



# Annual Report

# 2015

*The Department of Corrections is pleased to present this 2015 annual report documenting the many services and accomplishments of the Division this past year. William F. Plantier, Director of Corrections*

**Bucks County  
Department  
of  
Corrections**

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## **Prison Oversight Board**

**Sheriff Edward Donnelly, Chair**

**Commissioner Diane M. Ellis-Marseglia, LCSW, Vice Chair**

**Acting Controller Kimberly S. Doran, Secretary**

**Commissioner Robert G. Loughery**

**Commissioner Charles H. Martin**

**Honorable Jeffrey Finley, President Judge**

**Sean R. Ryan, Chief Probation Officer**

**Christina A. King, Public Defender**

**Karen Dopson, Citizen Board Member**

**Daniel H. Grace, Citizen Board Member**

**Sean M. Gresh, Esq., Citizen Board Member**

The Prison Oversight Board meets on the second Wednesday of each month at various locations including each of the Department's facilities. At each meeting the Director of Corrections presents a monthly report which covers pertinent topics of operations and programming for the division and departments. Meeting minutes are reviewed and accepted. A monthly Controllers report is presented and accepted. Various sub-committee reports are presented. Public comment is received. Throughout the year the Board conducts unannounced tours of each of the facilities. The Board also serves as the final (third level) replier to offender grievances.

## Message From the Director

The Department of Corrections is pleased to present this 2015 annual report documenting the many services and accomplishments of the Division this past year.

As 2015 closed we were pleased to report the Department sustained its mandated mission to care for the individuals committed to our custody and to maintain Public Safety.

Our staff has continued to show resolve and imagination in achieving our goals and objectives this year. It is a testament to their professionalism and pride. They continue to earn the respect of their peers in law enforcement, public safety and the community they serve. This document is only partially reflective of their actions providing an overview of their work efforts.



William F. Plantier, Director of Corrections

## Department Organization



Underlines denote contracted or services provided by others

## **Division Overview**

The Department of Corrections (DOC) is a county operated and funded criminal justice division under the Executive branch of County government. The DOC provides services to municipal, state and federal law enforcement authorities the Bucks County Court of Common Pleas, 20 Magisterial District Courts, State and County Probation and Parole agencies, neighboring county corrections, and the Pennsylvania Department of Corrections.

The Director of Corrections is responsible for the overall operations of the Bucks County Department of Corrections. This division operates three facilities all co-located on a 33 acre parcel in Doylestown Township, about four miles south of Doylestown, PA, the County Seat. The facilities include: the Correctional Facility; the Men's Community Corrections Center and the Women's Community Corrections Center. An administration office is also co-located across from the property on Almshouse Road.

The Warden, as the department head, oversees the operation and management of the Correctional Facility. The Superintendent oversees both Men's and Women's Community Corrections Centers as the department head for both facilities. The Community Corrections facilities also provide supervision for alternatives to confinement, including: house arrest with electronic monitoring, pre-trial supervision and weekend detention.



*DEPARTMENT HONOR GUARD*

## MISSION, VALUES AND CODE OF ETHICS

### *Vision*

A dynamic organization continually advancing Bucks County to the forefront of corrections.

### *Mission*

- ◆ The Bucks County Department of Corrections will endeavor to promote public safety through professional and ethical interactions with the offenders in our charge, other criminal justice and public safety agencies, treatment providers, and the community.
- ◆ We will ensure that our environment is safe and secure for all offenders, employees and visitors.
- ◆ We will assist offenders in identifying and addressing *criminogenic* needs with the goal of minimizing risks for re-offending.
- ◆ We will ensure that the services provided or referred, are state of the art as well as responsive to offender needs.

### *Core Values*

Ethics

Public Service

Professionalism

State of the Art Service

In order to maintain these values all staff are required to:

- ◆ Maintain institutional security
- ◆ Treat all inmates, community members, and fellow employees with respect and politeness
- ◆ Behave in a professional manner and demeanor at all times
- ◆ Report any conduct threatening institutional security or the professional operations of the facility
- ◆ Never become personally involved with an inmate or those who are involved in the lives of inmates

## **ADMINISTRATION and FACILITIES OVERVIEW**

### **Division Administration**

**William Plantier, Director of Corrections,**

**Chris Pirolli, Deputy Director of Facility Operations**

**Mary Jo Pellegrino, Director of Finance and Administration**

**Michelle McLaughlin, Administrative Assistant**

**Deb Williamson, Administrative Specialist**

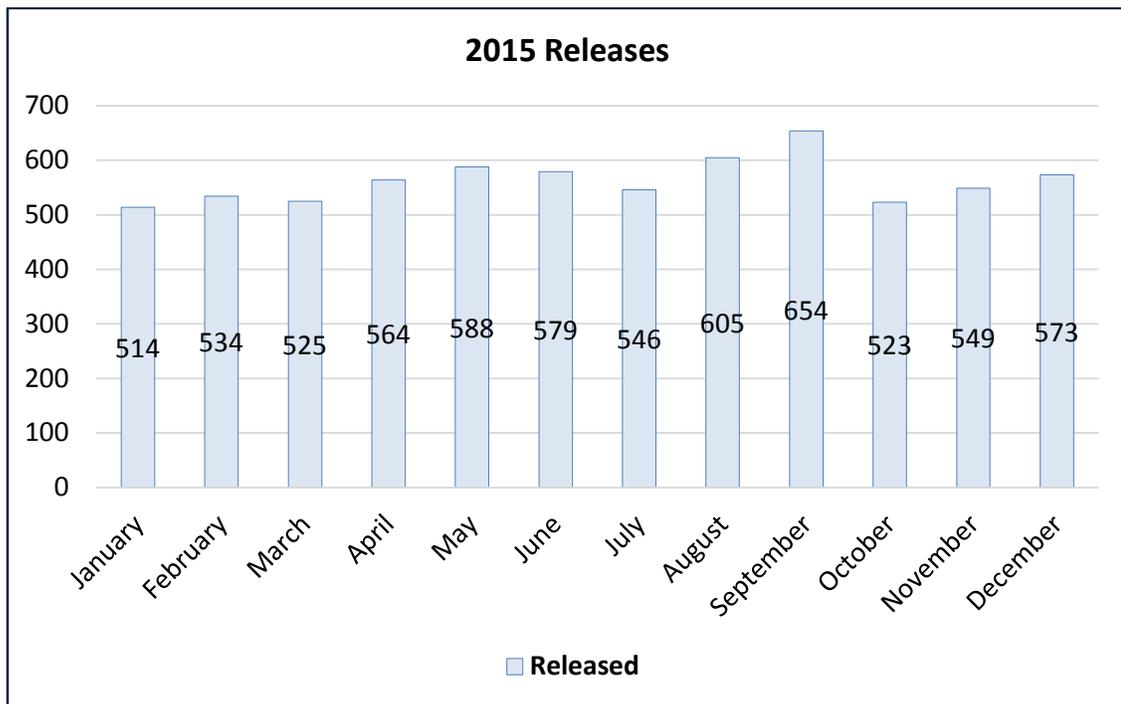
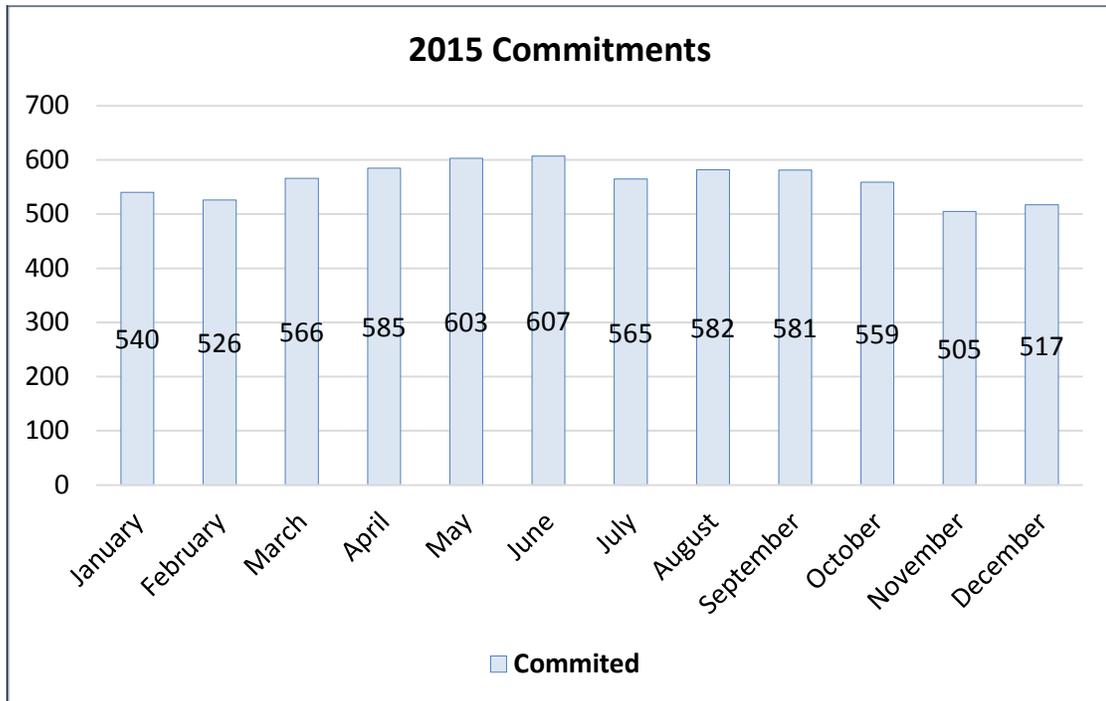
**Sue Ott, Administrative Staff Specialist**

**Clarke Fulton, Captain of Administrative Affairs**

The administrative staff consists of: the director; deputy director of facility operations; director of finance and administration, administrative assistant; administrative specialist, administrative staff specialist and captain of administration. These staff members work in the Administrative building located on Almshouse Road. The focus of the divisional staff is to provide administrative resources and support for the division and departments, attempting to satisfy and troubleshoot corrections programmatic, operational, personnel, logistic and legal needs.

### **Division Highlights and Accomplishments 2015**

- **Census – The average daily jail population in 2015 was 847. This includes the actual jail population plus an average of 41 offenders per month housed at either Hoffman Hall (Males only) or Kintock half-way house due to overcrowded conditions at the women’s center.**
- **The average daily Community Corrections population was 251.**
- **The average daily population for the entire system - BCCF, MCCC, WCCC, Coleman Hall, Kintock, house arrest, and other minimum custody placements was 1,302 in 2015.**
- **Admissions /Discharges - There were a total of 6,736 admissions and 6,754 discharges processed in 2015.**



**Department of Corrections Proudly Recognizes 2015 Officers of the Year**

**Bucks County Correctional Facility Officer Daniel Sheridan**



**(Pictured left to right) Director Plantier, Commissioner Martin, Officer Sheridan, Commissioner Loughery, Chair, Commissioner Ellis-Marseglia, Warden Moore**

**Community Corrections Officer Marco Semilia**



**(Pictured left to right) Director Plantier, Commissioner Martin, Officer Semilia, Commissioner Loughery, Chair, Commissioner Ellis-Marseglia, Superintendent Rousset**

## **Bucks County Correctional Facility (BCCF)**

**Terrance Moore, Warden**

**Clifton Mitchell, Deputy Warden of Security**

**Lillian Budd, Assistant Warden, Inmate Services**

**Gregory Landis, Captain of Security**

**Robyn Jones, Administrative Assistant**



**The Bucks County Correctional Facility (BCCF) opened on June 18, 1985, replacing the 101-year-old Bucks County Prison previously located in Doylestown Borough. The facility was designed and built to operate under a direct supervision, “new generation” philosophy. This supervision strategy uses corrections officers in direct contact with inmates on their housing units and throughout the facility.**

**Both medium and maximum custody inmates are housed in this facility. Though originally designed for single cell occupancy, it became necessary to double bunk most of the original 376 cells shortly after opening due to substantial increases in the offender population. Today there are 781 beds available to house offenders at an average cost of \$78 per day.**

**BCCF staff are responsible for the care, custody and control of the population 24 hours a day, seven (7) days per week.**

## **Correctional Facility Highlights and Accomplishments 2015**

**PA Title 37, Chapter 95 County Correctional Institutions Inspection - 2015 Certificate of Compliance**  
The Pennsylvania Department of Corrections, Office of County Inspections and Services conducted an inspection of the Correctional Facility on April 29, 2015. Administrative Standards, Regulations and Physical Facilities were inspected and found to be in full compliance with the Standard. Receiving full compliance is a distinction that is earned when a facility, regulations and staff have met or exceeded Title 37, Chapter 95 Standard.

### **Correctional Facility Physical Plant Updates/Improvements**

**LED lighting up-grade** – The Correctional Facility replaced 3,800 florescent light bulbs as part of the department-wide lighting and energy reduction project. A PECO “Smart Ideas” energy rebate was applied for and approved paying the Department for 66% of the bulbs purchase price. These bulbs use 50% less energy leading to lower electricity costs for years to come. They also emit more light and last 5 times longer.

**New Personal Computers** – During 2015 sixty (60) computers within the Correctional Facility were replaced. These replacements allow the facility and staff to operate efficiently and effectively using new technologies in the Corrections environment.

**Perimeter fence** – The motion detection system on the perimeter fence at the Correctional Facility had both a hardware and software up-grade completed.

**Hot water holding heaters** – Ten hot water holding heaters were replaced. These heaters supply and maintain domestic hot water at the facility.

**Bunk Ladders** – Four (4) Modules had bunk ladders installed. The Modules are: H; G; E and F. These new ladders allow offenders safer access to the upper bunk.

## **Community Corrections Centers (CCC's)**



*An American Correctional Association Accredited Facility*

**Kevin M. Rousset, Superintendent**

**David M. Galione, Deputy Superintendent**

**Jeffrey Contino, Community Corrections Manager**

**Kelly Reed, Community Corrections Manager**

**Bernadette Harris, House Arrest Coordinator**

**Amanda Darling, Administrative Assistant**



**The Men's and Women's Community Corrections Centers are community based, minimum security and work release facilities. The philosophy behind minimum custody and work release emphasizes employment and behavioral treatment, and offers offenders an opportunity to help themselves and their families. Work release and minimum security eligibility allows for a smoother transition from incarceration to release to the community.**

The Men's Community Corrections Center opened on July 28, 1991. This 60,000 square foot institution has 270 beds as well as shared programming areas for both male and female offenders. The Community Corrections Centers operated at full capacity in 2014, as it has for the past several years.

The Women's Community Corrections Center opened on January 30, 1992. Half the space from the old "Rehab" (Men's Minimum Custody Facility) was converted and remodeled to accommodate our female population, eligible for minimum custody. This facility has a large day room, program and office space, a control center, garden areas and 50 beds in a dormitory style arrangement.

Every offender housed at the Men's and Women's Community Corrections Centers is assigned a community corrections officer (CCO). Community Corrections Officers are required to have bachelor's degrees in related fields. They perform duties which include classification, case planning/case management and various levels of community supervision, including pre-trial, work release, community service and house arrest. In addition, CCO's are sworn Intermediate punishment officers and have the ability to return offenders to a higher level of custody in the event a violation occurs.

### **Community Corrections Highlights and Accomplishments 2015**

- **Intermediate Punishment Plan** – The County's intermediate punishment plan allows for alternative placements to traditional incarceration for lower risk offenders. The primary staple of this program is House Arrest.
- **Community Corrections Outcomes** – in 2015 there were 1,046 offenders admitted to the Men's and Women's Community Corrections Centers. 208 of these offenders were serving a sentence for DUI, 190 offenders were serving a sentence for Drug related offense and 648 offenders were serving a sentence for various other offenses. There were 1,081 offenders that were terminated or completed their sentence during 2015 at the Community Corrections Centers. Of those, 802 (74%) were successful and 279 (26%) were unsuccessful.
- **Work Release** – The average number of residents on work release status was 67 per month.
- **House Arrest Outcomes** – There were 469 offenders admitted to House Arrest during calendar year 2015. A total of 437 of these offenders were serving a sentence for DUI, 11 offenders were serving a sentence for a Drug related offense and 21 offenders were serving a sentence for various other offenses. The average number of offenders on house arrest per month was 160. There were 467 offenders that were terminated or completed their

sentence during 2015. Of those, 422 (90%) offenders successfully completed and 45 (10%) were unsuccessful. The average number of days spent on house arrest for successful completions was 95 days and for unsuccessful was 61 days. This program saved the DOC 42,647 "bed days". Additionally, offenders on house arrest performed 3,798 hours of community service.

- **Community Service via the Community Corrections Centers – Another important facet of Community Corrections is the participation by offenders in Community Service. The Department of Corrections facilitates a large amount of Community Service annually and promotes this practice as a part of restorative justice by giving back to the community at large of which the offender will go back to upon re-entry. In 2015, offenders at the Men's and Women's Community Corrections Centers completed 27,197 hours of Community Service hours. Our residents provided 187,607 hours of institutional work and 26,227 hours of off-campus community service not only to Bucks County agencies, but other non-profit organizations throughout the County. An average of 155 men and women per month provided this service.**

<b>Community Service Year to Date</b>	<b>YTD- Hours</b>
Bedminster Range	45
Clerk of Courts (Warehouse)	91
Council of Southeast PA	12
Delaware Canal	299
District Attorney (Warehouse)	188
District Courts (Warehouse)	11
Doylestown Arts Festival	48
Fairless Hills Fire Company	3576
General Services	1307
Lenape Valley Foundation	6372
Midway Fire Company	670
Neshaminy Creek	16
Network of Victims Assistance	15
Pennsbury Manor	1070
Plumsteadville Fire Company	364
Police Training Center	2938
Public Defender (Warehouse)	24
Recorder of Deeds (Warehouse)	21
Renaissance Fair	174
Shrine of Czestochowa	132
Towns Against Graffiti*	1202
Tyler State Park	1155
Veteran's Affairs	4
VFW Post 6493	1238
VITA	13
Warrington Warwick Athletic Association	147
Washington Crossing Park	6065
*hours out on the road (not man hours)	
<b>TOTALS</b>	<b>27,197</b>

## **Men's & Women's Community Corrections Centers** **Physical Plant Updates/Improvements**

**LED Lighting Upgrade** – The Men's Community Corrections Facility replaced 1,200 florescent light bulbs as part of the department-wide lighting and energy reduction project. A PECO "Smart Ideas" energy rebate was applied for and approved paying the Department for 66% of the bulbs purchase price. These bulbs use 50% less energy leading to lower electricity costs for years to come. They also emit more light and last 5 times longer.

**Radio Replacement and Upgrade** – On October 10, 2015 the department participated in the county-wide emergency radio project. All "police-band" portable and mobile radios were received and placed into service. New communication technology and better coverages were realized.

**New Personal Computers** – During 2015 all computers within the Community Corrections facilities were replaced. These replacements allow the facility and staff to operate efficiently and effectively using new technologies in the Corrections and Police environment.

**Concrete Sidewalk** - An extension to the current sidewalk in front of the Men's Center was completed by adding a sidewalk 30' long X 4' wide across the front of the Center alongside the garage to the parking lot. This was done so female offenders coming and going from the Women's Center had a safe place to walk off the drive-way.

**Garden Project** - The Department of Corrections constructed a vegetable and herb garden on the grounds of the Community Corrections Centers in 2014. This garden originally measured 32 ft x 64 ft. In 2015 the garden was expanded to 64 ft. x 64 ft. Another expansion to 64 ft. x 124 ft. is planned for 2016. The garden is maintained daily by male and female offenders residing in the Community Corrections Centers and overseen by correctional food service supervisors.

At the August 2015 Commissioners' Meeting the Department of Corrections donated a large basket of fresh vegetables to the Bucks County Opportunity Council Food Pantry Program. The fresh vegetables that were harvested that morning were distributed to the less fortunate in our County that same evening.



***VEGETABLE GARDEN***



*Garden Basket Presented to the Commissioners and Donated to the Opportunity Council*

### **2015 GARDEN YIELD**

	June	July	Aug	Sep	Total
Lettuce (lbs.)	79	329	160		568
Eggplant (ea.)	0	68	231	271	570
Cucumber (ea.)	0	309	154	2	465
Tomatoes (ea.)	0	283	1306	1077	2666
Sweet Peppers (ea.)	24	353	202	402	981
Green Peppers (ea.)	0	142	214	371	727
Basil (lbs.)	5	3			8
Parsley (lbs.)	0	6	2	4	12
Onions (ea.)	0	1	55		56
Oregano (lbs.)	6	5	6	5	22
Spinach (lbs.)	8	13			21
Zucchini (ea.)	26	143	49	2	220
Snow Peas (lbs.)		11	8		19
Green Beans (lbs.)		158	26	5	189
Cherry Grape Tomatoes (lbs.)		40	58	16	114
Jalapeño's (ea.)		83	142	622	847
Carrots (ea.)			12	30	42
Rosemary (lbs.)			3	3	6

**Community Corrections Statement of Work Release Earnings**

\* Net pay after standard deductions

\*\* Since December, 1963

	2015 YTD*	Grand Total** Since Dec. 1963
Resident Wages	\$436,436	\$47,529,856
Room & Board to County	\$236,849	\$12,212,708
Restitution, Costs & Fines	\$139,821	\$6,198,165
Van Money	\$11,460	\$52,719

**Per Diem Payments for Partial Confinement**

Act 295

	2015 YTD *	Grand Total** Since Dec. 1963
Weekender Program	\$1,807	\$379,780
House Arrest	\$676,274	\$8,944,619
Keys, ID Cards	\$1,340	\$36,356

## Business Office

Mary Jo Pellegrino, Director of Finance and Administration

Accounting Supervisor - 1

Accounting Assistants – 5, Staffing Coordinator – 1

The fundamental duties of this office include the development of fiscal policy, annual budget preparation, payroll administration, inmate financial transactions and administration of the Inmate Welfare Fund. The business office procures goods and services for the Division and maintains accounting records, warehouse inventories and monitors service contracts.

Budget for Year Ended December 31, 2015

### Administration

Salaries and Benefits	\$1,750,900
Supplies and Services	<u>1,552,000</u>
Total	\$3,302,900

### Correctional Facility

Salaries and Benefits	\$22,700,700
Supplies and Services	<u>3,101,500</u>
Total	\$25,802,200

### Men's and Women's Community Corrections

Salaries and Benefits	\$6,773,200
Supplies and Services	<u>1,210,200</u>
Total	\$7,983,400

### Department of Corrections

Salaries and Benefits	\$31,224,800
Supplies and Services	<u>5,863,700</u>
Total Department	\$37,088,500

## Maintenance & Building Systems



Contracted Provider - ARAMARK Inc., 2015 Contract - \$755,365.00

Rob Prezuhy, Chief Engineer

ARAMARK, Inc. provides contracted physical plant maintenance, repair and service to the facilities and grounds of the DOC. They have provided continuous services to the DOC for the past thirteen years. Eleven full time on-site employees work within the facilities of the department.

In 2015, ARAMARK's operations and maintenance department responded to 2,710 corrective work orders and 3,385 preventative work orders. In addition to routine mechanical services, ARAMARK physical plant accomplishments can be reviewed under each facility narrative in this report. Additionally ARAMARK services the Youth Detention Center co-located on the campus.

## Food Services



Contracted Provider – Trinity Food Services, 2015 Payments - \$1,165,000.00

Trinity Food Service provides food planning and preparation services to the DOC. The contracted amount is for annual services at all facilities.

Corrections staff work together with Trinity Food Service staff to purchase all food and dining supplies. The DOC provides facilities space, logistics, appliances, equipment, and supervision of inmate labor. The menu, approved by our county dietician, rotates on a four-week cycle. Corrections staff serves approximately 1,215,000 meals across the Division per year.

## Building Systems Support

The logo for Honeywell, consisting of the word "Honeywell" in white, sans-serif font centered within a red rectangular background.

Contracted Provider – Honeywell Building Systems, 2015 Payments - \$341,583.00

Honeywell Building systems division provides direct support to the Fire/Life Safety, Security systems, Close Circuit Camera network, Access Control, ID credentialing, HVAC and Enterprise Building Integrator management. They have provided continuous services to the DOC for the past thirty years. A full time service technician is on-site to respond and address these critical operational systems. Additionally Honeywell services the Youth Detention Center co-located on the campus.

## DOC Investigations Unit

Frank T. Bochenek, Chief Investigator

Michael Kruczuk, Investigator, Frank Davis, Investigator

<b>Criminal Investigations 2015</b>	
Assaults (Aggravated and Simple)	15
Drugs	73
Sex Offenses	12
PREA Cases	10
Theft (including theft of <i>TID's</i> )	12
Escape	0
Harassment / Threats	5
Institutional Vandalism	0
Contraband	4
Possession of Weapon	0
<b>CRIMINAL PROSECUTIONS</b>	
Escape (Community Corrections)	9
Drugs	29
Simple & Aggravated Assault	4
<b>NON-CRIMINAL INVESTIGATIONS</b>	
Investigations Total	448
Contraband	28
<b>OTHER ACTIVITY</b>	
Assist other Agencies	200
Community Complaints	1
Phone call and video CD's copied	82
Criminal Court appearances	128

## **Corrections Training Academy**

**Richard Vona, Director, Law Enforcement & Corrections Training**

**Victor Giangrante Lieutenant (Retired Sept 2015), Training, Tammy Lall, Lieutenant, Training & Investigations**

**John Mannarino, Lieutenant, Training and BCCF**

**Training Mission: To support and enhance the effective functioning of the Department of Corrections and all of its components by providing staff with skills, knowledge and the training necessary to enhance their professionalism, thus providing a safe and secure environment for themselves, the inmate population and the citizens of Bucks County.**

**The academy is charged with training newly hired staff in addition to providing ongoing education and certification for all personnel. New cadets receive 180 hours of classroom instruction and 96 hours of on-the-job training with Field Training Officers (FTO). Topics include basic security training, searches, self-defense, policy and procedures, use of force, report writing, inmate transport and ethical conduct. Our Training Academy continues to be listed as a national training site with the National Institute of Corrections (NIC).**

### **Basic Academy Classes**

**A total of 280 hours of pre-service training is done for all new Corrections Officers. A total of 16 cadets graduated in three Academy classes during 2015 receiving a total of 4,480 hours of training.**

### **Mandatory In-Service Training Classes provided in 2015**

- **Use of Force**
- **PREA ( Prison Rape Elimination Act)**
- **Report Writing**
- **Suicide Prevention**
- **Health and Fitness**
- **Stress Awareness**
- **Review of Revised Inmate Handbook (January 2015 Revision)**
- **Policy Updates – There were many policy revisions and updates in 2015. As the administration made and approved these the training department was diligent in delivering these changes to all staff during the in- service programs.**
- **Professionalism and Ethics**

- Fire Suppression
- Overview of the Criminal Justice System
- Courtroom Demeanor / Preparing to Testify

The combined total training hours for Mandatory in-service training was 8,432 hours.

Instructor Training – The training department facilitated instructor level training for 6 officers in 2015. This training included Defensive Tactics, OCAT and Taser. Also included is the re-certification training of these programs. Total instructor training hours for 2015 is 128.

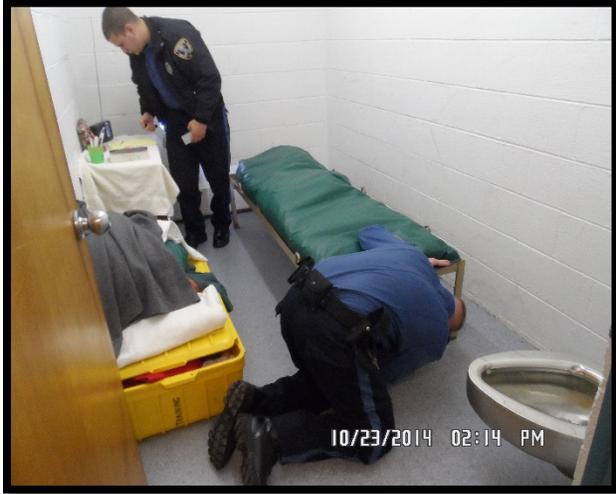
Special Response Team (SRT) Training – Special Response Team consists of 13 members. The Special Response Team conducted 80 hours of training for the members in 2015, for a total of 1040 student training hours. This training is above and beyond any mandated training. The Special Response Team was also involved in several searches in conjunction with outside law enforcement. Team members also coordinated searches using only Bucks County Department of Corrections members. During these searches various items of contraband such as tobacco, matches, lighters and suspected drugs were located.

#### Special Response Team Training Classes provided in 2015

- Use of Force
- OC
- Taser
- Armed Transport
- Baton
- Handcuffing and restraints
- Cell Extractions
- Barricaded Subject/ Room Clearing
- Firearms qualifications

The training Department in total provided or facilitated a total of 16,234 hours of training for 2,482 students.

*Basic and In-Service Training Exercises*



## **Drug and Alcohol Treatment Services**

**James Cunningham, Supervisor  
Drug and Alcohol Program Specialists - 4  
Fee-for-Service Therapists - 3  
Support Staff – 2**

The Drug and Alcohol section recognizes the utility of treatment services in a correctional setting to address the incidence of chemically dependent offenders and offenders incarcerated for alcohol and/or drug related crimes. Guided by empirical data supporting the effectiveness of cognitive-behavioral interventions, our primary goal is to assist offenders in developing the skills necessary to establish and maintain drug and crime-free lifestyles.

This DOC uses a risk/need model to match interventions with client need. Offenders undergo vigorous screenings by qualified staff, using evidenced-based assessment instruments. Level of services needed are determined by the Level of Service Inventory- Revised (LSI-R) which provides a complete summary of dynamic risk and need areas.

The Drug and Alcohol section uses *Hazelton's a New Direction* short-term cognitive behavioral program to train chemically dependent offenders to challenge their thinking in order to change their criminal and addictive behavior patterns, drug & alcohol education, socialization, relapse prevention, and release and reintegration. Group therapy is the primary treatment modality. Individual sessions are offered as needed.

The Drug and Alcohol Section offers 25 weekly groups across the Division. Group sessions are 1 hour in length. Offenders participate in groups based on their particular need and may be enrolled in more than one group at a time. The duration of each module is approximately 12 weeks.

The section continues in its efforts to develop and maintain positive working relationships with community-based treatment agencies. Internally, our staff works closely with Correctional Mental Health Services, BCCF case managers, Bucks County Behavioral Health, and Bucks County Adult Probation and Parole to ensure those offenders with chemical dependency and/or serious mental illness receive appropriate services in custody and post-release.

Mr. Cunningham, Supervisor of Drug and Alcohol, sits on the Severe and Persistently Mentally Ill (SPMI) committee, and meets with that group monthly.

**Statistical Summary of Offenders Utilizing D & A Services**

<b>2015</b>	<b>Population</b>	<b># Receiving Services</b>	<b>% Receiving Services</b>
Jan	1054.37	169	16.03
Feb	1069.93	177	16.54
Mar	1050.48	196	18.66
Apr	1083.57	206	19.01
May	1093.26	191	17.47
Jun	1111.60	207	18.62
July	1136.29	200	17.60
Aug	1149.45	199	17.31
Sept	1123.57	169	15.04
Oct	1112.03	147	13.22
Nov	1088.97	143	13.13
Dec	1038.35	127	12.23
<b>AVG</b>	<b>1092.66</b>	<b>178</b>	<b>16.29</b>

## Inmate Services Department

Lillian Budd, Assistant Warden

Case Management Supervisors – 2, Correctional Case Managers – 11

Support Staff - 2

The Inmate Services department provides a wide array of community, social and referral services to the inmate population. With responsibilities for both classification and case management, Inmate Services Case Managers are required to have bachelor's degrees in Criminal Justice, Psychology or related human service fields. Classification staff is responsible for classifying and housing every inmate in custody, while case management staff design and implement structured case plans specific to individual offender risks and needs.

Personnel in this department also serve as a liaison between families, inter-governmental offices and outside social service agencies. Every inmate is assigned a case manager.

Programs referred to and coordinated by Inmate Services include:

- ◆ **Adult Basic Education (ABE)/ General Equivalency Diploma (GED)**  
*Vita Education Services* provides adult basic education services to the inmates. Prospective students are administered the Test of Adult Basic Education (TABE) to determine their educational levels in reading and math. Inmates with intermediate level skills are placed in ABE groups and those with secondary level skills are placed in GED preparation groups. The curriculum covers content and skills in reading, writing, math, social studies, and science. At the secondary level, it also prepares students for the GED test. Classes are held three evenings per week, two hours per class. At the end of each term, students are post-tested with a different form of the TABE to determine their readiness for the next level of instruction.

In 2015, one-hundred and six (106) inmates (86 males and 20 females) attended classes.

Incorporating the GED, SAY and CALP programs twenty-three (23) inmates completed portions of the GED and eleven (11) people received their diplomas.

TABE tests were completed on sixty-five (65) males and sixteen (16) females during 2015.

- ◆ **Anger Management** – Classes are offered throughout the year for groups of approximately 20 inmates. A trained facilitator, who contracts with the DOC, meets with two (2) groups once per week. Topics include recognizing the origins of anger, degrees of behavioral manifestations or

damaging “results” of specific behavior, and triggers and techniques for recognizing and managing anger. Graduates of this program in 2015 included ninety-two (92) males and three (3) females. This program is offered to all inmates, including our women’s population. Referrals are generated by staff, the court, case management staff and self-referrals. In some instances, when the court so orders, inmates may not be released from custody until this program has been completed.

- ◆ **Choice Theory – An eight (8) week course on William Glasser’s *Choice Theory/Reality Therapy* is offered to the male inmates at the main correctional facility. The course is facilitated by a certified instructor.**

Choice Theory provides the individual with the opportunity to understand why behavioral choices are made, evaluate the consequences of choices, modify behavioral choices and live a more fulfilling life within the mores of our communities. Six men (6) men completed in 2015. Additionally in 2015, two intensive groups were held for the female population. Eleven (11) females successfully completed the program.

- ◆ **Computer Assisted Literacy Program – C.A.L.P. is a computer-driven, instructor supported literacy program composed of Math, Science, Social Studies and Language Arts. It allows the student to work independently in these academic areas. All students use the McGraw-Hill Contemporary ITTS program (Instruction Targeted for TABE Success). The ITTS program offers vital and relevant lessons in critical thinking in Math, Language and Reading. The entry point for all students is the “E” or ninth grade level. As the students progress and earn Mastery (80%) they are moved to the next level. Once a student shows mastery at the “A” (12<sup>th</sup> grade) level, they are then prepped for the Pearson Vue GED Test. This preparation involves independent study with the availability of one on one tutoring with the use of sample GED tests found in the McGraw-Hill textbook series. This series parallels the GED. There is no time restriction placed on the lessons or assessments. The student is able to take notes, review subject matter and ask for instruction in order to master the lessons. A student may continue in the program once they have been transferred to the Community Corrections Center or through *Vita Education Services* upon their release.**

In calendar year 2015, two hundred and ninety-two (292) offenders were referred to the C.A.L.P. program. A total of one-hundred and sixty-six (166) were enrolled at BCCF.

- ◆ **Decisions For Living – Sponsored by *Vita Education Services*, this program consists of seven (7) two-hour sessions. This is an educational program that presents a five point process for making decisions. The process encourages inmates to identify their thoughts, feelings, and attitudes about critical situations to decide what changes they need to make to be successful and productive members of society. The facility contracts with *Vita Education Services* to provide 12 four-week group sessions per year for men. Individual sessions, facilitated by trained *Vita Volunteers* are also available for both men and women. In 2015, ninety-seven (97) individuals completed the Decisions for Living course.**

- ◆ **Jobs Readiness** – This program meets for two hours, three days a week, for three weeks. Each inmate is required to attend all sessions and complete the Jobs Readiness Workbook. Volunteer mentors from the community help inmates individually by practicing interviewing skills and writing cover letters. Vita’s CareerLink® Workshop Facilitator meets with the group to provide an overview of the services offered by CareerLink®. Each participant leaves the program with a written resume, Job Plan, and Certificate of Completion. Jobs Readiness is taught by Vita staff.

Fifty-three (53) men and eight (8) women were enrolled in 2015. Nineteen (19) individuals graduated. There were one-hundred and seventeen (117) mentoring sessions throughout the year.

- ◆ **Literacy Tutoring** – This program, also sponsored by *Vita Education Services*, provides small group instruction and individual tutoring to our adult population. This program has been available since 2004. Both male and female inmates can participate at any of our facilities. Trained Vita Volunteers work with inmates with low literacy levels as determined by the TABE and with individuals requiring basic math instruction. Vita staff conducted sixty-four (64) individual sessions in 2015. English as a Second Language (ESL) is also available throughout the year for any inmates referred to this program. In 2015, thirty-seven (37) students were tutored.
- ◆ **Reach Out (Domestic Relations)** – In September 2008, a representative from Bucks County Domestic Relations department began individual meetings with inmates having open domestic cases. The goal of these meetings is to promote compliance with existing court orders and to provide communication opportunities regarding support payments, updating information and requesting petitions. Individuals with open cases are contacted by letter and can request a meeting with the representative who is available on a month basis. There were one hundred and seven (107) meetings in 2015.
- ◆ **Release and Re-Entry Planning Program** – Started in 2009, this program is held for sentenced men and women. The program focuses on release preparation, using a cognitive-behavioral treatment curriculum, and is facilitated by Drug and Alcohol, DOC case management and Adult Parole and Probation staff. Three hundred and fifteen (315) individuals completed this program in 2015.
- ◆ **Religious Programs** – In 2014 there were twelve (12) bible study groups held within the facility, six (6) for men and six (6) for women, including two (2) bi-lingual groups. In addition religious (*Jummah*) and teaching (*Taleem*) services are held weekly for the male and female Muslim population, Catholic Mass is available two times per month and Christian Services are held two nights per week. One-on-one religious counseling is also provided weekly by volunteers from *Life Abundant* and community churches. There were one-thousand and seventy (1,070) such visits in 2015. The DOC contracts with a part time Chaplin as well.

- ◆ **School Age Youth** – Pennsylvania law mandates that adjudicated adolescents (charged as adults) age 17 or under, or age 21 and under if classified as special education students, must have the opportunity to attend basic education classes. A variety of alternative placements, including county corrections, must provide this service. This program is not to be confused with Adult Basic Education, which provides educational services to our adult population. Fifty-six (56) students (52 men and 4 women) at BCCF were enrolled in this program in 2015. Of these forty-five (45) were special education students.  
Since its inception in 1996, the School Age Youth program has offered instruction in communications, math, science, social studies, arts and humanities for both young male and female populations at this facility. Classes are held four (4) days per week, five (5) hours per day, for 11 months a year. The class is taught by a certified Bucks County Intermediate Unit special education teacher.
- ◆ **Seminar on Self (SOS)** – Based on the teachings of William Glasser’s *Reality Therapy* and *Choice Theory*, the focus of this program emphasizes evaluating one’s self, self-perceptions and environmental and behavioral choices. This group is facilitated by a certified *reality therapist* for female inmates. Sixty-six (66) women participated in 2015.
- ◆ **Sex Offender Treatment** – This program is offered twice per year covering a 16-week format. The aim of the program is to raise awareness of offenders engaged in maladaptive sexual conduct. Topics include understanding what constitutes criminal sexual behavior, consensual and nonconsensual agreements, denial, aggression, projection, and situational and precipitating factors which contribute to specific sexual behavior. Relapse prevention techniques are taught. The program is offered to women on an individual basis. Eleven (11) individuals completed the group in 2015.
- ◆ **Victim’s Empathy Training** – This program attempts to emphasize and show inmates how their criminal actions can have a negative impact on victims, both emotionally and psychologically. It is a program that places equal attention on victims and the community. Taught by staff working for the *Network of Victims Assistance (NOVA)*, this class runs for 12 total hours and is offered as needed. This program is offered to women, as required, on an individual basis. There were eight (8) males and two (2) females who completed this program in 2015 at the Correctional Facility.
- ◆ **Inmate Work Programs** – In 2015, the Department continued to offer institutional work opportunities to the inmate population. As there continues to be more interest than availability of jobs, sentenced inmates are given consideration before un-sentenced inmates for institutional employment. Criteria used by the Inmate Services Department for hiring inmate workers include:
  1. misconduct free behavior for a period of 90 days
  2. appropriate classification (not aggressive or assaultive)
  3. review of job skills
  4. review of substance abuse history within the institution

Inmates who apply for positions in the kitchen and laundry must have medical clearance prior to hire. Those working in the kitchen also have their criminal history and incarceration history reviewed. The range in inmate wages in 2015 was between \$2.50 and \$3.00 per day. Also those participating in education classes with the intent of receiving a high school diploma or GED began receiving compensation of \$2.00 for attendance.

Positions were available in the following areas:

<b>Men's Barber Shop</b>	<b>2</b>
<b>Female Barber</b>	<b>2</b>
<b>Module Painters</b>	<b>9</b>
<b>Dispensary</b>	<b>1</b>
<b>Food Services</b>	<b>43</b>
<b>Seamstress</b>	<b>1</b>
<b>Laundry</b>	<b>8</b>
<b>Library</b>	<b>4</b>
<b>RHU Runner</b>	<b>1</b>
<b>FRM Runner</b>	<b>1</b>
<b>MHU Runner</b>	<b>1</b>
<b>Inmate Monitors</b>	<b>1 for every 8 inmates</b>
<b>Module Runners</b>	<b>5 for each module</b>
<b>Reception Runners</b>	<b>2</b>
<b>Sanitation</b>	<b>12</b>
<b>Warehouse</b>	<b>2</b>
<b>Maintenance</b>	<b>4</b>
<b>Paint Detail</b>	<b>4</b>
<b>NA/AA Meeting Facilitators</b>	<b>2</b>
<b>Attendance in ABE/GED, CALP, SAY</b>	<b>Weekly Average Attendance is 48</b>

## MEDICAL



The Medical Services provided at the Department of Corrections are National Commission on Correctional Health Care (NCCHC) accredited and have been since 1980. This is a testament to the dedication and professionalism of our health care providers. We expect nothing less than full accreditation for the next term.



Joseph Lynch, RN, Health Service Administrator  
Alynn Zernhelt, RN, Director of Nursing  
Rachel Onate, LPN Assistant Director of Nursing  
Physician-2  
Physician Assistant-1  
Administrative Assistant - 1  
Registered Nurse – 14  
Licensed Practical Nurse – 13  
Medical Assistant - 3  
Dental Hygienist - 3  
Physician - 2  
Dentist – 1

**Driving Principle -** The need to provide responsible and comprehensive health services is perhaps the most critical service delivery function in a corrections operation. Staff working for PrimeCare Medical, Inc. provides medical and dental care to the Bucks County offender population. They are committed to providing quality health services, guided by best practices and nationally recognized protocols in this field.

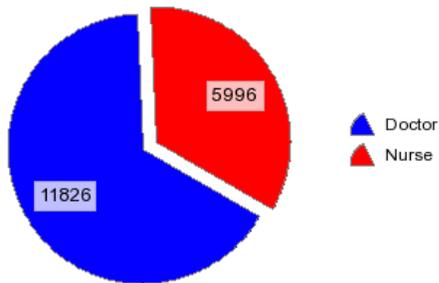
PrimeCare Medical, Inc. has been the medical vendor since July 1, 2013. Staff turnover was minimal for the year and there is currently 2 open positions (1 FT RN, 1 FT MA). Staff, continuous quality improvement (CQI) and quarterly meetings were held as required by the National Commission on Correctional Health Care (NCCHC). The overall CQI program continues to prove to be an effective mechanism in identifying areas that are non-compliant. This program reviews a specific percentage

of patient records to make certain the healthcare delivery model is meeting or exceeding national standards of care. When compliance indicators indicate a less than 90% compliance rate, immediate corrective actions are issued.

The PrimeCare Medical team has several areas within the Department of Corrections that must be available on a continuous basis. One such area is in the Correctional Facility Reception area. This post is in operation twenty-four (24) hours per day, in order to meet the requirement of completing health screenings within 4 hours of an offender’s commitment to the facility, a nurse is stationed in this area. The reception medical staff conducted over 5,600 new intakes for the calendar year 2014. When the medical reception medical team evaluates our new patients, all aspects of their health care history is assessed. Our system will assign a problem list for each of our patients reported and diagnosed medical, mental or dental issue.

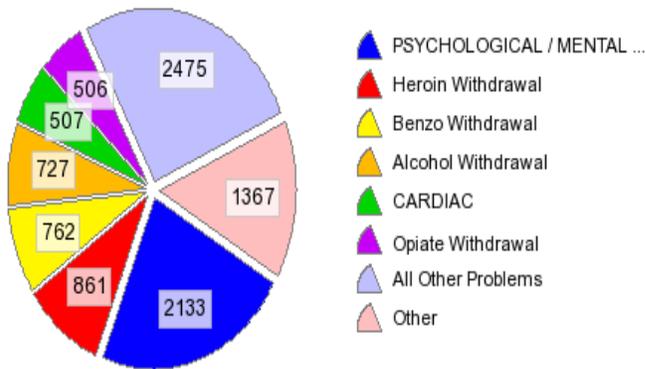
The Dispensary is staffed with registered nurses, licensed practical nurses and medical assistants 24 hours per day, seven (7) days per week. Clinician sick call is scheduled 5 days per week. There are two (2) physicians and a physician assistant to provide these services. There is also a part-time dentist and three dental hygienists. Contracted services include a Certified Registered Nurse Practitioner for OB/GYN care from Abington Hospital. Together the advanced medical team examined and provided clinical treatments to approximately 17,822 individuals.

**The number of recorded Sick Calls performed by each clinician type.**



Clinician Type	Number of Sick Calls
Doctor	11826
Nurse	5996
Total	17822

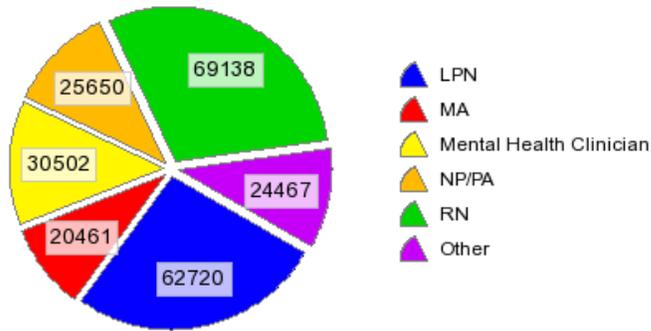
**The top 10 most common problems that were active for 2015 are described in the graph below.**



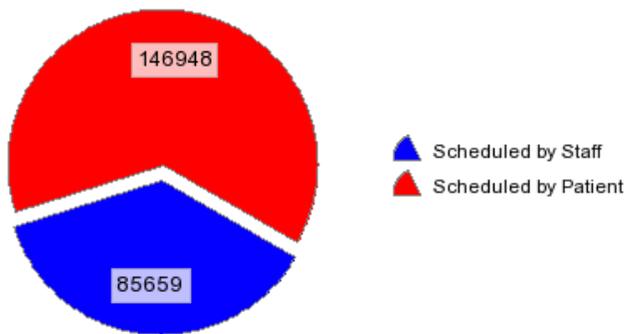
Problem Name	Total Number of Occurrences
PSYCHOLOGICAL / MENTAL HEALTH	2133
Heroin Withdrawal	861
Benzo Withdrawal	762
Alcohol Withdrawal	727
CARDIAC	507
Opiate Withdrawal	506
SEGREGATION	392
DENTAL	329
MUSCULAR / SKELETAL	324
New Intake	322
All Other Problems	2475

The medical department receives a significant number of requests from our patients for care needed with they are housed within the institution. In addition to individual patient requests, various medical team members, the electronic health record through automation and finally administrative staff all can refer a patient for various appointments with the department. Patient contacts are completed 7 days per week. Other daily tasks include: detoxification checks; blood pressure checks and EKG's. Diagnostic testing such as laboratory testing completed Monday-Friday and provider sick call is conducted Monday-Friday. When an urgent need is identified for rapid diagnostic testing, PrimeCare Medical has secured agreements with Doylestown Hospital to complete stat testing twenty four (24) hours per day, seven days per week. Patients with chronic conditions (asthma, diabetes, endocrine, infectious diseases, cardiac, neurological) are seen by a provider for an initial clinic and then monitored no less than every 90-days. Below is a productivity example of the number of requests and appointments which were scheduled through the PrimeCare Medical health care program.

**The number of total tasks / appointments scheduled for each user type.**

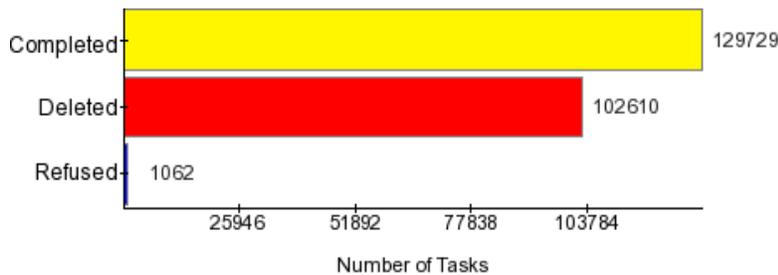


User Type	Number of Tasks
Administrative Assistant	5616
Application Developer	476
Dental Hygienist	134
Dentist	4659
Health Services Administrator	4142
LPN	62720
MA	20461
Mental Health Clinician	30502
NP/PA	25650
Physician	1931
Psychiatrist	1262
Psychologist	6723
RN	69138
<b>Total</b>	<b>233414</b>



Requester	Number of Tasks
Scheduled by Staff	85659
Scheduled by Patient	146948
Scheduled by System	0
<b>Total</b>	<b>232607</b>

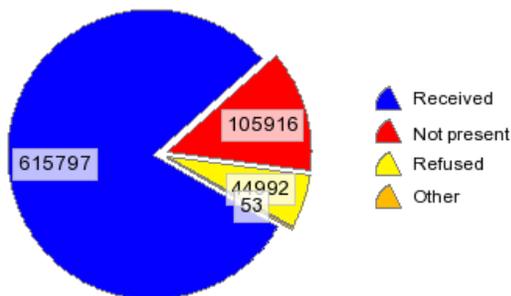
**Number of tasks fulfilled for each completion type**



Completion Type	Number of Tasks
Completed	129729
Deleted	102610
Refused	1062
<b>Total</b>	<b>233401</b>

Medication services are a critical component to the healthcare delivery provided to the inmate population within the correctional facility. We receive all pharmaceuticals from a local Bucks County institutional pharmacy provider. Contracted Pharmacy Services (CPS), located in Warrington, Pennsylvania. The relationship between PrimeCare Medical and Contracted Pharmacy Services has been an excellent experience and we value our collective partnership on servicing the needs of our patients within the Bucks County Correctional Facility. The nursing staff several times throughout the day performs medication administration rounds. The medication passes administer a large number of doses to our patients. The graph listed below demonstrates that our nursing staff administered approximately 615,797 doses of medications for the calendar year 2014.

**The number of doses given for compliance versus non-compliance**



MedPass Result	Total Number of Doses Given
Received	615797
Not present	105916
Refused	44992
Unspecified - Note Only	53
<b>Total</b>	<b>766758</b>

A Keep-on-Person (KOP) Medication System was initiated in 2014. The medical director has approved certain medications as appropriate for our patients to keep on their person. Controlled substances and psychotropic medications are not included. In order to be eligible, at minimum, patients must have a medication compliance rate of at least 85% and must be housed in general population. There are currently 44 patients participating in this program.

The National Commission on Correctional Health Care (NCCHC) has awarded the Bucks County Correctional facility five (5) consecutive accreditation terms since 1980. This is a testament to the dedication and professionalism of our health care team members. The next accreditation will be held in the spring of 2016 and PrimeCare Medical, Inc. is confident that certification will be maintained at Bucks County Correctional Facility.

## MENTAL HEALTH



Managing Healthcare  
Services and Staffing  
for Correctional Facilities



**John Markey, Psy.D., Director of Mental Health Services**  
**Licensed Psychologist 1.5 FTE (Including Director of Mental Health Services)**  
**Licensed Psychiatrist– .4 FTE**  
**Licensed Social Worker – 1 FTE**  
**Corrections Counselor – 2 FTE**  
**Administrative Assistant – 1 FTE**

**CFG Health Systems, LLC (CFG) is a medical, dental and behavioral healthcare provider dedicated to delivering the highest quality services to correctional facilities. For years our proven programs, experienced personnel, vast resources and unmatched expertise have made CFG Health Systems, LLC the best healthcare services choice for both private and public sector organizations. We are proud of our ability to design and implement customized programs based on the specific needs, resources and operational characteristics of our clients.**

**The mission of CFG Health Systems, LLC (CFG) is to provide quality health services in correctional facilities which are consistent with community standards of care and best practices to ensure the physical and psychological well-being of the inmate which are delivered in a fiscally responsible manner.**

**CFG has delivered behavioral health services to incarcerated individuals at the Bucks County Correctional Facility since 2005. The process of providing a jail population with mental health services is a challenging endeavor. CFG is well aware of the complex issues that arise when managing multiple levels of behavioral healthcare, while providing on-going interventions and establishing services to prevent the escalation of problems stemming from the mental health problems prevalent among the inmate population. A core component of CFG's approach to a successful mental health program in a jail environment is early identification and intervention when addressing the risks and challenges posed to inmates.**

**A particular focus of our services is providing group and individual services to assist the inmate population in coping with the stressors of incarceration, as well as case management and specialized services to help integrate the serious mentally ill individuals into the community following release. CFG also provides assessment and consultation to the Bucks County Court of Common Pleas, as well as the Bucks County Adult Probation and Parole department. CFG is**

committed to being a part of an integrated service delivery system that includes medical, drug and alcohol and rehabilitation services. This integration of services results in a higher quality of overall services that are more efficient and better tailored to the individual needs of the inmate.

Insight Telepsychiatry, LLC, CFG Health Networks telepsych division, was founded in 1999. Our services allow face-to-face psychiatric evaluations with a behavioral health specialist beyond the scope of the traditional office setting. Our advanced approach to behavioral healthcare services has distinguished us as the premier provider of telepsychiatry services in correctional settings.

The Severe and Persistent Mental Illness (SPMI) committee, meets monthly. This committee consists of staff within BCCF, such as the CFG Director of Mental Health Services, CFG Licensed Social Worker, Assistant Warden of Inmate Services, Case Management Supervisor, Director of Department of Corrections, Drug and Alcohol Treatment Supervisor and the Director of Nursing. The committee also consists of community stakeholders, such as the Bucks County Adult Probation and Parole Department, Bucks County Department of Mental Health and Developmental Programs Emergency and Court Services, Bucks County Public Defender’s Office, Pennel Mental Health Center’s Forensic Services Program (FSP), Penn Foundation’s Forensic Assertive Community Treatment (FACT) program, Lenape Valley’s Assertive Community Treatment (ACT) Program and the Bucks County Drug and Alcohol Commission. CFG’s clinical staff review all referrals and make a clinical determination to add someone to the SPMI committee for review. During the year of 2015, the SPMI committee discussed a total of 111 inmates who met the criteria for an SPMI diagnosis and were in need of intensive treatment. Of the 111 inmates discussed among the SPMI committee, 52 were also homeless and 37 had a co-occurring substance abuse diagnosis.

	Average Per Month	Total
Booking Referrals Received	252	3035
Intake Assessments Completed	216	2587
Inmate Self-Referrals Received	356	4269
Active Census	522	N/A
Inmates Prescribed Psychotropic Medications	301	N/A
Inmates Seen by Psychiatrist	208	2493
Inmates Seen by Psychologist (Individually)	99	1182
Inmates Seen by Psychologist (Psychology Rounds)	352	4228
Inmates Seen by Licensed Social Worker	81	971
Mental Health Commitments (302, 303, and 304)	2.5	30
Mental Health Commitments Waiting (402-competency issues)	5	22
Mental Health Commitments Placed (402-competency issues)	.92	11
Court and Probation/Parole Ordered Evaluations	18	213
Therapy Groups Held	4	48
Inmates Enrolled in Group	28	330
Inmates on SPMI Committee	34	111

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We hope you have found this report to be informative. Questions or comments should be addressed to Director William Plantier, [wfplantier@buckscounty.org](mailto:wfplantier@buckscounty.org)

