

# Joint Committee on Corrections

## Information for Legislative Institutional Visits

Facility Name: <b>Fulton Reception and Diagnostic Center</b>			
Custody Level	Maximum	Warden	Billy D. Harris
Total Acreage	132	Address	1393 Highway O
Acreage w/in Perimeter	60		Fulton, MO 65251
Square Footage	437,618	Telephone:	573-592-4040
Year Opened	1986	Fax:	573-592-4073
Operational Capacity/Count (as of December 20, 2013)	1302/1508		
General Population Beds (capacity and count as of December 20, 2013)	N/A	Deputy Warden	Michael B. Payne Offender Management
Segregation Beds (capacity and count as of December 20, 2013)	122/75	Deputy Warden	Dan Redington Operations
Treatment Beds (capacity and count as of December 20, 2013)	15/11	Asst. Warden	Shawn Twyman
Work Cadre Beds (capacity and count as of December 20, 2013)	200/198	Asst. Warden	
Diagnostic Beds (capacity and count as of December 20, 2013)	965/1224	Major	Scot Colter
Protective Custody Beds (capacity and count as of December 20, 2013)	N/A		

**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 fair. This facility is 27 years old and has been over populated most of the time, which has taken its toll on the overall physical plant.*

*The bigger items such as the boilers, generator, water softeners, air handlers and heat exchangers are presenting even more challenging problems due to the age, wear and tear. All are near or past their rated life expectancy but due to an extensive preventative maintenance program are still operational.*

- b. What capital improvement projects do you foresee at this facility over the next six years?

*Replace roofs on housing units 6, 7 and C Buildings along with 2 heat pumps and 14 roof exhaust fans. Roofs still have the ballasted rubber roof systems that have been patched many times and are still leaking at this time.*

*Replacement of taut wire and Del-Norte Fence Security Systems. Both are obsolete and parts are no longer available.*

*Pave existing roads and parking lots with new asphalt. Our existing pavement is in pretty bad shape and is in need of resurfacing.*

*Replace PMTN-2 transformer with a new 1500 KW transformer. This is our most important transformer in that it controls our emergency power, the kitchen, boiler room and 17 and 18 House. The load has increased on this unit each time we have done an addition to the point that it is at a 90 % plus load.*

*Replace exterior sliders on 4 house and A building. They are 27 years old and the doors and frames are rusted out.*

*Replace exterior control bubble and rear wing windows on all housing units. All are in poor condition and hard to see out of.*

*Replace 12 Simplex fire panels and related hardware. All are old and obsolete. We have trouble calls on the fire panels weekly, and sometimes daily.*

*Replace cell window operators and weather stripping on all of Phase One and about 40% of Phase Two. Most are inoperable due to broken gear boxes which are non-repairable. The only way to open and close the windows is manually which we do in the spring and fall.*

*Replace 25 backflow preventers and include a pressure reducing valve. Due to age and the City increasing our water pressure we are experiencing multiple problems and leaks from many of them.*

*Many improvements on sidewalks need made. It is hazardous for staff in bad weather.*

- c. How critical do you believe those projects are to the long-term sustainability of this facility?

*Extremely critical, if and when the HU 20 touch screen unit fails, the entire housing unit doors will have to be manually opened and closed. This process is extremely staff intensive and will greatly reduce security within the housing unit.*

*These issues are critical to the long term sustainability of the facility.*

2. **Staffing:**

- a. Do you have any critical staff shortages?

*Yes, currently custody operates at below critical staffing levels. Our Classification staff does not have the appropriate staffing in the position of Functional Unit Manager compared to other institutions.*

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

*Our average vacancy rate for custody staff is between 4-8 positions. The average vacancy rate for all staff is approximately 7-11 positions.*

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

*Yes, often staff accrue comp time. Operating below critical staffing levels does not give shift commanders the appropriate staff to allow comp time to be reduced on a routine basis.*

- d. What is the process for assigning overtime to staff?

*Overtime is assigned by asking for volunteers first, and if no staff member volunteers then each shift has a mandatory overtime list. When a staff member is mandated to work overtime his/her name is moved to the bottom of the list.*

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

*Approximately 90-95% of the custody staff request to be paid for their time. This is due to the low rate of pay DOC staff members receive. A high percentage of DOC staff members work a second job because of this reason.*

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

*Due to current staffing levels, staff utilizing accrued comp time is not guaranteed. This is determined by the needs of the shift and available staff to work.*

### 3. **Education Services:**

- a. How many (0%) of inmate students at this institution are currently enrolled in school?

*We do diagnostic screenings at FRDC so that the Education staff at mainline institutions have information readily available when offenders arrive for classroom placement. FRDC Education currently has a self study program for the High School Equivalency test which allows offenders who score high on screening instruments to prepare for testing when they reach their next camp.*

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

*GED classes are not offered at the diagnostic center.*

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

*Offenders who are screened and tested at FRDC often face challenges due to the fact that many have dropped out of school many years earlier. They have missing skill sets that will require remediation. Many lack a confidence in their abilities. Many of the offenders often voice interest in vocational preparation.*

### 4. **Substance Abuse Services:**

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

*The Ambulatory Restricted Mobility (ARM) and an assessment unit. ARM is a specialized program serving offenders sentenced to short-term institutional treatment who have various medical/mobility issues that hinder or prevent them from being able to participate in other ITC settings. The assessment unit is responsible for administering the DOC approved substance abuse assessment to*

*board and court offenders stipulated for treatment, prior to being transferred to a substance abuse program.*

- b. How many beds are allocated to those programs?

*ARM has 15 beds  
Assessment unit (N/A)*

- c. How many offenders do those programs serve each year?

*ARM has the capacity to serve 60-70 special needs offenders per year.  
The assessment unit completed approximately 1400 assessments during FY13.*

- d. What percent of offenders successfully complete those programs?

*In FY13, 93% of the offenders successfully completed the ARM program.*

- e. What, in your opinion, is the biggest challenge to running a treatment program in a prison setting?

*Buy in from the offenders, staff also funding, and space.*

5. **Vocational Programs:**

- a. What types of vocational education programs are offered at this institution?

*We offer no (vocational) Career and Technical programs at FRDC due to being a diagnostic center. We do have the Work Essential Skills program in the Library available to the Permanent Cadre Offenders. This is a video-based program.*

- b. How many offenders (and %) participate in these programs each year?

*The Work Essential Skills is a self-study program and statistics are not maintained.*

- c. Do the programs lead to the award of a certificate?

*N/A*

- d. Do you offer any training related to computer skills?

*No*

6. **Missouri Vocational Enterprises:**

- a. What products are manufactured at this institution?

*FRDC does not have a Missouri Vocational Enterprise.*

- b. How many (and %) of offenders work for MVE at this site?

*N/A*

- c. Who are the customers for those products?

*N/A*

- d. What skills are the offenders gaining to help them when released back to the community?

*N/A*

**7. Medical Health Services:**

- a. Is the facility accredited by the National Commission on Correctional Health Care?

*Yes*

- b. How many offenders are seen in chronic care clinics?

*There are currently 641 patients enrolled in chronic care clinics. This number fluctuates frequently due to the nature of being a receiving site.*

- c. What are some examples of common medical conditions seen in the medical unit?

*Hypertension, diabetes, asthma, COPD, and seizure disorders.*

- d. What are you doing to provide health education to offenders?

*The nurse provides written education on their first day. The same education is provided verbally on their third day at the facility. There is also written educational material posted in the medical unit. An annual health fair is held for the offenders that are assigned permanently to the facility.*

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

*No active cases.*

- 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:

*It is affecting health care in Missouri prisons; however, as a receiving site the impact here is minimal compared to the mainline facilities.*

**8. Mental Health Services:**

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

*Offenders are educated upon intake to FRDC that mental health services may be obtained by submitting a Health Services Request (HSR). HSR forms are available in each housing unit and may be accessed by all offenders. Once the HSR is received, mental health staff will schedule the offender for a mental health appointment.*

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

*There were no completed suicides in 2013. Suicide prevention training is held twice monthly for custody and non-custody staff. All staff are aware that they may initiate the suicide intervention procedure if an offender presents as a risk for self-harm. Additionally, offenders are provided a mental health flyer upon entry to FRDC which highlights warning signs of suicide and encourages them to seek assistance for themselves or others.*

*FRDC also ensures offenders are moved as a group upon arriving approximately 15 days to mainline; were in the past they could stay in the housing unit and have an opportunity to commit suicide.*

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

*There are 198 (13%) offenders prescribed psychotropic medication.*

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

*There are a total of 198 offenders receiving mental health chronic care services. Six of those offenders are classified as MH 4, indicating that their needs require more frequent contacts with mental health staff. All offenders in chronic care services are assigned a treating psychiatrist and a qualified mental health professional (therapist). A treatment plan is developed by the offender and his assigned therapist to guide the focus of treatment interventions. Additionally there is presently one offender at FRDC assigned to the MH 120 program; which is a program that provides mental health services and discharge planning to offenders whose offense was impacted by mental health issues and who will be released from prison on parole.*

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

*The greatest challenge to managing FRDC is offender numbers vary at all times. FRDC does not have control of the volume of offenders that arrive at the facility. County jails can continue to bring offenders to the institution when we are at our capacity. Also staffing is an issue with the constant overcrowding of offenders in the housing units.*

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

*The greatest asset to FRDC is the diverse background of our Administration staff. The staff has many years of service with the Department of Corrections, also have knowledgeable experienced line staff. We only have diagnostic operations here at FRDC, we do not have at this time various facets of Corrections.*

11. What is the condition of the facilities' vehicle fleet? (mileage, old vehicles etc?)

*Our vehicle fleet is in bad condition. We need to replace 13-0008, a 99 Jeep Cherokee. It has 183,448 miles and is in need of several expensive repairs in the near future. BUS 13-0401 has 255,269 miles. Major repair expense can be expected in the near future. Vehicle 13-217 95 Model Dodge Ram Van has 102,263 miles and has extensive body and frame rust. Vehicle 13-0212 Dodge Ram Van has 104,387 miles and is in need of extensive repair at this time. Future repair is inevitable due to poor physical*

condition. 13-0152 has 137,079 miles and is in fair condition. Perimeter car 13-0209 has 146,756 and 13-0511 has 139,531. These cars are in fair condition but with high mileage. Being perimeter cars they are in use 24 hours a day.

The Maintenance Vehicle 13-0207 is a 1986 model and is in dire need of replacement. It has been the primary snow removal vehicle and has had a salt spreader on it every winter. It is rusted severely and is unreliable. Maintenance Vehicle 13-0214 GMC Dump Truck is also a 1986 model in poor physical condition needing major expensive repairs. This is also a very important piece of snow removal equipment.

12. Assess the morale of your custody staff; high, medium, or low and please provide detailed explanation. **(Please have the Major answer)**

The overall morale for Custody staff members is medium to low. Many staff members work second jobs. There are staff members who are not loyal to the department, which brings morale down. There are not incentives for our staff to actively recruit others and encourage those individuals to become a member of the department. Over the last ten years, matching funds for retirement have been eliminated, vesting time for retirement has increased from 5 years to 10 years, new employees must contribute 4% of their pay towards retirement, and tuition reimbursement for staff has been eliminated. All these actions have greatly decreased staff morale and staff routinely state nothing is getting better only worse.

13. **Caseworkers:**

- a. How many caseworkers are assigned to this institution?

Case Manager II – 17  
Corrections Classification Assistant – 2  
Case Manager III – 2  
Functional Unit Manager – 3

- b. Do you currently have any caseworker vacancies?

Yes, we have one Case Manager II position reallocated to FRDC through attrition.

- 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?

The offenders can write a note and send it through the institutional mail. There are also Classification and Assignment staff assigned to the housing units that make daily rounds on the unit, allowing the offender's time to speak with them as well.

- f. Average caseload size per caseworker?

- # of disciplinary hearings per month? Average 200
- # of IRR's and grievances per month? Average 5 per Caseworker per month

- # of transfers written per month? *Average 25*
- # of re-classification analysis (RCA's) per month? *Average 25*

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?

*We feel we are providing all necessary services.*

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

*FRDC is committed to Reentry and offers the following programs to assist in offenders' reintegration into society: Pathways to Change, Impact on Crime Victims Class (ICVC) and Inside Outside Dads.*

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

*Other assigned duties include: ID cards, PREA, PREA intake screener.*

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

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

*PO II's – 11  
PO III (Supervisory Position) - 1*

b. Do you currently have any staff shortages?

*No*

c. Do the parole officers accumulate comp-time?

*Yes*

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

*Yes, when feasible their time is flexed or they adjust their work schedule. However, this is not always possible.*

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

*The IPO's call the inmates to their office or the inmate can request a meeting via letter (aka kite).*

f. Average caseload size per parole officer?

*This varies depending on the population and the inmates' status.*

- # of pre-parole hearing reports per month? *Average 75*
- # of community placement reports per month? *Average 1*
- # of investigation requests per month? *Average 40*

g. Are there any services that you believe parole officers should be providing, but are not providing?

*No*

h. If so, what are the barriers that prevent officers from delivering these services?

*N/A*

i. What type of inmate programs/classes are the parole officers at this institution involved in?

*A representative from P&P attends the Friends and Family orientation.*

15. Please list any other issues you wish to discuss or bring to the attention of the members of the Joint Committee on Corrections.

*None.*

16. Does your institution have saturation housing? If so, how many beds?

*Yes, FRDC has an official saturation housing capacity of 574 beds.*

17. Radio/Battery Needs:

a. What is the number of radios in working condition?

*228*

b. Do you have an adequate supply of batteries with a good life expectancy?

*Good at this point.*

c. Are the conditioners/rechargers in good working order?

*Good at this time.*