



**COLORADO**

Department of Corrections

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# **ANNUAL REPORT: CORRECTIONS OFFICER STAFFING LEVELS**

**A REPORT SUBMITTED TO THE  
COLORADO GENERAL ASSEMBLY  
DUE JANUARY 15, 2014, PURSUANT TO C.R.S. 17-1-115.8**

Prepared by  
*Office of Human Resources*

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## OVERVIEW

Pursuant to 17-1-115.8, C.R.S., the Colorado Department of Corrections (CDOC) has prepared this report regarding correctional officer staffing levels. The 2013 reported data includes information on the following statutorily required items:

- Staffing levels for corrections officers at each correctional facility and private contract prison in Colorado;
- Staffing levels for corrections officers for each correctional facility security level; and
- A comparison of staffing levels at Colorado correctional facilities and the national standards adopted by the National Institute of Corrections and the American Correctional Association.

In support, the Department proffers the following components:

- Our Vision - “Building a Safer Colorado for Today and Tomorrow”
- Our Mission - “To protect the citizens of Colorado by holding offenders accountable and engaging them in opportunities to make positive behavioral changes and become law-abiding, productive citizens”
- We operate twenty correctional facilities throughout the state inclusive of all security levels 1-5;
- We also establish and monitor outcome measures for four private prison facilities;
- The current number of non-exempt correctional officers within the CDOC is 3,304.
- The current number of correctional officers at the private prisons is 312.

## STAFFING LEVELS AT EACH CDOC CORRECTIONAL FACILITY

In FY 2013, there were 3,304.4 CDOC employees, classified as non-exempt, providing correctional security services throughout the state of Colorado. Table 1 summarizes corrections officers by classification level and location. CO I positions are front line officers, CO II positions are supervisors, and CO III positions are unit supervisors.

Table 1. Staffing levels at each CDOC Correctional Facility, FY 2013<sup>1</sup>

Facility	CO I	CO II	CO III	YSC I	Non-exempt Correctional Staff
Arkansas Valley Correctional Facility - AVCF	122	46	16		184
Buena Vista Correctional Center - BVCF/BVMC	127.4	45	16		188.4
Centennial Correctional Facility - CCF	117.4	35.7	7		160.1
Correctional Industries - CI	5	1	3		9
Canon Minimum Center - ACC/FMCC/SCC	137	48	20		205
Colorado State Penitentiary - CSP	207.8	48.9	24		280.7
Colorado Territorial Correctional Facility - CTCF	144.6	53	16		213.6
Delta Correctional Center - DCC	40	15	7.5		62.5
Denver Complex - CCC/DWCF/DRDC	297.7	101	50		448.7
Fremont Correctional Facility - FCF	182.5	72.6	22		277.1
Headquarters-Office of Inspector General-Central Transport Unit-Training Academy (Support Services)	26.1	13.9	20		60
Limon Correctional Facility - LCF	134.5	52	20		206.5
La Vista Correctional Facility - LVCF	87.4	26	11		124.4
Rifle Correctional Center - RCC	14.5	6	5.5		26
San Carlos Correctional Facility - SCCF	88.3	27	10		125.3
Sterling Correctional Facility - SCF	384.1	88	56		528.1
Trinidad Correctional Facility - TCF	51.2	19	11		81.2
Youthful Offender System - YOS	76.8	33	12	2	123.8
<b>Total</b>	<b>2,244.3</b>	<b>731.1</b>	<b>327</b>	<b>2</b>	<b>3,304.4</b>

YSC I=Youth Services Counselor I

<sup>1</sup> Colorado Department of Corrections Budget Office

## STAFFING LEVELS AT EACH PRIVATE CONTRACT PRISON IN COLORADO

In FY 2013, there were 312 private contract prison employees, classified as non-exempt, providing correctional security services in Colorado. All private prisons are classified as Level 3 security. Table 2 summarizes corrections officers by classification level and location.

Table 2. Staffing Levels at each private contract prison, FY 2013<sup>2</sup>

Private Prisons	CO I	CO II	CO III	Non-Exempt Correctional Staff
Bent County Correctional Facility - BCCF	70.5	15	3	88.5
Crowley County Correctional Facility - CCCF	83.5	16	5	104.5
Cheyenne Mountain Re-Entry Center - CMRC	68	0	8	76
Kit Carson Correctional Facility - KCCC	32	8	3	43
<b>Total</b>	<b>254</b>	<b>39</b>	<b>19</b>	<b>312</b>

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<sup>2</sup> Colorado Department of Corrections Private Prison Monitoring Unit

## STAFFING LEVELS FOR EACH CDOC FACILITY AND PRIVATE PRISON SECURITY LEVEL

Table 3 represents non-exempt correctional security positions assigned to specific security levels. All private prisons are classified as level 3 security.

Table 3. Staffing Levels for each CDOC Facility and private prison security level, FY 2013<sup>3</sup>

Facility	Corr. Staff	Level 1	Level 2	Level 3	Level 4	Level 5	Supp. Svcs.
Arkansas Valley Correctional Facility - AVCF	184			184			
Buena Vista Correctional Center - BVCF	188.4						
BVCF				160.4			
BVMC			28				
Centennial Correctional Facility - CCF	160.1					160.1	
Correctional Industries - CI	9						9
Canon Minimum Center - CMC	205						
Arrowhead Correctional Center - ACC							
Four Mile Correctional Center - FMCC			144				
Skyline Correctional Center - SCC		61					
Colorado State Penitentiary - CSP	280.7					280.7	
Colorado Territorial Correctional Facility - CTCF	213.6			213.6			
Delta Correctional Center - DCC	62.5	62.5					
Denver Complex	448.7						
Colorado Correctional Center - CCC		24					
Denver Women's Correctional Facility – DWCF							
Denver Reception and Diagnostic Center - DRDC						424.7	
Fremont Correctional Facility - FCF	277.1			277.1			
HQ-IGO-CTU-TA (Support Services)	60						60
Limon Correctional Facility - LCF	206.5				206.5		
La Vista Correctional Facility - LVCF	124.4			124.4			
Rifle Correctional Center - RCC	26	26					
San Carlos Correctional Facility - SCCF	125.3					125.3	
Sterling Correctional Facility - SCF	528.1						
SCF East			144				
SCF West						384.1	
Trinidad Correctional Facility - TCF	81.2		81.2				
Youthful Offender System - YOS	123.8					123.8	
<b>Total</b>	<b>3,304.4</b>	<b>173.5</b>	<b>397.2</b>	<b>959.5</b>	<b>206.5</b>	<b>1,498.7</b>	<b>69</b>
<b>Private Prisons</b>	<b>Corr. Staff</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>	<b>Level 5</b>	<b>Supp. Svcs.</b>
Bent County Correctional Facility - BCCF	88.5			88.5			
Crowley County Correctional Facility - CCCF	104.5			104.5			
Cheyenne Mountain Re-Entry Center - CMRC	76			76			
Kit Carson Correctional Facility - KCCC	43			43			
<b>Total</b>	<b>312</b>			<b>312</b>			

<sup>3</sup> Colorado Department of Corrections Budget Office, Private Prison Monitoring Unit, Prison Operations

## STAFFING LEVEL COMPARISONS

A literature review was conducted to identify national standards for staffing levels. Unfortunately, very little information exists regarding staffing patterns or standards. The CDOC Office of Human Resources reviewed National Institute of Corrections' (NIC) publication entitled *Staffing Analysis Workbook for Jails*. After careful analysis of the NIC information, it was determined that the guidelines for staffing jails are not comparable to prison settings, including Colorado's prisons. County jails are staffed to provide services for short term stay, while prisons must manage a large number of offenders with extended incarceration stays. In addition, jails largely hold people awaiting trial while prisons only house convicted offenders, who typically require a high level of services and programs to prepare them for re-entry into society. Lastly, prison inmates are the most serious offenders on the criminal justice continuum; jail inmates who are serving sentences are often convicted of misdemeanors or less serious felonies, while prison inmates generally have lengthy criminal histories with multiple felony convictions.

The American Correctional Association (ACA) provides standards for operating prisons. Only one standard addresses staffing levels, and it does not provide concrete standards. ACA standard 4-4050 references "staffing requirements for all categories of personnel are determined on an ongoing basis to ensure that inmates have access to staff, programs and services."

The Department will continue to explore information regarding national staffing standards and practices as it becomes available.