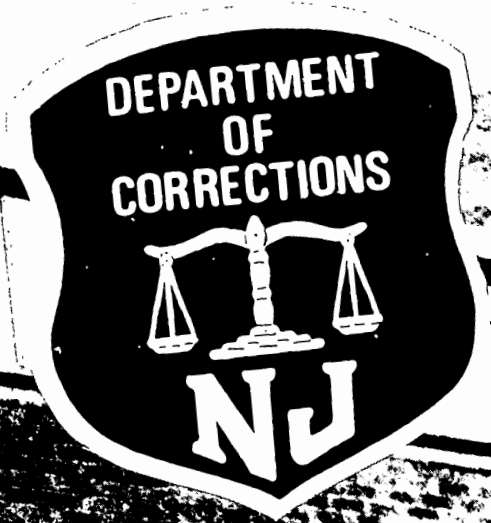


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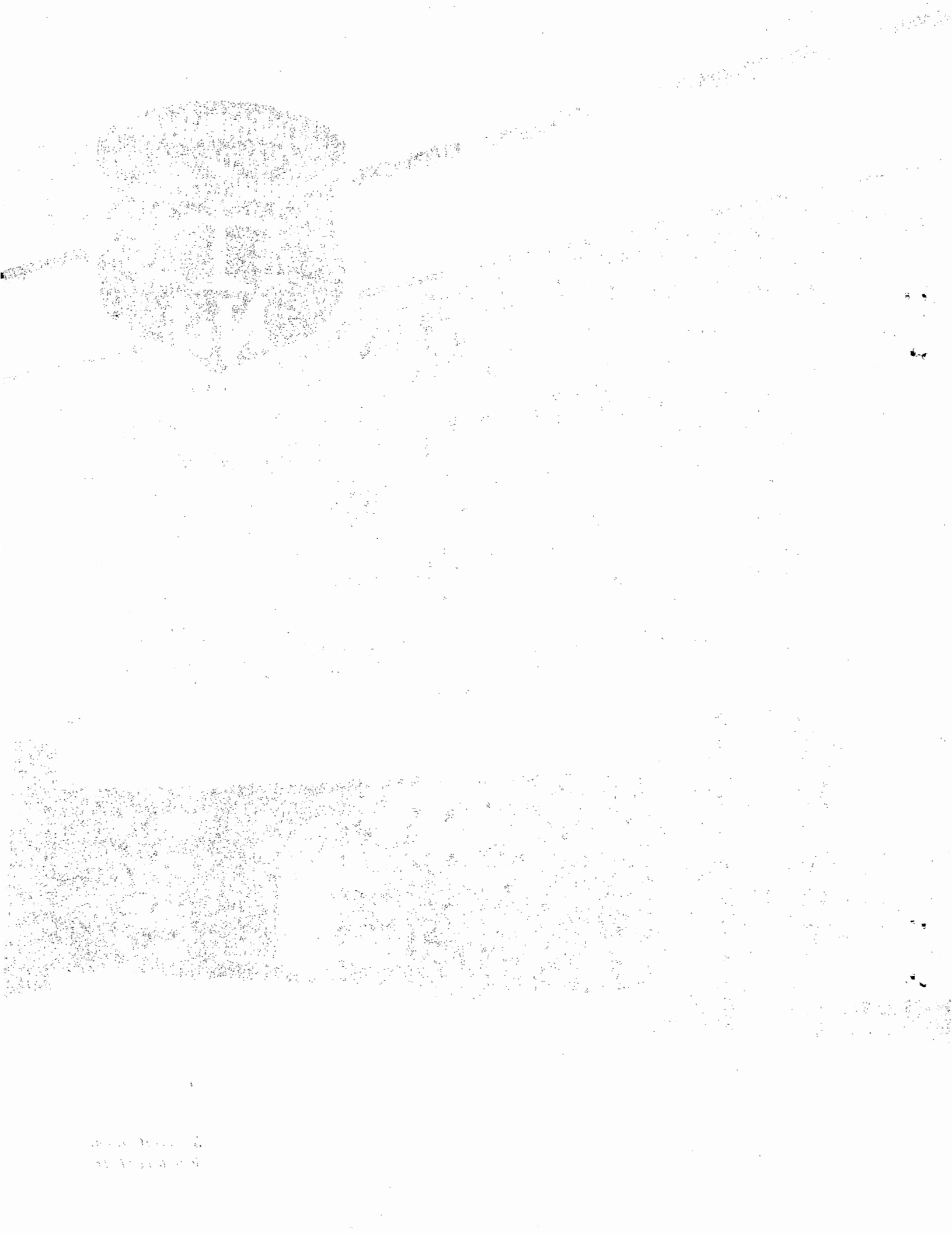
ANNUAL REPORT

State Prison, Trenton

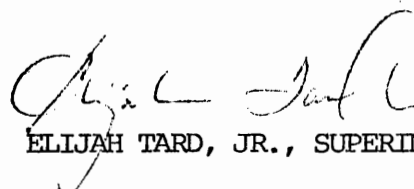
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Superintendent
Elijah Tard, Jr.

July 1982 to June 1983



ANNUAL REPORT
JULY 1982 TO JUNE 1983
STATE PRISON, TRENTON

A handwritten signature in dark ink, appearing to read "Elijah Tard, Jr.", is written over the printed name.

ELIJAH TARD, JR., SUPERINTENDENT

STATE PRISON, TRENTON
TRENTON, NEW JERSEY

ANNUAL REPORT
July 1, 1982 to June 30, 1983

MAJOR DEVELOPMENTS AND HIGHLIGHTS

Recapitulation of State Prison, Trenton for this fiscal year concluded with a great feeling of accomplishment in that the overall level of institutional programs, and activity functioned at a stable, and uninterrupted level during the year.

The construction, and refurbishment of State Prison, Trenton continues to progress. The following are the various phases completed.

Phase I - North Compound was completed in October 1982 at which time the administrative staff was relocated to the new facilities. Inmates assigned to Administrative Segregation, Management Control and Protective Custody Units within the old facility were transferred into the operational units of the North Compound.

Phase II - Power Plant was completed in August 1981.

Phase III - South Compound was completed in April 1983. The South Compound houses inmates assigned to general population, and the Special Medical Unit. The Special Medical Unit allows for the centralization of those inmates with chronic medical problems, and inmates who are non-ambulatory. These inmates require daily medical care, and the unit is self-contained, thereby allowing for more adequate care.

Phase IV - Renovation of towers and the Receiving Gate was completed in January 1983.

Phase V - Installation of Ric-Wil (steam line from the big yard to Center cellar) was completed in March 1983.

The projected dates for Phase VI, which consists of the demolition of 8 Wing, and the old hospital for the construction of the new gymnasium is to begin in October 1983, and to be completed in March 1985.

The renovation of the locking system for 7 Wing continues to progress smoothly, and without incident.

The initiation of an Inmate Grievance Procedure in September 1982 has proven to be a viable asset to State Prison, Trenton for the resolution of inmate complaints. To date, approximately 2000 complaints have been processed.

The Superintendent, and Assistant Superintendent attended a presentation in the Governor's Office to Mr. Joseph Capozzoli for his suggestion, and installation of an alarm system at State Prison, Trenton.

In August 1983, the Superintendent attended the 112th American Correction Congress Meeting in Toronto, Canada.

Various tours of the new facility were conducted for the Governor, various personnel from the local, County and State Law Enforcement agencies, as were those from out of State.

The Superintendent, and Assistant Superintendents, and several members of the Executive Staff were chosen to attend the Governor's Certified Managers Program.

State Prison, Trenton experienced an attempted escape, and the resultant death of one of the two inmates in April 1983. The other inmate was detained within the main facility. The inmate did require medical treatment for a broken leg, and cuts he sustained through his entanglement in the razor ribbon.

Given the transition of inmates from the old facility to the North and South Compounds, inter-unit transition within the old facility, receipt of incoming inmates from other correctional facilities, the interviewing, hiring, and accelerated in-service training of Correction Officer Recruits, the Superintendent acknowledges, and commends the excellent performance of duty by members of the Administrative Staff, Personnel, Medical, Psychology, Food Service, Maintenance, Custody, and Internal Affairs Departments during this fiscal period.

POPULATION MOVEMENT AND INMATE CHARACTERISTICS

The Trenton Prison Complex continues to house the long term offenders with maximum sentences in excess of twenty years who are classified to Trenton Prison by the Inter-Institutional Classification Committee at the Reception Center at Yardville. Men with lesser sentences, who are considered serious security risks, are also classified to Trenton.

In addition, on June 20, 1983, the newly formed Capital Sentence Unit was officially opened with the arrival of the inmate who has been sentenced on a capital crime.

The total population of the Trenton Prison Complex was 1789 as of June 30, 1983 as compared to 1273 on June 30, 1982. The breakdown is as follows:

Trenton Main	1549
Jones Farm	94
Vroom Readjustment Unit	121
St. Francis Hospital Unit	25

The Prison Reception Center transferred 669 inmates to Trenton during the fiscal year. This figure represents new commitments, parole violators, and recommitments by the courts.

There were 450 inmates transferred to Trenton Prison Complex from other institutions during the fiscal year. The majority of these cases represented administrative, disciplinary, and custodial problems.

Rahway State Prison	183
Leesburg State Prison	116
YCI - Bordentown	84
YCI - Yardville	21
ADIC	1
YCI - Annandale	7
Mid-State Correctional Facility	38

A total of 341 inmates were paroled, discharged, transferred, or otherwise separated from the Trenton Prison Complex:

Paroled	310
Discharged X-Max	17
Released by court	7
Deceased	7
Transferred to Rahway	118
Transferred to Clinton	1
Transferred to ADIC	1
Transferred to Halfway Houses	71
Transferred to Yardville	1
Transferred to Bordentown	9
Transferred to Annandale	0
Transferred to Jamesburg	1
Transferred to Leesburg	121
Transferred to Mid-State	26

CASE MANAGEMENT ACTIVITIES

Prison Classification Committee and Jones Farm Classification Committee:

During fiscal year 1983, the Prison Classification Committee reviewed, on an average, 330 inmate cases per month; up approximately 69 cases as opposed to fiscal year 1982 monthly case load. A major reason for the increased monthly case load was the opening of the new North Compound, and South Compound housing units, increasing the general population during the past year. To facilitate the above program, the institution moved towards a more secure, and controlled method of moving the inmate population by dividing the institution into three major general population areas; i.e., West Compound (Trenton State Prison Main), North Compound, and the South Compound.

The Jones Farm Prison Classification Committee has for the most part established itself as an integral part of the classification system at State Prison, Trenton. The Committee reviewed an average monthly case load of 91 inmates; a significant increase (20 inmate cases) from the preceding year's average case load. A contributing factor to the significantly increased case load at the Jones Farm Unit is the direct assignment classification out of the county jail systems, and reducing some of the "wait" via processing via the Prison Reception Unit.

Total monthly case load reviews were approximately 54 percent in-person at State Prison, Trenton Main; down 17 percent from fiscal year 1982, and 30 percent in-person at the Jones Farm full minimum satellite unit. No major program assignment problems presented themselves during fiscal year 1983 other than the ever-present rise in the State Prison, Trenton main population count with more and more inmates being incarcerated with mandated minimum sentences; therefore, creating for the most part a non-mobile general population at State Prison, Trenton.

North Compound Close Custody Units - Management Control Unit and Protective Custody:

During fiscal year 1983, an average monthly case load of six inmates were given in-person reviews by the Management Control Unit/Protective Custody Special Classification Committee from the Management Control Unit population. The Protective Custody population averaged 50 not in-person 90 day reviews. Pre-Hearing Management Control Unit detention placement cases were down from the past fiscal year in that the Management Control Unit/Special Classification Committee heard a total of 12 case referrals as opposed to a 21 case load in fiscal year 1982.

Management Control Unit housing placements for fiscal year 1983 averaged a 24 inmate assignment.

Overall, the Management Control Unit has functioned very well during its physical relocation to North Compound 4C out of 1 Right West Compound.

North Compound 4B, 3B, 2B and 3C Administrative Segregation Cases:

During fiscal year 1983, the Administrative Segregation Prison Classification Committee reviewed an average monthly case load of 168 men. This represents a substantial increase in reviews per month due to the implementation of the new North Compound Close Custody Unit housing; i.e., N-4B, 3B, 2B, and 3C (48 men units). State Prisons, Rahway and Leesburg, Mid-State Correctional Facility, Youth Reception and Correction Center, and Youth Correctional Institution, Bordentown provided approximately 42 percent of the Administrative Segregation population during fiscal year 1983. The average monthly case release to general population status numbered 16 cases.

Summation:

The Close Custody Unit population during fiscal year 1983 increased significantly due to the opening of the new North Compound housing units during the fiscal year 1983. Protective Custody continued to be a major topic of concern. The new South Compound Unit, Trenton State Prison, opened in April 1983, utilizing two housing units, S-3DD and S-2DD, increasing the general population of State Prison, Trenton by 96 inmates. At the close of the fiscal year 1983, the South Compound had opened another four housing units and it is anticipated that the population of State Prison, Trenton Complex and its satellite units will fast approach the rated capacity of 2000 inmates.

All in all, the Case Management activities of fiscal year 1983 continued to be handled very capably despite the many physical plant expansion problems faced by all staff personnel as the total population count at State Prison, Trenton significantly moves toward the Department of Corrections rated capacity.

PROFESSIONAL SERVICES

During the fiscal year 1983, the Professional Services consisted of the following departments: Classification; Medical; Pharmacy; Dental; Education; Vocational Education; Recreation; Psychology; Psychiatry; Social Work; Furlough; Chaplaincy, and Volunteers.

The departments have continued to focus attention upon expanding the scope, and quality of professional services delivered to the inmates at State Prison, Trenton and its satellites (Vroom Readjustment Unit, Jones Farm, and St. Francis Medical Center Prison Unit), from intake to release. Commencing with the opening of the North and South Compounds (new additions to State Prison, Trenton) and the increase of inmate population, professional staff schedules were adjusted, and increased to provide weekend, holiday or on-call staff coverage, in an effort to make staff more available to the inmate population, and institutional staff.

The classification department was relocated from the West Compound (old facility of State Prison, Trenton) to the new facility. The department was reorganized, and staff were cross-trained, in an effort to prepare staff to handle the increase influx of inmate classification materials, and to process such in a more timely, and efficient manner.

Classification Committee meetings have been increased from one to two meetings per week. This allows inmates the opportunity to be classified or reclassified in a program in a more expedient manner. The classification process for inmates requires that each inmate receive an in-person interview, testing, if appropriate, and numerous staff reports.

Provision was made for the institutional Parole Counselors, and Parole Officers to occupy an area adjacent to the Classification Department. This allows the departments to have close access to inmate classification records.

In addition to the school and library (law and browsing) in the West Compound, a new school and library opened in the new facility (North Compound). The vocational education school is preparing to move from the shop area into the North Compound. The vocational educational production workers will remain in their present location.

The recreation staff increased coverage from five days to seven days per week. This allows better supervision, and control of recreational equipment, upkeep of the recreation yard, and the two new recreational decks in the North Compound for inmates housed in the Close Custody Units (i.e. Administrative Segregation, Management Control Unit, and Protective Custody).

The chaplaincy department worked diligently in planning, and coordinating religious services to be rendered in the new chapel in the North Compound. Due to the large number of organized religious services, and the time frame of each, the old chapel (West Compound) will continue to be used for religious services.

The Islamic community successfully celebrated another Ramadam celebration.

The medical and dental departments relocated to the new facility in the North Compound. The facility consists of a clinic area which includes; doctor's offices; a medical file room for inmates medical records; one administrative and clerical office; a trauma and minor surgery room; a laboratory; X-ray; and a two room dental suite. The infirmary, located across the hall from the clinic consists of three separate units; an eleven (11) bed acute care area; a five (5) bed psychiatric unit; and a five (5) bed flexible unit. The psychiatric unit is being renovated in an effort to keep psychiatric patients from injuring their persons. Three of the cells will have foam padded walls and floors, and two cells will have special foam beds. All inmates in need of psychiatric observation will be relocated from 1 Left Observation in the West Compound, to this unit. The pharmacy was also relocated from the West Compound to the new facility.

A housing unit was set up in the South Compound for inmates with chronic medical problems. These inmates had previously been located in housing units in the West Compound. Having inmates with chronic medical problems in a centralized area, aids the medical department in providing closer monitoring of their medical conditions, and has cut down on the number of inmates being serviced in the clinic area, which most time is overtaxed.

Professional programs, and treatment services have been re-evaluated, and changed in an effort to meet the increasing needs of inmates entering the institution requiring specialized treatment and/or functioning on a below average psychological and/or intellectual level. These inmates require more individual care, and staff contact to aid them in learning to adjust, and function in a prison environment.

Inmates entering the system today, are often young, immature, and serving excessive mandatory sentences in excess of 25 years. The Close Custody Unit, housing inmates serving administrative segregation time for disciplinary action, has doubled. The number of inmates requiring protective custody is rapidly growing; inmates requiring management control is expanding. The Capital Sentence Unit houses inmates who are sentenced to death. All of the above areas require the delivery of professional services on individual bases. Professional staff received special training to adequately provide services to inmates sentenced to death, and housed in the Capital Sentence Unit. Although there has been an increase in the inmate population, an increase in professional staff have made it possible for professional services to continue to be delivered in a consistent, and meaningful manner. All departments have continued to function in a satisfactory manner in meeting departmental goals, and objectives.

To enhance inter-departmental communication, the Director of Professional Services met with professional staff on an as needed basis, in addition to meeting with individual departments weekly, for planning, and problem solving. All departments have continued to revise, and update their Standard Operating Procedures as needed.

The recruitment for correctional nurses, social workers, and appropriate psychology staff is ongoing. These positions are more difficult to fill because they require daily, continuous interactions with the inmate population, as well as competition with private hospitals, and institutions.

A variety of in-service training programs for professional staff have been provided at the institutional level, and at the Correction Officers' Training Academy, Department of Corrections. All departments will continue focusing on in-service training for staff with emphasis being on correctional staff; better preparing staff with the type of coping skills needed to provide a more viable service for the type of offenders entering the prison system.

The Health and Safety Committee met on a regular basis to address employees' concerns in reference to health, and safety issues at State Prison, Trenton.

Meetings were held with the staff at Trenton Psychiatric Hospital in an effort to reach an agreement on the best method for transferring, and discharging mentally ill inmates to and from the Forensic Unit of Trenton Psychiatric Hospital. An affiliation agreement between State Prison, Trenton, and Trenton Psychiatric Hospital was reached, and has allowed a continued favorable working relationship.

The Volunteer Program was assigned a Coordinator in July 1982 for the purpose of program development, and management for State Prison, Trenton, and its satellite units. The Volunteer Program encompasses several diverse groups, and interests in our efforts to bring quality community programming within the prison walls through community volunteers. Volunteer groups include the following: Princeton Theological Seminary; Bridge Ministries; Spanish Mennonite; Deliverance Center; Christian Science; Jehovah's Witness; and Pitman Ministries providing pastoral counseling; Thresholds of New Jersey, counseling one-to-one in decision making; Behavior Modification, group counseling; Rutgers University, social services counseling; Temple University, individual and group psychological counseling; and Alcohol Anonymous, group counseling.

Superior Courts and District Court Judges donated legal books; numerous publishing companies donated approximately 3,300 reading books; and the Trenton Times donated daily newspapers.

In October 1982, Mr. Bill Blake was nominated, and selected as one of the top ten volunteers of the year by the New Jersey Volunteers in Corrections, and Probation agencies.

The Volunteer Coordinator participated in five volunteer management seminars sponsored by the aforementioned agency. A certificate of completion was awarded.

Institutional staff participated in the annual United Way Campaign, the March of Dimes, the American Cancer Society, the Heart Fund, and the United States Bond Drive.

During the next fiscal year, professional services goals are to continue to focus upon improving the quantity, and quality of services provided to the inmate population.

SOCIAL SERVICES

The Social Work Department continues to service inmates at the main institution, and its satellite units. During the year it has been possible to "stabilize" the provision of service to the inmate population. This has been accomplished despite the increased size of the inmate population.

Attempting to alleviate stress, and lessen tension means spending maximum time in face-to-face contacts with as many men as possible. The nature of the population housed at Trenton Prison makes delivery of service difficult. The State Prison, Trenton population consists of men who:

1. have long sentences for violent crimes;
2. have been disciplinary problems at other institutions;
3. are escape risks;
4. have psychiatric problems;
5. are in need of protective custody;
6. are in need of intensive security measures; and
7. have medical problems.

The Social Work Department offers a dual function in the institution. These functions are to respond to the social needs of the inmates, and to the management needs of the institution by providing a diversified range of services. Services are provided through two kinds of activities:

- a. Direct service activities which include inmate contact to conduct interviews and counseling. Other aspects of direct services include: assessing behavior/attitudinal problems, verifying family emergencies (death, illness, accident); helping the inmate cope with the situation when he feels his confinement acutely; safeguarding that, as far as possible, individual rights are preserved; equalizing inequities whenever possible, crisis intervention, notary services, individual counseling, liaison between an inmate, his family, outside agencies, and the rest of the community. etc.
- b. Administrative activities include supervisory functions, report writing, preparation of paper work for the various institutional classification meetings, and participation in the classification meetings (Prison Classification Committee, Vroom Classification Committee, Jones Farm Classification Committee, Management Control Unit, Protective Custody, and Administrative Segregation).

Delivery of social services were provided for inmates housed at Jones Farm, St. Francis Medical Unit, Vroom Readjustment Unit, and the West Compound. Also, during the year, delivery of social services was provided for inmates housed in the new section of the Prison (North and South Compounds). The Special Classification Committee agendas required a significant amount of time to prepare because of housing relocation and program assignments.

Extensive training, and supervision was provided to new staff workers. The Department experienced more success with new staff interviewed from resumes than the ones recommended by Civil Service or the re-employment list.

All Social Work staff participated in some type of training in the past fiscal year. Among the sessions attended were: management stress; child abuse; alcoholism counseling; suicide prevention; and a seminar for Acquired Immune Deficiency Syndrome (AIDS).

The number of inmates contacted by the Social Work Department this past year numbered 15,390. This is an increase of 1,188 contacts as compared to 14,204 inmate contacts made last year. Information-research increased by 250 contacts; notary services increased by 80 contacts; classification preparation increased by 450 contacts; and referrals increased by 198 contacts. Other areas increased slightly. Housing assignments accounted for 520 contacts.

In summary, the Social Work Department's primary goal is to minimize many of the day-to-day pressures on inmates through providing consistent, meaningful and accessible social services, and by helping the men to better cope with routine, and crisis living situations.

PSYCHOLOGICAL SERVICES

A significant portion of the inmate population at State Prison, Trenton may be described as aggressive, anti-social, destructive, and may exhibit both unstable and bizarre patterns of behavior. In addition to these behaviors, a large number of inmates are experiencing "normal" adjustment reactions to conditions related to incarceration and personal loss.

A major function of the Psychology Department, therefore, is to provide treatment to the aforementioned inmates through a variety of therapeutic modalities. Various approaches using both individual and group psychotherapy are employed to help inmates deal with problematic-attitudinal, emotional and behavioral patterns. In addition, the Psychology Department provides training, and consultation to other staff at the institution who must deal with inmates who are emotionally disturbed. During the past year the Psychology Department provided this to Correction Officers on a regular basis, Social Workers, Nurses, Teachers, Volunteers, and various administrative personnel. Another component to the Psychology Department is the coordination of the psychiatric services. It should be noted that 17-22 percent of the State Prison, Trenton inmate population have outstanding prescriptions for psychotropic medications which must be maintained in various levels. Emergency consultation in response to bizarre behavior displayed by the inmates is another important facet of the psychologist's role at State Prison, Trenton. The Psychology Department is also responsible for submitting psychological evaluations/reports to institutional and state personnel advising them of the psychological factors to be considered in the management, custody status, job assignment, parole suitability, crisis intervention/emergency evaluations, etc. of inmates. Finally, psychologists are responsible for screening new employees of the prison.

At the beginning of the 1982-83 fiscal year, the Psychology Department has been staffed by the Director of Psychology; three staff clinical psychologists; one intern; one resident; three consultant psychologists; one full time staff psychiatrist; and two consultant psychiatrists. Currently, the staff has increased to include the Director of Psychology; four staff clinical psychologists; one resident; four consultant psychologists; a full time psychiatrist; and one consultant psychiatrist. At the present time, we have increased our psychiatric coverage by a half day visit per week. We also are in the process of filling two full time staff clinical psychology positions. With the increase in staff, the Psychology Department has continued to make significant contributions in the areas of crises intervention, treatment, and in-service training. Group psychotherapeutic services included: Substance Abuse Groups; Protective Custody Groups; Management Control Unit Groups; Two ongoing Groups at Jones Farm; and Ten ongoing therapy Groups at State Prison, Trenton. The increase in staff led to greater and more effective emergency, and crisis intervention services. However, with the opening of the new prison complex, and the increased inmate population, the Psychology staff has altered its therapeutic provisions.

In an attempt to deal with the increased need for services, the Psychology Department has concentrated its efforts on short-term therapeutic contacts, i.e. more wing contacts, and short-term (crisis or problem-oriented) therapy. This approach has given the Psychology Department wider coverage of the institution, but has hampered our overall therapeutic effectiveness.

With the opening of the North and South Compound at State Prison, Trenton, the Psychology Department anticipates an even greater influx of inmates with psychiatric/emotional difficulties which will increase the need for crisis intervention. Again, this will continue to lessen our role as a therapeutic agent in the institution.

The Psychology Department has also continued its active role in providing, and significantly expanding in-service training to various departments, and its staff. This entailed providing seminars on a regular bi-monthly basis on the recognition of danger signals, and interventions to Correction Officers at State Prison, Trenton. Special seminars, and supervision has also been provided to the Social Work Department, in addition to providing in-service training for the Nursing, and Education Departments. Volunteer students from Trenton State College have been utilized over the past fiscal year by the Psychology Department to aid in the scoring, and record maintenance of the psychological inventories used by the personnel department. These students provide approximately nine (9) hours of service per week.

The Psychology Department, in addition to the services provided for inmates, and staff at State Prison, Trenton, also provide psychological, and psychiatric coverage to its satellite units, i.e. Jones Farm and the Vroom Readjustment Unit. This coverage includes three one-half day visits by a psychologist; two one-half day visits by a psychiatrist at the Vroom Readjustment Unit; and two one-half day visits per week by a psychologist at Jones Farm. Twenty-four hour on-call (air-phone) emergency coverage has continued to be provided by the Director of Psychology and the Chief Consultant Psychologist.

FURLOUGH PROGRAM

The Furlough and Community Release Programs for Jones Farm inmates have been implemented with the usual cooperation of all involved. There were one hundred and forty-six (146) escorted furloughs approved, and completed; a decrease of two (2), compared to last years one hundred and forty-eight (148). Sixty-seven (67) unescorted furloughs were approved, and completed; an increase of twenty-seven (27) compared to forty (40) unescorted furloughs last year.

The Department of Corrections has contracts with the following agencies to provide community re-entry services: Morrow Projects; Clinton House in Trenton; and Bates House in New Brunswick; Volunteers of America in Trenton and Camden; Pyramid House I & II in Newark. These agencies provide community services for a select group of full minimum inmates during the last phases of their incarceration. The Newark House is a State run facility that provides for Essex County pre-release inmates that qualify for this program according to State standards. Sixty-seven (67) inmates participated in the Residential Community Release Program this year. This represents an increase of twenty-six (26) inmates compared to forty-one (41) transfers last year.

The Furlough Coordinator interviewed one hundred and seventeen (117) civilian escorts for the inmate furlough program compared to eighty-seven (87) last year; an increase of thirty (30).

The Marriage Committee met once a month during the year to approve/disapprove wedding consideration requests from State Prison, Trenton inmates. Eight marriage license trips, and eight weddings were arranged, and successfully completed; a decrease of two from last years ten trips and weddings. The inmates' community visits for sick bed, funeral and marriage license trips were granted by the Superintendent, as needed. There were seventeen (17) funeral trips; a decrease of one compared to last years eighteen (18) funeral trips. There were six (6) compassionate trips; an increase of one (1) compared to last years five (5) trips. One inmate from Jones Farm went on a compassionate trip; the remaining trips were taken by State Prison, Trenton inmates.

EDUCATIONAL PROGRAMS

Academic programs for the past fiscal year operated quite smoothly with no interruption. As a result of entrance testing, several observations were made which dictated that academic programs at the lower levels be modified. Utilizing the most appropriate information available for our population, a determination was made that students functioning within the Level I range, Grades 0-3, be homogeneously grouped with mathematics being de-emphasized. To effect this self-contained classroom concept, it was necessary to purchase language arts materials to be utilized as core curriculum materials. As a result of two review testing cycles, test results indicate extremely high success in the self-contained classrooms. At Levels II, III and IV a strong emphasis was placed on developing writing skills. In order for the students to apply the use of newly taught skills, teachers within the language arts area created a student magazine for students to display, and apply their creative writing skills. This concept too has been extremely successful.

During April 1983, the North Compound School area was readied for student acceptance with a daily capacity for 80 students. Interviews were conducted to hire appropriate staff which consisted of an Assistant Supervisor of Education with direct supervisor responsibility for four teachers, and a Legal Service Assistant. Following an orientation period, curriculum materials were made available, and the classification of students followed shortly. Curriculum materials for both school areas are complimentary.

During fiscal year 1983, there were 174 students assigned at the Adult Basic Education level (0-7.5) with 20 student promotions. There were 117 students assigned to the General Education Development classes (7.0-12.0), with 28 students successfully passing the G.E.D. The average daily attendance for all classes was 85 percent. The average number of students under 21 years of age in the program was 35. All students assigned to academic classes increased by approximately two grade levels.

The statistics reported above represent an overall operational decrease in the number of students being serviced primarily due to the suspension of the evening school program. However, it represents an increase in the number of students participating in prime-time education programs.

Point of note: Students entering academic programs have shown a serious decline on the entry test scores with the literacy level decreasing to 30 percent from 12 percent. Given the special needs and other custodial parameters, our success rate is extremely high and appropriate. The number of students participating under the age of 21 has increased by 133 percent.

All education staff continued to be afforded staff development, and training workshops. Training seminars have been offered in the areas of "Teaching the Learning Disabled Adult", "Student Achievement Patterns", and "Reading Workshops". There were six such training sessions offered during fiscal year 1983. A new component was added to the curriculum entitled "Personalized Skill Cluster" which affords the student, especially one under 21 years of age, the opportunity to address real life problems that are specifically related to the prison community, and generally to skills needed for everyday living.

The above reflects education programs within the Donald Bourne School, North Compound School, Jones Farm, and the Vroom Readjustment Unit.

Operations

In the area of education counseling, a total of 2,204 interview counseling sessions were completed by our counseling staff. Counseling sessions range from basic intake counseling to attendance counseling to exiting interviews and third-party problem solving. A total of 668 inmates completed inmate orientation, of which 311 completed school testing, and all inmates who completed inmate orientation received initial grade level placement tests. In the area of college offerings, there were four college classes offered with 114 participating.

Statistics reflected above represent a substantial increase in the total number of interview counseling sessions. The number of inmates attending inmate orientation increased approximately 100 percent while the number of inmates participating in college programs remained constant.

Library Services

Library services for State Prison, Trenton and the satellites continued to function smoothly. With the cost factor remaining extremely high, there were 11,798 inmates who were scheduled to the law library and/or received services in one of the close custody units. Inmates in the close custody units requesting services totaled 2,920. A total of 3,154 requests were received for legal phone calls with 588 requests emanating from the close custody units. Inmates who requested legal supplies were given same as appropriate, and available. Total number of legal photocopies were 406,360. The general reading library received, and completed 1,454 requests for services. Funding for legal services continues to fall short of what is actually needed to provide the necessary services to the number of requests as outlined above.

The statistics above represent an increase in the number of inmates requesting legal services which may be primarily due to the increase in the overall inmate population.

RECREATIONAL PROGRAMS

The Recreation Department operated smoothly during the past fiscal year with few interruptions. During the fiscal year, we were able to purchase badly needed recreation equipment to replace equipment in a deteriorated state. With the opening of the North/South Compounds, a strong emphasis has been placed on recreation. Inmate participation has increased approximately 100 percent. On an average, 400 inmates participate in each scheduled yard period, and approximately 250 participate in rotational evening recreation offered in the recreation hall. Intra-mural sports in the areas of basketball, football, handball, and track and field, continue to be offered, and annual tournaments to determine an institutional champion are held. In addition to the seasonal activities, quiet recreation and leisure-time activities such as ping-pong, chess, checkers, dominoes, card playing, etc. continue to be afforded the population on a daily basis.

The art and hobbies program continued to function smoothly with approximately 175 inmates participating during the year. The number of participants in the arts and hobbies program represents a modest increase.

Additionally, inmates assigned to Jones Farm continued their involvement in the Ewing Township Industrial League, a program that has prove successful in past years.

A total of 59 movies were shown at State Prison, Trenton and Jones Farm and were available to all inmates except those assigned to a close custody unit.

It is appropriate to indicate that staff coverage for recreation programs continues to be marginal at best, and additional staff is sorely needed to improve the quality, and deliverance of recreational services to our population.

VOCATIONAL PROGRAMS

The total enrollment for the vocational school increased from 59 students in June 1982 to 115 students in May 1983. The total number of paraprofessionals and production workers increased from 31 to 33.

The total number of graduates this fiscal year was 46. Eight inmates completed their four year apprenticeships, and received diplomas from the United States Department of Labor.

The electronics program accomplished some noteworthy projects. The institutional antenna system was rewired completely. Four hundred radios, and televisions were repaired, along with approximately 500 electronic institutional repairs. The riot bell system has been operating for more than one year, and the number of breakdowns has been virtually non-existent, which is in support of its reliability. Among the major projects completed by the electronics program were the master antenna system for Jones Farm; fire alarm for the Vroom Readjustment Unit; intercom for the Donald Broune School; P.A. system for State Prison, Rahway; roof alarm for State Prison, Trenton; intercom phone system for Center; intercom system for shop hall/receiving gate; 1E to Traffic Control; SB2, 1F, 3, 4, 5, 6, 8, 9, and 10 towers.

The air conditioning project continued to follow its curriculum, and made general repairs throughout the institution. Two commercial refrigerators were picked up from the Raritan Arsenal, were repaired, and donated to the cookhouse.

The building maintenance class worked on furniture for the new institution. Twenty podiums, and storage cabinets were built, and a drug box for the hospital; bulletin boards; mail boxes; speaker cabinets; computer console and television cart for electronics; Parole Board tables for the Parole Board. The building maintenance shop also did extensive repairs in the vocational classroom, and in the building maintenance area.

The barbering program has undergone a significant expansion as the new institution opened its North and South Compounds. The program provides hair cutting in the lock-up units as well, and has gained popularity in the shop hall area where haircut rosters are at capacity on a daily basis.

The auto body program was eliminated from the vocational curriculum at State Prison, Trenton in December 1982. Research has been done on establishing a welding program for the institution which would incorporate the existing welding shop with a newly furnished welding shop located in the former auto body area. William Young, Auto Body Instructor, has attended seminars, visited other institution vocational schools, and has worked in the repair shop in order to coordinate the possibility of initiating a welding program at State Prison, Trenton.

The upholstery program has continued working on various projects for this institution and other agencies. The program has completed 90 projects, which consisted of 1 to 5 pieces per project.

The graphic arts program was involved in extensive projects involving revision of institutional forms; new badges; forms for the new institution; and relatively large printing jobs. Specifically, the following jobs were completed: signs for North and South Compounds; Traffic Control badges for North and South Compounds; business cards for Jamesburg, Rahway, Trenton, and Newark Skills Center; Behavior Modification Handbooks (reprint); Money Management Book (Newark Skills Center); Superintendent's Annual Report; Advancement for the Mentally Handicapped (posters, business cards, letter heads; envelopes, 3-forms); Volunteer Program Book and Volunteer badges; Catalogue of all institutional forms; remake of existing institutional forms; composition of new institutional forms; composition of forms for Rahway; letter heads with State seal for Rahway, Trenton, and Jamesburg; Certificate of Appreciation (institutional staff); Certificate of completion (staff, Behavior Modification, Vocational Education); printing of all institutional forms (State Prison, Trenton, Vroom Readjustment Unit, Jones Farm); store price list; money receipt books. In addition, over 400 miscellaneous smaller projects were completed which are too numerous to mention.

MEDICAL SERVICES

The Medical Department was relocated from the West Compound to the North Compound Clinic and Infirmary areas. All doctor call, dental and consultants patients, as well as patients receiving treatments i.e. x-rays; lab studies; physical therapy, are serviced in the clinic area. The infirmary consists of three units; one unit housing infirmed patients; one housing the psychiatric observation patients; and the third unit is used for medicine intake, and flexible housing.

The dental area extended the hours of dental services. The dental clinic which formerly operated from 7:00 a.m. to 2:00 p.m. now operates from 7:00 a.m. to 10:00 p.m. This was necessary due to operational difference between the infirmary area in the West Compound, and in the new facility, as well as a population increase. A dental assistant was hired to assist the dentist chairside, and to complete necessary paperwork thereby allowing the dentist to perform more dentistry. The Medical Department had formerly been without a dental assistant.

A temporary isolation unit for the care of patients with undiagnosed AIDS - Acquired Immune Deficiency Syndrome - was set up in the infirmary flexible housing unit. The isolation unit was set up to address the needs of the patients, as well as to protect those individuals who had direct contact with them. In addition, to address the concerns of State Prison, Trenton staff, the Medical Department held several in-service training sessions pertaining to the disease in order to enlighten, as well as allay the fears of staff members. Following the temporary housing, the patients were returned to St. Francis Medical Center, Prison Unit.

A housing unit in the South Compound, 2-EE, was provided for inmates with chronic medical problems, i.e. diabetes, asthma, non-ambulatories, needing direct medical supervision. These patients receive all their treatments, as well as daily physician consultant visits in the units which also alleviates the inmate traffic (approximately 80 daily) reporting to the clinic area.

Recreation will be held for 2-EE on a daily basis. The non-ambulatory, and ambulatory inmates will be utilizing separate yard facilities. The inmate attendants who work in the hospital area, will assist the non-ambulatory inmates to their respective recreation area.

A new medication system was examined by the Medical Department. MEDI-DOSE, a unit dose system of dispensing medication was investigated as a new method of packaging medications dispensed to the inmate population. Although MEDI-DOSE is a cost and time efficient method of packaging medications, the Medical Department will continue to investigate other methods of distributing medication in a more cost and time efficient manner to determine which method best suits our needs.

The Bureau of Support Services at the Department level is now responsible for the admission and discharge of patients in the St. Francis Medical Center, Prison Unit. The Medical Department had formerly been responsible for this function. With the expansion of the unit from 13 to 27 beds, the Department of Corrections Support Services Coordinator felt that the Bureau could arrange admissions and discharges in a more cost efficient, and expeditious manner.

The Medical Department is looking forward to increasing the medical staff to meet the increasing number of inmates housed at State Prison, Trenton and its satellites. At present five nursing positions have been approved. An increase in staff will allow the Medical Department to improve the quantity as well as quality of services provided to the inmate population.

The Medical Department by increasing its staff also anticipates extending the nursing shift at the Vroom Readjustment Unit. Presently, there is one nurse providing services during the day time hours of coverage at the Vroom Readjustment Unit. To ensure nursing coverage during both the day, and evening hours, the Medical Department anticipates adding an evening nursing shift at the Vroom Unit. This additional shift would alleviate the need for the nursing staff at Trenton Main to address the medical needs of Vroom inmates. This problem usually occurs following the end of the day shift due to the lack of a nurse available in the unit during the evening hours. Another extension of services anticipated at the Vroom Readjustment Unit will be a dental clinic to service the inmates housed at the unit. This service would eliminate the need of inmates being transferred to Trenton's Main Complex for dental treatments by providing services within the units.

The psychiatric observation unit of the infirmary is undergoing a construction change. Three cells in the psychiatric observation unit will be padded to ensure the safe confinement of patients under observation who could pose harm to themselves.

Infirmary Data

Total patients	535
Total admissions	530
Total discharges	517
Total patient days	6314
Average daily patient census	13
Average number of days per patient	10

Out-Patient Data

Referred to departments and clinics	5256
Medical returns - Annandale	210
Medical returns - Avenel	56
Medical returns - Bordentown	58
Medical returns - Clinton	10
Medical returns - Lambertville Corrections	2
Medical returns - Leesburg	337
Medical returns - Mid-State	85
Medical returns - Rahway	390
Medical returns - Yardville	22
Medical returns - Jones Farm	158
Medical returns - Vroom Readjustment Unit	335
Medical returns - St. Francis Medical Center	372

Laboratory Report

National Health	1701
State Health Department	717
St. Francis Medical Center	31
Prison Hospital	269

Miscellaneous

Physical therapy	1976
X-ray exposures	3772
Minor surgery	46
Electrocardiograms	193
Inmate accidents	37

Doctor Clinic Visits

Dr. Chaudry - Neurologist	165
Dr. Cottone - Surgeon	823
Dr. Crane - Otolaryngologist	259
Dr. Elwing - Optometrist	826
Dr. Field - Orthopedist	868
Dr. Kimmel/Wisler - Podiatrist	391
Dr. Kinczel - Cardiologist	52
Dr. Koblenzer - Dermatologist	311
Dr. Levy/Dr. Packard - Oncologists	14
Dr. I. Levy - Ophthalmologist	173
Dr. Rivas - Urologist	350
Dr. Scheuerman - Neurosurgeon	17
Ms. Susswein - Shoe Supplier	336

Out-Patient Service

John R. Cocco - Prosthetician	14
Evans Hearing Center	2
Dr. Hindawi - Thoracic Surgeon	4
Dr. Richard Levy - Oncologist	3
Dr. I. Levy - Ophthalmologist	82
Radiology Affiliates	9
Dr. Scheuerman - Neurosurgeon	9
Trenton Orthopedic Group	93
Hamilton Hospital	6
Helene Fuld Medical Center	44
Montefiore Hospital (New York)	1
New Jersey College Hospital	19

In-Patient Service

New Jersey College Hospital	2
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DENTAL SERVICES

Patient visits	3034
Initial examination	257
X-rays	915
Treatment plan	338
Re-examinations	501
Forced extractions	323
Surgical extractions	666
Sutures	511
Post-operative treatment	413
Medication	606
Amalgam restorations	988
Temporary restorations	135
Synthetic restorations	35
Full dentures	49
Partial dentures	113
Relines	57
Impressions	321
Bite registration	153
Try-ins	180
F/F P/P repairs	183
F/F P/P adjustments	379
Crowns - Por. Acr. or Aud. each	404
Fracture fixations	15
Periodontal treatment	390
Prophylactics	377
Cysts and biopsy	88
Endodontics	18
Anesthesias	1224
Oral hygiene instructions	426
Fluoride treatments	23
Consultations	677
Broken appointments	453
Refused treatment	55

RELIGIOUS SERVICES

During the past year all religious groups held weekly meetings as scheduled. There are six different religious groups that were active during the past year.

The Protestant community consisted of two separate groups. Both groups came together for worship services 50 times each. The average weekly attendance ranged from 25 to 45, for a total of 1,682 for the year. Special services were held on Christmas, and Easter for the Protestant community. Holy Communion was served twice during the year. Small gifts were made possible on Christmas by religious organizations for the Protestant congregation. They also made possible Christmas cards, and calendars which were distributed to the prisoners during the Christmas Holidays. A Protestant Bible Class was started in February 1983. The average attendance was 15 weekly.

The Catholic community met weekly in two separate groups. The attendance ranged from 10 to 25 weekly, for a total of 1,200 for the year. They had special worship services on Christmas, New Years, and Good Friday.

The Jewish population had services on their sacred holidays. Through Rabbi Lev, and Rabbi Carlebach the appropriate food items were made possible for the celebration. Since January 1983, the Jewish inmate population met bi-weekly for worship services.

The Spanish speaking inmate population, led by Reverend Matos, met 46 times for christian worship services. The attendance was a total of 1,260 during the year. There were 5 Spanish speaking volunteers assisting Reverend Matos. This ministry has been very valuable to the Spanish community at State Prison, Trenton. More volunteers are being cleared to assist with the Spanish worship services.

The Islamic community was coordinated by Imam Muhammad Abdullah who has done a fine job in coordinating the Islamic worship services and activities. The Islamic community met 50 times during the year for Jumah Prayer. The attendance ranged from 25 to 65 weekly. The Ramadan season went over very successfully. Ramadan 1983, began on June 12, and ended on July 12, 1983. Plans are being made to organize weekly Islamic instruction classes.

The Jehovah Witness is a small group. They average from 5 to 8 weekly.

A major portion of the pastoral ministry was conducted through the Chaplaincy Internship Program. From September 1982 to June 1983, nine Divinity Students from Princeton Theological Seminary served as Chaplains under the supervision of the Institutional Chaplain. Each Chaplain came in for ten hours weekly. Three student Chaplains were assigned to the Vroom Readjustment Unit, each having two tiers. From September to June, the inmates at the Vroom Readjustment Unit had access to weekly pastoral services. Six Chaplains were assigned to wings at State Prison, Trenton and provided weekly pastoral services. Through these six Chaplains, an average of 125 men were interviewed weekly. The interns also provided time for family counseling. The prisoners responded very positively to the Chaplains, and the students gained a very valid experience and education.

During the past year, the Institutional Chaplain participated in seven meetings which addressed the ministry of Chaplaincy, and participated in ten Prison community relationship meetings. There is constant requests from the community to learn, and participate in Prison ministry.

Many hours were given to pre-marital counseling, and weddings. A total of nine marriages took place during the past year.

We are now in the process of moving into the new chapel. The chapel will have a new portable Baptistry/Communion Table. After moving into the new chapel, all who desire to be baptized will be given the opportunity. The new chapel facility will do much to improve the quality of the religious program.

CUSTODIAL ACTIVITIES

The new fiscal year began with a promotional trend which continued throughout the entire year. This to include the appointment of Charles Trautman to the position of Director of Custodial Operations. Chief Trautman assumed the duties of Acting Director of Custodial Operations, Captain John Swal. Captain Swal was later transferred to the Department of Corrections to assume the duties of Corrections Captain, Division of Adult Institutions.

State Prison, Trenton commends Captain Swal on his excellent performance as Acting Director of Custodial Operations.

Additional custodial promotions awarded during this fiscal year included:

Lieutenant Robert Mims to Captain
Lieutenant Joseph Allen to Captain

The following Sergeants were promoted to Lieutenants:

Paul Hagen	Harry Filinuk
Lawrence Hirschfield	Stephen Dobron
Joseph Cheripko	Melvin Williams
Edwin Rochelle	Vincent Augustoni

The following Senior Correction Officers were promoted to Sergeants:

Ronald Johnson	Roy Hendricks
John Miller	Edward Worthington
Clifford Rhoden	Clarence Waddy
George Mount	Gary Loveman
Richard Ciewisz	Ronald Jackson
Robert Keown	William D. Brown
Stephen Scherer	James Vogt
Michael Engi	Donald Rodgers
Claude Porter, Jr.	Timothy Ahearn
Charles Lutolf	

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Lieutenant Paul Jones transferred to State Prison, Trenton from the Youth Correctional Institution, Bordentown to accept a promotion to Captain.

Sergeant Francis Nangel transferred to State Prison, Trenton from State Prison, Rahway to accept a promotion to Lieutenant.

The following temporary promotions and reassignments were made during fiscal year 1982-83:

Lieutenant Joseph Rhym to temporary Captain
Lieutenant Lowell Young to temporary Captain
Sergeant Ernie Davis to temporary Lieutenant
Sergeant Herbert Bowlby to temporary Lieutenant
Sergeant E. Smith to temporary Lieutenant COTA
Senior Correction Officer W. Nemeth to temporary Sergeant
Senior Correction Officer L. Wallace to temporary Sergeant.

Lieutenant William Nunn and Sergeant H. Bowlby were temporarily reassigned to the Corrections' Officers Training Academy in February 1983 to assist in the training of Correction Officer Recruits. Sergeant Bowlby was later reassigned to State Prison, Trenton as temporary Lieutenant.

Other temporary reassignments included:

Lieutenant Michael Voight from Vroom Readjustment Unit to Unit A, Center Keeper at State Prison, Trenton.

Lieutenant C. Smith from State Prison, Trenton to the Vroom Readjustment Unit.

Sergeant E. Smith from State Prison, Trenton to the Corrections' Officers' Training Academy.

Sergeant R. Van Dyne to Area 4 Sergeant, Unit B.

On October 9, 1982 the Custodial Operations Offices became operational in the North Compound.

During the observance of the Thanksgiving and Christmas Holidays, the inmate population were permitted to receive, in addition to the regular food package, a holiday food package, not in excess of twenty-five (25) pounds. An additional contact visit was authorized for the inmate population during this period.

During the month of December, five (5) new vans, equipped with two-way radios were added to the transportation pool.

In compliance with N.J.S.A. 2C:39-6 (5), the month of March 1983 began the classroom instruction in the use of personal firearms/force while off-duty. As of March 31, 1983 twenty-seven (27) Senior Correction Officers qualified. Four (4) of those qualified Senior Officers were authorized to carry weapons off-duty.

The overcrowded conditions in the county jails necessitated the opening of two (2) housing units in the South Compound on April 11, 1983.

The new Center Control in the North Compound became operational on April 23, 1983.

Senior Officer R. Marczak received a letter of commendation for his efforts in the removal of flammable items from the inmate store.

The month of June marked the opening of the new Capital Sentence Unit for the State of New Jersey.

Untoward Incidents

On July 14, 1982 inmate Schinderwolf #65181 attempted to commit suicide by hanging. Quick response by correctional staff prevented the inmate from being successful. The inmate was taken to the infirmary, examined, and placed in observation. While in observation, inmate Schinderwolf again attempted to harm himself, and was subsequently placed in restraints per orders of the on-call psychologist.

On July 15, 1982 inmate Baldwin #66377 was assaulted by inmate Brown #62272. Inmate Baldwin was treated at St. Francis Hospital for a scalp wound, and returned to State Prison, Trenton the same day.

August 18, 1982 inmate Landolfi #68200 became physically, and verbally abusive to the officers assigned to escort him to lock-up. Inmate Landolfi was handcuffed, and taken to lock-up displaying aggressive behavior during the transfer. Upon arrival in the lock-up unit, Landolfi was examined by the staff physician and the staff psychiatrist. A decision was made to transfer inmate Landolfi to the Vroom Readjustment Unit out of lock-up. Inmate Landolfi's continued aggressive behavior necessitated the use of restraints during the transfer.

August 18, 1982 inmate William Bull #62828 requested the use of the barber shears under the pretext of needing to trim his mustache. Once in possession of the item, inmate Bull ran down the tier, with the officer in pursuit, to the cell occupied by inmate Bridges #67275. Upon entering the cell a scuffle ensued between inmates Bridges and Bull. As a result, Bridges sustained a puncture wound to the right shoulder, and scratches about the head and left arm. Inmate Bull was treated at St. Francis Hospital for a deep puncture wound to the right leg. It was theorized that Bull's wound was self-inflicted.

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August 23, 1982 inmate Reese #65811 was discovered dead in his bed by the officer on tour. The cause of death was listed as natural by the Coroner's Office.

August 23, 1982 inmates Greenwood #67580 and Ashford #61707 became involved in an argument over a weight bar in the recreation yard, and a scuffle ensued. The S.B.#10 officer observing blood on the left side of inmate Ashford's head, blew his whistle and ordered all actions to cease. Both inmates ignored the officer's orders. Inmate Ashford proceeded to knock inmate Greenwood to the ground, and attempted to strike him with the raised weight bar. Observing that Greenwood's life was in danger, the officer yelled "halt", and fired a warning shot into the air. At this point, inmate Ashford dropped the weight bar to the ground. Responding personnel escorted Ashford and Greenwood from the yard without further incident. Inmate Ashford was examined at State Prison, Trenton infirmary, and then referred to St. Francis Medical Center for more in-depth examination and treatment.

August 24, 1982 Jones Farm Instructor called the barracks to report that he was returning to the barracks, and that inmate Barry Dawe #67667 was missing from his detail. An immediate search of the farm, and the surrounding areas was conducted but to no avail. All applicable State and local authorities were notified.

September 3, 1982 inmate Richardson #63577 began displaying irrational behavior which necessitated a referral to the Psychology Department, who in turn ordered the inmate moved to observation. Upon being informed of his move to observation, inmate Richardson was instructed to place his hands through his cell door to be handcuffed as per procedures. Richardson refused, and threatened to throw the officers off the tier if they tried to remove him from his cell. The inmate continued to issue verbal threats while becoming physically aggressive. Consequently, Richardson had to be physically restrained. Inmate Richardson was taken to the infirmary, examined, and escorted to the observation unit. The Psychologist was apprised of the incident, and came in to interview the inmate. The inmate was given medication, and was scheduled to be seen by the Psychiatrist the following day. The two officers involved were examined in the infirmary, and referred to St. Francis Medical Center for further treatment.

September 13, 1982 during an Adjustment Committee Hearing, inmate Iaccarino #65221, after received a ten (10) day lock-up sanction, threw a chair at the Hearing Officer. However, no injuries were sustained. Inmate Iaccarino was subdued, and escorted to lock-up without further incident.

September 14, 1982 as the housing officer was locking up the unit after recreation, he was approached by inmate Miller #63823 who stated, "did you see that he (referring to inmate Nellom #65914) punched me in the mouth?" At the same time, inmate Miller grabbed a deck brush that was inside of #8 tier box. After securing the brush, inmate Miller ran up to #10 tier with the officer in pursuit. As the officer reached the landing of #10 tier, he observed Miller hit inmate Nellom in the back of his head with the deck brush. The officer sounded the alarm, and secured inmate Miller on #8 tier until help arrived. Inmate Nellom was taken to the infirmary in a state of unconsciousness by the officers responding to the alarm. The Trenton Life Mobile was called, and Nellom was rushed to St. Francis Medical Center. Preliminary tests revealed the inmate suffered a bilateral fracture of the skull. Nellom's condition was listed as serious upon admission, however, on September 16, 1982 his condition changed to critical. On September 21, 1982 inmate Andrew Nellom died as a result of the injuries sustained. The incident was investigated by the Internal Affairs Unit of State Prison, Trenton.

September 15, 1982 inmates Kuklinski #51005 and Williams #62095 were observed fighting in the recreation area of the lock-up unit. The incident was quelled, and the inmates were escorted to the infirmary, and referred to St. Francis Medical Center for treatment of minor injuries. Both inmates were returned to State Prison, Trenton, and placed in pre-hearing detention.

October 3, 1982 a search of the Vroom Readjustment Unit was made after the discovery of several cut bars on the cell of inmate Stewart #56365. The investigation is being handled by the Internal Affairs Unit of State Prison, Trenton.

October 7, 1982 inmate Mayhan #65952 attempted to commit suicide by cutting both of his wrists. Mayhan was taken to the infirmary, examined, and referred to St. Francis Medical Center for further examination and treatment. The inmate was returned to State Prison, Trenton the same day, and placed in observation per orders of the Psychologist.

October 31, 1982 inmate Lee #65723 set fire to his cell by placing trash against his cell door, and igniting it. The inmate was removed from the cell, and placed in observation. The medical and psychology departments were notified. The fire was extinguished, however, there was a considerable amount of damage to the cell. No injuries were reported.

November 5, 1982 based on recent contraband finds, and inmates found to be under the influence, an early morning major search of the Jones Farm Unit was conducted. Contraband in the form of liquor, money, sundry items, marijuana, and pills were found. As a result, ten (10) inmates were returned to State Prison, Trenton. The search was conducted without incident.

November 6, 1982 the Housing Officer noticed an unusual amount of water in front of inmate Jacobs' #67744 cell. As the officer approached the cell, Jacobs showed him a handful of pills, which he immediately consumed, stating, "I want to die". Inmate Jacobs was taken to St. Francis Medical Center, and admitted to Intensive Care. His condition was critical upon admission, but later stabilized.

November 24, 1982 a cut bar was discovered on E tier of the Vroom Readjustment Unit. It was determined that the cut was an old one, and not recently made, however, a complete security check of E tier was made with negative results. The bar was repaired, and the matter referred to Internal Affairs for further investigation.

December 4, 1982 inmate Swinger #71666 committed suicide by hanging himself in his cell. The incident was investigated by the Internal Affairs Unit of State Prison, Trenton.

December 13, 1982 inmate Reinoehl #63969 was stabbed by inmates Miller #58406 and Conklin #56137. The Internal Affairs Unit of State Prison, Trenton handled the investigation.

December 23, 1982 inmate Jones #64125 was stabbed in the recreation yard of the Vroom Readjustment Unit by inmates Bethea #57550 and Bellamy #50564.

January 10, 1983 inmate Perales #71680 attempted suicide by hanging. Perales was taken to St. Francis Medical Center for treatment.

February 28, 1983 inmate Anderson #60504 attempted to commit suicide by hanging. Anderson was placed in observation per orders of the Psychology Department.

March 30, 1983 inmate Kelly #50535 collapsed in the shower. Life Mobile was summoned, and Kelly was taken to St. Francis Medical Center. Inmate Kelly was pronounced dead on arrival.

April 3, 1983 inmate Shamsid-Din #71085 assaulted an officer. The officer was taken to Francis Medical Center for treatment of a broken nose, and possible fracture of the cheek bone. Inmate Shamsid-Din was placed in pre-hearing detention.

April 21, 1983 inmate W. Green #65650 died of cardiac arrest.

April 25, 1983 inmate Papciak #56090 attempted suicide by cutting his wrists. Papciak was taken to St. Francis Medical Center for treatment.

April 25, 1983 inmates Kerpen #66867 and Stankiewicz #66483 attempted to escape from State Prison, Trenton. During the attempted escape, Stankiewicz was killed, and Kerpen sustained numerous injuries due to his being caught in the razor ribbon. Inmate Kerpen was taken to St. Francis Medical Center for treatment.

May 7, 1983 inmate Patterson #65399 assaulted a Correction Sergeant. Patterson was placed in pre-hearing detention.

May 8, 1983 a fire broke out in 4 Wing housing unit. The fire appeared to be deliberately set by inmate Davis #68961. Unit officers extinguished the fire, and Davis was placed in close watch observation.

May 10, 1983 a pair of scissors was reported missing from the barber shop. The scissors were found in the possession of inmate Stefanow #66534. Stefanow was charged, and placed in pre-hearing detention.

May 11, 1983 a verbal confrontation between inmate Green and a Corrections Sergeant became physical. Due to conflicting reports an investigation was ordered by the Superintendent. The Sergeant was suspended from duty pending the results of the investigation.

May 17, 1983 inmate Milton #72554 committed suicide by hanging.

June 6, 1983 inmate Perales #71680 deliberately set fire to his cell. The fire was extinguished by unit officers, and the inmate was placed in observation.

June 21, 1983 a female visitor was arrested for creating a disturbance in the lobby of State Prison, Trenton. A Corrections Captain sustained minor injuries as a result of the incident. She was found guilty and a fine was imposed.

June 25, 1983 inmate Anderson #64673 assaulted an officer with an ink pen. The officer sustained injuries to his hand. Inmate Anderson was placed in pre-hearing detention.

June 26, 1983 inmate McGaney #52966 assaulted an officer when ordered to lock-in. The officer was examined by the Medical Department, and referred to St. Francis Medical Center due to injuries to his back and hand. Inmate McGaney was charged with assault.

June 26, 1983 inmate De Rosa assaulted an officer. As a result the Officer sustained injuries to the facial area. The inmate's action necessitated the use of force to subdue him. No injuries were incurred, and the inmate was placed in Close Custody.

TRAINING

In-Service Training Program

Since July 1, 1982 this program has continued, and expanded to include 26 units of instruction. Each of these units have been divided into sub-units that can be offered as two hour classes.

Particular emphasis has been given to developing attitudes of professionalism, and mutual cooperation between custody, and support personnel. Civilians, and officers participate jointly in several course offerings, helping each to understand, and appreciate the role of the other in the corrections system.

Weapons Familiarization and Qualification

Weapons training continues to be a vital area of concern to this office. Much time has been devoted to developing procedures, records, and files to ensure staff participation in this training program.

This facility now has three full time range officers, who are certified firearms instructors through the Police Training Commission. They are charged with the responsibility for the training, and annual qualification of 800 staff members.

In addition, their duties include key, protective equipment, restraints, ammunition, radio communications, and miscellaneous equipment repair, control, requisition, and inventory.

The primary problems in this area are that this program does not have extensive use of adequate range facilities. This creates a burden to staff participating in training. They must report to various locations at intermittent hours. In spite of this difficulty, 84 percent of the custody force at this institution was qualified during this year.

September 1982 began a training plan for qualifying officers to carry a weapon off-duty. This course requires eight hours of classroom study, and four hours on the range. The classes include familiarization with the weapon, safety factors, legal considerations, and liability. On the range, each employee was required to shoot a tactical revolver course with a minimum 70 percent proficiency.

Formal guidelines were received from the Department in February 1983 and classes began that month. Training was conducted, voluntarily, on the employee's days off. To date, 213 staff members have participated in the classroom training; 170 in range qualification; and of these, the Superintendent has approved 170 to carry a weapon off-duty.

These classes continue to be a part of the In-Service Training Program.

The North Compound

In June 1982 a plan was developed to train experienced officers to staff this new addition to this facility. The course consisted of 10 one-hour sessions, offered in two hour blocks. Training was conducted both, prior to, and after the officer's regular shift on a voluntary basis. In November 1982, this course was included in the In-Service Training Program.

During these five months, 293 officers, and 21 supervisors were trained. Of these, 86 officers, and 7 supervisors were selected to man key positions when the unit opened in October 1982. Each of these individuals participated in an eight hour on-site training class.

Special training classes for those individuals selected to staff Central Control were held in October and November 1982 by Mr. Arthur Birch of E.C.S.I. Thirteen officers, and 9 supervisors participated in these classes.

Training for the South Compound is being accomplished through the In-Service Training Program, and special control booth operations classes, coordinated through this office.

Assistant Training Officer

This temporary position was approved on August 16, 1982 and Senior Correction Officer G. L. Wereski was assigned to this office. Officer Wereski organized, and maintained the files and records, assisting in all areas of program maintenance.

Further, this officer was directly responsible for key inventory, and control within the new facility. Complete inventories of all supplies, training aids, keys, weapons, protective equipment, and restraints was accomplished in October 1982.

Officer Wereski was reassigned to the Internal Affairs Unit in January 1983, and was replaced by Officer James Willie. Officer Willie was reassigned in April 1983, and Officer Donald Lewis was assigned to this position.

All inventories were revised, and updated in January 1983 and July 1, 1983.

Training Resource Manual

In August 1982 work began in compiling various reference materials to establish a manual for training. Since that time, this material has been used to train instructors for various classes.

In October 1982 classes were conducted for supervisors to assist them in the preparation of lesson plans. Six Lieutenants, and 18 Sergeants participated.

The results of these meetings have been included in a manual that contains lesson plans, handouts, and reference materials for 26 units of instructions.

Procedures for delivery of the In-Service Training Program were promulgated in January 1983, and have been included in this manual.

New Staff Orientation

In October 1982 plans were developed for an orientation program for new employees. A program was designed to familiarize new staff with the physical site, goals and objectives, various component units, relating to other staff and handling inmates, during 40 hours of classroom instruction. Trainees would then be assigned with an experienced staff member for 40 hours of on-the-job training, and practical demonstration. This program was formally implemented on November 4, 1982, and since then 250 new employees have participated.

Supervisor Training

Efforts to develop a formal training program for new and experienced supervisors began in December 1982. This became immediately necessary due to the increased number of supervisors being promoted with very little experience within the department; supervisor transfers from other facilities; and many changes occurring at this institution (i.e. physical plant; policy, procedures; etc).

On February 22, 1983, Lieutenant Fred Zimmer was temporarily assigned to this office to replace Lieutenant Nunn, who was on temporary assignment to the Correction Officers' Training Academy.

Lieutenant Zimmer designed, and implemented a supervisory training program that consists of 10 two hour classes. These sessions concentrate on basic management techniques, and how they might be applied within the correctional environment. Classes began in March 1983, and are continuing as a part of the In-Service Training Program. Supervisors also participate in other specialized training classes as outlined in this report.

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Correction Officers Training Academy

Officer James Willie completed a survey in February 1982 of the number of officers at this institution who had not attended the training academy. It was determined that 253 officers had not received such training. In addition, the anticipated hirings to staff the North and South Compounds would give this institution a total backlog of 450 untrained officers.

Four special emergency training cycles were coordinated through the Bureau of Training in an effort to train these officers. Lieutenant Nunn and Sergeant Bowlby were temporarily assigned to the academy to facilitate this program on February 22, 1983. Seventy officers were assigned to participate in each of the four cycles. Thirty-five officers were to be from the backlog and 35 newly hired officers. This program concluded on July 15, 1983, graduating a total of 270 officers.

These training cycles were specifically designed for officers to be assigned to this institution. Many departments, and component units provided staff members as instructors to ensure this design was carried out. Due to the special emergency training cycles, the backlog of untrained officers was greatly reduced. However, with continuing hiring of new trainees, there are currently 131 untrained officers, and this number could possibly reach 200 with the total staffing of the South Compound, and resignations, terminations, and promotions within our current force of officers.

This office supported the programs of the Bureau of Training, and the Staff Development Center by recommending the participation of 31 staff members in various course offerings.

During the coming year, this office shall work towards a more diverse curriculum, entertaining and educational visual aids, guest lecturers, and other means to have staff realize the need for a good training program.

INTERNAL AFFAIRS

The Office of Internal Affairs is now operating in its seventh year of existence. The unit continues to maintain an excellent rapport with Federal, State, and local law enforcement agencies within the tri-State Area.

The Trenton Police, Hamilton, and Ewing Township Police Departments along with the Mercer County Prosecutor's Office continue to give their full support and assistance to this unit whenever requested.

During the month of October 1982 Senior Investigator Joseph E. Butler was reassigned to Special Assignment at State Prison, Rahway.

During the month of December 1982 Principal Investigator Donald D. Dow was transferred to the Internal Affairs Unit at Central Office, heading the special weapons control section. Senior Investigator Thaddeus S. Pogorzelski was promoted to Principal Investigator, taking command of the Internal Affairs Unit at State Prison, Trenton.

Finally, in February 1983 the unit received four new members promoted to the rank of Investigators: Gerald Lilly; Claudie McLaughlin; Gregory Wereski; and James R. West.

With the addition of the new investigators, a greater emphasis has been placed into the investigations of inmate and staff property claims.

The investigators assigned to this unit continue to further their investigative abilities by attending advanced courses related to the job.

The following is an account of the business handled by this office for the months of July 1982 through June 1983. A total of 7,109.5 man hours were vested by the investigators assigned to the unit.

Accumulated cases	105	Evidence received	460
Criminal actions	8	Assaults	38
Protective Custody	119	Evidence submitted to N. J. State	
Homocides	2	Police Lab	29
Suicides	2	Field tests on C.D.S. and fermented	
Attempted suicides	7	liquids	106
Death by natural causes	2	Inmate or civilian interviews and	
Intelligence gathered	366	investigations	517
Threatened assaults	107	Mercer County Grand Jury appearances	13
Inmate Claims completed	135	Municipal Court appearances	8
MCU Hearings	31	U. S. Federal Court	3
Cooperative assignments with		Orientation/Training classes	52
outside agencies	47	Special technical services	39
Miscellaneous trips (i.e. State Police, Central Office, Prosecutor's Office, Stakeouts, and escape duty, etc.)			130

IDENTIFICATION

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

Officer applicants	sets of fingerprints	585
	prints developed	928
Employees (civilian)	sets of fingerprints	160
	prints developed	249
Volunteers	sets of fingerprints	20
	prints developed	77
Inmates	sets of fingerprints	10
	negatives	1068

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	<u>Negatives</u>	<u>Prints</u>
Jones Farm (new transfers)	189	1690
State Prison, Trenton quarantine	725	6116
Release photos	29	127
Update	105	770
New numbers	0	0
Name changes	20	200
Extra prints	0	110
	<u>1068</u>	<u>9013</u>
Total number of I.D. Cards issued	State Blue	95
	State Officers	361
	Temporary	139
	Inmate	1465
Number of persons issued visitor badges:	Blue badges	0
	Red Badges	0
	Yellow badges	4434

There were 970 requests for S.B.I. Criminal History check information processed.

Inmate processed for release during the year 1982-83:

Date set	304
X-max	19
Community release	64
Continue on parole	0
Released by court	8
Interstate compact	1
Deceased	7
Medical clemency	1

In the 404 releases there were:	Released to detainers	23
	Assigned new numbers	0

See page thirty-five, for escapes and returns from escape during the fiscal year 1982-1983.

TRAFFIC CONTROL

Differentials

Visits:

Contacts, GP	14,124		
Contacts, CCU	67		
Window, CCU	3,129		
Window, GP	7,801	25,121	+21%
Identification		532	+13%
Prison Classification Committee		2,436	- 9%

NUMBER	NAME	DATE	INSTITUTION	DISPOSITION
67396	Curry, Robert	7-10-82	Ancora	Returned to L.S.P. 7-13-82
70134	DiLano, Joseph	7-10-82	Ancora	Still at large
67320	Donnelly, Patrick	7-18-82	L.S.P. Farm	Apprehended 7-26-82
66824	Francis, John	7-18-82	L.S.P. Farm	Still at large
64107	Hicks, Douglas	7-18-82	L.S.P. Farm	Apprehended 7-26-82
66824	Lowery, John	7-18-82	L.S.P. Farm	Apprehended 7-26-82
64927	Maldonado, Ruban	7-15-82	Newark House	Still at large
70881	Feehan, Joseph	7-24-82	Vol. of America	Returned T.S.P. 7-26-82
58331	Hancock, William	7-24-82	Newark, House	Still at large
65705	Ferguson, David R.	8-14-82	Vol. of America	Still at large
67667	Dawe, Barry	8-24-82	Jones Farm	Still at large
70842	Bakitas, John	8-30-82	Clinton House	Returned T.S.P. 8-31-82
50428	Marone, Robert	7-31-76	L.S.P. Farm	Apprehended 9-28-82
66071	Smith, Ralph	9-28-82	Newark House	Still at large
65807	Fontanez, Juan	10-10-82	Clinton House	Still at large
70794	Muharrib, Shahid S.	10-4-82	Newark House	Returned to L.S.P. 106-82
68121	Jackson, Jerry	11-3-82	Illegally Release	Still at large
67235	Shipley, Derrick	11-3-82	Marlboro Camp	Still at large
70409	Williams, John	12-26-82	L.S.P. Farm	Still at large
55308	Curtis, George	11-19-75	L.S.P.	Apprehended 12-27-82
70060	Gillitte, Edward P.	1-7-83	L.S.P. Farm	Still at large
56822	Hembold, Robert	1-13-83	L.S.P.	Apprehended 1-17-83
60455	Madden, Gilbert	1-13-83	L.S.P.	Apprehended 1-17-83
70541	Perez, Victor M.	1-14-83	Pyramid House	Still at large
72131	Drinkard, Eugene	1-27-83	Newark, House	Still at large
71313	Serrano, Miguel A.	1-30-83	Newark House	Still at large
70946	Carstarphen, John W.	2-16-83	Ancora	Still at large
70447	Mack, Barry	3-10-83	Newark House	Still at large
62220	Hall, Thomas	3-27-83	Newark House	Still at large
64578	Leonard, Donald W.	4-10-83	Vol. of America	Still at large
68486	Lusk, Aaron Lee	4-12-83	Pyramid House	Still at large
66765	Warner, Larry	4-25-83	Vol. of America	Still at large
72570	Gannon, James T.	5-8-83	Newark House	Still at large
70767	Purvis, Gregory	5-9-83	Newark House	Still at large
63302	Corley, Conrad	6-13-83	L.S.P. Farm	Still at large
63245	Cooper, John	6-13-83	L.S.P. Farm	Still at large
71402	Griffin, Zane	6-8-83	Vol. of America	Still at large
60405	Sevek, Joseph	6-7-83	L.S.P. Farm	Apprehended 6-8-83
65165	Cahill, Michael	6-7-83	L.S.P. Farm	Apprehended 6-8-83
72197	Gervasoni, Gerald	6-7-83	L.S.P. Farm	Apprehended 6-8-83
71242	Kolling, Woodrow	6-6-83	Sanford Bates House	Still at large

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Parole Division

I.P.O.	309		
Board	723		
Panel	367	1,399	+ 23%

Courtline

General Population	20,073		
Close Custody Unit	1,292	4,365	+45%

Infirmary and Clinic

Meds and Lab, GP	21,784		
Meds and Lab, CCU	1,904		
Staff	2,525		
5 Wing Clinic	1,668		
Consultants	5,745		
Emergencies	5,296	38,922	+22%

Psychiatrics

Psychiatrists, GP	789		
Psychiatrists, CCU	1,421		
Psychologists, GP	3,521		
Psychologists, CCU	1,156	6,887	+40%

Social Services		1,190	+30%
-----------------	--	-------	------

Education Department

Donald Bourne and North Compound			
School Staff	906		
Vocational Staff	145	1,051	-52%

Balcony		3,729	- 7%
Library		1,131	-
Ombudsman		144	-31%
Administrative Staff		63	-18%
Other emergency passes		137	-13%

Prisoners' Representative Committee

Photo project, GP	765		
Photo project, CCU	64		
Executive members to CCU	122		
PRC photographer to school	48	999	+55%

Legal Access

Law Library, GP	7403		
Law Library Clerks to CCU	1037		
IIA Clerks to CCU	453		
Law Library Clerks to School	1726		
IIA Clerks to School	1009		
* Legal requests received out of CCU	3528		
* Legal Requests processed out of CCU	2245		
* Return visit tickets issued	503	11628	
Totals		99734	15 %

* Items marked * not computed in total

JONES FARM

During fiscal year 1983, problems at Jones Farm were minimal, with the exception of a major search in November 1982, it has not been necessary to request assistance from State Prison, Trenton.

There was one (1) escape in August 1982. Inmate Barry Dawes #67667, is still at large.

The minimum security unit of Jones Farm continues to operate without major problems.

Total Movement for Jones Farm during 1983

New inmates received	230	Parole office interviews	277
Release to parole	129	Prison Classification Comm.	383
Medical/dental to State Prison	907	IICC transfers received	5
Escorted furloughs	135	Administrative transfers	
Unescorted furloughs	74	to SPT	20
Trips to St. Francis	36	Disciplinary transfers to SPT	36
Court trips	35	Parole Board interviews	267
Attorney visits	9	Bedside visits	1
Psychological interviews	261	Funeral trips	1
Releases to half-way houses	76	Escapes	1

DISCIPLINARY PROGRAM

Annual report for fiscal year 82-83 reflects a total increase of 1200 charges. The heaviest month was September with 779, and this was due to the trouble in 1 Right. Percentage of guilty charges was 74 percent. Total on-the-spot charges were 1479. Total charges for fiscal year are broken down as follows by month.

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<u>Month</u>	<u>Charges</u>	<u>On-the-spot</u>
July	520	146
August	515	147
September	799	163
October	667	150
November	715	126
December	678	119
January	737	151
February	561	97
March	541	150
April	558	130
May	463	99
June	508	101
Total	8876	1479

Sanctions imposed at State Prison, Trenton:

Lock-up:

3 days 49	10 days 237
5 days 629	15 days 342
7 days 272	

Loss of privileges:

3 days 12	15 days 139
5 days 883	20 days 34
7 days 204	30 days 32
10 days 254	180 days 1
14 days 78	

Not guilty	2133	Refer cc: job change	138
Repetitive	674	Refer cc: Administrative Segregation	203
Violation of due process	108	Refer cc: restitution	111
Dismissed	56	Refer cc: IICC	6
Suspended sentence	719	Refer cc: psychiatrist	24
Reprimands	518	Refer cc: Vroom consideration	90
Loss of Commutation Time	364	Loss of radio & TV privileges	91
Loss of contact visits	34	Loss of furlough privileges	3
Vacate suspensions	96	Loss of recreation privileges	1477
Refer to Prosecutor	29	Extra duty	23
Confiscation	150	Management Control Unit	18
Cell lock	30	Max	24

Codes Violated

		<u>Codes Violated</u>			
	<u>Guilty</u>	<u>Not Guilty</u>		<u>Guilty</u>	<u>Not Guilty</u>
001	2		257	22	3
002	188	72	301	101	50
003	34	13	302	4	7
004	122	29	303	32	15
005	207	81	304	335	92
006	2	6	305	64	61
051	5	5	306	416	410
052	11	8	351	2	1
053	20	6	352	2	
101	4	1	402	199	93
102	7	2	451	50	23
103		1	452	1	1
151	18	5	453	1	
152	200	32	501	2	6
153	44	22	502	50	25
154	18	15	551	20	14
155	2	3	552	2	
201	2	1	553	3	6
202	28	19	554	6	
203	24	21	601	6	
204	14	10	602	1	1
205	10	7	603	3	2
206	6	6	651	40	11
207	1		652	10	2
208	45	8	701	46	15
209	24	7	702	3	2
210	162	56	703	2	4
211	4	1	704	3	1
212	8	4	705	1	
251	2		707	9	10
252	4	14	708	14	7
253	17	34	709	1067	264
254	94	54	751	2	1
255	4	24	752	5	2
256	1417	388	802		1
			803	19	1
Guilty charges		6085	Representatives		1145
Not guilty charges		2133	Witnesses		58
Repetitive		658	Confrontations		81
Total		8876	Total		1284
On-the-spot		1479			

BUSINESS MANAGEMENT ACTIVITIES

Business Management has had somewhat of a turbulent year. First there was the receiving, and placing of furniture, and equipment in the respective areas of the new facility. In October, the entire Administrative Staff moved into the new complex, and with the increase in personnel, some major adjustments had to be made to accommodate the additional staff members. Quarters are extremely tight in the business office, however, the employees have made a great adjustment. A total of 387 new positions were approved for the new facility. Three hundred and five of the positions were for custody. In October 1982, inmates were moved into the North Compound. In April of the same fiscal year, the South Compound became operational. Fiscally, for the past fiscal year the institution was solvent, and for the second straight year the prison did not require any assistance from Central Office to deal with deficits.

Due to overcrowding, previous plans to demolish existing buildings were discontinued, and some program changes were necessary. This caused an impact on inmate population, resulting in the procurement of more rege-thermic, and refrigeration equipment.

The Prison Laundry ran the entire year without any serious problems. See attached laundry data.

The Maintenance Department had an extremely demanding year, with the moving and major projects that had developed as a result of program, and other changes.

The Inmate Commissary had its first profitable year. Mr. Ray Ianigan did a terrific job coping with the increase in commissary orders due to the increase in inmates, and the expansion into the new facility.

Personnel and Payroll also had a demanding year dealing with the increase in staff. They, as a unit, worked diligently filling the vacancies, and new positions to meet the institutions needs.

PERSONNEL

Fiscal year 1982-83 has been a banner year for the payroll/personnel unit as well as for the entire prison. During this fiscal year our staff has increased from four employees to thirteen: Personnel Officer I; two Personnel Assistant II; one Personnel Assistant III; one Head Clerk; one Head Payroll Clerk; and seven clerical employees.

DEPARTMENT OF CORRECTIONS
STATE PRISON, TRENTON
LAUNDRY REPORT

ANNUAL REPORT TSP. LAUNDRY

INSTITUTION

TRENTON STATE PRISON

MONTH

JULY 1982 THROUGH JUNE

19 83

DATE	FLAT WORK	ROUGH DRY	Thermal Blankets	Sheets	Pillow Cases	WOOL BLANKETS	TOTAL LBS. (
1	164,425						164,425.00
2		253,425					253,425.00
3			1 26,968				126,968.00
4				10,825			10,825.00
5					3,660		3,660.00
6						158,845	158,845.00
7	SHEETS REPAIRED FY 82-83 1555						
8	PILLOW CASES " " " " 617 PILLOW CASES MADE-617						
9	(from damaged sheets)						
10							
11	FLAT WORK TO BORDEN TOWN LAUNDRY: RECORDS FROM JULY THRU NOV.						
12	UNAVAILABLE.						
13	DEC. SENT 13,670 lbs. RETURNED 12,304 lbs. SOIL REMOVED 1,366 lbs						
14	JAN.	" 12,815	" "	11,538	" "	" 1,277	"
15	FEB.	" 13,411	" "	12,073	" "	" 1,341	"
16	MAR.	" 14,222	" "	12,797	" "	" 1,425	"
17	APR.	" 14,319	" "	12,888	" "	" 1,431	"
18	MAY	" 14,985	" "	13,488	" "	" 1,497	"
19	JUNE	" 15,716	" "	14,263	" "	" 1,453	"
20	TOTAL	99,111	-----	89,351	-----	9,790	
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							718,149.00
TOTAL							

TOTAL LBS.—YEAR TO DATE

718,149.00

ITEM	THIS MONTH	YEAR TO DATE	AVERAGE DAILY CENSUS
Washroom Supplies	\$	\$ 34,094.83	Inmate Population
Materials (Aprons, Pads, etc.)		9,755.47	
Repair Parts, Lubricants, etc.		229.33	
Payroll (INMATE)		4,068.00	TOTAL
Total Gross Cost		48,147.63	
Average Gross Cost per lb.			No.

Albert B. Brown Sr.
ALBERT B. BROWN LNDRY SUPERVISER

Superintendent

September marked the beginning of the recruitment of custody personnel for the North Compound which was the beginning of the largest recruiting project ever undertaken in the history of State Prison, Trenton, and the Department of Corrections. This program proceeded very smoothly. Layoffs in various State agencies interfered with the issuance of certification to some extent. Recruiting problems were felt in the areas of nursing services, and operating engineers. In October, we moved into the new offices which we have needed for some time. The furnishings are attractive and much appreciated.

The personnel unit has been very busy organizing itself internally, under the direction of the Personnel Officer. One of the Personnel Assistants has supervised the handling of all payroll activities with efficiency, and a minimum of overtime. He has audited the time records for all employees to determine which individuals have been absent without pay for ten (10) or more intermittent days, and completed the 1982 Civil Service Sick Leave Survey.

Another Personnel Assistant has handled most of the Sick Leave Injury/Workers' Compensation cases, testified at various office of Administrative Law hearings, and attended preliminary appeal conferences. He coordinated the training program for prospective retirees, and prepared the Bonafide Occupational Qualification request for new Senior Correction Officer positions. He supervised the survey on the Deaf Hearing Impaired Program, and launched the State Prison, Trenton Blood Program. He coordinated the development of the revised Standard Operating Procedures for the Personnel Department.

A third Personnel Assistant has been largely responsible for interviewing, and processing of all prospective employees. He has handled all of the open competitive, and promotional certifications.

The following is a listing of the movement of employees at this institution:

<u>Employed</u>	<u>82-83</u>	<u>81-82</u>	<u>Change</u>
New Hires	436	156	+ 279%
Transfers	<u>48</u>	<u>8</u>	+ 600%
Total	484	164	+ 295%
<u>Separated</u>			
Resigned	56	43	+ 130%
Retired	7	4	+ 175%
Transferred	25	19	+ 132%
Termination of Temporary	52	40	+ 130%
Removed	3	10	- 70%
Deceased	<u>2</u>	<u>1</u>	+ 200%
Total	145	117	+ 124%

Other Actions

Promotions	82	47	+ 174%
Disciplinary Action	163	132	+ 123%
Grievances	66	25	+ 264%

FOOD SERVICE

Mrs. Rosa Bryant assumed the responsibilities of Food Service Supervisor in September 1982. Since that time 14 employees were hired, including one female assigned to Jones Farm. The Food Service Department is still understaffed due to dismissals, retirement, illness, vacations, and the opening of the North and South Compounds.

Cycle menus for fall/winter and spring/summer have successfully been implemented, and will eventually become part of the cycle menu computer data for the Department of Corrections. The Food Service Department is serving approximately 6,000 meals daily, including special diets. A special meal is provided for each holiday.

The food consumption is within state budgeted requirements. The distribution center delivers the bulk of food stuffs weekly to the cookhouse. Milk, bread, and produce are delivered three times a week. Meat orders are submitted monthly to the business office. Federal surplus commodities have increased our allotment, resulting in menu changes, and lower monthly food costs.

The Food Service Department continues to upgrade, and renovate their facilities, including the expansion of the Officers' Dining Room, construction of the walk-in refrigerator and freezer, the purchase of regethemic ovens and chillers, and the utilization of a large tow motor to unload delivery trucks.

Equipment on order includes convection ovens, steam and braising kettles, toasters, and additional food trucks.

Custody provided the Food Service Department with a special detail for three months, Lieutenant M. Williams. His detail incorporated the input of custody aided by the direction of the Food Service Supervisor.

Various food service personnel have attended courses on sanitation, and management. These courses are intended to benefit both civilian staff, and inmates. During fiscal year 1982, standard operating procedures were developed for the Food Service Department, including a specific job description for each employee.

MAINTENANCE DEPARTMENT

The Maintenance Department has completed more needed, and essential assignments in the past year than in previous years.

A number of special projects were undertaken by this department which are reflected in the improvement of the facility not only physically, but also in its general appearance for which some certainly improved the living conditions for the inmates.

The new North and South Compound have taken up fifty percent of the work load. This included the building and installation of shelves, tables, count boards, bulletin boards, signs, gun racks, and a vast number of other projects which have been completed by this department.

Due to the deteriorated condition of the West Compound, we have expanded countless number of man hours with numerous major and minor repairs. Approximately 45% of all cells have been painted, an increase of 25% over the previous year. Some major areas that were painted are: cookhouse; inmates' dining room; 6 Wing balcony; 7 Left; and the entire 4 Wing.

A new walk-in freezer was installed in the cookhouse requiring a substantial amount of man hours for electric and mason work. Also a new Traffic Control area is near completion. The butcher shop ceiling was replaced due to the collapse of the old one.

We have patched, and repaired 4 Wing roof on numerous occasions, but because of its deteriorated condition, this is an ongoing problem. The same applies to the windows and window frames throughout the institution. This too is an ongoing problem.

Through the West Compound, we have repaired and replaced countless number of steam lines, valves, traps, regulators, and new pipe lines, but the plumbing problems are a never ending battle.

Security lighting, and mirrors were installed around the inside perimeter of the institution.

Jones Farm barracks and kitchen were painted, and a new electric service was installed for the washers and dryers.

During the course of the year the work orders have increased substantially. This department has completed 7,814 various jobs on routine work orders. Through our new work order program we have been able to expedite these work orders faster than in previous years. We are still understaffed, but we do the best job we can, in the best possible manner.

Our new power plant consumed 1,035,556 gallons of fuel oil, and generated 110,774,198 pounds of steam for the past year.

Listed below are the major jobs completed which were time consuming:

Renovation of butcher shop.
Installation of new electric service at Jones Farm.
Installation of security lighting and mirrors inside perimeter.
Renovation of new Traffic Control area.
Replacement of sewage and steam lines in cookhouse.
Paint 6 Wing hallway.
Paint cookhouse and Inmate Dining area.
Paint North and South Compounds.
Paint 4 Wing.
Patch and repair 4 Wing roof.
Paint Jones Farm barracks.
Installation of metal doors, Jones Farm cookhouse and barracks.
Build screened in porches, Jones Farm barracks and cookhouse.
Paint dining room, kitchen, and visiting hall at Jones Farm.
Build twenty-eight picnic tables at Jones Farm.
Installed new roof, Jones Farm cookhouse.
Installed new roof, Jones Farm A Dorm.
Installation of all new lighting fixtures on A Tier at the Vroom Readjustment Unit.
Build sixty window frames for G and H Tier at the Vroom Readjustment Unit.

STOREROOM

During the past fiscal year the storeroom, though insufficiently budgeted, managed to provide an acceptable level of service for the issuance, repair, and control of stock items for the inmates and employees of State Prison, Trenton and its satellite units.

The increase in inmate population created a problem in complying with the basic clothing issues as well as household supplies as outlined in Divisional Standards. However, with the collection and repair of items returned upon release, we managed.

VOLUNTEER PROGRAM

The Volunteer Program was assigned a Coordinator in May 1982 for the purpose of program development, and management for State Prison, Trenton and its satellites. The Volunteer program encompasses several diverse groups and interests in our effort to bring quality community programming within the prison walls through community volunteers. The participating groups are: Threshold of America; Behavior Modification group leaders; Alcoholics Anonymous group leaders; Spanish community; many religious service groups; and ministries from local churches.

The Coordinator's responsibility is to coordinate through the department heads the identification procedures, schedule time and place for delivery of services, inmate screening and scheduling, and orientation and record documentations. In addition, participation on an Institution Volunteer Screening Committee is carried out.

The United Way Campaign was completed at State Prison, Trenton with a very representative amount pledged through our employees. Deductions ranged from two dollars per pay to five dollars. Total amount was approximately \$1,000 annually.

The Heart Fund crusade was also completed with monetary contributions from the employees.

Total inmate participation and program completions:

Thresholds: This is a decision-making counseling group. Counselors work individually with the participants for twelve weeks. Six received certificates.

Behavior Modification programs: Are provided for inmates who desire or are referred for training in how to manage the stresses of day-to-day living in institutions. These inmates may begin to learn methods, and techniques that change unproductive behaviors. Eighty inmates participated with a 90% completion rate. Participation in this program indicate a ten to seventeen percent rate of participation throughout the institution. Three volunteers share this group's functions.

Alcoholics Anonymous: Is a nationally recognized program geared to problem drinkers. Any inmate who has an alcohol-related crime is eligible to participate. Approximately five percent of all inmates fall into this category. Up to sixty inmates participated on an ongoing basis with five volunteers from the community leading two groups on alternate days.

Religious Services: Are coordinated by the Chaplain at State Prison, Trenton.

Nominations were also sent in to the Readers' Digest for this individual to compete for a Volunteer of the Year Award. Presently, forty volunteers are entering the institution to provide pastoral counseling or other related services to the inmate population.

The Psychology Department made use of two volunteers during this year. These persons were responsible for gathering statistics in designated areas of study.

The Coordinator was responsible for providing information to the State Auditor in regards to the services, and functions of the Volunteer Program. The program met many of the standards with a few exceptions, i.e. volunteer identification procedures were inadequate. Areas that were cited will be corrected and/or new implementations made.

A new Coordinator, Mrs. Racein Siler, was selected for the Volunteer Coordinator position, as the former Coordinator moved to a promoted post.

STATE USE INDUSTRIES

State Use Industrial shops were authorized to employ a total of 254 inmates during the year. The average working population of the shops has been 134 inmate employees. Shop is employment is as follows:

<u>A.M.</u>	<u>Authorized</u>	<u>Average Strength</u>
Industrial office	2	2
Machine shop	0	0
Print shop	30	9
Clothing shop	60	42
Knit shop	20	7
Mattress shop	15	7

<u>P.M.</u>		
Industrial office	2	2
Machine shop	0	0
Print shop	30	9
Clothing shop	60	42
Knit shop	20	7
Mattress shop	15	7

The productivity of the various shops for fiscal year 1982-83 is reported as follows:

	<u>Total units produced</u>	<u>Monthly Average</u>	<u>Produced</u>
Print shop	10,417,716	868,143	+ 1,903,405
Clothing shop	34,717	2,893	- 49,018
Knit shop	11,736	978	+ 3,003
Mattress shop	12,965	1,080	- 2,080

During the year several personnel changes were made. Mr. William Petry was hired as a Print Instructor I; Mr. Luigi De Leo as an Instructor II in the Tailor Shop; and Mr. Ray Armshire as a Supervisor in the Print Shop. Mr. Ramirez is no longer employed in the Print Shop.

Shop instruction personnel are considered adequate to handle the present inmate and production demand, however, we anticipate some increase in the hiring of new personnel this year. The institution personnel department will be enlisted to help us fill the technical positions.

VROOM READJUSTMENT UNIT

Security and safety continue to improve at the Vroom Readjustment Unit. There were no riots, major disturbances or escapes from the Unit during this fiscal period.

The wall partitions that separated each cell on the detention tier (A) was removed by the maintenance department from State Prison, Trenton. This has enhanced security in that it gives the officer a full view of the tier prior to making his tours.

The Vroom Readjustment Unit received a fluoroscope machine to aid in the prevention of contraband entering the Unit.

Plastic window coverings were constructed for the windows on G and H tier to eliminate the problem experienced in the past on extremely cold days.

The Vroom Readjustment Unit received two heavy duty washers and dryers. The installation of these machines will be completed in the near future.

All the old firearms at that Unit were replaced with the newer type weapons.

Untoward Incidents

August 18, 1982 Anthony Landolfi #68200 was received at the Vroom Readjustment Unit for assaulting correction officers. It was necessary to use force to subdue Landolfi because he continued his assaultive behavior at the Unit.

The morning of August 22, 1982, the Unit received nineteen inmates from State Prison, Rahway who had created a near riot situation at that facility, in the recreation yard. These men were placed on A tier, Pre-hearing Detention, and remain there without incident.

October 3, 1982 Val Stewart #56365 escaped the confinement of his cell on A tier by cutting his bars with a hack saw blade. When the tier officer observed Stewart out of his cell, he ran towards the A tier sallyport area with Stewart in direct pursuit with a raised shiny object in his hand. The officer who was observing the tier officer, alertly closed the sallyport door as the tier officer entered. Both officers gave the emergency alarm by blowing their whistles. Stewart was subdued, strip searched, and placed in another cell. Based on an investigation, and the information received, two grey Vermont American brand hacksaw blades were found.

October 7, 1982 the Vroom Readjustment Unit received twelve inmates for Pre-hearing Detention because of their disruptive behavior, and extortion attempts while at State Prison, Rahway.

October 28, 1982 inmate Metz assaulted three correction officers by throwing two fluorescent light tubes from the overhead fixture in the A tier sallyport against the bars. The broken glass, and powder from the light tube hit the three officers. It was necessary for them to be treated in the emergency room at St. Francis Medical Center.

December 12, 1982 as inmate Patterson #64258 entered the Vroom Readjustment Unit yard, inmate Rollins #61409 approached him, and they began fighting. Rollins received sutures to close a cut on his lip.

December 17, 1982 a Sergeant, along with four correction officers went to A tier to move inmate Metz #64408 to a dry cell after he had assaulted a staff person of the maintenance department with an unknown liquid. Metz refused the Sergeant's orders to leave the cell for a search. He was maced, and removed from his cell. As he was being escorted to another cell, he gave the Sergeant a karate kick to the shoulder. Force was necessary to halt Metz's aggressive behavior.

December 22, 1982 Bellamy #50564 stabbed Jones #64125 repeatedly in the Vroom Readjustment Unit yard. Inmate Jones was rushed to Mercer Medical Center, and transferred to the Prison Unit at St. Francis Medical Center later that evening. Inmate Jones was released, and returned to the Vroom Readjustment Unit the following day.

On March 8, 1983 inmate Val Stewart #56365 advised a Lieutenant as to where he could recover a hack saw blade. The blade was recovered from the upper lip of the cell where it joins near the ceiling. It was found in the same cell Stewart escaped from in October.

March 24, 1983 inmate Metz #64408 assaulted a Lieutenant by striking him in the mouth with his fist. The assault resulted in a swollen and busted lip, with a hairline cracked tooth for the Lieutenant.

March 26, 1983 inmate Mercado #58041 was attacked by inmate Olah #65738. The incident resulted in a slight concussion.

April 18, 1983 forty Protective Custody inmates were transferred to the Protective Custody Unit in the North Compound at State Prison, Trenton. The Vroom Readjustment Unit received Administrative Segregation inmates from the various institutions to fill the vacated cells.

On April 20, 1983 inmate Walter Brandt refused to be placed in Pre-hearing Detention. It was necessary to use mace and force to physically restrain Brandt, and move him to Pre-hearing Detention.

At approximately 8:35 p.m. of the same day, force was used again to remove inmate Brandt from his cell. This incident is presently under investigation.

There was a total of eighteen assaults on staff personnel for this fiscal year.

Statistics

Escort window visits	1244
Contact visits	87
Collect telephone calls	32049
Disciplinary reports adjudicated	896
Protective Custody hearing adjudications	83

Inter-Institutional Classification Committee

Review of inmate cases	394
Transfers in	167
Transfers out	182

The Parole Board held 61 hearings during the fiscal year.

INMATE LITIGATION

The following figures represent litigation filed against State Prison, Trenton staff by members of the inmate population:

July 1982:		<u>Total</u>
* Federal:		
Habeas Corpus	4	
1983	4	
State	2	10
August/September/October 1982:		
Federal:		
Habeas Corpus	11	
1983	16	
State	5	32
November/December 1982:		
Federal:		
Habeas Corpus	4	
1983	8	
State	5	17
January/February/March 1983:		
Federal:		
Habeas Corpus	8	
1983	8	
State	7	23

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April/May/June 1983:

Federal:		
Habeas Corpus	7	
1983	24	
State	8	<u>39</u>
Total		121

Thirty-five of the cases were Habeas Corpus actions, and ten cases were dismissed, leaving State Prison, Trenton with a net gain of 77 pending law suits for the fiscal year ending June 30, 1983.

* The term "1983" denotes Federal Civil Rights Actions.