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ANNUAL REPORT

July 1, 1978 - June 30, 1979

GARY J. HILTON
Superintendent

New Jersey State Library

TRENTON

STATE PRISON, TRENTON

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The State Prison, Trenton represents New Jersey's maximum security penal facility housing the jurisdiction's most difficult and troublesome adult male offenders. The Trenton Prison routinely receives new admissions wherein the presenting sentence is in excess of 20 years or where the offender's situation is otherwise complicated and/or problematic. Consequently, the State Prison, Trenton must provide a level of custodial supervision and control considerably beyond that of any other state correctional facility. By culling the most recalcitrant and disruptive inmates out of the Department's other adult installations, these latter facilities are able to innovate more realistically and to maintain less structured rehabilitative programs and projects.

By centralizing the Administrative Segregation Unit, Management Control Unit and Vroom Readjustment Unit under the administrative aegis of the State Prison, Trenton, the Department of Corrections is able to marshal singularly its resources in providing the intense correctional supervision and support services commensurate with these equally unique and dangerous offenders. Concomitantly, it is imperative that the State Prison, Trenton's budgetary requests be interpreted in light of its highly specialized correctional function.

The State Prison, Trenton is, of course, in the midst of launching a major program of plant renovation and reconstruction. Realistically, however, it is not naive to anticipate a period of five years until this project is completed. Many of the physical plant's utilities, such as plumbing, electrical, and its custodial hardware, e.g., communication equipment and locking devices, are simply so old and grossly outdated that it is questionable at best whether they will remain operational until the new construction is completed. The laundry and dietary areas are in a severe state of disrepair. Consequently, the Prison is in constant danger of violation of fire and health codes. To the extent that these deficiencies affect directly the security, safety, and sanitation of the facility, funding priorities must be supported. Through the body of this document we will seek to particulate prudently these needs and effectively interface them with the overall building strategy.

The State Prison, Trenton provides the Department's central medical and dental facility. All seriously ill, handicapped, and otherwise complicated medical cases are assigned to the Trenton Prison. In addition to its on-site capabilities, the State Prison, Trenton has responsibility for the administration of a 13-bed, community hospital ward located at the St. Francis Medical Center. The latter provides in-patient care for the entire Department of Corrections excluding only the two juvenile training schools. Pre-and-post intermediary care associated with admissions to the St. Francis Medical Center is vested almost exclusively with the State Prison, Trenton.

The institution continues to offer a full range of vocational and educational programs. The Education Department seeks to enhance its assessment and counseling program to the offender population which enables placement of the offender in appropriate program components. Educational programs combined with social awareness and pre-release counseling will better prepare the offender to reintegrate constructively into the community. Two additional areas of institutional

concern, which are frequently operationally vital to fostering a wholesome and viable penal environment, are those of religious activities and recreation. Many offenders rely heavily on these two areas to vent their expressions. In comparison to other service sections, these are perhaps the two least expensive programs yet their impact upon the temperament and offender morale cannot be overemphasized.

A rapidly growing and intricate aspect of correctional services is inmate legal services and access to the courts. In this regard, it is essential adequate training in this field may be provided both to inmate and staff alike. Additionally, a requirement exists for the utilization of supplementary legal materials and supplies. Aside from the constitutional mandates and Department of Corrections Standards, the concept of legal access provides a responsible and non-violent avenue of expression which might otherwise find untoward ends.

Population Movement and Inmate Characteristics

The Trenton Prison complex continues to house the long term offenders committed to the adult prison system. Offenders with maximum sentences in excess of 20 years are classified to Trenton Prison by the Inter-Institutional Classification Committee at the Reception Center in Yardville. Men with lesser sentences who are considered serious assaultive risks or serious escape risks are also classified to Trenton.

The total population of the Trenton Prison Complex was 1080 as of June 30, 1979 as compared to 1168 on June 30, 1978. The breakdown is as follows:

Trenton Prison	890
Jones Farm	104
Vroom Readjustment Unit	73
St. Francis Hospital	13

The Prison Reception Center transferred 319 inmates to Trenton during the fiscal year. This figure represents new commitments, parole violators and recommitments by the courts. Transfers from other institutions (Rahway, Leesburg, YCIA, YCIB, ADTC, VRU and CIW) exceeded reception center transfers by 238 inmates (total 557). The majority of these cases represents their administrative, disciplinary, and custodial problems. In most cases a suitable exchange was arranged, thus allowing opportunity for some inmates to earn their way out of Trenton to a less custodial oriented institution as well as an outlet for those inmates who are not suited to the general population at Trenton for various reasons.

The Prison Classification Committee functions under the dual chairmanship of the Assistant to the Superintendent and the Assistant Superintendent. The basic committee remains partially static with representatives from Custody, State Use Industries, Social Services, and Education, while the chairmanship and some members alternate weekly, with one chairman presiding over inmates whose numbers

ends with 0 to 4 and the other presides over inmates whose numbers ends with 5 to 9.

Fifty-two meetings were conducted during the fiscal year with a total of 2553 cases heard. The average case load was 48.

The 1-Left readjustment unit committee met 12 times and reviewed 739 cases. Three hundred twenty-one 7-Up Protective Custody cases were also reviewed, as well as 430 Vroom P.C. Cases.

Preparation of the classification material for Parole Board Hearings continue to absorb a very large portion of time and energy of staff persons within the Classification Department, Medical Department, and Psychology Department. Five hundred twenty-five psychological interviews were held and an equal number of reports typed for parole board recommendations.

Similarly, 181 psychiatric interviews were held and reports typed. In addition, 491 medical, 489 housing, 445 work, 550 treatment, educational and vocational reports were written, typed and made part of the classification material for parole board recommendations. One hundred thirty-four SBI Rap Sheets were secured from PRU as well as 18 pre-sentence reports, to update inmates files.

During the fiscal year 621 orders to produce inmates before the courts were processed. Three hundred sixty-eight detainers were lodged and 284 detainers were recalled and 104 writs were cancelled. Fifty-one prisoners pick-ups were accomplished by 104 County, 9 Federal, 3 State Police and 17 Authorities from other states. Twenty-six cases were processed under the Inter-State Agreement on Detainers. Thirty-five cases were processed under the Inter-State Corrections Compact.

Statistical Reviews:

General Population:	June 30, 1979	1080
	June 30, 1978	<u>1168</u>
	Decrease	88

A total of 821 inmates were received during the year from the following institutions:

Prison Reception Unit, Yardville	319
State Prison, Rahway	206
State Prison, Leesburg	177
Trenton Psychiatric Hospital	36
Youth Corr. Inst., Bordentown	52
Correctional Institution for Women	24
Adult Diagnostic Center	5
Return from Escape	1
Returned as Parole Violators (Direct)	1

Intra-Trenton Prison Complex movements are indicated below:

Jones Farm Rec'd. from - 250, Trans. to - 248

Vroom Readjustment Unit Rec'd. from - 75, Trans. to - 76

A total of 210 movements between outside medical facilities is indicated below:

St. Francis Medical Center To 91 - From 120

A total of 481 inmates were paroled, discharged, transferred or otherwise separated from Trenton Prison Complex.

Paroled	284
Discharged X-Max	40
Released by Court	10
Escape	1
Deceased	2
Transferred to N.J.P.H.T.	54
Transferred to A.D.T.C.	5
Transferred to Y.C.I.B.	52
Transferred to Y.C.C.C.	21
Transferred to Newark House	10
Transferred to Wharton Tract	1
Transferred to Avenel	1
Transferred to Bates House	3
Transferred to Jamesburg	1

Activities of the Prison Classification Committee:

Number of Meetings held	52
Total Cases Heard	2553
Average Case load	48
1 Left Readjustment cases reviewed	739
7 Wing P.C. cases reviewed	321
Vroom Bldg. P.C. cases reviewed	86
Vroom Readjustment Unit cases reviewed	414

Additional Sentences, Writs, Detainers, and Inter-State processed:

Additional Sentences	103
Writs of Habeus Corpus Processed	621
Writs of Habeus Corpus Cancelled	104
Detainers Lodged	368
Detainers Recalled	284

Interstate Detainer Cases Processed	26
County Sheriff Pick-up arranged	51
Federal Pick-ups arranged	9
State Police Pick-ups arranged	3
Out of State Pick-ups arranged	17
Others	7

A total of 70 Psychological reports were typed as follows:

Referrals	19
Special	23
ADTC - for SPB	19
ADTC - for SCRB	9

A total of 1230 Psychiatric reports were taken from the transcribing machine and typed. Breakdown as follows:

Parole Board Evaluations	105
Medical Referrals	84
Inmate Requests	33
Emergency Referrals	56
Follow-ups	844
Special Evaluations	38
Parole Board Referrals	1
Custodial Referrals	8
Psychology Referrals	49
Staff Referrals	12

Parole Board Recommendations typed:

Cases Prepared	554
Cases Heard	486
Psychiatric reports	181
Psychology reports	525
Medical reports	491
Housing reports	489
Work reports	445
Treatment reports	530
Education reports	519
Vocational reports	513
Parole Board Results posted to time card	607
Parole Board Results typed on progress	574
SBI Rap Sheets secured	134
Pre-Sentence Reports secured	18

Case Management Activities

Prison Classification Committee: During Fiscal Year 1979, the Prison Classification Committee reviewed on an average 220 inmate cases per month. Approximately 50+% of each month reviews were in person review cases representing new commitments, parole violators and re-cycle cases out of various detention lock ups, Management Control Unit releases, Administrative Segregation releases and certain custody housing changes. The Prison Classification Committee operating on the high/low number system was for the most part current with the scheduled inmate routine review case load through out the entire Fiscal Year.

During the year a revised Prison Classification Committee procedural manual was drafted but due to certain situational problems has yet to be satisfactorily proof read and put to print. This manual will be completed and in print during Fiscal Year 1980. Also during the Fiscal Year 1979 a program and job assignment procedure was adopted by the Prison Classification Committee to better schedule the inmate population into academic and work assignments which would deal more equitably with the stabilized population of 900+ men at Trenton Main. The system was implemented January 1979 whereas all State Prison numbers ending in 0-4 would be programed in the A.M. and all State Prison numbers ending in 5-9 would be programed in the P.M. Exemptions were made for State Use, certain prime inside the wall jobs and the men being given reduced custody programs.

Management Control Unit - Special Classification Committee: During Fiscal Year 1979 an average monthly case review load of 10 men was heard in person by the Special Classification Committee. Pre-Hearing Detention cases represented 19% of the total case load heard during Fiscal Year 1979 or approximately one Pre-hearing Detention case was reviewed monthly during Fiscal Year 1979. There were no major unit disruptions during Fiscal Year 1979. The average population maintained during the year in Management Control Unit was 17 men. However actual cases assigned to Management Control Unit is 27.

Maximum case loads assigned to Management Control Unit is approximated to be not more than 1% of the total Prison Complex population. Fiscal Year 1979 saw a sufficient reduction of the Management Control Unit population plus cases referred to the Unit out of the Prison Complex indicates that the type of inmate placed at this level of custody is a far different individual than the majority of the men assigned to the Prison Complex or other State Correctional institutions.

1-Left and 7-Up Administrative Segregation Prison Classification Committee:

During fiscal year 1979 the 1-Left Prison Classification Committee reviewed an average monthly case load of 89 assigned cases. Most cases of 6 months to 1 year are assigned to 1-Left and 6 months and less are assigned to 7-Up. Case loads out of Rahway State Prison and Leesburg State Prison represent approximately 55% of the total 1-Left/7-Up populations. There were no major disruptions in the Administrative Segregation units during the year. During Fiscal Year 1979 an average of 12 cases were released monthly to General Population status.

During Fiscal Year 1979 a policy was implemented whereas no Administrative Segregation cases of less than 90 days (3 months) would be confirmed for transfer out of Rahway State Prison or Leesburg State Prison by the Inter-Institutional Classification Committee which has greatly reduced the cost of transportation and the handling of Administrative Segregation cases through out the prison complex.

During the fiscal year 1979, case management activities continued to be very capably handled by the various Prison Classification Committees assigned. As the prison population stabilized at approximately 900+ cases at Trenton Main, the case loads of the various Prison Classification Committees experienced lessened difficulties in their decision making tasks.

Also the complete removal of an active Protective Custody unit at Trenton main made custody's job much easier in the supervision of the Close Security Units.

It is hopeful that in Fiscal Year 1980 the much discussed movement of the Management Control Unit and Administrative Segregation units to new physical locations will without doubt insure better inmate programing and the security needed to maintain the current assigned population at Trenton State Prison and the satellite units.

Professional Services

The departments of the Chaplain, Psychology and Social Work provide State Prison, Trenton inmates with basic religious, mental health and social services. The bulk of these services are geared toward assisting the inmate in his spiritual, emotional, and personal adjustment during incarceration. Consequently, these services can contribute significantly in reducing the overall level of tension, unrest and disruptive behavior in the prison setting. Specifically, professional services assist in the creation of hope, and in the alleviation of feelings of helplessness, despair, frustration and self-and other denigration-feelings that contribute to emotional disturbance, violence against others and forms of personal "suicide." Although the major focus is upon assistance in day-to-day adjustment, professional services also attempt to orient the inmate toward the future via assisting with his continual family and community ties, and via encouraging the development of sound interpersonal, personal and employment related skills. Some assistance in formulating specific parole and release plans is also offered.

Overall, these professional departments (Chaplain, Social Work and Psychology) and sub-departments (Furlough, Community Release and Marriage, Volunteers and Psychiatry) have provided adequate basic services to the inmate population over the past fiscal year. Nevertheless, services frequently have fallen short of those mandated by Department of Corrections Standards. Hampering the delivery of services have been problems of staff turnover, need for special training of new staff inexperienced in corrections, unfilled vacancies, lack of funds needed to assure permission to hire into existing vacancies, and lack of an

adequate (i.e., speedy) advertising mechanism. Facilities, (particularly space for religious services and for confidential interviewing, and telephone lines) are at a minimum. This serves to hamper service delivery.

Over the past fiscal year the position of Director of Professional Services was left unfilled. Through the initiative of the various department heads some coordination of services was accomplished and lines of communication opened. It is hoped that the next fiscal year, with the appointment of a Director of Professional Services, will see an increase in coordination (and consequently in efficiency and effectiveness) of services. The gross quantity of services is, of course, limited by availability of funds for both staff salaries and for facilities.

Social Services

The social work department services the 1100+ inmates at Trenton Prison and its satellite units. During the year "stabilization" of service has been somewhat difficult, primarily because of the decrease in staff of the department.

The nature, variety and combination of problems at Trenton create tremendous tension and stress. Attempting to alleviate stress and lessen tension means spending maximum time face-to-face contacts with as many men as possible. The nature of the population housed at Trenton Prison makes the delivery of service difficult.

Nature of Population

The Trenton State Prison population consists of men:

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

Services are provided to the Management Control Unit, the Vroom Readjustment Unit, Administrative Segregation, the Prison Hospital, St. Francis Hospital, Jones Farm, and general population men inside the wall.

Social work function at Trenton means lessening the potential for violence, loss of life and destruction of state property by providing an outlet for tension before the man exceeds his frustration level. When social workers are available daily, it is possible to act as the eyes and ears of the institution, gathering information and detecting problems before they become critical. These men function more often at an emotional level than a rational one which means that tremendous amounts of time and energy are spent cutting through anger and hostility before a normal discussion or problem solving session can take place.

Other aspects of the social work functions include:

1. Assessing behavior/attitudinal problems;
2. Providing information and recommendations to the prison classification committee;
3. Verifying family emergencies (death, illness, accidents), helping the man cope with the situation at a time when he feels his confinement acutely;
4. Safeguarding, as far as possible, individual rights;
5. Developing decision-making skills with an eye toward reducing recidivism; and
6. Provide information to the general population and interpret directions.

The social work function is a liaison between a man, his family, the institution, outside agencies and the rest of the community. Its primary goals are to minimize these tensions and frustrations of men inside by helping the men better cope with routine and crisis living situations.

Bi-lingual services increased noticeably this year. Short-term counseling was provided for Spanish speaking inmates housed on 1-Left, the Administrative Segregation Unit, also at Jones Farm with parole stipulation for counseling.

In-service training with the psychology department continued, for the purpose of training social workers to work with groups on the wing. Initial groups dealt with men who have Parole Board stipulations for counseling. Groups at Jones Farm are still functioning and include: pre-parole, orientation, life skills and Behavior Modification.

An average of 1600 inmate contacts are made each month, approximately 850 different men at all Trenton State Prison units are seen each month.

Representatives from outside agencies such as Morrow Projects, NARCO, Social Security, Community Treatment Services, Newark House, Damon House, Volunteers of America, visit the institution approximately six times per month to interview inmates. The social work department is responsible for arranging the visits, and setting up traffic control sheets.

The social work department participated in several training sessions, sponsored by the Department of Corrections to help improve skills for professional staff throughout the state. The training sessions were held monthly.

The social work department continues to participate in the college intern training program. One student has completed training and another will finish this fall.

During the year, the department experienced several staff changes. The changes included line personnel, Furlough Coordinator, and two Assistant Social Work Supervisors.

The department efforts are directed to alleviate as many of the day-to-day pressures on inmates while providing a consistent, meaningful, and accessible service. Our objectives, in short, are to provide a greater availability of staff to clients and to other staff. In this way the clients will have the opportunity to work through the pressures and tensions before they intensify out of proportion.

Psychological Services

A significant portion of the inmate population at Trenton State Prison may be described as aggressive, anti-social, disruptive 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 utilizing 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 training to Correction Officers, the Social Workers, Nurses, Behavior Modification Team, Volunteers and various Administrative personnel. Another component to the psychology department is the coordination of the psychiatric services. It should be noted that 10-12% of the Trenton State Prison inmate population have outstanding prescriptions for psychotropic medications which must be maintained on various levels. Emergency consultation in response to bizarre behavior displayed by inmates is another important facet of the psychologist's role at Trenton State Prison. The psychology department is also responsible for submitting reports to institutional personnel advising them of the psychological factors to be considered in the management, custody status, job assignment, parole suitability, etc. of inmates. Finally, psychologists are responsible for screening new employees of the prison.

At the beginning of the 1978-79 fiscal year, the department was staffed only by the Director of Psychology and one full time staff psychologist. Four consultants were also employed by the department. Thus a major goal of the psychology department this past year was to fill vacant positions and increase the department functioning. The psychology internship program was maintained with the hiring of one intern. In addition, a full time staff psychologist was hired leaving two vacant positions. Within the course of six months the two full time staff positions were filled by two psychologists, who resigned shortly after they were hired. Recently this position was again filled leaving the aforementioned two positions vacant. Consequently, a significant part of the department time, this past year was spent in both training and supervising the new staff.

With the increased number of staff, the department was able to make significant contributions in the area of treatment this past year. Group psychotherapeutic services increased from 3 to 7 groups during the 1978-79 fiscal year. These groups included (1) an inmate screening group, (2) sex offender group, (3) pre-release group, (4) alcoholic group, (5) Anger Aggressiveness Control group, (6) two on-going therapy groups. The aforementioned increase in the department's psychological staff led to greater and more effective emergency and crisis intervention services, as well as increased individual therapeutic services to the general inmate population.

The psychology department has also taken an active role this past year in continuing and expanding in-service training to staff at the prison. Upon request, educative and consultative services were arranged with Behavior Modification Program staff, Social Work Department staff, Nursing Department staff, Correction Officers and Volunteer staff. Supervision for both A.A. and Thresholds programs were implemented by the psychology department.

Developing more effective treatment services in conjunction with the psychiatric consultants was a major achievement of the psychology department this past fiscal year. This success was achieved through more efficient scheduling of appointment and follow-up services by the psychology department.

In response to an administrative request, the psychology department helped to develop and implement a Pre-Release program for inmates. The responsibility for structuring and coordination of this program was later transferred to the Education Department. In view of the increase in inexperienced psychology staff, supervision activities took on increased importance this past fiscal year. The two day-per week consultant psychologist provided invaluable formal and informal supervision to the departmental staff. Group supervision was offered for the first time this past fiscal year in addition to individual supervision.

It is hoped that direct treatment functions (both individual and group) will continue to expand during this coming fiscal year. In line with this goal, staff recruitment efforts must be continued. (Both the assistant director of the psychology department and the two day-per week consultant psychologist were given recruitment responsibilities at the Eastern Psychological Association Convention this past year.) Two full time staff psychologist positions as well as an internship position remain to be filled for the 1979-80 fiscal year.

Finally it is hoped to maintain and expand the previous year's level of in-service training and consultation to other staff in the institution.

Furlough Program

Phase III of the present furlough program has been working since implemented last year. The established criteria, methods of investigating of escorts, and furlough destinations are clearly defined and standard operating procedures are followed.

The same complaint, as last year, is the length of time it takes the District Furlough Coordinator to investigate furlough destinations.

The gas crunch has brought new problems of transportation for the inmates' escorts.

The community release program works slowly. The participating institutions want inmates, but seem to have a problem coordinating the bed space with the approved candidate and the department's available funds at the same time.

The new inmate marriage standards have created a new committee, and quite a lot of investigation. Several forms and a list of instructions have been formulated. Policies and procedures have been established and working at Trenton State Prison to implement the trip to the license bureau, and allow the wedding to take place.

The community visits for sick bed and funeral purposes were granted by the Superintendent as needed.

There were 99 escorted furloughs from Jones Farm, one escorted from Trenton State Prison, 53 unescorted furloughs from Jones Farm. There were 6 furlough violations; 4 late arrivals, 2 didn't call the District Office, as required on unescorted furloughs. Fourteen men went to the pre-release facilities; Newark House, Morrow Projects, Volunteers of America and NARC. As of June, we are no longer sending inmates to NARC, because of problems with this facility. The Department of Corrections did not renew their contract. One man was returned from Volunteers of America for an infraction of their rules.

The Furlough Coordinator interviewed 77 prospective escorts for inmates' furloughs. There were 25 requests to get married. Six inmates were approved for trips to the license bureau. Two registrars got clearance into the institution to have the inmate and prospective bride sign for the wedding license. Eight marriages were arranged and performed in the library in the school. There were 19 funeral trips and six compassionate trips arranged.

In the past year there has been a total of 153 furloughs, quite an increase from the 56 total of 1977-1978. The furlough coordinator's job now includes all of the community release work, as well as the marriage arrangements.

The furlough coordinator has attended some interesting workshops, taken the Behavior Modification course, and does orientation on furloughs and pre-release at Jones Farm.

Academic Programs

During the 1978-79 school year, the Education Department at State Prison, Trenton, was highlighted by numerous developments.

Several professional development workshops and conventions were attended by the staff. This includes the NJEA convention in Atlantic City; two Saturday sessions at the resource centers at Trenton State College and Burlington County College in conjunction with the Adult Continuing Community Education requirements; several job development workshops and seminars attended by individual staff members, including a Management Training Program for the two Assistant Supervisors of Education, in concert with GSSD and Mercer County College. Staff and supervisors held bi-weekly meetings for program review, curriculum development, staff development, clarification of policies and procedures, testing, evaluations, C.A.P. procedures, and individual teams met on overall program continuity and development. Additionally, a thorough orientation program into State Prison, Trenton, was conducted for all returning and new teachers in the first week of September, 1978. All new staff during the year were given a two weeks training period prior to actual classroom instruction which involved them into all facets of the Education Department. These various workshops, seminars and orientation and training programs are necessary for the continued professional improvement and development of the staff.

During the year we had two men complete the Adult High School Program and receive their diplomas. Due to a restructuring of standard procedures, the Library Seminars were limited in their offerings this year. We did present Mr. David Mintz from the NJ Association on Corrections as a speaker on the new penal code. Mrs. Plater continues to do a very commendable job in putting together these seminars.

The Creative Writers Workshop continued this year under the direction of the Librarian. Additionally, Mr. Long, Black Studies Coordinator, has helped to expand this offering within the curriculum for the Black Studies Program.

Standardized mass testing for students this year was greatly enhanced with input by the staff to the Counseling Department. The TABE test was administered to 733 students throughout the year, both as a primary tool for placement, and as a diagnostic tool for prescriptive teaching.

The Telecollege Program via Trenton State College continues to offer academic courses leading to the Baccalaureate Degree. This program has proven to be very successful and provides us with the opportunity to offer higher education programs to those who qualify.

The Inmate Orientation Program continues to run smoothly providing incoming inmates with information, policies, procedures, etc. to better enable them to adjust to their new environment.

The Black Studies Program started, faltered, and was revitalized. It is a more stable program under the direction of Mr. Doughtry Long, with a new staff and new program offerings. Ms. Joan John was hired in the beginning of the year and resigned suddenly, thereby necessitating a brief disruption until we were able to hire Mr. Long. Hopes are high for the continued growth of the program.

Mr. Gerald L. Nowell, C.A.P. Coordinator has been developing policies and procedures to integrate the C.A.P. into the entire Education Department offerings.

The development of the Master Roster for the Donald Bourne School has proven quite helpful for all personnel. The compilation of all academic (Lab I, II, College, etc.) programs and therapy groups helps to stabilize the movements in and out of the school.

The Counseling Department has become more structured, thus providing stabilization of students entering or dropping from programs.

P.R.C. elections were conducted once the constitution and by-laws were approved. Various civilian staff assisted in the election which took four weeks to complete.

Standard Operational Procedures are being developed for the Education Department.

Revision of the Inmate Handbook is almost completed.

New procedures have been developed to provide more meaningful access to the law library for inmates in all units. At the present time one access badge is a restriction for the various paralegals. The implementation of a paralegal program has proven to be of great help in training inmates to assist others in gaining access to the courts.

Graduation ceremonies were conducted in one evening rather than two nights, and appeared to be very successful.

Various projects have been completed in the school area including the construction of two new offices. The Vocational personnel are in the process of new construction which, hopefully, will be completed shortly.

Thomas Edison College has reduced offerings to the inmates, thereby extending the time it takes for completion of degree requirements, as well as, limiting the number of participants.

Title I monies were terminated, thereby eliminating monies for the Paraprofessional Training Program. Efforts are being made to restore this program.

In summary, 1,070 men were involved in academic and/or vocational education this past year. Eighty-five men were administered the G.E.D. test and 60 men earned their diploma. Fourteen men received an A.A. Degree, four earned their B.A. Degree, and one man received his Masters Degree.

School programming ran very smooth throughout the year.

Medical Services

We continue to experience shortages and turn-over in our nursing and clerical staffs.

Continuing Education: Professional leave was granted to Pharmacists and Dentists to attend Continuing Education seminars.

CPR courses were offered all medical personnel in December 1978.

One hour nursing-psychology conferences were offered the nursing staff for three consecutive Thursdays.

Starting IV's has become a routine duty expected of the nursing staff at State Prison, Trenton.

The EMT's completed their required 92 hour course of study for certification.

In-Service Education: A diabetic seminar for State Prison, Trenton and Jones Farm inmates was held in April of 1979. Eight-wing was utilized for the meeting and had a good response by staff and inmates.

Nursing staff meetings included a talk by the pharmacist on commonly used drugs, their actions, side effects, and contraindication.

Arrangements have been made to continue the in-service lectures for the nursing staff at Burlington County Hospital.

The nursing staff also had an in-service lecture given by an instructor from Trenton State College on kidney dialysis.

The medical-surgical program for the inmates was terminated when the funds were used up. There is no immediate plan to re-open this instruction class.

Special Projects: The physiotherapy section that was requested last year never materialized and it has been necessary to use Dr. Berrisford and St. Francis' physical therapy department to facilitate the care that is needed by some of the inmates.

Plans to streamline bedtime medication by dispensing from 5-wing dispensary also proved unacceptable.

Because of the increasing requests for Dr. Field's services in orthopedic medicing, it was decided to devote one day out of two to patients from other institutions. Each institution is allotted two patients.

To alleviate the problems of getting lock-up men to the clinical area, a small part of the small board room was converted to a clinical area. Now lock-up inmates can be seen in their own area and there is no hardship to security in transporting them.

Hospital linen was color-coded in an effort to prevent it being dispensed to general population. Further guidelines were set up to assist in keeping the linen separate from the general population.

A total of 2,157 consultations were held by our staff specialists, which includes inmates returning from other institutions for this purpose. There were 88 pre-employment examinations conducted during the reporting period. Eighty-nine (89) employees were treated for job-related injuries.

Infirmery Data

Total Patients	830
Total Admissions	575
Total Discharges	575
Total Patient Days	5604
Average Number of Days Per Patient	6+
Average Daily Patient Census	20

Out Patient Data

Reported on Regular Doctor Call	22,331
Reported on Doctor Call at Jones Farm	1,497
Referred to Department and Clinics	2,434
Reported on Emergency Passes	4,445

Medical returns - Leesburg	515
Medical returns - Rahway	139
Medical returns - Jones Farm	965
Medical returns - Readjustment Unit	181
Medical returns - Yardville	124
Medical returns - Annandale	49
Medical returns - Avenel	27
Medical returns - Clinton	26
Medical returns - Bordentown	13

Total tests done at Trenton State Prison laboratory	3,626
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Total tests sent out to reference labs (N.H.L., State Health Dept., St. Francis)	7,134
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Minor Surgery	89
Pre-release examinations	360

X-ray Exposures	6,107
Electrocardiograms	224
Inmate Accidents	21
Inmates on Controlled Medications	1,170

St. Francis Unit

Admissions	347
Discharges	292

Doctor's Office Visits

Dr. Levy	35
Dr. Norton	1
Trenton Orthopedic Group	48
Dr. Cocco	21
Dr. Masculli	6
Dr. Baisas	2
Dr. Wang	1
Dr. Klausner	8
Dr. Sheurman	1
Dr. Heeg	1
Dr. Berrisford	293
Mercer Medical Center	3
Martland Medical Center	7
Helene Fuld	1
Dr. Fasulo	1
Dr. Sciallis	1
Dr. Goldman	1
Dr. Wittenborn	2
Dr. Vestor	1
Dr. Kimmel	1
Dr. Sagen	1
Out-Patient visits to St. Francis	115
Radiology Affiliates	37
Foot Health Institute	4

Dental Services

Presently, we have one full time Dentist and two half time Dentists. In order to meet the demands of the Population at the Trenton State Prison, Vroom Readjustment Unit and Jones Farm population, the Dental Department should be staffed by at least two full time Dentists and a half time dentist.

Besides taking care of our population, we also accept patients from Avenel, Leesburg and Rahway State Prison. Most of these patients are cared for by our consultant, Dr. Rose.

The Dental Equipment both here at Trenton State Prison and the Vroom building are semi-functional and constantly in need of repair. With better equipment and well-trained dental assistants, more dentistry could be accomplished. /

There is a problem in seeing and treating the men who are in the lock-up wings. It seems as though there are never enough security (officers) to escort the men in for essential dental care.

There is always a large turnover of population and the men coming into the institution are in need of much dental care. These men request treatment immediately. At present, we are trying to put our priorities in order, working on low numbers first.

1. Surgery (extractions);
2. Edentulous patients for full dentures;
3. Partial dentures; and
4. Any other special problems must be approved by the Administration.

Patient Visits	5,212
Initial Exam	383
X-rays	2,423
Treatment Plan	382
Re-Exam	239
Forcep Extraction	905
Surgical Extraction	408
Sutures	520
Post Op. Treatment	375
Medication	504
Amlgam. Restoration	773
Syn. Restoration	275
Temp. Restoration	197
Full Dentures	203
Partial Dentures	252
Relines	46
Impressions	554
Bite Registration	235
Try-in	333
F/F P/P Repairs	227
F/F P/P Adjustments	254
Periodontal Treatment	172
Prophy.	437
Endo	1
Anesthesias	1,051
Oral Hygiene Instructions	609
Floride Treatments	852
Consultation	73
Broken appointments	530

Religious Services

The Institutional Chaplain is responsible for the administrative and daily operation of the religious programs of the institution. He coordinates the activities of all inmates' religious denominations or groups and insures that opportunities are provided inmates to practice their religions. The Institutional Chaplain is responsible for developing and maintaining programs of religious education and pastoral care, and perform counseling. He visits sick inmates in need of pastoral care, and performs other duties of a Chaplaincy nature which are referred to him. The Institutional Chaplain is exclusively responsible for Protestant Worship Services.

In addition to the Institutional Chaplain, the Trenton State Prison Chaplaincy staff consists of a part-time Catholic Priest, a part-time Rabbi, a Volunteer Islamic Chaplain, Student Chaplains and Volunteers representing various denominations.

The work of the Institutional Chaplain involves the following areas: (1) Worship, (2) Counseling, (3) Volunteer Programs, (4) Chaplain Internship Programs, (5) Community related activities, and (6) Individual Growth.

During the past year worship services have been very productive. Those who attended looked forward to meeting week after week. Though it is difficult to measure, many prisoners have given testimony to the fact that their religious faith has made a major difference in their abilities to cope with prison life and life in general. The worship experience provides an environment which is very conducive to rehabilitation.

The Protestant worship services which are led by the Institutional Chaplain have a weekly average of 53 men attending on Sunday Morning, 14 men attending Sunday evening and 15 men attending the weekly Thursday Evening Bible Study Classes. The Catholic Worship Service averages approximately 13 men on Sunday morning and 7 men for Monday night Instruction Classes. The Islamic Community has an average attendance of 44 men for Friday worship services and 15 men for the weekly instruction classes. The Jewish Community averages 4 men attending services weekly. The Jehovah's Witnesses average approximately 6 men three times weekly, Christian Science averages 4 men twice each month, and Seventh Day Adventist average 8 men twice weekly. The Spanish speaking Community had no services during the past year. A Spanish group is now being processed to serve the Spanish population. All groups were given opportunities to observe their Sacred Holy Days and rituals according to their faith.

The Worship Services could have been much more productive, and more prisoners would participate if the place of meeting was more conducive to a worship experience. The lack of a space designated exclusively for the purpose of worship has a grave psychological impact upon those who seek to experience the Divine presence.

There were also Worship Services and Instruction Classes held at Jones Farm. The Protestant Services are led by Community Volunteers each Thursday Evening from 7:00 p.m. to 9:00 p.m. The average attendance was approximately 10 men weekly. The Catholic Mass and Instruction Classes were held by Father Ronald Bacovin. The average attendance was approximately 14 men per week. The Islamic Community met weekly with an average of 10 men per service.

During the past year the Chaplaincy Department received an average of 20 written requests per week for interviews by a Chaplain, and an average of 30 verbal requests for interviews. Prisoners seek the Chaplains on all of life's issues (Social, Emotional and Spiritual). Because of the increase in requests for interviews and the additional responsibilities for pre-marital counseling and performing wedding ceremonies, many of these requests were not responded to by the Chaplain. However, all of the Emergency requests such as death, sickness, and family crisis, were responded to. The premarital counseling sessions include the prisoner and the bride. Twenty hours were used for pre-marital sessions and thirty hours for preparation and wedding ceremonies. Eight weddings were performed at Trenton State Prison during the past year.

The volunteer program was consistent for the past year. Those who participated were able to contribute in a very positive way in worship, counseling and establishing meaningful relationships. Several families were helped through the volunteers program, and some men were able to locate jobs and housing through the efforts of volunteers. Most of the registered volunteers are now helping in the area of worship. My aim is to make them aware of the social needs as well as the spiritual needs.

This past June 30th, completed the second year of the Internship Program. Last year we had 4 students from Princeton Theological Seminary at State Prison, Trenton and 3 at the Vroom Building. Each Student Chaplain serves 10 hours weekly. Through this program the Vroom Building had full coverage on a weekly basis and all men had access to pastoral counseling. At the prison one student chaplain was assigned to 2-wing, one to 3-wing, one to 4-wing and one to 6-wing. Also a part of their assignment was to alternate with Hospital visitation. The students were involved in preaching, worship, counseling and group encounter.

This program was very successful in that it provided pastoral counseling to hundreds who would not have been reached by one chaplain. It assured the men on their assigned wings weekly opportunities for counseling as well as developing positive relationships. The student chaplains served as the liaison between the Chaplain and the prisoners. It was very successful in that they were able to help with social and family problems also.

On the other hand, in allowing Seminary students to serve at the prison, they have gotten first hand knowledge of the social and psychological ills of society and will enter the ministry with greater preparation to face the challenges.

During the past year an average of six hours monthly was spent in the Community. There were constant efforts on the part of the chaplain to involve the community with prisoners and their families. A project called The Prison Community Network is now being developed as a result of these engagements. The Network will provide resources and contacts throughout the State of New Jersey. This project will be heavily concentrated upon during the coming year.

The Chaplain attended six State Chaplain Association Meetings and several seminars which relate to ministerial growth. These meetings are very helpful in helping one to evaluate and provide a more fruitful ministry.

In summary, it was a fruitful and successful year. Though not visible, many were helped. The attendance and participation by the prisoners is on the increase. The prison staff, for the most part, have been very cooperative. It is hoped that a better relationship continues to develop.

Objectives for the coming year are:

1. To obtain a Chapel designated exclusively for worship purposes;
2. To secure adequate space so that religious teaching and group counseling can be conducted;
3. To acquire administrative and secretarial help to better coordinate the volunteer and community related programs;
4. Additional Chaplaincy staff to insure adequate pastoral services for administrative segregation units, Vroom Building and Jones Farm; and
5. To receive proper office equipment so that the quality of the Chaplain's work is upgraded.

PROTESTANT SERVICES:

Total attendance for Sunday Morning Worship Services (52 Services)	2785
Average, Approximately (per service)	53
Christmas Day Service	83
Total attendance for Sunday Evening Worship Services (52 Services)	728
Average per service	14
Thursday Evening Bible Study Classes (50 Classes)	750
Average per class	15
Jones Farm Services, Total Attendance	480

CATHOLIC SERVICES:

Total Sunday Morning Masses (attendance) (52 Masses)	696
Average per Mass Approximately	13
Legion of Mary Classes (8 classes - Discontinued)	39
Monday Evening Catholic Instruction Classes (37 classes) Total	259
Average per class	7
Saturday Masses at Jones Farm (52 Masses) Total	728
Average per Mass	14
Total Receiving Holy Communion	360

JEHOVAH'S WITNESSES SERVICES:

Sunday Service Attendance (52 Sundays)	Total	286
Average per service		5.5
Wednesday Service Attendance (40 Services)	Total	202
Average per service	Approximately	5
Friday Service Attendance (50 Fridays)	Total	348
Average per service	Approximately	7

CHRISTIAN SCIENCE SERVICES:

Total Attendance for Saturday Services	208
Average per service	4

SEVENTH DAY ADVENTIST SERVICES:

45 Friday Services, total Attendance	360
Average per service	8
50 Saturday Services, total attendance	450
Average per service	9

ISLAMIC SERVICES:

52 Friday Services, total attendance	2288
Average per service	44

Interviews by Institutional Chaplain: (Including Counseling)	total in office	70
	total in wings	100
	total in hospital (Prison & St. Francis)	160
	total in Segregation Units	205

Interviews by Catholic Chaplain: (Including Counseling)	total in office	60
	total in wings	90
	total in hospital (Prison & St. Francis)	189
	total in Segregation Units	220

Counseling by Chaplain Interns: (including all areas of Complexes)	1485
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GREETING CARDS GIVEN OUT TO PRISONERS:

Christmas Cards	8000
All Occassion Cards	3000
Mother's Day Cards	550
Father's Day Cards	200

Bibles given out to prisoners	987
Books given out to prisoners (religious)	2745
Magazines and newspapers given out to prisoners (religious) approx.	9500

Prisoners currently taking bible courses from outside schools (free courses)	12
Prisoners taking advanced studies for ministerial ordination (from outside schools) at their own expense	2

Custodial Activities

A letter of commendation was presented to Officer Richard Laramore for his outstanding performance to duty on July 25, 1978. When inmate Dawkins 57912 attempted to commit suicide by hanging, Officer Laramore's alertness and quick thinking in getting the inmate down from a hanging position saved his life.

Letters of commendation were presented to Officers Larry Cabell and Michael Kelly for their alertness in observing the badly swollen eye of inmate Stewart 56365 upon his return after being remanded in Hudson County Court. The matter was turned over to Internal Affairs for further investigation.

During the month of July, the Jones Farm Photo Project was implemented. Inmates housed at Jones Farm now have the option of having pictures taken during visiting days.

To further the community/family relationship, plans are currently underway to expand the contact visit hours from one hour to one hour and thirty minutes each.

On the morning of July 11, 1978 during the excavation of a test pit to pinpoint the location of a sanitary sewer leaving the Seven Wing Building, the sewer line was accidentally fractured by the excavating machine and a large part of the excavation was flooded by escaping water. Because of a washout of supporting soil below the corner concrete footing of the building walls, cracks appeared both in the footing and in the wall being supported. All the inmates housed in the street side cells of seven wing were transferred to the other side of the wing. However, it was also necessary to move several inmates to the Vroom Readjustment Unit temporarily, due to a lack of housing in the wing. On July 19, 1978, the wing was once again declared safe for housing.

Plans are currently underway for a Field Day consisting of 50 yard dash, shot put, mile run, 20 yard dash, $\frac{1}{2}$ mile relay, potato race and a soft ball throw to be held on Monday, September 4, 1978. Awards for the winners consist of Olympic gold, silver and bronze medals in addition to a special award for the "outstanding athlete."

In conjunction with the observance of Ramadan, the inmate population has been permitted to receive a bonus food package during the period August 5, 1978 to September 3, 1978.

During the month of October, the following personnel received letters of commendation as indicated:

Correction Officer Carolyn Davis - Discovery of contraband in the form of five .22 caliber bullets and one .303 British rifle round being brought into the institution as previously reported in the September Monthly Report.

Correction Officers Gary Shyner and Craig Moon - Alertness in confiscating marijuana from inmate Matthews 55863 in the school on October 3, 1978.

Correction Officers Harry Hontz and Dennis Nowicki - For their alertness in preventing a serious assault in the Recreation Yard, on October 20, 1978.

The following officers were commended for their exceptional participation in the 4 week State Basic Training Academy.

Officer F. Hill - Hank Ratajczak for Professional Achievement

Officer D. Conte - Defensive Tactics Plaque

Officer W. Hill - Defensive Tactics Runner up Medal

On Thursday, December 14, 1978, Trenton State Prison hosted inter-institutional boxing bouts with Ancora State Hospital, Yardville Youth Correction Center and Bordentown Youth Correction Center.

During the month of December, the following personnel received letters of commendation as indicated.

Correction Officer Minnei Lewis - two marijuana finds on December 11th on Nettie Palmer and Lionel Moore during a routine frisk in the Contact Visit Hall. The two marijuana discoveries were totally unrelated.

David G. Williams, Medical Director and Staff - prompt response and exceptional teamwork when inmate Demarzzo 61705 committed suicide by hanging on December 18, 1978.

On December 18, 1978, Officer Joseph Butler was transferred to the Internal Affairs Unit staff.

On Tuesday, January 9, 1979, five inmates from Trenton Prison participated in an inter-institutional boxing match held at Yardville Youth Correction Center.

On Thursday, January 18, 1979, Trenton State Prison participated in an inter-institutional boxing match held at Rahway State Prison.

On January 19, 1979, inmate Pedro Moore 57563 was commended for turning a solid steel packing iron approximately 8 inches long over to custody. The packing iron was found by the inmate under the soap barrel in Wing 1-Right.

On Thursday, January 25, 1979, an annual banquet was held at the Forsgate Country Club in Jamesburg in honor of the outstanding State employees. Correction Officer Timothy Witcher was the recipient of the award for Trenton Prison.

A letter of appreciation was sent to inmate Franklin 57972 for alerting custody when inmate Budd 57656 allegedly attempted suicide by cutting his left wrist on January 31, 1979.

A letter of commendation was sent to Medical Director Williams for the prompt response of the Medical Personnel upon his being alerted that inmate Budd 57656 had allegedly attempted suicide by slashing his left wrist with a razor.

During the month of February, letters of commendation and appreciation were sent as follows:

Off. Jesse Williams
Off. Don Norzon
Off. Timothy Courtney
Off. Rick Mendenhall
Off. Glenn Howarth
Off. Anthony Coleman

Off. David Hutchinson
Off. Vernice Hearn
Off. Alexander Pearson
Off. Floyd Sanders
Off. Ronald Hopper
Inmate James Lawless 61306

Correction Officer Robert Maloney was cited for discovering a bag of pills and suspected marijuana during a routine search of the cubicles in the Contact Visit Area.

On Wednesday, March 21, 1979, eight inmates from Trenton State Prison participated in an inter-institutional Weighlifting Contest held at Y.C.I. Bordentown.

On April 7, 1979, Lieutenant Carl H. Dill from Youth Correctional Institution, Bordentown transferred to Trenton Prison to accept appointment as a correction Captain.

On May 17, 1979, Trenton State Prison hosted an inter-institutional boxing match. Other institutions participating were Yardville, Bordentown, Rahway and Leesburg.

As of May 21, 1979, the American flag patch was authorized to be worn as an optional part of the correction officer uniform.

On May 22, 1979, at approximately 8:09 a.m., all electrical power at the prison failed. An extended recreation period was granted to the inmate population. Other activities were conducted on a limited basis. At approximately 10:10 a.m. power was partially restored to the entire institution. The institution was back to normal routine on May 23, 1979.

Correction Officer Howard Seruby was commended for his exceptional participation while attending the Correction Officers Training Academy and Staff Development Center. Upon completion of the 4 week class, Officer Seruby was the recipient of the Defensive Tactics Plaque - first place - and the firearms Safety Award.

Telephones were installed throughout the housing units in the institution for the inmates in an effort to enhance social ties with family, friends, community and the courts. The Jones Farm inmates population was also granted the privilege of making unlimited telephone calls.

During the month of June, all cells in 4-wing were reduced to a maximum of two inmates per cell.

With the present gas restrictions in effect, officers living 20 miles or more from the prison in the Willingboro, Pemberton and Wrightstown area are being picked up by a State prison bus.

On June 13, 1979, the N.J.C.R.A. Championship Final Boxing Tournament was held in the Trenton State Prison auditorium. All correctional institutions in the state participated. A total of 8 bouts were held with Trenton winning 4 of the 8. Trenton won the most individual weight championship and championship team trophy.

Untoward Incidents

On July 28, 1978, approximately 5:10 p.m. Officer Fred Balusek was assaulted by inmate Funicello 53704 as he was being escorted from his cell to wing 1-Left observation. The inmate was referred to the psychiatrist as a result of his bizarre behavior prior to the incident. The injuries sustained by Officer Valusek were minimal.

On July 31, 1978, at approximately 4:10 p.m., inmate Steward 56365 returned to Trenton from Hudson County Court. Upon his return it was noticed that the inmate had a badly swollen eye. Upon questioning, the inmate claimed his swollen eye was a result of someone poking a gun in his eye while he was remanded at Hudson County. The matter was turned over to Internal Affairs and is currently being investigated.

On August 9, 1978, Officer Batson was assaulted by inmate Figueroa 59370 as the inmate was being escorted from wing 7-Up to 7-Left lock-up. Injuries sustained by the officer were minor.

On 9/3/78 at approximate 8:50 a.m., inmate Phillip Reevey 57194 was assaulted with a weight pipe in the recreation yard. It is alleged that inmate Reevey was assaulted by several inmates over drugs. The case has been forwarded to the Mercer County Prosecutor's Office for possible indictment of the perpetrators. Inmate Reevey remains in St. Francis Hospital in a comatose state.

On 9/4/78, inmate Rollerston 59991 was found bleeding inside his cell in observation. The inmate was previously transferred to observation as a result of a suicide attempt. Inmate Rollerston was taken to the prison hospital and then referred to St. Francis Hospital for further treatment.

On September 10, 1978, inmate Ragland 56590 attempted to assault Officer Blaszyk while he was searching the inmate's cell. No injuries were sustained by the officer.

On September 15, 1978, at approximately 5:30 a.m., smoke was discovered coming from the basement of the kitchen. The fire was immediately extinguished and the damage was minimal. The origin of the fire remains unknown.

On September 30, 1978, Juanita Quiros attempted to enter the institution with the contact visits carrying five .22 caliber bullets and one .303 British rifle round. Through the efforts of an alert officer, the contraband was discovered. Ms. Quiros was arrested and bail set at \$15,000.00.

Around September 3, 1978, subsequent to the assault on inmate Reevey, a major escape plot was uncovered by Internal Affairs. The escape plan was to expand beyond the realms of the security perimeter of the institution into community violence. With the information received, a major shakedown was ordered in the shop areas of the prison by Superintendent Hilton. A large quantity of escape paraphernalia was discovered as a result of the searches.

On October 18, 1978, at approximately 4:15 p.m., smoke was discovered coming from a cell in wing 7-Up belonging to inmate Colon 53303. The cause of the fire was determined to be a stinger left in a styrofoam cup sitting on top of a plastic container. The fire was quickly extinguished and no injuries were sustained. At the time of the fire, the inmate was in the Recreation Yard.

On October 25, 1978, at approximately 10:30 a.m., inmate Thompson 59402 set fire to his sheet and put it on the tier outside his cell in 7-Right. The inmate reportedly set the fire after summoning the wing officer for a hospital pass.

On October 31, 1978, at approximately 10:10 a.m., Sergeant N. Gregorio was assaulted by inmate Charles Dockins 59658 in the Center Rotunda Area. The incident is currently under investigation by Internal Affairs Unit.

On November 1, 1978, at approximately 9:05 p.m., a fire was reported in cell #44 of wing 1-Left. The fire was contained and quickly extinguished, however, there was heavy smoke and water damage to the cell. Inmate Simms 58743 was taken to the prison hospital to be checked out and placed in 1-Left observation, until see by the psychiatrist.

On November 13, 1978, at approximately 7:00 p.m., Sgt. E. Rochelle was assaulted by inmate Watson 58646 in the area of 1-Left observation. The assault took place after the inmate had been notified that he was being transferred to the Vroom Forensic Unit. No injuries were sustained by Sgt. Rochelle. Prior to the assault, inmate Watson had set his cell on fire in wing 7-Up and had been transferred to the observation unit.

On December 1, 1978, inmate Edwin Hiler 59554 attempted to escape as he was being led from the Warren County Courthouse. Inmate Hiler stripped out of his handcuffs enroute to the court unnoticed by escorting officer Hamilton and Jacko. The inmate was apprehended approximately 95 feet away from the courthouse steps where he broke away from the officers.

On December 2, 1978, inmate Graham 60972 was assaulted in the 1-Left Yard by inmate Miller 58385. Inmate Graham was hit in the face by a hard object suspended in a sock. The injuries sustained by Graham were serious enough to warrant hospitalization in the prison hospital.

On December 7, 1978, a request for assistance was received from Leesburg State Prison. This request came as the result of a work stoppage by the inmates in the main institution at Leesburg. The disturbance ended on December 11, 1978. Nineteen inmates were transferred to Trenton as a result of the work stoppage.

On December 18, 1978, inmate Vincent DeMarzzo 60715 committed suicide by hanging himself in his cell in wing 2-Left. Distinguished attempts by the Medical Staff to revive the inmate proved fruitless. The inmate was pronounced dead at 2:50 p.m.)

On January 11, 1979, at approximately 6:45 p.m., during a routine inspection of the Readjustment Unit visiting area, it was discovered that the screws securing the windows in the visiting room had been tampered with. The Shop Marshal at the Prison was notified and the windows were welded on January 12 to prevent further tampering. Since the possibility existed that the windows had been removed, and contraband had been introduced into the unit, a complete search of the unit was made. The search was made without incident and no significant contraband was found.

On January 29, 1979, inmate Green 60971 attempted to assault Sgt. B. Coan while he was being transferred from 1-Left Ad. Seg. to the lock-up unit after throwing hot coffee in Officer P. Ruff's face. The inmate was subdued and subsequently placed in lock-up. The inmate was then examined by the Medical Department and found to be free from any apparent injuries.

On January 30, 1979, inmate Budd 57656 allegedly attempted suicide by cutting his left wrist with a razor. The inmate was immediately tended to by the Medical Department and subsequently transferred to Trenton Psychiatric Hospital.

On February 5, 1979, a fire broke out in a cell belonging to inmate Collins 57133 in 1-Right. The inmate had left his stinger in a plastic container causing the fire. The damage was limited to the stinger, plastic container and smoke damage to the cell.

On February 5, 1979, cell #8 on 5 Tier in 7-Right belonging to inmate Bradley was set on fire while mess was out. It was necessary to use 3 extinguishers to put out the fire. Damage was limited to personal papers and a bathrobe belonging to the inmate. A match bomb was discovered to be the cause of the fire. All evidence was turned over to Internal Affairs.

On February 10, 1979, at approximately 2:25 a.m., inmate Watson 58646 attempted to set fire to his cell by placing a sheet over his door in 7-Right and igniting it. The inmate was transferred to 7-Left and referred to the Medical Department.

On February 23, 1979, at approximately 6:45 p.m., inmate Joseph Yevtuck 61765 committed suicide by hanging in his cell at the Vroom Readjustment Unit. Letters of appreciation were sent to all personnel who assisted.

On February 24, 1979, at approximately 1:20 p.m. smoke was discovered coming from a mattress in cell #48 in wing 2-Left. The fire was limited to a portion of the mattress and was quickly extinguished by the wing officer. The cell was unoccupied at the time.

On February 23, 1979, during the second shift, inmate Moore 61880 attempted to flood his cell in wing 7-Right. The inmate was then transferred to 1-Left observation. Then, at approximately 12 midnight, the wing officers in 1-Left discovered inmate Moore 61880 had placed his mattress against his cell door and began banging his head on the door. The nurse on duty was immediately summoned. In the meantime, at approximately 12:20 a.m., the inmate tied a sheet to the bars in his cell and attempted to hang himself. The nurse finally arrived at approximately 12:45 a.m. and gave the inmate a shot to calm him down.

On March 2, 1979, a General Alarm fire broke out in a plastics factory near the prison, spreading toxic gases throughout the area. Scott Air Packs were provided on all towers. Periodic situation reports were received from Civil Defense and plans were discussed in the event it became necessary to evacuate the prison, however, this condition never materialized.

On March 3, 1979, at approximately 5:35 p.m., inmate Bland 52418 attempted to cut his wrists with a plastic spoon in 1-Left Observation. After being checked out by the hospital attendant, Bland then attempted to eat the plastic spoon followed by eating paint chips from the wall. At that point, inmate Bland had to be handcuffed in his cell. The inmate refused medication when the nurse was summoned. Approximately 10:00 p.m. Bland was uncuffed after he quieted down.

The following inmates received letters of commendation for their assistance in extinguishing a fire which was discovered to be smouldering between 61 and 73 cells beneath the steel walkway plates in 4 wing on March 5, 1979.

Adams #51857
Sheldring #54925
Cisson #52733
Zelinsky #58575
Sinacore #52508

On April 16, 1979, at approximately 7:00 a.m. Officer D. Marrero, the 2-Left Officer noticed inmate McGraw 56982 walking in an unstable manner in the wing. It was then requested of the Center Keeper that the inmate be seen by the Medical Department. Officers Fetter and Ellis were then assigned to escort the inmate to the hospital. While enroute to the prison hospital, the officers noticed that the inmate had something concealed in his mouth. When McGraw refused to reveal what was concealed in his mouth, it became necessary to subdue the inmate. It was then discovered that the inmate had a plastic wrapped ball containing a brown vegetation and three orange colored capsules and one orange and green ballon containing a brown vegetation concealed in his mouth. The following officers were commended for their attentiveness to duty and teamwork. Officer C. Ellis, Officer D. Marrero, Officer H. Britton, Officer G. Gaskill and Officer M. Fetter. An investigation was conducted by Internal Affairs and forwarded to the County Prosecutor for presentation to the Grand Jury

On Tuesday, April 17, 1979, inmate Green 60439 failed to return from an unescorted furlough at Jones Farm. The inmate was apprehended by the Patterson Police Department on April 18, 1979 on an escape warrant that had been issued on him.

On April 19, 1979, at approximately 6:00 p.m., inmate Anderson 60664 was being transferred from 7-Left Lock-up to the Vroom Readjustment Unit. The inmate refused to cooperate in any way. It then became necessary to forcibly dress the inmate and put restraining gear on him in the wing to effect the transfer. The transfer was completed without injury to any personnel, including the inmate.

On April 24, 1979, at approximately 6:27 a.m. Officer McCall the 2-Right wing officer, attempted to awaken inmate Gadsen 61994 in his cell but received no response. When the officer illuminated the cell with a flashlight, he observed Gadsen on the bed with boxes on top of him. A wooden shelf normally hanging from the rear wall of the cell was hanging from one end with the other end resting on the bed. The inmate was then taken to the prison hospital and subsequently transferred to St. Francis Hospital emergency room for treatment and observation. The matter was turned over to Internal Affairs for investigation.

On April 30, 1979, at approximately 7:35 a.m. at the Trenton State Hospital Laundry, Officer J. Hawkins observed inmate McLaurin 60023 acting in a suspicious manner. Further investigation revealed that the inmate had green vegetation concealed in his jacket pocket. The evidence was turned over to the State Hospital Police. The inmate was returned to the prison pending adjudication of the matter.

On May 3, 1979, Officer Dennis DeSalvo was assaulted by inmate Emory Johnson 52180. As Officer DeSalvo approached inmate Johnson's cell, the inmate threw a container of caustic liquid in Officer DeSalvo's face causing serious burns. Officer DeSalvo was immediately transported to St. Francis Hospital. An investigation is being conducted by Internal Affairs Unit.

On May 16, 1979, inmate Alboncia 82615 (Bordentown Detail) escaped from the State Hospital Laundry Detail. A search of the immediate area was conducted without results. All appropriate law enforcement agencies were notified.

On May 25, 1979, inmate James Monroe 49016 assaulted inmate Burns 58099 at the Vroom Readjustment Unit with a razor blade. Inmate Burns was rushed to St. Francis Hospital where he was treated by Dr. Flood. Burns received 28 stitches to close the wounds on his neck. An investigation is being conducted by Internal Affairs Unit.

On May 31, 1979, inmate Albert Tutt 61586 became disruptive while enroute to Trenton Prison after being discharged from the State Hospital. Upon arrival at the prison, Tutt was immediately placed in observation. No injuries were sustained by any personnel. However, inmate Tutt had to be restrained while in observation.

On June 5, 1979, at approximately 11:15 a.m., inmate Cruz 61786, 1-Left, became very loud and began destroying the contents of his cell. During the process, inmate Cruz destroyed the light fixture in his cell and shattered a bottle of shampoo against the cell bars, sending the contents to the floor below striking Officer R. Maloney in the face. The officer was sent to the hospital for treatment and the inmate was transferred to 7-Left lock-up.

Training Report

It is the responsibility of the operations unit to coordinate all training for the uniformed staff. During the fiscal year, the following training was given to our uniformed staff:

- | | |
|---|--|
| 1. Basic Training | 21 correction officers attended the states basic training course at the correction officers training academy. This course is six weeks training. |
| 2. Advanced Training | 10 correction officers attended the states advanced training course at the correction officers training academy. The course is one week training. |
| 3. Professional Growth & Development | 12 correction officers, 2 Sergeants and one lieutenant attended this course at the TSP given by M.C.C.C. The course was one week, the officers earned two college credits. |
| 4. National Rifleman's Association School | One officer attended this course in Morristown N.J. for 3 days. The officer is now qualified to instruct on our firearms range. |

5. Suicide Prevention
6 officers attended this course at the C.O.T.A. This course is a one day training seminar.
6. C.P.R. First Aid
6 officers attended this course at the C.O.T.A. The course is 2 days in training.
7. Audio and Visual
2 sergeants attended this course at the C.O.T.A. The course is a one day training seminar.
8. Employee Relations
one sergeant attended this course at the C.O.T.A. The course is a one day training seminar.
9. Training Officer
one sergeant attended this course at the C.O.T.A. The course is a one day training seminar.
10. Sub. Executive Seminar
Course is for Captain and above. One Captain attended the course at the C.O.T.A. The course is 2 days of training.
11. Drug Enforcement
6 officers attended this course at Sea Girt N.J. The course is one week of training.
12. Stress Awareness & Coping Techniques
6 officers attended this course at the C.O.T.A. The course is 2 days of training.
13. Vocational Education Association Conversation
3 officers attended this seminar at Cherry NJ for a period of one day.
14. Legal Rights of the Confined and the Legal Rights of the Correctional Staff
6 officers attended this course at the C.O.T.A. The course is 2 days of training.
15. Institutional Crime Scene
One investigator, one sergeant and one captain attended this course at the C.O.T.A. The course is one week of training.
16. Defensive Driving
2 officers attended the course at the C.O.T.A. The course is 2 days of training.
17. Title 2C Code of Criminal Justice
Asst. Supt., one lieutenant, and one investigator attended the course at the C.O.T.A. The course is 2 days of training.
18. Basic Spanish Language & Culture
One officer attended the course at the C.O.T.A. The course is one week of training.

- | | |
|-------------------------------------|--|
| 19. Officers Legal Training Program | 41 officers, 7 sgts., 4 lieutenants and 2 Captains attended the course at TSP. The course is one week of training. |
| 20. Hostage Negotiations | 2 lieutenants attended the course at the C.O.T.A. The course is 12 days training. |
| 21. Middle Management | 2 lieutenants and one social worker supervisor attended the course at the C.O.T.A. The course is one week of training. |
| 22. Supervisory Development | one sgt. attended the course at the C.O.T.A. The course is one week of training. |
| 23. In-Service Training | Given to all new correction officers. All new officers are given two weeks in-service training. |
| 24. Fire Arms Training | Our range at the TSP is open 2 days per week. All officers are welcome to practice and seek extra instruction in the use of fire arms. |

The operations unit must work very closely with the P.B.A. (correction officers union). This primarily done in the different areas listed below:

1. Job posting;
2. Disciplinary actions; and
3. Overtime.

The operations unit is responsible for the scheduling of work assignments for all uniformed personnel. The Unit is also responsible for coordinating all court appearances and medical trips for inmates. The unit must prepare a daily sheet to be distributed throughout the institution listing the information concerning these trips.

The unit must keep the pay record of all uniformed staff. The unit submits every two weeks a payroll to the business office for the purpose of overtime pay and regular salary payments.

The unit supervisor is responsible for processing and interviewing all new applicants for the position of correction officer.

Internal Affairs

The Office of Internal Affairs is now operating in its third year of existence. An excellent rapport has been established and maintained with other Law Enforcement agencies throughout the state. The investigators assigned to the office have acquired and continue to seek specialized training in the investigative field when available.

A capability is maintained within the office for the taking of latent fingerprints, testing of narcotics, audio-visual camera, and crime scene photography. As the report reflects, the office has continued making arrests for illicit activity within the institution. The investigation of all crimes committed within the institution are conducted without a necessity of unduly involving the Trenton Police Department or the Mercer County Prosecutor's Office. Both agencies have given full support and assistance to this office whenever requested.

A new inmate profile record system has been established on each inmate within the control of the prison. This record will furnish an instantaneous source of information concerning the individual background of each inmate.

Regretfully, it was hoped that greater emphasis could be expended this year in the investigation of inmate and staff property claims. This did not materialize however due to a transfer to another department of one experienced investigator leaving the office somewhat short handed for several months while no replacement was made.

(Major Cases)

Case Number

Synopsis

78:08.03, 78:08.05
78:09.04, 78:11.02
78:12.04, 78:12.05
79:04.03

In each of the indicated cases a visitor to the institution was arrested for the introduction of C.D.S. (Referred for prosecution)

78:08.11

An escape plot involving two notorious inmates.

78:09.01

An assault on an inmate which resulted permanent physical injury. (Referred for prosecution)

78:09.03

A well planned and organized escape attempt by a militant group.

78:10.12

A sexual assault upon an inmate by two others. (Referred for prosecution)

78:10.13

An assault upon a Sergeant (Referred for prosecution)

78:12.11

A suicide of an inmate.

79:02.11

A suicide of an inmate.

79:03.01

An assault on an officer.

79:07.02

A credit card fraud initiated by eight inmates involving approximately two thousand dollars worth of merchandise. (Referred to the prosecutor)

79:07.04

Vandalism at Jones Farm resulting in the over-
turning of an International Harvester Tractor and
the killing of livestock. (Referred to
Ewing Township P.D.)

(Accumulated Cases)

Total cases	177	
Criminal Actions	26	
Protective Custody	18	
Assaults	14	
Homicide	0	
Suicide	3	
Deaths by other causes	0	
Sodomy	3	
Attempted Suicide	2	
Escapes	4	
Intelligence cases	107	
Arsons	0	
Threatened Assaults	19	
Inmate claims completed	38	Received 76
Management Control Unit Hearing Investigations	23	
Inter-Institutional Classification Hearing Investigations	17	
Evidence Received	377	
Further testing	22	
Intelligence gathered	197	
Inmate or civilian interviews	255	
Mercer County Grand Jury Appearances	16	
Municipal Court	21	
Inmate Court or Medical Trips	4	
Miscellaneous trips, ie; State Police, Local Police, Central Office, Prosecutors, Stake outs, etc.	390	
U.S. Federal Court trials	1	
Civil Service Hearings	15	
Cooperative assignments with outside agencies	38	
Training classes instructed	21	

Identification

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

1. Officer Applicants	A) Sets of fingerprints	65
	B) Photographs	246
2. Employees (civilian)	A) Sets of fingerprints	88
	B) Prints developed	519
3. Volunteers	A) Sets of fingerprints	27
	B) Prints developed	106
4. Inmates	A) Sets of fingerprints	112
	B) Prints developed	687

There were fifty-two (52) reported escapees returned to the institution.

The identification department continues to issue identification cards to officers, civilian employees, visitors and inmates, utilizing a great deal of the ID officers duty hours.

It is the aspiration of this office to further the cooperative effort currently extended with state and local Law Enforcement agencies. In an effort to ensure the above this office will continue to forward reports, make contacts with and acquire continuing training in the investigative field.

A continual effort will be made to gain the confidence and cooperation of the Correctional and Professional staffs.

An extensive effort will be made to modernize through technology the intelligence gathering function and information disseminations system currently in existence.

Disciplinary Hearing Officer

The Institutional Adjustment Committee Chairman adjudicated 5,193 inmate disciplinary actions. Most reporting periods reflected two major areas of concern. The most frequent violations are for disobedience of an order and disruptive conduct.

The Adjustment Committee found 808 inmates not guilty as charged and dismissed 165 cases for violation of due process.

Traffic Control

The following is a recapitulation of the individual inmate movements scheduled and completed, during the reporting period.

<u>Scheduled Destination</u>	<u>Total</u>
To SPT Infirmary:	
RN Sta., Medication, Lab, X-Ray, etc.	14,311
Staff physicians & Dentists	1,743
Consulting Specialists	2,043
5 wing Station AM & PM Medication	9,220
(total medical department)	28,069
To psychologists & psychiatrists	1,561
To Mr. Hilton, Mr. Neubert & Mr. Jemison	180
To Sgt. Donald Bourne School:	
Education Instructors/Counselors	1,445
Social Services Department	1,174
Law Library	3,788
Reading Library	1,258
(Total Education Department)	23,533

To Telephone Room:	
Located in the Sgt. Donald Bourne School	20,874
To DCC	1,192
To Parole Counselor	765
To Ombudsperson	177
To Identification Officer	424
To Total Visits (8 wing, 6 wing, yard, ODR, Contact)	16,205
To Balcony Inmate Organizations	1,598
To Storeroom	1,008
Center-Keepers Authorized Movement	1,258
Para-Legal Assistants (partial figure)	2,255
(Total Movements All Areas)	91,737

Vroom Readjustment Unit

There were no major disturbances during this period.

One inmate, John Byrne #58099, suffered serious injuries when he was attacked by inmate James Monroe #49016 in the Sallyport of B-Tier as he was returning from the visiting hall.

The number of visits and phone calls for the period were as follows:

Escorted Visits	1433
Contact Visits	140
Phone Calls	3826

Personnel staff consists of:

- One Civilian Director
- One Psychologist
- One Social Worker
- One School Teacher
- One Secretary
- One Legal Aide

Custody staff consists of:

- One Correction Lieutenant
- Four Correction Sergeants
- Sixty-nine Correction Officers

During the month of August 1978, the new entrance for the V.R.U. opened. The unit was authorized the use of 24 hours a day overtime to operate the entrance; which we managed to hold down considerably.

The Trenton State Prison Food Service Department assumed operation of the Vroom Kitchen during the month of October. We experienced some problems with the take over of this operation, however, as the month progressed, we were able to alleviate most of them.

We are currently in the process of painting the entire unit. This is being accomplished by an inmate who has been appointed inside sanitary by the Vroom Classification Committee.

In June, 1979, a new inmate phone system was installed in the unit, the transition to the new system was without problems.

We are in need of a permanently assigned maintenance man to handle our problems on a continuous basis.

Jones Farm

There were no major or significant changes during the period in the normal operational of the unit except that Lt. William Stec has retired and the position of Farm Supervisor is now being filled by William G. Killingsworth, former Captain at the New Jersey State Prison. In keeping with the guidelines that were established in cooperation with the Township of Ewing, only selected inmates have been housed at Jones Farm. Inmates are being assigned to the unit directly by the Inter-Institutional Classification Committee at Yardville in accordance with these guidelines.

As a result of the application of these standards, we have been and are continuing to experience lower counts than in past years. The lower counts have necessitated certain administrative changes in the make up of the inmate work details. The daily count for the period has been averaging 106, and as a result, there has been some difficulty in maintaining adequate manpower for the numerous activities at the camp.

From all indications, it would appear that the count will remain at or about this level in the future, resulting in problems that will be dealt with by the administration as they arise. The camp is also experiencing a relatively high number of medical lay ins with the result that the work force is decreased drastically. The problem of the assignment of older men to the unit seems to be on the decline, and this has helped somewhat in maintaining the work details. The lower count has made it necessary, however, to eliminate two of the details for which the camp had responsibility. These details were the Central Office grounds detail and the repair gang which in the past had utilized six men.

The main priority at present is the State Hospital Laundry detail which requires the camp to supply 45 inmates at all times, regardless of the daily count or the number of inmates on medical lay in or other excused absence. The camp has no idle men as all inmates are assigned to work details. There are no vocational training programs as such, and the job experiences acquired by the inmates are limited in their application to civilian employment. The details consist primarily of farm work and off grounds details as follows:

Dairy

This detail presently consists of two civilians and 16 inmates who are responsible for the care and feeding of approximately 250 head of dairy cattle including milkers, dry cows and calfs. The number of inmates assigned to the dairy has been fluctuating between 12 and 16 with the optimum level being at 18.

Farm Operations

This detail is run by 6 civilians and an average of 6 to 10 inmates. The recommended strength of the farm gang is 25 inmates during its peak season such as planting and harvesting.

Piggery

A detail of one civilian and three inmates has the responsibility for this operation which consists of the care and feeding of approximately 500 head.

Hospital Laundry

Three instructors and 45 inmates from Jones Farm operate this detail. At no time does the inmate count go below 45. This figure represents slightly less than 50% of the population of Jones Farm.

Morven

Three inmates and one officer supply the cleaning services to the mansion.

Garage Detail

One instructor and five inmates make up this detail which does the maintenance for the motor pool at Trenton State Prison.

Outside Sanitary

Consisting of one officer and five men this detail has the responsibility for various support services at Trenton State Prison. This includes outside lawn care and manning the delivery trucks.

Security at the unit can be considered adequate at this time although it is a constant source of concern, and incidents will occur from time to time. Disciplinary problems are at a minimum and most are resolved on the spot with discussion or correction. There were no escapes by prison inmates housed at Jones Farm, however, there was one inmate housed at Skillman who was assigned to the laundry who escaped. There were two violations by inmates who participated in the furlough program.

Two major developments have helped to maintain inmate morale, despite the fact that they all have an increased workload as a result of the problems with the count. The inmates were given unlimited phone usage between the hours of 7:00 A.M. and 9:30 P.M., and additional equipment was installed to make calling easier. New electric service was installed in both dorms making it possible for each inmate to have his own T.V. or radio. This has helped to utilize a great deal of idle time.

In the area of maintenance and repairs, work has been started on the new boiler building. This building will house the new equipment that is replacing the two old boilers located in the basement of the main building. This major project has been under discussion for a number of years and now it has become a reality. It will be in operation for the coming winter. All maintenance is presently being supplied by the Trenton State Prison Maintenance Department which has recently assumed jurisdiction. The maintenance work is proceeding well considering the numerous items that were in need of repair when the Prison took over responsibility from the Department of Human Services.

The food service staff, consisting of three cook instructors and a complement of 10 inmates, provides the service for the Vroom Readjustment Unit and the farm unit. Rations and menus are supplied through the Prison and the unit staff has no responsibility for the preparation of menus. The kitchen at the unit had been closed for a period of seven months and the meals were being prepared at the Vroom Building kitchen. The kitchen has been reopened with some new equipment and that which is not new is constantly in need of repair as the kitchen was not designed for the intensive use it now receives. There is also considerable need for more storage space for the kitchen.

Medical services are supplied three times a week at the unit and on an as needed basis through the prison at all other times. All but the very routine medical care and all dental care is referred to the medical department at the prison and treatment is rendered either at the prison hospital or St. Francis Hospital.

Educational curriculum is under the guidance of the prison and is tailored as much as possible to the individual needs of the respective inmates. The program is run by a civilian teacher who is assisted by an inmate clerk.

The unit has the services of a part-time social worker who is at the unit approximately six hours a week. The social worker has an inmate clerical assistant and utilizes civilian volunteers on an occasional basis. Her duties are a repetition of her duties at the prison.

Religious services are held for all faiths including Roman Catholic, Protestant, Jewish and Muslim. The respective services are held on different days of the week and the Chaplains provide spiritual counselling on request.

Recreational activities are under the direction of a part-time director. The inmates participate in an outside softball league, an inter-institutional softball league, basketball and boxing activities. In addition, volleyball, handball, bocci ball, pool, ping pong and cards are utilized for recreational purposes. A small fiction library is available for the use of the inmates.

Business Management Activities

I am pleased to report that in the past fiscal year there were several significant improvements made by the current administration. In the area of overtime, the prison showed a decrease of 19% in actual overtime hours worked by staff in contrast to year 1978. Year 1979, the amount of overtime expended was 122,037 hours for a total of \$1,248,283.32 as compared to 151,155 hours and \$1,406,557.89 for the previous year. The prison has also reduced its overall deficit to the lowest level in a decade. Despite inflation in food, gasoline and utilities the institution only required \$285,000 to close out the past year.

There was also a 9.9% decline in personnel turnover. Fiscal year 1979, there were 101 separations compared to 112 for 1978. Some personnel changes in key positions had taken place. Mr. Henry Turek retired as Engineer-in-Charge of

Maintenance and Jack Malkin who served as Assistant Engineer-in-Charge of Maintenance was promoted into the position. Mr. Thomas Joyce who held the post of Foreman Painter was elevated to Assistant Engineer-in-Charge.

After searching for over ten months, an individual was finally recruited for the Foreman Garage slot. Mr. George R. Cabral has had over twenty years of experience in automotive mechanics and should be a real asset to the Prison. The laundry vacancy was recruited from within. Mr. Paul Brophy, a former Correction Officer that worked in the laundry as a security officer, accepted the promotion.

However, there is one area that the institution is having problems in and that is Inmate Canteen. There has been a number of price increases during the year of commodities sold in the inmate store. I have requested authorization to increase the retail prices accordingly but it was disapproved by Commissioner Fauver. I was advised that the Commissioner appointed a Committee to study the matter with the possibility of standardizing prices throughout the prison complex. As of this writing, there has been no recommendations. Currently, we are selling both cigarettes and soda at a loss. This will have a significant impact on our Welfare Account since profits derived from inmate stores support the Welfare Account.

Laundry

Total Press Work	99,283
Total Flat Work	141,871
Total Rough Dry (Bags)	40,263
Total High Field (Bags)	2,132

Total of 23 men assigned to Laundry Detail

Total of machinery operating in Laundry

- 2 Washers
- 6 Pressers
- 2 Extractors
- 2 Dryers
- 1 Mangler

Personnel

Employed	
New Employees	90
Transferred from other institutions	<u>13</u>
Total	103

Separations	
Resignations	34
Retirements	18
Transferred to other Institutions	22
Removed	12
Termination of Temporary Employment	11
Deceased	<u>4</u>
Total	101
Disciplinary Actions	199
Promotions	45
Grievances	129

Food Service

During Fiscal Year 1979, we investigated many Chilled Food Delivery Systems. After much time and effort we decided on the Regethermic System. This system will allow the food to be moved to the various Lock-Up and Satellite areas cold. Once in the area to be served, it can be rethermolized to 180 degrees immediately before service; insuring the last inmate to be served hot food (140 degrees or above.)

This was the year we were in and out of the Vroom Readjustment Unit Kitchen. In October 1978 we moved the Jones Farm operation to the VRU Kitchen; feeding the Forensic Section in addition to the Prison Lock-Up areas. After eight weeks of operation we settled down to a routine service operation. May 11, 1979 (Evening Meal) was the last meal served out of the Vroom Readjustment Unit Kitchen. Due to a problem with the floor, we had to vacate the kitchen area. We fed the satellite unit from the Hospital Main Kitchen for the balance of the Fiscal Year in anticipation of our move back to the Jones Farm Kitchen on July 1, 1979.

The staff dining room has been improved with a Drop Ceiling, Panelling and Coach Lamps.

Our Sausage Production Program has been successful. To date this program has produced in excess of 4,500 pounds of sausage patties to be shipped to various institutions throughout the State. The two inmate butchers have attained Para-Professional status.

The Federal Commodity Program has helped to increase the quality and quantity of the food served to the inmate population. It appears that this program will continue for the next fiscal year.

Maintenance

Most of the steam lines in the institution are in a deteriorated condition due to the age of the institution and normal wearing conditions. A lot of the valves, traps and regulators are being replaced as soon as possible; but there is a problem of numerous leaks that come up as we work along due to this deteriorated condition.

Electrical service lines coming into the institution to our transformers and panel boxes are in good condition. Since various appliances such as T.V., radios, fans are allowed into the inmates cells, we do have a problem with breakers kicking off due to the overload caused by their use of the wiring in the wings. They were not made up to handle all of these appliances.

Sewage lines throughout the institution have seen more than 65 years of service and have reached their maximum usefulness. There are many stoppages in sewage lines due to the fact that inmates use their toilets for disposing of swag and other accumulated materials in their cells. We also find in the Cookhouse Area that a good percentage of the materials that should be put into garbage cans are forced down the water drains. Using mechanical snakes to open these stoppages only creates extra wear and tear on the soil pipes and due to their deteriorated condition causes pin holes, making it necessary to replace the pipe. In our attempts to eliminate this situation where possible we put a screen over the drains to help eliminate undesirable waste in the system.

Water lines are similar to other piping due to age we are constantly replacing old galvanized pipe with copper and placing shut off valves so that we can control flooding conditions due to break downs in the lines. Our on-going problem is to install shut-off valves on all main lines going into various areas.

The roofs throughout the institution are in a deplorable condition. Although money has been requested for a number of years in each budget for an on-going maintenance program of these roofs, nothing is ever appropriated. We continue patching constantly to control leaking areas.

Windows and window frames in all wings are in such a deteriorated condition that complete window frames and sash frames must be replaced. Budget request was turned down for this maintenance. We are trying to repair and replace parts of the windows to keep them in operation.

All tower roofs around the perimeter of the institution should be replaced as we keep patching them continuously. This also has been turned down on past budget hearings.

Due to the work load in this institution plus the Readjustment Unit, Knights Farm and Jones Farm, we do not have the man power to do justice to the proper preventative maintenance program and repairs.

Morale with inmates, civilians and officers is of good quality. Although we do have some problems at times they are being resolved at this time. We have had some infractions of rules but they have been handled through normal channels and things are running smoothly at the present time.

Inmates are taken out on work details with our foreman and tradesmen. There is very little time for thorough training for most of our work is on an emergency type, which leaves very little for individual training. All of our inmates get on the job training in field work. The cooperation between Vocational School and our Department is limited due to the conflict of study within the Vocational School and working hours of this department. However, we do try to absorb all of the new men that complete their vocational training into our shops.

We have projected a long range plan of major maintenance projects for the coming year. It is felt that more has been accomplished in the past year than in many years combined. The needed and essential assignments have been accomplished.

This department has completed 4,567 various jobs on routine work orders.

Major jobs completed which were time consuming included the following:

- Renovated back room of garage into new Internal Affairs Office.
- Rebuilt ceiling in 1-Wing neck.
- Put new showers on tiers in 1-Right.
- Built concrete ramp in 7-Wing neck.
- Put partitions up in old board room for Medical Department examining room.
- Repaired slate floor in visiting room area.
- Installed security screens on windows in visitors waiting room.
- Built temporary shed to house new hot water heater at Jones Farm.
- Converted inmates barber shop into new office for Shop Marshall.
- Converted rear of Officer's Tailor Shop into new barber shop for officers.
- Erected new offices on second floor of Front House.
- Repaired cookhouse basement to correct health violations.
- Built concrete platform at Vroom Building Kitchen for garbage disposal units.
- Repaired security door in kitchen at Vroom Building Readjustment Unit.
- Erected security screen and door in cookhouse basement.
- Completely rebuilt metal frame on Jones Farm cattle truck.
- Dismantled tower in Don Bourne school yard.
- Removed and installed new ranges in cookhouse.
- Ran new 200 amp. service in Print Shop.

The prison power plant consumed 1,077,215 gallons of fuel oil and generated 128,998,015 pounds of steam for the past year - 7/1/78 through 6/30/79.

Storeroom

We made a lot of progress in the storeroom during the last year. Since I got an assistant I have been able to stay on top of most of the problems that arise. Our exchange system for clothing and household items is working fairly well. I feel that we have prevented a lot of unnecessary waste because of it.

We weren't budgeted enough monies for our population and therefore were not able to comply with basic issuance of clothing according to divisional standards.

We received a new marking machine to comply with the proper system of marking clothing set down by divisional standards.

We took on an added work load in April because we have to supply every inmate going to court with civilian clothing. Because of this it has become necessary for us to request a presser to keep the clothing looking good. At the present time we are using a hand held iron.

We are taking a physical inventory every six months. I keep a perpetual inventory at all times and it is very accurate.

For the most part we usually had everything we needed to handle the needs of the institution. My main problem was getting supplies from the Distribution Center and State Use within a reasonable amount of time.

Number of men outfitted and serviced:

Number of men outfitted on admission	492
Number of men outfitted on release	287
Number of men outfitted for court	499
Number of men serviced	Entire population
	Average 1,192 a month

State Use

Knit Shop

Production volume of knit socks for use in State and local facilities started slowly at beginning of fiscal year, but gained momentum quickly and continued at a reasonably productive rate throughout the balance of the fiscal period. Production has maintained pace with demand, and the shop is operating satisfactorily with minimum downtime, and with a small but efficient work force. This year's production averaged over 900 dozen pair each month. The total is less than last year's average production, but this is largely due to the shop changeover to the present standard product.

Production for the fiscal year amounted to 10,945 dozen pair of socks. Average monthly production - 912 dozen pair.

Mattress Shop

The Mattress Shop produces mattresses and pillows for State and local institutions. During the past year, considerable safety testing has been required on the products this shop manufactures. At the present time, we are producing a "Vonar" covered polyurethane mattress core and are attempting to standardize on a "safety" mattress. Testing is still in progress.

The Mattress Shop produced 7,068 units this fiscal year. This is an increase of 958 units over the production of the previous fiscal year.

Clothing Shop

Various articles of institution clothing are produced by this shop. In addition to trousers, our primary item, the shop also produces jackets, aprons, caps, and jumpsuits. This fiscal year the production in the shop was approximately 400 units per month less than in the previous fiscal year. The reason for the lag in production is a serious lack of manpower (machine operators). The shop is authorized 60 personnel and this year we have averaged 37 to 40 productive people; only two-thirds of our authorized strength. More personnel will give us increased production.

The clothing shop produced 39,861 units this fiscal year and has maintained production so that the demand is being satisfied.

Print Shop

The unit of measure in this shop is termed an "impression". This fiscal year our Printing facility produced 23.5 million impressions. This was a creditable performance in light of the fact that production was curtailed during the first half of the fiscal year because of replacement of obsolete equipment with more modern and efficient printing presses.

The Print Shop is operating full time with a limited number of employees working through the lunch hour in order to reduce the shop's backlog. We are lacking one Instructor in the important "offset" press area, and we are making an effort to bring in an experienced man.

Machine Shop

The services of 2 shop instructors were lost to us due to retirements this fiscal year. The shop has been maintained on an emergency basis by using substitute shop instructors from other institutions on a temporary basis. Maintenance schedules have been maintained in spite of manpower shortages, and it is expected that permanent personnel will be available shortly.

Warehouse

Experienced truck driver personnel is difficult to maintain. We lost one truck driver due to retirement in April and have not been able to replace him with an acceptable candidate. A new automatic transmission vehicle was obtained, replacing an old truck; bringing our delivery fleet to 4 trucks and one carryall. Responsibility for maintenance of State vehicles has been assigned to the Central Motor Pool. This move will give us a more reliable truck service for the delivery of our products.

Industrial Office

This office assumes responsibility for the operations, maintenance, and production of all State Use manufacturing and service facilities that are a part of the Trenton State Prison complex.

Number of inmate personnel

<u>Shop</u>	<u>Beginning Fiscal Year</u>	<u>During Fiscal Year</u>		<u>End of Fiscal Year</u>
		<u>Hired</u>	<u>Lost</u>	
Knit	11	1	4	8
Mattress	8	6	9	5
Clothing	45	35	43	37
Print	33	39	38	34
Machine	2	0	1	1
Warehouse & Office	16	16	15	17

Recommend personnel needs of State Use Shops be considered seriously when assigning inmates to jobs. The shops are in need of competent men; we prefer, of course, experienced workers but will be happy to accept "long-term" personnel that we can train. The hourly rate pay scale should be brought to the attention of new inmates and other inmates seeking re-assignment.

Staff, orientation and classification meetings have been attended throughout the year by State Use personnel.