

## Joint Committee on Corrections

### Information for Legislative Institutional Visits

Facility Name: <b>Potosi Correctional Center</b>			
Custody Level	<b>C-5</b>	Warden	<b>Troy Steele</b>
Total Acreage	<b>128.77</b>	Address	<b>11593 State Highway 0 Mineral Point, MO 63660</b>
Acreage w/in Perimeter	<b>35</b>		
Square Footage	<b>314,663</b>	Telephone:	<b>573-438-6000</b>
Year Opened	<b>1989</b>	Fax:	<b>573-438-6006</b>
Operational Capacity/Count (as of November 30, 2012)	<b>903/897</b>		
General Population Beds (capacity and count as of November 30, 2012)	<b>584/580</b>	Deputy Warden	<b>Fred Johnson Deputy Warden Offender Management</b>
Segregation Beds (capacity and count as of November 30, 2012)	<b>146/135</b>	Deputy Warden	<b>Cindy Griffith Deputy Warden Operations</b>
Treatment Beds (capacity and count as of November 30, 2012)	<b>SNU 46/46</b>	Asst. Warden	<b>Jamie Crump</b>
Work Cadre Beds (capacity and count as of November 30, 2012)	<b>90/84</b>	Asst. Warden	
Diagnostic Beds (capacity and count as of November 30, 2012)	<b>N/A</b>	Major	<b>Greg Dunn</b>
Protective Custody Beds (capacity and count as of November 30, 2012)	<b>46/46</b>		

1. **Capital Improvement Needs:**

A. How would you rate the overall condition of the physical plant of the institution?

**The overall condition of the physical plant is considered fair.**

B. What capital improvement projects do you foresee at this facility over the next six years? **Four of six Capital Improvement Projects remain that were submitted to the Construction Unit on June 25, 2004. The following are the projects submitted in order of site priority.**

1) **Replace electronic door control system.**

2) **Renovate showers and restrooms and replace 4 each HVAC units at Minimum Security Unit.**

3) **Seal outer walls and upgrade exhaust systems in the Housing Units to stop excessive moisture and humidity.**

4) **Install 2" asphalt overlay on existing roads and parking lots. (Perimeter Road completed)**

C. How critical do you believe those projects are to the long-term sustainability of this facility? **All of the above listed projects are important to either the security or operation of this facility. #1 – Door controls are critical to safety and security. The current system is outdated and not supported. At this time we are able to maintain this system by repairing electronic cards. #2 –**

**Toilet and shower facilities are not adequate for the number of offenders housed in Housing Unit 7. Some items were upgraded during the recent ESCO water conservation project. #3 – There is a considerable amount of humidity created in the housing units during the heating season. The system was originally designed for one offender per cell but was increased to two offenders in the 1990s. #4 – Perimeter roads have been repaved. The parking lot is in poor condition and deteriorates more each year. We are currently patching major potholes as needed.**

**2. Staffing:**

A. Do you have any critical staff shortages?

**No. Although the average number of official vacancies is relatively low, overall staffing numbers have been reduced over the past few fiscal years. Numbers of corrections officers have been reduced by about 10% over the past four years. Staffing number reductions keep staffing far below desirable numbers.**

B. What is your average vacancy rate for all staff and for custody staff only?

**2.2% All staff                      2.1% Custody staff**

C. Does staff accrual or usage of comp-time by staff effect your management of the institution?

**With fiscal constraints as they are, there is continuous calculating of safety risk (staff on duty) versus fiscal responsibility. Keeping a safe number of staff on site while being fiscally responsible is a continuous and fluid effort. Also, during staffing patterns that have been reduced to the current level, it is more common that an employee wishing to use accrued time would be denied a particular date(s).**

D. What is the process for assigning overtime to staff?

**Volunteers are sought first, if there are no volunteers (or inadequate numbers), shift supervisors move to a mandatory revolving list to assign OT.**

E. Approximately what percentage of the comp-time accrued at this institution does staff utilize as time off and what percentage is paid-off?

**Over the course of the year, the ratio is near 50/50, early in the year people tend to accrue for vacations, then later in the year; they seek more pay-out.**

F. Is staff able to utilize accrued comp-time when they choose?

**In general, staff utilize comp-time at their choosing, but as with any time-off, it is dependent on the date(s) selected and overall staffing number for those particular dates.**

**3. Education Services:**

A. How many (and %) of inmate students at this institution are currently enrolled in school?

**The Education Department was removed from PCC in June 2005. We do, however, have a class sponsored by two VIC's for offenders to earn their GED. The VIC's come in to supervise the program. We currently have 20 (.022%) offenders enrolled.**

B. How many (and %) of inmate students earn their GED each year in this institution?

**5 (.005%)**

C. What are some of the problems faced by offenders who enroll in education programs?

**Small class sizes due to it being instituted and instructed by VIC's, as well as limited classroom time due to the VIC instructors.**

**4. Substance Abuse Services:**

A. What substance abuse treatment or education programs does this institution have?

**We offer N/A and A/A on a volunteer basis or as part of a program plan.**

B. How many beds are allocated to those programs?

**No beds are allocated for drug treatment offenders.**

- C. How many offenders do those programs serve each year?  
**N/A**
- D. What percent of offenders successfully complete those programs?  
**N/A**
- E. What, in your opinion, is the biggest challenge to running a treatment program in a prison setting?  
**Lack of qualified staff and volunteers to teach these programs, and no (staff) Substance Abuse Specialists allocated to DAI facility.**

5. **Vocational Programs:**

- A. What types of vocational education programs are offered at this institution?  
**The only vocational programs offered are by Missouri Vocational Enterprises (MVE), and they are on the job training hours.**
- B. How many offenders (and %) participate in these programs each year?  
**We currently have 26 (.028%) offenders participating in on the job training.**
- C. Do the programs lead to the award of a certificate?  
**No.**
- D. Do you offer any training related to computer skills?  
**Yes, Employability Skills/Life Skills & Basic Computer Skills.**

6. **Missouri Vocational Enterprises:**

- A. What products are manufactured at this institution?  
**Metal fabrication**
- B. How many (and %) of offenders work for MVE at this site?  
**There are currently 26 (.028%) offenders working at this site.**
- C. Who are the customers for those products?  
**State agencies, non-profit organizations and individual state employees all purchase products from MVE.**
- D. What skills are the offenders gaining to help them when released back to the community?  
**Offenders working at MVE Tube Bending Factory acquire various steel fabrication skills such as welding, steel tube bending, cutting, computer aided drafting & design, hydraulics, small machine set-up and operation, maintenance, and inspection. Offenders in clerical positions become proficient in accounting, planning and expediting of goods and services. Finally, all offender workers are required to take courses in computer literacy and workplace essentials (resume building, personal conduct in the workplace, time management, etc.)**

7. **Medical Health Services:**

- A. Is the facility accredited by the National Commission on Correctional Health Care?  
**The medical unit at PCC has been NCCCHC accredited since February 1996. We received re-accreditation in 2011. The next survey should take place in the spring of 2014.**
- B. How many offenders are seen in chronic care clinics?  
**Currently there are 594 offenders enrolled in chronic care clinics. During FY'12 the physician had a total of 1,587 chronic care encounters. The number of chronic care enrollees continues to increase annually, with the cardiovascular chronic care clinic accounting for 35% of all chronic care encounters.**
- C. What are some examples of common medical conditions seen in the medical unit?  
**The medical unit handles a wide variety of illnesses, both acute and chronic. The most common acute illnesses include chest pain, lacerations, and orthopedic issues. The most common chronic illnesses are high blood pressure, Hepatitis C, and diabetes.**

D. What are you doing to provide health education to offenders?

**Education relating to the offender's current complaint is provided during all medical encounters. Additionally, an offender health fair is held annually for both general population and MSU offenders. The closed circuit television channel is utilized to provide offenders with health information and announcements**

**In 2011, the medical unit, in conjunction with the recreation department, initiated the Chronic Care Wellness and Fitness Program, where offenders with chronic illnesses receive education regarding nutrition, exercise, and weight control. These offenders are evaluated and an exercise routine is tailored to meet their needs. This program has been hugely successful and has resulted in weight loss and improved control of chronic illnesses (blood pressure, blood sugar, cholesterol, etc).**

E. Have you had any cases of active Tuberculosis in this facility in the past year? If so, how did you respond?

**There have been no active cases of tuberculosis at Potosi Correctional Center.**

F. Is the aging of the population effecting health care in prisons as it is effecting health care every where else? If yes, please explain.

**The prison population is an aging population. Most correctional centers are not designed with the elderly offender in mind. While a certain number of handicapped cells are available statewide, there aren't enough to accommodate the handicapped and the elderly. Many infirmary beds statewide are filled with elderly patients who cannot function in the general population. The need for these skilled nursing beds has drastically reduced the number of beds available for acutely ill patients. Housing of the elderly offender is not the only concern. These offenders have a variety of personal and healthcare needs that are very difficult to meet in this environment. Chronological age is an important consideration in this environment; however, knowing that most offenders' "physical age" is 10-15 years older than their chronological age, greatly increases the number of people who fall into this aging population. As the population continues to age, the need for a skilled nursing center/long term care center within a correctional center becomes more evident. The recent opening of Enhanced Care Units in the state has provided some relief to this population; however, there is a greater need than these units can meet at this time.**

## 8. Mental Health Services:

A. How do offenders go about obtaining mental health treatment services?

**Medical Services Request (MSR); Referral from medical physician; referral from Qualified Mental Health Professional (QMHP); or if classified as a need by Diagnostic Reception Center when entering Department of Corrections.**

B. How many successful suicides (and %) occurred here in the past year and what is being done to prevent suicides?

**There were 2 SR-3's (serious attempts requiring medical treatment) this year. We continue to take advantage of the installed cameras in HU#1 and HU#2. We also work with training to offer suicide intervention classes for ALL staff.**

C. Approximately how many (and %) of the offenders in this institution are taking psychotropic medications?

**239 offenders total (26%)**

D. How many offenders in this facility are chronically or seriously mentally ill and what is being done for them?

**As mentioned above, we currently have 239 offenders who are being prescribed psychotropic medications. Currently, we have approximately 224 in the chronic care case load which**

reflects 15 who are being monitored after medications have been discontinued (d/c'd) or who are in our Special Needs Unit (SNU) that do not take any medications. Of those that are not in SNU, they will be monitored for a period of time and discharged from chronic care clinic if they remain stable. Of the 239 we currently have 16 who are on involuntary medication status which is reviewed every six months. All offenders are seen by the Qualified Mental Health Professional (QMHP) every 30 days. MH – 4's are seen by the psychiatrist every 30 days, and MH-3's are seen by the psychiatrist every 90 days. Those on involuntary medications are seen by the psychiatrist every 2 weeks and those in SNU are seen by the psychiatrist every 30 days.

9. What is your greatest challenge in managing this institution?

**Staffing:** Over the last several years with the cuts across the board we are down to essential staffing. With sickness, vacations and other issues we have fallen below these allocations which results in instituting critical staffing patterns for safety and security. Funding cuts in operational/maintenance budgets were detrimental not only in maintaining the physical structure of the institution but the vehicle fleet as well.

10. What is your greatest asset to assist you in managing this institution?

**Staff.** We have dedicated staff that even with the cuts are willing to go up and above their job expectations to ensure tasks are completed.

11. What is the condition of the facilities' vehicle fleet? (mileage, old vehicles etc?) **Fair. Below is a listing of the 19 vehicles in the fleet with current mileage and condition of the vehicles.**

LICENSE #	ASSIGNMENT	MILEAGE	STATUS
13-0400	SECURE/1999 Ford	137620	Fair
13-0405	POOL/2000 Chevy	113142	Fair
13-0408	DUMP TRUCK/1988 GMC	20774	Poor
13-0409	SECURE/2001 Ford	118287	Fair
13-0412	VP/1997 Ford	155982	Fair
13-0417	PICKUP/1989 Dodge	85265	Poor
13-0051	VP/2002 Ford	137336	Fair
13-0882	VP/1992 JEEP	107149	Fair
13-0231	7 House/1999 Ford Van	126755	Fair
32-0278	SECURE/2008 Chevy	67263	Good
13-0284	CTU SECURE /2006 Ford	144891	Good
13-0411	CTU HANDICAP VAN	Located at ERDCC	Unknown
13-0723	POOL/2007 Ford	83470	Good
13-0780	SECURE/2004 Ford	146080	Good
13-0786	SECURE/2007 Ford	79442	Good
13-0796	SECURE/2006 Ford	109528	Fair
13-0810	SECURE VAN/2005 Ford	30900	Good
32-0281	MAIL VAN/2008 Chevy	178441	Fair
13-0898	BOX TRUCK- MVE/FORD	79525	Good

12. Assess the morale of your custody staff; high, medium, or low and please provide detailed explanation.

The morale of the custody staff is perceived to be “on the low end of medium”. PCC has been through significant changes in a relatively short time period. However, morale has improved over the last year, as staff are starting to recognize that most of those changes have yielded some very positive results. Also, the morale of custody staff parallels the morale of the general staff, and overall, morale has been negatively impacted by reductions of employee benefits.

**There have been a number of staffing reductions. Health insurance benefits have been reduced but the premiums have increased. The effect is, employees are doing more for less.**

**13. Caseworkers:**

A. How many caseworkers are assigned to this institution?

**11**

B. Do you currently have any caseworker vacancies?

**No**

C. Do the caseworkers accumulate comp-time?

**No**

D. Do the caseworkers at this institution work alternative schedules?

**Yes**

E. How do inmates gain access to meet with caseworkers?

**In-wing officer hours**

F. Average caseload size per caseworker?

**90**

• # of disciplinary hearings per month?

**289**

• # of IRR's and grievances per month?

**100**

• # of transfers written per month?

**26**

• # of re-classification analysis (RCA's) per month?

**90**

G. Are there any services that you believe caseworkers should be providing, but are not providing?

**No**

H. If so, what are the barriers that prevent caseworkers from delivering these services?

**N/A**

I. What type of inmate programs/classes are the caseworkers at this institution involved in?

**Impact of Crime on Victims, Anger Management, Pathway to Change, Anthony Robbins, Computer Basics, Employability Skills/Life Skills, Inside out Dads.**

J. What other duties are assigned to caseworkers at this institution?

**Notary, work release crew checks, librarian coverage, re-entry services, Programs Coordinator, Grievance Officer, Puppies for Parole, Offender Photo and I.D. updates and assisting custody staff as needed.**

**14. Institutional Probation and Parole officers:**

A. How many parole officers are assigned to this institution?

**1 full time and 1 part time**

B. Do you currently have any staff shortages?

**No**

C. Do the parole officers accumulate comp-time?

**On occasion, but generally it is due to travel to/from trainings.**

D. Do the parole officers at this institution flex their time, work alternative schedules?

**Yes, with prior approval.**

E. How do inmates gain access to meet with parole officers?

**Open office held for Minimum Security/Work Release Unit, all other units send written correspondence and if requested to meet w/PO, the PO meets with them in the housing unit.**

F. Average caseload size per parole officer?

**The entire institution is shared between both, neither is assigned a specific caseload, both share in the responsibility.**

• # of pre-parole hearing reports per month?

**8**

• # of community placement reports per month?

**7**

• # of investigation requests per month?

**12**

- G. Are there any services that you believe parole officers should be providing, but are not providing?  
**Not necessarily services, but more involvement with re-entry and Transition Accountability Plan development.**
- H. If so, what are the barriers that prevent officers from delivering these services?  
**The caseload prevents extensive involvement with the above area, as well as, the majority of offenders transferring to lower custody camps once a release date is established. As PCC is a C-5 institution, it does not contain a transitional housing unit, where a vast majority of these services are provided.**
- I. What type of inmate programs/classes are the parole officers at this institution involved in?  
**There is no involvement for PO's at PCC, programs are covered by classification staff, as well as, the Chaplain and IAC.**
15. Please list any other issues you wish to discuss or bring to the attention of the members of the Joint Committee on Corrections.  
**VEHICLE FLEET: The condition of the vehicle fleet remains a concern. The vehicles have high mileage and we are spending more in maintenance and repairs than some of the vehicles are worth. SALARY & BENEFITS: Raising insurance costs and no cost of living raises to subsidize have caused an additional hardship on staff and led to reduced morale. We continue to lose personnel to the city, other state and federal agencies as the pay structure for employees is substandard. LOCKING SYSTEM: The locking system and other internal security devices have deteriorated over the past 23 years and are becoming antiquated and the funding has not been made available to replace and/or update.**
16. Does your institution have saturation housing? If so, how many beds?  
**Effective January 1, 2010 forty-one (41) offenders were added as saturation to our operating capacity increasing it to 903.**
17. **Radio/Battery Needs:**
- A. What is the number of radios in working condition?  
**284**
- B. Do you have an adequate supply of batteries with a good life expectancy?  
**Yes**
- C. Are the conditioners/rechargers in good working order?  
**Yes, this is a brand new system.**