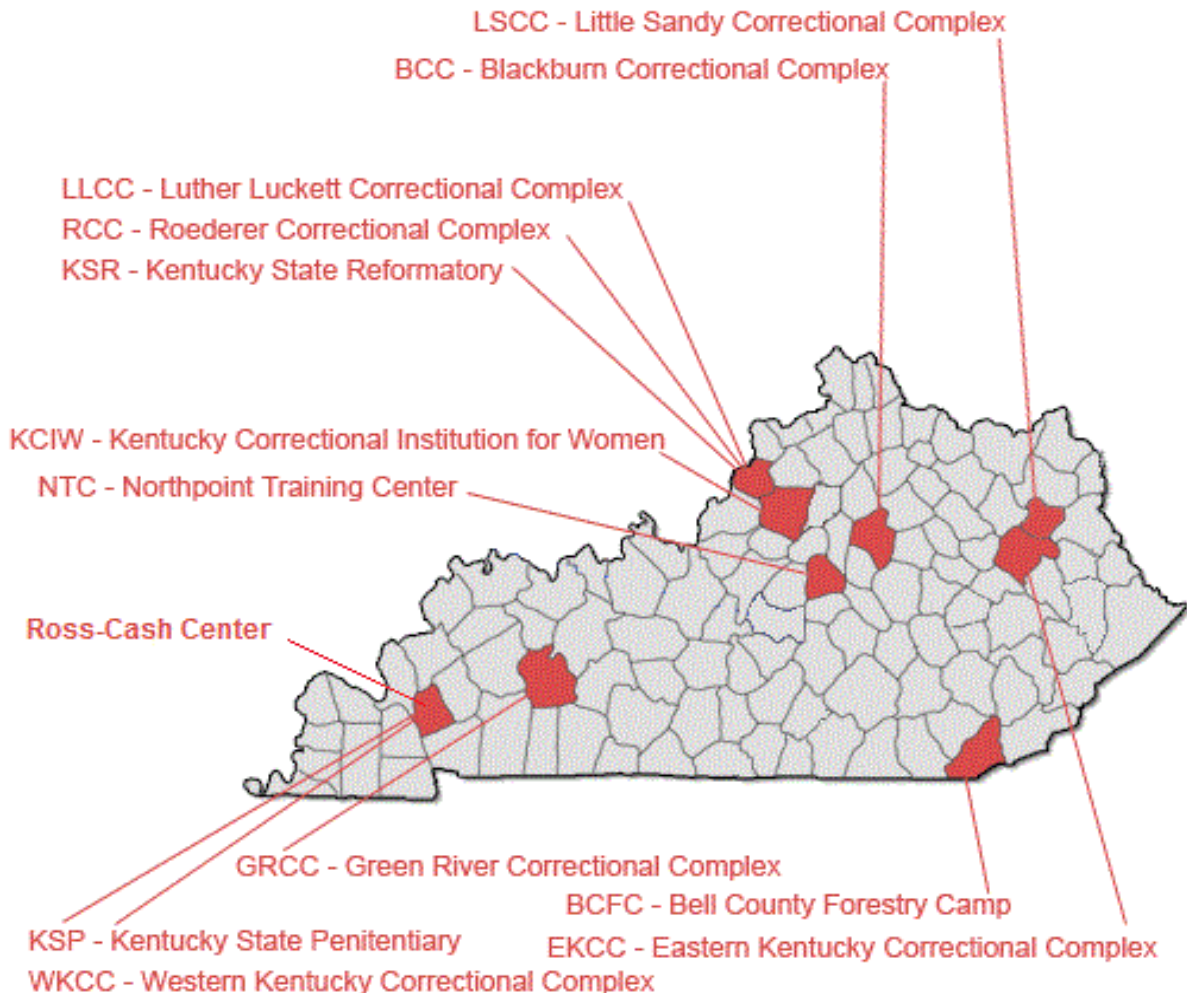
P.O. Box 69  
LaGrange, KY 40031  
**Warden: Ravonne Sims**  
Admin. Spec. III: Patti Ray  
Phone: 502-222-0170/222-0173  
Fax #: 502-222-9746

## WESTERN KY CORRECTIONAL COMPLEX

374 New Bethel Church Road  
Fredonia, KY 42411  
**Warden: Steve Woodward**  
Admin. Spec. III: Regina Moore  
Phone: 270-388-9781  
Fax #: 270-388-0031

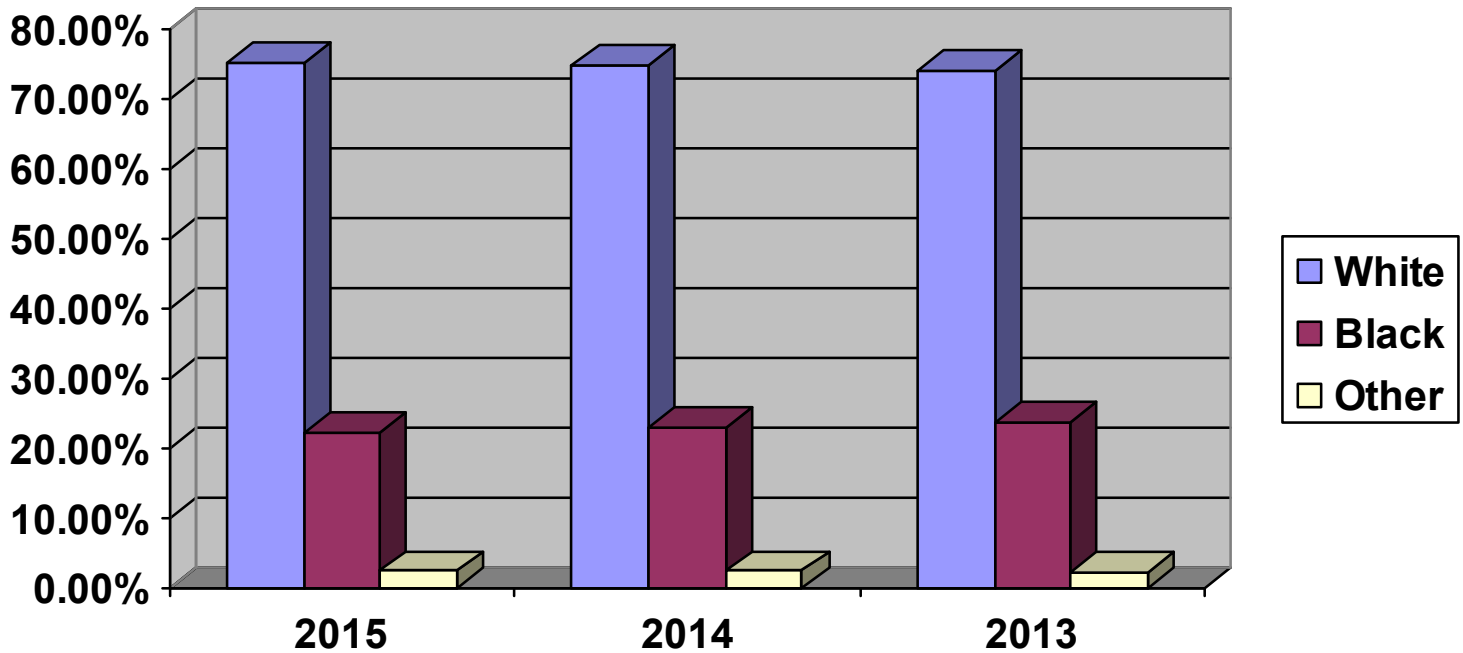
## ROSS-CASH CENTER

374 New Bethel Church Road  
Fredonia, KY 42411  
**Warden: Scott Jordan**  
OSAI: Tera Litchfield  
Phone: 270-388-1057  
Fax #: 270-388-9781

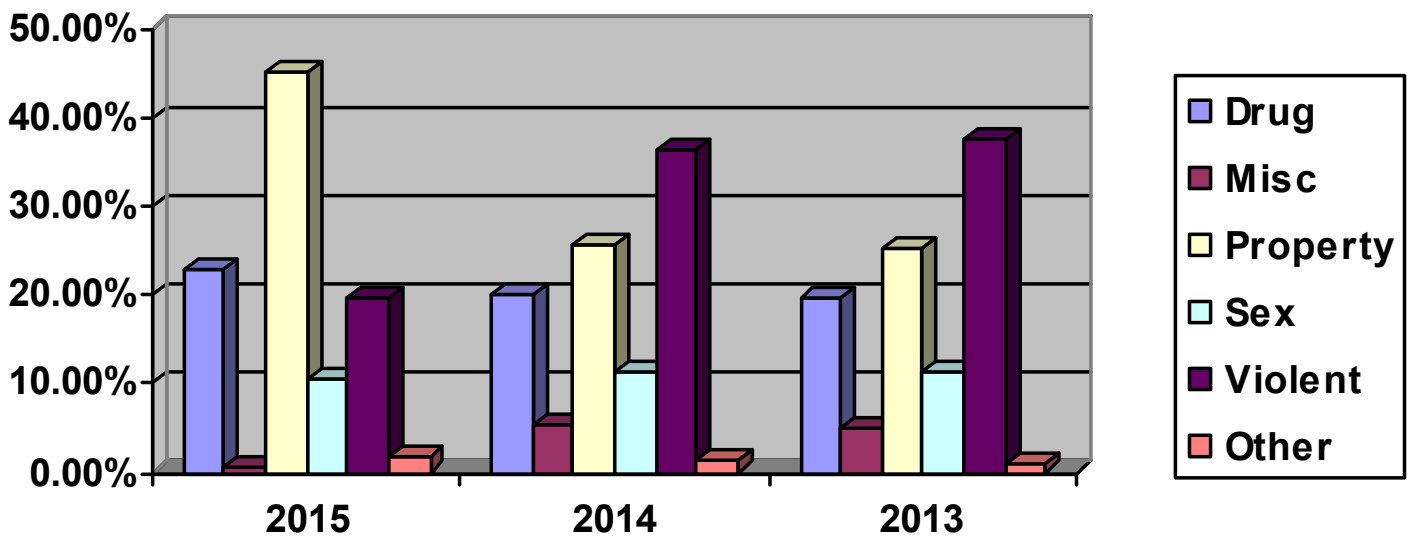


## Population Data

### All DOC Offenders Three Year Comparison By Race



### All DOC Offenders Three Year Comparison by Type of Offense



## Population Data

### All DOC Offenders Three Year Comparison By Gender

MALE	BCC	BCFC	EKCC	GRCC	KSP	KSR	LLCC	LSCC	MAC	NTC	RCC	WKCC	CLASS D	OUT OF STATE	HALFWAY HOUSE	TOTAL
2015	583	298	1697	954	832	1881	1005	967	0	1236	1124	426	2161	34	481	11003
2014	588	300	1710	970	816	1929	1082	1005	0	1241	1143	0	2558	649	564	14555
2013	580	297	1707	974	871	1934	1083	1010	825	1245	1110	0	2398	121	635	14790

FEMALE	KCIW	Ross-Cash	WKCC	CLASS D	OUT OF STATE	HALFWAY HOUSE	TOTAL
2015	718	172	0	526	30	10	890
2014	648	0	676	649	0	1	1974
2013	620	0	676	539	44	4	1883

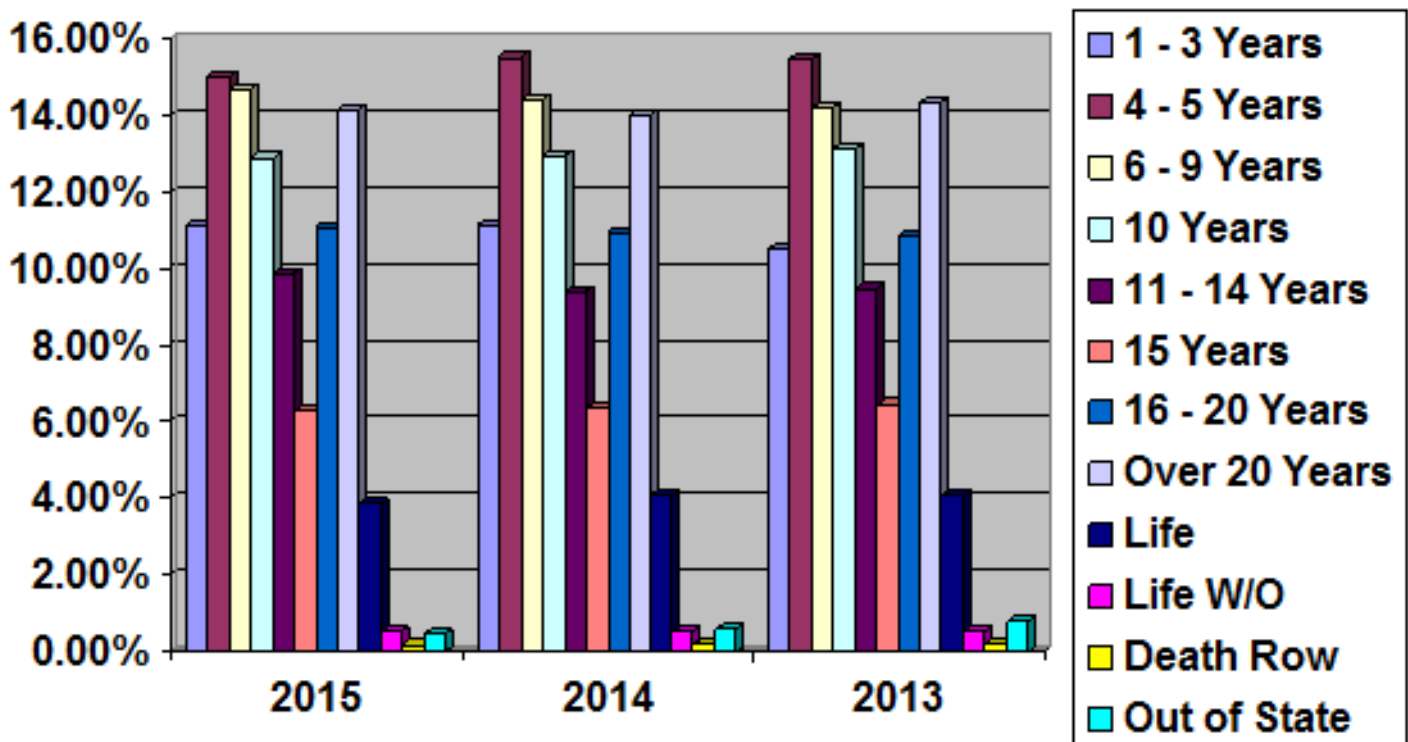
### Top 3 Admissions by County

COUNTY OF CONVICTION	2015	2014	2013
Jefferson	16.03%	17.06%	17.59%
Fayette	5.97%	5.89%	5.89%
Kenton	4.02%	4.04%	4.00%

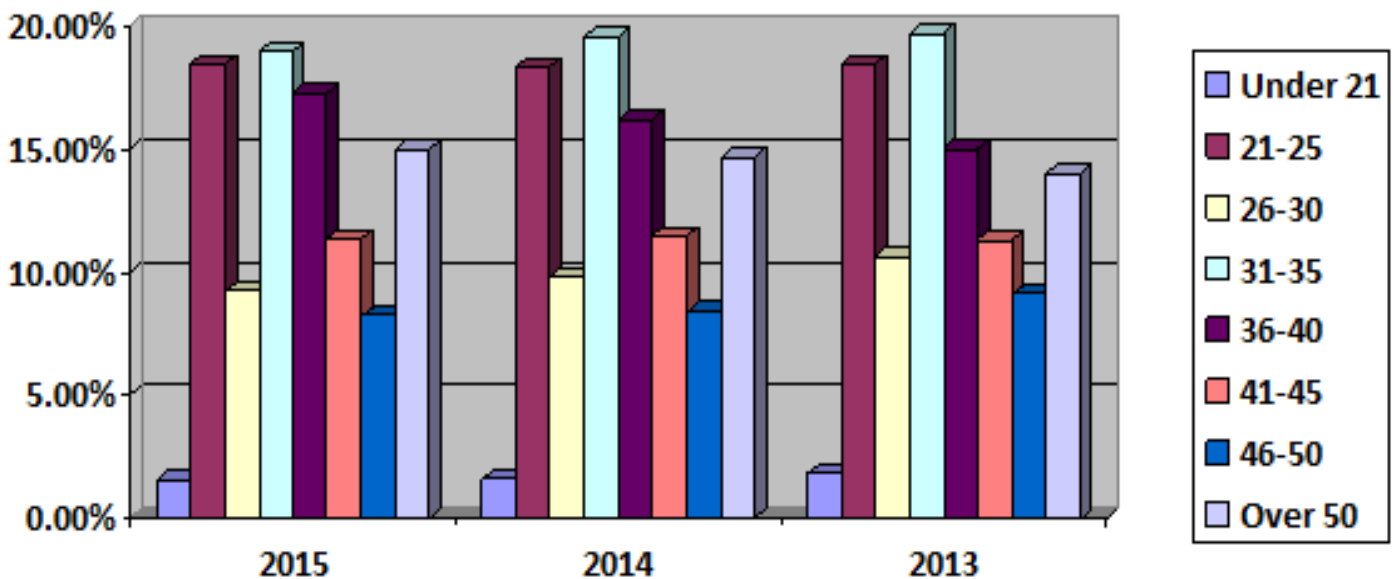


## Population Data

### Population by Years to Serve / Three Year Comparison



### Population by Age / Three Year Comparison



## Bell County Forestry Camp



**Warden  
James David Green**

Deputy Warden - Security and Programs  
Chris Patterson

Administrative Assistant  
Betsy Patterson

Address  
560 Correctional Drive  
Pineville, KY 40977

2015 Average Daily Population  
295

Total Number of Staff  
51

Security Level  
Minimum

**Overview**

The Bell County Forestry Camp (BCFC) is situated on approximately 15 acres in rural Bell County, Kentucky. It is a Minimum Security Facility with the capacity to house 300 adult male inmates. The facility employs 51 staff as well as having 18 contract employees that work in Food Service, Medical Services, Program Facilitation, etc.

BCFC operates its own Water Treatment Plant and Waste Water Treatment Plant where inmates

receive training and become certified plant operators.

BCFC provides inmate labor to the Division of Forestry for fire suppression in Bell and surrounding counties during fire season. During 2015 a K-9 Arson team was established in cooperation with the Division of Forestry, this team consisting of 2 staff and 2 bloodhounds help track arsonists and bring them to justice. In addition to forest fire suppression, Inmate labor is also supplied to the Department of Transportation ( 4 road crews ), Bell County Fiscal Court, Knox County Fiscal Court, Bell County Schools, Pineville Schools, Pineville City and Middlesboro City. Special details are also provided from time to time to State Parks in the area.

The average daily count for outside labor crews is 70 Inmates. Inmate labor is also utilized in various areas for day to day operations such as landscaping, maintenance, food service, sanitation, Water Plant and Sewer Plant operations etc.

The Institution was originally accredited by the American Correctional Association in 1990 and has successfully passed re-accreditation audits through November 2013.

**Highlights**

Physical Plant/Maintenance- During 2015 all buildings on the complex had new roofing installed. Work also began on the new Inmate Visitation/ Inmate Canteen building near the en-



*Warden James David Green*

trance to the main compound. A greenhouse was erected on the compound to support a Horticulture Program beginning early 2016.

- ◆ Staffing- Warden Kathy Litteral transferred to the Eastern Kentucky Correctional Complex and David Green assumed the duties of Warden effective June 1, 2015. Warden Green promoted from Deputy Warden at the Little Sandy Correctional Complex.
- ◆ Security- During the fall of 2015 Inmate count times and counting procedures were revised to enhance accountability of Inmates. A new procedure was put in place to enhance the accountability and safety of visitors to the Institution.
- ◆ Education- BCFC added a Horticulture Program in 2015; Erin Shifflet was hired as the instructor. The first class of 8 Inmates will begin in March 2016. A greenhouse was purchased and is erected and fully operational. The education department met the state performance goals for 2015. A total of 4 Inmates





## Bell County Forestry Camp

received their GED in 2015 while incarcerated at the facility, 11 Inmates completed Microsoft Office and 13 Inmates completed Network Cabling.

- ◆ Activities-In May of 2015 several events took place at the facility: Yard Day for the Inmates which included a food grill out, popcorn, snow cones, battle of the Inmate bands and other events. The veterans club sponsored a dinner conducted on grounds for local veterans and a ceremony took place to honor all veterans. Corrections Appreciation week was conducted with food and events for staff. In October the facility had our Annual Program/ Security Review which went well, also in October we hosted the Commissioner's leadership group for a dinner and a tour of the facility. In December we held a Christmas party for the staff in our multi-purpose building, around 100 people attended and fun was had by all.

- ◆ Recreation-In the recreation department all the pool tables were repaired and recovered. The weight equipment was repaired and recovered and several repairs were made to the recreation hall. A new agreement was brokered with Henderson Settlement to afford gymnasium services for the inmate population on a weekly basis.

- ◆ Food Service-In 2015 a Food Manager change was made, Owen Smith became the Aramark Food Manager. Owen moved from Aramark Services in Michigan to take the position.
- ◆ Medical Services-In 2015 the facility made a change in leadership for medical services, Jamie Collins was promoted to Nursing Services Administrator.

### Programmatic and Operational Areas

Several programs are in place at BCFC to help inmates with re-entry back into society: GED, Microsoft Office, Cable Networking, Horticulture, Moral Recognition Therapy, Inside out Dads, Pathfinders, In 2 Work, Portal New Directions, On the

job training, V.T. Fundamentals, AODA, AA & NA and Life Without a Crutch. There is also a Veterans Club and OCC club that inmates can participate in. Instilling the importance of education, work ethic and morals are the keys to success.

Inmates are also given access to medical services, library services, legal aide services, mail service, visitation and telephones as well as religious services and recreation.

In operational areas there are 50 full time staff and 1 part time Chaplain. There are 17 members on the CERT team and 6 staff on the K-9 team. There is also 3 staff on the HNT team. Most staff at BCFC are assigned multiple job tasks. BCFC continues to host the Annual K-9 recertification's for the Department each fall.

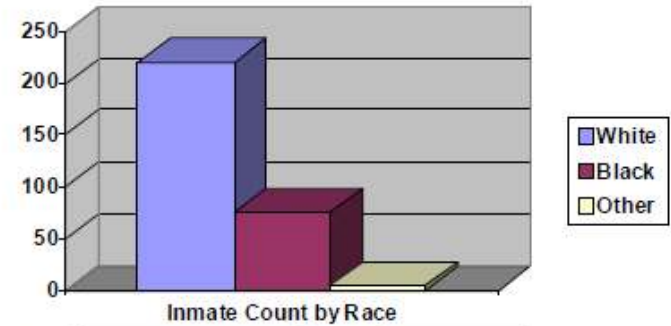


*BCFC Visitation and Inmate Canteen Construction*

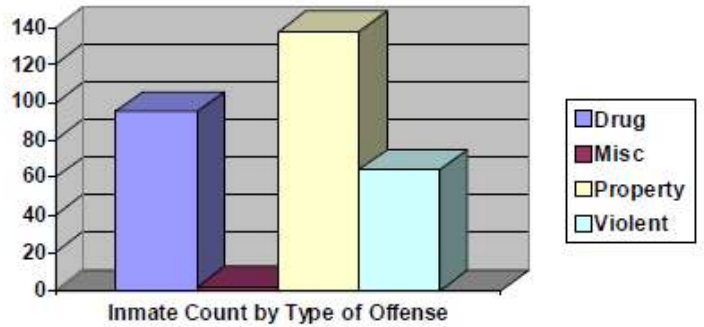
# Bell County Forestry Camp

## 2015 Demographic Data

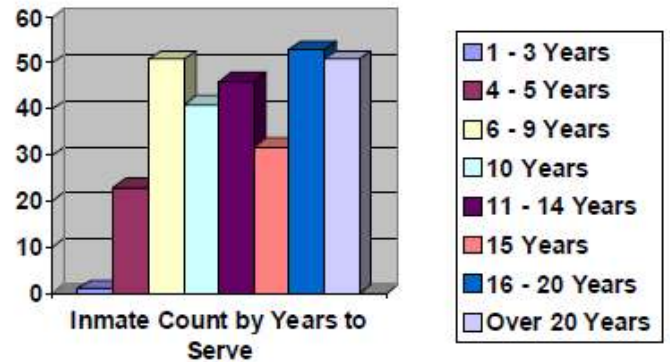
RACE	COUNT	PERCENTAGE
White	220	73.58%
Black	75	25.08%
Other	4	1.34%
Total	299	100.00%



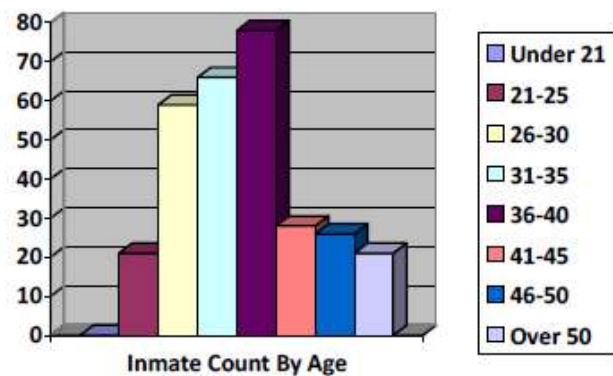
TYPE OF OFFENSE	COUNT	PERCENTAGE
Drug	95	31.77%
Misc.	2	0.67%
Property	138	46.15%
Violent	64	21.40%
Total	299	100.00%



YEARS TO SERVE	COUNT	PERCENTAGE
1 - 3 Years	1	0.33%
4 - 5 Years	23	7.69%
6 - 9 Years	51	17.06%
10 Years	41	13.71%
11 - 14 Years	46	15.38%
15 Years	32	10.70%
16 - 20 Years	53	17.73%
Over 20 Years	51	17.06%
Total	299	100.00%



AGE	COUNT	PERCENTAGE
Under 21	0	0.00%
21-25	21	7.02%
26-30	59	19.73%
31-35	66	22.07%
36-40	78	26.09%
41-45	28	9.36%
46-50	26	8.70%
Over 50	21	7.02%
Total	299	100.00%



## Blackburn Correctional Complex



### Warden R.W. (Rick) Rowlette

Deputy Warden - Security  
Brandy Harm

Deputy Warden – Programs  
Abby McIntire

Administrative Assistant  
Christy Peach

Address  
3111 Spurr Road  
Lexington, KY 40511

2015 Average Daily Population  
590

Total Number of Staff  
130

Security Level  
Minimum

### Overview

Blackburn Correctional Complex (BCC) is the largest minimum-security institution operated by the Kentucky Department of Corrections.

BCC operates as a 594 bed adult male minimum security institution. All individuals incarcerated here have been convicted of felony charges.

The physical plant consists of a total of thirty-two buildings on 456 acres of land that house Academic and Occupational Programs as well as Industrial and Support Services.

The institution also has a farming operation located on the grounds that is operated by a Correctional Farm Manager. The BCC Cattle Farm is a registered Angus farm.

### Highlights

The institution has had an electrical upgrade to the entire complex, new fibers for cameras and new cameras. The tractor shed and Dorm 5 Egress projects were



*Warden Rick Rowlette*

completed and a new roof was put on the weld shop. A new PA system and score board inside the gym were also installed. The softball field has a new fence, dugouts and score board. New basketball courts were poured for Dorms 1 & 5 as well as a new walking track in front of Dorm 4.

Medical has changed sick call to include walk-ins in order to better accommodate the inmate population. As well as hold monthly education classes.



*Blackburn Correctional Complex located in Lexington, Kentucky*

## Blackburn Correctional Complex

Education has reported 5 GED's achievements and 14 OSHA trainings have been completed during 2015.

### Programmatic and Operational Areas

Occupational programs include Masonry and Horticulture.

Blackburn Correctional Complex, in partnership with Eastern Kentucky University's Training Resource Center, proudly offers an opportunity to gain industry recognized certifications in IC3 Digital Literacy and Microsoft Office 2007.

Prison Industries operations include mattresses, moving services, panels and signs.

- ◆ Inside Out Dads is a parenting program that provides parent education classes and special visits for fathers and their children.
- ◆ Moral Recognition Therapy is a cognitive-behavioral program for improving inmates'



*Horticulture Building and Greenhouse located at BCC*



*Thoroughbred Retirement Foundation Barn at BCC*

moral reasoning and self-image.

- ◆ New Direction is a re-entry program designed to help the inmate understand the concept of re-entry and how it will work during incarceration and after release.
- ◆ Pathfinder's is a pre-release program that lasts six months. Areas covered in the program are team building, communication, stress management, anger management, problem solving, values, time management and life planning. Pathfinder's is an evidence based program and successful participants will receive a graduation certificate as well as a 90 day educational good time credit.

Blackburn Correctional Complex also houses the Thoroughbred

Retirement Foundation program. The State provides a Farm Manager, the land, barn, and inmates to work with retired horses. The Thoroughbred Retirement Foundation provides all other needs.

Through participation in the Thoroughbred Retirement Foundation Program, the inmates gain rehabilitation skills, riding skills, and learn good horse health management. The inmates that participate in this program also receive a Certificate of Stable Management when they have successfully accomplished these skills.

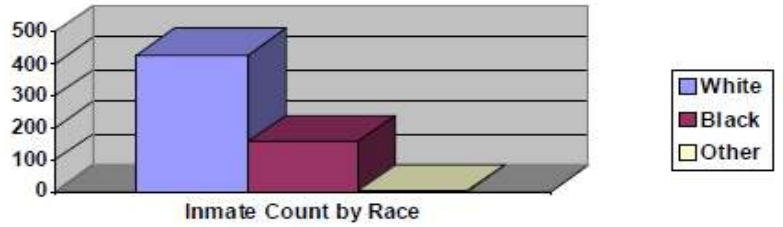
UK Drugs and Crime, an Inside Out Prison Exchange Program, examines the use and abuse of alcohol and drugs through the lens of sociological analysis and a social work framework for policy and treatment.



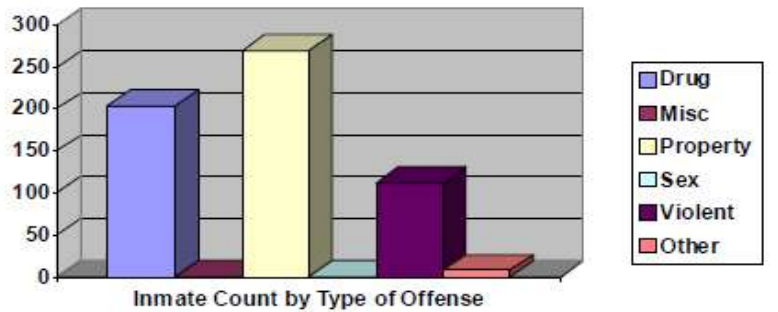
# Blackburn Correctional Complex

## 2015 Demographic Data

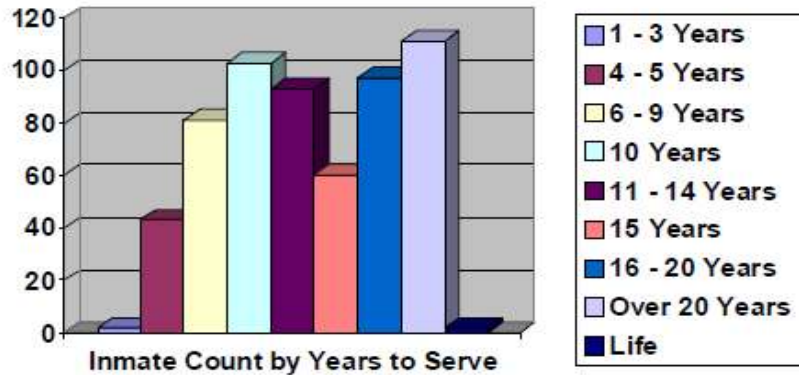
RACE	COUNT	PERCENTAGE
White	429	72.47%
Black	159	26.86%
Other	4	0.68%
Total	592	100.00%



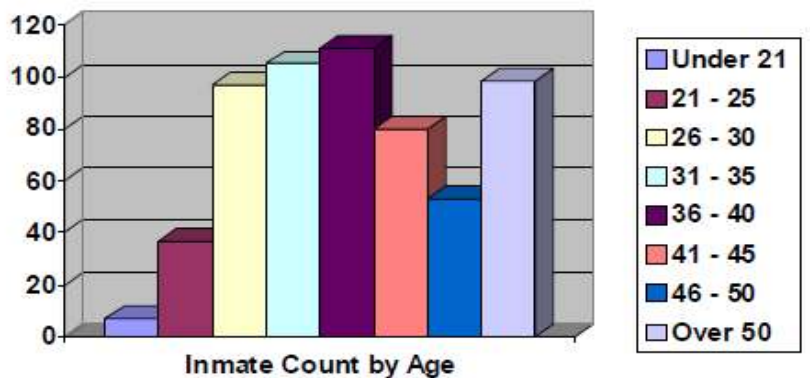
TYPE OF OFFENSE	COUNT	PERCENTAGE
Drug	204	34.46%
Misc	0	0.00%
Property	269	45.44%
Sex	0	0.00%
Violent	112	18.92%
Other	7	1.18%
Total	592	100.00%



YEARS TO SERVE	COUNT	PERCENTAGE
1 - 3 Years	2	0.34%
4 - 5 Years	43	7.26%
6 - 9 Years	81	13.68%
10 Years	103	17.40%
11 - 14 Years	93	15.71%
15 Years	60	10.14%
16 - 20 Years	97	16.39%
Over 20 Years	111	18.75%
Life	2	0.34%
Total	592	100.00%



AGE	COUNT	PERCENTAGE
Under 21	7	1.19%
21-25	37	6.29%
26-30	97	16.50%
31-35	105	17.86%
36-40	111	18.88%
41-45	80	13.61%
46-50	53	9.01%
Over 50	98	16.67%
Total	592	100.00%



# Eastern Kentucky Correctional Complex



**Warden  
Kathy Litteral**

Deputy Warden - Security  
Keith Helton

Deputy Warden - Programs  
John Holloway

Deputy Warden - Operations  
Michael Sparks

Administrative Assistant  
Melissa Howard

Address  
200 Road to Justice  
West Liberty, KY 41472

2015 Average Daily Population  
1713

Total Number of Staff  
375

Security Level  
Medium

**Overview**

The Eastern Kentucky Correctional Complex (EKCC) was constructed in two (2) phases and houses minimum, medium, close and maximum custody inmates.

EKCC’s distinction from other Kentucky institutions is the very structured inmate controlled movement. Controlled movement is the result of our institutional design, the number of inmates housed and the inmate custody level. EKCC’s best security tool is the controlled movement. Movement is closely monitored providing inmates with fewer opportunities to pass contraband and creating a safer environment for inmates and staff. Controlled movement also allows EKCC to reduce the number of inmates moving at any given time; thus enhancing EKCC’s ability to control disturbances within the inmate population.

**Highlights**

In August 2015, the Department of Corrections ceased the use of Restraint Control Level Four “Hobbles” in all institutions statewide. EKCC completed that transition and utilizes the restraint chair for inmate behavior that necessitates restraint other than transportation within and outside the institution.

EKCC completed the Prison Rape Elimination Act (PREA) internal review process which included creating and maintaining mandated files. Programs staff have been utilizing PREA risk assessments with inmates, and the staff members assigned to handle PREA investigations went through extensive training and have been reviewing cases accordingly. A PREA Compliance Manager position was created in 2015.



*Warden Kathy Litteral*

In November 2015, EKCC began a new focus on inmate preparation for reentry by converting the Enhanced Supervision Unit to the Re-entry Preparation Dorm (RPD). The RPD is a single cell dorm that holds 128 inmates. While housed in this dorm inmates have access to add evidenced based programming in addition to available programming.

Added evidenced based programs offered are MRT, MRT/anger management, MRT/Re-entry and Inside Out Dads. In addition, a new program that is not evidenced based, entitled, Character 101, is provided by the Kentucky Mountain Bible College. This is a program that is mandatory for all students yearly at the college and will assist to instill character traits in our soon to be released inmates that all employers will value such as honesty, patience and integrity. The goal of this Dorm is to house inmates that are within 24 months of release from incarceration. These inmates receive an intensified focus on programs, counseling, family relationships, education, employment skills, community resources, etc. In addition, the ability for these inmates to live with others in their wing and dorm that are going through the



## Eastern Kentucky Correctional Complex



*Eastern Kentucky Correctional Complex Dog Program*

same physical and mental transition in preparation to leave incarceration promotes a positive and preparatory atmosphere.

### Programmatic and Operational Areas

There were ten new Moral Recognition Therapy (MRT) programs added in 2015 to assist with inmate behavior. Every program offers 90 days of goodtime upon completion and all programs also have a mentoring component with two inmates who complete these programs to be selected to mentor others.

Any inmate who completed the Segregation Behavioral Modification program is automatically placed in an MRT program once they transition back to general population status. An additional Inside Out Dad parenting program was also started for the general population for the new Reentry Dormitory as well as a Character Program for the Reentry Preparation Dormitory. EKCC has one reentry program that offers 90 days good time titled PORTAL New Directions and one food service industry

program taught by Aramark and it offers 90 days good time titled In2Work.

The EKCC Dog Program, a collaborative effort with the Morgan County Dog Shelter, continues to be a success. This endeavor helps the community and has a therapeutic effect on the inmates involved. The program involves 8-10 weeks of basic instruction by minimum security inmates. The dogs are trained in housebreaking, crate training, feeding schedules, grooming, obedience and tricks.

EKCC's Dorm 6 Meritorious Housing Requirements were revised and changed in November 2015.

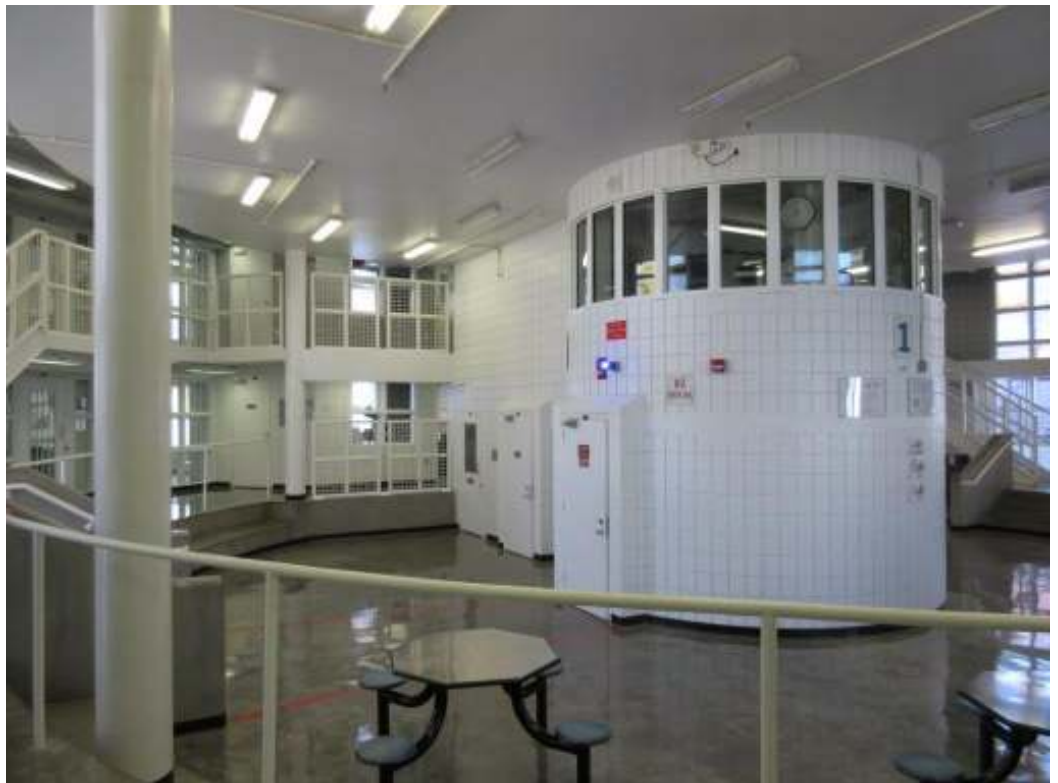
Institutional physical upgrades were set into motion during 2015,

which included replacing the old carpet in Administration areas, upgrading outdated office furniture, and installing new windows fabricated in the maintenance department through part of the administration building.

The elevator bridge walkway was covered with metal to reduce wind, rain, and hazardous ice conditions for staff and visitor use.

EKCC's Restricted Housing units, Dorm 5 and 9, are also in the process of having new secure recreation areas installed.

EKCC is focusing on needed repairs and upgrades required after nearly twenty-six years in operation.

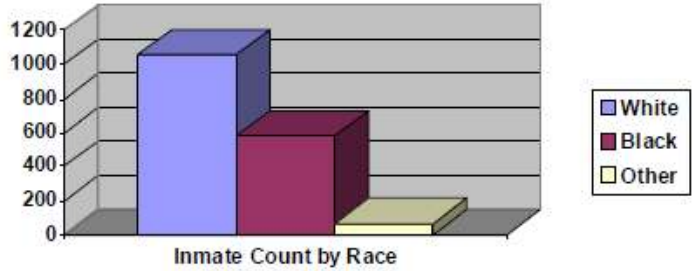


*Dorm at Eastern Kentucky Correctional Complex*

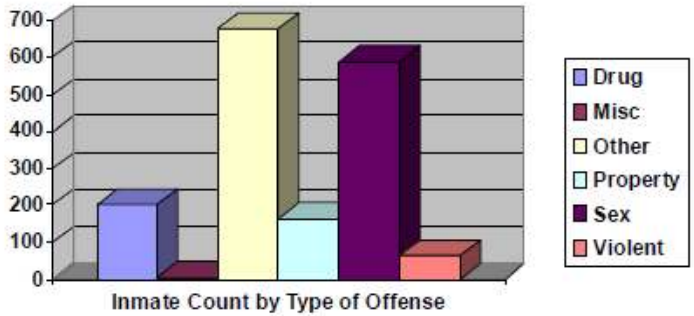
# Eastern Kentucky Correctional Complex

## 2015 Demographic Data

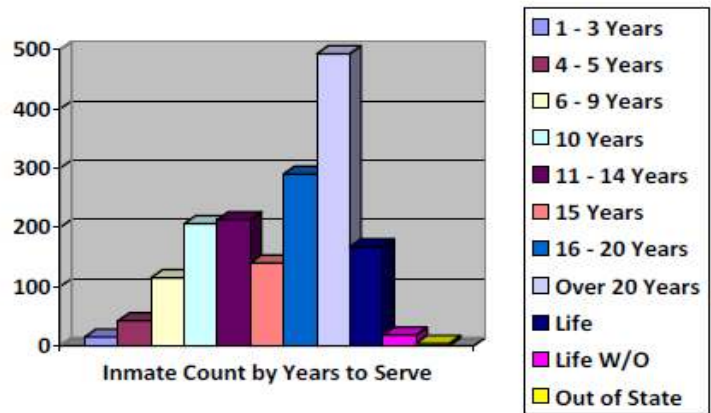
RACE	COUNT	PERCENTAGE
White	1058	62.13%
Black	580	34.06%
Other	65	3.82%
Total	1703	100.00%



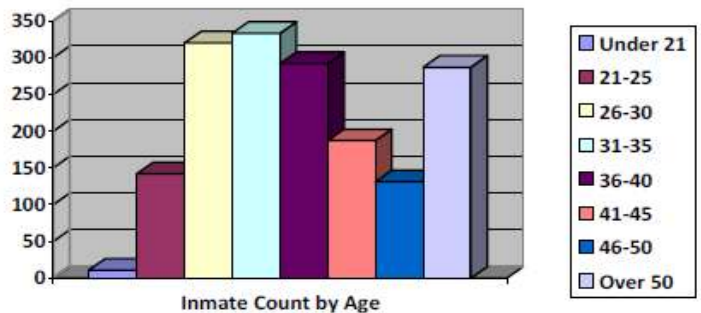
TYPE OF OFFENSE	COUNT	PERCENTAGE
Drug	204	11.98%
Misc	4	0.23%
Other	679	39.87%
Property	164	9.63%
Sex	589	34.59%
Violent	63	3.70%
Total	1703	100.00%



YEARS TO SERVE	COUNT	PERCENTAGE
1 - 3 Years	15	0.88%
4 - 5 Years	42	2.47%
6 - 9 Years	115	6.75%
10 Years	206	12.10%
11 - 14 Years	213	12.51%
15 Years	140	8.22%
16 - 20 Years	290	17.03%
Over 20 Years	493	28.95%
Life	167	9.81%
Life W/O	18	1.06%
Out of State	4	0.23%
Total	1703	100.00%



AGE	COUNT	PERCENTAGE
Under 21	11	0.65%
21-25	142	8.34%
26-30	320	18.79%
31-35	333	19.55%
36-40	292	17.15%
41-45	187	10.98%
46-50	131	7.69%
Over 50	287	16.85%
Total	1703	100.00%





## Green River Correctional Complex



### Warden DeEdra Hart

Deputy Warden - Security  
Ronald E. Beck

Deputy Warden – Programs  
David W. Higgs

Administrative Assistant  
Glynda Conaway

Address  
1200 River Road  
P.O. Box 9300  
Central City, KY 42330

2015 Average Daily Population  
966

Total Number of Staff  
269

Security Level  
Medium

### Overview

Construction of the Green River Correctional Complex (GRCC) began in August 1992 and was originally designed to house 550 inmates. The first group of inmates arrived December 16, 1994. GRCC has since expanded, building a medium security living unit, as well as a minimum secu-

urity dormitory with a current inmate population capacity of 982. Since opening, GRCC has been re-accredited by the ACA seven times, most recently in 2015.

The institutional design is “direct supervision.” The dormitories have an open control center (no bars, glass or other barriers). Unit Management is the means of managing and organizing the institution. In this team oriented concept, a management team of administrators, supervisors, correctional officers and classification/treatment officers supervise each living unit and are responsible for the security and management of the inmate living unit and its inmate population.

GRCC does not have security gun towers. Perimeter security is dependent upon an electronic detection perimeter alert system, a microwave detection system, and constant 24-hour armed perimeter vehicle patrol(s).

### Highlights

Institutional security enhancements continued to be on the forefront in 2015. Continuing on a project that started in 2012, additional close circuit video cameras were installed within all living units of the institution. To achieve this goal new servers and an upgraded program were installed for the camera system. The new servers and software will enable the institution to install an unlimited number of close circuit video cameras.

In May 2015, the institution completed a successful ACA audit.



*Warden DeEdra Hart*

The institution passed with a score of 98.9 and received its seventh reaccreditation in August 2015.

In September, a 500 kw generator was installed at the institution’s power house. This was the beginning of an emergency generator project at the institution and will provide the backbone for future installation of emergency generators.

In November, the institution successfully underwent its initial Prison Rape Elimination Act (PREA) audit. The audit team consisted of correctional professionals from Nebraska who were highly complementary of staff. The institution achieved a score of 100% and exceeded in 3 of the applicable 44 standards.



*PREA reporting information wall painting*



## Green River Correctional Complex



*Privacy curtain installed at JPay kiosk*

In December, an outside covered recreation area containing thirteen (13) individual recreation areas was completed for the Restricted Housing Unit. The project was completed by institutional maintenance staff with the assistance of inmate workers. This project will enhance the overall safety and security for staff and inmates by eliminating the need for group recreation.

### Programmatic and Operational Areas

During 2015, the Green River Correctional Complex has continued to offer a variety of evidence based life skill programs, academic and vocational classes, and on-the-job-training to its inmate population.

Educational opportunities included Adult Literacy and Adult Basic Education classes as well as General Education Diploma (GED) classes. The vocational programs consisted of Masonry, Carpentry, VT Fundamentals, Network Cabling, and IC3/Microsoft Office curriculum allowing inmates to obtain vocational and OSHA certifications. During 2015, a new web based GED testing procedure was implemented with 15 GED's being awarded. There were 57 inmates that earned vocational certifications and 61 inmates to earn a National Career Readiness Certificate (NCRC) of which 16 were gold and 45 silver. The Education Department enhancements

include the upgrading of classroom computers, the edition of a Microsoft Office Lab program and increased certified personal for vocational programs.

Program enhancements included the offering of additional evidence based programs, Moral Recognition Therapy (MRT) Anger Management classes to the General Population along with a Moral Recognition Therapy Veterans class. The Substance Abuse Program (SAP) program staff continues to work towards the Certified Alcohol and Drug Counselor (CADC). There were 18 inmates who completed the Inmate to Workmate (In2Work) program and became ServSafe Certified.

The institution, in conjunction with JPay, installed additional kiosks in the inmate housing units in preparation for the video visiting.



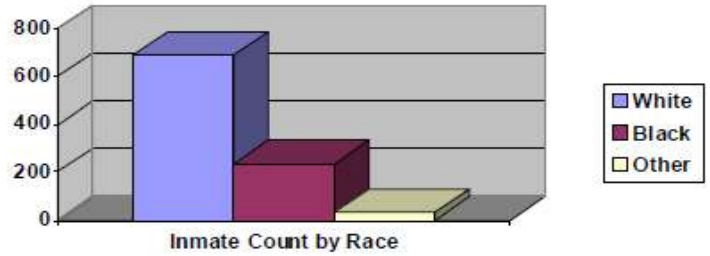
*In 2015, an outside covered recreation area containing 13 individual areas were completed for the Restricted Housing Unit.*



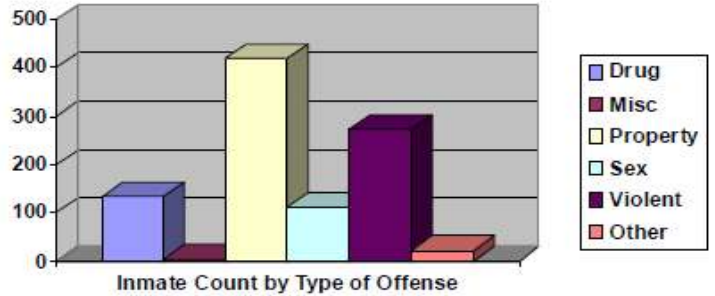
# Green River Correctional Complex

## 2015 Demographic Data

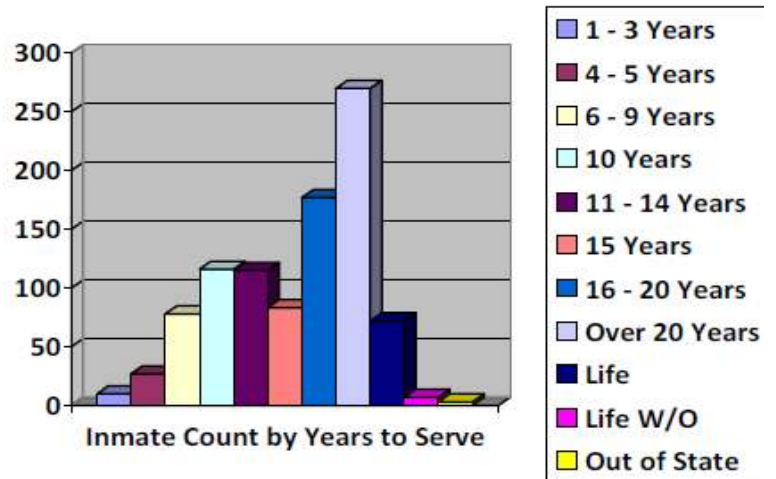
RACE	COUNT	PERCENTAGE
White	691	72.13%
Black	237	24.74%
Other	30	3.13%
Total	958	100.00%



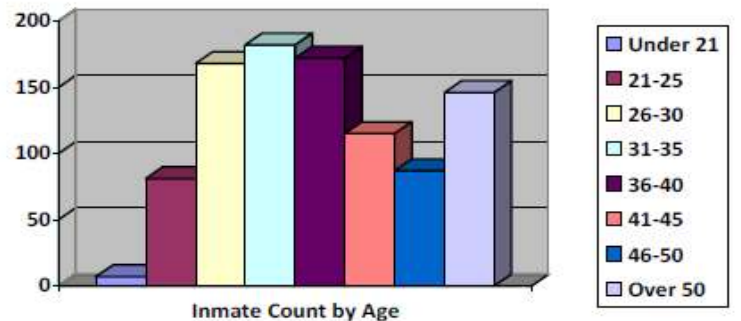
TYPE OF OFFENSE	COUNT	PERCENTAGE
Drug	133	13.88%
Misc	3	0.31%
Property	418	43.63%
Sex	110	11.48%
Violent	272	28.39%
Other	22	2.30%
Total	970	100.00%



YEARS TO SERVE	COUNT	PERCENTAGE
1 - 3 Years	10	1.04%
4 - 5 Years	27	2.82%
6 - 9 Years	78	8.14%
10 Years	116	12.11%
11 - 14 Years	115	12.00%
15 Years	83	8.66%
16 - 20 Years	177	18.48%
Over 20 Years	270	28.18%
Life	72	7.52%
Life W/O	7	0.73%
Out of State	3	0.31%
Total	958	100.00%



AGE	COUNT	PERCENTAGE
Under 21	7	0.73%
21-25	81	8.46%
26-30	168	17.54%
31-35	182	19.00%
36-40	172	17.95%
41-45	115	12.00%
46-50	87	9.08%
Over 50	146	15.24%
Total	958	100.00%



# Kentucky Correctional Institution for Women



**Warden  
Janet Conover**

Deputy Warden - Security  
Vanessa Kennedy

Deputy Warden - Programs  
Randy Hargis

Administrative Assistant  
Ashley Norris

Address  
3000 Ash Avenue  
PO Box 337  
Pewee Valley, KY 40056

2015 Average Daily Population  
661

Total Number of Staff  
226

Security Level  
Multi-custody including  
death row

**Overview**

The Kentucky Correctional Institution for Women (KCIW) received its first inmates in 1938 as an extension of the Kentucky State Reformatory at LaGrange. Near the town of Pewee Valley, KCIW is located on 270 acres in Shelby County. The facility has been ACA accredited since 1982 and is tobacco free. The institution is a campus style setting with

multiple housing units, double and single bunked.

KCIW was the only state run institution for female inmates until 2010 when the Western Kentucky Correctional Complex (WKCC) was converted back to a female facility. In November 2010 WKCC was converted to a male facility and the Ross-Cash Center was established as a 200 bed minimum female facility.

KCIW is considered a multi-custody facility as differential housing and programming must meet the needs of female felons serving one year to life, death row, maximum, medium, minimum, community custody, first offenders, persistent offenders, the disabled and special needs inmates.

Warden Janet Conover provides fiscal responsibility and oversight as she manages a budget of approximately \$11 million. Positive working relationships as well as good communication between the Warden, Deputy Wardens, staff, volunteers and outside visitors add significant value to the Mission Statement of the institution and the DOC.

**Highlights**

KCIW continues to provide outstanding public protection through a secure facility while providing the inmate population opportunities to rehabilitate and ready themselves for re-entry into life outside the fence.

KCIW's ACA Re-Accreditation Audit was held June 23-25, 2015.



*Warden Janet Conover*

The institution received a perfect score of 100%. This is KCIW's 12th accreditation audit.

Effective June 16, 2015 Security Staff received salary adjustments, as a result from a plan approved by Governor Beshear, responding to high staff vacancies and turnover rates.

In July 2015, WKCC began the transfer of inmates back to KCIW. To accommodate the incoming inmates KCIW re-opened the Minimum Security Unit in September 2015. The Main Building Special Living Unit was converted to be temporary Segregation Beds and Main Building Assessment Center 3 was converted to Main Building Annex to help with the influx of inmates and better manage the returning population. KCIW also added 20 beds to the Pine Bluff Living Unit in October 2015.

Effective August 16, 2016 all non-uniform staff began working a 40 hour work week.

KCIW's Training Department continues to train newly hired Correctional Officers during the employee orientation process. The Training Department has al-



## Kentucky Correctional Institution for Women

so developed a week long program for officers once they have completed the Corrections Basic Academy that focuses on topics covered at the academy and how they relate to KCIW specifically. KCIW's Training Department continues to conduct annual in-service training and assists staff with meeting their annual training requirements.

The I-LEAD Program, a six month long regional leadership training program with participants from KCIW, KSR, LLCC and RCC continues to play an important part in KCIW's quest to effectively raise the chances for professional success of its participants within the DOC. Participants receive guidance in the following areas: upward mobility, resume preparation, public speaking skills, cultural diversity and networking opportunities.

Effective January 31, 2016 KCIW went to 12 hours shifts due to staff shortages. The 12 hours shifts provided extra staff on certain days but staff vacancies are a continuing struggle.

On July 24, 2015 KCIW completed the transition from the 38 caliber revolver to the Glock 23.

TASER trained staff carry a TASER in the Special Management Unit. The additional TASER weapons are utilized on transportation trips when high risk inmates and / or multiple inmates are being transported.

New Uniforms were purchased for the CERT team. Two staff will be participating in the annual



*20 beds were added to the Pine Bluff Living Unit in October 2015*

MOCK Riot at Moundsville, WV.

KCIW received PREA Grant funding for 15 additional security cameras and were installed throughout the institution.

### Programmatic and Operational Areas

KCIW continues to partner with Paws With Purpose (PWP), a non-profit organization that provides highly skilled Assistance Dogs to children and adults with physical disabilities or other special needs. These dogs provide comfort and companionship. One of the only programs of its type in the region, the dog program was first launched in 2003 and has been extremely successful.

The dog program gives the inmates the opportunity to learn job skills that will help them once they are released from prison. The program also provides personal growth such as patience, communication and working well as a team. It also gives them the chance to give back to society to bring trained service dogs to children and adults with physical disabilities. Combined, all of these

will assist them with reintegration back into the community.

The Education Center offers inmate instruction in Basic Literacy, Adult Basic Education, GED and college courses. Vocational training includes a certified program in Horticulture.

Treatment programs such as Parenting, Sex Offender Treatment and Substance Abuse Program are available to inmates.

Another therapeutic program called WILLOW (Women Invested in Learning and Loving Ourselves Well) addresses the needs of incarcerated women who suffer from both a mental illness and a co-occurring addiction.

Moral Reconciliation Therapy (MRT) is also available to the inmate population and is a behavior modification course that is designed to restructure the mental processes that allow us to perform certain actions or desires.

Pathfinders another evidence based re-entry program is designed to address criminal thinking patterns and promote successful release to the community.

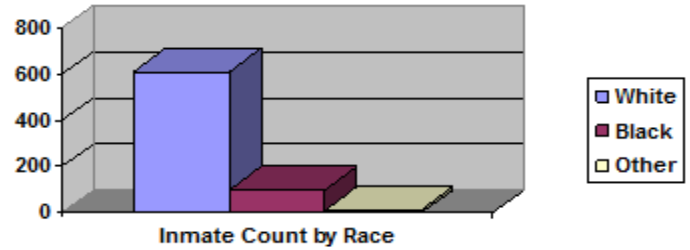
Kentucky Correctional Industries (KCI) has been at KCIW for 29 years. Industries provides inmates with job training that produces marketable skills and quality products. Correctional Industries currently operates four separate industries consisting of Bulk Mail Services, Braille Transcription, Warehousing and the Soap Plant.



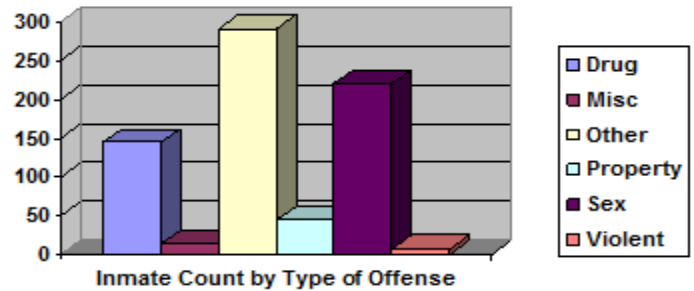
# Kentucky Correctional Institution for Women

## 2015 Demographic Data

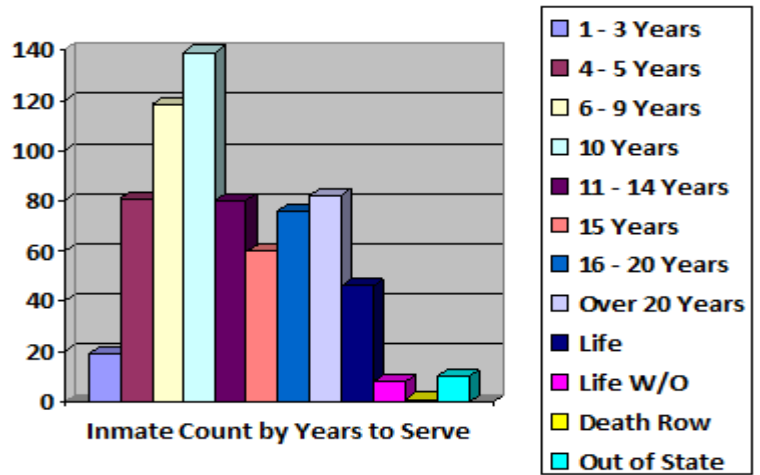
RACE	COUNT	PERCENTAGE
White	612	85.00%
Black	97	13.47%
Other	11	1.53%
Total	720	100.00%



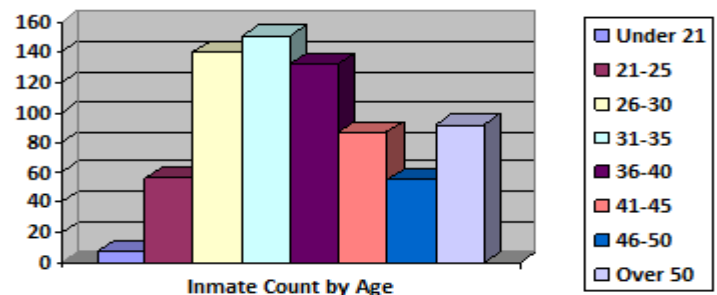
TYPE OF OFFENSE	COUNT	PERCENTAGE
Drug	144	20.00%
Misc	13	1.81%
Other	291	40.42%
Property	44	6.11%
Sex	221	30.69%
Violent	7	0.97%
Total	720	100.00%



YEARS TO SERVE	COUNT	PERCENTAGE
1 - 3 Years	19	2.64%
4 - 5 Years	81	11.25%
6 - 9 Years	118	16.39%
10 Years	139	19.31%
11 - 14 Years	80	11.11%
15 Years	60	8.33%
16 - 20 Years	76	10.56%
Over 20 Years	82	11.39%
Life	46	6.39%
Life W/O	8	1.11%
Death Row	1	0.14%
Out of State	10	1.39%
Total	720	100.00%



AGE	COUNT	PERCENTAGE
Under 21	7	0.97%
21-25	56	7.78%
26-30	140	19.44%
31-35	151	20.97%
36-40	132	18.33%
41-45	87	12.08%
46-50	55	7.64%
Over 50	92	12.78%
Total	720	100.00%



# Kentucky State Penitentiary



## Warden Randy White

Deputy Warden - Security  
Steve Ford

Deputy Warden – Programs  
Skyla Grief

Deputy Warden - Support  
Services  
Joel Dunlap

Administrative Assistant  
Tracey Jordan

Address  
266 Water Street  
Eddyville, KY 42038

2015 Average Daily Population  
852

Total Number of Staff  
375

Security Level  
Maximum

### Overview

The Kentucky State Penitentiary (KSP) serves as the Department of Corrections’ only maximum security facility, housing an average of 852 inmates in 2015. The institution has operated for over 126 years, originally opening on Christmas Eve in 1889. The facility sits on the banks of Lake Bar-

kley and is often referred to locally as, “The Castle on the Cumberland”. Many renovations and enhancements have occurred during the numerous years of operation, providing for the utmost stability expected within a maximum security penitentiary.

The population includes a Protective Custody Unit, a Restrictive Housing Unit in two separate cell blocks, Death Row, General Population, and a 30-man minimum security dormitory located outside the secure perimeter.

### Highlights

- ◆ PREA  
September 2015 KSP was scored 100% compliant with all Prison Rape Elimination Act (PREA) standards as part of a national PREA audit process.

- ◆ Glock Handgun Transition  
July 2015 KSP joined other adult prison facilities in the Commonwealth in transitioning from the .38 caliber revolver six shot handgun to the Glock semi-automatic .40 caliber pistol. This weapon upgrade enhanced public and staff safety through modernizing the handgun weapon plat-



*KSP installed new exterior perimeter LED lighting in 2015.*



*Warden Randy White*

form currently used by correctional staff.

- ◆ Restrictive Housing Transition Program

July 2014 KSP established an incentive based offender management treatment program, within the 3 Cell House Restrictive Housing Unit, to create a pathway for offenders to transition from Restrictive Housing to a less restrictive and structured environment via behavior treatment. The Transition Program offers social and coping skill building classes to offenders with lengthy disciplinary housing assignments who have expressed a willingness to seek behavioral treatment. The skills taught will also help enhance the offender’s opportunity for successful re-entry into the community upon release from incarceration.

- ◆ Lighting

KSP continued to install perimeter and facility exterior lighting upgrades during 2015. The added LED lighting greatly improves security and visibility at night in a maximum security environment, drastically reduces the cost of bulb replacements and crane rental needed to replace the bulbs.



## Kentucky State Penitentiary

During June 2015 renovation and construction was completed in the 3 Cell House Restrictive Housing Unit which added additional office space for a Psychologist on site, a Social Service Clinician, a Unit Manager and a treatment and triage room for medical staff. The addition of this office space has been effective and key in centralizing and encouraging communication among the multi-disciplined treatment staff in addition to enabling a Registered Nurse and Psychologist to be physically assigned to the unit on a permanent basis.

### Programmatic and Operational Areas

KSP offers re-entry style programs which are intended to assist offenders successfully returning to society. Pathfinders continued throughout 2015 and is facilitated by contract personnel. The program enables inmate participants to think through the consequences of their actions before they act. Every lesson in the program is aimed at attacking thinking errors and replacing those errors with healthy approaches to sorting emotions, making choices and solving problems.

The Restrictive Housing Transition Program began in July 2014 with 16 participants and has continued to progress, expand and offer behavioral treatment to inmates in Restrictive Housing that are serving lengthy disciplinary terms for rule infractions committed within the prison system.

Work and self-help programs have continued to provide high numbers of inmate involvement. KSP offers ample job opportunities ranging from employment in one of the Prison Industries areas to janitorial services. AA/NA and NAACP are offered. Various cognitive skills programs are available to the inmate population which includes Moral Reconciliation Therapy, Thinking for a Change, New Direction, and In2Work.

School programs, consisting of academic and vocational classes, continued to offer inmates opportunities to further their education through pursuit of a GED, working on adult basic education and literacy, pursuit of an Auto Body Collision Repair or Vocational Electrical Diploma or pursuit of a National Career Readiness Certificate (NCRC).

A minimum of 18 different religious services are scheduled each week for seven various faiths and many more activities are scheduled as a result of volunteer participation.

The 3rd Residents Encounter Christ (REC) Christian Spiritual Retreat was held in July 2015. During the three-day event, approximately 20 volunteers from the Owensboro area led 26 inmate participants into looking at their relationship with Christ.

During 2015 KSP allowed Harrel Riley Ministries to conduct the Malachi Dads Program. KSP also allowed the Kairos faith based prison ministry to conduct a program within the facility. Kairos returns monthly to assist participants in becoming productive citizens.



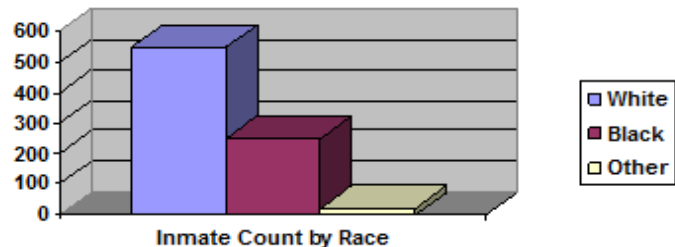
*Kentucky State Penitentiary, Eddyville, KY*



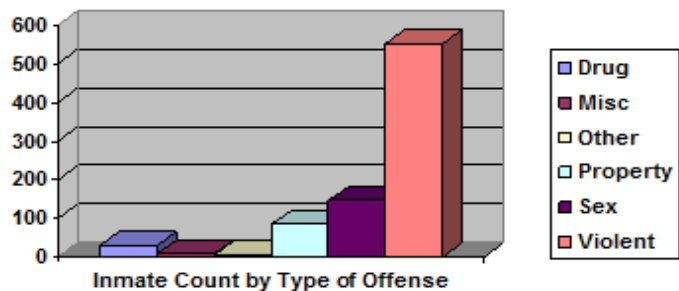
# Kentucky State Penitentiary

## 2015 Demographic Data

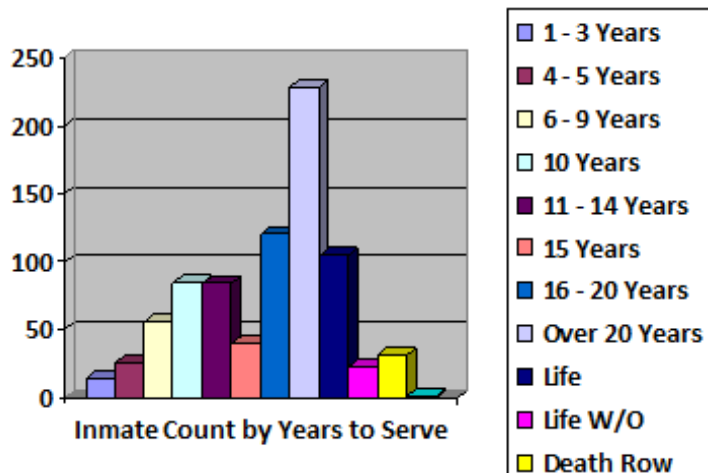
RACE	COUNT	PERCENTAGE
White	548	67.16%
Black	248	30.39%
Other	20	2.45%
Total	816	100.00%



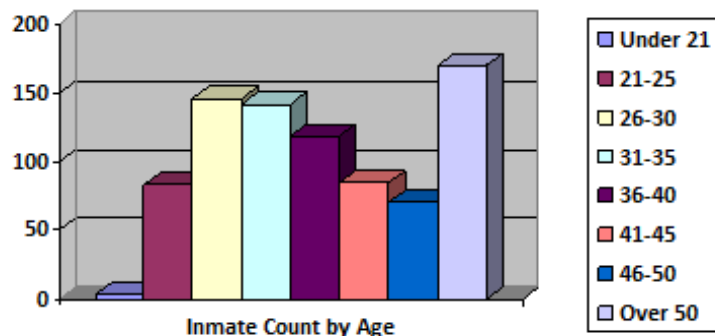
TYPE OF OFFENSE	COUNT	PERCENTAGE
Drug	27	4.71%
Misc	6	2.12%
Other	3	0.98%
Property	82	8.80%
Sex	145	36.13%
Violent	553	47.26%
Total	816	100.00%



YEARS TO SERVE	COUNT	PERCENTAGE
1 - 3 Years	14	1.72%
4 - 5 Years	26	3.19%
6 - 9 Years	56	6.86%
10 Years	85	10.42%
11 - 14 Years	84	10.29%
15 Years	40	4.90%
16 - 20 Years	121	14.83%
Over 20 Years	228	27.94%
Life	105	12.87%
Life W/O	23	2.82%
Death Row	32	3.92%
Out of State	2	0.25%
Total	816	100.00%



AGE	COUNT	PERCENTAGE
Under 21	3	0.37%
21-25	83	10.17%
26-30	146	17.89%
31-35	142	17.40%
36-40	118	14.46%
41-45	84	10.29%
46-50	70	8.58%
Over 50	170	20.83%
Total	816	100.00%



# Kentucky State Reformatory



**Warden  
Aaron B. Smith**

Deputy Warden - Security  
James Coyne

Deputy Warden - Programs  
Anna Valentine

Deputy Warden - Operations  
Tiffany Ratliff

Administrative Specialist III  
Donna Dailey

Address  
3001 West Hwy. 146  
LaGrange, KY. 40032

2015 Average Daily Population  
1,923

Total Number of Staff  
539 Funded Positions

Security Level  
Medium

**Overview**

The Kentucky State Reformatory (KSR) is located in LaGrange, Kentucky. It is the state’s largest institution in terms of inmate population with a 1952 bed capacity.

KSR has ten (10) dormitories made up of individual rooms.

The facility offers extensive mental health and medical services to its residents. KSR maintains a 150 bed correctional psychiatric treatment unit (CPTU) divided into three 50 bed wings.

The Reformatory also maintains a 67 bed Nursing Care Facility and recently began providing on-site chemotherapy treatments to its cancer patients. A Video Relay system was installed in Unit B for hearing impaired inmates. “Shaker” units have also been purchased for the hearing impaired and provide alerts during emergencies. These systems also include strobe lights and handheld activator units for the dorm officers. A hearing impaired resource sheet is also available to our inmates which are deaf or hearing impaired.

**Highlights**

The American Correctional Association (ACA) audit held September 28-30, 2015. The institution received a total score of 99.4 percent. KSR received its initial accreditation in 1982 and this audit marks the 12th accreditation in the history of the institution.

Major improvements at the facility include a pending Capital Construction upgrade of high mast lighting on the yard. Installation of pump house generators were completed in two dorms with backup power added to fencing. Installation of a new shaker fence detection system was completed. The HVAC system in CPTU was upgraded and a major paving project was completed on the front entrance road as well as some of



*Warden Aaron Smith*

the perimeter road.

For security and PREA compliance, camera upgrades and installations in the living units and bathrooms have been completed as well as installation of one-hundred-seventeen (117) wooden toilet doors with hardware. CPTU has been outfitted with window covers.

Information Technology has completed computer upgrades installing new computers for the Command Center. Library Soft has been installed on the school computers for checking out books.

The Security Department has a total of 378 staff positions. Due to severe security staff shortages, security staff schedules changed to two twelve-hour shifts. KSR is continuing to use the “Roll Call” program with a few modifications and a staff mentoring program to support staff retention. The entire institution transitioned from the .38 caliber Smith and Wesson to the .40 caliber Glock. Enough OC (oleoresin capsicum) Spray was purchased for all staff to carry. All security staff were also issued new winter jackets.



## Kentucky State Reformatory

KSR Security began the regional interview process with the other area institutions, RCC, LLCC and KCIW.

CERT received new winter jackets, new rain gear, and new boots. They were also involved with a mass transport of Lee Adjustment Center (LAC) inmates back to their home state of Vermont.

### Programmatic and Operational Areas

Programs offered by the Reformatory include: Academic and vocational education, college clas-

ses, life management, organized sports and recreation, religious services and counseling, on-the-job training, correctional industries and services provided by the Division of Mental Health, i.e. Psychological/Psychiatric Services, Sex Offender Treatment Program (SOTP), and individual or group counseling. New study materials are being used by GED inmates.

Several specific programs include New Directions, Co-Occurring Disorder (Phoenix program), Hospice, Striving Towards A Recovery program

(STAR), Inside Out Dads, Moral Reconciliation Therapy (MRT), Enhanced Supervision Program (ESP), Individualized Treatment Working on Re-integration and Keeping Stable (I.T. W.O.R.K.S.), Facing Our Circumstances by Understanding Self (FOCUS) program.

An outpatient substance abuse program for inmates that are not able to complete a traditional SAP program has been introduced, as well as Camp K-9, the new dog program started in partnership with the Humane Society of Oldham County.



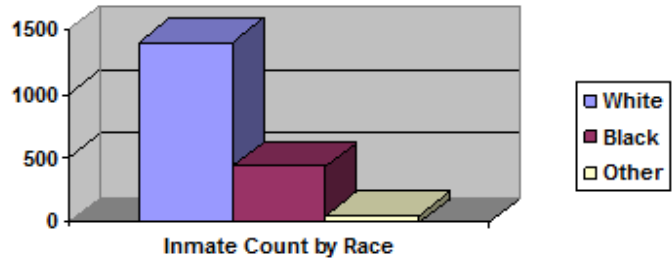
*Kentucky State Reformatory, LaGrange, KY*



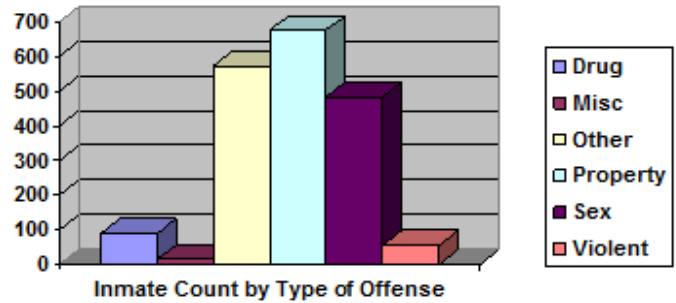
# Kentucky State Reformatory

## 2015 Demographic Data

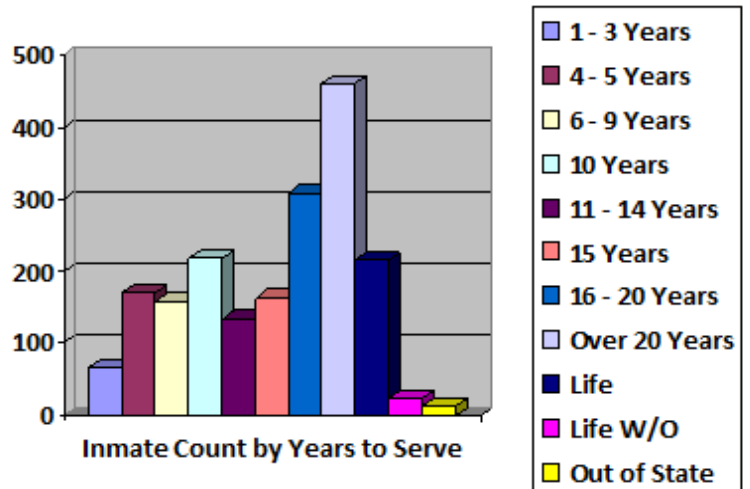
RACE	COUNT	PERCENTAGE
White	1407	74.44%
Black	434	22.96%
Other	49	2.59%
Total	1890	100.00%



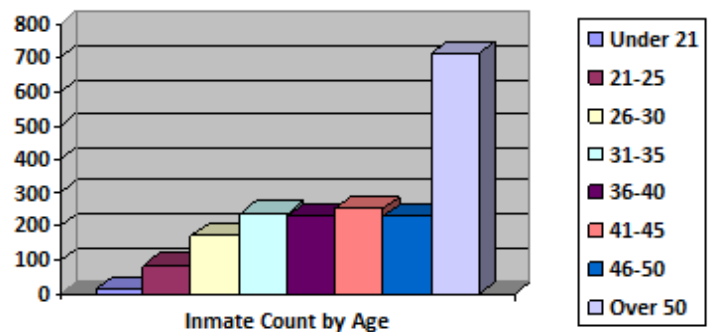
TYPE OF OFFENSE	COUNT	PERCENTAGE
Drug	89	4.71%
Misc	12	0.63%
Property	574	30.37%
Sex	677	35.82%
Violent	483	25.56%
Other	55	2.91%
Total	1890	100.00%



YEARS TO SERVE	COUNT	PERCENTAGE
1 - 3 Years	66	3.42%
4 - 5 Years	170	8.80%
6 - 9 Years	158	8.18%
10 Years	218	11.28%
11 - 14 Years	134	6.94%
15 Years	163	8.44%
16 - 20 Years	310	16.05%
Over 20 Years	460	23.81%
Life	216	11.18%
Life W/O	24	1.24%
Out of State	13	0.67%
Total	1890	100.00%



AGE	COUNT	PERCENTAGE
Under 21	14	0.72%
21-25	85	4.40%
26-30	173	8.95%
31-35	238	12.32%
36-40	228	11.80%
41-45	251	12.99%
46-50	231	11.96%
Over 50	712	36.85%
Total	1890	100.00%



## Little Sandy Correctional Complex



### Warden Joseph P. Meko

Deputy Warden - Security  
Danny McGraw

Deputy Warden – Programs  
Paul Holbrook

Administrative Assistant  
Deborah Williamson

Address  
505 Prison Connector  
Sandy Hook, KY 41171

2015 Average Daily Population  
1010

Total Number of Staff  
239

Security Level  
Medium

### Overview

Little Sandy Correctional Complex (LSCC) is a medium security institution located in Elliott County Kentucky. It is the department's newest and most technologically advanced institution in the state.

Housing includes two general population housing units with

416 beds in each, a 100 bed minimum security unit and a 90 bed special management unit. LSCC can facilitate up to a total of 1022 offenders.

There are numerous support buildings including academic and vocational schools, medical unit, inmate canteen, Correctional Industries, gym, dining facility and maintenance area.

Little Sandy Correctional Complex operates under the direct supervision model of supervision. It encourages staff and inmate interaction and allows the inmates to have direct access to staff when they have a concern.

Little Sandy Correctional Complex received its initial accreditation from the American Correctional Association (ACA) on August 13, 2007 and was reaccredited on June 11, 2010 and July 07, 2013, receiving a score of 100% on both mandatory and non-mandatory standards.

### Highlights

Due to recent increases in the number of assaults on staff members, including contract employees, LSCC began offering O.C. certification training to all staff including programs, administrative, and contract staff working at the facility. This allows any employee with current certification credentials to check out O.C. spray from the Central Control Center and carry on their person while on duty.

LSCC created a Leadership Program to develop and empower



*Warden Joseph Meko*

staff as future leaders. This program provides education and direction in the following areas: professional development, administrative strategies and tactics, leading and coaching high performance objectives. Participants receive guidance in upward mobility; resume preparation, public speaking skills, cultural diversity and networking opportunities.

The LSCC inmate library started a new Book Club, "Between the Lines," to encourage inmates to read more, or to discover new books that they might not have chosen on their own.

The Moral Recognition Therapy program was expanded at LSCC by creating two new classes for eligible inmates in our minimum security unit. There are 30 inmates enrolled in the MRT program out of a 100 bed living unit.

With the help of G-Max Security Tech, one of the worlds most advanced makers of perimeter intrusion detection systems, LSCC was able to upgrade the perimeter security fence. Some incentives of this upgrade include: Central Control Center access to electronically check all zones alarms, anti-climbing detection due to sensor cable installation on all the

## Little Sandy Correctional Complex



*Aerial view of Little Sandy Correctional Complex.*

barbed wire section of fence, and unique solutions to detect digging and tunneling below barrier.

Deputy Warden Offices and Captain Offices have been equipped with televisions granting them access to monitor security cameras at LSCC. This allows higher level administrative and security staff the ability to frequently and conveniently monitor the daily activities of our institution.

### **Programmatic and Operational Areas**

LSCC has a diverse array of programming to address the needs of a wide spectrum of offenders. We provide quality programs that focus on key fundamentals such as behavior and thinking processes.

LSCC offers programs to include Alcoholics Anonymous, Cage Your Rage, Domestic Violence, Advanced In 2 Work, Financial

Peace, Substance Abuse Program, Corrective Action Program, Violent Offenders, Horticulture, Carpentry, Inside Out Dads Program, Life Without a Crutch Program, Moral Recognition Therapy,

MRT Anger Management, New Direction, Pathfinders, Pulling Punches, Peaceful Solutions, and Rational Thinking.

One of the stand-out programs offered at LSCC is New Leash on Life. New Leash on Life is partnered with Menifee County Animal Shelter and designed to accomplish multiple goals including preventing otherwise dogs from being euthanized and teaching the inmates involved skills as a dog trainer.

LSCC actively seeks partnerships with community and educational entities to provide a more integral programmatic menu to the inmate population.

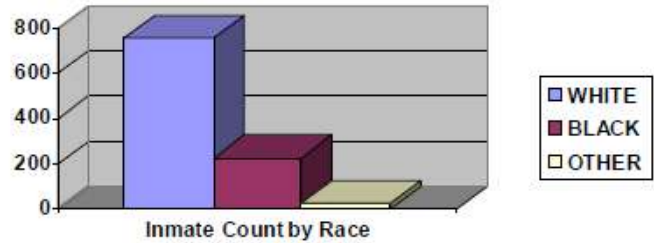


*2015 Little Sandy Correctional Complex leadership program participants.*

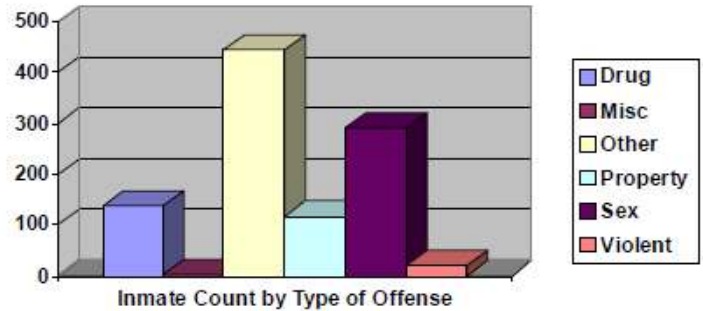
# Little Sandy Correctional Complex

## 2015 Demographic Data

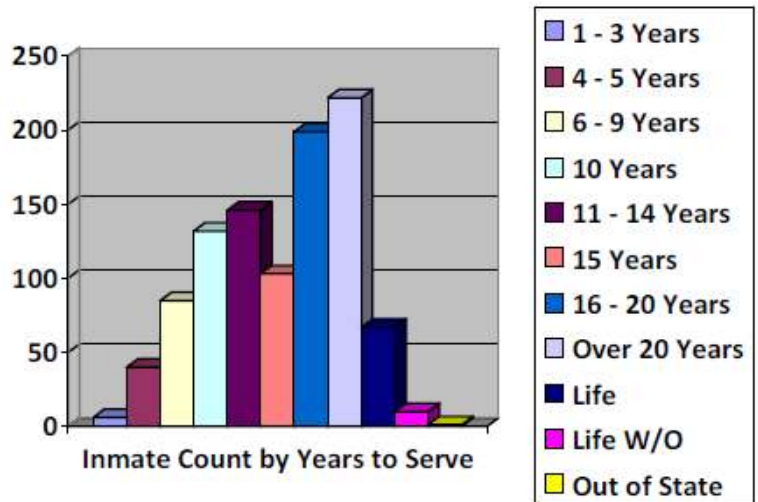
RACE	COUNT	PERCENTAGE
White	759	75.07%
Black	227	22.45%
Other	25	2.47%
Total	1011	100.00%



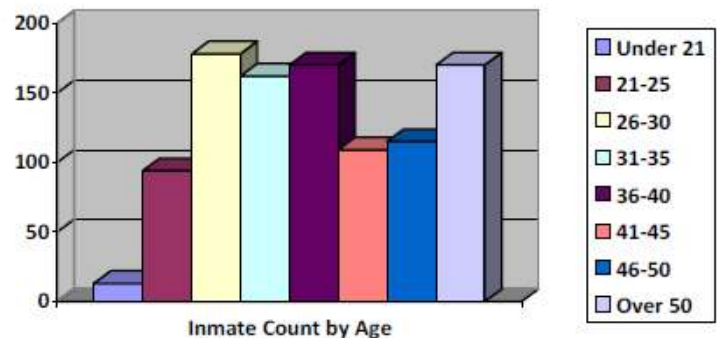
TYPE OF OFFENSE	COUNT	PERCENTAGE
Drug	137	13.55%
Misc	1	0.10%
Property	445	44.02%
Sex	117	11.57%
Violent	292	28.88%
Other	19	1.88%
Total	1011	100.00%



YEARS TO SERVE	COUNT	PERCENTAGE
1 - 3 Years	6	0.59%
4 - 5 Years	40	3.96%
6 - 9 Years	85	8.41%
10 Years	132	13.06%
11 - 14 Years	146	14.44%
15 Years	103	10.19%
16 - 20 Years	199	19.68%
Over 20 Years	222	21.96%
Life	67	6.63%
Life W/O	10	0.99%
Out of State	1	0.10%
Total	1011	100.00%



AGE	COUNT	PERCENTAGE
Under 21	13	1.29%
21-25	94	9.30%
26-30	178	17.61%
31-35	162	16.02%
36-40	170	16.82%
41-45	109	10.78%
46-50	115	11.37%
Over 50	170	16.82%
Total	1011	100.00%



# Luther Luckett Correctional Complex



**Warden**  
**Mervin E. Haddix**

Deputy Warden - Security  
Webb Strang

Deputy Warden – Programs  
Jesse Stack

Administrative Assistant  
Jennifer Fitzgerald

Address  
1612 Dawkins Road  
Lagrange, KY 40031

2015 Average Daily Population  
1057

Total Number of Staff  
179

Security Level  
Medium

## Overview

The Luther Luckett Correctional Complex (LLCC) was built in direct response to the 1980 Federal Consent Decree. The Luther Luckett Correctional Complex was named in honor of Mr. Luther Luckett, an employee of the Department of Corrections for over 22 years. It stands as a tribute to him and exemplifies his dedication and commitment to duty and excellence in correction-

al management.

The first inmates were received at the Luther Luckett Correctional Complex in March 1981.

LLCC is unique among the other eleven correctional facilities in that the Kentucky Correctional Psychiatric Center under the Kentucky Family & Health Services Cabinet operates behind the perimeter fence.

This provides the sister agency with a safe and secure environment to complete the unique mission it has been tasked with. The memo of understanding with the Luther Luckett Correctional Complex and administrative protocols has ensured a successful ongoing partnership.

## Highlights

LLCC continued to implement safety and security measures for the long term benefit of the institution, the staff and the inmate population during 2015.

The Ready Electric Building was fully remodeled by the Maintenance Department, and this building will house the maintenance operation and the tools of the institution. The Maintenance Department also oversaw the replacement of three roofs on large buildings around the institution.

The LLCC staff grill cooks for all shifts. This generates money for the staff canteen account. This is also a means to feed staff during critical incidents that may occur and created additional inmate jobs.



*Warden Mervin E. Haddix*

The Bears from Behind Bars program continues to generate bears on a daily basis. Approximately 1,500 bears were made in 2015. The program employs 11 inmate bear makers that generate roughly 50 bears per week.

The annual Grin and Bear It 5K was held on the grounds of Luther Luckett Correctional Complex. A successful event, it provided many local and surrounding first responder organizations with bears for all of their units.

The organizations continue to contact LLCC for replacement bears to meet the needs of that organization.

The LLCC Inmate K9 Training program continues to maintain 12 dogs providing them with training, basic obedience, and placement in a forever home.

The program employs 12 inmate dog handlers and 2 inmate clerks/janitors. There were approximately 102 dogs adopted in 2015. Three of those dogs are Service dogs and were donated to Dogs Helping Heroes. These dogs are living with disabled veterans who suffer from PTSD.

LLCC is in the process of repair-





## Luther Lockett Correctional Complex

ing electrical wiring to several perimeter lights. The Maintenance Department was able to perform preliminary repairs to the aging lighting with contractor assistance. Upgrading the external perimeter lighting is being discussed.

Holding cells were added to the TAD (Transportation, Admission, and Discharge) area so inmates arriving or departing can be safely secured in the waiting area.

The CCTV upgrade project was continued inside of the 4Walk support buildings and on the main compound to create additional camera coverage and to eliminate blind spots. LLCC has 248 operational cameras.

Visitation room furniture was purchased to enhance security. Additional CCTV cameras were added to the visitation room and real time viewing capability was added to the visitation control room.

Critical Incident Mapping enhanced accountability to track serious incidents at the facility. These instruments provide accuracy and continue to be effective tools to monitor for areas of concern.

### Programmatic and Operational Areas

The recreation department added over twenty (20) new leagues and tournaments in various formats including video gaming, pool, chess and handball. Additional band concerts were scheduled

quarterly for the yard. The schedule was changed to allow more time for meritorious inmates to spend in the gym.

The minimum security unit was re-opened to assist with the maintenance and landscaping of the facility. This unit also provides assistance to the staff grill. The grill is very beneficial for staff canteen and allows for staff to purchase a good meal while remaining on grounds.

LLCC began working on creating numerous opportunities for inmates to obtain jobs and programming. Jobs have been created in many different areas of the institution including laundry, landscape and maintenance.

The planning process began for the addition of several new clas-

ses including MRT, Boundaries, Pathfinders, Inside Out Dads and Financial Peace.

Staff training has been emphasized and a retention committee was established, which has shown strong results. Due to low staffing levels, LLCC changed to 12 hour shifts, 5 days per week in December 2015. This resulted in an increase in staff morale and an increase in daily cell searches and pat downs. Staff are beginning to recover mentally and physically from the long hours resulting from mandatory overtime prior to the scheduling shift.

The personnel administration continued to participate in a regional interview and selection process for Correctional Officers.

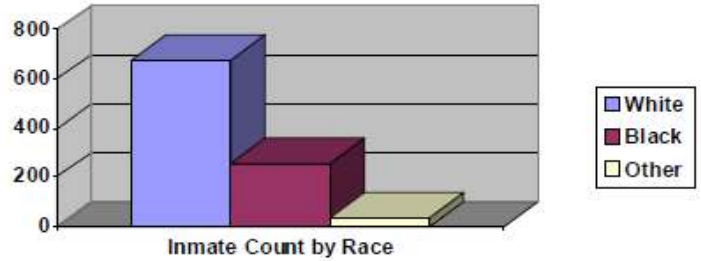


*Bears produced by inmates in the Bears Behind Bars program*

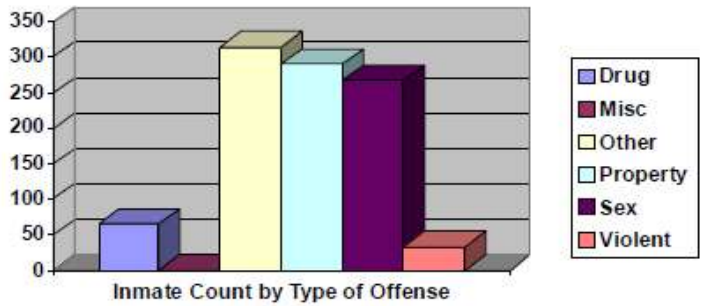
# Luther Lockett Correctional Complex

## 2015 Demographic Data

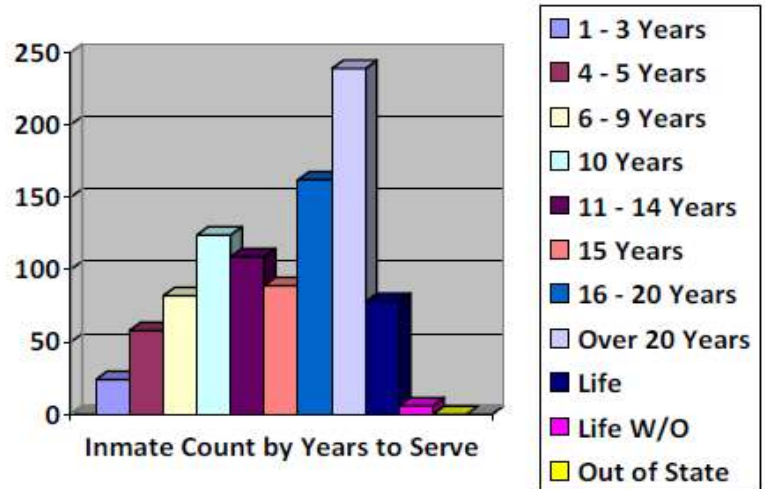
RACE	COUNT	PERCENTAGE
White	678	69.82%
Black	258	26.57%
Other	35	3.60%
Total	971	100.00%



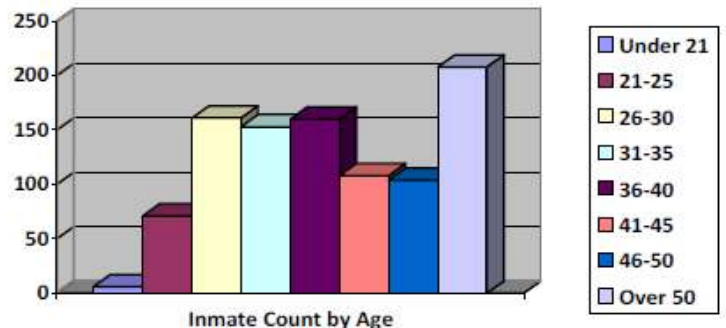
TYPE OF OFFENSE	COUNT	PERCENTAGE
Drug	66	6.80%
Misc	0	0.00%
Property	315	32.44%
Sex	290	29.87%
Violent	267	27.50%
Other	33	3.40%
Total	971	100.00%



YEARS TO SERVE	COUNT	PERCENTAGE
1 - 3 Years	24	2.47%
4 - 5 Years	58	5.97%
6 - 9 Years	82	8.44%
10 Years	124	12.77%
11 - 14 Years	109	11.23%
15 Years	89	9.17%
16 - 20 Years	162	16.68%
Over 20 Years	239	24.61%
Life	78	8.03%
Life W/O	6	0.62%
Out of State	0	0.00%
Total	971	100.00%



AGE	COUNT	PERCENTAGE
Under 21	6	0.62%
21-25	71	7.31%
26-30	161	16.58%
31-35	153	15.76%
36-40	160	16.48%
41-45	108	11.12%
46-50	104	10.71%
Over 50	208	21.42%
Total	971	100.00%



## Northpoint Training Center



### Warden Don Bottom

Deputy Warden - Security  
Julie W. Thomas

Deputy Warden – Programs  
Brad Adams

Deputy Warden – Operations  
Mendalyn Cochran

Administrative Assistant  
Kelly McGinnis

Address  
710 Walter Reed Road  
Danville, KY 40422

2015 Average Daily Population  
1242

Total Number of Staff  
287 Full Time  
1 Part Time

Security Level  
Medium

### Overview

Northpoint Training Center (NTC) is a medium security correctional facility for adult male offenders. The facility is located in northern Boyle County near Danville, Kentucky.

The department received control of the property in January 1983. NTC was initially conceived as a minimum security institution for fewer than 500 inmates. The mission rapidly changed to the development of a medium security institution with a proposed population of 700 inmates. The institution has expanded over the years to a bed capacity of 1,256.

NTC consists of 551 acres. General population inmates are housed in open-bay dormitories within a secure perimeter. Special Management Unit inmates are housed in single cells in a 60-bed segregated structure separated from the main compound. Around 40 minimum security inmates are housed in dormitories outside the secure perimeter.

The perimeter of the compound is a combination of two parallel 12-foot fences with razor wire on the bottom, middle, and top. The inner perimeter fence has a sensor system that alerts the main control, four armed wall towers, an outside patrol, control center, and over 600 state of the art security cameras have been installed to monitor inmate activities.

### Highlights

NTC staff attended the 2015 Winter ACA Conference and received the institution's ACA re-accreditation award.

In March, participants from the Leadership Boyle County program visited NTC to tour the facility and attend a question and answer session with Warden Bottom.



*Warden Don Bottom*

In June, the NTC Veterans Program was presented with a United States Flag that was flown over the Forward Operating Base in Shindand, Afghanistan, during combat operations aboard a UH-60At Blackhawk helicopter performing urgent medevac missions in support of Operations Enduring Freedom. The flag was presented to the Veteran's Program by Jerome Tomlinson with the Department of Veteran Affairs.

In July, NTC and the Boyle County Public Library collaborated to bring together a collection of "family friendly" works of art for display. The offenders' artwork was on display in the Mahan Gallery in an exhibit entitled, "Outsider Art on the Inside".

In November, an audio version of the institution's inmate handbook was made available in the English language to the inmate population.

### Programmatic and Operational Areas

A PREA "Go Bag" was placed in the Control Center.

The institution's inmate library began to be open two nights a

## Northpoint Training Center

week.

The Veterans Dormitory inmates have access to computers. The computers can be used to create resumes, complete forms for Veterans Affairs and to utilize a Typing Tutor Program.

In March, the NTC Recreation Department begins the institution's first Biggest Loser Program. In June, NTC held a ceremony to recognize offenders who had participated in the institution's first weight loss competition. After the competitions 90-day duration, a total of 473 pounds were lost among 30 participants. In September, a second Biggest Loser contest was held.

The institution implemented an additional count at 10:25 a.m. to help promote additional security and accountability of all offenders.

In September, the institution began to utilize the Kentucky Offender Management System to input electronic reports and complete extraordinary occurrence reports.

In November, the renovations were completed for a regional training center on institutional grounds.

Larger televisions were installed in all of the dormitory television rooms to improve the quality of the inmate population's television viewing.

In December, construction was complete on the institution's new boiler room.



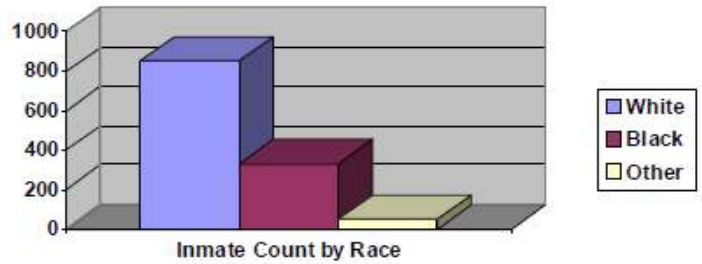
*Pictured above: Construction was completed on the institution's new boiler room in 2015. Below: Kentucky Department of Corrections newest Training Center located at Northpoint Training Center.*



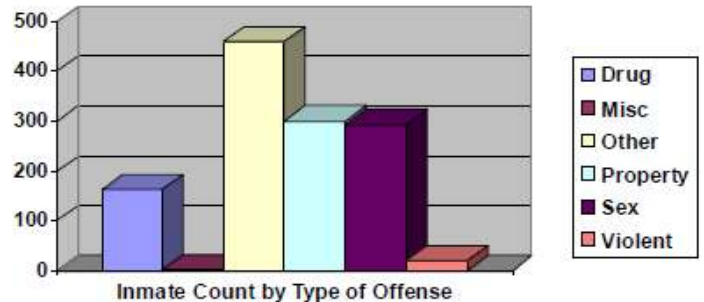
# Northpoint Training Center

## 2015 Demographic Data

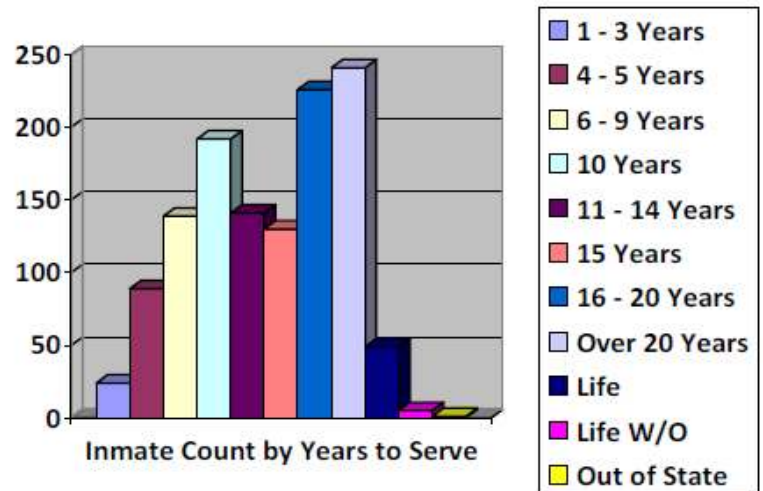
RACE	COUNT	PERCENTAGE
White	856	69.20%
Black	330	26.68%
Other	51	4.12%
Total	1237	100.00%



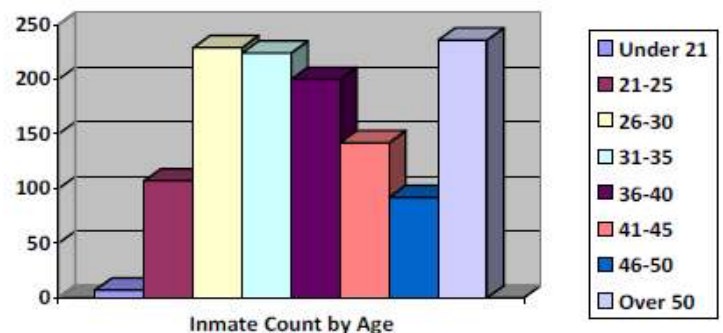
TYPE OF OFFENSE	COUNT	PERCENTAGE
Drug	163	13.18%
Misc	1	0.08%
Property	459	37.11%
Sex	300	24.25%
Violent	293	23.69%
Other	21	1.70%
Total	1237	100.00%



YEARS TO SERVE	COUNT	PERCENTAGE
1 - 3 Years	24	1.94%
4 - 5 Years	89	7.19%
6 - 9 Years	139	11.24%
10 Years	192	15.52%
11 - 14 Years	141	11.40%
15 Years	130	10.51%
16 - 20 Years	226	18.27%
Over 20 Years	241	19.48%
Life	49	3.96%
Life W/O	5	0.40%
Out of State	1	0.08%
Total	1237	100.00%



AGE	COUNT	PERCENTAGE
Under 21	7	0.57%
21-25	107	8.65%
26-30	229	18.51%
31-35	224	18.11%
36-40	200	16.17%
41-45	142	11.48%
46-50	92	7.44%
Over 50	236	19.08%
Total	1237	100.00%



## Roederer Correctional Complex



### Warden Ravonne Sims

Deputy Warden - Security  
Sharon Veech

Deputy Warden – Operations  
Amy Robey

Administrative Assistant  
Patti M. Ray

Address  
P.O. Box 69  
LaGrange, KY 40031

2015 Average Daily Population  
1147

Total Number of Staff  
219

Security Level  
Close/Medium and Minimum/  
Community

### Overview

The Roederer Correctional Complex (RCC) was opened August 28, 1976, as a 150-bed minimum security “work camp”, responsible for the farming operation of approximately 3,000 acres. In December 1987, the first of several transitions occurred. The institution converted to a medium

security facility and increased the offender population to 252. In 1989, with the transfer of the Assessment and Classification Center from the Kentucky State Reformatory, the offender population increased to 435. This expansion was achieved by the double bunking of existing living areas and utilization of five trailers for additional housing options. Currently, RCC has five separate units, with a maximum capacity of 1,152 offenders.

RCC is a dynamic facility, with three distinct classification areas. The Assessment and Classification Center processes all incoming male felons, with the exception of those sentenced to death row. Over 4,000 incoming offenders are processed each year. The Assessment Center is also responsible for all felony sentence calculations in Controlled Intake, as well as, the classification of offenders for the Class D Program (approximately 9,000 per year).

Offenders permanently assigned to RCC provide support services for the institution. RCC currently has 150 medium security assigned offenders who work in the Kitchen, Laundry, Legal Office, Grievance Office, as well as other areas necessary for the daily operation of the facility. Additionally, there is a 72 bed minimum security unit (MSU) that provides work for the Farm, Maintenance, Warehouse, and Waste Water Treatment Plant. RCC also has a 200 bed minimum security substance abuse program.



Warden Ravonne Sims

### Highlights

- ◆ Prison Rape Elimination Act audit in March 2015 with 100% compliance reported.
- ◆ Program Security Review held July 28-30, 2015 with positive remarks.
- ◆ Additional outdoor exercise equipment was purchased for the entire facility.
- ◆ Gazebos, picnic tables, and concrete pads were installed in Unit 3, Unit 4 and Unit 5.
- ◆ Additional televisions and X-Box systems were installed in the recreational areas.
- ◆ Perimeter Road was paved.
- ◆ Installation of a sliding panel wall in the Mid-section classroom, which resulted in the creation of an additional classroom
- ◆ An offender education television channel was developed.
- ◆ The education department purchased two smart boards and computers for the class-



## Roederer Correctional Complex

rooms to enhance teaching tools.

- ◆ Daily recreation time for offenders in the Assessment Center was increased during the spring and summer months.
- ◆ A videophone was installed for Deaf and Hard of Hearing Offenders, in order to provide access to consistent communication with family.
- ◆ A video remote interpreting laptop is available at the facility to provide as needed video interpretation for Deaf and Hard of Hearing offenders at scheduled appointments.

### Programmatic and Operational Areas

In addition to the existing Programs occurring at RCC, the following programs were added during 2015:

**Anger Management-** A six-month program designed to assist offenders with emotional regulation, decreased reactivity, assertive communication, management of triggers, and relapse prevention.

**Community Reentry into the Community –** A six-month, reentry-based program for offenders within two years of release to the community, designed to assist with increased pro-social thinking and behavior, positive decision-making, relapse prevention, and successful reintegration to the community.

**Malachi Dads-** A six-month, religious-based program designed to assist offenders with positive parenting skills. The program focuses on five core areas, including: fathering, spiritual, educational, moral, and vocational skills.

**MRT- Parenting for Fathers-** A six-month program for incarcerated fathers, designed to educate offenders about parenting roles. The program also focuses on restructuring family values and individual priorities.

**Pathfinders –** A six-month pro-

gram designed to teach offenders assertive communication skills, conflict resolution, effective problem solving, stress management, and pro-social thinking and behavior.

**Thinking For Good –** An eight-week program available to offenders placed in the Assessment Center. The program addresses criminal thinking, victimization, accepting responsibility, and planning for a positive transition during the initial incarceration period.



*Left: Additional outdoor exercise equipment was purchased for the entire facility in 2015.*

*Right: Gazebos, picnic tables, and concrete pads were installed for Unit 3, Unit 4 and Unit 5.*

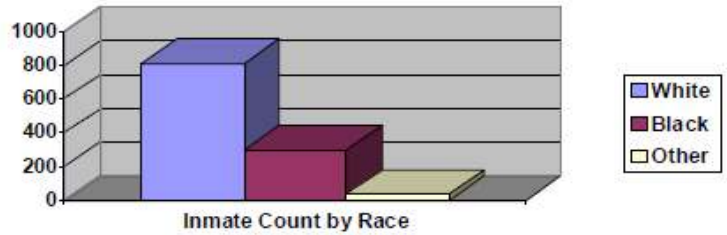


*Left: Installation of a sliding panel wall in the mid-section classroom resulted in the creation of an additional classroom.*

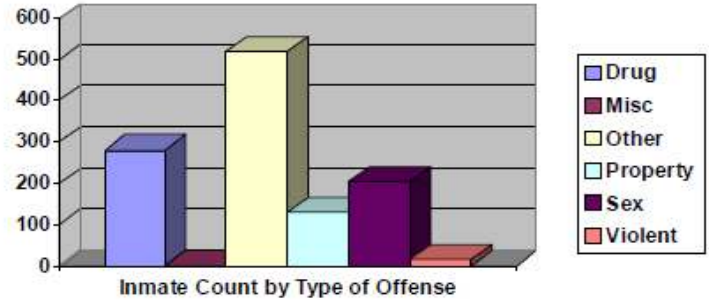
# Roederer Correctional Complex

## 2015 Demographic Data

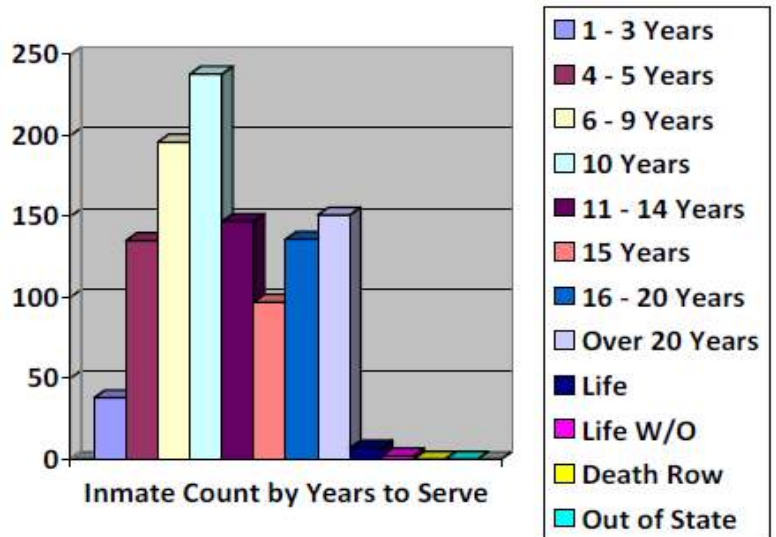
RACE	COUNT	PERCENTAGE
White	811	70.71%
Black	298	25.98%
Other	38	3.31%
Total	1147	100.00%



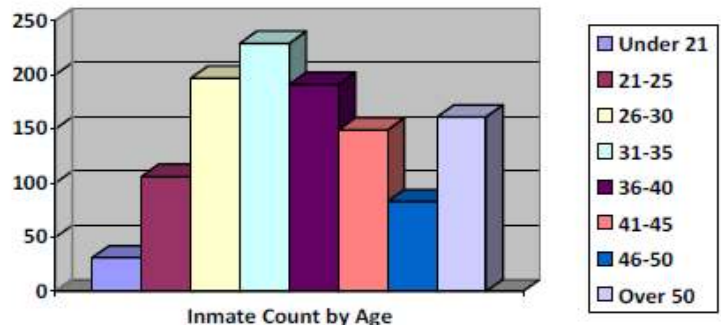
TYPE OF OFFENSE	COUNT	PERCENTAGE
Drug	280	24.41%
Misc	0	0.00%
Property	521	45.42%
Sex	129	11.25%
Violent	203	17.70%
Other	14	1.22%
Total	1147	100.00%



YEARS TO SERVE	COUNT	PERCENTAGE
1 - 3 Years	38	3.31%
4 - 5 Years	135	11.77%
6 - 9 Years	196	17.09%
10 Years	238	20.75%
11 - 14 Years	147	12.82%
15 Years	97	8.46%
16 - 20 Years	136	11.86%
Over 20 Years	151	13.16%
Life	7	0.61%
Life W/O	2	0.17%
Death Row	0	0.00%
Out of State	0	0.00%
Total	1147	100.00%



AGE	COUNT	PERCENTAGE
Under 21	31	2.70%
21-25	106	9.24%
26-30	197	17.18%
31-35	229	19.97%
36-40	191	16.65%
41-45	149	12.99%
46-50	83	7.24%
Over 50	161	14.04%
Total	1147	100.00%





## Ross-Cash Center



### Warden Scott Jordan

Deputy Warden - Security  
Tim Lane

Office Support Assistant  
Tera Litchfield

Address  
374 New Bethel Road  
Fredonia, KY 42411

2015 Average Daily Population  
200

Total Number of Staff  
27

Security Level  
Minimum

### Overview

In 2015, what was formerly known as the Minimum Security Unit for Western Kentucky Correctional Complex became the Ross-Cash Center in response to the shift in female offender population after the implementation of 2011's House Bill 463.

The new facility was named on behalf of two Department of Corrections staff members that were killed in the line of duty in the

1980's, Patricia Ross and Fred Cash.

A visual barrier was constructed between the two facilities. Office space was placed in the training building, Clarke Dorm, Collins Dorm and the Gymnasium. Plans to move the inmate canteen to garner further programming space has been approved and is ongoing.

The establishment of the Warden, Deputy Warden, OSA II, CUA II, three Security Sergeants, two Classification Treatment officers, Correctional Officers, as well as the transfer of the farming operation completed the personnel moves for the Ross-Cash Center.

The business office, personnel office, maintenance department, medical department, IT department, training department, CERT, K-9, HNT, staff food service and the inmate canteen are some of the shared services between Western Kentucky Correctional Complex and the Ross-Cash Center.

The Ross-Cash Center houses 200 female minimum security inmates in four open-wing dormitories, with twenty-five of the beds used for the Assessment Center.

The female inmates are offered academic, vocational, cognitive thinking and substance abuse programs, along with employment opportunities that prepare them to be capable of contributing to society in a positive manner upon release.



*Warden Scott Jordan*

### Highlights

- ◆ On September 16, Tim Lane was promoted to Deputy Warden of the Ross-Cash Center.
- ◆ On October 26, Scott Jordan was promoted to Warden of the Ross-Cash Center. He served as Acting Warden from July to October.
- ◆ On October 27, a dedication ceremony for the Ross-Cash Center was conducted.
- ◆ On October 31, KCCD members participated in the Kuttawa First Baptist Church's Trick or Treat activity. Candy was donated by staff members.
- ◆ On November 12, KCCD sponsored a chili cook-off to benefit Lyon County Elementary School's Veteran's Program.
- ◆ On November 13, the second LEAD class had its first meeting with 15 participants in the class. Members are from Green River Correctional Complex, Kentucky State Penitentiary, Ross-Cash Cen-



## Ross-Cash Center

ter, and Western Kentucky Correctional Complex.

- ◆ On November 19, the Ross-Cash Center and Western Kentucky Correctional Complex donated \$1,000 to each of the Meals on Wheels programs in Caldwell and Lyon County. The Meals on Wheels program provides delivered meals to homebound participants. Caldwell County has 38 and Lyon County has 30 participants.
- ◆ On December 11, HR Ministries hosted a Christmas party
- ◆ for the staff of Green River Correctional Complex, Kentucky State Penitentiary, Ross-Cash Center and Western Kentucky Correctional Complex. They provided food and family friendly entertainment.
- ◆ On December 15, inmates at the Ross-Cash Center participated in purchasing Christmas photographs with all proceeds donated to a local charity.
- ◆ In December, Evangel World Prayer Center in Lou-

isville, Kentucky donated 200 Christmas stockings for children of inmates to the Ross-Cash Center and Western Kentucky Correctional Complex. They donated stockings along with items to place inside the stockings. Items donated included chips, candy, gloves, hats, stuffed animals, and coloring books.



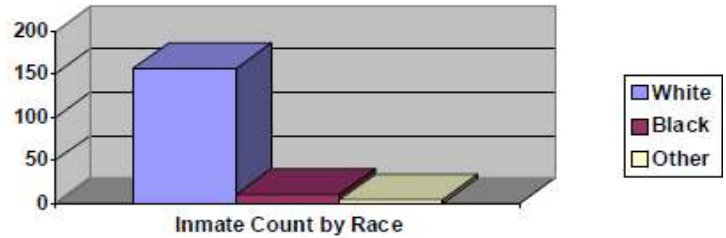
*Named for two Department of Corrections staff members killed in the line of duty, a dedication ceremony for the Ross-Cash Center was conducted October 27, 2015.*



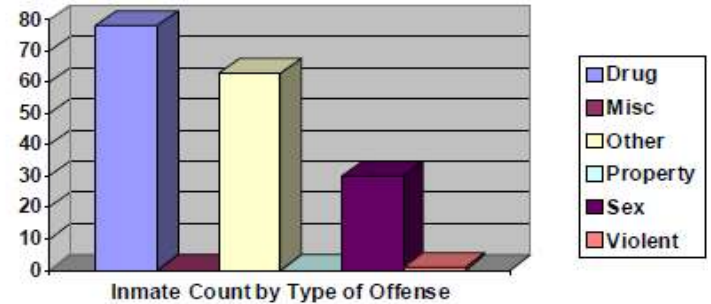
# Ross-Cash Center

## 2015 Demographic Data

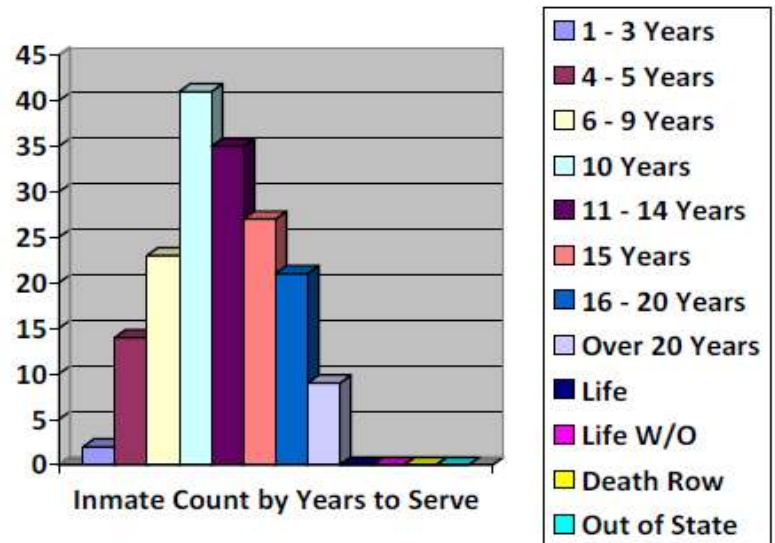
RACE	COUNT	PERCENTAGE
White	157	91.28%
Black	11	6.40%
Other	4	2.33%
Total	172	100.00%



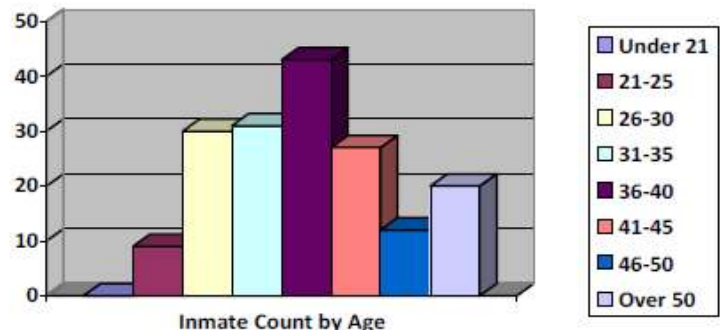
TYPE OF OFFENSE	COUNT	PERCENTAGE
Drug	78	45.35%
Misc	0	0.00%
Property	63	36.63%
Sex	0	0.00%
Violent	30	17.44%
Other	1	0.58%
Total	172	100.00%



YEARS TO SERVE	COUNT	PERCENTAGE
1 - 3 Years	2	1.16%
4 - 5 Years	14	8.14%
6 - 9 Years	23	13.37%
10 Years	41	23.84%
11 - 14 Years	35	20.35%
15 Years	27	15.70%
16 - 20 Years	21	12.21%
Over 20 Years	9	5.23%
Life	0	0.00%
Life W/O	0	0.00%
Out of State	0	0.00%
Total	172	100.00%



AGE	COUNT	PERCENTAGE
Under 21	0	0.00%
21-25	9	5.23%
26-30	30	17.44%
31-35	31	18.02%
36-40	43	25.00%
41-45	27	15.70%
46-50	12	6.98%
Over 50	20	11.63%
Total	172	100.00%



## Western Kentucky Correctional Complex



**Warden**  
**Steve Woodward**

Deputy Warden-Security  
Kevin Mazza

Deputy Warden-Programs  
Chris Hatton

Administrative Assistant  
Regina Moore

Address  
374 New Bethel Road  
Fredonia, KY 42411

2015 Average Daily Population  
573

Total Number of Staff  
177

Security Level  
Medium

### Overview

The Western Kentucky Correctional Complex (WKCC) was constructed in 1968 as a satellite facility of the Kentucky State Penitentiary. In 1977, this facility became a separate minimum institution called the Western Kentucky Farm Center. In 1989, the institution was converted to a medium security facility. The name of the institution was changed to Western Kentucky Correctional Complex in July 1990.

In 2010, the institution converted to a female institution. In 2015, what was formerly known as the Minimum Security Unit for WKCC became the Ross-Cash Center, housing 200 female inmates, and Western Kentucky Correctional Complex transitioned back to a male population.

The institution houses 493 inmates. It includes 44 cells with two additional Observation Cells in a Special Management Unit and 477 medium security inmates are housed in three open wing dormitories within the secured perimeter.

Inmates are offered academic, vocational and cognitive thinking programs along with employment opportunities that prepare them to be capable of contributing to society in a positive manner upon release.

The facility has been accredited by the American Correction Association since 1988, with the most recent audit in May of 2015 when the facility scored 100%.

### Highlights

In February 2015 a tour was provided to the Lyon County 4H program. Also in February staff traveled with H&R Ministries to FCI Aliceville prison and Pickens Co. Jail in Alabama.

Inmates with clear conduct were permitted to purchase Girl Scout cookies. The inmates purchased 158 boxes for a total of \$553.00. The money went to five Caldwell County Girl Scout Troops.



*Warden Steve Woodward*

In March 2015 Lt. Jacob Bruce and CTO Lauren Henderson escorted an inmate volunteer to Lyon County High School to speak to freshman students. This program allows students to learn of the consequences of drug abuse through the inmate's testimony.

On March 28, 2015 CERT sponsored the 3rd Annual Easter Egg Hunt at the Eddyville City Park. Over 4,000 eggs were hidden. There was no charge for admission, however each child donated a minimum of one can good. All canned goods received were donated to the Lyon County Hope Food Bank.

In May 2015 Sgt. John Young was selected to represent WKCC



*Lt. Tangerose & Sgt. Konias were interviewed by KFVS TV regarding the K-9 Unit.*



## Western Kentucky Correctional Complex

for the statewide CERT Team in a mock riot in Moundsville, WV. Sgt. Young placed 2nd in the Sniper Competition.

On May 20th through May 22nd, 2015 the ACA Audit was held. WKCC received a 100%.

In June 2015 Lt. Jon Tangerose and Sgt. Donnie Konias provided K-9 Unit assistance to the Trigg County Sheriff's Office in search of a missing woman. The team also assisted in search for a resident in Mayfield, KY.

On August 14, 2015 the LEAD program participants graduated.

The DOC Awards Luncheon was held at the 56th Annual KCCD Conference on September 9.

WKCC awards recipients included Sgt. Debbie Grimes and CTO Lauren Henderson (Achievement Awards), and UA II Jon Tangerose and Sgt. Donnie Konias (DOC Hero Awards).

On September 22, 2015 CTO Lauren Henderson and Sgt. Eric Frazier escorted a volunteer inmate to Lyon County High School to speak with freshmen students at the Truth and Consequences event. This is a role-playing event where students can see the consequences of drug and alcohol abuse. It was held by the Lyon County 4H Youth Development Agency and Lyon County High School through the UK Cooperative Extension Service.

Also in September the Employee's Family Day Picnic was held at the WKCC pavilion.

In October Officers Beth Sparks, Heather Keeling, Victoria Croney, and Candy Dickerson graduated from CERT Basic Academy.

In November WKCC & the Ross-Cash Center donated \$1,000 to each of the Meals on Wheels programs in Caldwell and Lyon Counties.

On December 11, 2015 HR Ministries hosted a Christmas party for the staff of WKCC, Ross-Cash Center, KSP, and GRCC.

On December 12, 2015 the WKCC Honor Guard led the Christmas parade in Princeton, Kentucky.

On December 18, 2015 the LEAD program toured GRCC and Muhlenberg County Jail.

On December 22, 2015 WKCC Warden Steve Woodward & UAI Jacob Bruce presented a \$300 donation to the God's Children Backpack Program in Caldwell County.

Also in December, Evangel World Prayer Center in Louisville donated 200 Christmas stockings to WKCC & the Ross-Cash Center for the children of inmates. Stockings included items such as chips, candy, gloves, hats, stuffed animals, and coloring books.



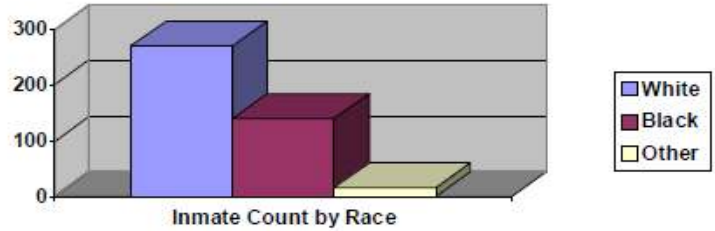
*Top Left: WKCC ACA Accreditation certificate. Top Right: Donations presented to the Meals on Wheels program. Bottom Left: Donation presented to the God's Children Backpack Program. Bottom Right: Christmas stocking donations.*



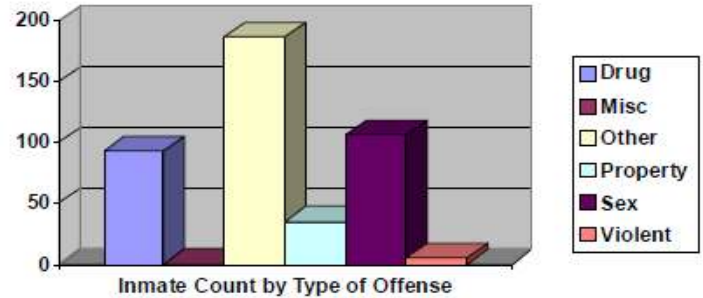
# Western Kentucky Correctional Complex

## 2015 Demographic Data

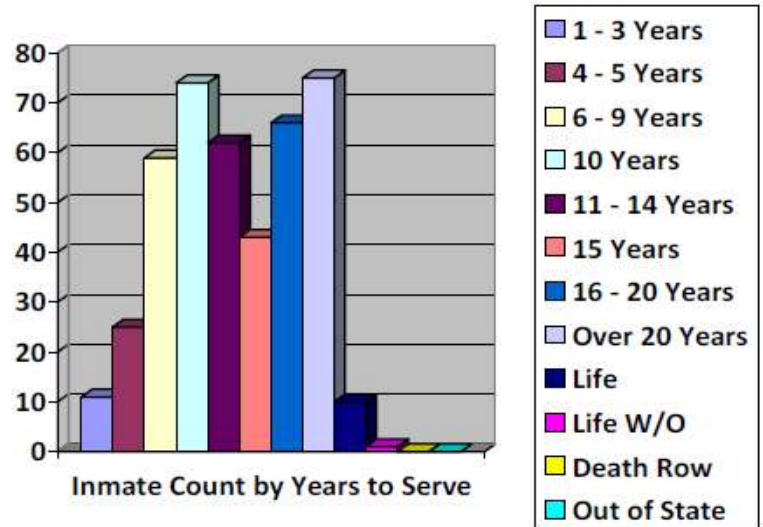
RACE	COUNT	PERCENTAGE
White	271	63.62%
Black	139	32.63%
Other	16	3.76%
Total	426	100.00%



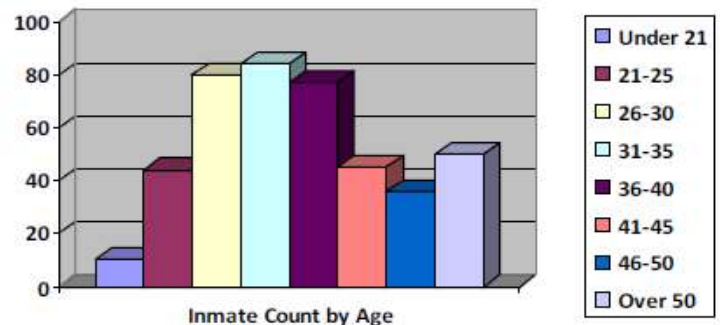
TYPE OF OFFENSE	COUNT	PERCENTAGE
Drug	93	21.83%
Misc	0	0.00%
Property	187	43.90%
Sex	35	8.22%
Violent	106	24.88%
Other	5	1.17%
Total	426	100.00%



YEARS TO SERVE	COUNT	PERCENTAGE
1 - 3 Years	11	2.58%
4 - 5 Years	25	5.87%
6 - 9 Years	59	13.85%
10 Years	74	17.37%
11 - 14 Years	62	14.55%
15 Years	43	10.09%
16 - 20 Years	66	15.49%
Over 20 Years	75	17.61%
Life	10	2.35%
Life W/O	1	0.23%
Death Row	0	0.00%
Out of State	0	0.00%
Total	426	100.00%



AGE	COUNT	PERCENTAGE
Under 21	10	2.35%
21-25	44	10.33%
26-30	80	18.78%
31-35	84	19.72%
36-40	77	18.08%
41-45	45	10.56%
46-50	36	8.45%
Over 50	50	11.74%
Total	426	100.00%



## Office of Community Services and Local Facilities

### Deputy Commissioner Paula Holden

#### Classification/Population Division Director

James Sweatt

#### Program Administrators

Alan Long

Tammy Martin

Donna Reed Miller

Amanda Scott

Lisa Teague

Jennifer Tracy

#### Administrative Specialists

Geneva Bogue

Amanda Dees

#### Justice Program Specialist

Sheila Trotter

### Division of Local Facilities Regional Administrators

#### Western Region Administrator

Kirstie Willard

#### Eastern Region Administrator

Desi D. Brooks

### Office of Community Services and Local Facilities

As Deputy Commissioner of Community Services and Local Facilities, Paula Holden oversees the Division of Classification and Population Management and the Division of Local Facilities.

Holden began her DOC employment at the Kentucky State Reformatory in May 1978 where she was employed as a clerical assistant for three summers while



*Paula Holden  
Deputy Commissioner  
Offices of Community Services  
and Local Facilities*

attending college. She was then hired as a correctional officer at KSR in April 1982 and a year later was promoted to classification and treatment officer at LLCC.

While at LLCC, Holden also worked as an offender rehabilitation specialist and unit administrator I. She transferred to RCC and at that prison held a number of positions including unit administrator II and program administrator of the Assessment/Classification Center.

In December 2003, Holden was promoted to Deputy Warden at RCC and served in that position until January 2006 when she was promoted to director of population management.

A 1981 graduate of Murray State University, Holden received her bachelor's degree in criminal justice and corrections. She is also the 2005 recipient of the Deputy Commissioner's Award for Adult Institutions.



*James Sweatt, Division Director  
Classification/Population*

### Classification / Population

The Population Management Division / Classification Branch is responsible for oversight of classification actions in all state institutions, contract facilities, and full-service county jails.

Inmate custody levels are determined through an objective based risk instrument that was developed with the assistance of the National Institute of Corrections (NIC). The classification manual is reviewed and updated in accordance with recommendations from validity and reliability studies.

The Division conducts annual training for all classification staff addressing any classification issues and changes in policy, procedure, or statute.

The Division is responsible for implementing and updating policies to ensure compliance with changing statutes and system changes.

The Division reviews all inmate transfer and furlough requests, jail disciplinary reports, jail detainees, jail additional sentences



## Office of Community Services and Local Facilities

and security priority admission requests.

The Division monitors the population of all state institutions, contract facilities and county jails. When necessary, movement is directed by division staff in order to alleviate overcrowding in county jails.

The Division Director oversees the operation of the Assessment Centers, currently located at the Roederer Correctional Complex (RCC), Kentucky Correctional Institution for Women (KCIW), Western Kentucky Correctional Complex (WKCC), Ross-Cash Center and directs admissions and transfers statewide.

### Highlights

Annual Classification Training was held throughout the state. This one day training was presented to experienced Case Management staff statewide for a total of 8 times. A week-long Unit Management Training was completed 5 times. In addition, the Division was responsible for conducting training for HIP Parole Officers.

The Division of Population Management has continued to conduct all Protective Custody reviews. This has resulted in maintaining a reduced number of Protective Custody numbers at the Kentucky State Penitentiary.

The minimum custody unit at Luther Luckett Correctional Complex was closed.

The Division facilitated the conversion of Western Kentucky Correctional Complex from a female facility to a male facility. A 51 bed Assessment and Classification was opened at WKCC. In addition, Ross Cash Center, a minimum security female facility, was opened including a 25 bed Assessment and Classification Center.



*Classification Branch Staff (Top Right): Amanda Dees (Bottom Right): Lisa Teague (Below back row L-R): Tammy Martin, Jennifer Tracy, Amanda Scott, Alan Long (Front L-R): Geneva Bogue, Donna Miller Reed.*



## Division of Local Facilities



*Pictured Above:*

*Kirstie Willard*

*Western Region Administrator*

*Pictured Below:*

*Desi D. Brooks,*

*Eastern Region Administrator*

### Division of Local Facilities

The Division of Local Facilities provides support and technical assistance to local jails in overall jail operations, policy and procedure development, training, construction review and consultation and ensures compliance with the Kentucky Jail Standards.

The Division's administrative staff works closely with county jails to process per diem payments for state inmates housed in jails, inmate pay, and catastrophic medical invoices. In addition, they provide documentation of deficiencies and monitor corrective action requests and reviews.

The Division of Local Facilities provides funding to 120 counties to assist them in defraying the cost of care and maintenance of prisoners through the Local Jail Allotment and the Restricted Medical Fund. Additionally, the Division provides a Jailer's Allowance that provides training incentive funding for jailers and jail personnel.

### State Inmate Population in County Jails

The population of state inmates in county jails gradually increased in 2015. The lowest reported average population was 8698 in March 2015, with the highest average being 9645 in October of 2015. The conversion of WKCC from a female prison back to a male prison in July 2015 may have caused the increase in state inmate populations in the county jails. This conversion was completed towards the end of October 2015.

On average, the state inmate population for 2015 accounted for 45% of the county jail prisoner populations, 1% above the 2014. A majority of those state prisoners are CD and CC inmates that are eligible to be housed in the county jails and eligible to participate in various programming offered at the jails. Due to the overpopulation at Roederer Correctional Complex, CI (Controlled Intake) prisoners make up the next largest population of state prisoners housed in the county jails. The average number of controlled intake pris-

oners in the county jails continually increased during 2015.

### Finance

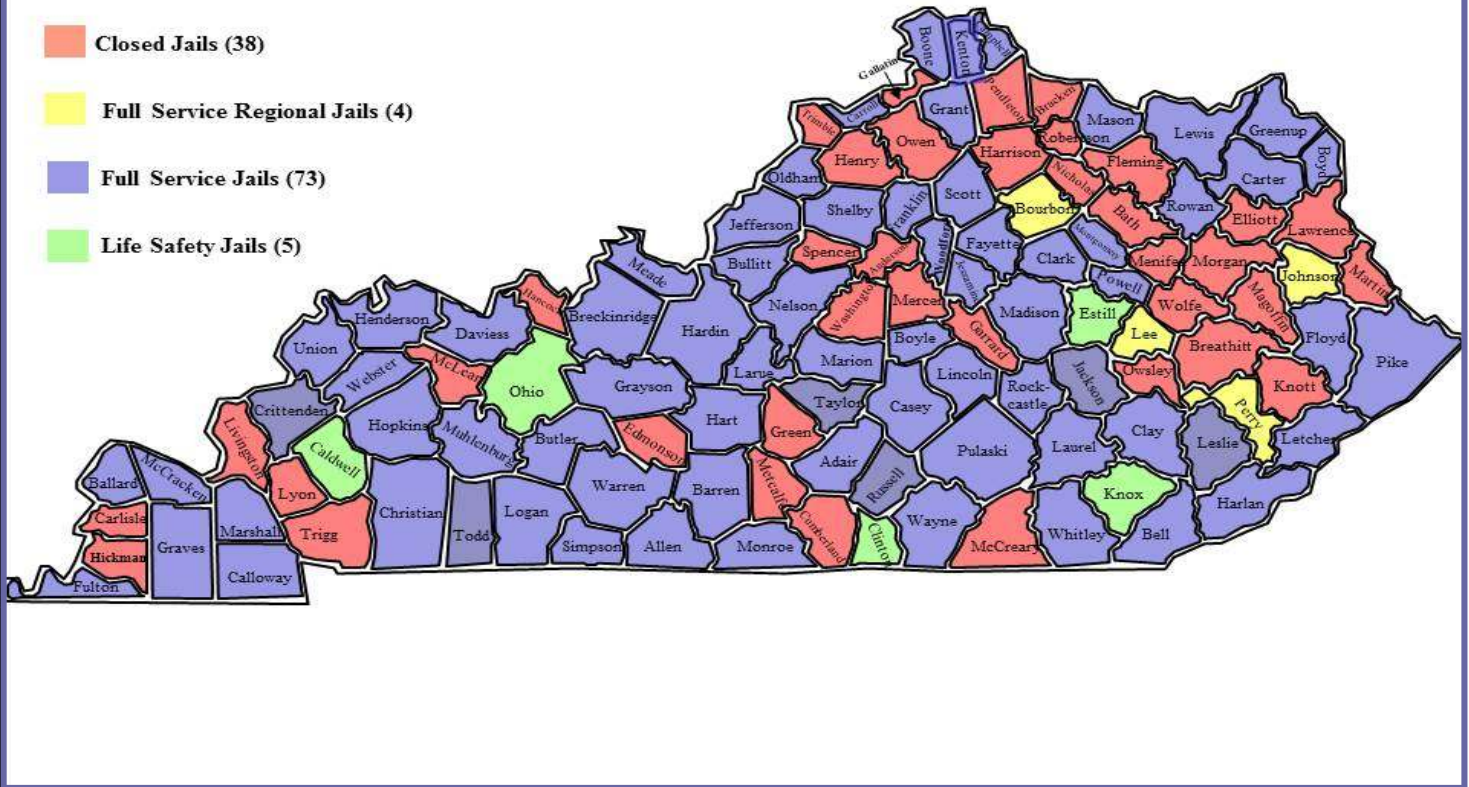
The Division of Local Facilities provided \$128,398,697 in funding to the 120 counties across Kentucky in FY 15. This represents an increase of \$9.64 million from FY14. These funds are provided through several funding programs, such as direct payment for housing state inmates, medical allotment payments, bed allotment payments, pay for inmate labor, and payments for catastrophic medical claims.

Under the provision of House Bill 463, the department shall measure and document any cost savings resulting from the amendments to, or creation of statutes in KRS 218A to be reinvested or distributed as provided in this section. As a result, the department shall determine the average cost of incarceration for local jails, including health care costs, transportation costs and other related costs beginning in fiscal year 2010/11. The mean daily cost for housing a prisoner in a county jail for FY 14 was calculated to be \$36.75 per day. For FY15 the mean daily cost for housing a prisoner in a county jail was calculated to be \$37.01 (\$32.51; \$41.51 for SAP inmates).

HB 463 created the Local Correctional Assistance Fund and mandated that the fund receive 25% of any cost savings resulting from its implementation. The original amount of estimated savings from

## Division of Local Facilities

### 2015 Jail Classifications



HB 463 appropriated to the LCAF for FY15 was \$5,594,800. \$879,200 of the appropriations was transferred to catastrophic, leaving \$4,715,600 for the LCAF for FY15.

Of the first \$2.4 million available, every county received a total minimum payment of \$20,000. The remaining funds above the \$2.4 million (\$2,315,600) are paid to counties that have a jail and are based on the ratio of each county's county inmate population divided by the statewide county inmate population.

#### Housing Bills Audits and Payments

During FY15 the Department of Corrections paid Kentucky Coun-

ty jails a total of \$103,418,206.24 for housing state inmates. This amount was paid at a per diem rate of \$31.34 per inmate; \$29.43 for housing and \$1.91 for medical.

The Division of Local Facilities has the responsibility for auditing housing bills on a monthly basis and reimbursing county jails within 30 working days of receipt of their housing bills.

The Kentucky Offender Management System (KOMS) generates invoices listing all state inmates housed in jails. These invoices are compared with invoices submitted from county jails and are reconciled with assistance from jail and probation and parole staff. Once reconciled, the invoice-

es are submitted for payment. The Department and Local Facilities goal continues to be paying all invoices within 30 business days.

#### Inmate Labor

Local Facilities provides inmate labor for many local community projects across the Commonwealth. Local jails that house state prisoners operate the Class D /C Work Program through the direction and guidelines of the Division of Local Facilities. Inmate labor can be used by the Commonwealth or an agency of the county, or by a nonreligious-sponsored nonprofit, charitable, or service organization. Community level inmates



## Division of Local Facilities

can be found working at local recycling centers, performing road side cleanup, collecting garbage, and working in the local animal shelters.

On average, there were 3630 state inmates actively working in communities throughout the Commonwealth during 2015. This translates to an excess of more than 5.4 million hours of labor that was provided through Class D/C Inmate Work Program. During FY 2015, the Division of Local Facilities paid in excess of \$449,000 to prisoners participating in work programs in the county jails. The counties that utilized these prisoners in the work program potentially save in excess of \$39.4 million during FY 2015, when multiplied by the current minimum wage.

### Catastrophic Medical Claims

Since FY11, Local Facilities has been allotted \$80,800 to reimburse local jails for catastrophic medical claims incurred by county inmates declared indigent by the courts. For FY 15, \$879,200 was reallocated from the Local Corrections Assistance Fund to the catastrophic medical fund to bring the total funding for FY15 to \$960,000.

The Catastrophic Medical Fund for FY15 was exhausted in June 2015.

The implementation of the Affordable Care Act on January 1, 2014 provided significant savings in the catastrophic medical fund as a result of changes in the number of offenders eligible for Med-

icaid coverage. Medicaid coverage was expanded to all offenders hospitalized for longer than 24 hours.

### Inspections

Division staff conducted more than 216 routine and special jail inspections on all jail facilities across the Commonwealth. These inspections provide vital information as to the jail's physical plant condition, jail operations, prisoner program availability and compliance with the Kentucky Jail Standards. These inspections also provided the detention centers with guidance for improving overall operations.

The first inspection of each year is an announced inspection. During this inspection every aspect of the detention center is reviewed and evaluated for compliance with Kentucky Jail Standards.

The inspection for a Full-Service facility contains 187 critical items including administrative function, information systems, personnel, physical plan, security areas, emergency procedures, sanitation, medical services, food service, classification, admission, release, prisoner programs and prisoner rights.

The second yearly inspection is an unannounced inspection. By not announcing this inspection, Division staff has the ability to see how the jail operates on a standard day or night. This inspection also provides a review of any non-compliant items from the first inspection.

The Division also conducts follow-up inspections when necessary as a result of complaints, investigations, and documentation of corrective action.

### Construction

With the implementation of HB 463 in 2012, the Department developed guidelines for the local jails to follow when considering new construction and/or renovations.

The Local Facilities Construction Authority met a various times during 2015 and approved a total of 9 applications for new construction (2) and 7 for renovations that would increase jail beds for the existing jail.

Campbell County began renovations to the abandoned district court facility to add jail beds, and Fulton County began an addition to the existing facility during 2015.

### Investigations

The Division investigated over 865 complaints during 2015. The written complaints are generally received by the Division of Local Facilities from inmates in the local detention centers. The complaints generally involve allegations that the KY Jail Standards are not being adhered to by the jailers, or their staff and are assigned then investigated by the respective Jail Services Specialist.

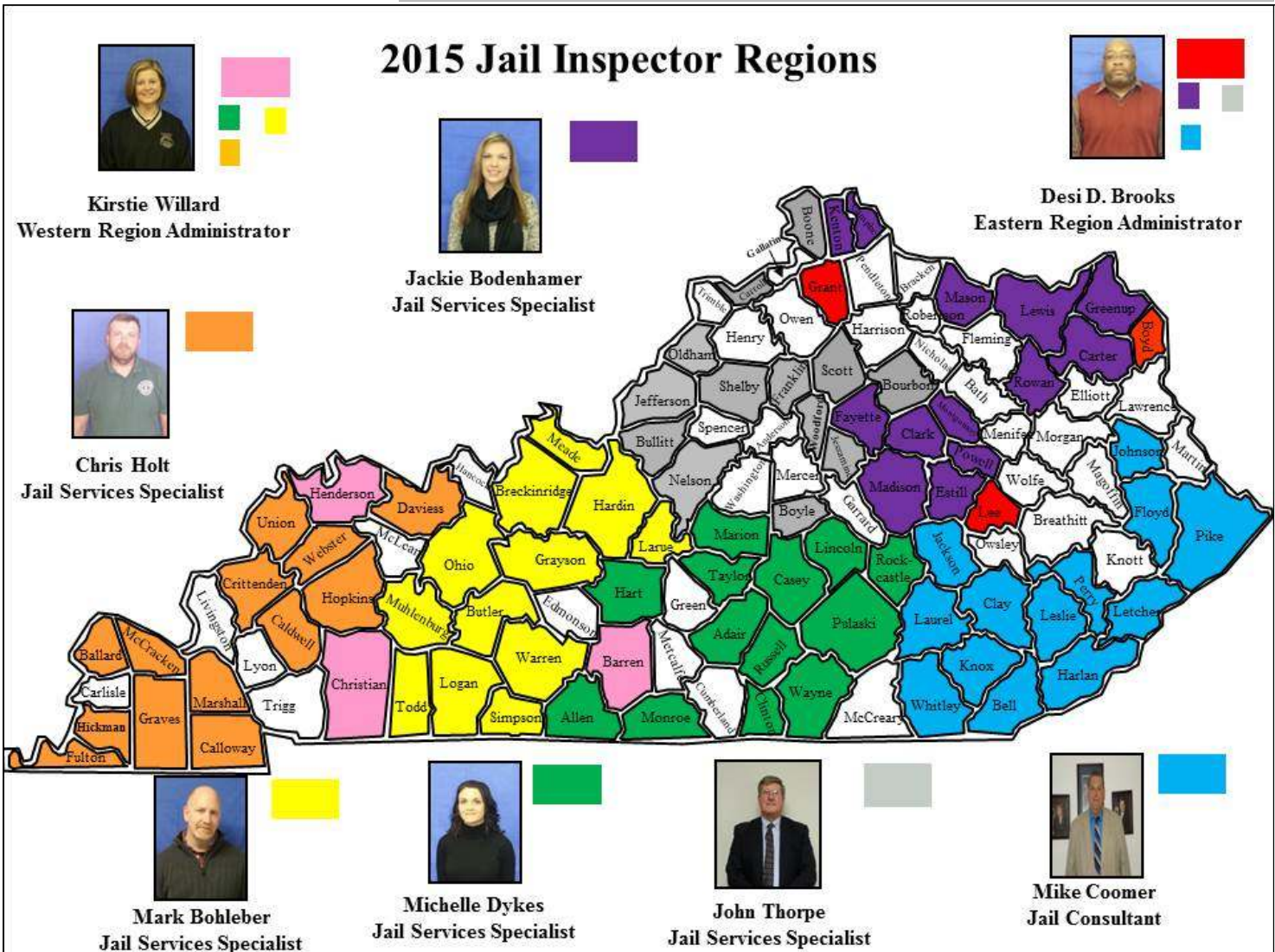
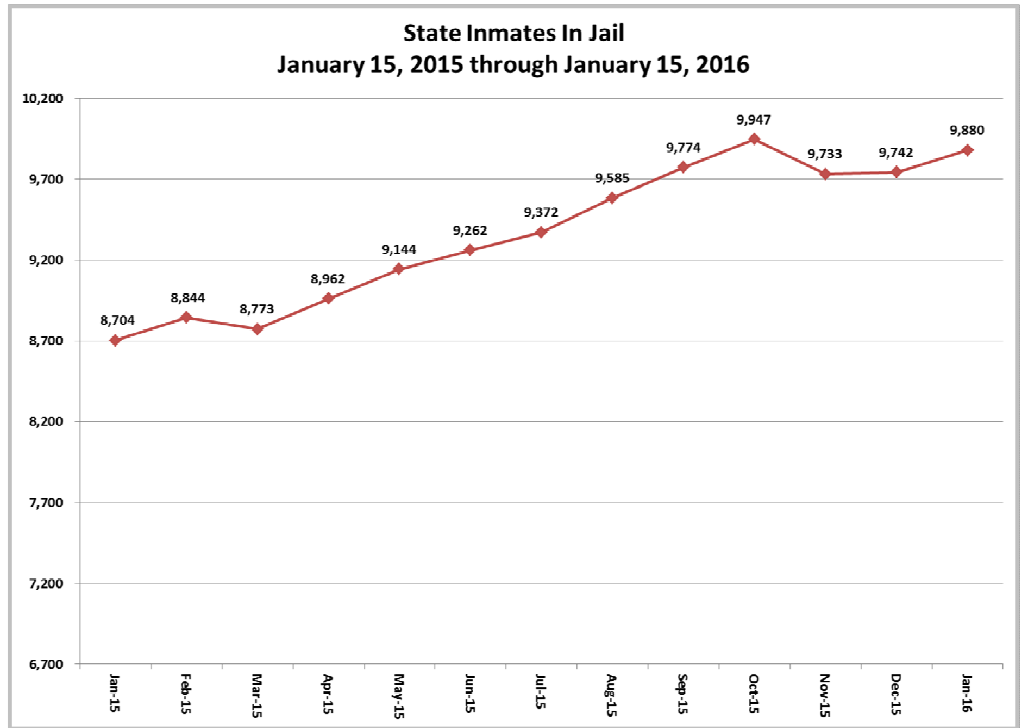
The Division of Local facilities administrative staff and Jail Services Specialists assigned to the



# Division of Local Facilities

Frankfort office will also take phone complaints submitted by inmate families.

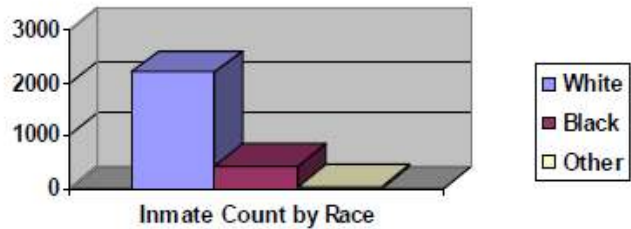
Jail Services Specialist that are assigned to probation and parole offices in their regions, may also receive complaints at their offices. These numbers are not included in the overall total of investigations received at the Division of Local Facilities.



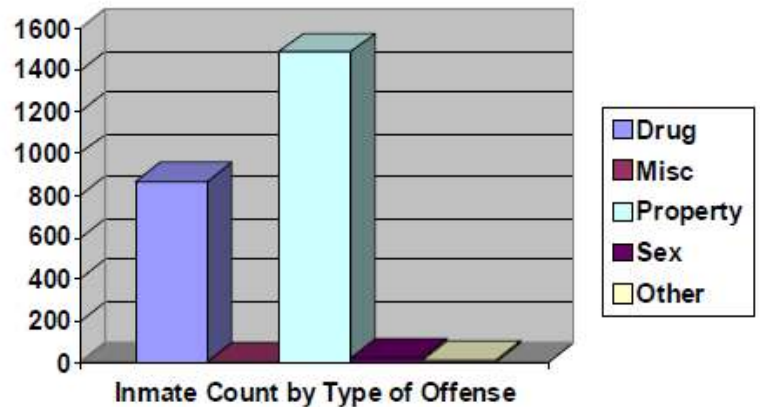
## Class D Felons in County Jails

# 2015 Demographic Data

RACE	COUNT	PERCENTAGE
White	2199	81.84%
Black	440	16.38%
Other	48	1.79%
Total	2687	100.00%



TYPE OF OFFENSE	COUNT	PERCENTAGE
Drug	870	32.38%
Misc	2	0.07%
Property	1486	55.30%
Sex	23	0.86%
Violent	295	10.98%
Other	11	0.41%
Total	2687	100.00%



YEARS TO SERVE	COUNT	PERCENTAGE
1 - 3 Years	1044	38.85%
4 - 5 Years	1523	56.68%
6 - 9 Years	85	3.16%
10 Years	15	0.56%
11 - 14 Years	16	0.60%
15 Years	3	0.11%
16 - 20 Years	1	0.04%
Over 20 Years	0	0.00%
Total	2687	100.00%

