

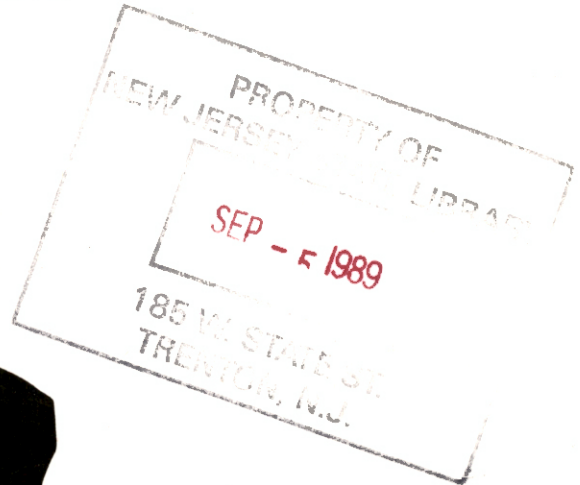


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ANNUAL REPORT

New Jersey State Prison



JULY 1988 TO JUNE 1989

**ADMINISTRATOR
HOWARD L. BEYER**

NEW JERSEY STATE PRISON
TRENTON, NEW JERSEY

ANNUAL REPORT
JULY 1, 1988 TO JUNE 30, 1989

MAJOR DEVELOPMENTS AND HIGHLIGHTS

The 1988-89 reporting period reflects overall positive and forward movement for the institution with periodic episodes of negative and unfortunate incidents. For instance in July of 1988, fifteen correction officers and supervisors for no particular reason were seriously assaulted by at least fourteen general population inmates. A lock-down of the prison was necessary and a total reorganization of the housing units were made to enhance both control and security of the prison. Included in the reorganization were the following:

- 1) conversion of 7-wing from general population to administrative segregation;
- 2) conversion of 6-Left and 6-Right from general population to protective custody;
- 3) the elimination of the protective custody units at the Vroom Readjustment Unit and the conversion to an all administrative segregation facility; and
- 4) the conversion of the majority of North and South Compounds from closed custody housing to general population housing.

In all, nearly 1,500 moves were made which has resulted in less inmates in the mess hall as well as greater control over what can be considered a very difficult inmate population.

In August of 1988, a second negative episode of consequence occurred. A senior correction officer was arrested for drug sales and usage, and twenty-five other officers were ordered to submit urine samples due to suspected drug use under the Department's new drug screening program. Of the twenty-five officers tested, seventeen were suspended and ultimately were terminated.

In November of 1988, three inmates attempted to escape from the prison out of 4-wing at approximately 4:00 a.m. in the morning. Of the three, two were stopped inside the prison before nearing the wall while the third, using a home made nineteen foot ladder, successfully scaled the wall. A combined effort of prison officers, New Jersey State Police, and Trenton Police pursued the inmate for the next fourteen hours which resulted in his capture approximately three blocks from the prison.

There were also many positive developments during the reporting period as well. In the latter part of July 1988, Jones Farm inmates became involved in Trenton Working Inmate Network (TWIN). This program, through the efforts of correction

officer supervisors and at least fifteen minimum inmates, assists the city in cleaning up city owned blocks. The program has been highly visible and has proven to be very successful around the streets and neighborhoods of Trenton.

Also in the latter part of July, the Special Medical Unit held a graduation for inmate participants in the Behavior Modification program. This was a particularly rewarding experience due to the nature of the unit and the enthusiasm of the participants.

In September of 1988, the Education Department conducted its graduation ceremony. The exercise which was held in the North Compound Court Yard was exceptional and included Dr. Robert Simon, the Director of Adult Education for the Department of Education, as its guest speaker. Educational skits and presentations by students were note worthy, as were musical interludes that were presented by educational staff members.

In October of 1988, the Prison hosted a tour and dinner for Leadership in New Jersey Group. This has become an annual event as it allows current and future leaders in New Jersey to view the State's largest and most maximum security facility. Commissioner Fauver attended the event and served as guest speaker.

Other areas that have continued to develop in a very positive manner include recreation and religion. In both specific areas there has been a proliferation of events on a regular basis, several times a month. Basketball tournaments, boxing tournaments, weightlifting tournaments, and track and field events are all activities that inmates genuinely participate in and have expressed their excitement over. Religious retreats, symposiums, a religious choir, films, and concerts are also activities that inmates eagerly participate in and enjoy. Fortunately, both of these areas provide an excellent outlet for the inmate who is facing extraordinarily long sentences.

While the daily challenges facing all staff seem to intensify (i.e., inmates with long term sentences, an increasing population of inmates with severe psychological/psychiatric and medical problems, as well as a facility which was built (in part) in the early 1800's and is experiencing natural deterioration), staff morale remains positive. Because of continued positive communication in all staff areas, an Administrative commitment to discuss issues with the inmate population via the Prisoners' Representative Committee, along with high staff visibility and accountability will hopefully continue to result in maintaining problems at a manageable level.

As we enter into the 1989-90 reporting period we, with our new name, New Jersey State Prison, look forward to a year filled with hope and expectation. We intend to meet the needs of the Department of Corrections by maintaining a safe and secure facility that is fiscally sound.

POPULATION MOVEMENT AND INMATE CHARACTERISTICS

The daily population for New Jersey State Prison for the month of July 1989 was 2300 as compared to 2215 for the month of June 1988.

During the fiscal year of 1988, the following releases were processed:

Parole	229
Escape	2
Release by Court	8
Release by Court to I.S.P.	30
X-Maxed	67
Deceased	13

During the fiscal year of 1988, the following transfers were transacted:

<u>INSTITUTION</u>	<u>TO</u>	<u>FROM</u>
Prison Reception Unit	3	561
East Jersey State Prison	136	80
Bayside State Prison	59	49
Northern State Prison	25	26
Southern State Prison	43	56
Mid-State	55	83
Riverfront State Prison	17	19
Mountainview	55	83
Wagner Youth Cor.	13	23
Garden State	0	9
ADTC	4	5
Interstate	7	3
Halfway House	81	14

The New Jersey State Parole Board conducted the following hearings:

Initial	686
Panel	465
Parole Violators Received --	
Technical Violators	8
Violators w/Additional Sentences	3

The Special Classification Committee's cases reviewed:

Administrative Segregation	1916
Management Control Unit/	
Protective Custody	1054
Protective Custody	809
Special Medical Unit/	
Special Classification Committee	195
Vegetarian Diets	80

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The following is the breakdown for fiscal year 1988 to 1989 for the Prison Classification Committee:

Routine Reviews	1106
Not In-Person Reviews	1405
Program Changes	644
New Men/Recycles	686

The following is the breakdown for fiscal year 1988 to 1989 for the Jones Farm Classification Committee:

Routine Reviews	102
Not In-Person Reviews	19
Furlough/RCRP Consideration	558
New Men	400
TWIN Program	75

PROFESSIONAL SERVICES

During the fiscal year of 1988-1989, the Professional Services Department continued to focus attention upon expanding the scope and quality of treatment services and programs to the inmates at New Jersey State Prison and its satellite units, Vroom Readjustment Unit, and Jones Farm, from intake to release.

The Treatment Support Team met on a weekly and as needed basis providing a multi-disciplinary approach assessing and coordinating treatment intervention to inmates experiencing crisis situations.

The Chaplaincy Department had another productive year in providing numerous religious services, retreats, banquets, and holiday celebrations for the inmates.

The Social Work Department has made great strides in expanding the Behavior Modification and Stress Management group counseling. Most Social Work staff have been trained and are qualified to conduct groups. The Substance Abuse counseling component of the Social Work Department Counseling Program has had difficulties increasing the number of groups due to staff shortages, and a lack of qualified staff to run the groups. It is anticipated that said programs will be energized this coming year with additional staff, training, and possibly volunteers. Presently, there is a reduction in all treatment and program activities due to staff vacancies and an employee hiring freeze.

The Psychology Department has continued to provide the inmate population with psychological services in spite of the limited staff, and an increase in the number of "problem inmates" with psychological/psychiatric histories in need of close supervision. Centralized housing for the aforementioned inmates has aided staff in closer monitoring. There were 107 commitments to the Forensic Hospital during the year. Weekly meetings with the Forensic Team Leaders and psychology staff have continued to be helpful in monitoring treatment.

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The Education Department has continued to provide a diversified learning experience for the inmate students. Six inmates received their G.E.D., twenty-one graduated from Vocational School, and two inmates were presented with an AA certificate through Mercer County Community College. The annual graduation exercises and luncheon were held in the outside court yard with Mayor Holland of Trenton, New Jersey as guest speaker. The evening school has continued to be productive with a variety of academic, college, and enrichment courses being offered. Staff teacher William Hahn was chosen as Correctional Teacher of the Year by the Correctional Education Association - Region I.

Paralegal services were extended with an increase in the number of paralegals providing services. There were some modifications and revisions in the Legal Access Program to better serve the inmate population. Paralegals are responsible for specific close custody units which provide for better accountability of services being provided.

The Volunteer Program continues to be prosperous and grow with 125 volunteers providing services to the inmates at New Jersey State Prison Main and Jones Farm. The Volunteer Program encompasses several diverse groups and interests in an effort to bring quality community programming within the Prison's walls through community volunteers. Volunteer groups include the following: Princeton Theological Seminary, Bridge Ministries, Spanish Mennonite, Christian Science, Jehovah's Witness, Pitman Ministries, Jericho Ministries, Crusillo - Catholic group, St. Charles Catholic Seminary (providing pastoral counseling), Behavior Modification (counseling to assist inmates to manage the stress in their lives more positively), Veteran Outreach Program (a supportive counseling group for veterans), Learning Is For Everyone (individual tutoring, teaching inmates to read), Toastmasters (teaches inmates the art of public speaking), and Alcoholics Anonymous and Substance Abuse (self-help group providing awareness, support, and maintenance of sobriety to inmates who have problems with the disease of alcoholism and substance abuse). On May 5, 1989, New Jersey State Prison honored its volunteers with a recognition banquet, and small token gifts of appreciation. Assistant Commissioner Gary Hilton was the keynote speaker of the event.

There is an on-going effort to recruit volunteer, teacher, chaplaincy, social work, and psychology interns.

The Recreation Department expanded its sports activities to include a Powerlifting Team. A powerlifting cage was constructed in the gymnasium to hold all the weights needed for the program. Other sports continued, such as: Varsity Basketball, Basketball, Flag Football, and Boxing (one of the top favorite programs). Two Recreation Sports Banquets and the annual July 4, 1989 Track and Field Day again proved to be very successful events.

Professional staff was given the opportunity to participate in numerous training and developing seminars to promote professional and personal growth including the following: Certified Public Managers Program, New Jersey Education and Mid-Atlantic States Correctional Association, Alcohol and Drug Abuse, Leadership

Training, Communication Skills, Management/Supervisory Training, Power of Communication, and Delivering Effective Services Through Interpreters, in addition to numerous departmental and institutional in-service training including Stress Management, Behavior Modification, and Suicide Prevention.

Professional Services again realized its established goals and will continue to focus upon improving the quality of treatment services and programs to the inmate population.

SOCIAL SERVICES

The Social Work Department has worked very diligently to provide services to the inmate population, and to meet the needs of the institution.

The Department continued to service inmates at the Main Complex and its satellite units. During the year, it has been possible to "stabilize" provision of service to the 2,200 plus inmate population.

Direct service activities included inmate contact to conduct interviews and counseling. Other direct services include assessing behavior/attitudinal problems, verifying family emergencies (death, illness, and accidents), assisting inmates to cope with situations and issues relating to their confinement ensuring protection of their individual rights, equalizing inequities whenever possible, crisis intervention, notary service, individual counseling, liaison between an inmate and his family, outside agencies, and other community components.

Administrative activities included supervisory functions, report writing, preparation of paperwork for various institutional classification meetings, participation in Classification Committee meetings including Prison Classification, Vroom Readjustment Unit, Jones Farm, Protective Custody, Management Control Unit, Marriage Committee, Treatment Support Team, Capital Sentence Unit, and Not In-Person Special Classification Committee.

Extensive training and supervision continues to be provided to new staff social workers. New staff members are trained in all aspects of institutional social services (general population, close custody units, and delivery of service at the satellite units). On-going social service training and seminars are attended by all new staff members.

All Social Workers participated in some type of training during the past fiscal year. The following sessions were attended: Criminal Justice in New Jersey, Alcohol and Substance Abuse, Management of Violent Behavior, Alcohol and its Abuse, Affirmative Action Awareness, Suicide Prevention, AIDS Seminar, Management Stress Control, Behavior Modification, The Recovering Counselor, and Introduction to Ethics for Alcoholism Counselor.

The Veteran Outreach Program continues to function well. Speakers from the Veteran Administration visited the institution to address the group on issues which pertained to veterans; i.e., alcohol, drug abuse, and applications for Veteran Services when released.

This year the Social Work Department engaged in counseling to drug and alcohol abuse groups, individual counseling, and Behavior Modification groups. There is presently a waiting list for all categories of counseling as mentioned above.

Services provided for Hispanic inmates included interpretation for the Prison Classification Committee with in-person reviews, counseling inmates on various units in regards to financial matters (store orders, prison pay, and money remits), advising Hispanic inmates of programming opportunities and procedures to be enrolled in programs, and follow-up services on an as needed basis.

The Social Work Department assisted in coordinating inmate interviews conducted by the State Parole Board for Hispanic inmates.

The Social Work Department lost one bi-lingual social work position this year. The Department can not rehire because of the hiring freeze.

The number of documented inmate contacts by the Social Work Department this past year numbered 17,346. Group participation decreased during the latter part of the fiscal year due to staff vacancies and the job freeze.

The goals of the Social Work Department are to fill our vacant positions to increase the efficiency in which routine services are delivered, thus expanding the opportunities for staff to deliver counseling services that are both consistent with the training and needs of the prison population.

PSYCHOLOGICAL SERVICES

The last fiscal year has presented many challenges and difficult barriers in providing essential psychological services to inmates and staff at New Jersey State Prison.

As has been expressed over the last decade in reports by the Psychology Department, the trend of an increasing number of inmates with severe psychiatric problems being housed at New Jersey State Prison continues. In a report presented to the Governor's Task Force on Corrections and Human Services in March 1989, the Director of Psychology stated, "The figures represented here intend to demonstrate that without an increase in the services, and programs available, the risks inherent in the situation at Trenton will without doubt present a serious threat to the secure operation of the prison, and the safety of staff and inmates alike." This report was intended to document the continuing risks of attempting to provide psychiatric/psychological services at New Jersey State Prison without appropriate changes in staffing, procedures, and programming. It is appropriate to include in this report another excerpt from the Governors Task Force that summarizes the situation at New Jersey State Prison: "Over the last several years numerous factors have come together that have resulted in the re-emergence of a critical situation in addressing the needs of chronically disturbed inmates at Trenton, and controlling the risk these inmates represent."

- 1) Inmates are serving longer sentences, especially for violent crimes. This has resulted in less incentive for early release, greater stress in facing the time to be served, greater incidence of inmate to inmate crime, organized disruption of the institution, more desperate acts (hostage taking, assaults, etc.), and more consistent preying upon less functional inmates (mentally disturbed).
- 2) A greater concentration of "acting out" type inmates at New Jersey State Prison. New Jersey State Prison has become the central location in the state system for inmates who need close security, and high structure.
- 3) Due to a number of violent incidents over the past year, the housing areas within the institution at New Jersey State Prison have been reorganized to provide better security. This has resulted in the long-term lock-up area (Administrative Segregation), and the Protective Custody area being relocated within the West Compound (the old prison complex). Many of the chronically disturbed inmates end up in protective custody or administrative segregation due to their adjustment problems. Given the relocation of these areas, these inmates are experiencing greater stress due to smaller cells, higher noise levels, and closer contact with other inmates.
- 4) The Psychiatry/Psychology Department has experienced serious problems over the past years in maintaining staff, and hiring new staff. This problem has resulted in an overburdened existing staff, low staff morale, and a limited ability to consistently provide for the growing needs of the mentally disturbed inmates.
- 5) There has been a growing number of inmates who fake mental illness, make superficial cuts on their bodies, or make suicidal gestures to force staff to react in order to gain mobility to other areas of the institution, and or avoid the environment of lock-up. These inmates draw the attention, time, and energy of professional and custody staff, in addition to tying up needed observation cells.

While the number of inmates committed to the Forensic Hospital has significantly decreased over the last five years for reasons discussed above, New Jersey State Prison has remained by far the most frequent sender. For the period from November 1986 to January 1989, New Jersey State Prison represented 41% of the commitments to the Forensic Hospital.

The concern of this report is that the steps taken to reduce commitments and maintain inmates at New Jersey State Prison have created a "backpressure"; i.e., more frequent incidents related to psychiatric inmates such as cell fires, suicide attempts, assaults, destruction of state property, and self mutilation. In addition, the number of interventions necessary and the number of inmates needing follow-up and monitoring on medication has become unmanageable.

In being responsible for communicating the reality of the situation, this report was made record. However, without responsive action by the Department of Corrections and Human Services, the line staff can only provide a limited level of intervention and treatment.

Although staff turnover and recruiting new staff have continued to be problematic, all but one full time position has been filled in the Psychology Department to date. This was accomplished by repeated advertising and spending time providing candidates with information relating to the quality clinical supervision and professional development available.

The vital consulting services utilized by the Psychology Department were jeopardized this year as a result of the enforcement of outdated standards for payment. The temporary loss of these services resulted in the full time line staff assuming responsibilities for various evaluations and reports requested by institutional committees.

The Psychology/Psychiatry Department spent extensive amounts of time this year working with the Attorney Generals' office to develop briefs and present cases in "in-house" commitment cases for Capital Sentence Unit inmates in need of forced medication. We were successful in setting legal precedent for such cases.

As a Special Operations Group Trainer, the Director of Psychology spent numerous periods of time this year providing training to hostage negotiators and professional staff in regional locations. In addition, the Director of Psychology provided in-house training for all civilian and custody staff in the area of suicide prevention. There were four inmate suicides this year at New Jersey State Prison, and one custody staff suicide. It is hoped that further measures can be developed to detect potential suicides and provide intervention.

There were 107 commitments to the Forensic Hospital this year. Weekly meetings with the Forensic Treatment team leaders have continued to be helpful in monitoring treatment.

This year there were 4,369 field contacts made within the institution, with 2,195 of these in emergency situations. The daily count of observation cell use averaged between four to five inmates.

The inmates in segregated housing with active AIDS have continued to receive the services of a half time psychologist who provides group and individual therapy to the unit. Our full time psychiatrist supplements these services with the necessary medication therapy, and follow-up.

The Capital Sentence Unit continues to be provided with weekly psychological and psychiatric monitoring, as well as special contract services for inmates under court ordered medications.

Psychological evaluations continue to be requested at an increasing rate based on the growing population, especially at Jones Farm where the population has grown significantly over the last year. Evaluations have been completed within the requested deadlines as a result of regular monitoring and assigning of same. This year a total 6,419 reports and evaluations were completed by full and part time staff.

The Director of Psychology has continued to work with the Special Operations Group in responding to hostage and crisis situations throughout the state.

The Director of Psychology and the Assistant Director of Psychology continue to provide crisis intervention services for custody and civilian staff in reference to substance abuse and other personal problems. On-call beeper coverage continues to be provided by the Psychology Department on a twenty-four hour basis.

The Treatment Support team has continued to meet on a weekly basis to provide support for inmates in crisis, and assist in the monitoring of inmates with acute distress or disturbance.

Dr. George Saxton has continued this year to provide clinical consultation and supervision for staff. His expertise and experience in forensic psychology as a New Jersey Licensed Psychologist is invaluable.

FURLOUGH PROGRAM

The Furlough and Residential Jones Farm Community Release Program have been successfully implemented with the usual cooperation of all involved. There were 104 escorted furloughs; an increase of 13 compared to 91 last year, and 237 unescorted furloughs approved and completed; an increase of 101 compared to 136 last year.

Eighty-nine Jones Farm inmates participated in the various Community Release Programs, a decrease of 30 compared to 119 last year.

One hundred and fourteen civilian escorts were interviewed for the furlough program, an increase of 4 over last year's 110.

The Marriage Committee met once a month to approve or disapprove requested marriage considerations for New Jersey State Prison, Vroom Readjustment Unit, and Jones Farm inmates. Three weddings, a decrease of three, and four licensed marriage trips, a decrease of two, were arranged and completed.

The inmates and inmates' family requests for community visits for immediate family compassionate and funeral trips were granted by the Administrators as needed. There were 69 funeral trips; an increase of 10 over last year's 59, and 5 compassionate visits; a decrease of 7 over last year's 12 successfully completed.

EDUCATIONAL PROGRAMS

In an effort to meet the everchanging needs of our students, the Education Department continued to grow this past year. The program requires that all students master the core of each discipline taught. We are fortunate to have a full time day staff that addresses our elementary, junior high and high school levels, and an evening program that concentrates on college level, English as a Second Language, and enrichment courses. Approximately 1,260 men were involved in Educational programs during the year. Once again, we were able to present G.E.D. diplomas, outstanding student achievement awards, and academic advancement certificates at a very successful graduation ceremony. Additionally, this year, for the first time since 1985, we presented AA certificates through Mercer County Community College (two students received their diplomas). The following is a listing of some of the significant accomplishments during the year.

- 1) One of our fine teachers, Mr. William Hann, was chosen as Correctional Teacher of the Year by the Correctional Education Association - Region I.
- 2) Six G.E.D. graduates.
- 3) The development of a Paralegal Writing Workshop.
- 4) Upgrading of our Testing Program. A total of 281 were tested during the year.
- 5) Six hundred and forty-eight men were a part of our orientation program.
- 6) The introduction of Computer Assisted Instruction classes for all day-time students.
- 7) The development of a Video Library in our Art Program.
- 8) A variety of staff training activities including writing, computer, math, language, NJEA convention, and CEA convention.
- 9) The development of a very successful Vroom Readjustment Unit School program. For the first time, there is a waiting list of students and the school is always at capacity.
- 10) The development of a computer assisted Close Custody educational delivery system.
- 11) The upgrading of our College programming through the excellent work of the college coordinator.

We have had another very successful school year for our evening school program, not only in terms of student enrollment and achievement, but also with respect to curriculum development. The following courses were offered last year.

Hispanic Orientation
English as a Second Language (III & IV)
Spanish for Non-Hispanics (I & II)
Jones Farm A.B.E./G.E.D.
L.I.F.E. (Learning Is For Everyone)
Instrumental Music
College - Urban Sociology
College - Personality
College - English Composition I
College Remediation - Reading II
College Remediation - Writing/English
College Remediation - Computational Math
College Remediation - Algebra
Vocational Education Remediation - Reading
Vocational Education Remediation - Mathematics
Typing I & II
B.A.S.I.C. Programming I
PASCAL Programming I
Senior Men
Toastmasters International
African History III
College - Topics in Mathematics
College - Social Problems
College - English Composition II
College Remediation - Reading II
College Remediation - Computational Mathematics
Introduction to Paralegal Functions
Poetry Workshop

The following is a list of noteworthy developments.

- 1) A new course syllabus was developed for each of our evening course offerings. The syllabus includes the course description, the grading and attendance policy. It also contains the course outline which indicates important test dates and the sequence of chapters/units to be covered during the semester.
- 2) It is now a standard procedure to send a "course offering" notice to all men in general population prior to the beginning of a new course. The offering is a short description of course entrance requirements. Our inmate population has enthusiastically responded to these notices resulting in a competitive environment between interested students.
- 3) The L.I.F.E. program has expanded to three nights. We hope to secure additional funding for this important and popular program.
- 4) The E.S.L. and Hispanic Orientation curriculum have expanded and are considered to be a valuable educational assistance program for the enrichment of non-English speaking Hispanic community.

Goals for the remainder of the year are to continue to provide quality classroom instruction by utilizing the holistic scoring technique for the initial diagnostic exam as well as for achievement testing in our writing component.

Six college level courses were offered in conjunction with Mercer County College. We have been fortunate to maintain this level of activity despite the cuts in programming caused by budgetary limitation this past year throughout the Department of Corrections. The goal and objective of our College program is to provide a meaningful education so that our students may strive into a new insight of who they are, and what they may become. The emphasis of our College program is liberal arts education which provides basic skills that are easy to transfer to any job available.

We continue to work as liaison with the Administrator with respect to our Prisoners' Representative Committee. The Committee has enhanced its consistency this past year. There have been very few wing elections compared to last year when there were over twenty-one individual wing elections. A number of major items have been purchased via the Committee including a new movie projector for the Chapel Recreation area, a T.V. and VCR for the South Compound Visit Hall, and cameras for the Photo Project. At present, the P.R.C. has been without a secretary for over a month due to the secretary's placement into protective custody. The Committee is waiting for a hearing that might allow this individual to be reassigned to general population status. The Committee has also been granted permission to meet with civilian personnel during this year, including Ms. Elaine Ballai, Special Assistant for Legal Affairs, concerning disciplinary infractions; also, to Mrs. Edythe Herson of the Department of Corrections Board of Trustees concerning issues on living conditions, food preparations, and inmate welfare accounts.

The Prisoners' Representative Committee was able to conduct a very successful talent show for the general population during the year, the first of its kind in many years.

LIBRARY SERVICES

The major issue for the year was the revision of A.P.M. 13.108 whereby paralegals are assigned specific close custody units in contrast to the old system of paralegals having access to all close custody units. The revision of A.P.M. 13.108 has given more credibility and accountability to the Legal Access Program. It has also increased the number of paralegals in the Law Library. The present roster included twenty-one paralegals for the Law Library, and eleven paralegal assignments for the I.L.A. (Inmate Legal Association).

The present system also mandates that Traffic Control complete a daily log of all paralegals both entering and exiting each close custody unit. This system now enables the Education Department to track the servicing of all G-27's to specific close custody units. The log provides pertinent information which aids in responding to Legal Access Complaints.

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During the year, a teaching assistant was hired in the Law Library. He is responsible for handling all inmate legal calls and tracking all legal copying work. It is also the responsibility of the teaching assistant to schedule passes to the Law Library for the functions mentioned above.

Law Library:

G-27's	7,912	.057%
Voids	454	

Inmate Legal Association:

G-27's	1,913	.182%
Voids	348	

Total:

G-27's	9,825	.082%
Voids	802	

Since the new Legal Access Program has only been in effect for approximately two months, it is difficult to determine whether the percentage of voids are decreasing.

RECREATION

The Recreation Department functioned smoothly during fiscal year 1989.

One of the major successes of fiscal year 1989 was the development of a powerlifting team at New Jersey State Prison consisting of twelve inmates from each side of the institution's AM and PM status. A powerlifting cage was constructed in the gymnasium to hold all the free weights needed for the program. The powerlifting cage is also available for staff use and is used heavily by custody personnel on "off hours".

There have been two in-house powerlifting tournaments during this fiscal year, and one inter-institutional meet against Albert C. Wagner Correctional Facility. The powerlifting team did excellently in their first inter-institutional meet by taking first, second, third, and fifth places in the top six slots during the Wagner meet. More inter-institutional meets are planned with other institutions. Plans for the future include holding the Department of Corrections Recreational Committee State Powerlifting meets at New Jersey State Prison during fiscal year 1990.

The Boxing Program functioned smoothly during fiscal year 1989 and is still one of the favorite programs at the prison. During fiscal year 1989, five inter-institutional boxing matches were held; two with Albert C. Wagner Correctional

Facility, one with Garden State Correctional Facility, one with Riverfront State Prison (Riverfront cancelled one), and one with Passaic County Jail. A proposal is currently under consideration to move the Boxing Program from the Chapel Recreation Area to the Gymnasium; this would also include moving the boxing matches from the Chapel Recreation Area to the Gymnasium. Approval of this proposal will make the program superior. As the program expands, attempts are underway to utilize the all-purpose gymnasium for future matches.

The New Jersey State Prison Varsity Basketball team competed in the Department of Corrections Recreational Committee's Basketball Tournament for the second year. The New Jersey State Prison Basketball Team was the defending champion team and made it to the finals this year. Overall participation continues to be very favorable.

The in-house Intramural Basketball Program was very successful during the fiscal year 1989 season with eight teams per side (16 teams) competing in the league. The league season culminated with a championship seven-game series which was held in the gymnasium. The PM team champions won in the seventh game of the series over the AM team champions.

The Flag Football season functioned smoothly during fiscal year 1989. A three-game series was held in the Big Yard between the AM team champions and the PM team champions, with the PM champions winning the best two out of three games.

The annual Track and Field/July 4th/Hoagie Day was a major success for the fiscal year 1989 season. Awards were given out to participants in 3-point shooting, push-ups, sit-ups, 440 run, 440 relay, mile run, 50 yard dash, and pull-ups. The Special Medical Unit entered some competitors and were included in the awards. This has been an annual event which will most likely continue.

Two Sports Banquets were held during the fiscal year 1989 season in which individual and team awards were given to inmates participating in various programs throughout the year.

Movies continue to be shown to the General Population via 16mm projectors each weekend, and on holidays. A new sound system and projector were purchased during fiscal year 1989 which improved the quality of the movies.

Video Cassette Recorder movies continue to be shown to the Medical Unit on Fridays of each week.

Video Cassette Recorder movies have been shown to the inmates on the Capital Sentence Unit once a month, usually the last week in each month.

Playing cards continue to be picked up periodically from Harrah's Hotel and Casino in Atlantic City, New Jersey. Cards were picked up four times during fiscal year 1989. The cards are disbursed to the entire inmate population through the Prisoners' Representative Committee.

Jones Farm recreational activities functioned smoothly during the fiscal year 1989 season. The Jones Farm Softball team continues to compete in the Ewing Adult Softball League and made it to the play-offs. The team had a good season and the program was a major success.

All activities functioned smoothly during fiscal year 1989 at the Vroom Readjustment Unit. Equipment is given when requested.

VOCATIONAL PROGRAMS

The Vocational Education Program has continued to run smoothly during the past year. Student enrollment has remained constant with an average of sixty-five students during the AM/PM. This has been one of our most successful years with student completions. We experienced the normal loss of students to institutional transfers, lock up, protective custody, and administrative segregation. However, there were twenty-one students who graduated and participated in the graduation ceremony.

Some of the program highlights are as follows.

- 1) The Building Trades class built a scaled down model of a single family house. The students received daily instruction on architectural design in planning every phase of the house. Students used drafting tools, determined what materials were going to be needed, analyzed the cost, ordered materials, and built the house. The project solidified the group creating a cooperative team spirit.
- 2) The Graphic Arts students were involved in reorganizing the institution's identification badge system. They produced 580 highly visible institutional identification badges.

The Vocational staff attended various conferences during the year including the Correctional Education Association, New Jersey Educational Association, and Trade & Industrial Education of New Jersey to name a few. The Graphic Arts and Electronics classes were able to upgrade their equipment during the year.

MEDICAL SERVICES

The annual report of the Medical Department of New Jersey State Prison and satellite facilities reflects the continuing expansion of services to meet the increasing demand for health services. The increasing demand for medical services continues to cause an inordinate strain on existing human and physical resources. A systematic review of the monthly reports in this reporting year documents the clear and evident fact that New Jersey State Prison medical services are providing services to inmates within New Jersey State Prison and satellites, and is assuming an unofficial role as a medical coordination center for inmates who are ill

statewide. Consultant medical services has increased to such an extent that on a daily basis, inmates statewide are transported to New Jersey State Prison for access to medical specialists who are consultants. Riverfront State Prison has incorporated a special clinic for Urology - Dr. Nugent and Dr. Rezvan. Fares Surgical has also instituted special clinics which should help alleviate some of the outside traffic for New Jersey State Prison.

Dental services continue to intensify efforts to extend and renew their commitment to maintain the quality of professional dental care here at New Jersey State Prison and its satellite institutions.

There have been extensive changes instituted in the Medical Department. A nurses' lounge has been constructed in the Infirmary area, as well as the installation of new lockers for use by the medical staff. On July 3, 1989, a new copy machine was installed in the clerical office. This will alleviate the need for the secretaries to constantly leave the department for copying, and also maintain the constant flow of paperwork as well as the confidentiality of medical records, reports, etc. Earlier this year, the clerical staff received a new computerized typewriter which enables them to better handle the various typing assignments faster and more efficiently. Security mirrors/reflectors were installed in the physical therapy room thereby enabling the Clinic Officer to better monitor the actions of inmates receiving therapy, and also the safety of medical staff passing through the physical therapy room. The Medical Department received new stretchers this year, as well as ten new beds for the infirmary.

The Special Medical Unit now has a nurse, with her own office, assigned to that area which not only puts less of a strain on the clinic and infirmary nurses, but also helps to reduce some of the anxiety felt by inmates housed in that unit in the event of an emergency. In addition and more importantly, this eliminates the sometimes vital time loss when a nurse must travel from the clinic or infirmary to get to that unit in an emergency situation. A portable x-ray machine has also been installed in this unit which eliminates the need for inmates to be transported to the hospital for routine x-rays. The Dental Department continues to function efficiently.

Medical seminars are being held continually for our professional staff and inmates. New information concerning AIDS and Drug Abuse are being discussed. These seminars will continue to be an ongoing practice here at New Jersey State Prison.

The nursing shortage continues to affect this institution. To help minimize this, nursing agencies have been utilized. Earlier this year, a computer was installed in the pharmacy and we are discussing the possibility of computers for the Medical Department.

In conclusion, with the hopes of adding additional staff and the computerization of the Medical Department, we hope to be able to achieve a higher quality of care and service here at New Jersey State Prison.

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The Medical Department, in increasing institutional responsibility; i.e., New Jersey State Prison and satellite inmates, statewide medical consultant referrals, psychiatric commitments, and occupational employee health, will also inevitably necessitate increased staff/human resources and additional physical plant allocations.

Constant Medical Surveillance annually:

3B/3BR	138	Inmates using wheelchairs
2FF	1	Inmates using wheelchairs
	415	Inmates are being monitored twice daily to be sure that the inmates are receiving their medications
1EE	399	Inmates are being monitored closely to see if they are taking their medications. This is recorded on two separate medication cards.
1FF	415	Inmates being constantly monitored
Infirmery	31	Inmates presently being monitored closely
1C	32	Inmates on suicidal watch daily

Infirmery Date:

Total patients	1,114
Total admissions	1,028
Total discharges	907
Daily patient census	102
Average daily patient census	121
Average number of days per patient	49
Permanently housed in Infirmery	42

Outpatient Date:

Medical return - Adult Diagnostic & Treatment Center	98
Medical return - Albert C. Wagner Correctional Facility	150
Medical return - Atlantic County	2
Medical return - Bayside State Prison	98
Medical return - Camden County	5
Medical return - Court	132
Medical return - Cumberland County	1
Medical return - East Jersey State Prison	213
Medical return - Edna Mahan	1

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Medical return - Essex County	15
Medical return - Funerals	30
Medical return - Garden State Reception & Youth Correctional Facility	247
Medical return - Gloucester County	1
Medical return - Hudson County	1
Medical return - Jones Farm	727
Medical return - Juvenile Medium Security	9
Medical return - Mercer County Jail	4
Medical return - Mercer County Work House	9
Medical return - Mid-State Correctional Facility	218
Medical return - Middlesex County	1
Medical return - Monmouth County	2
Medical return - Mountainview Youth Correctional Facility	139
Medical return - Northern State Prison	196
Medical return - Prison Reception Unit	189
Medical return - Pyramid House (Newark)	2
Medical return - Passaic County	1
Medical return - New Jersey State Prison	2,381
Medical return - Riverfront State Prison	101
Medical return - Southern State Prison	169
Medical return - Trenton Psychiatric Hospital	57
Medical return - Somerset County	3
Medical return - Union County	2
Medical return - Vroom Readjustment Unit	267

Total referred to Department	5,471
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Laboratory Report:

Damon Labs	1,798
Miscellaneous:	
X-ray exposures	5,118
Haltor monitors	10
Electrocardiograms	134
Ultrasound	2
EEG's	24
Echo cardiograms	2
2-D Echos	2
Inmate accidents	693
Deceased	20

Consultant Clinic Visits:

Dr. Chaudry - Neurologist	225
Dr. Cottone - Surgeon	541

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Dr. Elwing - Optometrist	643
Dr. Fares - Surgeon	89
Dr. Levenberg - Internal Medicine	833
Dr. Huhn - Dermatologist	624
Dr. Hutchinson - Otolaryngologist	585
Karmack Shoes	264
Dr. Jaferi - Cardiologist	112
Dr. Nugent - Urologist	138
Dr. Packer - Oculogist	53
Dr. Rezvan - Urologist	92
Dr. Ricketti - Pulmonary Specialist	1,108
Dr. Scheurman - Neurosurgeon	95
Dr. Wisler - Podiatrist	604
Dr. Berrisford - Physical Therapist	1,657
Trenton Orthopedic Group	779
Dr. O'Bryne	94

Outpatient Services:

Helene Fuld Medical Center	914
Beth Israel Hospital	16
St. Lawrence Rehabilitation Center	3
St. Mary Hospital	1
St. Francis Medical Center	736
St. Francis Medical Center/Emergency Room	47
Dr. Babar	2
Dr. Bammer	1
Mr. CoCo	7
Dr. Cohen	2
Dr. Domaio	1
Dr. Epstein	9
Dr. Fishman	1
Dr. Hindawni	1
Dr. McEliece	2
Dr. Messengill	1
Dr. Somerstein	1
Dr. Whittenbourn	1

Dr. Rose - Oral Surgeon:

Adult Diagnostic & Treatment Center	17
Bayside State Prison	16
East Jersey State Prison	30
Mercer County Jail	1
Mid-State Correctional Facility	59
Mountainview Youth Correctional Facility	39

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New Jersey State Prison	339
Riverfront State Prison	26
Southern State Correctional Facility	19
Vroom Readjustment Unit	18

Dental Clinic:

Patient visits	4,156
Initial exam	1,532
X-rays	456
Treatment plan	786
Re-exam	719
Forcep extraction	624
Surgical extraction	583
Sutures	584
Post operative treatment	357
Medication	816
Amalgam restoration	756
Temporary restoration	362
Synthetic restoration	661
Full dentures	171
Partial dentures	315
Relines	119
Impressions	385
Bite registrations	330
Try-in	288
F/F repairs	92
F/F adjustments	225
Crowns - por. acr. or aud	23
Bridges - No. of units	97
Periodontal treatment	623
Prophy	907
Endo	66
Anesthesias	3,188
Oral hygiene instructions	1,455
Floride treatments	11
Consultations	1,928
Broken appointments	633

RELIGIOUS SERVICES

During the past year, all religious groups met weekly for worship services and religious instruction classes as scheduled. The attendance increased slightly from the past year. The level of interest in religious activities was very high and the inmates' responses were very positive. Those who attended looked forward to meeting week after week. Though it is difficult to measure, many of the prisoners have given testimonies to the fact that their faith and involvement

in religious programs have made a major difference in their abilities to cope with prison life in general. The Chaplains, through worship services and pastoral counseling, have provided an environment that is very conducive to rehabilitation and wholeness.

The Protestant community was highlighted by various special events during the year. Two Baptismal services were held during the year for a total of twenty-one persons who were baptized into the Christian faith. Special Communion services were held three times during the year. A special worship service was held on Ash Wednesday to commemorate the beginning of the Lenten Season; palms were given out to the congregation on Palm Sunday, and services were held on Good Friday and Easter Sunday. A very noticeable addition to the Protestant Worship services is the development of the church choir. There are now two singing groups in the Protestant Worship services. The message in songs from the choir has added a deeper dimension to the worship experience. During the spring season, the choir led a worship exclusively in music. The service had a lasting impact. The church choir made a very valuable contribution to the 1989 Commencement exercise. Those in attendance were inspired in a very positive way. Another highlight of the past year was the inter-denominational spiritual retreat (KAIROS). On January 19-22, 1989, fifteen chaplaincy volunteers under the supervision of the Chaplain conducted the spiritual retreat. It was a very positive experience for all who participated. Joy and peace was felt throughout the retreat. Monthly follow-up meetings were held to ensure the continuity of the experience.

The Catholic community, under the leadership of Fr. O'Toole, has grown considerably both in quantity and quality. During the year, special masses were held for Thanksgiving, Holy Day of Obligation, All Saints Day, Christmas, New Years, Ash Wednesday, Palm Sunday, Maundy Thursday, Good Friday, and Easter. To supplement the worship services, religious films, seminars, and visiting guests from the Catholic community were a part of the religious experience. Among the visiting guests was the Bishop of the Metuchen Diocese. Also contributing to the spiritual well-being of the men was a Spiritual Retreat in September, and another in May. Both were led by groups of religious volunteers from various communities. The retreats had a very positive impact upon the participants and the prison in general.

The climax of the year was the coming together of the Protestant and the Catholic communities for the Christian Fellowship Service during the Christmas season. A home cooked meal was donated and prepared by the church community. For three hours, love, joy and peace saturated the room. The event is still being talked about as a very climactic experience. Both Catholics and Protestants shared in the spirit of Christmas through the giving of cards and small gifts at the Christmas service.

In addition to the English speaking Catholic and Protestant worship services, worship was held in Spanish on a weekly basis for the Protestant and Catholic Spanish speaking inmates. These services followed primarily the same format as

the English speaking services. The Hispanic Chaplain also came in to conduct Bible Class weekly, and pastoral counseling upon request. In similar fashion, the Hispanic Christian community (both Protestant and Catholic) combined their efforts to enjoy an afternoon of peace and fellowship on a separate occasion. Through the contribution of the Hispanic Church community, a home cooked meal was prepared which enabled the men to experience their native culture. This event was also a memorial occasion.

The Islamic community had a very productive year. At the beginning of the fiscal year, they were without the leadership of an Imam. However, on December 6, 1988, the institution acquired the services of a new Imam. As a result of his leadership, we have seen marked improvements during the past year. The Imam devoted much of his time to teaching the basic fundamentals of Islam. As a result of the classes, many of the misconceptions of Islamic Doctrine and Tradition and Laws were clarified. During the year, the Islamic community celebrated the Eid-al Adha (Feast of Sacrifice) and the Holy Ramadan season. The Ramadan season began with a special preparation service on April 6, 1989. The Islamic community observed the Ramadan Fast each day from daybreak to sundown. The Ramadan season was very fruitful. The Post-Ramadan Feast was held on May 9, 1989. It was a joyful occasion. The Islamic community was very pleased with the Ramadan observation and the Feast. The post-Ramadan celebration was enhanced by various dramatic entertainments performed by members of the congregation.

Through the assistance of volunteer Chaplains, the close custody units were assured pastoral care and counseling on a weekly basis. The volunteer Chaplains have been a viable part of the Chaplaincy program during the year.

The Student Chaplain internship program was also a major part of the pastoral ministry during the year. Nine students from Princeton Theological Seminary, and two from St. Charles Seminary combined to provide weekly pastoral coverage on all wings in population. The Student Chaplains also did follow-ups on men who left their area and entered a close custody unit.

Weekly worship and pastoral counseling was also conducted at Jones Farm. Worship services were provided for Catholic, Protestant, Islamic, and Jewish inmates. Twenty-five new converts were baptized into the Christian faith during the year. The volunteer Chaplains did a fine job in the past year.

The Chaplaincy Department's mission was enhanced significantly through literature. Donations from various religious groups and organizations, literature such as Bibles, books, magazines, correspondence courses, dictionaries, and a variety of Greeting and All Occasion cards were made available to inmates through the Chaplain's Office. Having cards available has enabled many prisoners to enhance their family relationships.

The Jewish community met bi-weekly constantly during the year. They were permitted to observe all Jewish religious holidays. The appropriate food items were obtained for each holiday in coordination with the institutional Rabbi. Visiting Rabbis also participated on some special holidays.

The Special Medical Unit, though small in size, had the benefit of Protestant, Catholic, Islamic, and Hispanic worship services during the year. The worship services averaged from six to fifteen per service. The Special Medical Unit was also included in the Special Christmas Fellowship Service. The Catholic Bishop shared in the special Holy Week service in the Special Medical Unit.

During the year, the Chaplaincy Department attended all Department Head meetings, inmate, staff and volunteer orientation, Treatment Support Team meetings, Capital Sentence Committee meetings, and Marriage Committee and Call meetings.

The Chaplains participated in six State Chaplains Association meetings and several seminars which related to ministerial growth. These meetings were very productive and helpful for self-evaluation and preparing Chaplains to provide a more fruitful ministry.

In summary, it was a very fruitful and productive year. The present Chaplaincy staff and volunteers have provided us with the greatest potential ever to adequately provide the spiritual atmosphere that is necessary to effect changes in the lives of prisoners. We look forward to greater things in this coming year.

Service	Total No. of Meetings	Total Yearly ATDC
Catholic Mass	50	2,193
Spanish Mass	49	986
Catholic instruction	49	305
Catholic discussion	49	298
Protestant worship	50	3,240
Spanish worship	49	807
Bible study (A)	49	645
Bible study (B)	48	720
Bible study (SP)	40	539
Islamic worship	50	5,210
Islamic instruction (A)	20	360
Islamic instruction (B)	20	238
Islamic meetings	40	227
Christian Science	37	59
Jehovah Witness	39	110
Jewish worship	25	83
7th Day Adventists	33	163
Materials distributed:		
Bibles	603	
Dictionaries	337	

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Magazines	1,970 approximately
Tracts	3,350 approximately
Cards - Greeting/Christmas	10,922
Assorted periodicals	3,700 approximately

CUSTODIAL ACTIVITIES

July 1988:

On July 12, 1988, New Jersey State Prison was in a lock down status due to a major disturbance. Various changes were effected due to the lock down. We resumed normal schedule the following week with several officers and supervisors remaining off duty due to serious injuries.

During the month of July, 1988, promotions were effected; Senior Correction Officer E. Froman to Correction Sergeant, Senior Correction Officer T. Wills to Correction Sergeant, and Senior Correction Officer W. Wise to Correction Sergeant. Also, Sergeant M. Salaga and Sergeant R. Clausen were promoted to Correction Lieutenants.

Sgt. S. Dobron transferred to Annandale. Sgt. D. Harrity joined our staff along with Sgt. P. Gangler.

August 1988:

Lt. J. Newton conducted a tour of our Key Control System with SCO H. Tiedeman from ADTC. This tour was very successful due to the lieutenant's knowledge and expertise.

Due to the on-going construction projects, a need for a Construction Sergeant was requested and granted.

September 1988:

Lt. J. Miller, Sgt. R. Campbell, and SCO F. Jackson were commended for their finding of a security breach in the North and South Compounds.

Sgt. H. Reynolds was promoted to Lieutenant at YCIB. SCO M. Golinski was promoted to Correction Sergeant at Jamesburg.

December 1988:

Lt. F. Clark, Jones Farm Supervisor, retired. The Administration at N.J.S.P. wishes the Lieutenant a very happy retirement.

January 1989:

Sgt. T.G. Harris from Avenel joined our supervisory staff.

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February 1989:

A new code, Code 22, was implemented for the purpose of an emergency in the accounting for the inmate population at N.J.S.P.; i.e., formal count, natural disaster, serious disturbance, missing inmates, etc.

March 1989:

New Jersey State Prison welcomed two new sergeants to our staff: Sgt. Vanbuskirk and Sgt. R. Flowers.

April 1989:

Due to Lt. Nangle's illness, Lt. W. Kowalczyk was reassigned to Jones Farm.

The N.J. Bell Telephone Directory which has detailed maps of the City of Trenton and surrounding areas was destroyed as they were located inside the perimeter of the prison. They represented a serious security threat.

May 1989:

Promotions: Capt. F.A. Valusek to permanent Captain
Lt. W. Smith to Correction Captain
Lt. W. Brown to Correction Captain

Jones Farm received an additional forty-eight inmates, and three new trailers to house these inmates.

June 1989:

In view of a recent assault on an officer, replacing of 7-wing light fixtures is under consideration by the Administration.

All transportation officers were advised that inmates being transported in handcuffs can break free by using seat belts in the vehicle.

UNTOWARD INCIDENTS

July 10, 1988: Inmate Ali #74892 has been an on-going problem for both custody and Medical Department with his attempted suicides, flooding out his cell, and threatening staff members. Internal Affairs had filmed all incidents pertaining to this inmate.

July 12, 1988: Mace was used to effect inmate Perez's #207980 move to 1C due to his uncooperative and assaultive nature. Internal Affairs videotaped this move.

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August 1, 1988: Administrative Segregation inmates were out on the tier for an unknown reason. West Compound supervisor was notified and investigated along with several officers. Inmate Gatto #210995 was observed lying on the floor of his cell with several lacerations about his body. Internal Affairs investigated this incident.

August 2, 1988: Inmate Lee #66332 started a fire in his cell and was throwing water at officers. Inmate Lee was subdued after a struggle and escorted to 1C. Internal Affairs videotaped this incident.

August 2, 1988: Inmate Ennals #78525 was maced after refusing orders for a move. Internal Affairs taped this incident.

August 8, 1988: Inmate Barber #209219 was maced due to his refusal to be transported to Trenton Psychiatric Hospital. Internal Affairs taped this incident.

August 9, 1988: Inmate Stone #204447 assaulted Officer Sanderson in his unit as breakfast was being prepared. Inmate Scott #57735 attempted to interfere and a code 33 was sounded. Officer Sanderson was treated at St. Francis Medical Center.

August 10, 1988: Inmate Carswell #207101 and inmate Peralez #71680 were charged with tampering with cell doors in 7-Left. Internal Affairs investigated this incident.

August 11, 1988: A shank was found in the cell of inmate Curry #66751. Refusal to go to 1-Left effected the use of mace. Internal Affairs videotaped this incident. No injuries to staff members.

August 28, 1988: While being transferred out of his unit, inmate Acevedo #206785 assaulted several officers. Officer Nelson sustained serious injuries to his eyes when this inmate threw a TV set at him, burning and cutting the officer's eyes with flying glass.

September 6, 1988: Mace was used on inmate McDaniels #72594 to effect a transfer. Internal Affairs videotaped this incident.

September 7, 1988: Due to inmate Waite's #201928 refusal of a transfer, mace was effected. Internal Affairs taped this incident.

September 8, 1988: Officer Fluck was assaulted by inmate Muhammad #74037 with a light bulb, cutting his face and requiring stitches. Inmate was escorted to 1-Left.

September 9, 1988: Inmate Johnson #206344 was involved in a physical confrontation with several officers. When the struggle was over, Officers Marczak, Feiraioli, and Varrell were sent to St. Francis for treatment.

September 14, 1988: Inmate Kaplan #207846 assaulted Officer Durham in IEE. Inmate Kaplan was ordered to step back against the wall; he refused and advanced toward Sgt. Gavin. Sgt. Gavin defended himself by striking this inmate. No injuries other than Officer Durham.

September 14, 1988: Inmate Sandoval #69864 assaulted Officer Jalloh. Officer Jalloh was taken to St. Francis.

September 25, 1988: Inmate Rossi #201235 had set fire to his cell. He was then escorted to 1-Left and ordered to strip; he refused. Internal Affairs was called for video coverage. Mace was applied after inmate refused to obey orders. No injuries to staff members.

September 26, 1988: Officer Ayala was assaulted by inmate Ali #74829. This inmate had armed himself when officers responded. Mace was applied and the inmate responded by throwing water on officers. Batons and shields were used when entering this inmate's cell. Inmate Ali was again assaultive when being examined at the clinic. Leg irons were placed on him. Internal Affairs taped this entire incident.

September 26, 1988: Inmate Cinque assaulted Officer McRae by hitting this officer several times. Officer McRae defended himself by using his slapper to the mid-section. Inmate was then placed on the flats of 1-Left.

September 30, 1988: When inmate Muhammad #205238 was let out for a shower (1C), he became very hostile. Internal Affairs was called, along with Ms. Holmes (Psychology Department). Inmate refused all orders given and was maced. No injuries to staff members.

October 1, 1988: Inmate Dennis #72453 assaulted Officer Sparta. Inmate was subdued and escorted to 1-Left. Officer Sparta sustained several cuts to face and shoulder.

October 11, 1988-Use of Force: When inmate Tariq #79591 was advised that he was being placed in 1-Left, this inmate threatened Officer Sequi. Sgt. Britton, along with several officers, responded to 7-Up. Inmate Tariq was very uncooperative and armed himself with his food locker. Mace was applied and the inmate subdued. No injuries to staff members. Internal Affairs videotaped this entire incident.

Various Dates: Inmate Breece continues to be a serious problem to custody staff at N.J.S.P. On four different occasions, this inmate reopened his wounds, requiring trips to outside hospital (10/15/88 through 10/19/88).

October 16, 1988: Inmates Zapata #201983 and Ciccollelo #67383 were involved in a physical confrontation. Both inmates were treated at the clinic, then escorted to 1-Left.

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October 18, 1988: Inmate Curry #66751 encouraged a group demonstration in 7-Right. Internal Affairs was called when this inmate refused his move to 1-Left. Mace was used to subdue this inmate. No injuries to staff members.

October 25, 1988-Assault on Staff Member: Inmate Winstead #66589 set fire to his cell. As he was being escorted to 1-Left, he assaulted Officer T. Little. Inmate was subdued and the escort continued without incident.

November 6, 1988-Housing Unit Search/Staff Assault: A search of 4B Housing Unit, North Compound, was conducted. Various contraband was seized; appliances with broken seals, unauthorized medication, weapon (found in a janitor's closet), and an address and phone number of Officer Hilderbrand (which was found in an inmate's cell). One incident did occur during this search; a code 33. Officer L. Ortiz was assaulted by inmate Guzman with a razor blade. Inmate was escorted to 1-Left after being subdued.

November 10, 1988-Code 33, 7-Right/Ad. Seg. Unit: Inmate Alvarez #76828 attempted to shank inmate Webb #61393. Sgt. Britton ordered Alvarez to drop his weapon; inmate then attempted to assault the Sergeant. Officer Sequi hit the inmate with his baton and inmate was subdued. Inmate Alvarez was escorted to 1-Left. No injuries to staff members.

November 11, 1988-Assault on Staff Member: Inmate Timinski #212931 assaulted Sgt. Gavin as this inmate was let out for a shower. Sgt. Gavin pushed the inmate back into the shower and locked the door. Responding officers assisted in subduing this inmate. No injuries to staff members.

November 11, 1988-Use of Mace/Staff Assault: Inmate Mitchell had flooded out his cell in 7-Right. Sgt. Britton was notified, along with Internal Affairs. This inmate refused to be cuffed. The inmate was maced and he was then escorted to 1-Left. Internal Affairs filmed this entire incident.

November 12, 1988-Code 33: Inmate Ennals #78525 was proceeding to mess without shoes on. He was ordered to return to his cell and refused, and assaulted Officer Campbell. Inmate Ennals was subdued and escorted to 1-Left.

November 14, 1988-Use of Mace: Inmate Respe #70311 was informed he was going to 1-Left after threatening an officer. Inmate refused to cooperate and Internal Affairs was contacted. Inmate Respe armed himself with a stool, and a pillow case filled with can food. Mace was sprayed. Officer entered the cell and Officer Guido was assaulted with the pillow case. Inmate was subdued and escorted to 1-Left.

November 15, 1988-Search of VRU: Thirteen officers were detailed to search the VRU. These officers were searching for contraband; hacksaw blades, etc. due to same being found in an inmate's cell. Mr. Morton and VRU Director, Mr. Johnson, were present at this time.

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November 21, 1988-Escape: Inmate Marrero #207100 escaped from N.J.S.P. The Command Post was activated along with all necessary personnel (3:55 am). Approximately 5:47 pm, inmate Marrero was observed on Lamberton Street, Trenton, NJ and was apprehended. The Command Post was then closed.

December 19, 1988-Use of Force/Mace: The 7-Right officers were assaulted by inmate Ali #74829 who was refusing to lock in his cell. The inmate had a weapon and Officer Moran was stabbed in the leg. The inmate was subdued and escorted to 1-Left where he assaulted Lt. Salaga. A short time later, he flooded out his cell and became assaultive again. Mace was applied but the inmate had hit Officer Pray in the head with a metal pipe. Ali was subdued and placed in a 4-point restraint. Internal Affairs videotaped the entire incident.

December 19, 1988-Death of an Inmate: Inmate Nunez #69445 was pronounced dead by Dr. Glickle. A search of the inmate's cell was conducted by Internal Affairs.

December 19, 1988-Code 33: Inmate Alvarez #76828 was very assaultive and was resisting efforts by officers to be cuffed. Officers subdued him and he was placed in 1-Left. No injuries to staff members.

December 21, 1988-Staff Assault: Inmate Davis #65451 assaulted Sgt. Froman and Officers Lashbrook and Grant. Sgt. Froman was taken to St. Francis Medical Center as a result of this incident.

December 29, 1988-Staff Assault: Inmate Deanne #209968 (1FF) assaulted Officer Jones. Inmate Webb #210151 assaulted Sgt. Fouse. Both inmates were subdued and placed in prehearing detention in their cells.

January 4, 1989-Staff Assault/Use of Force/Fire: A code 21 was announced in 7-Right. Inmate O'Quendo #205441 set fire to his cell. Inmate also assaulted Sgt. Britton, and batons were used to subdue the inmate.

January 5, 1989-Inmate/Inmate Assault: Inmate Best #75206 assaulted inmate Bragg #211722 by pouring hot water on him. Bragg was taken to St. Francis; Best was placed in 1-Left.

January 8, 1989-Code 99/Drawing of Weapon: During a code 99, Officer O'Brien drew his weapon at an unidentified person who refused to stop when ordered (this was outside the prison, Cass Street, during a code 99). Trenton Police officers assisted Officer O'Brien and identified this person.

January 9, 1989-Staff Assault: Inmate Webb #210151 assaulted Officers Mulryne and Cairo. Inmate was subdued and no serious injuries to officers.

January 10, 1989-Staff Assaults: A code 33 was announced in the gym corridor. Officers responded and were met with resistance from the inmates. A second code was then announced. When the melee was over, the inmates identified were sent to 1-Left. Sgt. Gavin and Officers Wisher, Stribling, and Dow were sent to St. Francis Medical Center.

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January 13, 1989-Attempted Suicide: Inmate Forsythe #213539 attempted suicide. A suicide note was found and turned into Internal Affairs.

January 20, 1989-Staff Assault: Inmate Mitchell #69154 assaulted officers as he was coming back from courtline. Officers Callahan and Nelson were sent to St. Francis Medical Center. No injuries to inmate.

January 26, 1989-Use of Mace: Inmate Ellerbe #200806 was maced due to his resistance of all orders given to him. Internal Affairs videotaped this incident.

January 27, 1989-Use of Mace/Force: Inmate Ennals refused his transfer to T.P.H. Mace was applied and once the inmate was subdued and taken to the clinic, the move was finally made. Internal Affairs filmed this incident.

February 28, 1989-Use of Mace: When inmate Mosi #79591 was advised of his move to I-Left, he refused. Internal Affairs was contacted and upon their arrival, again this inmate was advised of the move; he refused. Mace was applied. He was then escorted to I-Left.

March 2, 1989-Escape from Jones Farm: Inmate Whitecraft #215486 had escaped from Jones Farm. A search detail was dispatched. Inmate was apprehended and taken to New Jersey State Prison.

March 6, 1989-Use of Mace: Inmate Harper refused to be escorted to I-Left. Mace was applied and the move was made. Internal Affairs filmed this incident.

March 12, 1989-Attempted Suicide: Inmate Rossi #201235 attempted suicide by hanging. This inmate was examined and escorted to IC.

March 12, 1989-Death of Inmate: Inmate Furman #62178 had a seizure while out for recreation. The inmate was taken to the clinic where his vital signs were checked; Dr. Gibbons found none. Internal Affairs investigated this incident.

March 16, 1989-Use of Mace: Inmate Dunn #69166 was maced due to his refusal to move to IC. Internal Affairs videotaped this incident.

March 17, 1989-Assault (inmate/inmate): Inmate Feliciano #207840 assaulted inmate Kearney #207767 by throwing a hot oily substance on him. Internal Affairs conducted an investigation.

April 7, 1989-Suicide: Inmate Olive #64809 committed suicide by hanging. Internal Affairs conducted an investigation.

April 10, 1989-Inmate Assault: Inmate Dorsey #76826 was assaulted in the Big Yard. He was stabbed several times and taken to St. Francis Medical Center. Internal Affairs conducted an investigation into this incident.

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April 18, 1989-Use of Mace: Inmate Kane was maced due to this inmate's refusal to move to 1C. Internal Affairs videotaped this incident.

April 20, 1989-Use of Mace/Force: Inmate Brown #201124 was hostile and refused a move to 1C. Mace was applied but the inmate still refused. He was physically restrained and the move completed with Internal Affairs present.

April 24, 1989-Bomb Threat: New Jersey State Prison received a bomb threat by an unknown person. All pertinent personnel were notified. A search was conducted with negative results.

April 25, 1989-Major Fight in Big Yard: A code 33 in the Big Yard with supervisors and officers responding. Inmates had weight bars as weapons. Yard was then ordered to come in. The inmates involved were identified and appropriate action was taken. No serious injuries were reported.

May 15, 1989-Inmate Assault: Inmate Naji was assaulted by inmate Williams. Inmate Williams stabbed Naji with a metal shank. Internal Affairs conducted an investigation into this matter.

May 23, 1989-Staff Assault: Inmate Patterson #65339 flooded out his cell and had to be placed in a dry cell. While being escorted, he assaulted Officer Butler. Officer Butler was taken to St. Francis Medical Center for treatment.

June 3, 1989-Staff Assault: Inmate Curry #66751 assaulted Officer D.L. Brown. This officer responded by striking inmate and pinning him against the wall. Inmate Curry was taken to 1-Left.

June 26, 1989-Use of Mace: Inmate Hackaday #209698 was maced due to his assaultive and bizarre behavior. Internal Affairs videotaped this incident.

June 26, 1989-Use of Mace: Inmate Drake set fire to his cell and refused to come out. Mace was then applied while Internal Affairs taped this incident.

July 2, 1989-Use of Mace: Inmate Kane was maced due to his lack of cooperation and his disrupting the tier. Internal Affairs taped this incident.

July 14, 1989-Suspicious Activities: The SB 6 officer observed inmate "getting high". Upon completion of yard, inmates were strip frisked. One inmate, inmate Myers, refused to be frisked and assaulted Sgt. Campbell. Inmate then swallowed what appeared to be CDS. He was escorted to 1-Left and Internal Affairs took over the investigation.

OPERATIONS UNIT

The Operations Unit is established to manage all aspects of scheduling relating to uniformed officer personnel; currently 743 authorized senior correction officers

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positions, and 75 supervisors positions. This responsibility included daily work schedules, days off (vacation, administrative leave, and compensatory time), and sick calls. The Unit is also responsible for coordinating court appearances and medical trips for inmates. This is done by publishing a daily transport sheet identifying and explaining all inmate movement in and out of the institution.

Another task performed by the Unit is the maintenance of records for all uniformed staff, including their pay records. Every two weeks, a payroll must be submitted to the Personnel Department. This includes overtime earned and exceptions to the payroll. Shift Recapitulation Data is a form that identifies the shift authorized manning and approved basic post, plus additional posts manned during a particular shift. This form then is used as a management tool to show the utilization effectiveness of manning various requirements. This report is completed daily by shift.

Since August 1, 1985, the System 36 Computer System has been in use for custody officer scheduling and officer job bids. Custody payroll was put on the system in mid-March 1985, and the entire payroll is generated by the System 36 in coordination with the scheduling options. System 36 has been put on line by the officers and supervisors of the Operations Unit with little or no problems in all areas in which the system is used.

In January of 1989, supervisors from Vroom Readjustment Unit were trained in the use of System 36 Computers which enables them to have full use for custody scheduling, payroll, etc.

Operations supervisors also process all of the discipline for custody staff and copies of former discipline for the progressive step. Those staff members that receive an Official Reprimand are referred to the Employee Advisory Service. From July 1, 1988 to June 30, 1989, there have been 1,039 disciplinary charges served on custody staff at New Jersey State Prison.

Operations Unit has had 24 different job bidding periods with a total of 240 various positions in the institution being awarded.

TRAINING

Employment Interviews:

July 1988 - This month held no interviews for correction officer recruits.

August 1988 - This month held no interviews; a new list is expected for September.

September 1988 - Eighteen employee interviews were held. Fifteen applicants were hired.

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October 1988 - We have two vacant positions; no interviews this month.

November 1988 - No interviews were held this month.

December 1988 - Thirty-five interviews were held this month; thirty-one were hired.

January 1989 - Eighteen interviews were held; sixteen applicants were accepted.

February 1989 - No interviews this month. Fourteen recruits were in training. There were approximately eight vacant positions at N.J.S.P.

March 1989 - Twenty-one interviews were held this month; eighteen new recruits were hired.

April 1989 - Twenty-six applicants were interviewed; eighteen were hired.

May 1989 - No interviews were held this month.

June 1989 - Fourteen applicants interviewed; twelve were hired.

Orientation and Training:

July 1988 - Orientation was scheduled for all new staff members; cancelled due to emergency in the institution. Training was also cancelled due to an emergency situation in the institution.

August 1988 - Orientation was canceled due to an emergency situation in the institution. A class in the use of force and security and restraint equipment was held for all tower and transportation officers, as well as supervisors.

September 1988 - Orientation was held this month for all new staff members. Classes in the use of force on and off duty were held.

October 1988 - Orientation was held for all new staff members. Four sergeants were sent to First Line Supervisory Training. Four officers were sent to Suicide Prevention, Recognition, and Management Seminar. Five officers were sent to Advanced Correction Officer Training. Four sergeants and two officers were sent to Handler-12 Instructors Course. Three captains and one lieutenant attended Legal Issues Training.

November 1988 - Orientation was not held this month due to no new staff members. Eighteen correction officer recruits attended COTA Basic Training. One officer attended M.O.I. and Firearms Instructor's Class. Seven officers attended Advanced Correction Officers Training.

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December 1988 - Sixteen officers completed COTA Basic Training, with two returning. Three hundred and sixteen officers attended classes for the up-coming sergeant's test. One hundred and sixty-five attended make-up classes on edged weapons. Two officers attended class for Officer Survival for Women.

January 1989 - Two lieutenants were sent to COTA for a one day seminar. Thirty-three recruits were sent to COTA for Basic Training.

February 1989 - Orientation was held this month for fourteen custody staff members and nine civilian staff members. Three officers attended a class at COTA for Officer Survival for Women. Two supervisors attended a class at COTA for First Aid/CPR Training; two supervisors for Supervising Cell Extractions. This month, thirty-three recruits attended COTA Basic Training. Fourteen attended in-service training on Fire Safety.

March 1989 - Orientation was held; eighteen new recruits attended. Two sergeants attended a class on supervising cell extractions at COTA. Fourteen officers started Basic Correction Officer Training at COTA. Two supervisors attended First Aid/CPR training. Two supervisors and three officers attended M.O.I. class. Four hundred and sixty-four officers and supervisors attended in-service training class on Report Writing. One hundred and thirty-four officers and supervisors attended in-service training on Suicide Signs.

April 1989 - Orientation was held for all new staff members. Fourteen recruits attended COTA Basic Training. Two sergeants were sent to COTA for Instructors Course in First Aid. Two sergeants and three senior correction officers were sent to COTA for M.O.I. training. In-service training on Suicide Signs was held. Training was held for D.O.C.O. Procedures on General Population Housing Units. Fire Safety at T.P.H. was held by Officer Bleistein.

May 1989 - New staff orientation was held for fifteen new recruits. Custody staff members attended a class at COTA for Training the Trainers in Male/Female Correction Officers working in housing units. Four officers attended a fire/safety officers class at COTA. Two sergeants and one officer attended a class at COTA for defensive tactics. Ten officers attended Advanced Correction Officers class at COTA Basic Training. Ninety-two custody staff members attended in-service training on D.O.C.O. Procedures General Population Housing Units. Two hundred custody members attended in-service training on housing unit officers male/female; 887 also attended this course.

June 1989 - Two custody personnel attended M.O.I. training at COTA. Three custody personnel attended COTA for a class on the Role and Function of the O.A.L. All females were given on-the-job training for one week on the running of a male housing unit at N.J.S.P.

MONTHLY MEETINGS

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Tower/Transportation:

July 1988 - All officers were advised to attend range every three months for practice fire to improve their skills. Tower officers were advised of tower sanitation. Problems noted this month: SB 3, SB 4, SB 5, SB 9, and SB 11 (lighting in each tower, loose gun rack, phone trouble, SOP's need replacing).

August 1988 - N.J.S.P. Training Plan .008 was discussed in detail as well as firearms and ammunition, holsters, annual weapons training and requalification with off duty weapons, storage of personal firearm on duty, and use of deadly force while off duty. Problems in towers were discussed and rectified as soon as possible.

September 1988 - The Lobby Control and Grill Gate officers attended the monthly meeting for the purpose of radio control. Tower officers were advised to submit a special report on the conditions of their towers after three repair slips have been submitted with no response.

October 1988 - Tower officers were advised that all weapons will be sprayed with a light coat of oil and cleaned properly twice a month. All officers were advised of the new patch for N.J.S.P. All officers were advised that any equipment found in disrepair must be reported to the Shift Commander prior to being relieved of duty. Problems in towers were or will be rectified by submitting a repair slip.

November 1988 - No meetings were held this month.

December 1988 - All officers were advised of the following: mandatory monthly meetings, DOCO-SOP 054 Perimeter Inspection (a copy will be placed in each tower), changes of tower call-ins, new policy of working over eight hours, Unit C being manned four hours/relief, and phones are for business purposes only. No noted problems with transportation officers. Tower problems were corrected with repair slips as soon as was possible.

January 1989 - D.O.C.O. Procedures were discussed in detail. Problems in towers were dealt with by submitting a repair slip along with a report from Lt. W. Smith.

February 1989 - All tower officers were advised of supplies and when they are to be picked up for each tower. Officers expressed a concern over the danger of walking the roof as winds picked up during this period of time; Lt. Smith concurred with their concerns. All problems in the towers were corrected with a repair slip or will be dealt with.

March 1989 - The monthly meeting was held for tower, transportation, armory, lobby control, West Compound Safe, and roving patrol officers. Tower problems, along with VRU problems and armory problems were corrected; no major problems existed. Officers were reminded of the cleaning of weapons; not to unload weapons for the on-coming shift. New procedures were distributed among the tower and transportation officers.

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April 1989 - Officers were advised on the proper use and maintenance of all security equipment assigned to their tower. Officer (towers) were advised of the following: do not unload all weapons at one time, an armed weapon is to be maintained in each tower at any given time. New orders were posted with regard to the disabling of weapons. Roving patrol is to be issued a different holster than the one he had been issued. Tower problems were corrected with a repair slip and/or replacement.

May 1989 - Four bulletins from the Coordinated Communication Command Center were read at this meeting: 16. Jump starting vehicles, 17. Trunked desk set operation, 18. Emergency codes for Central Communications Unit, and 19. Use of STX radios on buses or vans. Tower problems are being rectified by repair slips.

June 1989 - Tower officers were advised of having a valid weapons card. Memo on parking at Federal Court was passed on to the transportation officers, along with DOCO-SOP 404 Transportation of Inmates. Handcuff Security was also read at this meeting and passed out. Repair slips were submitted for tower problems.

Lobby Control:

July 1988 - Several radios from this area have broken. Radios were pulled from the Command Post and put in areas where needed.

August 1988 - Radios out of service from this area. Batteries have been exercised for the quarter with the exception of Vroom Readjustment Unit and Jones Farm.

September 1988 - Lobby Control officer was instructed to issue radios to construction detail officers who are working roofs only.

October 1988 - Several radios are out of service from both areas (Grille Gate). The problem is with the radio repair service. Radios taken directly to the repair shop as well as picking them up was suggested by the Training Lieutenant. Timewise, there is a hugh difference.

November 1988 - Supervisors are not turning in the radio cases for the next shift (discussed at Chief Deputy's meeting; was resolved).

December 1988 - Four radios sent for repair; one returned. Supplies are adequate.

January 1989 - Five radios sent for repair; three returned. Shortage of radio clips. Thirty-eight radio cases in Lobby Control can not be used due to no clips. Problem rectified by Chief Deputy.

February 1989 - Three radios sent out for repair; two returned.

March 1989 - Three radios sent out for repair; two returned.

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April 1989 - One radio sent out for repair.

May 1989 - Four radios sent out for repair; three returned.

June 1989 - Six radios sent out for repair; four returned. Clips for radios, which is a problem, were ordered; it is in budget.

Range Qualifications:

July 1988 - Range qualification was held this month. Twenty-three officers qualified for on duty; thirteen officers qualified for off duty. Four Mercer County officers qualified.

August 1988 - A total of 98 officers qualified for on duty; 53 officers qualified for off duty.

September 1988 - A total of 93 officers qualified for on duty and 47 officers qualified for off duty.

October 1988 - The range was used for the purpose of recertification of range officers, State COTO classes, Internal Affairs qualification, and County Basic Training from COTA.

November 1988 - Two hundred and ninety officers attended the range this month. One hundred and forty-two officers qualified for on duty; 46 qualified for off duty. Four Mercer County officers qualified.

December 1988 - Fifty-two officers attended range. Twenty-seven officers qualified for on duty and six officers qualified for off duty.

January 1989 - Seventy-six officers attended range. Thirty-eight officers qualified for on duty; nine qualified for off duty. Seventeen Mercer County personnel qualified.

February 1989 - Sixty-six officers attended the range this month with 31 officers qualifying for on duty and 11 for off duty. Sixteen Mercer County personnel qualified.

March 1989 - Ninety-six officers attended range; 29 qualified for on duty and 8 qualified for off duty.

April 1989 - One hundred and forty officers attended range; 89 qualified for on duty and 44 qualified for off duty. Twelve Mercer County officers qualified.

May 1989 - One hundred and fifty officers attended range; 76 qualified for on duty and 35 for off duty. Ten Mercer County officers qualified.

June 1989 - Seventy-seven officers attended range; 37 qualified for on duty and 18 officers qualified for off duty. Seven Mercer County officers qualified.

Tower Meetings:

Daily tower inspections were conducted on each shift for July 1988. For the following months, August 1988 through June 1989, all towers were inspected on each shift. Problems were discussed at each monthly meeting held by Lt. W. Smith, Training Lieutenant, and all problems were resolved by repair slips and/or replacement of equipment.

IDENTIFICATION

The following is a breakdown of the number of fingerprints and photographs taken during the year.

Officer applicants	Sets of fingerprints	1
	Prints developed	170
Employees (Civilian)	Sets of fingerprints	117
	Prints developed	61
Volunteers	Sets of fingerprints	83
	Prints developed	33
Inmates	Sets of fingerprints	11
	Negatives	815
	<u>Negatives</u>	<u>Prints</u>
Jones Farm (new)	311	4,665
New Jersey State Prison	441	2,969
Release photo	5	24
Update	49	310
New number	0	0
Name change	9	72
Extra prints	0	0
	<u>815</u>	<u>8,040</u>
Total number of I.D. cards issued:	State Blue	45
	State Officer	173
	Temporary	311
	Inmate	1,044

There were 575 requests for S.B.I. Criminal History Check information processed.

Inmates processed for release during the year 1988-1989:

Date set	219
X-Max	71

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Community release	60
Continue on parole	0
Release by court	14
Interstate Compact	1
Deceased	21

In the 388 releases, there were:	Released to detainer	21
	Assigned new number	0

Expenses for photographic supplies:

Gene Hacker, Inc. Hackensack, NJ	\$1,866.02
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Sirchie Fingerprint Lab Raleigh, NC	152.15
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General Binding Corp. Wayne, NJ	366.00
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Ace Rubber Co. Newark, NJ	8.55
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T&F Camera Shop, Inc. Vineland, NJ	642.43
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Team Marketing Co., Inc. Dayton, Ohio	470.50
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TRAFFIC CONTROL

	<u>Subtotals</u>	<u>Total</u>
Visits:		
Contact	13,208	
Window	5,088	
Identification	648	
Classification	2,558	21,502
Parole Division:		
I.P.O.	0	
Revocation	351	
Board	393	744
Courtline:		
General Population	2,436	
Closed Custody	25	2,461

NUMBER	NAME	DATE	INSTITUTION	DISPOSITION
	Jackson, Umbachi G.	10-01-88	Tremont House	Apprehended 10-02-88
207199	Marrero, Gonzalo	11-21-88	N.J.State Prison	Apprehended 11-21-88
215853	Carraquillo, Robert	11-06-89	Ancora Unit	Still at large
215486	Whitecraft, William	03-02-89	Jones Farm	Apprehended 3-3-89

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	<u>Subtotals</u>	<u>Total</u>
Miscellaneous:		
Social Services	1,933	
Chaplain Services	280	
Balcony	5,273	
Property	2,251	
Mailroom	465	
Internal Affairs	8	
Captains	36	10,246
Medical Department:		
Meds & Labs, General Population	18,886	
Meds & Labs, Close Custody Units	6,109	
Staff	4,490	
Clinic	75	
Consultant	7,092	
Hospital Passes	4,152	
Emergency Passes	627	41,431
Psychiatrics:		
Psychiatric, General Population	1,001	
Psychiatric, Closed Custody Units	1,244	
Psychologists, General Population	560	
Psychologists, Closed Custody Units	261	3,066
Education Department:		
Donald Bourne School	2,679	
Vocational School	233	
Reading Library	1,201	4,113
Prisoners' Representative Committee:		
Photo Project, General Population	547	
Photo Project, Closed Custody Units	135	
P.R.C. School	85	
P.R.C. Closed Custody Units	414	1,181
Executive Staff:		
Superintendent	62	
Assistant Superintendents	22	
Director of Professional Services	20	
Ombudsman	292	396
Legal Access Program:		
Law Library Passes	7,756	
Law Library Clerks	1,075	
Law Library Clerks, CCU	2,472	
I.L.A. Clerks to Law Library	1,375	
I.L.A. Clerks to CCU	640	

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Closed Custody Breakdown:

Requests Received	10,864
Requests Completed	8,066
Requests Voided	1,566
Returns Issued	696
Returns Completed	536
Returns Voided	142

Law Library Clerks:

Requests Received	7,256
Requests Completed	5,397
Requests Voided	827
Returns Issued	459
Returns Completed	377
Returns Voided	76

I.L.A. Clerks:

Requests Received	1,818
Requests Completed	1,341
Requests Voided	653
Returns Issued	131
Returns Completed	86
Returns Voided	38

Prehearing Detention:

Requests Received	1,084
Requests Completed	731
Requests Voided	47
Refused Assistance	247
Returns Issued	21
Returns Completed	11
Returns Voided	10

JONES FARM

Disciplinary problems were minimal during 1988-1989. Inmate morale was good and staff performance was satisfactory.

Count - July 1, 1988	159
Count - June 30, 1989	197

Total movement for Jones Farm during fiscal year 1988-1989:

New inmates	330
Transfers to N.J.S.P. disciplinary/administrative	46
Released on parole	128
Released to Halfway House	67

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Released to Intensive Supervision Program	22
Intensive Supervision Program Interviews	36
Intensive Supervision Program Court Hearings	28
Court trips	46
Jones Farm Classification	343
Routine reviews	107
Furlough evaluations	300
Escorted furloughs	104
Unescorted furloughs	144
Psychologists evaluations	317
Special details	162
Attorney visits	34
Initial hearings (parole)	219
Parole evaluations (I.P.O.)	304
Compassionate visits	1
Medical & Dental - New Jersey State Prison	1,191
Inmates returned to N.J.S.P./disciplinary	33
Funerals	5
Transfers to St. Francis Medical Center	46
Returns from St. Francis Medical Center	25
Visits	4,066
Parole Board hearings	139
Transfers to N.J.S.P./Infirmary	26
Returns from N.J.S.P./Infirmary	54
Behavior Modification classes	154
M.A.P. program hearings	15
Escape	1
Emergency medical	48

There has been a dramatic increase in the amount of emergency medicals due to the increased population and expansion of work details.

There have been four trailers added to housing. The total number of men in the trailers is 48 and there have been no problems. Since the addition of the trailers, there has been an additional work detail (Operation Clean Shore). The number of men presently assigned is sixteen.

<u>Detail</u>	<u>Presently Assigned</u>
Farm	39
Dairy	22
Highway	19
Operation Clean Shore	16
Outside Sanitation	19
Boiler Room	3
Central Motor Pool	1

	<u>Presently Assigned</u>
Kitchen	15
Vroom Readjustment Unit	14
House Gang	26
Trenton Detail	13
Distribution Center	10
Central Office	4

SPECIAL MEDICAL UNIT

This year marks the second year that the Special Medical Unit has been expanded into New Jersey State Prison under the administrative charge of Howard L. Beyer, Administrator.

Over the past year new inmate work program assignments have been created, current services and professional programs have expanded, construction in/outside the unit has been underway, vacant positions have been filled, and a part time position has increased. Professional staff have attended numerous innovative trainings throughout the year in an effort to keep abreast of the new and ever changing medical/social and psychological impact of the AIDS epidemic. New medications for the treatment of AIDS patients have been investigated and one is currently fully F.D.A. approved as a treatment modality for AIDS patients, thus impacting medically, financially, and legally on the Department. Consistently, the Department is currently developing a medical protocol and procedures for implementing this therapy.

New inmate work programs, e.g. teacher assistant, chaplain assistant, social work assistant, and a property clerk assistant have been developed via input from both the respective population and professional custody staff. The development and implementation of these work assignments have assisted in a more efficient daily operation and allows the inmate a sense of accomplishment and pride in his work assignment.

The part time chaplain position under Central Office has been increased to a full time position. The position was filled on October 4, 1988 by Sister Elizabeth Gnam, O.P. who replaced Chaplain Joemkc. As a result of the increased position, individual religious counseling is afforded more frequently. Additionally, guest speakers from various denominations, Bishops, and volunteers have been invited to attend and participate in group services. Also, religious organizations and volunteers have prepared and served on several occasions home cooked meals.

An educational program was developed for grade levels K-GED utilizing a VHS System. A VCR, TV Monitor, cabinets, books, and educational tapes were purchased for the program. The program commenced on July 26, 1988, however was terminated in April 1989 as Ms. Chambers, the part time teacher, resigned. However, the program is expected to resume again on July 24, 1989 under the instruction of Ms. Toro.

The fifth Behavior Modification group is in session, consequently we have had four successful graduating classes. Graduation exercise consisted of: the giving of certificates, musical selections from N.J.S.P. Jazz Band, poetry reading and skits (performed by the inmate participants), guest speakers, and refreshments. Ms. Gloria Nouri, Central Office, has on several occasions generously contributed to the program as guest lecturer. The group is conducted by Mr. James G. Comstock, A.C.S.W., and Ms. Ruth Landsburg, Volunteer.

The Unit part time position has been filled by Ms. Anne McEaney, M.A. Two psychotherapy groups are conducted per week, individual psychotherapy is afforded two full days per week, evaluations upon referral are provided, and classification evaluations for quarterly routine reviews are provided for each inmate.

A pre-release group was developed conducted by the Unit social worker. This group meets weekly for inmates who are six months from a scheduled parole or max date. The group prepares the inmate for re-entry into the community.

A Substance Abuse group was developed conducted by Mr. Wayne Hedgepeth, Volunteer Coordinator. Seven participants completed the group and received certificates of completion.

Professional staff continues to attend current trainings on AIDS counseling and information offered by the Department of Health, Department of Corrections, Community Agencies, and in-house trainings. Additionally, a training on counseling of AIDS inmates and referral system was developed and instructed by Mr. Comstock, A.C.S.W., Unit Social Worker. The training was also provided for social work staff at East Jersey State Prison and Mid-State Correctional Facility.

The IGG staff restroom was converted into a nurses office to allow the old nurses station to be utilized as a medical treatment room. The old IGG kitchen has been completed and converted into a multi-purpose room to conduct the various groups. Physical outdoor construction is currently underway for the placement of four trailers (for general population inmates) in the Special Medical Unit yard. In the very near future, construction will begin to convert the current climate control system in the Special Medical Unit. The new system will provide for the air to circulate directly outdoors as opposed to the current system of the air circulating from units 2FF and 3FF. Additionally, it is planned for every other cell to have an individual thermostat which will allow the inmates to control their own heat during the winter months. New cameras were installed to replace inoperable ones on Cass Street. Additionally, cameras were installed in the Contact Visit Room to deter sexual misconduct of inmates and visitors.

Procedures and a medical protocol are currently being developed by the Office of Institutional Support Services for the implementation of Aerosolized Pentamidine Therapy. The Pentamidine Therapy is a new fully F.D.A. approved treatment modality for AIDS patients to prevent Pneumocystis Carinii Pneumonia.

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On November 14, 1988, Ms. Olga Romero-Medina began employment as part time secretary replacing Linda Durham.

On November 20, 1988, a N.J.S.P. vehicle was involved in an accident while transporting inmate William Nichols #66445 back to the Unit from St. Francis Medical Center. The inmate and officers were immediately treated at St. Francis Medical Center emergency room and medically cleared without serious injury. Accident reports were filed through the Office of Director of Custody Operations.

On December 5, 1988, Mr. Joseph Teixeira, R.N., pool nurse, commenced employment on the Unit. Mr. Teixeira was terminated on December 19, 1988.

On December 29, 1988, two administrative segregation inmates (Frank Deanne #209968 and John Webb #210151) were involved in assaulting correctional staff while being escorted from the shower.

On January 9, 1989, inmate John Webb #210151 again assaulted another correctional staff, SCO Caro and ITI Wasco, while being escorted from the shower. Consequently, the inmate was restrained (via handcuffs) and supervised when escorted from the shower.

On January 11, 1989, the contact visit for inmate Charles Layton #73698 was cancelled due to misconduct with a visitor.

On January 21, 1989, Ms. Shelia Lee, R.N. began employment as the Unit nurse.

On February 16, 1989, three staff members from the University of Medicine & Dentistry visited the Unit. They met with eighteen inmates and addressed issues ranging from community supports for AIDS patients to medical treatment available from their institution. Additionally, printed material was distributed to the group.

On March 10, 1989, two staff members from the Jersey City Medical Center visited the Unit. They met with sixteen interested inmates to provide two information sharing workshops of services afforded by their agency.

On March 27, 1989, representatives from the AIDS Community Care Alternatives Program (A.C.C.A.P.) met with nineteen interested inmates on the Unit regarding training and lecture on services provided by their program.

On April 7, 1989, James Steward, Recreation Assistant, and his band conducted a Jazz Concert on the Unit. The concert was well attended and well received.

On April 19, 1989, the Maintenance Department installed hooks in all of the cells in IGG.

On April 22, 1989, inmate Anthony Talarico's #201175 visit was cancelled due to misconduct with a visitor in the Contact Visit Room. In an effort to deter recurrence, a camera was installed in the Contact Visit Room.

On April 25, 1989, Dr. George Saxton began individual therapy for inmate Jessie Ellis #216839 (originally assigned to A.D.T.C. as a sex offender) on the Special Medical Unit.

As a result of additional medical information received from Hopewell Valley Medical Group through the Office of Institutional Support Services, on May 9, 1989, inmate Bruce Kotarski #211828 was transferred to East Jersey State Prison via confirmation from the Inter-Institutional Classification Committee.

On May 10, 1989, scheduled inmates began their initial outpatient treatment of Aerosolized Pentamidine Therapy at St. Francis Medical Center.

On May 18, 1989, six inmates (suspected of receiving contraband thrown over from the big yard) were stripped searched and the yard area was searched, no contraband was found. However, urine screening was ordered and received from one inmate.

The Special Medical Unit Classification Committee met regularly on a monthly basis and one additional Committee meeting was held: 59 new men were reviewed and assigned a work program, 141 routine reviews were conducted, 19 program changes assigned, 1 lay in case reviewed, 4 protective custody cases and 8 administrative segregation cases reviewed, 29 charges confirmed, 1 inter-institutional phone call approved, and 4 recommendations for restoration of Commutation credits.

The Departmental Hearing Officer adjudicated 69 disciplinary infractions: .002 (10); .003 (3); .005 (5); .152 (1); .203 (5); .205 (3); .210 (4); .256 (18); .303 (1); .304 (1); .306 (11); .451 (1); .502 (1); .651 (1); .703 (1); .708 (1); and .709 (2).

Statistical data:

	<u>June 1988</u>	<u>June 1989</u>
New inmates	71	55
Parole	-19	-30
X-max	-4	-8
Inmates expired	-13	-16
Court ordered releases	-2	-3
Actual S.M.U. count	43	39
Contact visits	587	1,026
Contact visitors processed	1,268	2,237
Attorney visits	31	26
Initial parole hearings	37	35
Panel hearings	13	33
Dental trips	5	2
Court trips	6	20
Medical trips	243	419

DISCIPLINARY PROGRAM

Sanctions imposed at New Jersey State Prison:

Lock-up:

3 days	2	7 days	120
5 days	244	8 days	1
6 days	7	10 days	335
		15 days	612

Loss of privileges:

2 days	5	14 days	51
5 days	26	15 days	129
7 days	36	20 days	20
		30 days	70

Not guilty	1,001	Refer cc: job change	93
Repetitive	197	Refer cc: administrative segregation	848
Violation of due process	88		
Suspended sentence	435	Refer cc: restitution	53
Reprimand	105	Refer cc: IICC	1
Loss of commutation time	1,056	Refer cc: psychiatrist	105
Loss of contact visits	25	Refer cc: housing	1
Vacate suspension	51	Refer cc: Vroom consideration	46
Refer to the prosecutor	12	Loss of radio & TV privileges	17
Loss of phone	48	Loss of furlough privileges	5
Revert to max	52	Urine monitoring	88
Confiscation	304	On the spot	59
Combine	181	Credit time served	270
County releases	1	No cause for action	2
Restitution	11	Medical Department	2
Chronic violator	3	Dry cell	2

Codes Violated

	<u>Guilty</u>	<u>Not Guilty</u>		<u>Guilty</u>	<u>Not Guilty</u>
001	1	2	101	5	1
002	218	34	102	10	20
003	45	9	103	1	3
004	95	29	151	28	4
005	128	34	152	100	45
006	4	1	153	14	8
051	3		154	9	15
052	4	1	155	1	
053	4	3	201	1	1

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	<u>Guilty</u>	<u>Not Guilty</u>		<u>Guilty</u>	<u>Not Guilty</u>
202	57	18	203	53	18
204	73	66	205	8	1
206	14	4	208	39	8
209	4	2	210	170	43
212	1		251	4	
252	6	3	253	31	12
254	132	36	213	3	
255		1	256	489	132
257	15	8	301	71	9
302	7	6	303	9	6
304	71	16	305	22	26
306	407	159	351		1
402	44	30	451	46	9
501	6	6	502	15	12
551	4	3	552	2	1
553	2		602	1	3
603	36	9	651	23	2
652	10	1	701	36	18
702	5		703	15	1
751	28	21	752	6	
802		1	803	9	11
709	310	59	258	26	2
250	1		707	4	
708	4	1	257		1
701		1	007	1	
753	1		108		1
704	8	1	705	1	
607		1	214		3

Guilty charges
 Not guilty
 Repetitive

3,014
 983
313

Total

4,310

On the spot charges:

Guilty
 Not guilty

3,977
1,330

Total

5,307

Representatives
 Witnesses
 Confrontation

787
 381
53

Total

1,221

NORTH COMPOUND

Sanctions imposed at New Jersey State Prison:

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Lock-up:

2 days	3	6 days	1
3 days	4	7 days	86
4 days	2	10 days	117
5 days	96	15 days	122

Loss of privileges:

3 days	1	10 days	98
5 days	41	15 days	75
7 days	19	20 days	2
		30 days	18

Not guilty	228	Refer cc: job change	59
Repetitive	48	Refer cc: administrative segregation	103
Violation of due process	41	Refer cc: restitution	23
Dismissed	3	Refer cc: psychiatrist	151
Suspended sentence	211	Refer cc: housing	2
Reprimand	62	Refer cc: Vroom consideration	7
Loss of commutation time	168	Loss of radio & TV privileges	26
Loss of contact visits	16	Loss of furlough privileges	1
Vacate suspension	23	Loss of recreation privileges	254
Refer to prosecutor	1	Loss of visits	8
Loss of phone privileges	16	Revert to maximum	6
Time & program review	5	Confiscation	163
Urine monitoring	34	Extra duty	1

Codes Violated

	<u>Guilty</u>	<u>Not Guilty</u>		<u>Guilty</u>	<u>Not Guilty</u>
002	35	1	003	7	1
004	6	2	005	22	2
051	1	1	053	3	
101	1		102	1	
151	25	4	152	36	11
153	3	2	154	4	
008	1		151	1	1
202	8	1	203	10	3
204	11	61	205	15	2
206	1	1	208	17	
209	6	1	210	97	6
212	2		251	2	1
252	1		253	12	7
254	34	7	256	266	27

	<u>Guilty</u>	<u>Not Guilty</u>		<u>Guilty</u>	<u>Not Guilty</u>
257	3	2	301	6	2
302	1		303	10	4
304	40	4	305	10	2
306	74	24	351	2	
402	44	7	451	10	
501	6		352	2	
258	22		502	14	2
553	2		601	2	1
602	1		603	12	1
651	21	1	652	27	2
701	26	2	702	1	
703	14	1	752	2	
802	5		803	8	1
704	3	2	705		1
707	4	3	708	4	
709	186	14	754	1	
Guilty charges		1,180	Representatives		567
Not guilty charges		228	Witnesses		118
Repetitive		<u>48</u>	Confrontation		<u>10</u>
Total		1,456	Total		695

BUSINESS MANAGEMENT ACTIVITIES

In the past year, the construction of the new prison laundry has been completed with only locks and the operational check left to be done. This in-house processing should make a major improvement in service over the current practice of transporting daily to the Youth Correctional laundry. Construction for the new kitchen has been started and is scheduled for completion in fiscal year 1991.

April of this year saw the Department's Internal Audit staff initiate its periodic financial audit of the prison. Three months were spent at the institution covering the audit period July 1, 1987 to December 31, 1988. The review primarily covered the Inmate Trust Fund and also reviewed our appropriated purchasing procedures. The Business Office was found to be in compliance with State regulations with only minor infractions to be corrected. The final audit report will be forthcoming.

This year also saw the Office of Management and Budget do a follow-up review of a Fiscal Year 1988 OLS Audit conducted at the institution. This lasted a week and focused on the original OLS recommendations. It was determined that these recommendations were being followed. Major improvements were found in the invoice processing for medical services, one of the original areas of concern. Out of the audit sample of 40 invoices, all medical services were documented and processed

properly for payment. The Office of Management and Budget is still requesting that each medical service procedure be verified to the appropriate fee schedule. This issue is being addressed with the possibility of hiring additional help in the medical service area.

As a result of the Department's hiring freeze in December 1988, the Business Office is now down two positions. This necessitated an almost complete shut down of our stock ledgers area and caused the postponement of the new Materials Management (ADP) Application.

Financially, it is a pleasure to report that the institution did not require any supplemental appropriation for the 1989 fiscal year and was able to operate within its original allotment.

PERSONNEL

During the fiscal year, most transactions undertaken by the Personnel Office have been computerized. The Departments of Personnel and Corrections, respectively, have transposed all of their personnel files from a manual system to the Personnel Management Information System, or more commonly known as PMIS. This move has enabled this office to process personnel transactions more efficiently, thereby benefiting both individuals and the various institutions. The system is designed in such a way so that each institution can track transactions throughout the various stages of completion and, thereby, initiate corrective action (if needed) without the need to return material to its original source. Various examination processes; i.e., typing, transcription, stenography, and bi-lingual testing has been delegated to the Appointing Authority (Department of Corrections). The Department of Personnel has initiated this action in hopes it will quicken the hiring process and afford the Appointing Authority the ability to make their selectees "permanent", thereby reducing the time an individual must serve "provisional", pending examination. Thus far, in the few cases this institution has had to process, the system is working.

The Department of Personnel has also delegated authority to process N.J.A.C. 4A4:2.14 (formerly 4:1-8.5), "Waiver of Examination" to the Appointing Authority. Provided the basic rules and regulations covering such action is adhered to, this process is being used throughout the Department with a great deal of success.

During this reporting period, the Governor put a freeze on the hiring of most civilian employees (continued by the Commissioner until the end of this year). Therefore, almost all sections of this institution have and are currently experiencing a shortage of staff. This office continues to submit requests for exemptions (four currently pending) in hopes of easing the burden on some areas (Social Services and Classification).

In general, the Personnel section of this institution has had a successful year and provided all required services in an efficient and timely manner. We have and will continue to serve the needs of the institution and its staff members accordingly.

STATE OF NEW JERSEY
DEPARTMENT OF CORRECTIONSREPORT OF PROGRESS OF PROJECTS
FUNDED BY GRANTSEffective
1/1/68
Revised
5/30/89Institution NEW JERSEY STATE PRISON
Fiscal Year 1989

	Individual or Foundation Making Grant	Date Received	Purpose	Progress of Project
M O N E Y G R A N T S	SFEA	8/88	Provide Educ. for under 21 year olds	On-going
	Library Development Aid Dept. of Education	11/88	Institutional Library Services	Continues in guidelines as established by grantor
	Library Development Aid Dept. of Education	1989	Institutional Library Services	Continues in guidelines as established by grantor
	Dept. of Education Sect. 353 Adult Education Act	12/88	Special Adult Literacy Proj. (LIFE)	Meets grantor requirements
	Dept. of Education Sect. 353 Adult Education Act	2/89	Special Adult Literacy Proj. (LIFE)	Meets grantor requirements
	Adult Basic Skills Dept. of Education	4/89	Provide Basic Skills Training	Meets grantor requirements

Effective
1/1/68
Revised
5/30/89

FISCAL REPORT OF GRANTS RECEIVED

Institution	NEW JERSEY STATE PRISON
Fiscal Year	1989

[illegible]

NEW JERSEY STATE PRISON
FISCAL REPORT OF GRANTS RECEIVED
FISCAL YEAR 1989

SFEADISBURSEMENTS

7040-475-100000

00	-0-
12	281,269.78
14	-0-
23	15,679.12
30	-0-
34	3,488.46
36	-0-
38	1,519.52
41	4,033.48
76	6,080.00
77	10,113.34

Total SFEA

\$323,058.62

LIBRARY DEVELOPMENT AID 11/88

7040-100-100000-23

\$3,868.99

LIBRARY DEVELOPMENT AID 1989

7040-475-100000-23

\$3,753.13

SPECIAL ADULT LIT (LIFE) 12/88

7040-220-108518

12	\$5,401.72
19	-0-
21	513.00
23	1,354.26
32	100.00
36	1,725.00
38	148.00

Total

\$9,241.98

SPECIAL ADULT LIT (LIFE) 2/89

7040-220-108519

12	-0-
19	-0-
21	-0-
23	-0-
36	-0-
76	-0-

Total

-0-

ADULT BASIC SKILLS

7040-100-100000-12

\$20,000.00

Payroll:

The Payroll section of this office has continually shown the ability to adapt to an everchanging environment. In spite of the almost daily changes/adjustments involved in processing the payroll, health benefits, and related tasks, this section has never missed a payroll deadline. This of course has kept both the Administration and its 1,048 employees (custody and civilian) extremely happy.

Payroll has continued to provide the staffs of this institution with quarterly updates regarding their time balances. This of course allows each employee the ability to monitor his/her time throughout the year thus ensuring that time used and/or earned is kept as accurately as possible.

Our Payroll Supervisor, Joe Oliveri, has developed a new payroll procedure (computerized version) regarding short pay periods. This new program has been reviewed and approved for use by the department. To date, the testing and ironing out of system flaws is progressing.

The Operations section works in close conjunction with our payroll staff to ensure that the custody staff of this institution is paid as accurately as possible. On the surface, this does not seem like a big deal however, taking into account the various items such as overlap, regular days off, fines, overtime, and without pay days that come into effect each and every pay period, it suggests that the continued excellent working relationship between the two sections is vital to the continued and effective running of this institution.

Statistical data:

Payroll Section

<u>Item</u>	<u>Number</u>	<u>Comments</u>
New hires processed	154	Custody & Civilians
Payroll processing (early cutoffs)	12	
Fines processed	251	Value (\$30,056.21)
Health benefit changes	735	

Personnel Section

<u>Item</u>	<u>Number</u>	<u>Comments</u>
New hires process		
Civilian	35	
Custody	122	(3) Re-employment
Promotionals	20	
R.A. Appointment from list	5	
4A4:2.14 (formerly 4:1-8.5)	15	

<u>Item</u>	<u>Number</u>	<u>Comments</u>
Reclassifications processed	27	(5) Pending
Denied	5	
Certifications (Promotionals & open competitive)	42	
Against provisionals	13	(3) Employees removed
Appointed (permanent)	17	
Promotional announcements (processed)	28	(4) Pending
S.L.I. claims processed	299	
Leaves of absence processed	57	
Terminations processed	163	
Discipline actions		
Processed on PMIS	276	
Processed on System 36	201	
Pension transactions	783	(Includes-enrollments, loans and referrals)
Employment verifications	278	(Includes-mortgage request verifications)

FOOD SERVICE

The Food Service Department has continued to provide acceptable, nutritionally balanced meals to inmates and staff throughout fiscal year 1989. The population as of June 30, 1989 was approximately 2,301 inmates and 1,100 custody and civilian staff.

On September 9, 1989, Project Specialist Kevin McHugh terminated his employment with New Jersey State Prison for a position with Bureau of Contract Administration in the Office of the Deputy Commissioner.

The following three employees have resigned their positions as Institutional Trade Instructors at New Jersey State Prison: Sylvester Cooper, George Foy, and Mary McCallum.

During fiscal year 1989, the following Institutional Trade Instructors were hired by the Food Service Department: Diane Covington, Angel Cruz, Jr., Anthony DiBenedetto, Samuel Mason, and Arnold McCoy.

On September 23, 1988, ten new toasters were received for 6 and 7 wings.

On October 19, 1988, a new mixer arrived for the bakery.

In June, 1989, bids were submitted for the purchase of six new transport carts for the Vroom Readjustment Unit.

An off-premises food storage warehouse site has been selected; however, no date has been established to begin use.

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Construction has begun on the new kitchen, which is projected for completion in 1991.

As noted by the November 1988 Health Department Inspection and the February 1989 Reinspection, there continues to be improvement in general sanitation in the Food Service areas. Despite an antiquated physical plant, the Cookhouse received a conditionally satisfactory rating.

LAUNDRY

Sheets and pillow cases:

July 1988	16,768 pounds
August 1988	21,850
September 1988	15,733
October 1988	15,962
November 1988	20,053
December 1988	21,561
January 1989	13,069
February 1989	20,552
March 1989	15,858
April 1989	20,709
May 1989	16,660
June 1989	22,163
Total	220,938 pounds

Flatwork, rough dry, blankets, etc.:

July 1988	15,939 pounds
August 1988	16,186
September 1988	13,897
October 1988	15,133
November 1988	15,586
December 1988	16,124
January 1989	17,612
February 1989	16,742
March 1989	16,575
April 1989	19,546
May 1989	17,533
June 1989	19,343
Total	200,216 pounds

Washroom supplies	\$33,938.50
Materials	3,471.30
Payroll (inmate)	2,850.75

MAINTENANCE DEPARTMENT

The following report is a summary of projects that maintenance personnel have accomplished during the past year which is in addition to the regular maintenance that is performed daily.

West Compound

7-wing:

Build and install new window screens for the entire wing.
Repairs to the beds in the entire wing are on hold due to a back order of beds and other materials.
The air handling vents in the wing are being cleaned quarterly.
Preventive maintenance is being performed on the locking system.
A screen cage was built for the barber's area in 7-left.
Repairs will be made to the sewer system in the future by outside contractors.
This project is in the planning stage at this time.
The cells in the wing will be renovated in the near future.

6-Wing:

The water lines were replaced in 6-wing.
Shelving is scheduled to be built for the Inmate Legal Association. This project is in the planning stage at this time.
The 6-wing roof is scheduled to be repaired by Building Maintenance Systems in the near future.
A new water pump was installed to help the low water pressure experienced in the wing.
The air handling vents are being cleaned on a quarterly basis.

5-Wing:

Roof maintenance is looking into repairs of 5-wing roof.
Renovated cell in 5-wing for Sergeant Schultz.

4-Wing:

The steam lines in the 4-wing area are presently being replaced.
Cell #47 in 4-wing was converted to a telephone room.
The cell doors in 4-wing are being replaced with newer steel bar doors.
Several cells in the wing are in need of beds and footlockers which are presently on order.
Many cells and windows are being repaired as an on-going project.
Removed the wooden cross walk platform in 4-wing and installed a metal fence and railing around the second level.
Two large exhaust fans were installed in the roof by outside contractors.
Due to severe leaks in the ceiling, repairs were made to cells #17 and #40.

3-Wing:

The roof is in need of repair. Outside contractors are presently working on the roof at this time.

Replaced broken steam line in the floor of the main corridor.
Installed window screens on all of the windows.

2-Wing:

Because of a leak in the 2-wing roof, the ceiling in 2-left shower needs to be replaced. Outside contractors are looking into matter.
New water pumps were installed to help make up for the low water pressure in the area.
The air handling vents in the wing are being cleaned quarterly.
All the windows in the wing were recently replaced with new wooden frames and screens.

1-Wing:

A water tank is planned to be put in the 1-right yard for future use by 7-wing.
The beds in 1-wing were replaced due to their poor condition.
A large fence and gate were installed in the 1-right yard.
The toilets in the 1-left area are constantly being repaired or replaced because of vandalism.

Cookhouse area:

Several food carts from the cookhouse area need to have wheels replaced.
Wheels are presently on order at this time.
Installed security screening on the second floor windows.

Shop Hall areas:

Repair/replace all broken windows in Shop Hall.
Patch and paint the walls in the Mattress Shop. Materials are on order at this time.
Repairs are needed to be done to the ceiling of the Mattress Shop. Materials are on order.
Repairs are needed to the ceiling and walls in the Tailor Shop. Materials are on order at this time.
Paint the ceilings in Shop Hall. Paint is on order.
Repairs to the walls in the Industrial Office are pending. Materials are on order at this time.
Installed security screen hatches over all entrances to the loft areas.
Installed a door on the electrical power room in the Welding Shop.
Installed a new entrance door to the Tailor Shop.
Repairs are to be made to the down spouts and flashing around Shop Hall in the near future.
Connect all fire hose standpipes to a dedicated water supply system.
The entire Repair Shop electrical service was upgraded.

North Compound

Roof drains are presently being stalled when supplies permit.
Walkways are being installed on the roof tops by an outside contractor.

The air handling vents are being cleaned on a quarterly basis.
Repairs are presently being completed on the steam mixing stations.
Replaced ceiling tiles in the clinic and hospital areas.
Renovated the hospital lounge area for the nurses' use.

South Compound

Roof drains are presently being installed when supplies permit.
Walkways are presently being installed by outside contractors.
A TV cabinet with wheels was made for 1-GG area.
The air handling vents are being cleaned on a quarterly basis.
A wire cage was made to protect the score board in the gym.
A new heavy duty washing machine was installed in 1-GG.
Painting was completed in the 1-GG and 1-FF units.

All Other Areas:

Lumber is on order to make benches for the North Compound Visiting Hall.
Several cabinets were made for the Don Bourne School classrooms.
The conference table for the P.C.C. Room, in the Vocational School, was completed by the maintenance staff and inmates.
Several computer lines were installed throughout the prison to help accommodate the business functions.
The main parking lot was repainted to allow more parking spaces.
A large wooden sign was made bearing the name of the prison and installed by the front gate.
Shelving was built for the storing records in the Classification section.
Several pieces of office furniture are being refinished in the Repair Shop.
The old Officers' Locker Room is currently being renovated so that there will be more room for storage.
An office on the second floor of the old front house was remodeled to be a captain's office.
The tower in the 1-left yard was completely remodeled so that it could be put into use again.
The cooling tower in the Power House area was recently sand blasted so that it could be properly repainted.
The motor control circuits for the cooling tower are in the process of being replaced. Parts are on order.
The recreation cage in 2B-left was taken down and installed in 2B-right.
Several beds were received from the Veteran's Hospital and the springs were replaced with metal plates for security reasons.
Renovations were made to the Business Offices.

Jones Farm:

Several trailers were purchased by Human Services for Jones Farm to relieve the overcrowding conditions. These trailers were installed by outside contractors.

Maintenance personnel anchored the beds down in all of the trailers to prevent moving the beds and damaging the floors.

There are several roadways at Jones Farm that are in need of repairs. The Department of Corrections' Central Office will work with the Department of Transportation to make the necessary repairs.

STOREROOM

Number of men outfitted and serviced at New Jersey State Prison:

Incoming inmates:

Prison Reception Unit	408
Riverfront State Prison	55
Southern State Correctional Facility	58
Northern State Prison	32
East Jersey State Prison	110
Mid-State Correctional Facility	45
Adult Diagnostic & Treatment Center	2
Bayside State Prison	29
Albert C. Wagner Youth Correctional Facility	23
St. Francis Medical Center	26
Beth Israel Hospital	1
Special Medical Unit	9
Newark House	2
Garden State Reception & Youth Correctional Facility	16
Camden County	1
Ocean County	1
Mountainview Youth Correctional Facility	1
Vroom Readjustment Unit	5

Outgoing inmates:

East Jersey State Prison	169
Bayside State Prison	65
Northern State Prison	35
Albert C. Wagner Youth Correctional Facility	12
Southern State Correctional Facility	54
Mid-State Correctional Facility	35
Garden State Reception & Youth Correctional Facility	3
Riverfront State Prison	18
Prison Reception Unit	1
Edna Mahan Correctional Facility for Women	1

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Releases from New Jersey State Prison:

Releases	329
Pyramid House	12
Tremont House	4
Volunteers of America	11
Turning Point	2
Newark House	6
Integrity House	1
Clinton House	6
Transitional Living Center	2
Released by court	20
Court trip	71
Funeral trips	21
Deceased	2
Released to New York	1
Released to Pennsylvania	1
Total incoming inmates	824
Total outgoing inmates	393
Total releases	397

VOLUNTEER PROGRAM

The Volunteer Program at New Jersey State Prison has made significant progress and expansion during the year. The program continues to offer a variety of services in such areas as Alcoholics Anonymous, Behavior Modification, Chaplaincy, Education (L.I.F.E.), Substance Abuse, and Veterans Outreach.

The Alcoholics Anonymous Program celebrated its nineteenth year at the institution. The program is a self help group providing awareness, support, and maintenance of sobriety to inmates who have had problems with the disease of alcoholism. The Volunteer group leader meets with the group once per week. Throughout the course of the year, several group speakers were introduced to the group from the outside fellowship of Alcoholics Anonymous. There are currently 45 inmates enrolled in the program at the Main Complex and the satellite unit, Jones Farm. Plans for the upcoming year are to increase enrollment and to provide more educational workshops in addition to our regular Alcoholics Anonymous meeting. The workshops are designed to provide in depth explanation and understanding of the disease concept of Alcoholism.

The Behavior Modification Program was designed to assist inmates to manage the stress in their lives more positively. This objective is accomplished by utilizing various education, relaxation, and desensitization techniques. The program has been expanded to the Special Medical Unit and satellite unit, Jones Farm. This year approximately 220 inmates have participated in the program and 80% of the participants have completed the eight week program. Presently, there are four Volunteer instructors who provide services to our Behavior Modification Program.

The Chaplaincy Volunteer Program provides Worship Services, Bible Classes, and Pastoral counseling to the inmate population. There are 91 Chaplaincy volunteers assigned to the program. Representatives from each religious denomination compose the Volunteer staff. Among the Chaplaincy Volunteers are six student interns assigned from local college seminaries.

There are eight volunteers assigned to the L.I.F.E. Program. The Volunteers instruct inmates how to tutor illiterate inmates in developing their own reading and writing skills. The program continues to be successful and comes under the auspices of the Education Department.

The Substance Abuse Program was initiated at Jones Farm satellite unit in October of 1985. The program expanded to the Main Complex in 1987 and continues to be successful. Approximately 25 inmates have participated in the program and 80% have completed. The group leader reviews current issues and trends regarding the dynamics of Substance Abuse, its impact on individuals, family, society, and the legal system. Participants meet once a week for ten weeks. This year a Narcotics Anonymous group was implemented at Jones Farm. Approximately 25 inmates participated in the program. Plans for the future are to increase enrollment in Substance Abuse Programs at our Main Complex and satellite units. To accomplish this objective, Social Service staff are being trained to assist with implementation of Drug and Alcohol Awareness Groups.

The Veterans Outreach Program continues to be a success. Approximately 30 inmates participate in the program which meets once a week. Two Volunteers serve as group leaders. Participants discuss various issues relevant to Veterans and share concerns.

During the year, there were four Volunteer orientations. The purpose of the orientation is to familiarize prospective volunteers with the policies and procedures governing the program and the institution. Volunteers are apprised of the various departmental functions by a staff representative from each department.

The Volunteer Screening Committee met six times throughout the year to review and approve each prospective volunteer. There are 125 volunteers assigned to the Volunteer Program.

On May 4, 1989, New Jersey State Prison held its 5th Annual Volunteer Banquet. Mr. Gary Hilton, Assistant Commissioner, New Jersey Department of Corrections, was the keynote speaker. The banquet was attended by 58 people which included volunteers, N.J.S.P. staff, and special guests from Central Office.

The goal of the Volunteer Program for the next fiscal year is to continue to provide quality and quantity programs to the inmate population.

STATE USE INDUSTRIES

The following is a brief summary of State Use Industry during fiscal year 1988-1989.

Clothing Shop:

Coats & pants	13,939 (an average of 1,116 per month)
Labels	51,900 (an average of 4,325 per month)
MP9 oven mitts	110 (an average of 10.1 per month)

Knit Shop:

Socks	8,825 (an average of 735.5 dozen pairs per month)
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Mattress Shop:

Mattresses, pillows & cushions	17,244 (an average of 1,437 units per month)
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Inmates working per month	153
Inmates assigned over 12 months	143
Inmates dropped from shops	128

Mr. Paul Burroughs transferred to Central Office. Mr. John D'Angelo is scheduled to transfer back to New Jersey State Prison from Northern State Prison effective July 1, 1989. The State Use supervisor instituted monthly meetings with the Shop Marshall and civilian employees of State Use Industries for general information sharing and problem solving.

The electrical change over from 2-phase to 3-phase is 95% complete including new motors, wiring, lighting, and fixtures. Production needs are expected to increase ten to twenty percent next fiscal year.

VROOM READJUSTMENT UNIT

Major Incidents:

Saturday, September 24, 1988, a serious assault took place in the Recreational Yard involving seven inmates. The two inmates assaulted were Ronald Robinson #78864 and Mark Anthony #70325. They were assaulted by inmates Najiullah Muslihuiddin #68115, Earl Smith #75416, Dornell Collins #79835, Harold Frasier #202206, and Tyrone Handy #208770. The five assaulting inmates refused to leave the yard until the yard recreational period was over - the inmates were removed without force or incident. Inmate Robinson #78864 received suture for a cut at St. Francis Hospital and was returned to this unit the same day. Inmate Anthony #70325 received medical attention by the V.R.U. medical staff only. Referred to the Prosecutors' Office for appropriate action.

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November 2, 1988, a hacksaw blade given to Captain Joseph S. Allen by Alexander Stewart #56365 created security concerns within this unit. Additional hacksaw blades were found in this inmate's property during a property search. Inmate transferred to New Jersey State Prison Administrative Segregation and reclassified extreme escape risk.

On December 29, 1988, inmate Rolando Sandoval #69864 created problems for custody staff by throwing a liquid substance on his housing unit officer. The V.R.U. Center Keeper and custody staff proceeded to place inmate Sandoval in Prehearing Detention status. The V.R.U. On-Call Civilian Supervisor was never notified of any problems with inmate Sandoval, and the V.R.U. Center Keeper did not request permission to place inmate Sandoval in Prehearing Detention status prior to the actual placement. The issues that resulted from inmate Sandoval's Prehearing Detention placement on 12/29/88 were referred to the Director.

On February 12, 1989, inmate Frederick Rone #66896 was pronounced dead in Mercer Medical Center at approximately 5:20 p.m. This inmate committed suicide by hanging himself in his cell. Internal Affairs is finalizing its investigation of this suicide and its results will be made available to the appropriate Department of Corrections personnel; eventually ruled a suicide by Mercer County Coroner's Office.

On May 8, 1989 at approximately 8:25 a.m., three inmates assaulted inmate David Sykes #208253 during the morning yard. The three inmates were Alvin Camillo #202203, Harold Frasier #202206, and Johnnie Preston #207246. The involved inmates left the recreational yard area without further incident. Internal Affairs investigated and provided the incident report; referred to Prosecutors' Office.

Visits:

There was a total of 713 escort visits and 24 contact visits.

Telephone Calls:

There was a total of 6,468 telephone calls made for the period.

Disciplinary Program:

The Departmental Hearing Officers adjudicated a total of 850 disciplinary charges for the period.

The breakdown of the infractions were as follows: .002 (162), .003 (18), .004 (15), .005 (57), .007 (1), .052 (7), .053 (8), .101 (1), .102 (2), .151 (17), .152 (34), .153 (4), .154 (2), .202 (14), .204 (1), .205 (2), .206 (1), .208 (1), .209 (1), .210 (12), .213 (2), .252 (1), .253 (35), .254 (13), .257 (3), .304 (25), .305 (1), .306 (131), .402 (1), .451 (42), .502 (1), .551 (2), .651 (34), .652 (5), .701 (15), .702 (2), .704 (3), .707 (2), .709 (31), and .803 (1).

State Parole Board:

The State Parole Board heard 23 inmate cases during the fiscal period.

Inter-Institutional Classification Committee:

The Inter-Institutional Classification Committee interviewed a total of 377 inmate cases during the fiscal period.

Inmate Movement:

Medical trips	308
Court trips	84
Transfers from:	
New Jersey State Prison	63
East Jersey State Prison	12
Bayside State Prison	3
Northern State Prison	9
Southern State Prison	4
Riverfront Correctional Facility	4
Mountainview Youth Correctional Facility	1
Garden State Reception & Youth Correctional Facility	7
Albert C. Wagner Youth Correctional Facility	3
Adult Diagnostic & Treatment Center	1
Camden Jail	2
Transfers to:	
New Jersey State Prison	42
East Jersey State Prison	17
Bayside State Prison	4
Northern State Prison	11
Southern State Prison	5
Riverfront Correctional Facility	7
Mountainview Youth Correctional Facility	1
Trenton Psychiatric Hospital	1
Inter-State Transfer	1
X-Max	6
Paroled	1
Date Set	2

INMATE LITIGATION

During the period of July 1988 through June 1989, the following litigation was received by New Jersey State Prison.

Federal:

Habeas Corpus - 53

1983 Civil Rights - 46

- Various Property Complaints - 1
- Unnecessary Force and Denial of Medical Treatment - 1
- Amended Complaints - 9
- Extended Placement in Disciplinary Detention - 1
- Urinalysis while in the Management Control Unit - 1
- Placement in the Management Control Unit - 1
- Sexual Assault by an Officer - 1
- Denial of Medical Care - 7
- Protective Custody Placement - 2
- Drug Testing - 1
- Administrative Move - 1
- Assault by Officer and Improper Disciplinary Proceedings - 1
- Disciplinary Charges - 4
- Denial of Medically Prescribed Diet - 2
- Mail Tampering and Improper Search - 1
- Special Medical Unit - 1
- Loss of Property - 1
- Unfair Disciplinary Hearing and Protective Custody Matters - 1
- Denial of Religious Hat (Fez) - 1
- Denial of Medical Care and Unhealthy Living Conditions - 1
- Review Criteria for the Management Control Unit - 1
- Assault by Officer with Fire Extinguisher - 1
- Disciplinary Process - 1
- Alleged Assault by Inmate - 1
- Conditions of Confinement at the Vroom Readjustment Unit - 1
- Harassment by Officer - 1
- Denial of Medical Care and Other Concerns - 1

State:

- Appellate Motions - 41
- Property Claims (Lost, Damaged, or Destroyed) - 10
- Notice of Claim - 18
- Executive Clemencies - 20
- Office of Administrative Law Appeals - 11
- Reimbursement of Monies Paid to P.R.C. for Photo Project - 1
- Restoration of Commutation Time - 1
- Denial of Legal Access - 1
- Amended Complaint - 1
- Replevin-Back Pay - 2
- Denial of Office of Administrative Law Hearing - 1
- Ignoring a Pre-existing Medical Condition - 1
- Disciplinary Charges - 1
- General Harassment - 1
- Medical Injuries from Boxing - 1

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The following litigation was processed by this office for other institutions:

East Jersey State Prison

Notice of Claims - 6
Appellate Motions - 4
1983 Civil Rights - 6
Office of Administrative Law Appeals - 3

Bayside State Prison

Appellate Motions - 3
Office of Administrative Law Appeals - 5

Riverfront State Prison

Appellate Motion - 1

Northern State Prison

Appellate Motions - 4
Office of Administrative Law Appeal - 1

Southern State Correctional Facility

Notice of Claim - 1
Appellate Motions - 5
1983 Civil Rights - 1
Office of Administrative Law Appeal - 1

Mid-State Correctional Facility

Appellate Motion - 1

Wagner Youth Correctional Facility

Appellate Motion - 1
Office of Administrative Law Appeals - 2

Total Litigation Processed: 255 cases