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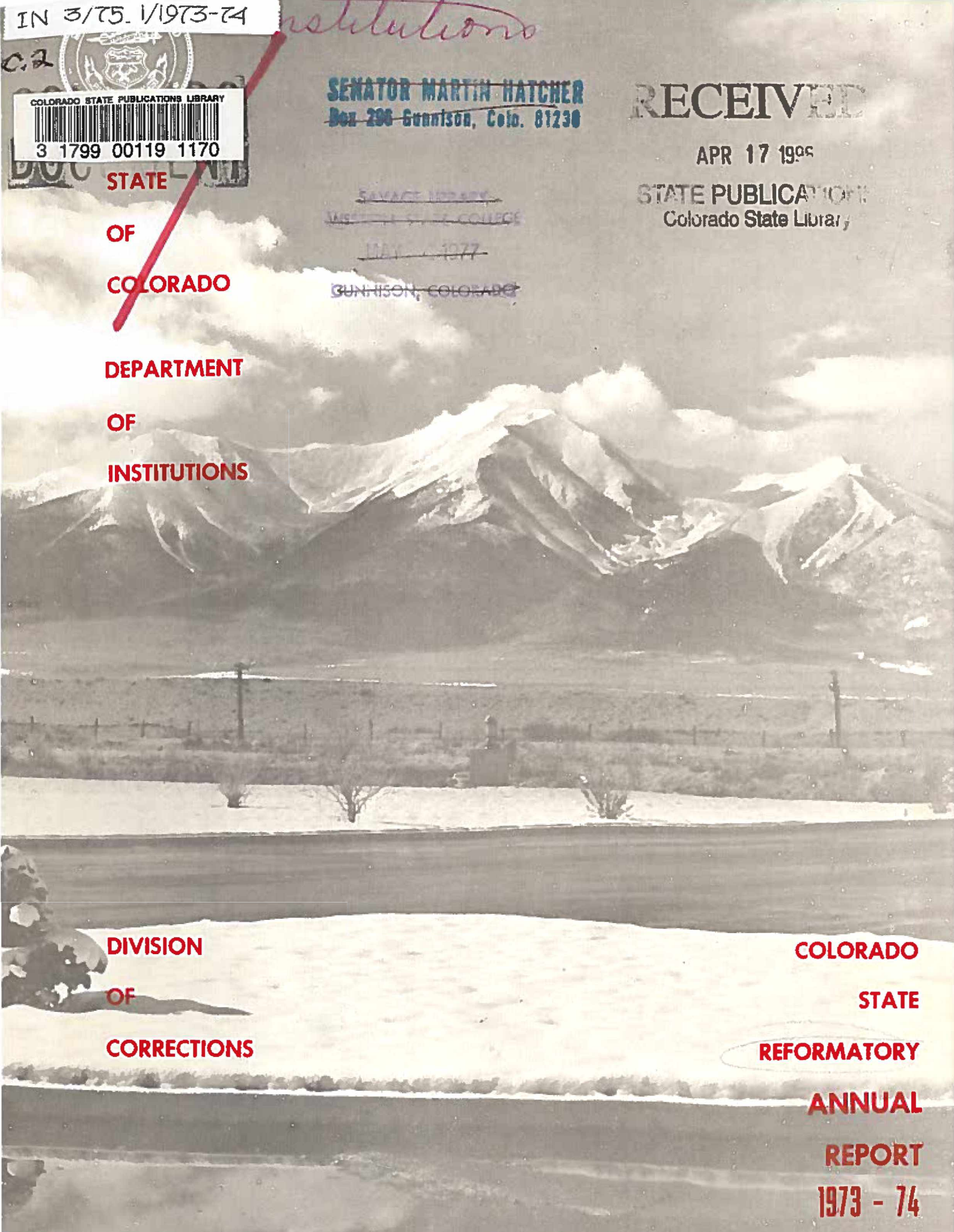
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CORRECTIONS

COLORADO
STATE
REFORMATORY
ANNUAL
REPORT
1973 - 74



STATE OF COLORADO
DEPARTMENT OF INSTITUTIONS
COLORADO STATE REFORMATORY

ANNUAL REPORT
1973-74

Edited
by
William G. Steele, Ph. D.
Charles Scott Hromas
C. L. Patrick

November 1974

ACKNOWLEDGMENTS

We would like to thank those staff of the Colorado State Reformatory who have made contributions to the contents of this Annual Report. Special thanks to Mr. Edgar N. Sampson who was very helpful in providing support and suggestions gained from his preparation of the 1972-73 Annual Report.

Also, a very special thanks to Mr. William L. Nelson whose excellent supervision of the record section of this institution made the statistical reporting both possible and accurate.

Several residents of this institution have done an excellent job in the preparation of this Annual Report. The cover photographs, along with the photographs contained in this report, were done by Mr. Randy Montgomery. The cover design was done by Mr. John Cooper and Mr. Raymond Lamoureaux. The graphic designs were done by Mr. Lynn Cain and Mr. Thomas Marshall.

Special acknowledgment belongs to Mr. Pearson and the men of the Vocational Print Shop who put forth a great deal of time and effort into the printing of this report.

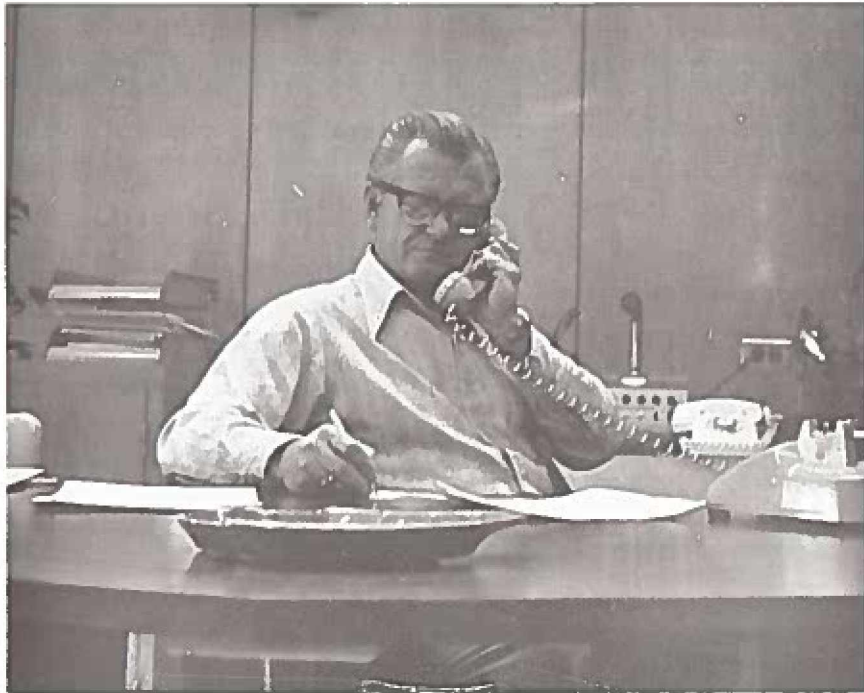
Again, we would like to thank each and every person who made this report possible.

W. G. Steele, Ph.D.

C. S. Hromas

C. L. Patrick

Office of Research and Planning



C. WINSTON TANKSLEY, WARDEN
COLORADO STATE REFORMATORY

STATE OF COLORADO



JOHN D. VANDERHOOF
GOVERNOR

DEPARTMENT OF INSTITUTIONS

JOHN R. KENNEDY - EXECUTIVE DIRECTOR

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DIVISION OF CORRECTIONAL SERVICES

RUDY SANFILIPPO, CHIEF

November 14, 1974

Honorable John D. Vanderhoof
Governor of Colorado
State Capitol
Denver, Colorado 80203

Dear Governor Vanderhoof:

Last year the Colorado State Reformatory issued its first Annual Report with full knowledge that several vital areas were inadequately covered and others were omitted. We acknowledged that our report was unrefined and solicited constructive criticism by which future reports could be enriched. It is our hope that this report for 1973-74 Fiscal Year is more complete.

Since July of 1974, the institution's Office of Research and Planning has been enlarged and made more functional. Under the direction of Dr. William G. Steele this report was compiled and edited by Mr. Charles Scott Hromas and Mrs. Christie L. Patrick. They are to be commended for the production of this report with short notice and limited resources.

We submit this Annual Report for 1973-74 Fiscal Year with the expectation that it will provide a broader base for research and planning, as well as a foundation for accountability. We continue to earnestly solicit constructive criticism to guide us in future reporting.

Respectfully submitted,

C. Winston Tanksley

CWT:cp

Enclosure

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INTRODUCTION

The Colorado State Reformatory was created by statute in 1889 and provided for "the confinement, employing at labor, and disciplining for the purpose of punishment and reformation." The original structures were constructed with inmate labor from the State Penitentiary at Canon City. At that time, the Reformatory was considered to be an adjunct facility to the Penitentiary and housed only a small number of Penitentiary convicts considered to be amenable to treatment. The statutes were changed at a later date which allowed convicted offenders to be sentenced directly to the Reformatory. The 1963 Colorado Revised Statute under which the Reformatory presently operates states in part:

Male persons sentenced or committed to the Colorado State Reformatory shall be confined, employed at useful work, corrected and instructed for the primary purpose of reformation and rehabilitation to the end that they may become law-abiding members of society. CRS: 105-3-2

Early in the history of the Reformatory program a "mark" system was used to manage the Reformatory. Points or "marks" were earned and removed based upon the inmate's behavior and needs of the Reformatory.

In 1955, the following statement was made in The Colorado Reformatory Development Plan:

There is need of an incentive and possibility for exemplary inmates to live and work outside the Reformatory under proper guidance.



A view of the Colorado State Reformatory complex from the main entrance.

The latter part of this goal resulted in the Honor Camp program but the first part did not become a reality until November of 1971 when the Incentive Program was implemented at the Colorado State Reformatory.

Presently, the Colorado State Reformatory is an integrated complex of facilities and programs located across the State. The main institution is located one mile south of Buena Vista in Chaffee County and 120 miles southwest of Denver, Colorado. During Fiscal Year 1973-74, this facility provided services for 1,364 individuals. Some of these services included: diagnosis, workup of individual treatment programs, direct housing, with treatment and counseling available in each living unit. The emphasis of the Reformatory's program is placed upon counseling services, vocational and academic education, all of which are designed to develop and strengthen personal motivation, work habits and social skills within a secure and controlled setting.

In addition to the main institution, several specialized facilities are maintained. The Roubideau Conservation Unit which is located 6 miles west of Delta, Colorado, serves as a base for the Colorado State Reformatory's Honor Camp program. Also, mobile units are operated at various locations in Western Colorado. Work release units are operated in Grand Junction and Denver, Colorado. These specialized facilities are a part of the transitional services offered at the Colorado State Reformatory and are described in more detail under a separate section of this report.

Each section of this report contains a brief narrative description of the programs that are offered to the residents at the Colorado State Reformatory. Along with the narrative are statistical data for the operation during the Fiscal Year 1973-74 and goals and objectives of the various programs.

ADMINISTRATIVE SERVICES

The administrative staff of the Reformatory provide guidelines, establish policies, and define procedures necessary for the effective operation of the various programs of this institution. The organizational structure is spread laterally as contrasted to the traditional pyramid stacking of authority in an attempt to improve communications and increase supervisory effectiveness. Major departments are Business, Group Living, Operations, Transitional Services and Treatment. The organizational plan of the Reformatory is presented in Figure 1.

During Fiscal Year 1973-74, the Reformatory received 729 persons in addition to the 635 in residence at the beginning of the year thus providing services to 1,364 persons. A total of 947 temporary leaves from this institution were granted during the year and of this number, only 16 failed to return and were placed on escape status.

Programs are being developed for Fiscal Year 1974-75 to place a larger number of residents in the urban communities for treatment purposes. Placement of residents in community educational programs not available in the institution, for instance, is expected to become a reality.



Warden's Staff Meeting. Staff From Left To Right: C. W. Tanksley, Warden, P. Marah, Honor Camp Supervisor, T. I. Cooper, Personnel and Training Specialist, P. DeLuca, Associate Warden - Business, W. Steele, Ph.D. Psychologist, E. N. Sampson, Director- Group Living, D. Lujan - Teacher, M. J. Savoren, Associate Warden - Treatment, L. A. Hesse - Director Diagnostic Unit, Mrs. J. C. Collicott - Administrative Secretary

COLORADO STATE REFORMATORY

LEGEND: () = PERSONNEL

MARCH 22, 1974

ORGANIZATION CHART

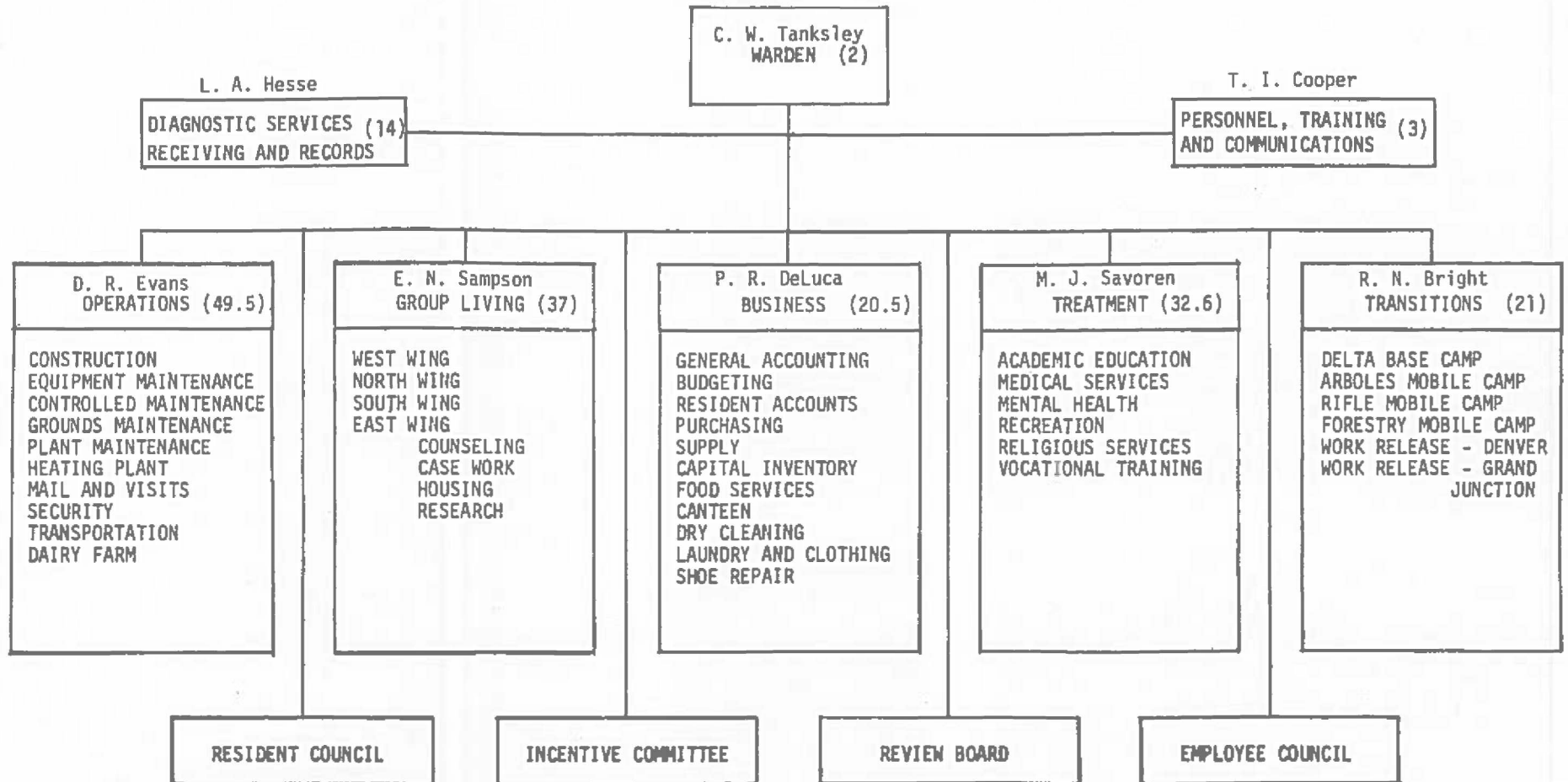


Figure I

The following are a few statistics which reflect the characteristics of the Reformatory. The category titled "Appropriated FTE's by year" means the number of full-time personnel employed at the Colorado State Reformatory.

	<u>72-73</u>	<u>73-74</u>	<u>74-75</u>
Appropriated FTE's by year	177.2	179.6	187.6
Average Daily Resident Population	618	650	680
Resident/Staff Ratio	3.5 to 1	3.6 to 1	3.62 to 1
Average Daily "on-Grounds" Population	571	590	620
Total Residents Received	642	729	775
Total Cases Treated	1276	1364	1400

RESEARCH AND PLANNING

The primary purpose of the Research Office is to provide information that can be used to improve service to our clients, the residents, and to provide data that can be used by management for program evaluation and planning. This office is also charged with the responsibility of providing information on a wide variety of subjects pertaining to the institution for many agencies, both public and private. This information must be reliable and accurate.

The goal of the Research Office is to establish a modern, reliable data system so that data on all phases of the Reformatory can be readily and easily produced. The present system is an antiquated manual method that hinders research.

During Fiscal Year 1973-74, the Research Office submitted 19 research reports, 12 monthly population reports, one annual report and four special reports along with answering 20 questionnaires.

It is estimated that the Research Office will publish 25 research reports, 12 monthly population reports, one annual report, 15 special reports and answer 40 questionnaires during the Fiscal Year 1974-75

STAFF SERVICES - PERSONNEL

The Staff Services functions at the Reformatory are coordinated by two full-time staff members. The recruitment, testing and selection of new employees is a major responsibility and is performed in cooperation with agency management and the State Department of Personnel. Because of the institution's location, most examinations are scheduled and conducted at the agency level.

Thomas I. Cooper



Staff
Services
Personnel

Since the implementation of the Reformatory's Incentive Program in November of 1971, the type of person being recruited for employment has changed significantly. A greater degree of emphasis is being placed upon higher education than ever before. The increase in rehabilitative efforts resulting from the program has brought about a similar change in the staff training program. During Fiscal Year 1973-74, twenty-six employees were recruited or reinstated, one-half of which received more than sixteen hours of scheduled orientation and training during their first six months of employment.

Reformatory employees were involved in 2794 man-hours of training during the year. This amounts to an average of sixteen hours of training for each employee. According to data supplied by the State Department of Personnel, the Reformatory staff turnover rate of 7.5 percent was less than any other agency of comparable size. The average number of sick leave days taken by Reformatory employees was 7.05. The average employee has been employed at the Reformatory for 8.17 years.

For Fiscal Year 1974-75, a two-year Associate Degree program in Corrections has been established by Colorado Mountain College. The courses will be conducted in Buena Vista as well as Salida and Leadville. It is anticipated that more than one-fourth of all Reformatory employees will enroll in one or more classes.

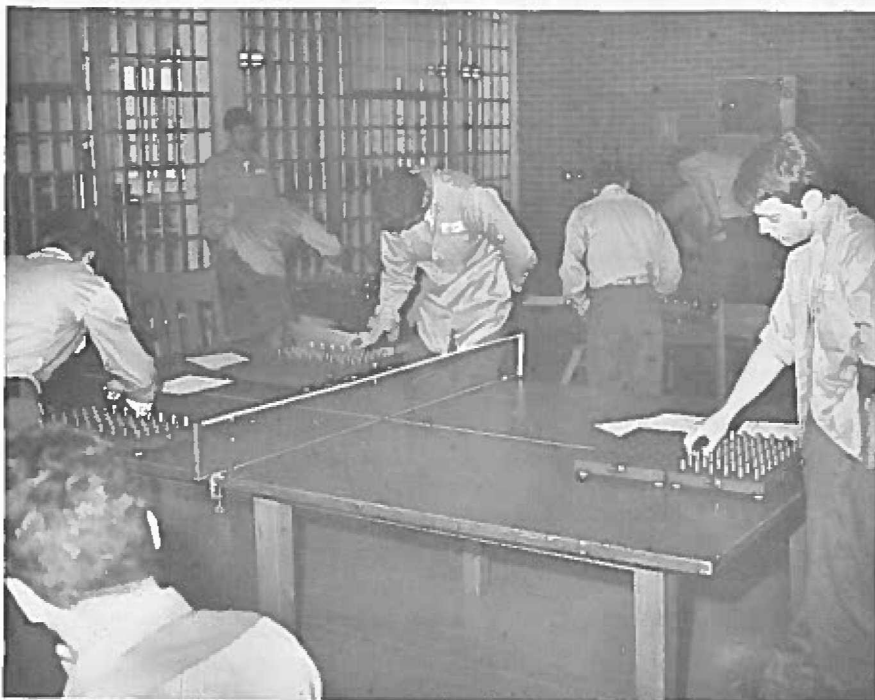
Also for this fiscal period, an in-service training program is being developed utilizing video equipment obtained through LEAA funding. The video-cassette system will allow for individualized instruction and the training subject will be available at the time it is most needed by the employee which should result in a more relevant and meaningful training program. A fifteen minute video tape on proper procedures for transporting prisoners, for instance, would be most useful to a newer employee immediately prior to a new task of transporting inmates. It is anticipated that the security course will be completed during the year and that 100 % of all new Reformatory employees will receive instruction in this manner.

DIAGNOSTIC SERVICES

The Diagnostic Services' responsibility is to identify causes which led to the commission of each inmate's crime and to prescribe a treatment program which includes a definition of his therapeutic goals and objectives. Those committed are given psychological, aptitude, intelligence, scholastic achievement and interest inventories.

Additional responsibilities of the staff are to orient, motivate, clinically evaluate, counsel and program all incoming inmates as well as provide 24-hour custodial supervision to those housed in the Diagnostic facility. Casework evaluations are completed within the Diagnostic Unit and distributed to other correctional agencies. The result of combining diagnostic evaluation, casework and behavioral observation is an individualized treatment program and the related, "Diagnostic Summary and Rehabilitation Plan." This document identifies those personal, emotional, social and environmental causes which led to the commission of the individual's crime and outlines therapeutic program goals and objectives. This document is distributed to institutional staff, and the Parole Board, along with being issued to assist the inmate in reaching his program objectives and assess therapeutic progress.

During Fiscal Year 1973-74, the diagnostic and treatment programming services were provided to all incoming inmates, and reprogramming services were provided to 82 residents. The impact of the diagnostic process was increased by providing each inmate a copy of his Diagnostic Summary and Rehabilitation Plan. The diagnostic testing program was improved with the addition of a personality inventory and an interest inventory. Two predictive psychological scales were devised through research. As a result, no inmate programmed to the Honor Unit by the Diagnostic Unit escaped during this fiscal period. Previously, the Honor Unit accounted for a large number of escapes. Another scale has effectively identified potential inmate management problems. As a result, there have been no suicide attempts or escape attempts from the Diagnostic Unit during this fiscal period.

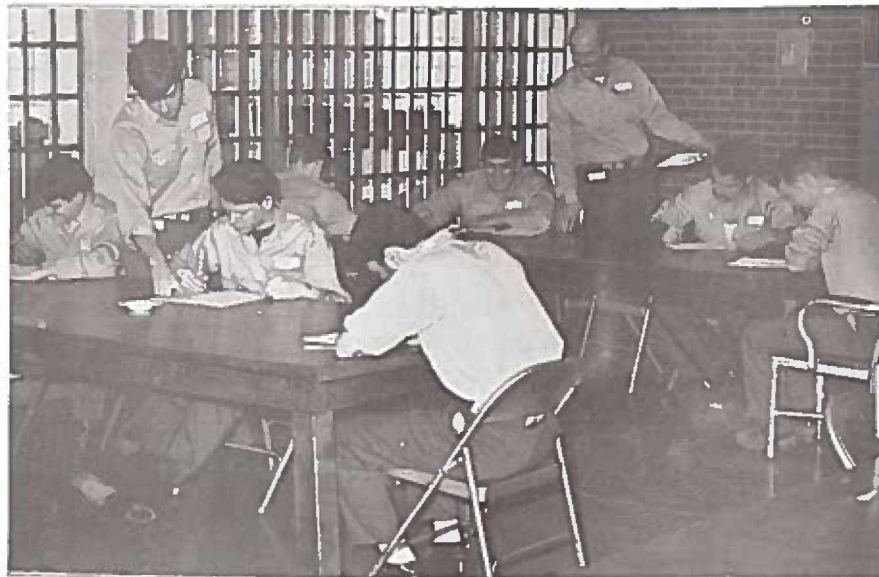


These residents are taking the GATB test which assists them in identifying their aptitude and is also used in the total treatment programming of the individual resident.

The Group Living Technician I's have assumed individual counseling caseloads, made behavioral observations and provided valuable input into the diagnostic process. An institutional job placement program has been initiated. Inmates apply for jobs, make employment commitments and determine how the assignment can meet their therapeutic needs. This has reduced reclassification of inmates. Target dates for completion of individual inmate program objectives are assigned which has resulted in inmate's parole plans being approved prior to the time of the Parole Board hearings.

During Fiscal Year 1974-75, the Diagnostic Unit plans to develop necessary procedures and policies to carry out the diagnostic program as outlined in Senate Bills 11 and 12 (1974).

Residents taking psychological inventory in the Diagnostic Unit



The Diagnostic Unit is also working to improve the Diagnostic Summary and Rehabilitation Plan making it a more clear, concise and meaningful report. Along with this, is the plan to improve programming efficiency to the point that 100% of all case material is complete at the conclusion of each resident's treatment programming.



Louis A. Hesse
Diagnostic Unit

The following are some statistics reflecting the operation of the Diagnostic Unit:

	<u>72-73</u>	<u>73-74</u>	<u>74-75</u>
Completed Cases:			
Total Diagnosed	702	780	876
Total Prog & Reprogrammed	702	799	926
Tests Given and Scored	6131	6392	8760
Psychodiagnostic Test Interviews	702	780	876
Casework Interviews	702	780	876
Program Committee Meetings	702	799	926
Transactional Analysis Group Meetings	-0-	25	156
Consultation with Institutional Staff and Parole	402	501	536

CORRECTIONAL INFORMATION -- RECORDS AND RECEIVING

The receiving unit is presently staffed by one Correctional Sergeant and one Administrative Clerk Typist. Program responsibility is to supervise the receipt of all new commitments, parole violators and CSR inmates returning from the courts. This involves checking the mittimus for correctness, photographing and fingerprinting for FBI identification purposes, receiving and mailing personal property of individuals received, recording, filing and maintaining mittimus and case records, preparing national prisoner statistic reports on a monthly basis, along with a multitude of other important responsibilities. This office is a vital link in the daily operational function of this institution.

During Fiscal Year 1974-75, the receiving unit plans to orient this unit toward the client as well as official records systems. This unit will also help to develop with the Research and Planning Office, the data collection procedures consistent with other divisional units.

The following statistics indicate just some of the many functions of this unit:

	<u>72-73</u>	<u>73-74</u>	<u>74-75</u>
No. of Mittimi Reflects No. of Residents Received and Processed through the Receiving Unit	702	801	897
I.D. Photos Processed	16,848	19,224	20,966
Detainers Placed	92	93	94
Escapes Processed	70	72	80

GROUP LIVING

All of the housing units are integrated into a series of four incentive levels which together form the incentive treatment program. The four living units, East Wing, South Wing, North Wing and West Wing, together make up the Group Living Department. Group Living can be described as the core of the Incentive Program. As an individual moves through the four levels, he earns greater privileges and rewards. Each incentive level is housed in its own quarters and is staffed with a treatment team of Group Living Technicians.

Edgar N. Sampson

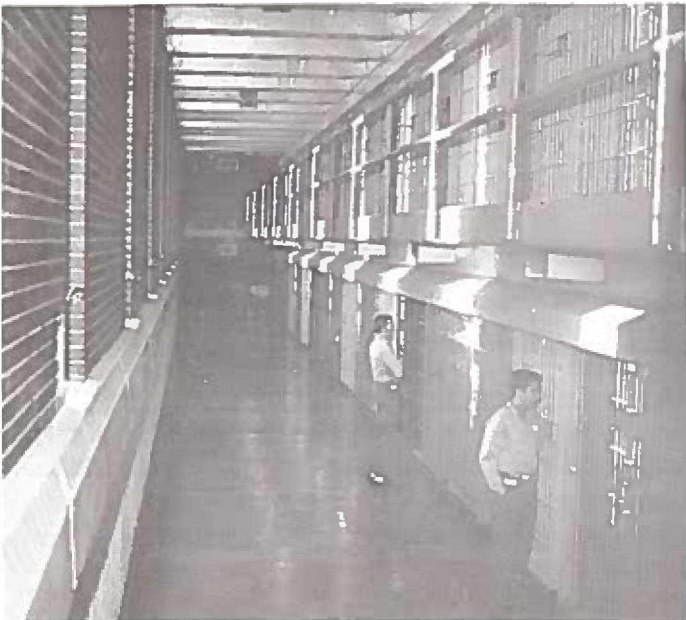


Group Living

Some specific responsibilities of these units are: Providing individual and group counseling on a wide variety of personal and emotional problems within the philosophy of our differential treatment programs, monitoring the progress of each resident during the course of his prescribed and projected program, completing and evaluating a series of individual resident performance evaluations, developing staff attitudes in the area of human sensitivity and routine operational functions such as supervising dining halls, distributing daily mail, inspecting packages, writing monthly parole recommendations, supervising showers, periodic searches of cells and the general responsibility for in-unit security.

Incentive Level One - West Wing

The first incentive level at the Colorado State Reformatory is West Wing.



Residents returning to their quarters in the West Wing

Assignment to West Wing follows the normal classification procedures. The West Wing is intended to be restrictive in nature and residents are permitted only institutional items, commissary purchased items, family pictures and reading material in their respective quarters. Television, free time and special recreational events, such as movies, are not available in this wing. While residing in this unit the residents are not receiving any institutional pay. The purpose of this restricted living condition and limited activity is to motivate the resident to begin practicing positive actions in order to move to a more desirable wing. The minimum length of stay in West Wing is two weeks. An application must be filled out to be presented to the Incentive Committee for consideration for move to the next higher level.

Incentive Level Two - North Wing

Although North Wing is limited in privileges and allowed items, this wing is still far more desirable than West Wing. Residents in the North Wing begin to earn institutional pay and as they progress in the Incentive Program, this pay increases.



North Wing residents
returning to their cells
for noon count

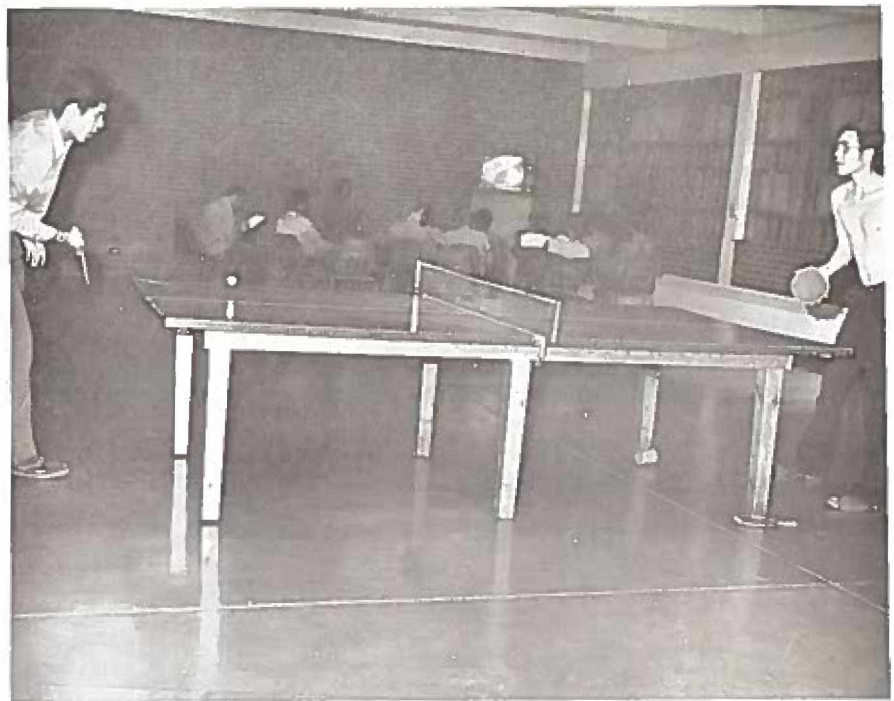
In North Wing residents may decorate their quarters and have a personal bed cover and table cover. Limited free time during evening hours is permitted and the residents may attend special recreational activities. The normal length of stay in North Wing is one month. An application must be filled out to be presented to the Incentive Committee for consideration for move to the next incentive level.

Incentive Level Three - South Wing

In addition to an increase in institutional pay for residents in this wing, the resident is now eligible for supervised gate passes. Personal clothing may be worn during visits, evening and on weekends and holidays. Residents

Below are some of the activities that occur in South Wing during free time:

Residents enjoying a game of Ping-Pong

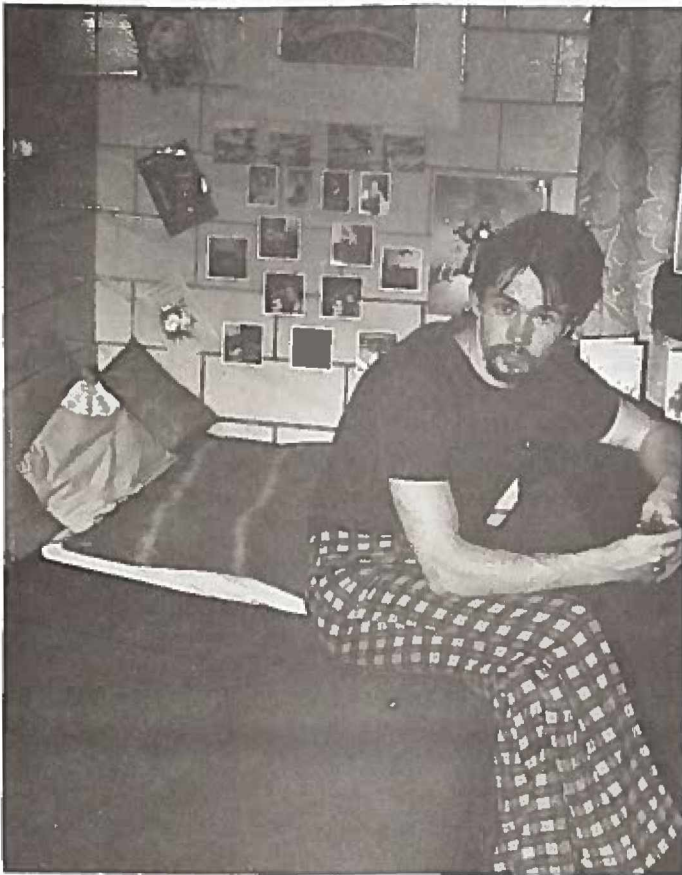


Card playing is a favorite pastime activity in an institutional setting but rare in correctional facilities.

of South Wing are permitted to dine with visitors in the institutional restaurant. Additional personal items such as floor rugs, wall ornaments and wall pictures may be used to decorate resident's quarters. The normal length of stay in South Wing is two months. Again, an application must be filled out to be presented to the Incentive Committee for consideration for move to the next incentive level.

Incentive Level Four - East Wing

This wing is intended, as nearly as possible within the institutional setting, to approximate the living conditions in a free society. Here a resident is given a key to his own room together with responsibility and considerable freedom of movement. However, there are certain responsibilities and obligations the resident must meet, such as being present for count, and reporting for his work assignment along with reporting to other areas when called. Failure to meet these obligations could result in losing East Wing status. The East Wing resident receives an increase in incentive pay, is allowed to use two public telephones for personal collect calls only and there are no restrictions on time for lights out or television viewing. The resident is permitted to wear civilian clothing at all times and has greater latitude to decorate his room to his own particular taste in accordance with East Wing guidelines. It is the responsibility of each resident to discipline himself and continue to behave in the appropriate manner which merited him East Wing status.



East Wing residents in their personal quarters



The desirable privilege of being able to leave the institution for temporary periods is available to East Wing residents. Leave is earned at the rate of 24 hours per calendar month of satisfactory performance. As an added incentive, meritorious leave may be granted at the discretion of the East Wing staff. Acquired leave time may be taken by one of two methods:

Furlough: Leave taken from the institution for more than a 12 hour duration.

Gate Pass: Leave taken during the daylight hours for a duration of 12 hours or less. Gate passes are restricted to a 50 mile radius of the institution. Unlike South Wing's gate pass, East Wing residents are normally unsupervised.

During the Fiscal Year 1973-74, Group Living increased the use of furlough; 435 residents were placed on furlough in 1972-73FY as compared to 947 placed on furlough during 1973-74FY. There were 16 escapes giving a success rate of 98.3%. Also, a counseling program in Group Living concerned with pertinent social issues for all residents was accomplished by developing the following courses of instruction:

- West Wing - Ethics and Morals
- North Wing - Personal Motivation
- South Wing - Money Management
- East Wing - Employment and Vocational Guidance

During Fiscal Year 1974-75, the Group Living Department will attempt to increase the personal involvement of counselors with their individual caseloads. The addition of 4 FTE's to this department will be needed to achieve this goal. By June 30, 1975, it is anticipated that 1050 furloughs will be granted with a success rate of at least 95%. The handling of emotionally disturbed cases in the wings will be more effective as it is anticipated that by June 30, 1975, there will be one member of Mental Health Services assigned to each wing. Also during this fiscal period, residents will be involved in more worthwhile leisure time activities. A hiking and camping program has been started in East Wing and by June 30, 1975, sixty residents will have participated in this program. Improvement in East Wing leisure time activities is possible due to the addition of new equipment.

TREATMENT SERVICES

The Treatment Department is composed of the following six separate divisions: Academic Education, Vocational Education, Mental Health, Medical, Recreation and Religion.

ACADEMIC EDUCATION

Because the average age of the Reformatory resident is approximately 22 years, most students will not return to public secondary school programs following their release from the institution. For this reason, the Academic School program is geared mainly toward providing education relevant to everyday living rather than toward conformity to the public educational system.

Most students are assigned to the Academic School for one-half day and receive another assignment for the remainder of the work day. Students are assigned to the program by the Diagnostic Unit staff or reclassified by members of the Incentive Committee at a later date. Once assigned to the school, the resident may participate in one or more of the following classes:

A) Social Education

Marriage and Family
Resident Psychology
Career Education
Social Responsibilities

B) Academic Education

Remedial & G.E.D. Levels
Mathematics
Language Arts

G.E.D. Level
Literature
Social Science
Natural Science

C) College Courses (Evenings)

D) Library Services - available to all residents at CSR

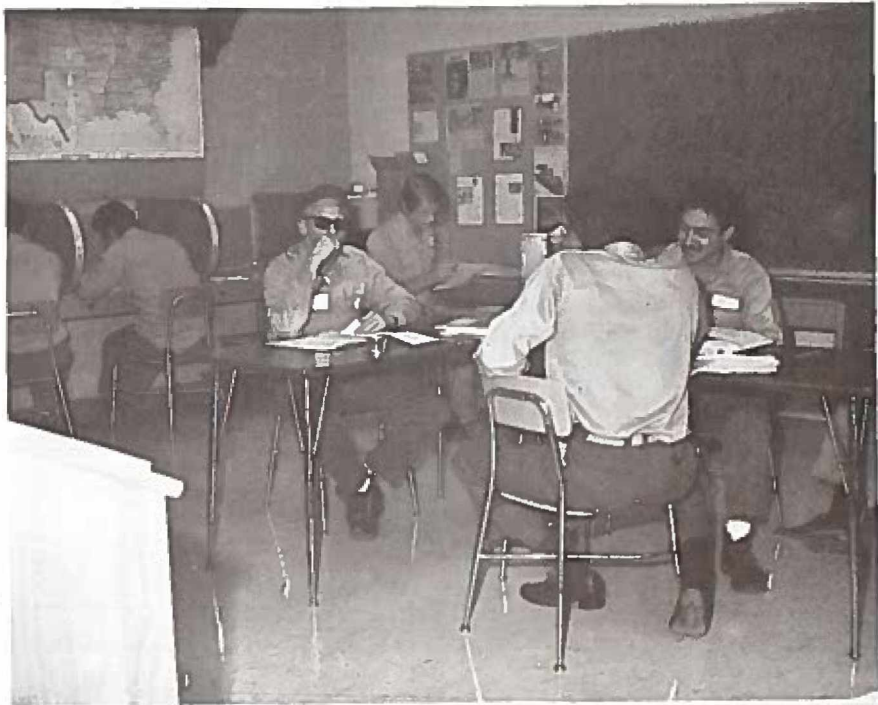
Matt J. Savoren



Treatment Services

Residents are placed into social education, academic education, and college courses according to need. Social education provides relevant classes to help the student in his social adjustment back onto the streets. The G.E.D. (General Educational Development) classes allow residents a chance to obtain a high school equivalency diploma while incarcerated; remedial classes are also offered to help the slower learner. Colorado Mountain College provides courses to residents interested in higher education.

Residents participating in the Academic School program



Students of the social education and academic education classes spend approximately three months in school. Classes are kept to twelve students or less to ensure the greatest possibility for individualization of instruction. All classes have developed "objective packets" to outline the work contracts between student and instructor, allowing students to work at their own pace.

Most residents of the social education and academic education programs are past school drop-outs with negative experiences in a school setting. Instructors find that building the student's self-concept that he can learn is very important to his classes. Classes are conducted in a relaxed atmosphere to ensure the best climate for learning. The average age of the student is close to 21; many have learning disabilities which require instructors to use various special education techniques.

At the halfway point in the fiscal year, the method for measuring student accomplishment by objectives was changed from reading "70% of the enrolled students will complete 100% of each classes' objective" to "Students will complete 70% or more of their prescribed objectives." It was felt that the change allowed for a more equitable method of measurement on the whole during this period of time. The school completed 2844 objectives out of 3,385 prescribed for a completion rate of 84% (January 1 through June 30, 1974).

A brief history of the Academic School program can best be stated with the following statistics:

Fiscal Year	School Enrollment	GED	# of Classes	# of Enrollments	# Completed	% Completed
1969-70	192	81	4	51	N/A	N/A
1970-71	202	106	8	114	N/A	N/A
1971-72	213	94	No College Classes Were Offered			
1972-73	281	120	19	251	163	65
1973-74	381	66	17	259	142	55



ACADEMIC STAFF

J. Norwood, J. Osborne, W. Anderson, M. McGoff, K. Arens
and E. Brookens, Director

MENTAL HEALTH

Mental health services at the Colorado State Reformatory have, in the past, been very limited. Until recently, treatment was provided by the Colorado State Hospital in Pueblo. Seriously disturbed, out of control individuals who were suicidal and/or unmanageable were transferred to the State Hospital, stabilized for a period and then returned to the Reformatory. In 1968, a traveling Psychiatric Team began visiting the Reformatory from Pueblo, first on a one-day a week basis and then two days a week. Two full-time doctoral-level clinical psychologists were added to the Reformatory staff in 1971 and they, along with the traveling Psychiatric Team, have provided the mental health services at the Reformatory to this time. Until this last year, most of the available services were aimed at treating the most critically disturbed individuals who needed help in adjusting to being in the Reformatory. Treatment was carried out somewhat on a crisis basis and was aimed at putting out fires. The Psychiatric Team operated on a referral basis and tended to treat residents in their offices with little contact or communication with the rest of the Reformatory staff.



MENTAL HEALTH STAFF

Dr. N. Steele, Psychologist, Mrs. D. Bails, Mental Health Worker and
Dr. K. J. Waggener, Psychiatrist

Before the year 1973-74, mental health personnel spent no direct counseling time in the wings. Since June, 1973, each wing has had mental health counselors present in the wings two half-days each week. The aim is to support and encourage the counselors in their roles. Mental health personnel have consulted with the counselors, given help and advice where and when it was asked for. In this manner they themselves have learned more about the residents' daily ongoing behavior, his interactions with peers and authority figures, and his performance on the job. In some wings, specialized groups have been conducted to meet the program needs in that wing.

To provide direct treatment for specially selected residents, the following treatment groups have been employed:

1. Three different groups of six offenders meet weekly to deal with their unique problems.
2. Four drug groups, of about ten residents each, have met weekly with a mental health counselor.
3. Two assaultive groups have met weekly, primarily for residents who have been convicted of violent crimes.
4. Three groups have met weekly which are generally supportive in nature and for residents who are inadequate and unsure of themselves.
5. A number of the most disturbed, psychotic residents have been seen in individual therapy primarily by the psychiatrist on a regular basis.

The projected goals of Mental Health Services for Fiscal Year 1974-75 are:

1. To increase support and consultation, on the emotional needs of residents, with wing counselors and the rest of the Reformatory staff to the level of one Mental Health person working full time in each wing by June 1, 1975.
2. To continue providing direct individual therapy on a regular basis to psychotic, severely neurotic and neurologically handicapped residents.
3. To provide appropriate psychotropic medication to all residents who need it and to regulate and supervise its usage.
4. To continue providing direct treatment on a weekly basis for all sex offenders placed in the Colorado State Reformatory.
5. To provide specialized training for three mental health staff members.
6. To increase treatment time spent with residents.
7. To assist counseling staff in learning more effective ways to interact with people.

The following are some statistics reflecting the operations of the Mental Health Department

	<u>72-73</u>	<u>73-74</u>	<u>74-75</u>
Hours per week spent with unit counselors	0	6	20
Individual treatment of residents (number of inmates served)	20	30	50
Specialized Treatment Groups: (Approximately 10 residents per group)			
Assaultive	1	2	4
Sex Offenders	1	3	3
Mixed	4	4	N/A
Drug	2	3	4
Supportive	4	3	3
Alcoholics	N/A	N/A	3

MEDICAL

New admissions received at this institution are given an admission physical examination, as well as dental examination as part of the orientation process. Acute medical or dental problems are treated and arrangements made for the start of treatment of any chronic problems present. If drug problems are present, medication is prescribed, or other treatment provided. Laboratory tests are run for syphilis, the urine is examined and immunizations against diphtheria and tetanus are given, as well as a tuberculin test.

Continued care for the residents involves the treatment of emergencies, varying from minor lacerations and burns to fractures and sprains in the athletic programs, and at work, to intentional self-inflicted wounds and intentional drug overdoses. A sick call is provided for the routine complaints and medical personnel are available at any time for care. Medications are available in the dispensary. Chronic, or long-term illness is diagnosed and treated both as outpatients and by hospitalization, either in the dispensary or by transfer to other institutions. Minor rehabilitative work, such as removal of disfiguring tattoos, warts, cysts and minor scar revision, is done at the dispensary.

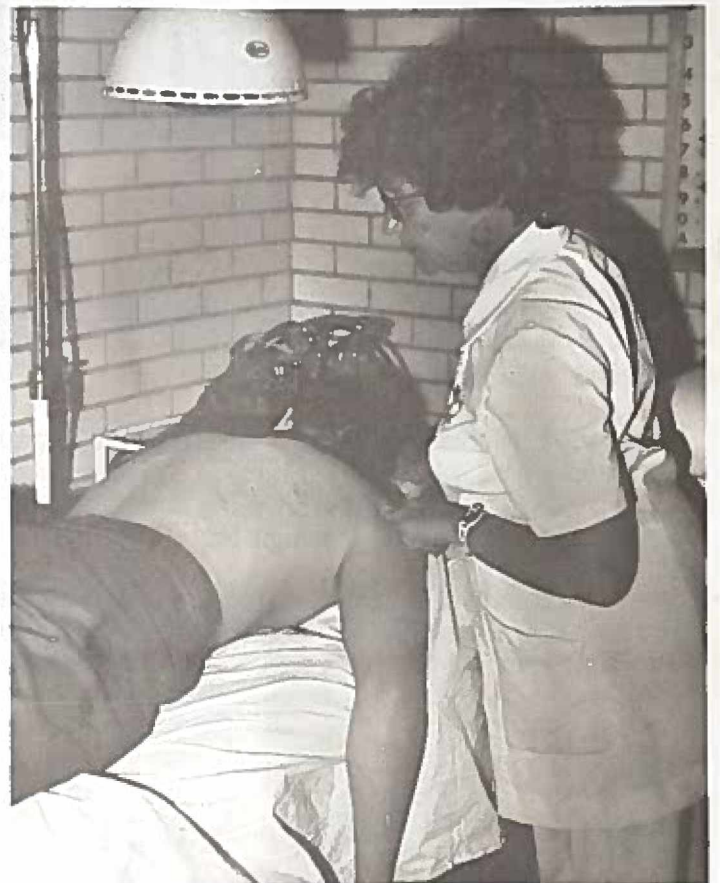
Dental care and emergencies are done in the department as is restorative work, filling of cavities, extractions, prostheses, etc. Minor rehabilitative work is also done. Major rehabilitation, such as plastic surgery, correction of orthopedic deformities, eye examinations for glasses or disease, hearing problems, are referred to, and require transportation to, other institutions such as the State Hospital.

Other rehabilitative work is undertaken through the State Department of Rehabilitation, which requires transportation to Pueblo, Colorado Springs, etc., for the required specialist's examination and treatment.



Dr. R. A. McGowan,
Staff Physician,
examining a resident

Mrs. Anderson, Nurse,
during routine
medical examination



RECREATION

The recreation program is set up to provide activities that are both meaningful and constructive to the residents. It offers instructional classes which provide the resident with an opportunity to improve his self-respect, attitude, awareness and knowledge of the activity in which he is participating. These activities are designed to have a carry-over value to help the resident remain on the streets as a law-abiding member of society.

CSR's gym serves the needs of all residents with an active program of varied activities



The total recreation program includes intramurals, club activities, small games, outside competition, leisure time, arts and crafts, resident band, movies and special programs.

The accomplishments of the Recreation Department for fiscal year 1973-74 included instructional classes, officiating classes, club activities and the continuation of weekly movies. Over 90% of the resident population attended the weekly movies held from September through May.

Some of the goals for the future involve increased staff training in methods of recreation in corrections and the completion of the Arts & Crafts program.

RELIGION

The religious program at the Colorado State Reformatory is administered under the direction of two Chaplains, Roman Catholic and Protestant, who serve on a full-time basis. At least two services are held each Sunday, the Protestant service at 9:30 a.m. and the Catholic Mass at 10:45 a.m. Counseling, literature distribution, group meetings also visiting work areas and housing units are included in regular activities.

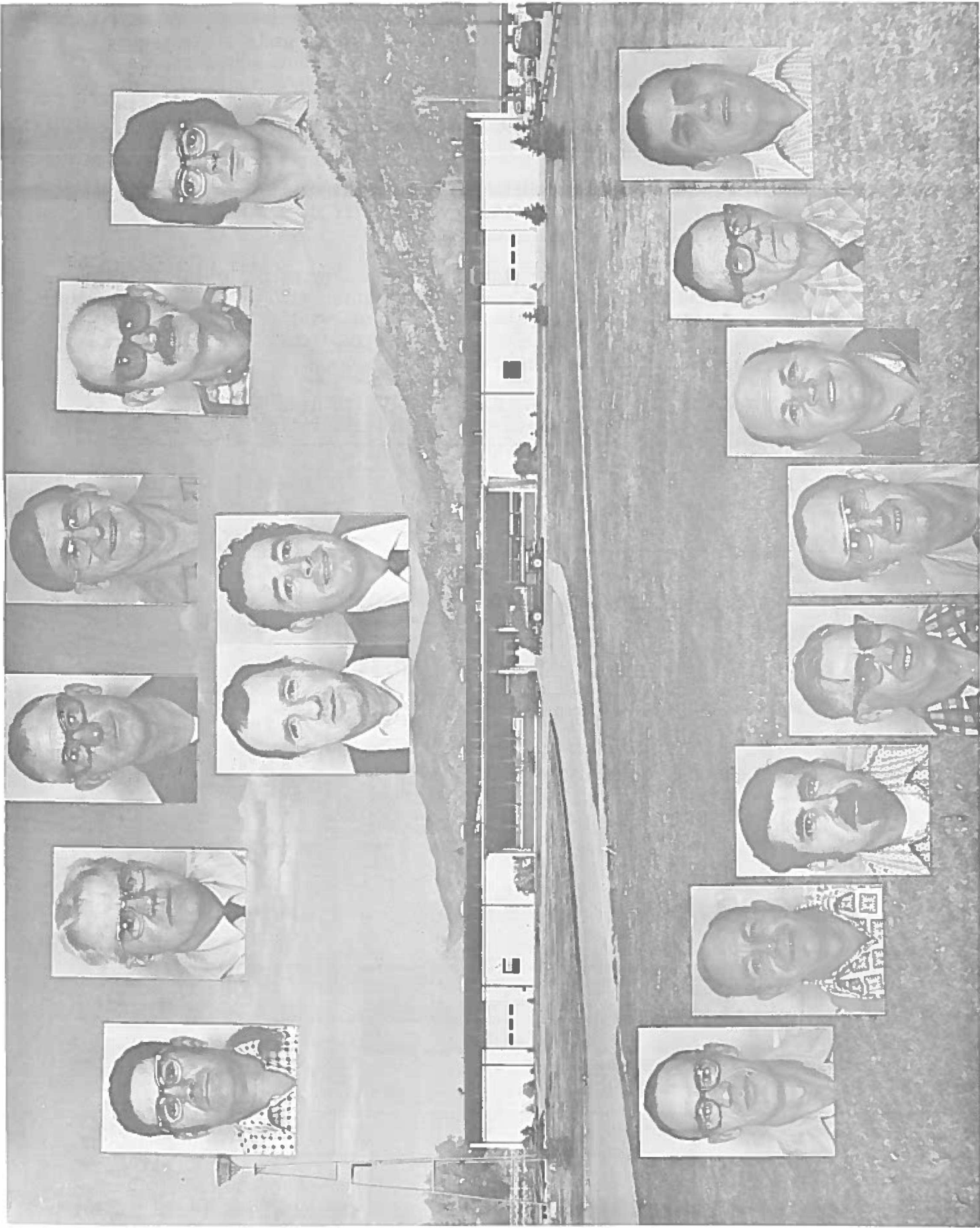
A program of morning worship was established in the Fall of 1973 through the offering of Catholic Mass in the West Wing Dayroom three days a week, Wednesday, Thursday and Saturday morning, 7:15 - 8:00 a.m.

The "Reprieve" program, which provides for the possibility of eligible East-Wing residents to attend church services in nearby communities with local host families, was initiated two years ago. During the 1973-74FY, a total of 510 "Reprieve" leaves were granted involving 274 residents. Twenty-two local families participated representing nine different churches.

Yokefellows group was organized in the Fall of 1973 with nine members. This is a program designed to instill a practice of personal discipline, motivate toward acceptable social behavior, cultivate desirable ethical practices and instill a vital faith in the participants.



Chaplains Rev. Farrington
and Father Uhl



Vocational Instructors from Left to Right - Top

Mr. Kimpel - Vocational Welding
Mr. Bane - Vocational Barbering
Mr. Kochman - Vocational Carpentry
Mr. Glaser - Vocational Meat Cutting
Mr. Dickson - Vocational Janitorial
Mr. Carroccia - Vocational Small Engine

Vocational Supervisors Left to Right

Mr. John Evans - Vocational Supervisor
Mr. Ellis Knoll - Assistant Vocational Supervisor

Vocational Instructors from Left to Right - Bottom

Mr. Pennington - Vocational Electronics
Mr. Pearson - Vocational Print Shop
Mr. Wiens - Vocational Drafting
Mr. Smith - Vocational Auto Mechanics
Mr. Crowell - Vocational Food Service
Mr. Burdges - Vocational Farm and Dairy
Mr. Clear - Vocational Body and Fender
Mr. Shiplet - Vocational Machine Shop

VOCATIONAL EDUCATION

The vocational courses offered at this institution are basic and terminal. They supplement, but do not specialize. Each course is designed to prepare students to understand as well as to perform in an acceptable manner the skills required in the trade or profession represented. Each course is developed to build on the knowledge and skills previously acquired, weaving them together with new skills and knowledge to form a background that will be of benefit in the world of industry. The ease with which the student moves from a training program into employment is dependent upon the teacher's ability to relate the knowledge and skills of the classroom and shop to the field of industry. Each student is made aware of one significant fact and that is, "A man has to work if he is to fit into our form of society." By means of this work he is able to provide for his needs and comforts. How effectively he can provide for these depends considerably on how well he has been trained for the job.

The following is a list of the occupational courses being offered, with a brief description of each:



Students in
Auto Mechanics
working on a
pickup truck

AUTOMOTIVE REPAIR

the objective of this course is to prepare students with skills in maintenance and repair of automobiles and light trucks so they may be employed in the automotive repair industry. Areas covered are: brakes and wheel bearings, fuel and carburetors, starting motors, electrical systems, charging systems, tune-up, clutch and drivelines, steering gears and transmissions, and final drives. Some major engine overhaul work is also performed.

AUTO BODY REPAIR AND PAINTING

This program is designed to develop skills in the proper procedure of straightening automobile sheet metal, painting and the use of hand tools used in this trade. Areas covered include: metal bumping, leading and plastic filling, body alignment, glass installation, paint preparation and painting.

Mr. Clear, Instructor,
and two students in the
body repair shop



BARBERING

The barber course is available to inmates with an 8th grade, or higher education. As required by the State Barber Board, students must complete 1800 hours of training, 150 hours of which are theory (classroom training). Students learn all of the basic phases of the barbering profession and take the Colorado State Barber Board examination for an apprentice license.



Mr. Bane and
student barber

CARPENTRY

The primary objective of this course is to assist the student in attaining the skill levels necessary for job placement at the apprenticeship level. The student is instructed in the use and care of both power equipment and hand tools. Other areas of instruction are: selection of woods, finishing, construction (new), remodeling, blueprint reading and wood fasteners and their uses.

Mr. Kochman, Instructor
and student in carpentry
shop



FOOD SERVICE

This program combines two different courses, cooking and table waiting. Cooking consists of training in the preparation and cooking of meats, poultry and fish, sauces and gravies, and various vegetables and batters. Preparation of salads and dressings is also covered. The table waiting course consists of waiting tables, table settings, and taking and serving customer orders. This program is conducted in a realistic setting, the officer's dining room and the visitor's restaurant.



Students working in
the vocational
kitchen

JANITORIAL

This program covers many and varied aspects of the janitorial service areas. Students are prepared with skill levels in maintenance of floors, walls, windows and furniture. Carpet care, vacuuming and shampooing, is also taught. Work stations are established and time schedules maintained. Performance standards set by commercial janitorial firms are stressed. The use of chemicals and cleaning solutions used in industry are included in this course.



Vocational Janitors
working in main
corridor

MEAT CUTTING

Student enrolled in this course learn how to "breakdown" beef, pork, and veal, and cut them into proper cuts. This course also prepares students with skills in preparing poultry and fish, and how to handle and store all meats, poultry and fish. Students successfully completing this course can become gainfully employed in the meat cutting industry.



All meat served
in the institution
is prepared by
vocational meat
cutting students

MACHINE SHOP

The objective of the machine shop course is to prepare students for gainful employment in the machine trades. Classroom theory and practical shop work are included in this training program.

Mr. Shiplett, Instructor and student in the machine shop



PRINTING

The objective of this course is to teach the skills necessary to become employed in the graphic arts field. The student must learn to operate offset duplicators and develop the ability to process jobs in a typical offset print shop. He must acquire a working knowledge of commercial job standards and ethics acceptable to the trade and society.

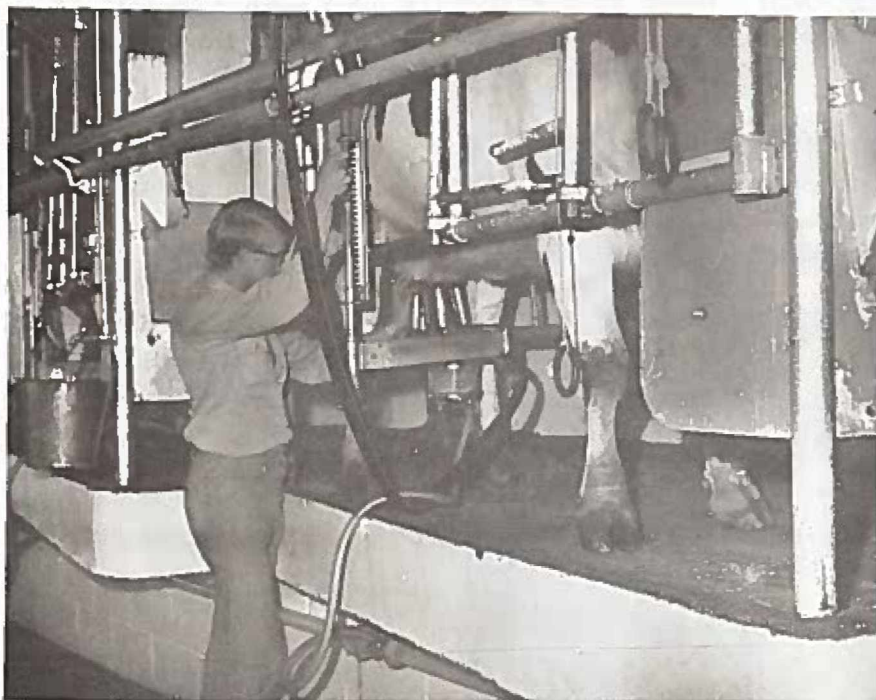
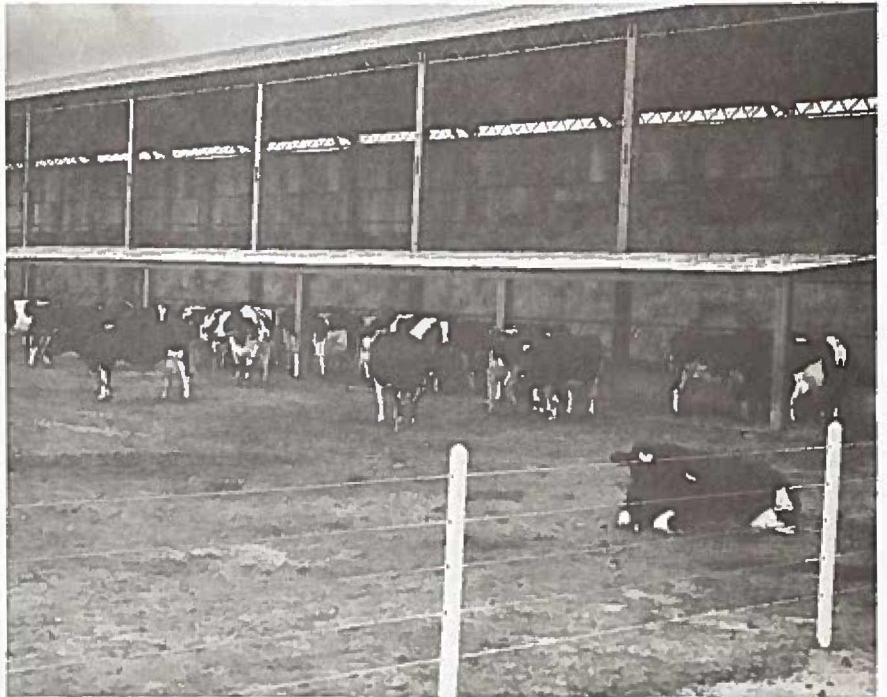


Printing students preparing a report such as this one which was produced by students at the Colorado State Reformatory as a training project

FARM AND DAIRY

This course not only teaches students accepted milking skills, but also to feed and care for the milking and replacement herds. Students are taught common diseases and how to recognize and treat them. Students learn basic ration mixtures and record-keeping systems.

Dairy herd of the
Colorado State
Reformatory

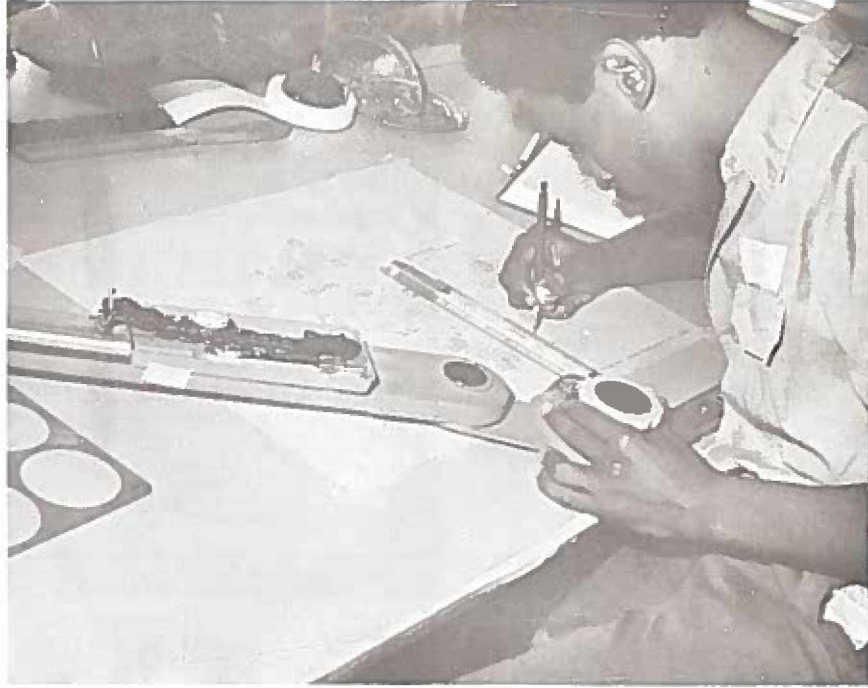


All milk used at
C.S.R. is processed
by students

INDUSTRIAL DRAWING

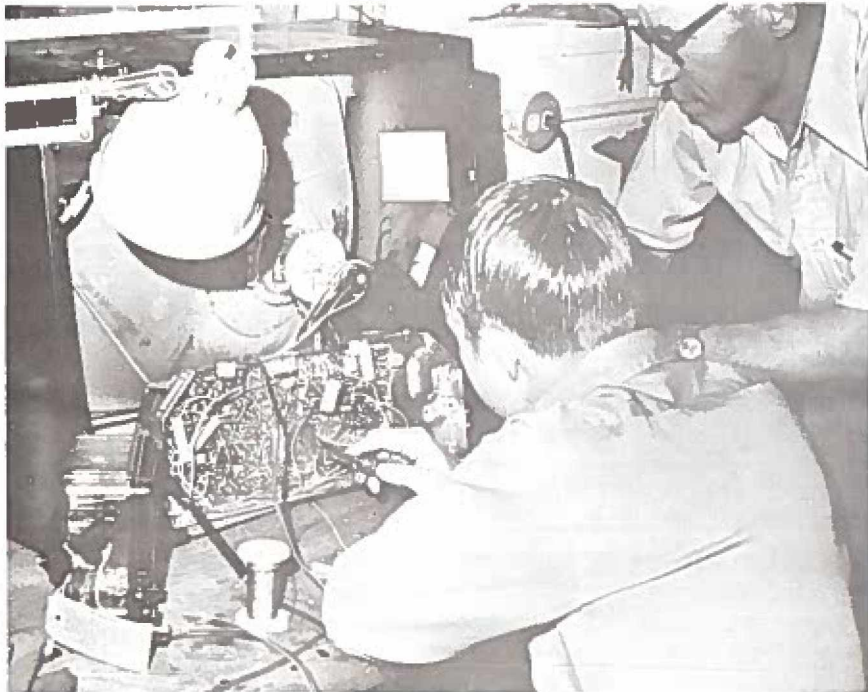
A beginning course in basic mechanical drawing is offered, followed by more specialized training in a specific field of the student's choice. In the basic mechanical drawing portion, the emphasis is placed on the following: freehand lettering, scale measuring, freehand sketching, line quality, geometrical construction, multiview projection, sectional views, pictorial views and dimensioning techniques.

Drafting student working at his desk. All graphic work in this report was done by students



ELECTRONICS

The electronics course is designed to train young men to become home entertainment equipment servicemen. A student enrolling in this course will, with proper effort and interest, learn to service all home entertainment devices with a high degree of skill. The course begins with basic electricity and electronics, and continues through radio, audio systems, black and white and color T.V. receivers.



Mr. Pennington, Instructor, observes a student in electronics

SMALL ENGINE AND RECREATIONAL VEHICLE REPAIR

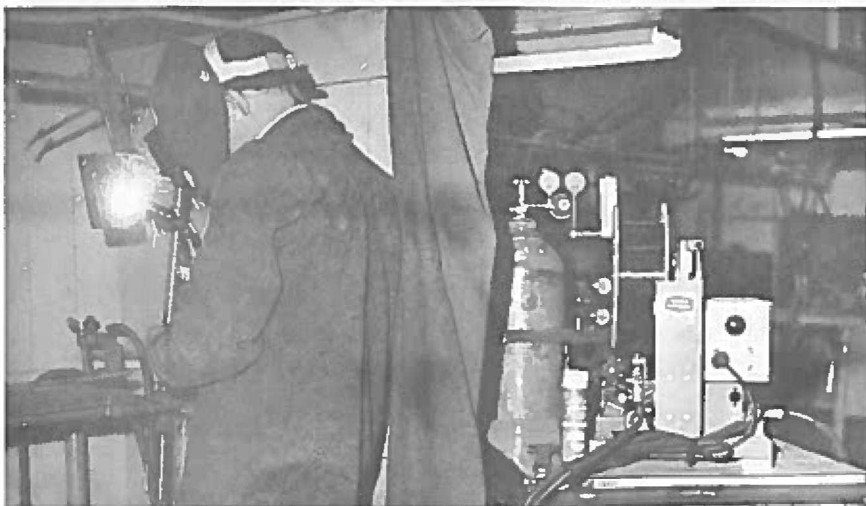
This course is designed to prepare students with skill levels which will allow them to seek employment in this industry and become gainfully employed repairing lawnmowers, motor bikes, snowmobiles, boat motors, etc.

Mr. Carroccia, Instructor, and two students in Small Engine Repair



WELDING

Arc and gas welding has developed tremendously during the past 20 years and is now one of the more important and vital factors of our nation's industry. It is the purpose of our course to teach the student to do satisfactory work and help him establish a basis for becoming a master craftsman. Our program consists of Oxy-acetylene welding and burning, brazing, arc welding, heli-arc welding and mig selding, theory, blueprint reading and layout. We include as much shop repair and fabrication as possible to further a student's practical experience and prepare him for our ever growing labor force. With this background, our graduate students are qualified to pass a certified test.



Welding student learning to use a modern electric welding machine

VOCATIONAL EDUCATION (cont'd)

The accomplishments for the Vocational Education Department for Fiscal Year 1973-74 included:

1. All program proposals for the vocational programs were rewritten and copies submitted to the State Board for Community Colleges and Occupational Education.
2. Implementation of an orientation program for prospective students whereby all prospective students visit the programs and are interviewed by an instructor before being assigned to that program.
3. Maintained a completion rate of 69.58% for students completing a program.
4. The vocational meat cutting course was implemented in July, 1973, and teaching credentials obtained for the instructor.
5. In-service training was conducted during 1973-74, including an extension course in vocational education offered by Colorado State University.
6. Various safety features were incorporated into the training program as a result of our last inspection by State safety inspectors. A number of physical changes were made in order to comply and all shops now are utilizing safety glasses.
7. Ten vocational programs established advisory committees during the past year. The State Board for Occupational Education has established State-wide advisory committees for a number of trade programs. Approximately 50% of CSR instructors will be able to utilize these committees for assistance.

During Fiscal Year 1974-75, the Vocational Education Department is projecting the following goals:

1. To place 90% of students completing programs when they leave the institution and maintain a course-completion rate of 70%.
2. Have each instructor attend at least one vocational workshop or seminar during the fiscal year.
3. All vocational personnel will evaluate the records keeping procedures and practices now in use. New systems will be initiated that will be more compatible to all programs in order to achieve uniformity and thoroughness in record keeping and related duties.
4. Each instructor will incorporate within budget requests additional training aids such as cut-away models, spare auto and small-engine parts, charts, posters and other visual training aids.
5. Provide for vocational education course from CSU for students in vocational education programs.
6. Conduct employment survey of graduated students to determine the percentage of students employed when leaving the institution.
7. Develop plan to relocate the radio-T.V. shop, add a paper storage room to the Print Shop and initiate a program in service-station training.

TRANSITIONAL SERVICES

HONOR CAMP

The Honor Camp program was established by the 40th Colorado General Assembly (Colorado Revised Statutes 105-3-6). The base camp of the program is located six miles west of Delta, Colorado. The base facility has a bed capacity for 100 residents and maintains all support and facilities necessary to handle them.

The Honor Camp also maintains three satellite programs; Arboles, Rifle and Norwood. The Honor Camp program provides the Reformatory with a community-type setting where the residents are under supervision of trained correctional personnel.



Raymond N. Bright

Transitional Services

Residents are exposed to an environment resembling that to which he will inevitably return. Resident work everyday for civilian supervisors permitting interaction with the general public. The relaxed atmosphere of the camps lends to the community-type setting where residents learn to live and work in harmony with his fellowman, develop job responsibility and good work habits, learn to use various tools and the value of individual accomplishment and rewards that can be won by working with a group of men as a team.

The cooperative program established with the State Home and Training School, the Colorado Parks and Outdoor Recreation Department, the Colorado Division of Wildlife, and the U.S. Forest Service has involved many residents in conservation, construction and maintenance programs at various locations in Western Colorado.

Counseling and educational opportunities are important Honor Camp programs. Educational opportunities have been expanded to the satellite camps by sending educational material and tapes to them. Specialized treatment and discussion groups for individuals with alcohol and drug problems have been established and are available to the residents. The community of Delta continues to maintain a strong interest in the Honor Camp program. Residents and staff have provided services to Delta County, completing projects such as the Delta County Fair Grounds, Potters Cemetery, City/County owned ball park and the Rodeo Grounds.

The Honor Camp program has also cooperated with the local school board, resulting in the school district furnishing a qualified teacher to supervise the educational evaluation program and to raise the residents grade placement and allow them to participate in the G.E.D. program.

During fiscal year 1973-74, the Honor Camp averaged 84 residents per day in the program, with a total of 240 residents assigned from the Reformatory. A total of 165 residents attended educational classes, with 48 residents earning their G.E.D. certificates. The work program with tax supported Federal, State, County and cities supplies a total of 51,069 man-hours work. Based on the Federal Minimum Wage of \$1.85 per hour, this was a savings of \$94,479.00 for these tax supported agencies.

For Fiscal Year 1974-75, it is projected that there will be an average of 95 residents per day with a total of 260 residents assigned from the Reformatory. One hundred and seventy-five residents will be involved in educational classes and 55 G.E.D. certificates will be granted. The Honor Camp will continue the work program with tax supported agencies and supply 60,000 man-hours work. Based on the Federal Minimum Wage of \$1.85 per hour, this will save \$111,000.00 for these tax supported agencies.

WORK RELEASE

The work release program started in 1968 at Denver County Jail and moved to what is now known as Bails Hall as an Urban Transitional Treatment Program of the Colorado State Reformatory. Bails Hall was opened in 1969 under section 39-10-1 of the Colorado Revised Statutes. It is a minimum security facility which offers the inmate the opportunity to hold a civilian job and begin the process of being reintegrated into his home and community. The major emphasis of the program centers in having the resident find and hold an adequate job in the Denver Metro area. The income of each resident is controlled by the staff of the work release program and except for expenses and incidental spending, the resident's money is maintained in a savings account. Thus, each resident is able to leave the center with a larger amount of cash, in the form of savings than is possible from the main institution. Each resident is charged \$4.00 per day to cover costs of room and board during his stay in the work release house. This is necessary as little or no State funding is used for the operational expense of this program.

In order to help residents find employment, the staff of the center maintains and develops essential contacts with a larger number of employers and local agencies. The work release staff have established contacts with social service agencies such as the mental health services of Denver General Hospital and a local A.A. chapter where residents may attend meetings in the community.

During the past year, the Work Release Unit at Denver treated 169 residents from both the Reformatory and the Penitentiary and released 89 residents on parole or discharge. The residents assigned to this unit earned \$134,192.00 in gross wages and paid \$18,882.00 in Federal and State taxes and paid a total of \$43,650.00 in rent to the State.

During Fiscal Year 1974-75, it is anticipated that the Denver Work Release Unit will handle over 200 residents from both institutions and will earn over \$150,000.00 in gross wages, paying over \$23,500.00 in Federal and State taxes and will pay over \$50,000.00 in rent to help support this unit.

FISCAL SERVICES

FISCAL AND SUPPLY

The accounting division maintains the necessary system and records of the institutional funds, including State General Fund, Federal grants, resident's trust and work release funds. Other activities of this division include: Financial reporting of all funds while reconciling with accounts and control records, auditing of inventory and cash funds, maintaining general and savings accounts for all the residents, checking and auditing all invoices, vouchering for various funds, preparing receipts and invoices for receivables and preparing and calculating payrolls. The functions maintained in this division are vital to the entire operation of this institution.

Phillip R. DeLuca

Fiscal Services



PROPERTY AND SUPPLY

The Property and Supply Division purchases, receives, stores and issues all materials and equipment needed to operate and maintain the parent institution, its satellites and programs. The capital equipment inventory and insurance matters are also the responsibility of this division.

FOOD SERVICE

Traditionally in penal and correctional institutions, the kitchen has been a primary source for disturbances and riots. The major reasons for this seems to be that the kitchen evolves into a "dumping ground" for institutional misfits and disciplinary cases and inferior quality of food due to preparation by inmate kitchen help.



A typical meal in
CSR dining room

The Reformatory's Incentive Program has alleviated this problem by making the kitchen an attractive assignment. This has been accomplished by being able to select people who are interested in food service, allowing residents who are kitchen help to live in a dormitory which offers privacy and East Wing privileges at an accelerated rate, in return for their services. By this action the quality of food has improved greatly from their pride in seeing that the final product is good. Tension in this area has also been greatly reduced.

CLOTHING AND OTHER SUBSISTENCE

Resident Services is under the Business Department of the Colorado State Reformatory and includes the Canteen, Clothing Issue, Laundry, Resident's Shoe Shop and Resident's Dry Cleaning. Each new admission to the institution is issued three sets of clothing. Shoes are issued only when requested by the resident and additional clothing is issued when and if these clothes wear out.

All institutional clothing and bedding is washed by the laundry. The resident canteen allows each man having funds in his account the opportunity to shop once a week. Residents are also permitted to draw two dollars in change each week. Shoe repair is also available through Resident Services at no charge. Residents of East and South wings are permitted to have their civilian clothes cleaned at the Dry Cleaning Department for a very small fee. The Dry Cleaning Department also trains residents in all phases of dry cleaning and a certificate of completion is given.

OPERATIONS

SECURITY

The Reformatory, by law CRS 63: 105-3-2, has a responsibility to the courts and the public to confine those committed to its custody until release through legal process. Within the Reformatory structure, the Security Division assumes the major responsibility of custody and confinement. This division is responsible for accounting for all inmates while in the custody of the Reformatory. If an escape occurs, the Security Division implements and coordinates a plan for search and apprehension of the escapee(s).



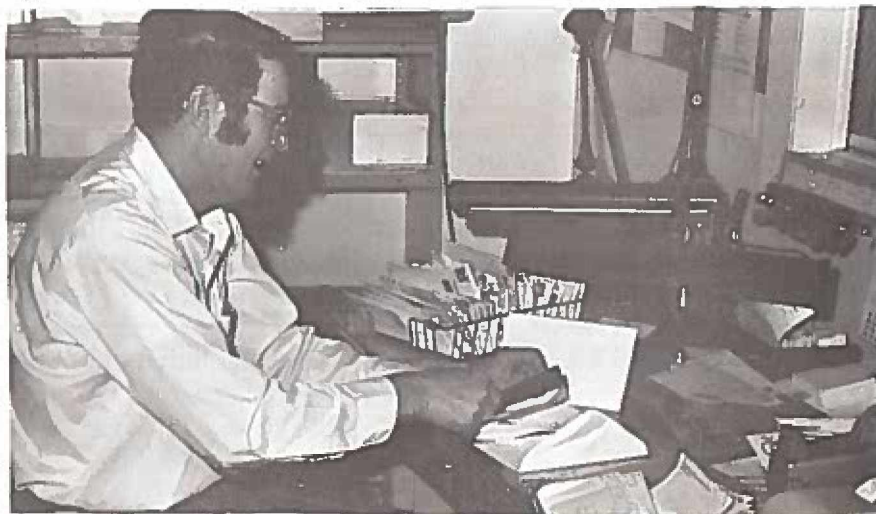
Donald R. Evans

Operations

The security of the outside grounds and buildings is maintained by surveillance through the perimeter patrol and observation. Residents and premises are routinely checked for contraband by security personnel. Investigations concerning institutional incidents are also conducted by this division. Coordination of all trips such as recreation, special activities and parole of residents are also the responsibility of the Security Division.

MAIL AND VISITING

Mr. Bondurant,
Mail Room Officer,
checking mail for
contraband material



BUILDING AND GROUNDS MAINTENANCE:

The care, maintenance and upkeep of institutional vehicles, equipment, utilities, grounds and buildings are the function of the Maintenance Division. In addition to the routine and emergency maintenance duties, the division personnel coordinates and carries out an effective preventive maintenance program.

The various specialty trades and maintenance shops include Automotive, Carpentry, Plumbing, Welding and Electrical. The heating plant and lawn and grounds activities are also under the supervision of the Maintenance Division.

Although completely separate from the vocational program, the Maintenance Division offers worthwhile experiences on a less structured basis through on-the-job training. Approximately one-sixth of the present resident population is assigned to this division.

The maintenance of the buildings and equipment has increased each year due to the age and continued use. All the buildings at the Colorado State Reformatory are over ten years old. The Colorado Occupational Safety and Health as well as Federal O.S.H.A. regulations have increased the struction and alteration load while ecology programs and land use laws have altered the disposal of water use and waste.

With the rapid population growth and new programs the maintenance and construction work done has increased by 20%.

In the year 1973-74, an extensive interior painting program was continued. Scheduled maintenance, preventive maintenance, corrective maintenance and construction were recorded by data processing as well as all time on each project. Also during this period, six new office areas were constructed and the ceiling was replaced in the kitchen area. This, along with many other project has kept the Maintenance Division one of the busiest at this institution.



Two residents working with the circular saw in Carpentry Maintenance.



One of the many functions of the Maintenance Division is remodeling



Prevention of contraband is high on the list of security priorities. Therefore, monitoring the mail and visiting room is a major function of the Security Division. For the first time in many years the Colorado State Reformatory's Security Division successfully apprehended and prosecuted several visitors who were trying to introduce drugs and contraband into this institution. This has reduced the introduction of these materials into the institution.



VISITING ROOM

DIVISION OF ADULT PAROLE

The Parole office at the Colorado State Reformatory is a unit of the Colorado Division of Adult Parole which is maintained in the institution under statutory provision. Presently it is staff by a Parole Supervisor, two Parole Agents and a secretarial staff of three.



PAROLE STAFF

Ms. Lorraine Bowers, Mrs. Mollie Heberer, Mrs. Lucy McClelland (not present)
Mr. Herman Abeyta, Parole Supervisor, Mr. Gary Merrifield and Mr. John Stark

The Parole office becomes acquainted with the new intakes during the regular 30-day period which they spend in the Diagnostic Unit. Ordinarily, the initial contact consists of a group orientation during the third week following arrival. This orientation is designed to acquaint clientele with the general concepts and philosophy of parole and how their best use of the institution's program can coincide with the expected readiness for release and parole planning. This orientation is a part of the Reformatory's diagnostic program. Following the group orientation and as soon as possible, each new intake will be interviewed individually by one of the parole agents to discuss his immediate parole plans, necessary counseling and to attempt to identify what role the Parole Division can play in his treatment plan. The Parole Division is not limited to parole programming as much of our counseling takes in the readiness process in conjunction and cooperation with Reformatory staff. Clientele are scheduled for periodic interviews for the sake of updating development in planning or other necessary counseling. Clients need not wait until scheduled for interviews as they are encouraged to contact the Parole Office whenever it is felt that we can assist. The initial contact and familiarity with the case often results in consultation with institution staff for the purpose of program recommendation or request for immediate involvement by field parole agents.

The Parole Office attempts to keep abreast of the trends, development, and other complexities surrounding the responses to parole supervision after release. This awareness is very helpful in evaluating the needs that should be integrated into the preparation process. There is an ongoing review of cases in conjunction with Reformatory staff for the sake of pertinent program as well as referrals to the Parole Board in accordance with statute. The Parole Office prepares a monthly agenda to be presented to the Parole Board within the statutory requirements and jointly with the institution staff submits all data pertinent to an applicant's case at the time of the hearing.

The monthly agenda consist of Parole Board hearings at the Colorado State Reformatory, Delta Conservation Unit, Denver Work Release and the Colorado State Hospital. Presently we are delegated with the task of transcribing into proper forms the Parole Board's decisions, memorandums effecting Board action and the dispersement of such actions to the Warden, the wing staff, applicant , Parole Board and the parole field districts. The institution parole agent who has worked with the applicant throughout his incarceration is usually present at the Parole Board hearing.

A complete index to the Parole Board's decisions is prepared and disseminated by the Parole Office at the end of the month to designated divisions of the institution, the parole field unit as well as various affiliated agencies within the State. This is all followed by the scheduling for release of those granted parole in coordination with the institution.

Beyond the internal functions summarized above, the C.S.R. parole staff acts as liaison between the institution and the field relative to parole programming. Presently plans are being implemented and accelerated whereby the field parole staff can provide more of a service toward improved parole planning as well as to the institution's treatment programming. This should enhance a more full and meaningful utilization and implementation of existing resources.

VOCATIONAL REHABILITATION

The Division of Rehabilitation has a sub-district office in Buena Vista to serve residents of Lake, Chaffee and Summit counties, and an office at the Colorado State Reformatory to serve inmates of the Reformatory. The office in Buena Vista was established September 1, 1972, with one counselor and a secretary to serve both the Reformatory and the counties. On September 1, 1973, a full time counselor was assigned to work at CSR. Prior to September 1, 1972, services were provided to Reformatory inmates on an itinerant basis out of the Canon City Rehab Office.

Rehabilitation services are provided through the State government with funds derived from both State and Federal appropriations. It is designed to develop and restore the working usefulness of physically and mentally disabled individuals so that they may become self-supporting, taxpaying citizens. To be eligible, the person must have a substantial physical or mental disability which constitutes a handicap to employment, and there must be a reasonable expectation that he will benefit in terms of employment if services are provided.

Mr. Harrow



Mr. Miller

A person sentenced to CSR who has a marketable skill or who has no disability would not be eligible for Vocational Rehabilitation Services. Each inmate is evaluated to determine eligibility. Then a plan is developed with the inmate and services are provided in cooperation with the Reformatory and the Parole Division to meet the individual needs of the person. Many physical or mental handicaps can be reduced or corrected while the person is incarcerated.

In many cases, vocational training can be provided. DVR can fill in the gaps by providing those services that the Reformatory cannot provide and thereby give the inmate every opportunity to succeed upon his release from the Reformatory. Services that the DVR can provide are: prosthetic devices such as artificial limbs and hearing aids, individual counseling and guidance, post-release training in vocational schools and on the job room and board and transportation during rehabilitation, necessary tools, equipment and licenses, placement on the right job, and follow-up to make sure the worker and the job are properly matched.

PERSONNEL COUNCIL

The Personnel Council is an elected body of employees of the Colorado State Reformatory to advise, resolve or make recommendation regarding employee morale, communication or status.

The Council was developed by an ad-hoc committee appointed by the Warden in mid 1973. A constitution and by-laws were formulated by this group and the first four elected members assumed office on January 1, 1974. The constitution was amended later in the year to allow for two additional elected members. The Chairman of this council is a non-voting member appointed by the warden.

The purposes of the Council are to improve communication among employees of the Reformatory, to attend relevant meetings at the State Department of Personnel level, to advise and make recommendations to the administrative staff of the Reformatory and to hear, advise and resolve matters affecting employees such as grievances raised by administration or employees.

INCENTIVE COMMITTEE

Simultaneously with the implementation of the Incentive Program at the Reformatory, a new committee was formed to meet the needs of this new program. This body, termed the Incentive Committee, assumed the duties of three previous committees; Work Release, Disciplinary and Classification. In addition to the responsibilities of the above named three committees, the Incentive Committee assumed the responsibility of moves between levels and furlough reviews.

The original committee was comprised entirely of Reformatory staff and was revised in 1972 to include one member of the Resident Advisory Council. Again, on February 4, 1974, Warden C. Winston Tanksley revamped the composition and issued more current guidelines.

The first section of the Incentive Committee consists of: The Associate Warden of Treatment or his designate, this position acts as Chairman of this body; the case manager of East or South wing, or appropriate designate, this position acts as Secretary of this body; the Chairman of the Resident Advisory Council, this position is a fully authorized, voting member and in his absence, the Secretary of the Resident Advisory Council serves in this capacity. This section of the Incentive Committee serves all residents of the East and South wings.

The second section of the Incentive Committee consists of: The Associate Warden of Operations or his designate, this position acts as Chairman of this body; The case manager of North or West wings, or appropriate designate, this position acts as Secretary of this body; and the Secretary of the Resident Advisory Council, this position is a fully authorized, voting member and his absence

the Chairman of the Resident Advisory Council serves in this capacity. This section of the Incentive Committee serves all residents of the North and West wings.

The Incentive Committee meets twice a week. One day for East and South wing actions and the other for North and West wing actions. The Incentive Committee routinely discusses and makes decisions regarding changes in treatment programs, incentive level moves, work release candidates, disciplinary actions, furloughs, special work placements and also makes recommendations in referring cases to the Board of Review which is explained in the subsequent section. These recommendations are usually made because of escapes or severe violations of laws and/or institutional policy.

The Incentive Committee distributes the actions taken to all concerned parties. This committee is open to anyone wishing to have direct input into a specific case.

The Incentive Committee is a very important integral part of the Colorado State Reformatory's Incentive Program. This committee has the responsibility of decisions directly affecting all the residents incarcerated at the Colorado State Reformatory.

BOARD OF REVIEW

The Board of Review has been established to hear those cases involving appeals, serious disciplinary problems and recommendations for transfer to the Colorado State Penitentiary.

The Colorado State Reformatory's Board of Review was originally conceived as an idea, brought about because of Supreme Court decisions. The Board was enacted the early part of 1973. It is governed by a charter written by staff members of CSR, edited for legal clarification by the Attorney General's office and the public defender, then finally signed into effect by Warden C. Winston Tanksley, the 26th day of November, 1973. Thus, final authority to resolve and act upon all the matters described and specified in this charter were delegated to the Board of Review.

The Board of Review is composed of an Associate Warden, acting as Chairman who only votes in cases of a tie vote of the other members. The Chairman of the Resident Advisory Council; this person is a full-time voting member of the Board. The Public Defender assigned to this region who is also a full-time voting member. A person from the Reformatory's Personnel Council, who acts as a full-time voting member of this Board. A citizen of Chaffee County with no vested interest in the Reformatory. This person is selected by the Warden and serves a one year term(s). This person also functions as a full-time voting member.

The Board of Review has been in operation for approximately one year and is a vital link in the overall rehabilitative process for those incarcerated at this institution; for it not only acts as an appeal board, to preserve the rights of those committed to the Colorado State Reformatory, but also an impartial body for severe disciplinary cases.

RESIDENT ADVISORY COUNCIL

The Resident Advisory Council has been established to promote and maintain a better understanding between the residents and the administration and is governed by a written constitution and by-laws which includes provisions for selection of members.

The Resident Advisory Council functions only in an advisory capacity and has no authority to establish or administer reformatory policy, nor does it have any authority of other residents. Recommendations of the Resident Advisory Council are only in regard to matters of general interest, therefore, do not include individual resident's grievances unless such grievance can or may have an effect on the institutional population.

Two members are elected each month by the entire body, the two residents receiving the greatest number of votes will be elected to serve for a term of three months. In the case of a tie vote, the alphabetical procedure is used to break the tie. Elections are held on the third week of each month with newly elected members taking office on the first day of the month.

The Resident Advisory Council consists of six members. There are officers in the Resident Advisory Council, chairman and secretary. These officers are elected by vote of the existing council members. The chairman presides at all meetings and maintains order. He is to bring what business is necessary before the council, appoint committees and keep the council functioning between meetings. The secretary keeps all meeting minutes and presides in the absence of the chairman.

The chairman sits as a full voting member on one of the two existing Incentive Committee while the secretary occupies the same position on the other of the two committees. The chairman or in his absence, the secretary, sits as a full voting member of the Reformatory's Board of Review, which convenes each month.

The Resident Advisory Council meets at least twice each month with the Reformatory Warden and his associate staff. At least once a month the Resident Advisory Council meets with the Reformatory's Personnel Council. The Council may request the presence of any resident or member of the institutional staff at its scheduled meetings upon approval of the warden. Any council member is subject to removal from the Council by a two-thirds majority vote of the Council members and approval of the warden.

FINANCIAL SUMMARY

FISCAL YEAR 1973-74

I.	Total Budget Appropriated	\$2,856,904
	Total Augmenting Funds	<u>497,474</u>
	TOTAL	\$3,354,378

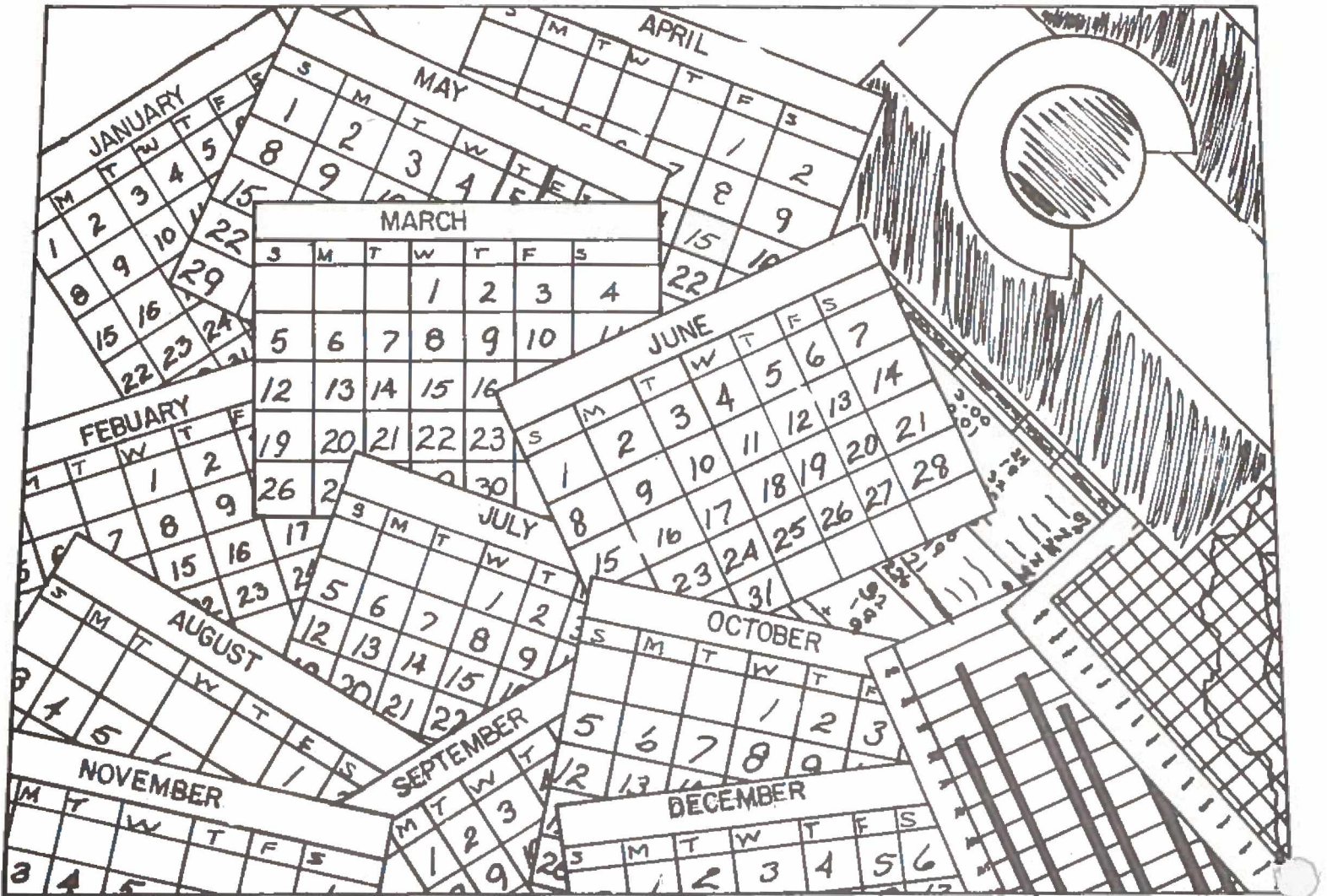
Included in Augmenting Funds are the Federal Monies we received from Health, Education and Welfare through the State Division of Vocational Rehabilitation and Law Enforcement Assistance Administration grants.

II. Budget Expenditures by Programs:

Diagnostic	\$ 198,727
Group Living	518,998
Medical	98,798
Mental Health	33,435
Security	267,086
Religious	35,117
Recreation	48,160
Honor Camp	368,649
Academic Education	74,174
Vocational Education	413,803
Work Release	66,530
General Administration	185,717
Training/Personnel	47,752
Fiscal and Supply	107,327
Research and Planning	1,413
Food Services	395,997
Building and Grounds Maintenance	421,196
Clothing and Other Subsistence	<u>71,499</u>
TOTAL	\$3,354,378

STATISTICAL ANALYSIS

for
Fiscal Year
73-74



COUNTY
+
DISTRICT

COUNTY	NO.
EL PASO	1
DENVER	12
PUEBLO	1
ADAMS	3
JEFFERSON	5
ARAPAHOE	3
BOULDER	2
MESA	1
WELD	1
PHILLIPS	1

COURT
COMMITMENTS
1973 - 1974

DISTRICT	NO.
ADAMS	31
ALAMOSA	1
ARAPAHOE	54
BACA	1
BOULDER	40
CHAFFEE	5
CHEYENNE	2
COSTILLA	1
DELTA	8
DENVER	222
EAGLE	2
EL PASO	123
FREMONT	4
GARFIELD	2
JEFFERSON	38
LAKE	2
LA PLATA	4
LARIMER	16

DISTRICT	NO.
LOGAN	5
MESA	23
MOFFET	2
MONTEZUMA	3
MONTROSE	3
MORGAN	8
OTERO	2
OURAY	1
PITKIN	2
PROWERS	6
PUEBLO	14
RIO BLANCO	1
RIO GRANDE	5
ROUTT	2
SUMMIT	3
TELLER	1
WELD	19
YUMA	1

VOCATIONAL EDUCATION DATA

1973-74FY

	Beginning enrollment	New enrollment	Students program completing a	certificates issued	students paroled without certificates	students to work release without certificates	reclassified	total fiscal year enrollment
AUTOMOTIVE	8	27	14	11	1	2	11	35
BARBERING	5	7	4	3	1	1	3	12
CARPENTRY	12	19	12	12	0	0	6	31
DAIRY	9	34	9	8	1	0	14	43
DRAFTING	2	21	8	7	0	1	4	23
ELECTRONICS	7	18	8	3	3	1	7	25
FOOD SERVICES	10	33	20	17	2	1	8	43
JANITORIAL	13	36	22	16	2	4	8	49
MACHINE SHOP	8	12	12	10	2	0	5	20
MEAT CUTTING	3	20	11	10	1	0	1	23
PRINTING	11	26	17	17	0	0	4	37
SMALL ENGINES	3	20	11	10	1	0	5	23
WELDING	16	21	20	18	2	0	3	37
AUTO BODY	11	17	14	11	2	1	4	28
TOTAL	118	311	182	153	18	11	83	429

Reformatory Population Movement

1972 - 1974

Resident Population Received Data	1972-73	73-74
RECEIVED FROM COURTS	536	597
PAROLE VIOLATORS	73	111
COLO. ST. PENITENTARY TRANSFERS	24	15
LOOKOUT MT. SCHOOL FOR BOYS TRANSFERS	9	6
Resident Population Outgoing Data		
PAROLED	554	575
DISCHARGED	46	44
TRANSFERRED TO COLO. ST. PENITENTARY	25	36
TRANSFERRED TO LOOKOUT MT. SCHOOL FOR BOYS	0	4
PROBATION REINSTATED	0	20
DECEASED	1	0
TOTAL OUTGOING	626	679
Total Population Data		
AVERAGE DAILY POPULATION	618	650
TOTAL CASES TREATED	1276	1364
TOTAL CENSUS JULY 1, 1972	634	0
TOTAL CENSUS JUNE 30, 1973	644	0
TOTAL CENSUS JULY 1, 1973	0	635
TOTAL CENSUS JUNE 30, 1974	0	691

Population Characteristics

1973 - 1974

Resident	Ethnicity	
Ethnic background	number	percent
Anglo	405	55.55
Spanish American	177	24.28
Black	143	19.62
Indian	<u>4</u>	.55
TOTAL * 729		

This total includes new court sentences, parole violators, Colorado State Penitentiary and Look Out Mountain School for Boys transfers.

Age Distribution of Residents Received		
Age when received	Number	Percent
15 17	13	1.78
18 20	283	38.82
21 24	271	37.17
25 29	122	16.74
30 34	21	2.88
35 39	10	1.37
40 44	4	.55
45	<u>5</u>	.69
TOTAL * 729		

The median age for residents received was 21 years, 6 months, and 6 days.

Offenses of Residents Received

<u>Offense</u>	<u>Number</u>	<u>Percent</u>
Property (Theft other than robbery)	324	42.58
Narcotics	127	16.69
Robbery	115	15.11
Assault	45	5.91
Checks	52	6.83
Sex	21	2.76
Murder	5	.66
Manslaughter	17	2.23
Traffic	13	1.71
Juvenile Delinquency	9	1.18
Auto Theft	19	2.50
Escape	5	.66
Kidnapping	2	.26
Arson	5	.66
Miscellaneous	<u>2</u>	.26
TOTAL *	761	

This column doesn't total 729 as there are residents with more than one offense or more than one sentence.

Repeaters Returned During 1973-1974

<u>Type</u>	<u>Number</u>
Parole Violators	111
Repeaters Returned under new sentences	<u>56</u>
Total Recidivists Returned	167

FISCAL YEARS

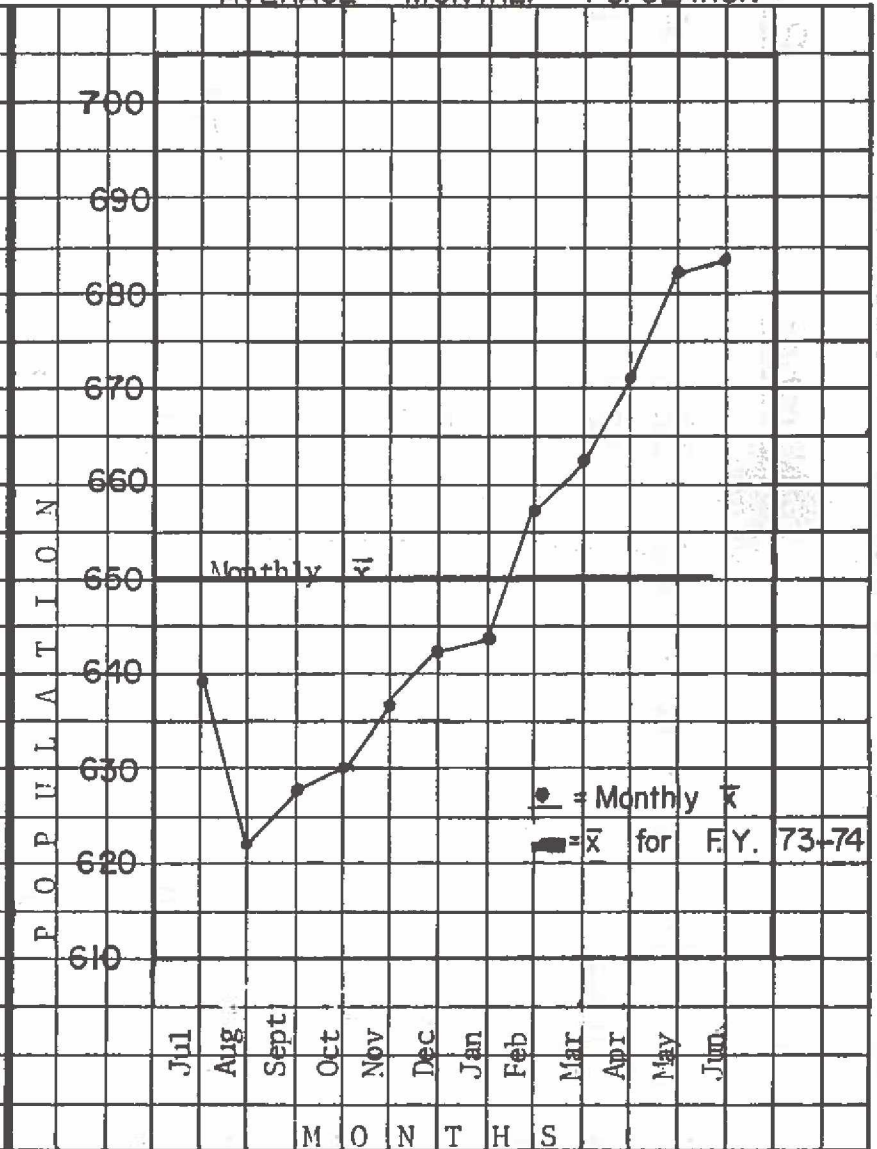
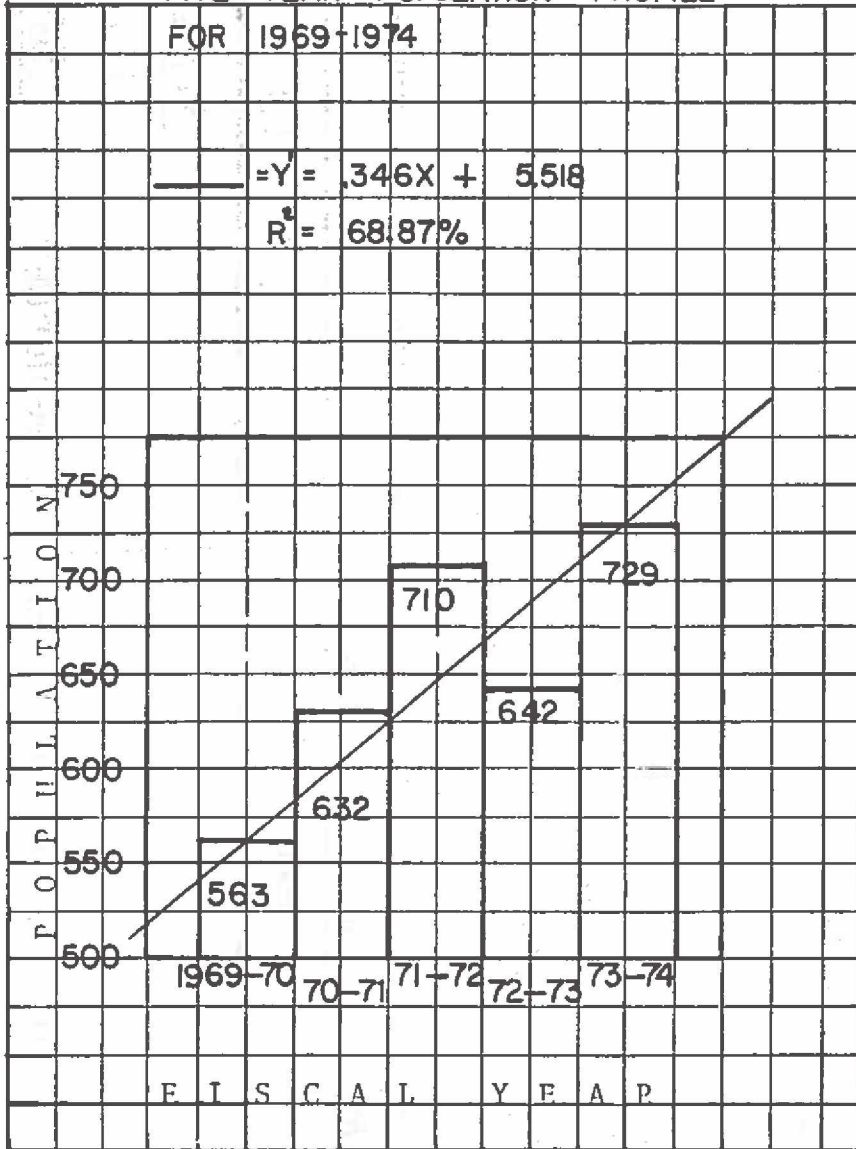
FIVE YEAR POPULATION PROFILE

AVERAGE MONTHLY POPULATION

FOR 1969-1974

$$Y = .346X + 5518$$

$$R^2 = 68.87\%$$



DISTRICT OF COLUMBIA DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT

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