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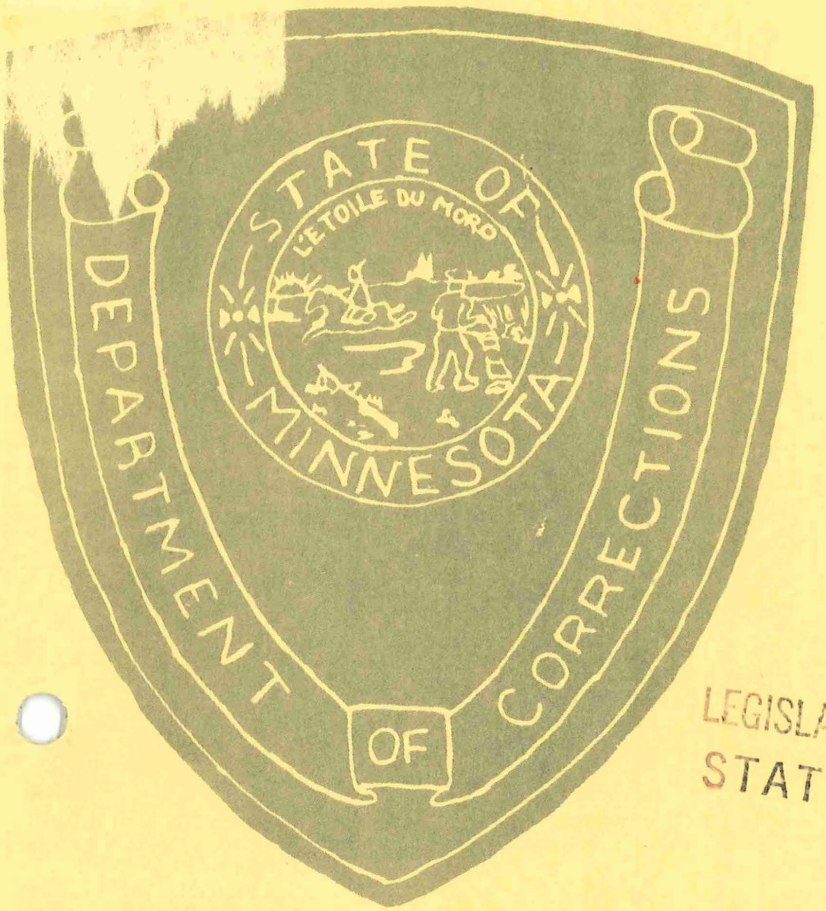

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STATE OF MINNESOTA

Biennial Report
1965 - 1966

Printed at the
Minnesota State
Reformatory
for Men



STATE OF MINNESOTA
DEPARTMENT OF CORRECTIONS
SAINT PAUL

office of the
commissioner

May 16, 1967

The Honorable Harold LeVander
Governor of Minnesota
Capitol Building
Room 130
Saint Paul, Minnesota 55101

Dear Governor LeVander:

Having only recently come to the Department of Corrections, it is one of my first duties to report to you on the condition of the Department and the accomplishments of my predecessors during the preceding two years. The importance of the Department's work is suggested by the fact that it affects the lives each year of 14,000 or more people who need diagnosis, treatment or control, and by the same token the effectiveness with which we do our work is of concern to all the people of the state.

So I am pleased to give you this report which tells something of our recent work and which carries hints of new and still more effective endeavors in the months ahead.

Sincerely yours,

Paul W. Keve

Paul W. Keve
Commissioner

PWK:fc

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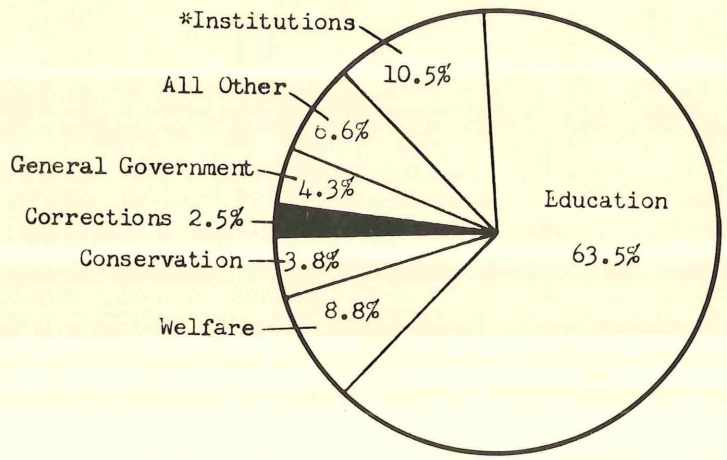
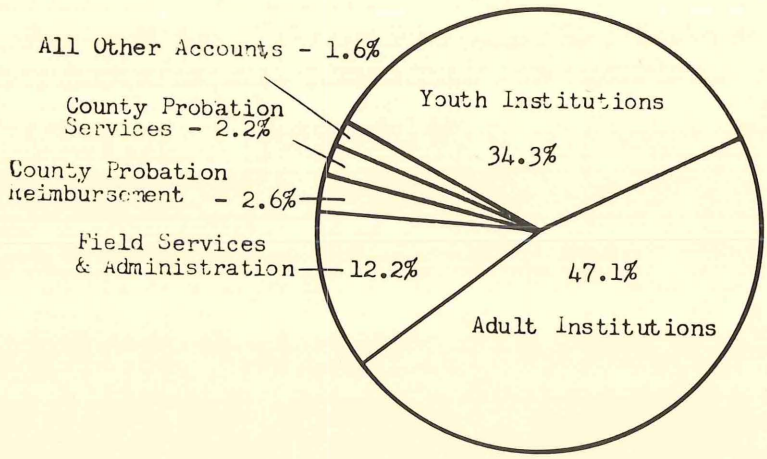
Minnesota State Budget

Distribution of Total State Appropriations of Approximately $790,000,000.00 for Fiscal 65-67



*Not including Correctional institutions.

Distribution of Corrections Appropriation of Approximately $19,000,000.00 for 65 - 67



Corrections Share 2.5 per cent equals $20,000,000.00

Philosophy and Goals

Simply stated, the basic goal of a correctional system is to provide public protection by aiding in the prevention of crime. The primary methods employed to realize this objective include control of offenders, correction of offenders, coordination of programming with other public and private resources, research and evaluation and participation of citizens

Manual of Correctional Standards
American Correctional Association

History and Organization

The Minnesota Legislature created the Department of Corrections in 1959, bringing under one authority the adult correctional institutons (formerly operated by the Department of Public Welfare), the Youth Conservation Commission (YCC), and the State Board of Probation and Parole. The latter was renamed the Adult Corrections Commission.

The effect was to eliminate overlapping, provide central direction to previously - disjoined phases of corrections, and broaden the scope of experience for career professionals.

The Department is headed by a Commissioner of Corrections, appointed by the Governor for a six year term, "without regard to political affiliations". The Commisssioner appoints two deputies to head the two major divisions of the department, the Division of Adult Corrections and the Youth Conservation Commission. He also names the heads of institutions. All other employees are chosen through civil service procedures.

Philosophy

The job of the Department of Corrections is to serve society by operating programs of corrective services. The department recognizes its responsibility to protect the public and further recognizes that the best protection is afforded by restoring the offender to a useful status in society.

.....to establish an agency of state government for the custody, discipline, study, care, training, and treatment of persons in the correctional and detention institutions and for the training, study, and treatment of persons under the supervision of other correctional services of the state, so that they may be prepared for lawful community living.

Standard Act for State Correctional Services

In implementing our goals we operate in three broad areas:

1. Prevention—Basic to any effective corrections program is prevention. Ideally, the best method of dealing with the offenders is to prevent his becoming one. Working to change attitudes of delinquency prone individuals in the community saves the state money and human resources.

2. Custody— When the offender has committed an anti-social act it is often necessary to remove him from normal society for a period of time. The custody of inmates in our institutions is a major part of the department's operation.

3. Treatment— Since at some future time 95% of the offenders will leave the department's jurisdiction treatment, to prepare him for free society, is a key function of the correctional process. Treatment takes place both inside the institution and the community. Treatment programs within the institution cover a broad spectrum of operations and includes education, psychiatric and psychological services and work therapy. Treatment in the community is tied to the probation and parole system and generally takes the form of social casework.

Administrative Activities

The Division of Administrative Services operates behind the Department's front lines. But its efficiency bears heavily on the department's success or failure in achieving its major goals.

The Division comprising some fifty employees, is headed by an assistant commissioner who is responsible to the Commissioner of Corrections.

Administrative service people are involved in research and statistics, training, jail consulting, public information, budget preparation and control, general accounting, office management and supply, systems analysis and general secretarial and stenographic work.

The Youthful Offender

Juvenile

THE JUVENILE OFFENDER IS, IN MOST CASES, FIFTEEN YEARS OLD - WHITE AND PROFESSES SOME RELIGIOUS BACKGROUND.

HE COMES FROM EITHER A BROKEN HOME, OR ONE IN WHICH THERE IS AN ABSENCE OF "FAMILY UNITY"

HE IS AN AVERAGE OR ABOVE INTELLIGENCE AND HAS COMPLETED JUNIOR HIGH SCHOOL.

HE HAS A PRIOR RECORD. MOST COMMON ARE HIS CRIMES AGAINST PROPERTY INCLUDING BURGLARY AND AUTO THEFT.

IF HE DOES HAVE A JOB, IT IS MOST LIKELY AN UNSKILLED POSITION.

The Adult Offender

Adult

THE ADULT OFFENDER IS MOST OFTEN WHITE, MARRIED, AND PROFESSES A RELIGIOUS BACKGROUND.

HE IS TWENTY-EIGHT YEARS OLD, AVERAGE OR ABOVE INTELLIGENCE, PROBABLY DID NOT FINISH HIGH SCHOOL, AND THERE IS ONLY A 50% CHANCE THAT HE IS A SKILLED WORKER.

IF HE HAD BEEN IN THE MILITARY SERVICE, THERE IS A FOURTEEN PERCENT CHANCE THAT HE WAS DISCHARGED UNSATISFACTORILY.

HE HAS HAD SEVERAL OFFENSES IN HIS RECORD, AND HIS CRIMES HAVE BEEN AGAINST PROPERTY RATHER THAN PERSONS.

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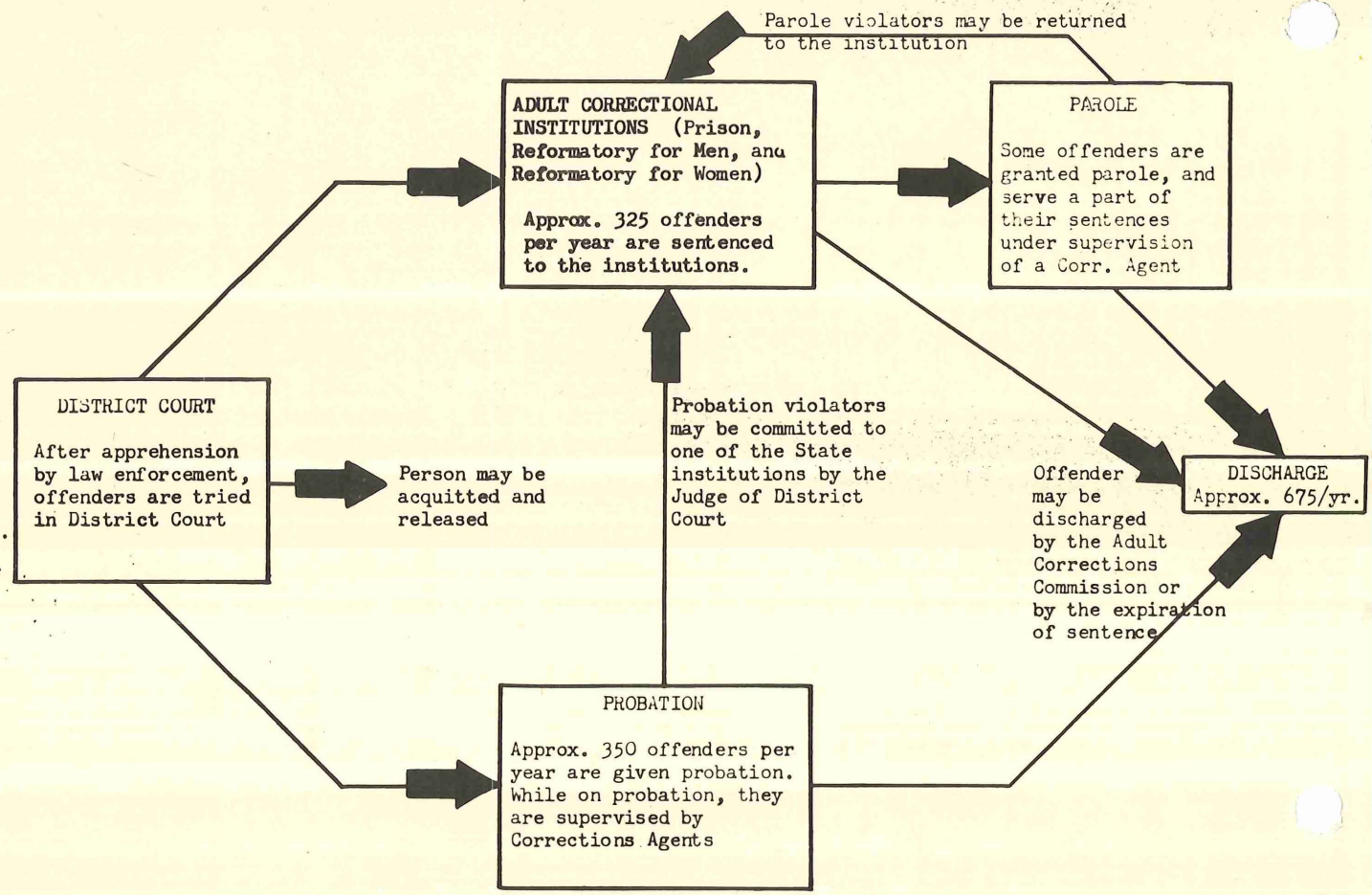
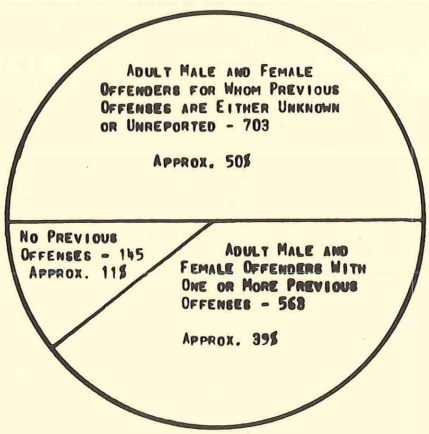
Movement of an Adult Offender through the Correctional System - Simplified

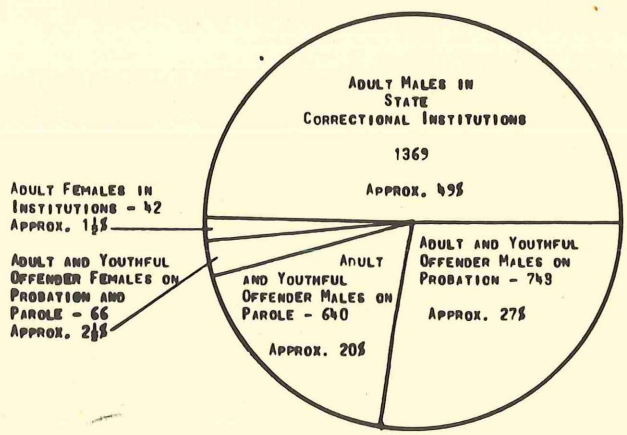


Division of Adult Corrections

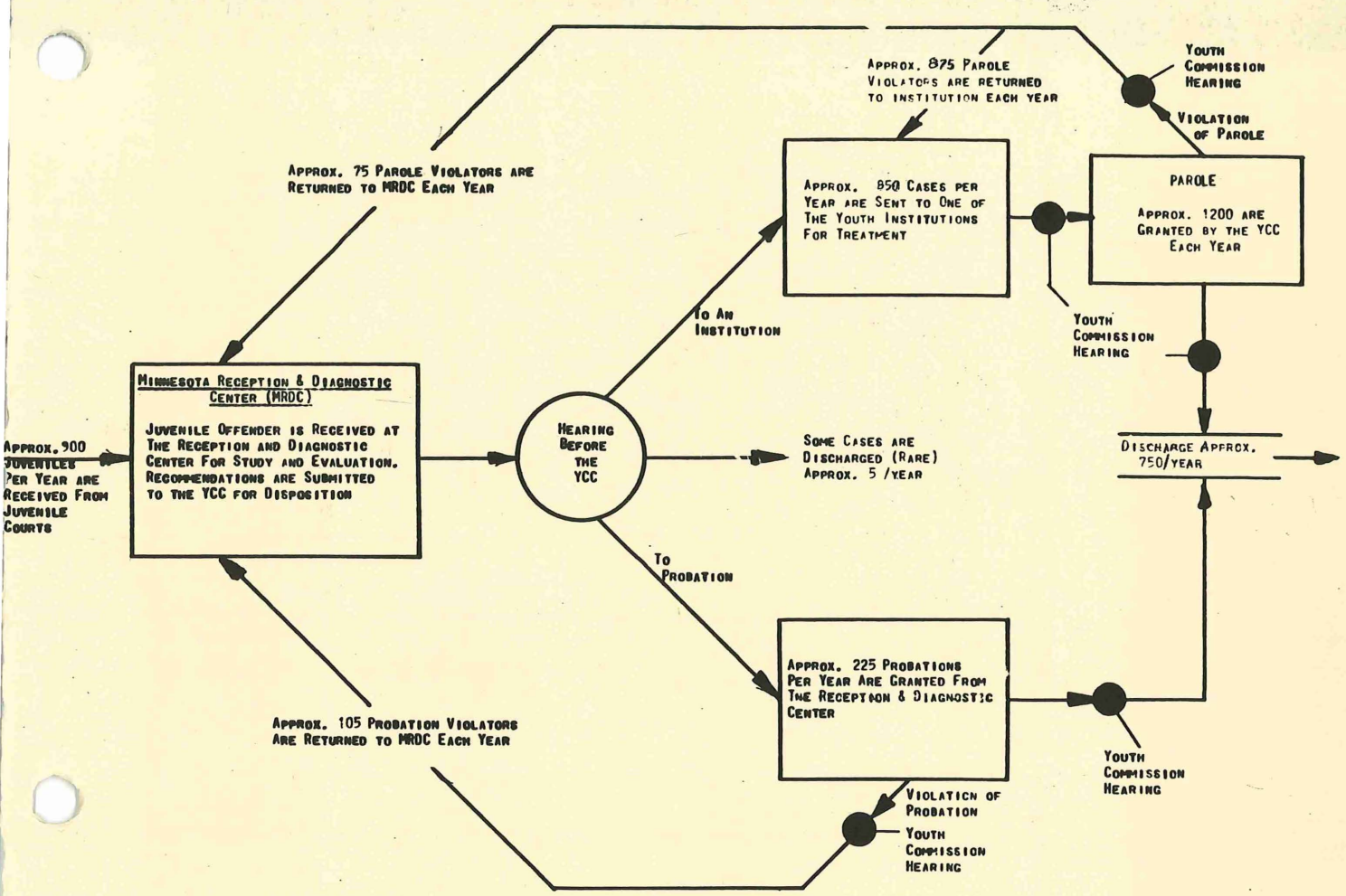
OF THE 1369 ADULTS IN STATE INSTITUTIONS, 145 ARE FIRST OFFENDERS, 563 HAVE ONE OR MORE PREVIOUS OFFENSES, AND PREVIOUS OFFENSES FOR 703 ARE EITHER UNKNOWN OR UNREPORTED



THE DIVISION OF ADULT CORRECTIONS HAD 2794 PERSONS UNDER SENTENCE AS OF JUNE 30, 1965. THE FOLLOWING CHART GIVES THE NUMBER AND PERCENTAGES BY SEX OF THESE PERSONS UNDER PROBATION OR PAROLE, OR IN INSTITUTIONS.

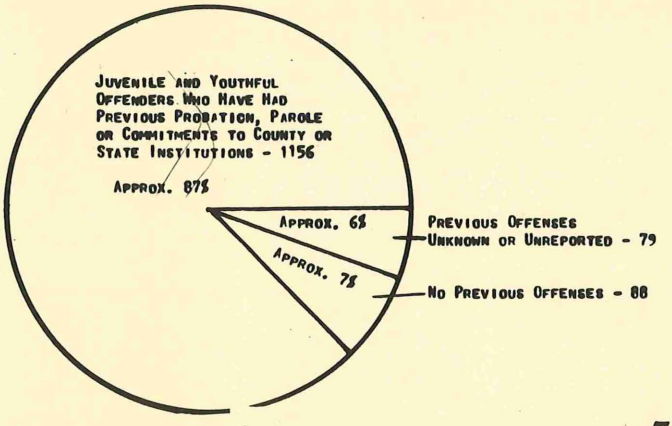


Movement of the Juvenile Offender through the Correctional System - Simplified

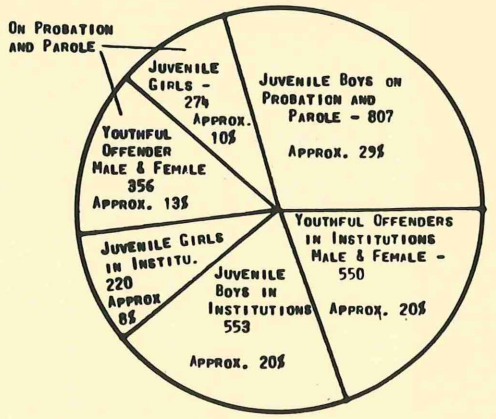


Division of Youth Conservation

OF THE 1323 JUVENILE AND YOUTHFUL OFFENDERS IN INSTITUTIONS OF THE DIVISION OF YOUTH CONSERVATION, A FEW ARE COMMITTED FOR A FIRST OFFENSE. HOWEVER, THE MAJORITY HAVE HAD PREVIOUS PROBLEMS WITH THE LAW AS SHOWN IN THE FOLLOWING CHART.



THE DIVISION OF YOUTH CONSERVATION HAD 2760 PERSONS UNDER SUPERVISION OR IN INSTITUTIONS AS OF JUNE 30, 1965 THE FOLLOWING CHART GIVES THE STATUS OF THESE OFFENDERS.



Correctional Programs

The best thought in what once called the penal field and is now significantly called the correctional field is directed toward developing institutional plants, personnel and programs that will accomplish the rehabilitation of as many offenders as possible and will enable those who cannot be released to adjust as well as possible to the restricted life of the prison.

Manual of Correctional Standards

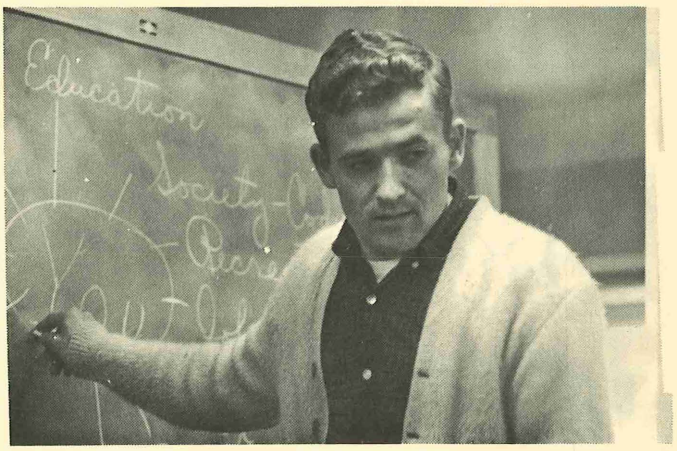
Since at some future time 95% of the offenders will leave the jurisdiction of the Department of Corrections, rehabilitation must be the key function of the correctional process. Rehabilitation takes place in the institution and community. Programs within the institution cover a broad spectrum of operations: education, counselling, psychological services and recreation, etc. Community programs are tied to the probation and parole system and take the form of social casework and group work.

In The Institution

Education

American prisons distinguish themselves from those of most other nations in their extensive investments in education and training. Justification for this expenditure is based upon the established fact that there is a high negative relationship between years of education and indices of delinquency and crime.

Manual of Correctional Standards



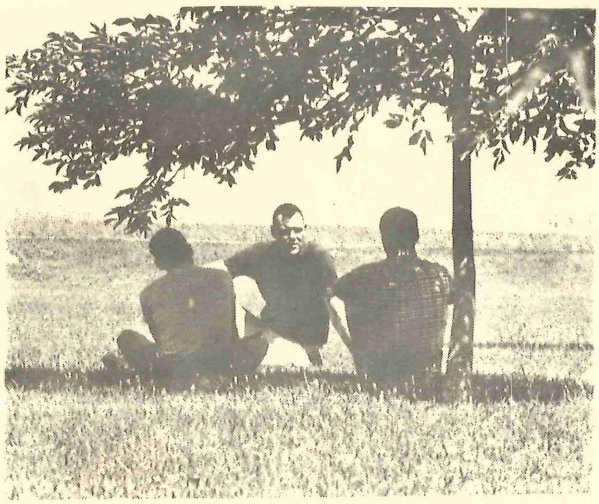
In both adult and juvenile institutions, Minnesota carries on programs of vocational and academic education. The purpose of the education programs is to give the inmates an opportunity to increase and advance their academic and vocational skills. In the adult institutions participation in the education program is voluntary; for juveniles eduation is an assigned activity.

A wide range of activities fall within the sphere of the education department of our institutions. Remedial teaching of basic s is the cornerstone of the education programs. Although of average intelligence, many of the inmates in our institutions are educationally deficient, and have to be taught to read and write. Without these skills they are extremely poor parole risks because they have nothing to offer prospective employers. Most remedial teaching is carried on by teachers without special training in remedial work. At present only the reception center and the training school have qualified remedial teachers. A major departmental goal is to fill this gap.

Traditionally, academic programs in the juvenile institutions have been designed to keep the offender level with his peer group so that when he returned to the community he could resume his education. This course has been abandoned; the boys at Red Wing and the reception center students are now grouped according to ability. Other juvenile institutions having an academic program pattern them after the usual public school program.

In the adult institutions the range of courses offered range from elementary basic skills through college. College correspondence courses are offered through extension division of various colleges and universities. University of Minnesota extension courses are tuition free; for others the inmate pays tuition.

Some vocational education, in the broad meaning of the term, is conducted in the schools through the industrial arts and home economic programs. These activities are required for junior high school programs and are designed to give the youth basic experience in a variety of skills. Vocational education and apprenticeship training, where specific skills are taught, will be discussed in another section of this report.



Counselling

Counselling is a relationship in which one endeavors to help another understand and solve his problems of adjustment.

Manual of Correctional Standards

In Minnesota correctional institutions counselling is one of the main methods used to influence change in the attitudes and behavior of the offender. Counselling operates at all levels of institutional life. At an informal level correctional officers, teachers, work supervisors and others who have contact with the offender act as counsellors; at the professional level, psychologists, psychiatrists and caseworkers have this function as a major responsibility.

The most prevalent counselling situation is one to one, every inmate is assigned to a caseworker; but in recent years the use of group methods has had a surge of popularity. The group technique employs the peer group, under the leadership of a staff member, as the counselling agent.

In the adult institutions, group therapy, or counselling, is voluntary and embraces a relatively small percentage of the population; about 10% at the prison and 3% at the reformatory. The juvenile institutions have been more aggressive in adopting this treatment technique; in fact, several have built structured programs around group therapy.

At present, group activity constitutes a total of 94 functioning groups reaching 914 institutional residents. There are 84 staff persons involved in the conduct of the group sessions totalling 358 hours per week. This represents an actual treatment effort of 3,631 client hours of group counselling or group therapy per week in the department's correctional institutions. It should be noted that the overwhelming bulk of these statistics is accounted for by the five institutions (YVC, STS, MRDC, the Home School and St. Croix Camp) in which groups are an established part of the treatment program involving the entire populations. Also, the statistics represent a cross sectional compilation and do not reflect the total number of residents who have a group treatment experience during the course of any given period of time. The data for this, and such measurements as the total number of hours received by given individuals, is not readily available.

Clinical Services

Clinical services are an extension of individual counselling, and are particularly concerned with offenders with deep-seated emotional problems. Clinical services provide the most intensive diagnostic and treatment activities aimed at (1) discovering the causes of individual maladjustments, (2) applying psychiatric techniques with offenders toward effecting improved behavior, and (3) offering guidance and support to other staff members in the management of offenders.

Manual of Correctional Standards

Clinical services in Minnesota correctional institutions are limited mainly to their diagnostic aspects. Each offender upon reaching the institution is given a battery of tests—intelligence, aptitude and personality—to determine, within the limits of the institution, the best program for him.

There are psychologists on the staffs of the adult male institutions who carry on this classification function. Juvenile classification is done at the Minnesota Reception Center at Lino Lakes where all juveniles are sent before disposition of their cases.

Other functions of the psychologists at the institutions are limited to an advisory role with other staff members and as coordinators of group activities.

Psychiatric services in the Department are available on a consulting basis.

Chaplaincy Services

The spiritual well-being of the inmates is seen to by chaplains of all denominations. Clergymen of the denominations with the greatest representation among the inmates are hired by the department and are on hand for counselling at all times at the larger institutions. Clergymen of other denominations visit on a regular basis. The juveniles and youth at the camps are taken into town for services at the church of their choice.

Recreational Services

Recreational activity and participation is encouraged at all institutions. The more populated institutions have a more structured recreation program with intra-mural leagues organized for team sports, than do the less populated ones. The Reformatory for Men has a recreation director; at other institutions this function is assigned to various individuals under the supervision of the school department.

For those inmates less interested in physical activities, hobby crafts, art, music, and reading recreational opportunities are provided and encouraged.

Vocational Education

Most offenders, when they enter correctional institutions, have little training or occupational skills. Many of them have had unstable employment experiences, lengthy periods of unemployment, and unhealthy attitudes toward work. Experts in the field of vocational training as well as corrections, are agreed that low vocational skills undoubtedly contribute to the ex-inmate's inability to adjust to the world of work and that this is apparently a significant factor in the present high rate of recidivism to corrections institutions. The existence of industry within the prison walls provides inmates with on-the-job training in a number of skills. Also, it has long been the philosophy of corrections that men who are placed in unskilled jobs in our industry would, nonetheless, be taught the proper attitudes toward work, accepting orders and supervision, which are so necessary in all types of employment in free society. The work programs that exist in our state institutions are of two types: manufacturing and maintenance. Manufacturing programs include: twine and farm machinery at the State Prison; and license plates, furniture and mattress manufacturing at the Men's Reformatory. Inmate employment in juvenile institutions is limited to maintenance work.



A correctional vocation survey of our institutions done for the department indicates the need for general overhaul of the vocational education and training program in our institutions. And the creation of one that would provide former inmates with skills that would make him competitive on today's job market. The creation of a good vocational program requires the recruitment of qualified personnel, the adoption of a modern curriculum, the purchase of new equipment and the expansion of "state use" law, to include a greater variety of items that could be produced in the institutions.

In The Community

Probation

Parole

The supervision of a selected offender in his home community as a substitute for incarceration in a penal institution is called probation. A pre-sentence investigation is completed by a probation officer on every person convicted of a serious crime. If the "picture" in the pre-sentence investigation presents a person who seems capable, with assistance, of doing something to remedy his situation, he is often granted probation by the court. In the case of juveniles, probation may be granted from MRDC by the YCC on the basis of reports from the field, institutions, and personal interviews.

Probation is inexpensive. The cost of supervision of an offender by a probation officer is approximately 300 dollars per year. To maintain the same offender in a penal institution costs about $2500 per year. While on probation, the offender is working, supporting his family and paying taxes. He can do none of these things when he is in the institution. This additional factor, when added to the primary cost of institutionalization, makes incarceration costly, indeed. To further emphasize the monetary savings gained from probation, consider that throughout Minnesota, there are approximately 1700 adult men and women on probation and about 4000 juvenile and youthful boys and girls.

Is probation effective in preventing new offenses? A five-year study on the effect of probation done by the Minnesota Department of Corrections clearly demonstrated its advantages. The study covered a five-year period ending in May, 1964. Three out of four, or to be more exact, 72.8% of the offenders granted probation from district court over this five-year period successfully completed probation and were discharged. Other studies done on the effectiveness of probation substantiate these findings.

The probation officer's fundamental task is to assist the offender in becoming a responsible law-abiding citizen. This is accomplished through guidance and counselling and the use of educational, welfare, mental health, employment and other appropriate and available resources. In addition to helping the probationer resolve his problems, the officer must be vigilant in protecting society from additional anti-social behavior by the offender. The expertise required by a probation officer to accomplish this task is acquired only through considerable education and experience. The number of offenders an officer can work with effectively has not been specifically determined; however, caseloads must remain small enough to be workable if sufficient help is going to be given an offender to permit him the opportunity to resume his place in society. Probation can only be improved and expanded if additional trained, experienced people become available.

With additional staff, probation could not only be increased at Juvenile and District Court level, but could also be extended to the Municipal courts throughout the state. Very few of the offenders processed through District court have no misdemeanor offenses. This indicates that if probation services were availible at the Municipal Court level many people might never reach the District Court. Probation services at the Municipal Court level would also reach the offender before he had exhausted many of his resources (e.g. family and employment) and progressed to the point where rehabilitation would take considerably longer.

One of the prime objectives of Corrections is to protect society. While correctional facilities do provide for the removal of such persons from the community and give immediate protection, most sentences terminate in a definite time. Too often the habits, attitudes and problems our clients face are unchanged or deteriorate during the time spent in the institution resulting in less protection to society. Parole is a correctional technique where a person convicted of a crime and sentenced to imprisonment is conditionally released from such imprisonment and allowed to serve his sentence at liberty under supervision. Approximately 85 to 90 percent of the releases during a year by the Adult Corrections Commission and Youth Conservation Commission are parolees. It has been demonstrated that the transition from the institution to freedom in the community poses many problems for our clients, with 40 percent of our adult parolees violating the conditions of their release during the first 90 days of their parole.

Supervision of selected clients in the community provides the following advantages:

A. The offender is permitted to live in the environment in which he will ultimately have to adjust.
B. It enables the offender to develop occupational skills, find and maintain a job, further his education, develop inter-personal relationships, meet family obligations and participate in community activities under the supervision and guidance of a parole agent.
C. It is much less expensive than institutionalization.

This past year, the Citizen's Council on Delinquency and Crime examined various corrections methods and programs being used throughout the nation. Their study of the Saginaw Project, Saginaw, Michigan, the Wisconsin Program, the Community Treatment Project in California, and the New York Probation Follow-up Study demonstrated clearly the value of good parole and probation programs. They then set forth the following findings:

1. Society is best protected when there is a sufficient number of trained experienced parole agents to maintain close supervision and frequent personal contact with each offender under their supervision.
2. The large number of offenders currently under the supervision of each parole agent restricts that agent from providing adequate supervision and guidance for each offender.
3. Most parole violators and returns to the institution occur during the first part of the parole term, indicating a need for a more intensive assistance and supervision during that period.
4. Where criminal offenders can be successfully supervised in the community, it costs the taxpayer considerably le
5. The salary paid to state parole agents is too low to retain competent personnel.

Group Home Program

The 1965 Legislature appropriated $108,000 to the Department of Corrections for the development of a trial group home program. These funds were allocated to provide for a maximum of seven homes during the 1965-1967 biennium. Adolescents on probation or parole are placed in groups of between four and eight with private families. The youths attend public schools and are encouraged to join in community activities.

In 1965 a survey of institutions indicated that 121 girls had their releases from the Home School for Girls delayed an average of 4.5 months due to lack of foster placement. During the same two year period, 128 boys from the State Training School for Boys had their release delayed an average of 3 months. Many youth come from homes characterized by family disorganization, divorce, separation, alcoholism and brutality so that replacement in the home after institutionalization would invite regression. However, resources for foster placement are limited and have been successful for only a small number of adolescents placed.

The group homes provide aftercare in the community with provision for community activity and socialization. Group home parents form stable relationships with the children in their homes, but do not attempt to displace the position of the natural parent, and do not invite the high degree of dependency of natural families or long-term foster care. The youths placed in group homes are ordinarily just a few years from independence, and are straining toward this autonomy. The youth dynamics within a foster home provide relationships with youngsters of their own age in the home, and from this develops an eagerness by the youngsters to help each other stay away from delinquency. Many incidents have risen in the group homes where youths have prevented one another from acting out. The pressure that these youths place on each other carries much more value than sanctions administered by another generation. The group home is also well-adapted to a short-term stay (between 12 and 18 months) and prepares the youth for greater independence or a return to the natural family.

As stated above, the program was newly founded by the 1965 Legislature and was put into operation in July of that year. The first group homes were opened in September and October of 1965, and at present six homes are in operation, four for girls and two for boys. One group home was in operation between March and November of 1966 and was closed for reasons of instability. There exists twenty-eight placements available in the six group homes, and a total of 90 referrals resulted in 38 placements. Of the 31 placements in the six presently operating homes, two youths have left the home for independent placement and discharge from parole, one was returned to her natural family on parole, two were removed for poor adjustment and replaced in the institution, three absconded from the homes, and were returned to the institutions. The twenty-three youths who remain in the homes have spent between one and fourteen months in placement.

The program is considered by Department officials to be a success in that satisfactory community placement has been made for many youths. Communities have reacted positively to the group homes in their locale.

Volunteer Program

The rehabilitation of the delinquent and the adult offender is of major interest to a community, and this community interest provides a vast resource of volunteer work with our client. The Department of Corrections has recently begun to utilize this resource, and volunteer programs in institutions and field services are relatively new.

The theory underlying the volunteer program rests on three basic ideas:

A. Wards and other clients are quick to accept the efforts of the volunteer as evidence of real interest in them, in contrast to paid staff members whom they just may consider as only doing their jobs.
B. Volunteers develop better understanding on the part of the public, which results in greater support for programs, budgetary support, and improved public image.
C. Volunteers provide fresh thinking and new approaches to programs.

Volunteer services for Commission recording was initiated in November, 1965 at the Minnesota Reception and Diagnostic Center with the Minnesota Home School and State Training School following shortly afterwards. Women who represent the Lawyers' Wives of Hennepin County, Lawyers' Wives of the Red Wing Area, and community representatives led by the Lawyers' Wives of Sauk Centre have provided recorders for regular Commission hearings.

The volunteer program within the Department of Corrections is very new and a largely untapped resource. The assignment of a part-time coordinator in the Twin Cities area is a start. In order for any expansion to take place, a full-time staff is necessary. This would include a director in the Central Office plus a minimum of three to four consultants free to travel throughout the state and work with field staff in setting up programs.

In October and November of 1966, the Lawyers' Wives of Hennepin County operated a five week self-improvement course offered to girls on probation or parole between the ages of 14 and 17 who were nominated by their parole officers. Five sessions covering etiquette, hygiene, cosmetics, hairstyling, wardrobe planning, and dating were offered by individual members of the Lawyers' Wives. The Lawyers' Wives of Hennepin County have:

1. Provided funds for girls on probation and parole in need of vocational school textbooks, waitress uniforms, emergency subsistence, etc.
2. Secured an interview with George Grim, Minneapolis Sunday Tribune columnist, regarding the group home program.
3. Provided a speaker's bureau to educate the public on the group home program.
4. Financed publishing of "The Billie Blankenfeld Story", an explanatory brochure on an initial group home.
5. Furnished leads of couples and church groups interested in involvement in the group home program.

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STATE OF MINNESOTA

Paroling

Adult Corrections Commission

Practically all imprisoned offenders are, by operation of law, ultimately released from the institutions. Parole, when properly administered, and carefully distinguished from clemency, protects the public by maintaining control over offenders after they leave the prison.

Parole has been formally established as a valuable and necessary tool of rehabilative treatment. The dual purpose of parole is the protection of society on the one hand, and the rehabilitation of the offender on the other. These goals are conviction until ultimate readjustment to community living as a law-abiding citizen.

The ultimate goal of the Adult Corrections Commission is to select and return the maximum number of offenders to the community as early as is consistent with public safety and the reformation of the individual. When there is conflict in these objectives, the welfare and the safety of the public must assume paramount importance.

Parole is a privilege and not a right and should be used as a rehabilitative measure. Decisions should be impartial and free from political or administrative influence. The Adult Corrections Commission cannot afford to rely on hunches in judging the inmates. The true recidivist, hardened criminal type and sociopathic criminal, often makes a better appearance before the Commission than the incidental or first offender. The point of readiness varies with little regard for the type of offense or the sentence involved. There is no specific formula for the decision-making nor machines to weight the various factors involved in our judgments. The following general considerations govern the decisions made by the Adult Corrections Commission:

1. The nature and gravity of the inmate's offense.
2. The inmate's history of law violation or the absence of any recorded misconduct in his past life.
3. The inmate's total personality, as it reflects the presence or absence of potential for serious harm to society.
4. The likelihood that on release the offender will or will not return to a life of criminal conduct and the probable injury society will suffer should the prisoner become a recidivist.
5. The efforts that have or have not been made by the prisoner to improve in habits of social conduct, education, skills. Has he demonstrated an honest desire to live in harmony with society and its laws?
6. How effective his efforts toward self-rehabilitation have been and whether his efforts will persist after he is released.

The Adult Corrections Commission's powers and duties are defined by Minnesota Statutes. The Commission meets as three member panels for all cases except those involving lifers at which time the full Commission meets. The Chairman attents all meetings. The Commission may parole a person sentenced to confinement in any of the adult correctional institutions in the state at any time, except those serving a life sentence for murder in the first degree. These offenders must serve a specific period of time before being eligible for parole. Parolees remain in the legal custody of the Adult Commission subject to parole revocation for violation of terms of parole or until they are discharged.

The Adult Corrections Commission is composed of a full-time chairman, and four part-time members. The Amendment to Section 243.02 of the Minnesota Statues by the 1963 session of the Legislature, provided for the appointment of a chairman from the Division of Adult Corrections. The Chairman, by law, is also Compact Administrator for the Interstate Supervision of parolees and probationers.

Authorities

Youth Conservation Commission

Deliquent juveniles and youthful offenders who are deemed by the courts to be in need of care and treatment by the state are committed to the Youth Conservation commission, not to a particular institution, and are received at the Minnesota Reception and Diagnostic Center.

The Commission may place a youth on probation from the Reception Center, commit to the appropriate Youth Division institution and subsequently transfer between institutions, grant parole, revoke probation and parole, and discharge him from its control when it is satisfied that such discharge is consistent with the best interest of the public and the individual.

In making the decision relative to the above courses of action the Commission has three primary sources of information: reports from the institution; reports from the field service; and interviews with the individual youth.

Field reports contain information from such community sources as the youth's family, school, church, former employers, the court, family physician, law enforcement agencies, welfare agencies and correctional or other institutions and facilities where the youth may have been treated. Subsequent field reports reflect any changes in the family and community which will materially affect the individual.

Institutional reports contain information regarding the youth's academic, vocational, or occupational development; peer and staff relationships; use of leisure time; conduct and reaction to institutional living; and evaluations, observations and recommendations of institutional staff.

The Commssion's personal interview with the youth should be as private as possible and removed from the sounds and interferences of the usual institutional life. Commission members present must have read all pertinent information prior to the interview and, yet, not have made a prior decision. Both positive and negative areas of the reports should be discussed with the youth and his responses encouraged and solicited. Hopefully, an evaluation can be made as to the degree of insight he has regarding significant emotional or environmental problems and an assessment made as to his ability to deal with them as constructively possible.

Experience has shown that determining the optimum time for action is the greatest assurance of protection for the community and help for the individual. The Commission must assume responsibility for weighting pros and cons, and deciding if and when the best time has come for release, revocation or discharge of a particular youth.

Who Goes Where?

Juvenile

If youths are to be confined by the YCC, here is where they go:

Juvenile Boys - Training School for Boys at Red Wing or one of the Youth Camps.

Juvenile Girls - Home School for Girls at Sauk Centre.

Male Youthful Offenders - Reformatory for Men at St. Cloud, or the Willow River Forestry Camp.

Female Youthful Offenders - Reformatory for Women at Shakopee.

Adult

If a Minnesota judge orders an adult offender confined to an institution, what determines where he goes?

A man Convicted of a felony must go to the Prison or Reformatory.

Then how does the judge choose between those two - Prison or Reformatory?

If the conviction is a first offense, or if the offender is under 25, he generally will go to the Reformatory. Otherwise, the Prison.

Staff Services

Staff services provide support for the rehabilitative efforts of the department; in the institution and in the community.

Research and Statistics

The Research and Statistics Section has been an integral part of the Department since June, 1960. Its mission is directed toward operational research which measures and evaluates the effectiveness of correctional treatment programs. In addition this section maintains a continuous program of current and uniform statistics relating to the movement of institutional and field populations as well as a description of the characteristics of the individuals comprising those populations. This information is essential to administration in establishing sound policies and procedures for the conduct of departmental goals which are two-fold: the protection of the community, and the treatment and rehabilitation of the offender.

The Department has been fortunate through the support of the State Legislature to develop a nationally recognized research and statistics program which has been looked to for leadership by other states and by the Federal Government.

Through the increased use of expanded data processing services, it will become possible to develop versatility in the use of the great amount of data which is available.

The following is a list of statistical reports published on a regular basis:

1. Monthly and Annual Institutional Population Movement
2. Monthly and Annual Field Services Population Movement
3. Monthly and Annual County Juvenile Court and Probation Office Population Movement
4. Annual Characteristics of Institutional Populations
5. Annual Characteristics of Field Services Populations
6. Periodic Projections of Institutional Populations
7. Parole Violation Annual Study

Since the last budget request, the following are examples of research projects that have been completed:

1. An Experiment in Group Parole Supervision
2. Institutional (DYC) Personnel Attitude Survey
3. Time and Function Study (DYC) of Field Services Personnel
4. Relationship of the Incidence of Atopic Diseases Among Institutionalized Juvenile Deliquent Boys to Handedness, Intelligence and Type of Offense
5. Self Attitudes of Delinquent Youths at the Time of Commitment as Related to Future Disposition
6. A Study of the Disposition of District Court Probationers Who Had Probation Revoked Between June 1, 1959 to May 31, 1964

If correctional programs are to be adequately evaluated, operational research should continue on an even more intensive basis so that management through reliable and valid information pertaining to its operation can extract maximum benefit from tax dollars spent in carrying out the program of which the department is charged.

Training

"Systematic Employee Training" is the motto of the Training Unit of the Department and the goal is to provide at least one training experience for every member of the staff each year. The rationale for this is the belief of the Department that every person who comes in contact with individuals under the supervision of the Department is involved in the rehabilitation process. In the last biennium new programs involved staff members heretofore unreached. Institutes were conducted for clerical staff, chaplains, administrative staff, group home parents, volunteers. The emphasis for the coming biennium is "upgrading" the level of job performance through in-service training. Through the efforts of the Department Training Unit, we plan specifically to: (1) Provide leadership and direction in training. (2) Set training goals and standards. (3) Develop personnel to assume responsibility for training in the specific units. Our departmental goal is to establish staff training programs in operating units where such do not exist; to work cooperatively with existing training officers; to assist in establishing training programs and responsibilities throughout the Department.

Administrative Services

The Division of Administrative Services operates behind the front lines of the Department of Corrections. But its efficiency bears heavily on the Department's success or failure in achieving its major goals—rehabilitation and prevention.

The Division, comprising some 35 employees in the Department's St. Paul headquarters, is headed by an assistant commissioner who is responsible to the Commissioner of Corrections.

These people are involved in budget preparation and control, general accounting, research and statistics, personnel administration, office management and supply, organization, methods and general stenographic and secretarial work.

A budget accountant works with institution heads and Department officials in preparing the Department's budget for submission to the Legislature, and in making certain that expenditures conform to budget and policy limitations.

The organization and methods unit is a watchdog against waste, inefficiency and duplication. It has the responsibility for analyzing jobs and procedures and designs ways to make them more efficient. They war against a common office malady—too much paper-work making too many stops in the hands of too many people who have little or no use for it.

The Personnel Officer is another important member of the administrative staff. One of his jobs is to recruit new Department personnel, through correspodence with other persons in the corrections field, and through efforts to attract college graduates into corectional work.

The Personnel Offcer is a liason man on personnel matters between workers in the Correction Department and the Civil Service Department.

Library and Information Center

The departmental library attempts to operate a total library program. It was organized to keep the department's personnel abreast of the latest developments in the field of Corrections, to relieve staff from time consuming bibliographic research, and to provide a center for the collection of material relative to Corrections that would serve as a resource for all interested Minnesota citizens.

The library has made steady progress toward fulfilling these goals by adding regularly to its collections, books, pamphlets, government documents, and other library material. In the last biennium the library has answered several hundred inquiries for information from departmental personnel and other persons.

The library is also responsible for the overall supervision of the libraries in the correctional institutions. Much of the activity in this area of library service has been spent in planning the expansion and improvement of inmate library programs. With the help of money from the federal government institution libraries should show a marked improvement during the next two years.

Prevention of Delinquency and Crime

The Youth Conservation Commission, created in 1947, and the Youth Division of the Department of Corrections which superseded it, were by statute made responsible for developing programs for "the prevention of juvenile delinquency and crime". The Delinquency and Crime Prevention Section was organized shortly thereafter to carry out this responsibility.

In 1964 the Section's responsibility was broadened to include prevention programs and activities directed towards adults as well as youth. These additional responsibilities were given to the Prevention Section because of its working contacts with community organizations. The Section is working to develop more training and job opportunities for adult parolees and probationers in the community.

Again in 1965 additional responsibilities were delegated to the Prevention Section in the areas of program development and public information.

The function of the Delinquency and Crime Prevention Section are presently three-fold:

1. to provide assistance and consultation to other organizational units within the Department in establishing new programs and services to reduce recidivism;
2. to aid communities in their attempts to eliminate delinquency and crime;
3. to provide public information services through the preparation of materials for staff in their public contacts and with the mass media;

Examples of some of the activities of the section include:

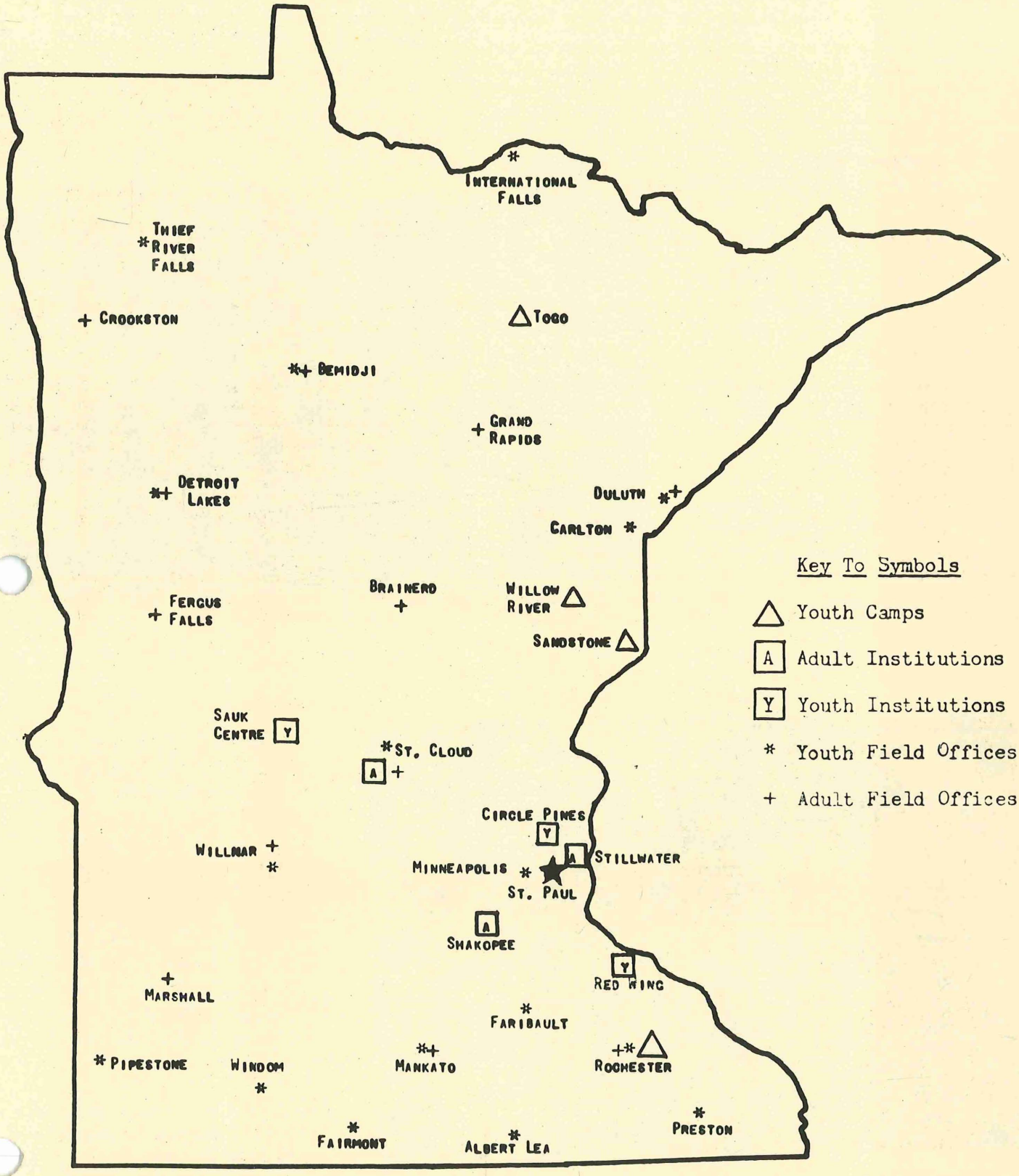
Correctional programs, projects, techniques and methods employed by other agencies are sought out and evaluated for possible application in Minnesota. "Operation Teenager", a program originated in Texas and Nebraska, is a novel method for involving selected prisoners in the prevention of delinquency among youth. The Prevention Section has set up a similar pilot project for Minnesota wherein selected parolees will visit classes in the St. Paul high schools and use the stories of their lives to point out the tragic consequences of disobedience to the law. The program will be operated on a limited basis and evaluated to determine its value as a deterrent to delinquency among youth.

One staff member of the Section devotes full time in consultation with local law enforcement officials regarding police work with juveniles and other related local services. An example of the Section's community services activities is its involvement in the development of a Delinquency Referral Program in White Bear Lake. In close cooperation with the police department and with the approval of the juvenile court, local professional persons give of their leisure time to counsel with youngsters who have for the first time been arrested by the police. Discussion is also held with the parents, school authorities and others concerning the youngster in the hope of preventing further delinquency. The key to success in this program is direct personal confrontation and help by a skilled adult.

The Prevention Section coordinates public information activities of the Department of Corrections during Delinquency and Crime Prevention Week, the second week of each February. Position papers and other resource materials are prepared by the Section for field and institutional personnel to assist them in their contacts with a variety of citizen organizations. Plans include special programs to be carried by the news media. Public response to these efforts has been very positive.

It is widely accepted that meaningful delinquency prevention activities offer great potential for the reduction of delinquency and crime. To enable the Delinquency and Crime Prevention Section to increase its effectiveness and make a significant contribution towards the solution of Minnesota's delinquency and crime problem, there is a great need for additional staff and supporting resources to pursue the proposed objectives which are considered basic to a comprehensive prevention program.

Institutions and Field Offices of the Minnesota Department of Corrections



LEGISLATIVE REFERENCE LIBRARY
STATE OF MINNESOTA

Institutions

MINNESOTA STATE PRISON

LOCATION: Stillwater

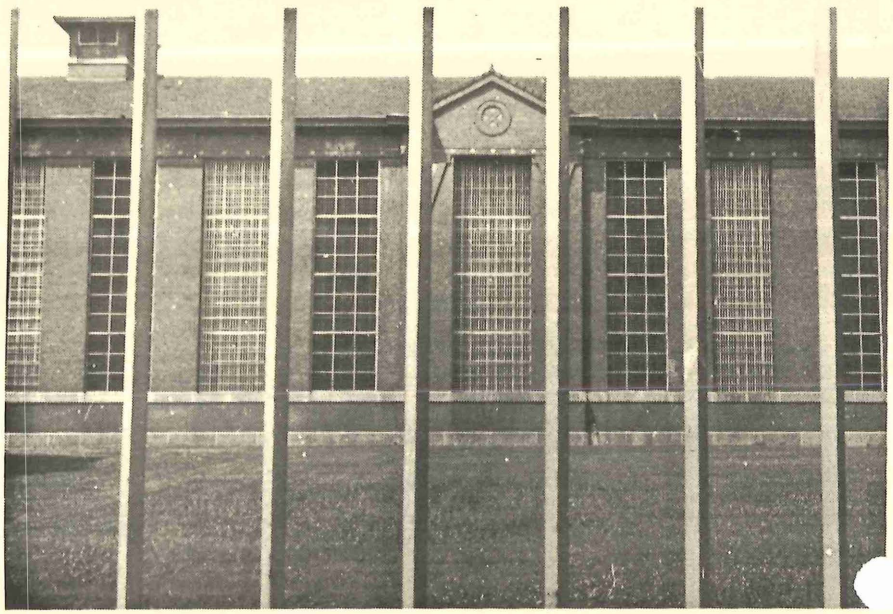
WARDEN: Ralph Tahash

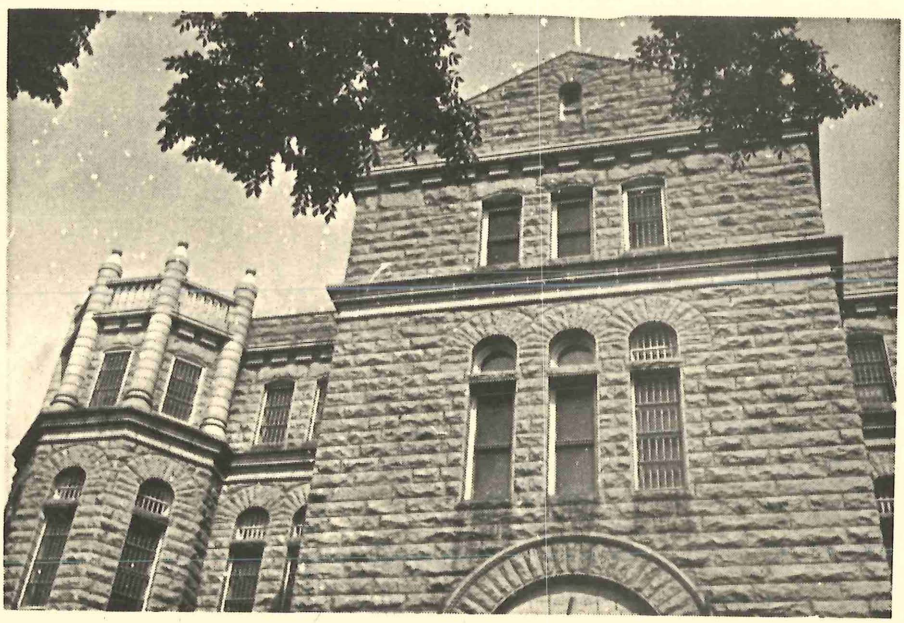
TYPE OF OFFENDER: Adult male felons over 26 years of age.

AVERAGE DAILY POPULATION FISCAL 1965-66: 975.

STAFF SIZE: 224

PROGRAM: Social casework, work therapy, academic education, group therapy, religion, recreation.





MINNESOTA STATE REFORMATORY FOR MEN

LOCATION: St. Cloud

SUPERINTENDENT: Jack Young

TYPE OF OFFENDER: Adult male felons under 26

AVERAGE DAILY POPULATION FISCAL 1965-66: 773 (includes 420 youth)

STAFF SIZE: 219.67

PROGRAM: Social casework, work therapy, academic and vocational education, group therapy, recreation, religion.

STATE REFORMATORY FOR WOMEN

LOCATION: Shakopee

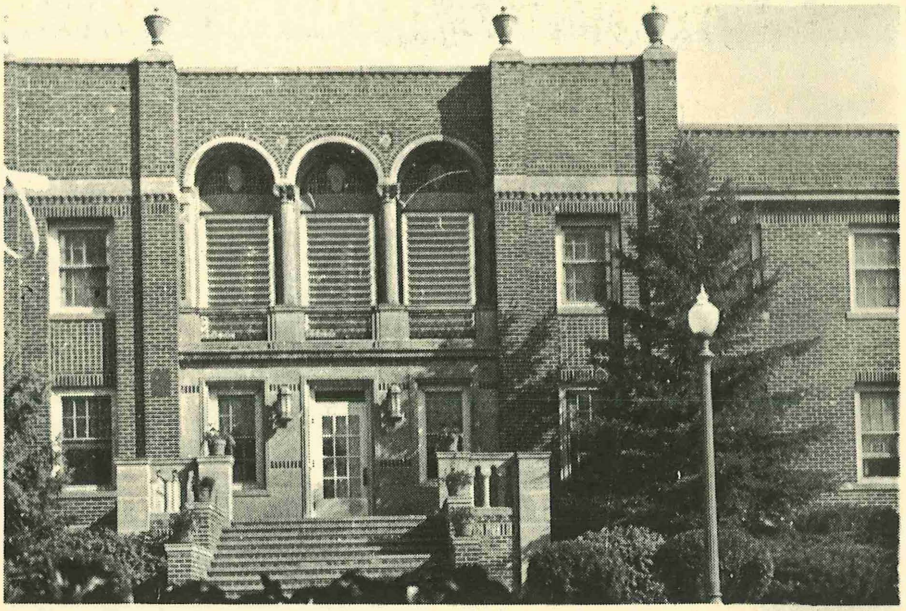
SUPERINTENDENT: Miss Ruby Benson

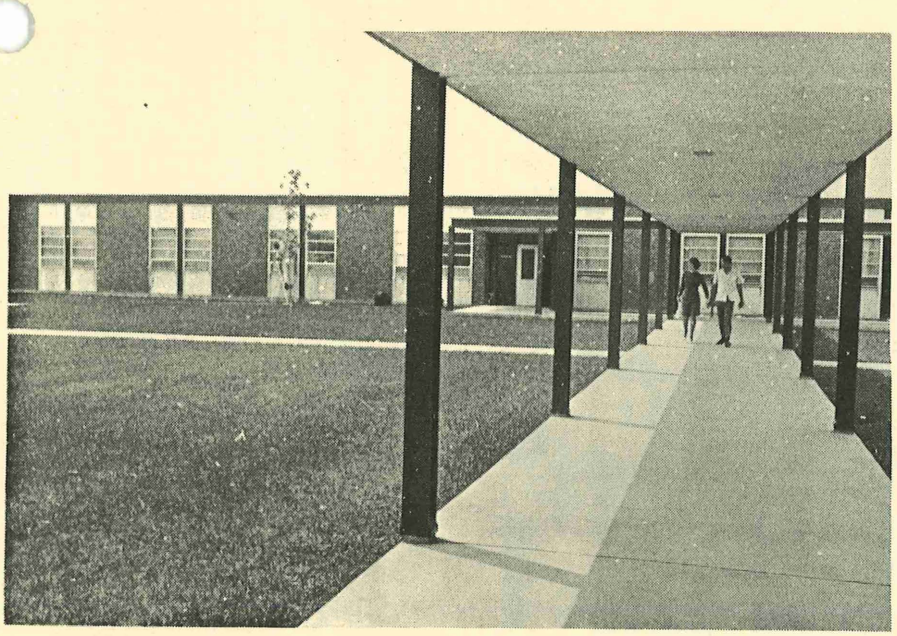
TYPE OF OFFENDER: Adult and youthful female (18-21) offenders

AVERAGE DAILY POPULATION FISCAL 1965-66: 38

STAFF SIZE: 30.33

PROGRAM: Academic and vocational education, recreation, social casework, religious services, and psychological consultations





MINN. RECEPTION AND DIAGNOSTIC CENTER

LOCATION: Lino Lakes

SUPERINTENDENT: Dr. Fred Gelbmann

TYPE OF OFFENDER: All juvenile and youthful offenders committed to the Dep't. of Corrections

AVERAGE DAILY POPULATION FISCAL 1965-66: 102

STAFF SIZE: 140

PROGRAM: Physical and psychological testing to provide the youth commission with a basis for disposal of cases. Some treatment including academic education, group therapy, recreation

Juvenile Institutions

HOME SCHOOL

LOCATION: Sauk Centre

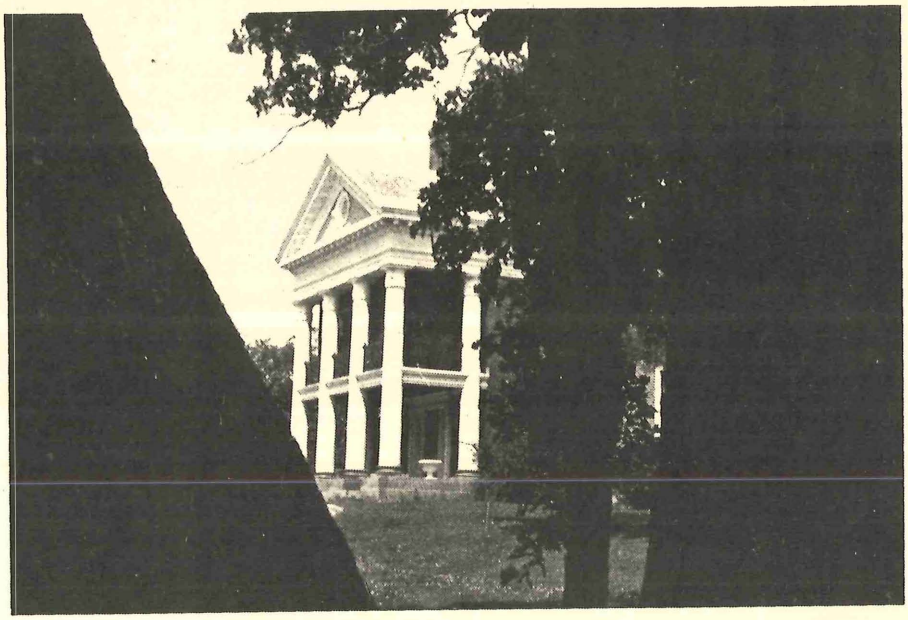
SUPERINTENDENT: Kenneth Schoen

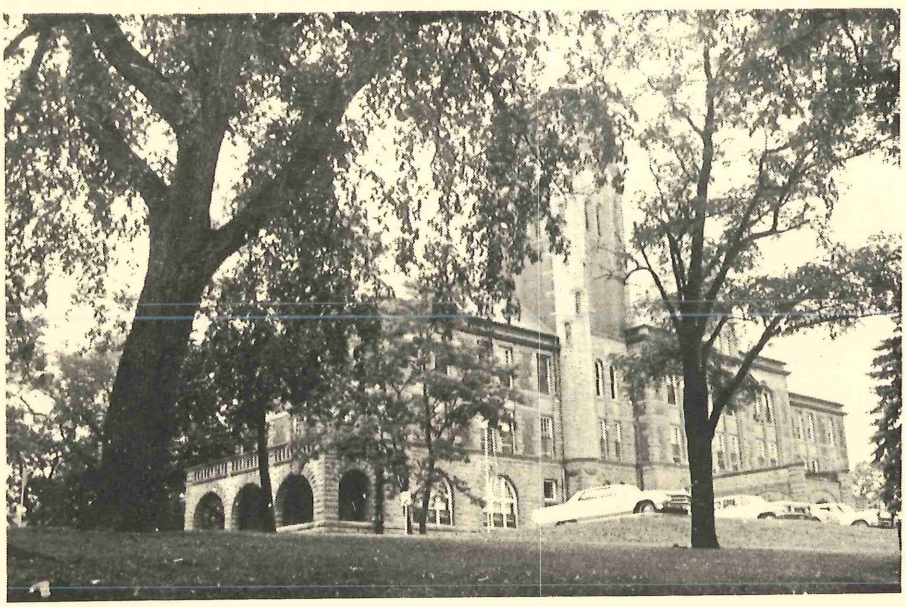
TYPE OF OFFENDER: Juvenile females

AVERAGE DAILY POPULATION FISCAL 1965-66: 162

STAFF SIZE: 115.5

PROGRAM: Academic education, homemaking skills, education, religious counseling, recreation, social casework, group therapy





STATE TRAINING SCHOOL

LOCATION: Red Wing

SUPERINTENDENT: Milton Olson

TYPE OF OFFENDER: Juvenile boys

AVERAGE DAILY POPULATION FISCAL 1965-66: 325

STAFF SIZE: 153

PROGRAM: Academic and vocational education, group therapy, social casework, recreation, religious counseling

YOUTH VOCATIONAL CENTER

LOCATION: Rochester

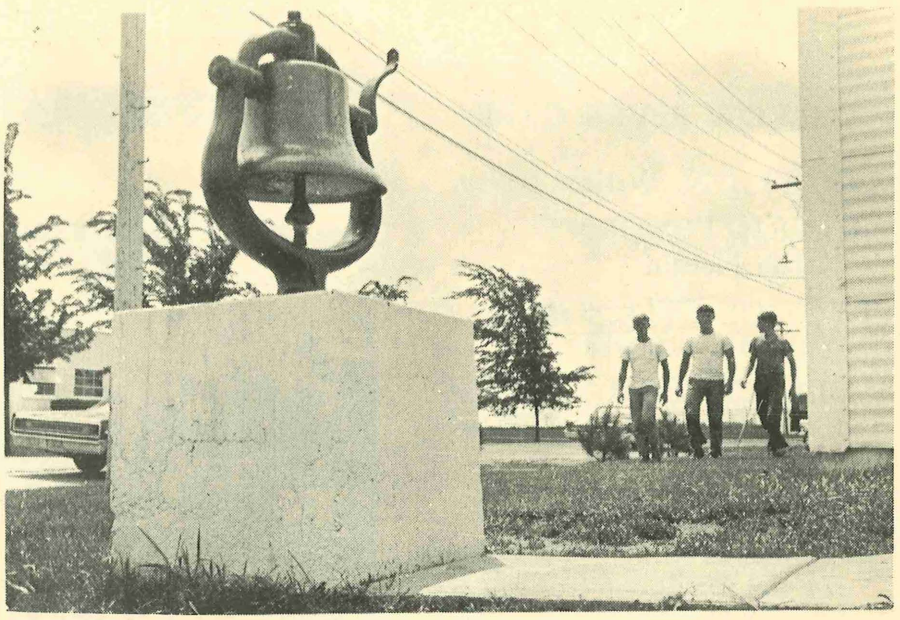
SUPERINTENDENT: Casimir Zantek

TYPE OF OFFENDER: Juveniles who show a vocational orientation

AVERAGE DAILY POPULATION FISCAL 1965-66: 47

STAFF SIZE: 18

PROGRAM: Vocational education (auto mechanics, small engine repair, cooking), social casework, group therapy, recreation.





ST. CROIX CAMP

LOCATION: 20 miles East of Sandstone

SUPERINTENDENT: Robert Spille

TYPE OF OFFENDER: Juveniles (14-16)

AVERAGE DAILY POPULATION FISCAL 1965-66: 48

STAFF SIZE: 18

PROGRAM: Half-time academic education, half-time forestry work, group therapy, recreation, casework

WILLOW RIVER CAMP

LOCATION: Willow River

SUPERINTENDENT: Ralph Nelson

TYPE OF OFFENDER: Youthful offenders

AVERAGE DAILY POPULATION FISCAL 1965-66: 47

STAFF SIZE: 14.5

PROGRAM: Tree cultivation for the Dep't. of Conservation, group therapy, casework, recreation





THISTLEDEW CAMP

LOCATION: George Washington State Forest near Togo

SUPERINTENDENT: Wilbur Najjar

TYPE OF OFFENDER: Juveniles (16-18), selected youthful offenders

AVERAGE DAILY POPULATION FISCAL 1965-66: 46

STAFF SIZE: 15.5

PROGRAM: General forestry work, group therapy, recreation