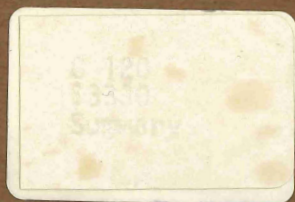


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SUMMARY REPORT

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MINNESOTA DEPARTMENT OF CORRECTIONS PAST EFFORT 1970-1977 FUTURE DIRECTIONS 1978-1981 REPORT TO THE 1977 MINNESOTA LEGISLATURE

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Summary

*Corrections
Criminal Justice*

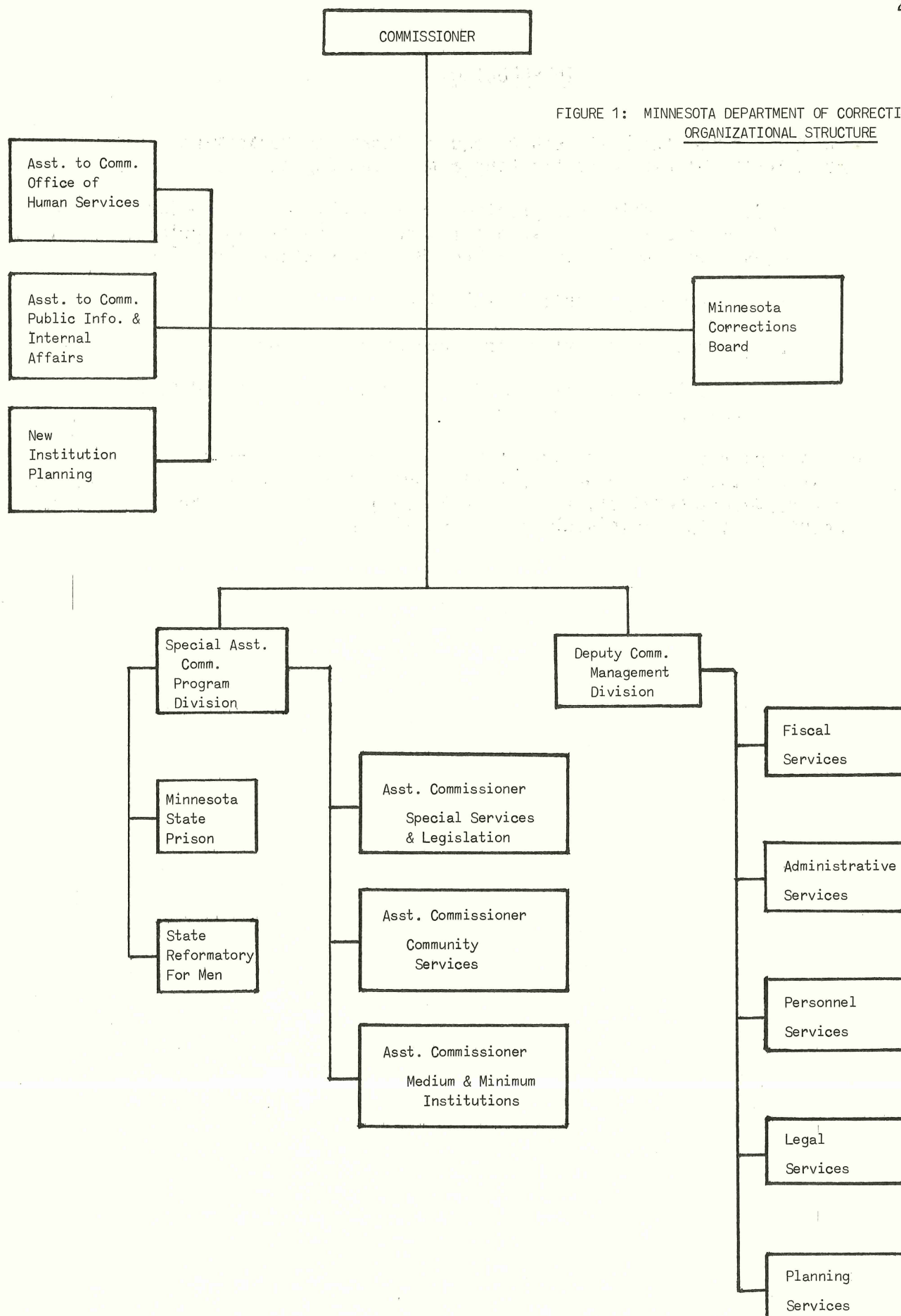
INTRODUCTION

INTRODUCTION

- The 1975 Minnesota Legislature required that the Department of Corrections accomplish the following planning activities during 1976:

"\$300,000 of this appropriation is available after submission of the above plan to the senate finance and house appropriations committees, to develop for the 1977 legislature the following:

- a. Preliminary architectural plans.
 - b. A progress report on the population changes.
 - c. A master plan for the 1977 to 1979 biennium." (M.S. Chapter 434, Sect. 3, subd. 1(d)).
- This report is the companion summary document to the full departmental master plan, which covers population projections, and past and projected future departmental activities. Related architectural plans will be provided to the Legislature in a separate report.



MINNESOTA DEPARTMENT OF CORRECTIONS
MISSION STATEMENT

The mission of the Minnesota Department of Corrections is the community's protection; to accomplish this, the Department is committed to the development and provision of programs that will both control offenders' inappropriate behavior and assist offenders in functioning as law abiding citizens.

In setting this as its mission, and the development and provision of programs, the Department has operated within the framework of a series of beliefs. These include:

- The Minnesota Department of Corrections believes that correctional sanctions imposed on convicted offenders serve a multiplicity of purposes which may vary with the type of offender. A convicted murderer may be sentenced for deterrence and retribution; the armed robber may be sentenced for incapacitation; the chronic petty forger may be sentenced not only for deterrence, but also for reintegration, to expose the offender to experiences and opportunities that can provide a means and stimulus for pursuing a lawful style of living in the community.
- The Minnesota Department of Corrections believes that crime and delinquency are symptoms of failure and disorganization, not only of the offender but also of society. All too frequently, the person convicted of a crime has had limited contact with the positive forces that develop law abiding conduct (i.e., good schools, gainful employment, adequate housing, and rewarding leisure time activities). The Department supports the expenditure of staff time and subsidy money for the advocacy of social change, whenever such change is designed to impact on those conditions which are conducive to the commission of crime.
- The Minnesota Department of Corrections accepts the premise that prisoners should retain all the rights of free citizens except those expressly or by necessary implication taken from them by law. The offender is entitled to basic human rights to the degree that this does not violate the rights of others.

It is upon these assumptions, then, that the Department develops its programs.

PROGRAMS

Community Programs

The Department believes that offenders who are not threats to the public safety can and should be placed in programs in their own communities. By offering a variety of subsidies (most notably through the Community Corrections Act of 1973), the Department encourages local communities to develop and maintain their own correctional programs. Such subsidies both encourage the community to keep the "non-dangerous" offender close to his own community for programming/punishment and encourage the community to send the dangerous, violent offender away to State institutions. Likewise, such subsidies allow the community to make its own decisions about types of programs and services it will offer, which may include such things as adult and juvenile diversion projects, probation, restitution programs, group homes or halfway houses, work release programs from the local jail, expanded jail services and programs, parole, etc., and could focus on community supervision, surveillance and/or treatment.

The Department assumes responsibility for assisting the local communities in development of community-based correctional programs, provides technical and financial assistance, and sets standards for program management and operation.

Use of Institutions

The Department, recognizing that there are offenders who must be removed from the community, believes that the following statements provide a basic framework around which the correctional process and programs of the institutions should be designed:

- Progression of an offender through the system and his subsequent rehabilitation are negatively correlated. Therefore, institutional programs that minimize such progression but are consistent with public safety are desirable.
- Offenders violate the law for a variety of personal and environmental reasons. As a result, they are better served by programs that are more consistent with their own life situations. The Department rejects the belief that offenders can be coerced into conforming, since significant behavior change is effective only if the individual desires to change. Corrections programming will be directed toward providing positive reinforcement for the person who voluntarily selects a program of self-improvement.

Correctional systems should facilitate the offender's access to services but should rarely impose them. The Department believes that correctional services should provide for remedial education for the educationally disadvantaged, vocational education for the unskilled, higher educational opportunities, treatment for the disturbed and anxious, medical care for the sick, reintegration services for the socially impaired, restraint for the dangerous, and supportive community services.

ADMINISTRATION

While the Department is committed to the operation of more programs at the local level, it is equally committed to centralizing its management and administrative responsibilities. As it reduces its role in direct services, the role of support services, financial and technical assistance, development and enforcement of standards and management of central services (i.e., industries, medical services, personnel and training), increases.

The Department, recognizing the need for a management system that is sound and efficient, believes the following statements provide a basic framework around which it should be designed:

- There shall be clearly established and articulated organizational and divisional goals, with a built-in ongoing evaluation.
- There shall be an organizational research capability for adequately identifying problems and needs of the agency and a sound planning capability for designing strategies to address these problems and needs. This planning function shall be integrally related to the budget development and control. Likewise, the evaluations conducted should address both programs and cost effectiveness.

- There must be management and evaluation systems of staff effectiveness; programs for career development shall be developed to ensure that the importance of individual contributions will be recognized and rewarded by appropriate remuneration.
- Training programs shall be developed and implemented to maximize the effectiveness of correctional staff.
- Because correctional clients are of many races and creeds, it is critically important that staff are selected to be similarly represented. This requires strong affirmative action steps taken towards recruitment, retention and promotion of minorities and women.
- Additionally, the Department shall encourage the use of volunteers in all levels of correctional services. These volunteers shall receive training, will be given specific responsibilities, and will be held accountable for achieving designated goals and objectives.
- Some special services need to be provided under correctional auspices and whenever possible such services should be purchased for the offender from private and community agencies. Eventually, correctional services should consist primarily of referrals to appropriate agencies and the maintenance of incarcerating facilities for the control of the dangerous offender. The impracticability of this goal at present should not obscure consideration of its desirability as a long range goal.

CRIMINAL JUSTICE SYSTEM

Corrections is but one part of the Criminal Justice System. Since the crime problem is complex and involves many elements of society, the Department shall make efforts to promote a sense of proprietorship and participation in correctional programs on the part of legislators, citizens, and elements of the Criminal Justice System. It will seek to accomplish this through the use of advisory committees, administrative boards and by developing community understanding and support for effective correctional programming. Likewise, it will make efforts towards development of cooperative working arrangements and joint programming with other elements of the criminal justice system, especially law enforcement and the courts.

Finally, the Department sees the victim as an integral - and often overlooked - part of the Criminal Justice System. While the Department clearly recognizes that not all crime victims can be restituted, it is our position that whenever possible, the victim has the right to restitution through the State's good offices. In these cases, the victim's compensation should be a condition of the offender's sentence; restitution should be an element in the consideration of all criminal justice decision-makers. Where restitution is not desired or feasible, the Department believes an equitable basis for compensation from public funds should be available.

MINNESOTA DEPARTMENT OF CORRECTIONS
JUVENILE MISSION STATEMENT

Correctional services for adjudicated children in Minnesota include a wide variety of programs and services--including prevention, probation and parole services, local and state detention, and treatment programs of a residential and non-residential nature as well as state operated institutions. These services and programs involve varying combinations of state and local financing and operational responsibility. As a part of its responsibility to the correctional subject, staff and citizens of the state, the Department of Corrections has developed this Mission Statement expressing the beliefs which guide its practices in the delivery of correctional services.

Purpose of Juvenile Corrections

The purpose of the juvenile correctional system is to reduce and control juvenile crime by providing structure, control and the opportunity for the development of personal and social competency on the part of the offender. This purpose shall be achieved through the use of fair, humane and just procedures, with fairness being the context of the correctional system.

The Setting for Juvenile Corrections

The Department believes, supported by experience, that the response to the delinquent holding the greatest promise in fulfilling the purpose of corrections lies in locally administered programs which fully utilize community resources essential to the movement of the offender into the law-abiding mainstream. Such an approach is similar to what the rich and powerful provide for their children, as opposed to sending them to the State correctional system which is populated almost entirely by the children of the less privileged. The Department has and will continue to actively support the expansion of programs for children and youth operated for and by communities. The Community Corrections Act of 1973 is the primary means by which this is to be accomplished. Delinquent behavior has both personal and social components and can be seen as a lack of congruence between personal needs and behaviors and social demands. While the ultimate responsibility for behavior lies with the individual, the community should accept responsibility for offering a variety of just and humanely operated programs and services.

Government at the State level has accepted an increasing responsibility for providing a substantial portion of the fiscal resources needed by local correctional programs as well as assuming responsibility for providing the necessary support services. Accordingly, the central function of the Department of Corrections shall increasingly be one of providing financial and technical support services for local correctional programs as well as directly operating correctional programs for the most serious or repetitive offenses.

Non-custodial Dispositions for Juveniles

The Department of Corrections actively encourages and supports the development of non-custodial sanctions which do not result in the removal of the youth from his or her home. The Department will continue to take the initiative, encouraging the use of such sanctions which take into consideration the situation of the crime victim. The result of victimization is the same, irrespective of whether the victim has been offended by an adult or a youth. All too commonly the crime victim is neglected by the various components of the juvenile justice system. The Department strongly encourages the careful and thoughtful use of fines, suspended sentences, monetary restitution as well as restitution in the form of either services to the larger community or to the direct victim of the delinquent offense.

In those instances where the above-described sanctions cannot be legally inaugurated, the Department will support legislation in that direction.

Commitment of Juveniles to the Commissioner of Corrections

Minnesota Statutes provide that children adjudicated as delinquent can be committed to the care and custody of the Commissioner of Corrections. The Commissioner then has the authority to retain the youth within a state correctional institution or utilize a variety of alternative placements including group homes, foster care facilities, private residential and non-residential programs and services. Commitment to the care and custody of the Commissioner should be viewed as a drastic procedure, literally representing the expulsion of the youth from his or her immediate community. Because of the serious implications which commitment has for the youth, this step should only be taken after careful attention and consideration of possible less dramatic placement alternatives, balanced by the concern for public safety. The protection of the public is, in the final analysis, the single, most appropriate basis for commitment to state institutions.

As commitment includes care, custody and rehabilitative responsibilities, this process can allow the community to disclaim direct responsibility for some periods of time. Continued local responsibility - even for its institutionalized children - is a goal of the Department of Corrections.

Children committed to the care and custody of the Commissioner shall retain all the rights of free citizens except those expressly or by necessary implication taken from them by law. Correctional practices shall be consistent with these rights of young people, and forms of due process protection will be used when further rights are necessarily withdrawn. Justice shall be the cornerstone from which correctional practices are built.

Juvenile Institutions

The Department of Corrections views its institutions as providing services for children whose needs are currently beyond the resources of the community. This may also include an individual who requires a short term of decompression from community emotions.

It will be the Department of Corrections' responsibility in its institutions to provide sufficient scope and flexibility of program to respond to the characteristics of the individual's needs, abilities, problems and interests. Each institution will be held accountable in providing these services. The program shall include (but not be limited to) work, education, recreation, group living, individual and group counseling, and will allow the child - within his or her ability - the opportunity to actively and responsibly participate in choosing which of these programs he or she sees most appropriate.

With institutionalization comes the Department's responsibility to manage its incarcerated population. This management prerogative and responsibility shall include the expectation that each child will be involved in a program designed to develop his/her personal and social competencies. It is only within the framework of expected participation in a program that coercive programming shall operate, thus giving the youth maximal opportunities to responsibly choose alternatives.

Classification of Treatment by Certain Offenses

Minnesota Statutes provide that any juvenile committed to the Commissioner of Corrections can be kept in custody until his or her 21st birthday. In order to provide more direction and structure, the following guidelines will be used for status, misdemeanor, gross misdemeanor and felony type offenses.

● Status Offenders

In concert with federal legislation the Department is committed to the idea that children adjudicated as delinquent on the basis of status offenses should not be defined as a problem to be handled in state correctional institutions. The Department will continue to encourage local jurisdictions to develop and implement alternatives to correctional institutions for status offenders. When status offenders are committed to the Commissioner primary consideration will be given to the immediate return to the community. Only as a last resort will the Department retain such youth in institutional programs. When such institutional placements occur, the Department will assure that they are short term in nature and directly aimed at facilitating the quick return of the child to an appropriate community placement.

● Misdemeanant Type of Offenders

For the most part, the youth who have been adjudicated delinquent for offenses which would be misdemeanor type offenses for adults, should not be retained in a correctional institution. Wherever possible, such youth should be handled in the context of the local community and within the family setting. Primary consideration should be given to the structure and services offered through probation supervision. If such children are committed to the care and custody of the Commissioner it shall be the practice of the Department to retain them within institutional settings for a period of time which does not exceed the usual sentence were the youth an adult.

● Gross Misdemeanant and Felony Offenders

Using the statutory guidelines of training and treatment it is the Department's responsibility to return its clients to the community at a point considered most appropriate for his or her further participation in broadened responsibilities. These guidelines thus eliminate the retributive qualities of long sentences. The aspect of punishment will apply then to the restrictions of institutionalization and not as a separate quality to curb future delinquency.

Female Juvenile Offenders

The Department of Corrections recognizes that in the past girls have been treated with different levels of severity than boys. The reasons for female commitment have often been for their protection rather than criminal behavior and the length of stay has tended to be longer.

In future programming it is the Department of Corrections' position and responsibility to see that girls and boys will be treated at the same level.

The Serious Offender

A small portion of juveniles adjudicated delinquent can be viewed as persistent, dangerous individuals requiring a "special" response. The seriousness of the acts committed by such youth cannot be minimized although the extent of the problem must be kept in perspective. The Department does not encourage the expanded

use of certification to adult course but does believe that, when the demands of social control and justice require that an offender be placed in an institution offering a high degree of security for an extended period of time, the youth should be dealt with on the basis of constitutionally safeguarded certification procedures as provided in the Minnesota statutes. The State Reformatory offers a comparatively well controlled program with opportunity for the young inmates in houses.

Confronted with the increasing demand to provide a specialized treatment service for the balance of the serious offenders, the Department is planning and will be proposing an experimental program for legislative review and funding consideration. The goal will be a program providing sufficient structure to, both initially and on long term, control the unwanted behavior. It will be based upon the best knowledge available, recognizing the shortcomings of the current state of the art.

A so called "secure treatment facility" as the answer to the problem is not viewed with favor. Once the euphemistic rhetoric is stripped away, such a facility would serve the same purpose as does the prison for the adult including the functions of quarantine, retribution and general deterrence which are in conflict with the precepts of "parens patriae".

Releasing Procedures

All correctional institutions and programs will establish clear and specific releasing criteria and procedures for children who have been committed to their care. The Department believes that simple justice requires that when a youth is placed in a correctional program, he or she should be informed as clearly as possible about the length of time which he or she can expect to remain under such supervision and the objective criteria upon which release will be based. It will then be the primary responsibility of the program authority to inform the youth as to specific reasons for not releasing from supervision that were originally stipulated. Appeals of releasing decision shall be allowed and made available to the youth, the parents and the program staff so as to insure a strong measure of fairness in the decision to retain or release from supervision. Periodic progress reviews are seen as essential in juvenile programming. The offender, along with his or her family, should be encouraged to actively participate in discussions concerning the youth's behavior within the correctional program.

THE CONTEXT OF CRIMINAL JUSTICE:
MINNESOTA AND THE NATION

A. Population

- Population projections for the age groups "at risk" in Minnesota indicate a decline of 8% in juveniles (13-17) and a 16% increase for adults (18-39) from 1975 to 1980. Population projections for the 10-year period 1975-1985, indicate a 24% decrease in juveniles (13-17) and a 25% increase in the adult "at risk" group (18-39).
- Thus, a summary review of state population data would indicate that increased demands are likely to be placed upon the adult correctional system in Minnesota at least through 1985. For the same time period, there should be some reduction in the demands placed upon the state juvenile correctional system.

B. Crime Incidence

- Minnesota's reported violent crime rate is substantially lower than the reported rate for the nation as a whole.
 - In 1975, Minnesota had the 11th lowest reported violent crime rate of all the states in the nation.
 - From 1970 to 1975, Minnesota's reported violent crime rate increased approximately 34%, while the U.S. reported rate increased 28%. It should be noted that Minnesota's reported violent crime rate is less than half of that reported for the nation as a whole.
- Minnesota's reported property crime rate during the five year period 1970-1975 has been lower than the rate reported for the nation, except for the year 1974, when Minnesota's rate was slightly higher.
 - In 1975, Minnesota had the 21st lowest reported property crime rate of the 50 states.

C. Incarceration

- In 1975, Minnesota ranked 49th out of 50 states in the rate of incarceration in state adult institutions per 100,000 population.
 - Minnesota's incarceration rate in 1975 was 42.4 per 100,000 population and nationally the rate was 117 per 100,000 population.
 - Over the period 1971 to 1975, the national incarceration rate per 100,000 population increased 21%, while Minnesota's rate increased only 3%.
- Only limited comparative information is available on the rate and number of juveniles incarcerated in state institutions; according to 1974 information on rates of juveniles incarcerated in state institutions per 100,000 population, Minnesota ranked 38th out of 50 states.

- According to 1974 information on rates of juvenile in state-funded or operated community corrections residential programs, Minnesota ranked 6th out of 50 states in the average daily juvenile offender population in such facilities.

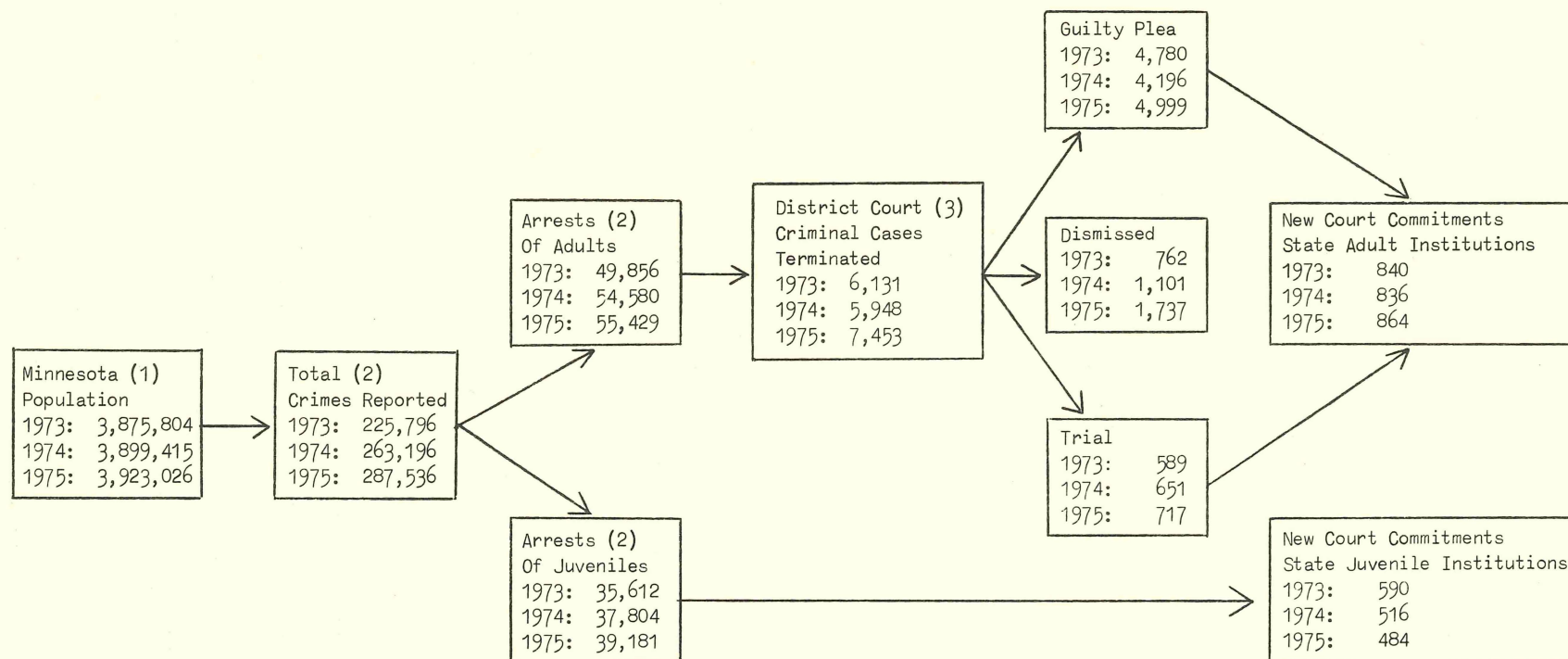
D. The Minnesota Criminal Justice System: Summary of Offender Flow

- In order to summarize the previous sections on population, crime incidence, arrest rates, and incarceration rates for Minnesota, the volume of activity at each phase in the system is presented in Figure 2. It should be noted that the figures represent the number of cases rather than the number of individuals processed through the system.

E. Criminal Justice System Expenditures

- During the period 1971 to 1974, Minnesota experienced a 41.8% increase in total criminal justice system expenditures, while nationally a 39.7% increase occurred.
 - In Minnesota, state level criminal justice expenditures increased 51.6% from 1971 to 1974, and local criminal justice expenditures increased 44.8%. Table 3 presents this data.
- Corrections expenditures increased 16.9% in Minnesota from 1971 to 1974, while nationally the increase was 38.8%.

FIGURE 2: MINNESOTA CRIMINAL JUSTICE SYSTEM OFFENDER FLOW: 1973, 1974, 1975



- (1) Estimated Population, Office of State Demographer
- (2) Part I & Part II Crimes Reported (Minnesota Crime Information, Bureau of Criminal Apprehension)
- (3) Annual Report - Minnesota Courts

STATE INSTITUTIONS

INMATE PROFILES

A. Adult Institution Population Characteristic Trends

- Adult institutional populations have increased substantially since 1973, reflecting little change in the number of admissions to institutions, but a substantial decrease in institutional releases.
- The proportionate distribution of persons admitted to state institutions for various offense categories has not substantially changed since 1970.
- The age and racial background of persons admitted to state institutions has remained relatively constant from 1970 to 1975.
- There has been a decline in the proportion of adult offenders committed from Hennepin and Ramsey counties, and an increase in the proportion of rural county commitments.
- Average time served until first parole in adult correctional institutions has declined over time.

B. Juvenile Institution Population Characteristic Trends

- Juvenile institution populations have decreased substantially since 1970 due to a reduction in the number of commitments.
- Increasing proportions of juvenile commitments for person and property offenses, and decreasing commitments for status offenses, have been noted since 1970.
- Age and racial background of juveniles committed to state institutions has remained similar from 1970 to 1975.
- There has been a decline in the proportion of new juvenile commitments from Ramsey County, and an increase in commitments from rural counties.
- Length of institutional stay has decreased from 1970 to 1975.

POPULATION PROJECTIONS AND FUTURE USE OF INSTITUTIONS

A. Background

1. Population Projections

- At the present time, the calculation of adult institutional population projections is particularly problematic for two reasons:
 - a. The Minnesota Corrections Board (MCB - Parole Board), as the current releasing authority, has recently implemented "Parole Release Guidelines" and "Mutual Agreement Programming", both of which will affect length of adult institutional stay.
 - b. The Minnesota State Legislature is presently considering determinate sentencing proposals which could affect both the volume of commitments and institutional length of stay.
- Each of these changes is likely to have different implications for the size of future adult institutional populations. Since at this time it is impossible to know whether (1) determinate sentencing legislation will be passed and (2) what particular form the legislation might take, the Department has calculated population estimates based on either alternative. Table 1 indicates these projections:

| TABLE 1: <u>ADULT INSTITUTIONAL POPULATION PROJECTIONS</u> | | |
|--|------------|----------------|
| <u>Year</u> | <u>MCB</u> | <u>H.F. 43</u> |
| 1980 | 1782 | 1638 |
| 1985 | 1878 | 1978 |

- Juvenile institutional population is projected at 120 in 1980 and 100 in 1985.

B. Institution Planning

- Within the past four years, the future of correctional institutions in Minnesota has been studied by two special committees, with recommendations made to the Legislature.
 - The Select Committee on Corrections submitted a report to the Legislature in December, 1974.
 - The Task Force on Correctional Institutions submitted a legislative report in February, 1976.

- The 1976 Legislature reviewed the report of the Task Force on Correctional Institutions and released funds to be used for the following purposes:

- a progress report on population changes;
- development of a comprehensive corrections plan;
- development of preliminary architectural plans for a new high security institution.

- In the development of the present plan, the Department has carefully assessed recommendations made by these earlier committees, and, where appropriate and feasible, incorporated their recommendations in arriving at viable options for the future configuration of institutions. This issue of the future use and configuration of state institutions has a double focus:

- desired changes in the use of existing institutions, exclusive of the Minnesota State Prison and/or its replacement;
- discussion of options related to the use of the Minnesota State Prison and/or its replacement.

1. Existing Institutions Exclusive of MSP

- On the basis of cost efficiencies and bed space requirements, the Department recommends the following changes in the size and function of several state correctional institutions:

- Close Willow River Camp (WRC) and transfer the minimum security program to the Minnesota Home School (MHS) with immediate renovations at MHS necessary to handle 60 adult inmates.
- Assess and plan the location of 200 adult beds at the current juvenile institutions (STS and MHS). These beds could be located totally at one institution or distributed between them, with both institutions operating as regional multi-purpose corrections centers. In either case, the Department would retain beds to handle juvenile offenders committed to the care and custody of the Commissioner.
- Replace the four 16-bed cottages located outside the security perimeter at the Minnesota Metropolitan Training Center (MMTC) with a single 64-bed unit inside the security perimeter of the institution. Maintain current capacity of 208 beds, with the possibility of future expansion to 400.
- Continue operation of the Minnesota Correctional Institution for Women at Shakopee for the present, but establish a task force to plan and assess long-term institutional programming needs of the female offender.

- The State Reformatory (SRM) will retain its current capacity and function for the present. Considerable capital improvements have been made over the years at the Reformatory, and it is currently in reasonable operating condition to handle its current capacity of approximately 630.

● The cost of such changes is as follows:

| | |
|--|--------------------|
| -- Close WRC and transfer program to MHS (This appropriation would be used in conjunction with \$292,000 of 1976 appropriations for WRC which have not been spent, to construct the \$450,000 vocational building necessary at MHS. Any additional funds necessary for construction of this building would come from other unspent appropriations.) | \$ 150,000 |
| -- Replace 64 minimum security beds with 64 medium security beds at MMTC | <u>\$1,100,000</u> |
| TOTAL | \$1,250,000 |

2. The Minnesota State Prison and/or its Replacement

- A number of options were considered by the Department in relation to the replacement or renovation of the Minnesota State Prison at Stillwater. Recommendations for the total or partial replacement of this institution were made by the Select Committee on Corrections (1974), the Joint House-Senate Committee on the Minnesota State Prison (1976), and the Task Force on Correctional Institutions (1976). The specific recommendation made by the Task Force on Correctional Institutions to the 1976 Legislature led to an appropriation to the Department to begin planning for construction of a new 400-bed high security facility. Population projections available to the Task Force in late 1975 indicated that construction of this 400-bed facility in conjunction with changes in the capacity of several other state institutions, would provide sufficient beds to accommodate future populations and allow for the closing of the Minnesota State Prison.
- As indicated in earlier sections of this report (see "Population Projections" section), more recent projections reflect an increase in expected populations. As a consequence, the institutional configuration and particularly the closing of the Minnesota State Prison recommended by the 1976 Task Force may not provide for needed bed space. Over the past nine months, the Department has carefully considered the Task Force recommendations to close Stillwater as well as a number of other possible institutional options. Four of these options are presented here, prior to discussing the Department's full recommendation.

Summary:

- Recommend proceeding with construction of the proposed new 400-bed high security facility (HSF) in 1977:
- Maintain operation of the Minnesota State Prison (MSP) until 1984.
- Make decision in 1980 to:
 - 1) close the MSP in 1984 except for the Minimum Security Unit;
-OR-
 - 2) close MSP and construct a 200-bed medium security unit in conjunction with operating the existing industries building and programs;
-OR-
 - 3) retain a portion of existing MSP to handle a population of 400 inmates;
-OR
 - 4) close MSP and build a new 400-bed medium security institution.

Number of Beds:

- Given the number of beds previously identified and recommended for the other institutions (SRM, MMTC, MHS, and MCIW), this option would provide a range of 400-800 additional beds, for a total of 1570-1970 adult institutional beds.

Costs:

- The minimum cost of this option is the \$20 million required for construction of the proposed high security facility. If in 1980, it appears that additional beds are required in accordance with the above alternatives, further costs could range from no additional costs (if 400 beds at MSP were retained without renovation) to approximately \$11 million (for a 200-bed medium security addition to the Minimum Security Unit) to approximately \$20 million (for a new 400-bed medium security institution).

Discussion:

- Proceeding with construction of the proposed high security facility is consistent with previous recommendations and would resolve the serious management problems posed by inmates needing maximum security.
- Postponing further decisions about additional beds until 1980 would allow sufficient time to make more precise estimates regarding the impact of determinate sentencing or the MCB matrix releasing guidelines.
- On the other hand, delaying such decisions would have two negative consequences.
 - 1) later construction would be likely to result in higher costs;
 - 2) the uncertainty about the future of MSP has already caused problems for the operation of and future plans for the farm machinery industries; further delay is likely to intensify these problems and have serious implications for the viability of this industrial operation.

OPTION IISummary:

- Hold decision on new 400-bed high security facility (HSF) until 1980;
- Continue operation of MSP at its current capacity until at least 1984 and possibly for long-term operation thereafter;
- Make decision in 1980 to:
 - 1) proceed with construction of new high security facility (HSF) and upon opening, close the old MSP;
 - OR-
 - 2) proceed with major renovation to the MSP for 600-1000 inmates and do not construct the high security facility.

Number of Beds:

Given the number of beds previously identified and recommended for the other institutions (SRM, MMTC, MHS, and MCIW) this option would provide a range of 400-1000 additional beds, for a total of 1570-2170 adult institutional beds.

Costs:

Cost estimates for renovation of the Minnesota State Prison to house a population of 600-1000 inmates range from \$8 to \$20 million. A complete architectural survey would be necessary to pinpoint this figure. Cost estimates for the new 400-bed high security facility are approximately \$20 million.

Discussion:

This option essentially involves delaying all major decisions about both a new institution and the future of MSP until 1980, when the impact of determinate sentencing or matrix releasing guidelines would be established.

However, the same negative consequences related to delaying decisions which were noted in Option I would also apply here. Since in this option, the decision about the new institution is also delayed, these problems are further compounded.

OPTION III

Summary:

- Make decision new to maintain MSP for its current capacity and use for the foreseeable future.
- Do not construct the new high security facility.

Number of Beds:

Given the number of beds previously recommended for the other institutions, this option would yield a total of 2170 adult institutional beds.

Costs:

Until an architectural survey is completed, renovations necessary to operate the Minnesota State Prison on a long-term basis cannot be estimated beyond a range of approximately \$8 to \$20 million.

Discussion:

Although an exact dollar figure cannot be assigned to this option, it is likely that this is the least expensive alternative considered by the Department, particularly if adult institutional populations rise above 1600-1700. In addition, this option would allow for the immediate initiation of longer-range planning for, and upgrading of, the MSP industries. However, none of the safety, management, and humane inmate treatment problems at MSP which have been identified by a number of committees and task forces are addressed by this alternative.

OPTION IV

Summary:

- Proceed with construction of new 400-bed high security facility in 1977.
- Begin planning in 1977 for a 200-bed addition to the Medium Security Unit at the Minnesota State Prison. This would involve construction of living units, with existing portions of old MSP used for recreation, dining, and kitchen. In addition, inmates assigned to this institution would operate the farm machinery industry.
- Close cell blocks at MSP after completion of above facilities (probably 1981).

Number of Beds:

In addition to the beds recommended at existing institutions (SRM, MMTC, MHS and MCIW), this option would provide approximately 1770 adult institutional beds.

Costs:

Total option costs would be approximately \$30 million, plus planning money and architect's fees for the 200-bed unit.

Discussion:

This option would result in completely closing the cell blocks at MSP, and as a result would solve the primary management and living problems at the institution. At the same time, the option allows for use of some portions of the old institution not associated with such problems, particularly the industries operation. In order to close MSP cell blocks in 1981 and 1982, it is necessary to begin planning the 200-bed unit, as well as proceed with construction of the new high security facility in fiscal year 1978.

3. Department of Corrections Recommendation

- The Department recommends proceeding with the institutional configuration contained in Option 4, coupled with changes in other institutions as noted in Part 1 of this section. A summary of this full recommendation is presented in Table 2 on the following page.

-- This recommendation incorporates most of the major recommendations proposed by the 1976 Task Force on Correctional Institutions. However, this recommendation provides additional flexibility in the number of adult beds which could be incorporated in the institutional system should future institutional populations require. While the Task Force recommendations would have resulted in the operation of all institutions at their full capacity, this recommendation would allow for future expansion at MMTC and/or the 200-bed institution to be located adjacent to the MSP Minimum Security Unit.

TABLE 2: RECOMMENDED FUTURE USE OF INSTITUTIONS

| Institution | Recommended Use | # Beds | | Rationale |
|---|--|---|---|--|
| | | 1980 | 1985 | |
| Minnesota State Prison (MSP) | <ul style="list-style-type: none"> -Close existing cell blocks by 1981 -Construct 200-bed medium security replacement -Retain 70-bed Minimum Security Unit | 1,000 (adult) | 200 (adult) | <ul style="list-style-type: none"> -Allows for demolition of cell blocks while retaining worthwhile portions of the facility (kitchen, Gym, etc.) -Allows for retention of the farm machinery industrial program |
| New High Security Facility | <ul style="list-style-type: none"> -Appropriate construction funds during 1977 legislative session -Complete construction by 1980 | --- | 400 (adult) | <ul style="list-style-type: none"> -Provides a secure flexible, and humane institution for institution for inmates requiring maximum security custody |
| State Reformatory (SRM) | -Retain | 630 (adult) | 630 (adult) | <ul style="list-style-type: none"> -Considerable capital improvements have been made in this institution, and it remains in reasonable operating condition |
| Metropolitan Training Center (MMTC) | <ul style="list-style-type: none"> -Continue present plans for conversion to adult medium security -Incorporate replacement of 4 outside cottages with a 64-bed unit within security perimeter | 200 (adult) | 200-400 (adult) | <ul style="list-style-type: none"> -Replacement of 64-beds results in long-term cost savings -Allows for future expansion of 400-beds if necessary |
| Minnesota Correctional Institution for Women (MCIW) | -Retain | 65 (adult) | 65 (adult) | <ul style="list-style-type: none"> -While requiring repair, the institution is viewed as marginally adequate in the short-run -Long-term institutional requirements for adult female offenders will be assessed and recommendations made to the 1978 legislature |
| Minnesota Home School (MHS) | -Convert to an adult facility or to a multi-purpose regional corrections center | 200 (adult; or adult and juvenile) | 200 (adult; or adult and juvenile) | <ul style="list-style-type: none"> -Declining juvenile populations do not require full use of this institution as a juvenile facility -Rather than closing this facility, conversion to another purpose is considered desirable |
| Willow River Camp (WRC) | -Close and transfer program to MHS | --- | --- | <ul style="list-style-type: none"> -Optimum future use of institutions plus operational and cost savings, support this decision |
| State Training School (STS) | -Retain as juvenile institution, with possible future consideration of adding adult beds | 200 (juvenile or juvenile and adult) | 200 (juvenile or juvenile and adult) | <ul style="list-style-type: none"> -Declining juvenile populations may not require full use as a juvenile facility in the future |
| TOTAL BEDS | | 2165 (Adult) | 1765- 965 (Adult) | |
| | | 100-200 (Juvenile) | 100-200 (Juvenile) | |

- Table 2a presents a total cost summary for implementation of the Department's recommendation.

TABLE 2a: COSTS RELATED TO RECOMMENDED FUTURE USE OF INSTITUTIONS

| <u>Institution</u> | <u>Construction Costs</u> | <u>Planning Costs</u> | <u>Total</u> | <u>Amount of 1977 Request</u> |
|--|-------------------------------|-------------------------------------|--------------------|-----------------------------------|
| State Prison (200-bed addition) | \$10 Million (estimate) | \$350,000* | \$10.35 Million | \$350,000* |
| New High Security Facility | \$20.8 | (Already included in DOC budget) | \$20.8 Million | \$20.8** Million |
| State Reformatory | -- | -- | -- | -- |
| Metropolitan Training Center (Lino Lakes) | \$1.1 Million | -- | \$1.1 Million | \$1.1** Million |
| Correctional Institu- tion for Women | -- | -- | -- | -- |
| Home School | \$150,000 | -- | \$150,000 | \$150,000** |
| Willow River Camp | -- | -- | -- | -- |
| State Training School | -- | -- | -- | -- |
| TOTAL | \$32.05 Million | \$.35* Million | \$32.4 Million | \$22.4 Million |

* To be requested as addition to biennial operating budget

** Already included in original or amended 1978-79 capital improvements budget

THE "VIOLENT" OR "HARDCORE"
JUVENILE OFFENDER

A. Introduction

- Recent discussion and controversy has arisen over the issue of the disposition and treatment of juveniles who have committed serious crimes.

- A number of reports have recently been issued in Minnesota as well as in other parts of the country which attempt to focus on the problems posed by the population of violent or serious juvenile offenders.
- Among the major problems reflected in any discussion of the violent or serious juvenile offender are those of defining the population, estimating the number of youth that would be covered by a definition, and conceptualizing the appropriate treatment program to be established.

1. Definitional Issues

- By using only the criterion of commitment to a state institution for a person offense or certification and commitment to an adult institution for any offense, the number of "violent" or "hardcore" juvenile offenders is apparently relatively small.
 - In 1975, 67 youth were committed to state juvenile institutions and 26 to the State Reformatory under this criteria.
 - The use of other criteria, such as repeated adjudications or particularly vicious types of offenses, is also arbitrary, and would probably also apply to a limited number of juvenile offenders in the state.
- On the other hand, estimates made by the Governor's Commission on Crime Prevention and Control using several major person and property offense petitions and prior records, indicate that as many as 730 juveniles a year in this state might be considered as serious or violent offenders.
- Any definition of the "violent" or "hardcore" juvenile offender must deal with at least the following issues:
 - Are repetitive property offenders to be included within a "hardcore" definition?
 - What is the relative extent to which society will tolerate the commission of repetitive property offenses by juveniles?
 - Is a juvenile adjudicated for the first time on the basis of a particularly serious offense to be defined as "violent" or "hardcore"?

- Should the simple fact of committing any offense against a person lead to a definition of "violent"?

2. Treatment Issues

- Regardless of the criteria used in defining this population, the question arises as to the basis upon which this group should be dealt with as distinct from other juvenile offenders, or as an internally homogeneous group with similar characteristics and needs.
 - There is no evidence that amenability to treatment varies between serious and less serious juvenile offenders. Most practitioners reject the theory that serious offenders constitute a behaviorally distinct category, or that a distinct set of treatments can be premised on a category of "seriousness".
- Both the arbitrary nature of defining the population, as well as the lack of evidence that any particular set of treatment interventions based on a definition of "seriousness" are effective, place public decision-makers in a difficult position; attempting to treat an undetermined population with an undetermined set of interventions both for the protection of the public and for the "rehabilitation" of the youth.

The problem of predicting the likelihood of the future commission of "violent" crimes on the basis of past behavior further complicates the issue of dealing with the "violent" or "hardcore" juvenile.

- Any attempt at predicting the probability of future violent acts is open to problems of both over-and-under prediction.
- No techniques have been established for predicting future "dangerousness" with any substantial degree of accuracy.
- The problems associated with operating a "secure treatment program" for juveniles include the following:
 - While designed for a specified population of "violent" youth, such programs commonly operate as resources for other juvenile institutions, and are used to handle youth who cause management problems within those institutions (i.e., running away and other forms of acting out behavior).
 - Juveniles have generally been placed in such programs without being afforded due process.
 - Such programs have the potential to operate as a "self-fulfilling prophecy", in which the youth come to define themselves as "hardcore", "violent", and "dangerous", and consequently behave accordingly.
 - When security is involved and longer incarcerations are necessary, a small facility becomes problematic because of the restrictive area for the confinement of the offender. Furthermore, community involvement in the facility by educational and social agencies may be impractical because of the small numbers of inmates; the security requirements of the offender population also make it difficult to bring the offender into contact with a variety of community programs.

- Previous Minnesota Department of Corrections experience with this type of program indicates that unclear placement criteria, lack of program alternatives, lack of assuredness of certification to adult court for program failure, and lack of involvement of the individual offender in the program contract result in a difficult management situation.
- Lack of agreement concerning the appropriate ways of dealing with the hardcore or serious juvenile offender are reflected in the conflicting recommendations of various expert groups.
- Such conflicting views about differential treatment of this population appear to be common in many states. Of 23 states contacted by the Department of Corrections, 9 states had no separate program for serious juveniles nor any plans to develop one in the future. An additional five states had no such programs currently, but were "considering" their development. One state, Illinois, previously had a maximum security facility for juveniles, but closed it in 1973 and has no plans to reinstitute any specialized program in the future. The remaining eight states had some form of separate programming, generally involving a secure facility.

Future Plans: 1978-1981

- The Department is confronted with increasing demands to provide specialized treatment services within the juvenile system for a group of "dangerous" or "hardcore" juvenile offenders. In response to these demands and taking into account the major issues associated with such programming, the Commissioner of Corrections has appointed a special task force to deal with programming for this group of offenders.
- Task Force membership includes legislators, legislative staff, police, county government staff, senior citizens, Department of Corrections administrative staff, community corrections program staff, university faculty. Members of previous study groups (Hennepin County and Supreme Court) are also represented.
- The mandate of the committee is definition of a target group, estimation of the size of the target group and development of program parameters. Program implementation and on-going monitoring will be further responsibilities. In addition, the Task Force may make recommendations concerning changes in the certification statute.

PHYSICAL AND MENTAL HEALTH SERVICES

A. Background

- Physical health service delivery occurs through several methods and facilities: (1) inpatient/outpatient care at the major contractor facility, St. Paul-Ramsey Hospital; (2) institution infirmaries and special clinics held at the institutions and staffed by institution medical personnel; (3) contract services provided at the institution by medical specialty personnel; and (4) inpatient and other services provided by facilities other than St. Paul-Ramsey Hospital.
- Psychiatric and psychological services have been provided to inmates of correctional institutions in several ways:
 - MSP and SRM generally have about one day per week of psychiatric consultation available. STS maintains a contract with the Mayo Clinic for services, which are also available to MHS for emergency situations. MCIW has a consultant psychiatrist available on an as-needed basis. (These contractual arrangements are made through Central Office.) This level of service has remained approximately the same for the past five years.
 - The Minnesota Security Hospital (Department of Public Welfare) provides diagnostic and treatment services for approximately 20-25 correctional inmates at any one time.
- Table 3 summarizes available physical and mental health services by institution.

TABLE 3 : SUMMARY OF PHYSICAL AND MENTAL HEALTH SERVICES BY INSTITUTION

| Institution | Hospital Services | Physician Services | Other Health Personnel Employed by Institution | # Infirmary Beds | Special Clinics | Consultant Services-Medical | Consultant Services Psychiatric | Psychologists Employed by Institution | Special Mental Health Programs |
|-------------|--|--|---|------------------|---|--|--|---------------------------------------|--|
| MSP | Ramsey Security Unit | 1 full-time through Central Office Contract | R.N. - 6 (1-p.t.) Lab Tech - 1 X-Ray Tech - 1 Dentist - 3 (2-p.t.) Dental Asst - 2 (1-p.t.) | 12 | Neurology Dermatology Ophthalmology | Pharmacy Physical Therapy Radiology Dietitian | Psychiatrist: 1 day/week basis Center for Behavior Modification (sex offender treatment) | 2 | Aesklepieion Program Chemical Dependency Treatment Unit Alcoholics Anonymous |
| SRM | Ramsey Security Unit St. Cloud Hospital | 1 half-time through Central Office Contract | R.N. - 3, Para-Medic - 2, Lab/X-Ray Tech - 1, Dentist - 2, Dental Asst. - 2, Pharmacist - 1 | 5 | Optician | Optometrist Dietitian | 1 day/week basis | 4 | Reshape Chemical Dependency Treatment Alcoholics Anonymous |
| MCIW | St. Francis Hospital Ramsey Security Unit | 1 half-time | LPN - 1 | 0 | - | Dental | As needed basis | $\frac{1}{2}$ day/week | - |
| MMTC | Ramsey Security Unit | Coverage by MSP Physician & Univ. residents | R.N. - 3 (2-p.t.) Dentist - 1, Dental Asst. - 1, Lab Tech - 1 part-time | 4 | Optometrist | - | - | - | - |
| WRC | Ramsey Security Unit | - | - | 0 | - | Nursing Services | - | - | - |
| STS | St. Johns Hospital Ramsey Security Unit | 1 half-time employed by institution | R.N. - 2 (1-p.t.) LPN - 1 part-time Dentist - 1 | 9 | - | - | Mayo Clinic | 1 day/week | - |
| MHS | St. Michael's Hospital Ramsey Security Unit | 1 part-time (1 day/week) Employed by institution | R.N. - 1 | 0 | - | Dental Optometrist | Mayo Clinic (emergency) | 1 day/week | - |

B. Future Plans: 1978-1981

- Goal: Provide a greater level of continuing education for health personnel.
 - Rationale: To maintain a level of competency relative to the rapidly advancing body of knowledge in the field of medicine, i.e., technology, methodology, procedures, etc. This would ensure the highest quality of care at the institutions as well as enhance the ability to obtain a high level of care at community facilities.
 - Activities: Include funds to cover the cost of education activities as part of the budgetary process (new cost: \$20,000/year).
- Goal: Maintain a consistent operation of the St. Paul-Ramsey Program in a manner that is cost-effective and quality-assuring.
 - Rationale: To ensure the highest level of in-patient care that the community has to offer.
 - Activities:
 - a. Monitor referrals into St. Paul-Ramsey Security Unit;
 - b. Address problems promptly and thoroughly, i.e. personnel, management;
 - c. Attempt to maintain a high level of morale among employees;
 - d. Jointly with St. Paul-Ramsey Hospital staff assess the cost analysis mechanism applied to the Unit.
- Goal: Delineate and implement uniform health policies throughout the Department.
 - Rationale: To cause the Department's health operation activity to function more like a network of inter-related activities.
 - Activities:
 - a. Compile inventory of policy areas and suggested specific policies to be addressed by soliciting input from people in and out of the state who are/have been involved in corrections;
 - b. Formulate suggested policies;
 - c. Submit policies to the Health Advisory Committee for their input;
 - d. Submit policies to Deputies and Commissioner for their approval;
 - e. Publish the policy manual.

- Goal: Link the assessment of primary care at each institution to a community evaluation component.
 - Rationale: To assure the same levels of primary care at the institutions as is delivered in the community.
 - Activities:
 - a. Discuss with the Foundation for Health Care Evaluation in Minneapolis the possibilities of a joint effort toward this end.
 - b. Work with the Foundation to develop a grant to assess the quality of ambulatory care at state correctional institutions.
- Goal: Institute a health education program throughout the Department.
 - Rationale: To eliminate, to the degree possible, the need for crisis intervention and to cause the inmates to gain an increased appreciation for preventive maintenance, thus enabling a more prolonged state of good health.
 - Activities:
 - a. Develop concept of "Activated Patient" Program, an individualized health education and health maintenance process, in consultation with the Minneapolis Health Department, which has implemented the concept.
 - b. Seek alternative funding sources for pilot project in two institutions. (new cost: \$60,000).
- Goal: Improve the delivery of mental health services to the mentally ill inmates within the Department of Corrections.
 - Rationale: To address an area of need that has heretofore been neglected and poorly addressed.
 - Activities:
 - a. Work with a planning committee of Department of Corrections and Department of Public Welfare representatives to develop a mental health unit at the Minnesota State Prison for the treatment of acute mental illness for all adult male inmates who are currently transferred to the Security Hospital for short term treatment;
 - b. Include necessary funds for this unit in Department budget;
 - c. Present proposal to Legislature;
 - d. Implement program (involves change in funding from per diem payments to DPW to direct program operation).

- Goal: Develop a core group of physicians who would bear the responsibility of providing primary medical care to all of the Department's institutions.

-- Rationale:

- a. To create a better atmosphere of objectivity on the part of the physicians in evaluating individual inmates;
- b. To provide consultation between or among physicians about an individual inmate;
- c. This core group may decrease the Department's dependency on outside facilities for ambulatory care.

-- Activities:

- a. Recruit a full time physician to replace services now being provided under contract;
- b. Establish a structure (i.e. "lead" physician, schedule of services, schedule for conferences, etc.) for the core of physicians;
- c. Orient the institutions to the new structure.

- Goal: Seek the accreditation of institutional infirmaries as ambulatory care facilities by the Joint Commission for the Accreditation of Hospitals.

-- Rationale: To assure the quality and level of care commensurate with that in the community.

-- Activities:

- a. Submit applications for accreditation of correctional infirmaries to the Ambulatory Care Council of the Joint Commission for the Accreditation of Hospitals;
- b. Receive conditional financial support for the Joint Commission's surveys from the American Correctional Association's Technical Assistance Program.

- Goal: Centralize budget coordination for health services.

-- Rationale: To gain better equalization and management of financial resources among institutions.

-- Activities:

- a. Work out agreement with the Central Office and institutions accounting sections and institution medical and management personnel;
- b. Prepare and approve health services budget in accord with process developed.

- Goal: Develop a treatment program for selected sex offenders.
 - Rationale: The potential serious nature of sex crimes requires that voluntary treatment programs for sex offenders be available.
 - Activities: A grant in the amount of \$77,363 has been obtained from LEAA and contracted to Correctional Services of Minnesota for the following activities:
 - a. Collect data about sex offenders;
 - b. Acquire consultant to evaluate data;
 - c. Work with special interest community groups who will serve as advisors and consultants;
 - d. Propose to the Commissioner and Legislature alternative treatment modalities for sex offenders. (A new cost will be associated with implementation of a treatment program in 1979 or 1980; amount of funding necessary will depend on type and volume of service to be provided, but should approach \$250,000/year).
- Goal: To provide voluntary chemical dependency treatment to offenders in correctional institutions.
 - Rationale: There is a high frequency of alcohol and chemical dependency problems among inmates of state correctional institutions.
 - Activities:
 - a. Maintain the Reshape program at SRM and the now federally-funded chemical dependency program at MSP. (New cost in 1980 to take over funding: \$65,000);
 - b. Develop broader-based drug abuse information and education programs at MSP and SRM in addition to the intensive treatment programs now available. (New cost: \$50,000/year).
- Goal: Formalize arrangements with community agencies and state hospitals for mental health services for juveniles and women in correctional institutions and on parole.
 - Rationale: To address an area of need that has heretofore been poorly addressed.
 - Activities:
 - a. Assessment of needs for mental health services for women and juveniles in corrections.
 - b. Clarify the responsibility of Area Mental Health Centers for the treatment of correctional clients.

- c. Identify other appropriate community resources and state hospitals where in and out-patient services could be rendered for correctional clients and those on parole.
 - d. Contact community resources to develop specific mechanism for placement.
 - e. Establish mechanism whereby institutions can tie into these resources.
- Goal: Continue to investigate the possibility of acquiring third party group reimbursement for inmate medical service.
- Rationale: Through group plans it is often possible to provide comprehensive care at a lower cost than when it is obtained on a fee for service basis.
- Activities:
- a. Approach selected private third party carriers to ascertain if they have an interest in pursuing such an effort;
 - b. Negotiate provision of desired plan;
 - c. Conduct a cost analysis of agreed upon plan;
 - d. Secure Department approval of package;
 - e. Report plans to the Legislature.

Costs: Table 4 presents projected health care costs for fiscal years 1978 - 1981.

| TABLE 4 : PROJECTED PHYSICAL AND MENTAL HEALTH SERVICES COSTS | | | | |
|---|--------------------|--------------------|--------------------|--------------------|
| <u>HEALTH CARE</u> | <u>FY 78</u> | <u>FY 79</u> | <u>FY 80*</u> | <u>FY 81*</u> |
| MSP | \$574,507 | \$575,462 | \$604,235 | \$634,447 |
| SRM | 322,213 | 326,952 | 343,300 | 360,465 |
| MMTC | 134,855 | 145,855 | 153,083 | 160,737 |
| STS | 93,175 | 93,635 | 98,316 | 103,232 |
| MHS | 24,600 | 25,400 | 26,670 | 28,003 |
| WRC | 12,564 | 15,131 | 15,888 | 16,682 |
| MCIW | 46,734 | 48,663 | 51,096 | 53,651 |
| TFC | 6,954 | 7,561 | 7,939 | 8,336 |
| Central Office | 1,776,340 | 1,890,467 | 1,984,990 | 2,084,240 |
| <u>RESHAPE</u> | | | | |
| (SRM) | 195,712 | 197,027 | 206,878 | 217,222 |
| <u>New Programs</u> | | | | |
| Health Education | — | — | 60,000 (est.) | 63,000 (est.) |
| Continuing Education | — | — | — | — |
| Health Personnel | — | — | 20,000 (est.) | 21,000 (est.) |
| Sex Offender Program | — | — | 250,000 (est.) | 262,500 (est.) |
| Drug Abuse Information and Education | — | — | 50,000 (est.) | 52,500 (est.) |
| Absorb MSP Chemical Dependency Treatment | — | — | 65,000 (est.) | 68,250 (est.) |
| TOTAL | <u>\$3,187,654</u> | <u>\$3,326,091</u> | <u>\$3,937,395</u> | <u>\$4,134,265</u> |
| * Note: FY 1980 costs for continuing services were projected by adding 5% to projected costs for 1979; FY 1981 costs are a 5% increase over 1980. | | | | |

EDUCATION AND VOCATIONAL TRAINING

A. Background

- The Department of Corrections offers a wide range of educational and vocational training programs to inmates of state correctional institutions, as indicated in Table 5.

TABLE 5: INSTITUTION PROGRAMS—EDUCATION, VOCATIONAL TRAINING, APPRENTICESHIPS—FISCAL YEAR 1976

AVERAGE COST/CLIENT YEAR:

| | <u>DEPARTMENT OF CORRECTIONS</u> | <u>STATE PUBLIC SCHOOL SYSTEM</u> |
|------------|----------------------------------|-----------------------------------|
| ACADEMIC | \$ 2,262 | \$ 3,155 |
| VOCATIONAL | \$ 2,951 | \$ 4,308 |

ACADEMIC PROGRAMSVOCATIONAL PROGRAMSAPPRENTICESHIPS

| | | |
|-----|---|---|
| SRM | Competency-based High School Computer-assisted Instruction Title I Education Remedial Education Newgate Antioch College Correspondence Courses G.E.D. Arts in Corrections | Cabinet-making Painting Printing Drafting Radio & TV Repair Upholstery Masonry Welding Auto-body & Auto Mechanics Baking Barbering Vocational Rehabilitation |
|-----|---|---|

CLIENTS SERVED IN 1976:

437

1010

| | | | |
|-----|--|--|---|
| MSP | Computer-assisted instruction Adult Basic Education Laubach Literary Method G.E.D. Correspondence Courses Metro State College University without Walls (U of M) | Machinist Welding Drafting Computer Programming Office Machine Repair On-The-Job Training (Industries) Recreational Equipment Repair Commercial Art | Electrical X-Ray Technician Medical Laboratory Dental Assistant Stationary Engineer Water Sewage Treatment |
|-----|--|--|---|

CLIENTS SERVED IN 1976:

190

320

15

| | | |
|------|---|--|
| MCIW | Basic Skills Development Antioch College G.E.D. | Food Service Key Punch Off-Grounds Vocational Training |
|------|---|--|

CLIENTS SERVED IN 1976:

32

63

| | | |
|-----|---|--|
| WRC | Remedial Education G.E.D. Adult Education | Welding Truck Mechanics, Body Building & Repair Semi-Truck Driving Machine Shop |
|-----|---|--|

CLIENTS SERVED IN 1976:

42

87

| | | |
|------|--|--|
| MMTC | Newgate Adult Basic Education G.E.D. | 916 Vo-Tech Pre-Release Off-Grounds |
|------|--|--|

CLIENTS SERVED IN 1976:

275

397

TABLE 5: (Continued)

| | <u>ACADEMIC PROGRAMS</u> | <u>VOCATIONAL PROGRAMS</u> | <u>APPRENTICESHIPS</u> |
|-----|---|--|------------------------|
| STS | Title I Education Individualized Curriculum High School and Junior High Volunteer Tutoring G.E.D. Arts in Corrections Computer-Assisted Instruction | Welding Small Machine Repair Cooking and Baking Greenhouse Printing Health Occupations Driver Education Auto Mechanics | |
| | CLIENTS SERVED IN 1976: | | |
| | 584 | 42 | |
| MHS | Title I Education Individualized Curriculum High School & Junior High Arts in Corrections Computer-Assisted Instruction | Food Service Greenhouse Business Education Driver Education Industrial Arts Office Skills - On-the-job Training Industrial Education | |
| | CLIENTS SERVED IN 1976: | | |
| | 651 | 214 | |

B. Future Plans: 1978-1981

- Future activities are aimed primarily at increasing coordination among institutions in this programming area, and developing the capability to provide programming geared to the needs and abilities of each inmate.
- Goals:
 - To monitor, support and coordinate approximately 170 state and federal program staff in program delivery within eight state correctional institutions.
 - To assess and/or evaluate existing educational programs so that only those programs relevant to the needs of the clientele are supported.
 - To provide educational approaches within and between the institutions so that educational efficiency can be maximized.
 - To provide at least the same level of services for adult inmates of correctional institutions as was provided in the last biennium, in the areas of:
 - a. Adult Basic Education
 - b. GED preparation
 - c. Secondary-level instruction
 - d. Post-secondary instruction programs and correspondence courses.
 - e. Vocational education in "saleable" skills.
 - To provide at least the same level of services for juvenile inmates of state correctional institutions as was provided in the last biennium, in the areas of:
 - a. Basic reading and math skills
 - b. Secondary-level instruction leading toward degree or equivalency
 - c. Career exploration
 - d. Education electives
 - To increase the quality of adult and juvenile education services through implementation of new and/or modified programs in the above areas where appropriate.
- Rationale: Minnesota statutes give the Department of Corrections responsibility for providing vocational and academic education opportunities to inmates of state correctional institutions.
- Activities:
 - Implement and assess the effectiveness of computer-assisted and managed instruction at the Minnesota Home School, State Training School, State Reformatory for Men, and Minnesota State Prison so that reading and math objectives can be accomplished in 25% less time.
 - Continue federal program fiscal support at the 1976-77 level.

- Expand the competency-based instruction system at the State Reformatory for Men and the Minnesota State Prison, and ultimately implement by 1981 at all institutions.
- Maintain the Arts in Corrections program.
- Expand grade equivalency diploma and Adult Basic Education at the Minnesota State Prison.
- Utilize Special Needs funding under the Vocational Education Act based on State Plan Guidelines and Corrections assessment of needs.
- Continue the Governor's Manpower Services for pre-post release services.
- Apply for and coordinate federal allocations for institution libraries.
- Apply for and coordinate Title I ESEA services.
- Coordinate and centralize funding for all higher education programs within the institutions. (Involves transfer of funds from University budget to DOC budget.)
- Implement and monitor Title III Adult Basic Education so that adult offenders with the greatest reading and math needs are served.
- Provide in-service training and workshops to all institution educational staff so that educational technology and efficiency can be maximized.
- Develop training as required by Institution Private Industry for employment entry.
- Expand community re-entry liaison program at the Minnesota Home School to non-Title I residents (new cost - 1980-81 - \$12,000/year).
- Provide vocational and academic education program for increased adult population at the Minnesota Metropolitan Training Center as it becomes a medium/minimum security institution (may involve increased level of funding for staff in 1980-81).
- Finalize development of education systems approach for the new maximum security institution.

- Budget projections for each institution and Central Office are as follows in Table 6 :

TABLE 6 : PROJECTED EDUCATION COSTS

| | <u>FY 1978</u> | <u>FY 1979</u> | <u>FY 1980*</u> | <u>FY 1981*</u> |
|----------------|------------------|------------------|------------------|------------------|
| MSP | \$436,336 | \$440,186 | \$462,195 | \$485,301 |
| SRM | 885,085 | 891,460 | 936,033 | 980,606 |
| MMTC | 237,376 | 236,779 | 248,580 | 261,009 |
| STS | 670,195 | 671,278 | 704,841 | 740,083 |
| MHS | 428,410 | 430,176 | 451,684 | 474,268 |
| WRC | 464,798 | 514,411 | 540,131 | 567,137 |
| MCIW | 107,091 | 107,854 | 113,246 | 141,557 |
| TFC | 90,358 | 91,828 | 96,419 | 101,239 |
| Central Office | 1,771,120 | 1,274,009 | 443,342** | 465,509** |
| TOTAL | <u>5,090,769</u> | <u>4,657,981</u> | <u>3,996,471</u> | <u>4,216,709</u> |
| TOTAL | | | | |
| General | <u>3,212,349</u> | <u>3,250,494</u> | <u>3,776,475</u> | <u>4,016,709</u> |
| Fund | | | | |

* Note: FY 1980 costs represent a 5% increase over 1979; FY 1981 costs are 5% over projected 1980 costs.

**This represents a reduction from previous years due to termination of federal funding for the private industries program.

INDUSTRY

A. Background

- The Department of Corrections recognizes that industries work has the potential for most closely approximating the non-institutional world, as well as for providing training and savings from earnings that can assist an offender's re-integration into society.
 - 77% of inmates in adult institutions on June 30, 1975, were classified as occupationally unskilled, and an additional 21% were semi-skilled.
 - Research indicates that paroled offenders who have adequate financial resources upon release from the institution are less likely to be re-arrested, and more likely to find a job (Lenihan, Keith, The Life Project: Preliminary Results Design Questions and Policy Issues, U.S. Department of Labor, 1975).
- Although "factory-type" prison industries have traditionally been the major type of work activity available, both in Minnesota and in other states, there is a trend toward increased use of private industry within Minnesota's correctional institutions.
 - The use of private industry within the correctional institution can facilitate continuity of employment to the outside community for the offender.
 - Private industry can potentially offer to inmates more diverse product lines and associated skill development than traditional prison industry.
 - Private industry can offer to inmates a competitive, "real world" work experience within the prison setting.
- Additionally, there is a trend toward more effective and efficient management and operation of prison industry programs.
 - A Control Data Task Force studied MSP and SRM industries extensively in 1975, and recommended creation of an executive manager position for industries, and an ongoing advisory group of businessmen. Both recommendations have recently been implemented by the Department.
- Table 7 presents information on the status of prison industries positions by institution as of October, 1976.

TABLE 7: SUMMARY OF CURRENT INSTITUTION INDUSTRIES PROGRAMS

| Institution & Industry | Prison Industry #Workers | Private Industry #Workers | Products |
|---------------------------|--------------------------------|---------------------------------|---|
| <u>MSP</u> | | | |
| Farm Machinery | 260 | | Wagon, Gravity Boxes, Manure Spreaders, Castings |
| Cordage | 60 | | Rope and Ply Goods |
| Data Processing System | | 5 | Computer Programming |
| Food Services | | 12 | Institution Food Service |
| Assembly | | 6 | Fishing Lures |
| Assembly (Mn. Sec. Unit) | | 6 | Games |
| <u>MMTC</u> | | | |
| Printing | 8 | | Custom Productions |
| Metal Fabrication | | 10 | Fence Post, Planters, Hangers |
| Deburring | | 9 | Plastic & Metal Parts |
| Wood | | 6 | Cabinets, Signs |
| Mobile Home | | 2 | Repair Mobile Homes |
| Cafe | 6 | | Food Service |
| Assembly | | 14 | Games |
| <u>MCIW</u> | | | |
| Key-Punch | 6-10 | | Custom Key Punching |
| Off Grounds | | 6 | Various |
| <u>SRM</u> | | | |
| Public Safety | 58 | | License Plates, Validation Stickers |
| Upholstery, Furniture | 120 | | Furniture Refinishing Mattresses, Custom Production |
| TOTAL | 522 | 76 | |

B. Future Plans: 1978-1981

- Goal: Offer productive and competitive industry programs for at least 35% of the adult inmate population by 1980.

-- Sub Goals:

1. Attempt to develop a work ethic in all prison industry employees that meet the expectations of private industry.
2. Compensation of workers at a level which will allow them to build up an economic base for release, as well as allow them to participate in their own support and that of their dependents.
3. Provision of work activities which develop skills that can be transferred to civilian employment.
4. Require financial responsibility through offender charge-back for a portion of the cost of incarceration.

-- Rationale:

1. It has been demonstrated over the years that approximately 30 to 33% of the population of adult offenders are available and willing to work at any given time. The remainder of the population is generally involved in education, therapeutic and treatment programs, medical treatment, institution support jobs, and some form of detention.
2. Feedback from private industry indicates that offenders are often not accustomed to working a competitive 8 hour shift and have not developed a healthy attitude toward work.
3. Pilot programs in existence today indicate that offenders are willing to work hard, pay taxes and share in the cost of incarceration if they receive appropriate economic consideration for their work.
4. It is universally agreed that \$100 gate money is not adequate to maintain a released offender until civilian employment is found.

-- Activities:

1. Develop an 8 hour work day in all institutions.
2. Hire and fire workers in the same manner as does private industry.
3. Pay workers a more competitive wage and base the wages on productivity.
4. Coordinate vocational training programs and work programs so that maximum mutual support is achieved.

5. Establish a charge back system which is a true reflection of actual cost for offender maintenance excluding custody.
6. Provide services required by offender outside of the regular work day.
7. Develop enough jobs to require a high level of production for 35% of the population.

-- Specifically, the following plans will be implemented at each institution:

- MSP - Continue farm machinery and cordage industries. Make operational improvements in present industry to obtain a breakeven manufacturing operation during FY 78. Develop new industry programs that will be self-supporting and will increase the industry work force to 35% of population.
- SRM - Evaluate the vocational and industry program mix. If a separation develops this may allow trained offenders to apply their skill in a truly competitive work experience. Develop an expanded state use industry. Evaluate private industry to serve as future model shops.
- MMTC- Provision of up to 110 full time work stations when MMTC becomes a medium institution in FY 1978. All jobs will pay wages based on productivity and operate on a full 8 hour work day. The entire work program will require a charge back to offenders for a portion of the cost of incarceration.
- MCIW- Provision of 25 full time work stations meeting the new mission statement criteria by the middle of fiscal year 1978.

● Goal: Upgrade industry programs to be self-supporting entities, including the ability to support competitive wages by 1980.

-- Sub Goals:

1. Design industry shops to function similarly to those found in private industry.
2. Develop a diversity of products which will allow constant marketability.
3. Coordinate industry programs in all institutions to maximize resources.

-- Rationale:

1. Prison industries across the nation are characterized by short work days, too many workers for too few jobs, very low pay, a lack of transferrable skill development, and, in general, inadequate preparation of an offender for release.
2. To counter the described situation, there is a need to develop work programs which parallel private industry and prepare workers for future employment.

-- Activities:

1. Maintain an ongoing evaluation of prison industry programs in order to analyze their comparability to private industry.
2. Maintain the Industry Advisory Board composed of private industry experts to help set direction for prison industries and to evaluate prison industry progress.
3. Expand the correctional industry director responsibilities to manage all industry programs in a coordinated effort.
4. Develop a management system which will run industries efficiently and produce products with constant marketability.
5. Set up model programs which will achieve the stated goals and serve as a basis for implementing the model on a wider base.

- Goal: Introduce private industry into correctional institutions, as well as providing the contractor with a product or service.

-- Sub Goals:

Contract with companies to provide work for offender employees within the institutions, as well as providing the contractor with a product or service.

-- Rationale:

Pilot models involving private companies, either through direct employment of offenders or on a subcontract basis, will accomplish the goals enumerated in the Department Mission Statement, as well as serve as a pace setter for other prison-run industry programs.

-- Activities:

1. Contract and negotiate with companies to set up service or production components within the institution.

2. Subcontract with companies to produce products or provide services.
3. Evaluate and propose legislation allowing charge-back in all institutions.
4. Design research instruments to monitor and evaluate the pilot programs.
5. Acquire funding to assist establishment of competitive employment shops at all institutions.
6. Coordinate work programs with existing vocational training programs at each institution.
7. Fuse the private industry program into the total correctional industry program.

● **Costs:** The Correctional Industries Director, institution industries staff, and the Industries Advisory Committee are currently developing more specific plans and costs for achievement of the above goals. When such information has been completed, a presentation will be made to the Legislature.

COMMUNITY CORRECTIONS

COMMUNITY CORRECTIONS ACT
SUBSIDY PROGRAM

A. Background

1. Major Elements of the Community Corrections Act

- The Community Corrections Act allows the Commissioner of Corrections to make subsidy grants to a county (or a group of counties within an economic development region) who choose to come under the Act and develop a plan for the provision of a range of correctional services, including prevention services, diversion programs, probation and parole services, community corrections centers and facilities to detain, confine and treat offenders of all age groups. The major elements of the Act include the following:

-- Corrections Advisory Board

Participating counties must establish a Corrections Advisory Board responsible to the County Board (s) of Commissioners. Membership on this board is to be composed of representatives from law enforcement, prosecution and defense attorneys, judiciary, education, corrections, ethnic minorities, social welfare services, lay citizens, and representatives from the County Board. The Board is to (a) be actively involved in the development and delivery of correctional services; and (b) to provide the coordination and cooperation needed to make the expanded community corrections system a viable reality.

-- Comprehensive Corrections Plan

The local comprehensive corrections plan defines correctional needs and identifies programs and services designed to meet those needs during the course of the funding year. This plan is developed by the Corrections Advisory Board and ultimately must be approved by the County Board of Commissioners and submitted for funding approval to the Commissioner of Corrections.

-- Equalization Formula

Upon approval of the comprehensive plan by the Commissioner, local counties are eligible for a state financial subsidy. The formula used to determine the amount of subsidy for which each county is eligible involves per capita income, per capita taxable value, per capita expenditures for correctional purposes, and per cent of county population between the ages of 6 and 30. This formula is designed to relate correctional needs and the ability of the county to pay and is aimed at producing a rational means of allocating state monies.

-- Local Administrative Structure

The Act provides counties with authority to determine and establish the administrative structure best suited to the efficient

delivery of community services. Counties have the freedom to determine the particular administrative structure most suited to the local condition.

-- County Costs

In addition to assuming probation and parole services previously provided by the state, counties under the Act are charged for the use of state institutions for adults whose sentences are for five years or less, as well as for all juvenile commitments. Coupled with the subsidy, the obvious incentive is to encourage the development and use of community programs wherever possible, and state facilities only as a last resort in those cases where protection of the public demands state institutionalization.

2. Assumptions of the Community Corrections Act

● Two major assumptions are central to the Community Corrections Act:

- The successful reintegration of certain categories of offenders can most appropriately be achieved within the context of the local community, and with the involvement of a broad spectrum of community interests.
- The successful transition to a community-based system of corrections depends upon developing leadership, freedom for innovation and the commitment of human and financial resources close to the center of action at the local level, rather than a geographically and hierarchically distant power center.

● More specific assumptions which follow from the above are those of the identification of local service needs; organizational coherence; community involvement; and the development of community corrections programs.

-- Identification of Local Needs:

The task of community corrections is one of defining needs at the local level and developing solid ties between the offender and the community. The Community Corrections Act assumes that local communities are in the best position to define needs and, in partnership with the state, to develop solutions. Handling offenders closer to home provides more opportunity for maintaining family and community ties; it facilitates reintegration into community life. This is particularly the case for juvenile offenders when correctional efforts should be directed toward family members as well as the offender.

-- Organizational Coherence:

Responsibility for the administration of correctional services in the 87 counties of the state is fragmented not only among levels of government--county, region, state--but also within jurisdictions--juvenile and adult, probation and parole, institution and community programs. The existing gaps and duplications caused by administrative fragmentation of the correctional enterprise can be resolved only by major changes in the organization and financing of services. The Act assumes that a combined local corrections authority would facilitate the development of a more effective and efficient corrections delivery system. Such a local corrections authority would keep the management function close to operations, and encourage creative leadership in program development.

-- Community Involvement:

Corrections has too long been isolated from the mainstream of community activity. Corrections planning, program development, and operations have commonly been imposed on local levels of government with little room provided for direct citizen involvement. The Act emphasizes the necessity for systematic local involvement in the development of local correctional plans as well as public interpretation and reaction to such plans. It is expected that through structured citizen involvement a continuing public dialogue on corrections programming will be maintained at the local county or regional level.

-- Development of Community Corrections Programs:

When offenders can be shifted from custodial control within a large state institution to a community-based program without a loss of public protection, the economic and human costs involved require that such a shift be made. The Act is based upon the premise that a large proportion of offenders can be handled within the context of the community without a significant loss in public protection and with financial savings.

3. Summary of Community Corrections Act Expenditures

- Table 8 provides a yearly summary of subsidy expenditures by county or county area, and also indicates the year during which each area began participation in the Community Corrections Act (except in cases where expenditures are labeled "planning money").

TABLE 8: COMMUNITY CORRECTIONS SUBSIDY EXPENDITURES BY YEAR

| <u>County/County Area</u> | <u>EXPENDITURES</u> | | | |
|--|---------------------|-------------|----------------------------|--------------------|
| | <u>1974</u> | <u>1975</u> | <u>1976</u> | <u>1977 (est.)</u> |
| Dodge/Olmsted/Fillmore | \$22,688 | \$227,686 | \$372,572 | \$461,712 |
| Ramsey | | 1,202,287 | 1,495,458 | 1,449,161 |
| Crow Wing/Morrison | | 86,705 | 235,944 | 112,587 |
| Red Lake/Polk/Norman | | | 72,412 | 127,450 |
| St. Louis/Lake/Aitkin/ Carlton/Koochiching | | | 10,000 (planning money) | 932,532 |
| Todd/Wadena | | | 2,380 (planning money) | 174,806 |
| Swift/Lac Qui Parle/ Yellow Medicine/Chippewa | | | 1,000 (planning money) | |
| Anoka | | | | 456,763 |
| YEARLY TOTAL | \$22,688 | \$1,516,680 | \$2,189,714 | \$3,715,011 |

4. Community Corrections Act Impact

- The Department has conducted a major research effort to measure the effect of the Community Corrections Act. In summary, the following inferences can be made about the impact of the 1973 Community Corrections Act on sentencing patterns in district and juvenile courts in the participating pilot county areas:
 - Among counties participating in the Community Corrections Act, adult commitments to state institutions as a per cent of the total volume of cases in district courts has been reduced since participation. The magnitude of this reduction has not been matched in non-participating counties.
 - Among counties participating in the Act, the use of local alternatives as a per cent of total district court dispositions has increased. The magnitude of this increase has not been matched in non-participating counties.
 - The use of local incarceration as a correctional alternative increased significantly in counties after participation in the Act.
 - The volume of cases at the district court level has increased in nearly all the counties on which data has been collected.
 - When the data for all of the pilot counties is aggregated, it is estimated that 190 adult and 82 juvenile offenders have been diverted from state institutions at least partially because of the Act in the period from July 1974 through June, 1976.
 - Among participating counties, juvenile commitments to state institutions as a per cent of total adjudicated juveniles has decreased sharply. The decrease in non-participating counties has not nearly been as sharp.
 - While both subsidy and comparison county areas have tended to increase use of dispositions involving local alternatives for specific offenses since implementation of the Community Corrections Act, the magnitude of this change has generally been greater in subsidy counties.

B. Future Plans: 1978-1987

1. 1978-79 Biennium

Fiscal Year 1978: The primary goal to be accomplished is maintenance of the existing seven county areas (18 counties) under the Act, and coverage of an additional nine new county areas (15 counties). While the Department of Corrections can request subsidy funds, the decision to enter the Act as well as the specific entrance date remains with the counties. Therefore, these plans are clearly contingent upon decisions of the counties.

- Table 9 presents information on the existing and planned counties to be under the Act during fiscal year 1978.
- Inspection of Table 9 reveals the following:
 - a. Both Hennepin County and Region 6W (Chippewa, Yellow Medicine, Lac Qui Parle, Swift) are scheduled to come under the Act during fiscal year 1977, but as of December 1, 1976 had not done so. Funds appropriated during fiscal year 1975 for this purpose therefore have been retained, and upon entrance of these areas under the Community Corrections Act, these funds will be available.
 - b. Because funds were appropriated during 1975 for Hennepin and Region 6W, these counties were placed under "existing counties" in Table 18.
 - c. Besides Hennepin County and Region 6W, an additional ten counties are scheduled to enter the Act during fiscal year 1978, according to the schedule presented in Table 18.
 - d. A 10% inflation factor has been used for the calculation of subsidy eligibility amounts during fiscal year 1978.
 - e. Probation officer reimbursement subsidy funds are no longer available to a county upon entering the Act; the total amount of requested funds by each subsidy area are noted in Table 18, along with the estimated cost of assuming the operation of parole services within the local area.
 - f. The projected use of state institution figures are based upon an average annual number of commitments for the three preceding years.
 - g. The "adjusted total" figures for each subsidy area are based upon actual eligibility minus anticipated probation subsidy reimbursement funds, the cost of assuming direct services (parole) from the state, and the projected cost of using state institutions. The sum of "adjusted totals" for each subsidy area for fiscal year 1978 is \$7,613,225.
 - h. The appropriation request of \$5,059,423 is based upon the "adjusted total" minus the anticipated amount of 1975-77 biennium savings to be carried into fiscal year 1978.
- Given that all counties enter the Act as planned during fiscal year 1978, the Community Corrections Act will be in effect in counties having approximately 69% of the state population.

TABLE 9: COMMUNITY CORRECTIONS ACT PROJECTIONS -- FISCAL YEAR 1978

| Existing Counties | Starting Date | Number of Months | Annual Eligible Amount F.Y. 1978 | Amount Eligible for No. of Months | Probation and Parole Subs. | Direct Service | Group Home Subsidy | Net Total | Projected Use of Institution | Adjusted Total |
|----------------------------|---------------|------------------|----------------------------------|-----------------------------------|----------------------------|----------------|--------------------|--------------|------------------------------|----------------|
| Ramsey | 7-1-77 | 12 | \$ 2,637,403 | \$ 2,637,403 | \$ | \$ | | \$2,637,403 | \$ 870,981 | \$1,766,422 |
| Region 3 | 7-1-77 | 12 | 1,477,428 | 1,477,428 | | | | 1,477,428 | 556,533 | 920,895 |
| Anoka | 7-1-77 | 12 | 948,038 | 948,038 | | | | 948,038 | 234,672 | 713,366 |
| Dodge/Fillmore/Olmsted | 7-1-77 | 12 | 578,990 | 578,990 | | | | 578,990 | 31,024 | 547,966 |
| Crow Wing/Morrison | 7-1-77 | 12 | 338,842 | 338,842 | | | | 338,842 | 182,956 | 155,886 |
| Red Lake/Polk/Norman | 7-1-77 | 12 | 227,946 | 227,946 | | | | 227,946 | 63,874 | 164,072 |
| Todd/Wadena | 7-1-77 | 12 | 208,749 | 208,749 | | | | 208,479 | 19,424 | 189,325 |
| Hennepin | 7-1-77 | 12 | 4,645,065 | 4,645,065 | | 1,182,959 | | 3,462,106 | 1,233,216 | 2,228,890 |
| Region 6 W | 7-1-77 | 12 | 213,779 | 213,779 | 61,912 | | | 151,867 | 40,854 | 111,013 |
| SUB TOTAL | | | 11,276,240 | 11,276,240 | 61,912 | 1,182,959 | | 10,031,369 | 3,233,534 | 6,797,835 |
| <u>New Counties</u> | | | | | | | | | | |
| Dakota | 1-1-78 | 6 | 726,494 | 363,247 | 62,340 | 26,809 | | 274,098 | 72,649 | 201,449 |
| Washington | 1-1-78 | 6 | 509,844 | 254,922 | 58,079 | 15,596 | | 181,247 | 50,984 | 130,263 |
| Blue Earth/Le Sueur/Waseca | 7-1-77 | 12 | 440,003 | 440,003 | 77,877 | 25,349 | | 336,777 | 84,089 | 252,688 |
| Scott | 7-1-77 | 12 | 187,641 | 187,641 | 49,192 | 8,515 | | 129,934 | 35,859 | 94,075 |
| Carver | 1-1-78 | 6 | 155,133 | 77,567 | 27,665 | 4,258 | | 45,644 | 15,513 | 30,131 |
| Goodhue | 1-1-78 | 6 | 145,600 | 72,800 | 20,691 | 9,730 | | 42,379 | 14,560 | 27,819 |
| Rock/Nobles | 7-1-77 | 12 | 130,882 | 130,882 | 26,904 | | | 103,978 | 25,013 | 78,965 |
| SUB TOTAL | | | 2,295,597 | 1,527,062 | 322,748 | 90,257 | | 1,114,057 | 298,667 | 815,390 |
| TOTAL FISCAL YEAR 1978 | | | \$13,571,837 | \$12,803,302 | \$384,660 | \$1,273,216 | | \$11,145,426 | \$3,532,201 | \$7,613,225 |

FUNDING FOR F.Y. 1978

| | |
|--|-------------|
| Expenditures for existing Counties | \$6,797,835 |
| Expenditures for new Counties | 815,390 |
| Total Expenditures | \$7,613,225 |
| Less: Estimated transfer forward from fiscal year 1977 | 2,553,802 |
| Appropriation request for existing counties and new counties | \$5,059,423 |

- Fiscal Year 1979: The primary goal is maintenance of the 16 county areas (33 counties) covered under the Act for the full 12 months of this fiscal year.

-- Table 10 presents summary financial information on the counties expected to be under the Act in fiscal year 1979.

-- Inspection of Table 10 reveals:

- a. The only difference between fiscal year 1978 and fiscal year 1977 is that all counties are anticipated to be subsidized under the Act for a full 12 month period during 1979.
- b. An inflation factor of 6% has been used in projecting the subsidy eligibility.
- c. The appropriation requests of \$7,675,963 is based upon the "adjusted total" subsidy eligibility.

-- Given that all counties are under the Act as planned during 1979, the Act will be in effect in counties having approximately 69% of the state population.

- Table 11 presents summary information for the 1978-79 biennium.

| TABLE 11: COMMUNITY CORRECTIONS ACT PROJECTIONS - 1978 1979 BIENNIUM | | | | | |
|--|----------------------------------|----------------|--------------|---------------------------------|-------------------|
| Biennial Eligible Amount | Probation & Parole subsidy | Direct Service | Net Total | Projected Use Of Institution | Adjusted Total |
| \$ 27,957,984 | \$ 938,092 | \$ 2,609.25 | \$23,642,006 | \$ 8,352,818 | \$ 12,735,386 |

-- Inspection of Table 11 indicates that the biennial appropriation, request for the Community Corrections Act subsidy is \$12,735,386.

TABLE 10: COMMUNITY CORRECTIONS ACT PROJECTION - FISCAL YEAR 1979

| Existing Counties | Starting Date | Number of Months | Annual Eligible Amount F.Y. 1979 | Amount Eligible for No. of Months | Probation and Parole Subs. | Direct Service | Group Home Subsidy | Net Total | Projected Use of Institution | Adjusted Total |
|----------------------------|---------------|------------------|----------------------------------|-----------------------------------|----------------------------|----------------|--------------------|---------------|------------------------------|----------------|
| Ramsey | 7-1-78 | 12 | \$ 2,795,647 | \$ 2,795,647 | \$ | \$ | | \$ 2,795,647 | \$ 870,981 | \$ 1,924,666 |
| Region 3 | 7-1-78 | 12 | 1,566,073 | 1,566,073 | | | | 1,566,073 | 561,187 | 1,004,886 |
| Anoka | 7-1-78 | 12 | 1,004,920 | 1,004,920 | | | | 1,004,920 | 238,162 | 766,758 |
| Dodge/Fillmore/Olmsted | 7-1-78 | 12 | 613,730 | 613,730 | | | | 613,730 | 31,024 | 582,706 |
| Crow Wing/Morrison | 7-1-78 | 12 | 359,172 | 359,172 | | | | 359,172 | 182,956 | 176,216 |
| Red Lake/Polk/Norman | 7-1-78 | 12 | 241,623 | 241,623 | | | | 241,623 | 63,874 | 177,749 |
| Todd/Wadena | 7-1-78 | 12 | 221,274 | 221,274 | | | | 221,274 | 19,618 | 201,656 |
| Hennepin | 7-1-78 | 12 | 4,923,768 | 4,923,768 | | 1,189,488 | | 3,734,280 | 2,037,247 | 1,697,033 |
| Region 6 W | 7-1-78 | 12 | 226,606 | 226,606 | 61,912 | | | 164,694 | 71,848 | 92,846 |
| SUB TOTAL | | | 11,952,813 | 11,952,813 | 61,912 | 1,189,488 | | 10,701,413 | 4,076,897 | 6,624,516 |
| <u>New Counties</u> | | | | | | | | | | |
| Dakota | 7-1-78 | 12 | 770,084 | 770,084 | 124,679 | 53,618 | | 591,787 | 231,025 | 360,762 |
| Washington | 7-1-78 | 12 | 540,435 | 540,435 | 116,157 | 31,191 | | 393,087 | 162,131 | 230,956 |
| Blue Earth/Le Sueur/Waseca | 7-1-78 | 12 | 466,403 | 466,403 | 77,877 | 25,349 | | 363,177 | 147,879 | 215,298 |
| Scott | 7-1-78 | 12 | 198,900 | 198,900 | 49,192 | 8,515 | | 141,193 | 63,064 | 78,129 |
| Carver | 7-1-78 | 12 | 164,441 | 164,441 | 55,330 | 8,515 | | 100,596 | 49,332 | 51,264 |
| Goodhue | 7-1-78 | 12 | 154,336 | 154,336 | 41,381 | 19,459 | | 93,496 | 46,301 | 47,195 |
| Rock/Nobles | 7-1-78 | 12 | 138,735 | 138,735 | 26,904 | | | 111,831 | 43,988 | 67,843 |
| SUB TOTAL | | | 2,433,334 | 2,433,334 | 491,520 | 146,647 | | 1,795,167 | 743,720 | 1,051,447 |
| TOTAL F.Y. 1979 | | | 14,386,147 | \$ 14,386,147 | \$ 553,432 | \$ 1,336,135 | | \$ 12,496,580 | \$ 4,820,617 | \$ 7,675,963 |

2. 1980-81 Biennium

- Fiscal Year 1980: The primary goal to be accomplished is maintenance of the 16 county areas (33 counties) expected to be under the Act before the beginning of this fiscal year and coverage of an additional 18 new counties.
 - Nine counties are anticipated to enter at the beginning of the fiscal year and nine counties at the middle of the fiscal year.
 - Table 12 presents information on the existing and planned counties to be under the Act during fiscal year 1980.
 - Inspection of Table 12 reveals the following:
 - a. A five per cent inflation factor has been used for the calculation of subsidy eligibility amounts during the fiscal year 1980.
 - b. The probation officer reimbursement subsidy amount has been based on fiscal year 1978 requested amounts.
 - c. The estimated costs of subsidy counties assuming the operation of parole services has been based upon a 6% inflation factor applied to those costs for these counties in the base year of 1975.
 - d. Projected use of institutions is based upon participating counties expending 20% of their subsidy for this purpose during the first year under the Act, and 30% during the second year.
 - e. It is estimated that an appropriation request of \$11,239,727. will be needed to fund the Act during fiscal year 1980. This figure does not take into account any savings which may occur by counties not coming under the Act when anticipated.
 - f. Given that all counties are under the Act as planned during fiscal year 1980, the Act will be in effect in counties having approximately 82% of the state population.

TABLE 12: COMMUNITY CORRECTIONS ACT PROJECTIONS - FISCAL YEAR 1980

| Existing Counties | Starting Date | No. of Months | Annual Eligible Amount F.Y. 1980 | Amount Eligible For No. of Months | Probation & Parole Subs. | Direct Service | Net Total | Projected Use Of Institution | Adjusted Total |
|--------------------------------|---------------|---------------|----------------------------------|-----------------------------------|--------------------------|----------------|---------------|------------------------------|----------------|
| Ramsey | 7-1-79 | 12 | \$ 2,935,099 | \$ 2,935,099 | -- | -- | \$ 2,935,099 | \$ 880,530 | \$ 2,054,569 |
| Region 3 | " | " | 1,644,376 | 1,644,376 | -- | -- | 1,644,376 | 493,313 | 1,151,063 |
| Anoka | " | " | 1,055,166 | 1,055,166 | -- | -- | 1,055,166 | 316,550 | 738,616 |
| Dodge/Fillmore/ Olmsted | " | " | 644,416 | 644,416 | -- | -- | 644,416 | 193,325 | 451,091 |
| Crow Wing/Morrison | " | " | 377,131 | 377,131 | -- | -- | 377,131 | 113,139 | 263,992 |
| Red Lake/Polk/Norman | " | " | 253,704 | 253,704 | -- | -- | 253,704 | 76,111 | 177,593 |
| Todd/Wadena | " | " | 232,338 | 232,338 | -- | -- | 232,338 | 69,701 | 162,637 |
| Hennepin | " | " | 5,169,957 | 5,169,957 | -- | -- | 5,169,957 | 1,550,987 | 3,618,970 |
| Region 6 W | " | " | 237,937 | 237,937 | -- | -- | 237,937 | 71,381 | 166,556 |
| Dakota | " | " | 80,859 | 80,859 | -- | -- | 80,859 | 24,258 | 56,601 |
| Washington | " | " | 567,457 | 567,457 | -- | -- | 567,457 | 170,237 | 397,220 |
| Blue Earth/Le Sueur/ Waseca | " | " | 489,723 | 489,723 | -- | -- | 489,723 | 146,917 | 341,806 |
| Scott | " | " | 208,845 | 208,845 | -- | -- | 208,845 | 62,654 | 146,191 |
| Carver | " | " | 172,663 | 172,663 | -- | -- | 172,663 | 51,799 | 120,864 |
| Goodhue | " | " | 162,053 | 162,053 | -- | -- | 162,053 | 48,616 | 113,437 |
| Rock/Nobles | " | " | 145,672 | 145,672 | -- | -- | 145,672 | 43,702 | 101,970 |
| <u>NEW COUNTIES</u> | | | | | | | | | |
| Brown | 1-1-80 | 6 | 153,510 | 76,755 | 19,429 | 4,519 | 52,807 | 7,676 | 45,131 |
| Chisago | 7-1-79 | 12 | 122,916 | 122,916 | 17,856 | 23,008 | 82,052 | 24,583 | 57,469 |
| Fairbault | 1-1-80 | 6 | 99,528 | 49,764 | 8,832 | 5,641 | 35,291 | 4,976 | 30,315 |
| Freeborn | 7-1-79 | 12 | 189,924 | 189,924 | 30,601 | 13,053 | 146,270 | 37,985 | 108,285 |
| Houston | " | " | 102,405 | 102,405 | 6,614 | 7,286 | 88,505 | 20,481 | 68,024 |
| Isanti | " | " | 105,309 | 105,309 | 17,875 | 3,569 | 83,865 | 21,062 | 62,803 |
| Itasca | " | " | 205,641 | 205,641 | 23,492 | 24,424 | 157,725 | 41,128 | 116,597 |
| McLeod | 1-1-80 | 6 | 141,648 | 70,824 | 8,589 | 3,668 | 58,567 | 7,082 | 51,485 |
| Martin | " | " | 121,993 | 60,947 | 12,919 | 43,886 | 4,142 | 6,100 | 0 |
| Mower | 7-1-79 | 12 | 233,307 | 233,307 | 41,057 | 18,735 | 173,515 | 46,661 | 126,854 |
| Nicollet | 1-1-80 | 6 | 143,443 | 71,722 | 14,045 | 5,861 | 51,816 | 7,172 | 44,644 |
| Pine | 7-1-79 | 12 | 127,447 | 127,447 | 19,323 | 9,947 | 98,177 | 25,489 | 72,688 |
| Rice | 1-1-80 | 6 | 247,344 | 123,672 | 17,585 | 4,960 | 101,127 | 12,367 | 88,760 |
| Sibley | " | " | 73,271 | 36,636 | 3,858 | 1,967 | 30,811 | 3,664 | 27,147 |
| Steele | 1-1-80 | " | 147,909 | 73,955 | 13,970 | 6,883 | 53,102 | 7,396 | 45,706 |
| Wabasha | 7-1-79 | 12 | 96,280 | 96,280 | 10,895 | 6,836 | 78,549 | 19,256 | 59,293 |
| Watonwan | " | 6 | 60,004 | 30,002 | 4,481 | 2,817 | 22,704 | 3,000 | 19,704 |
| Winona | " | 12 | 271,451 | 271,451 | 39,761 | 26,754 | 204,936 | 54,290 | 150,646 |
| TOTALS | | | \$ 17,020,726 | \$ 16,426,353 | \$ 311,182 | \$ 213,814 | \$ 15,901,357 | \$ 4,663,588 | \$ 11,239,727 |

- Fiscal Year 1981: The primary goal to be accomplished is maintenance of the 51 counties expected to be under the Act at the beginning of this fiscal year.

-- Table 13 presents information on the planned counties to be under the Act during fiscal year 1981.

-- Inspection of Table 13 reveals the following:

- a. A 5% inflation factor has been used for the calculation of subsidy eligibility amounts during fiscal year 1981.
- b. It is estimated that an appropriation request of \$11,829,183. will be needed to fund the Act during fiscal year 1981. This figure does not take into account any savings which may occur by counties not coming under the Act on the anticipated dates.

-- Given that all counties are under the Act as planned during fiscal year 1981, the Act will be in effect in counties having approximately 82% of the state population.

- Table 14 presents summary information for the 1980-81 biennium.

| TABLE 14: <u>COMMUNITY CORRECTIONS ACT PROJECTIONS -- 1980, 1981 Biennium</u> | | | | | |
|---|---|-----------------------|------------------|---|---------------------------|
| <u>Biennial Eligible Amount</u> | <u>Probation & Parole Subs.</u> | <u>Direct Service</u> | <u>Net Total</u> | <u>Projected Use Of Institution</u> | <u>Adjusted Total</u> |
| \$ 34,298,115 | \$ 726,072 | \$ 518,316 | \$ 33,053,727 | \$10,014,118 | \$ 23,068,910 |

-- Inspection of Table 14 indicates that the 1980-81 biennial budget request will be \$23,068,910. This anticipated amount of funding necessary is based upon all counties entering the Act at the expected time, an inflation factor of 5% for each of the two fiscal years and the projected use of state institutions by subsidy counties.

TABLE 13: COMMUNITY CORRECTIONS ACT PROJECTIONS - FISCAL YEAR 1981

| Existing Counties | Starting Date | No. of Months | Annual Eligible Amount F.Y. 1981 | Amount Eligible For No. of Months | Probation & Parole Subs. | Direct Service | Net Total | Projected Use Of Institution | Adjusted Total |
|--------------------------------|---------------|---------------|----------------------------------|-----------------------------------|--------------------------|----------------|---------------|------------------------------|----------------|
| Ramsey | 7-1-80 | 12 | \$ 3,081,854 | \$ 3,081,854 | -- | -- | \$ 3,081,854 | \$ 924,556 | \$ 2,157,298 |
| Region 3 | " | " | 1,726,595 | 1,726,595 | -- | -- | 1,726,595 | 517,979 | 1,208,616 |
| Anoka | " | " | 1,107,924 | 1,107,924 | -- | -- | 1,107,924 | 332,377 | 775,547 |
| Dodge/Fillmore/ Olmsted | " | " | 676,637 | 676,637 | -- | -- | 676,637 | 202,991 | 473,646 |
| Crow Wing/Morrison | " | " | 395,988 | 395,988 | -- | -- | 395,988 | 118,796 | 277,192 |
| Red Lake/Polk/Norman | " | " | 266,389 | 266,389 | -- | -- | 266,389 | 79,917 | 186,472 |
| Todd/Wadena | " | " | 243,955 | 243,955 | -- | -- | 243,955 | 73,187 | 170,768 |
| Hennepin | " | " | 5,428,455 | 5,428,455 | -- | -- | 5,428,455 | 1,628,535 | 3,799,920 |
| Region 6 W | " | " | 249,834 | 249,834 | -- | -- | 249,834 | 74,950 | 174,884 |
| Dakota | " | " | 84,902 | 84,902 | -- | -- | 84,902 | 25,471 | 59,431 |
| Washington | " | " | 595,830 | 595,830 | -- | -- | 595,830 | 178,749 | 417,081 |
| Blue Earth/Le Sueur/ Waseca | " | " | 514,209 | 514,209 | -- | -- | 514,209 | 154,263 | 359,946 |
| Scott | " | " | 219,287 | 219,287 | -- | -- | 219,287 | 65,786 | 153,501 |
| Carver | " | " | 181,296 | 181,296 | -- | -- | 181,296 | 54,389 | 126,907 |
| Goodhue | " | " | 170,156 | 170,156 | -- | -- | 170,156 | 51,047 | 119,109 |
| Rock/Nobles | " | " | 152,956 | 152,956 | -- | -- | 152,956 | 45,887 | 107,069 |
| <u>NEW COUNTIES</u> | | | | | | | | | |
| Brown | 7-1-80 | 12 | 161,186 | 161,186 | 38,858 | 8,688 | 113,640 | 48,356 | 65,284 |
| Chicago | " | " | 129,062 | 129,062 | 17,856 | 24,494 | 86,712 | 38,719 | 47,993 |
| Faribault | " | " | 104,504 | 104,504 | 17,664 | 11,039 | 75,801 | 31,351 | 44,450 |
| Freeborn | " | " | 199,420 | 199,420 | 30,601 | 14,063 | 154,756 | 59,826 | 94,930 |
| Houston | " | " | 107,525 | 107,525 | 6,614 | 8,022 | 92,889 | 32,258 | 60,631 |
| Isanti | " | " | 110,574 | 110,574 | 17,875 | 4,128 | 88,571 | 22,172 | 66,399 |
| Itasca | " | " | 215,923 | 215,923 | 23,492 | 25,977 | 166,454 | 64,777 | 101,677 |
| McLeod | " | " | 148,730 | 148,730 | 17,178 | 6,906 | 124,646 | 44,619 | 80,027 |
| Martin | " | " | 128,093 | 128,093 | 25,838 | 91,170 | 11,085 | 38,428 | 0 |
| Mower | " | " | 244,972 | 244,972 | 41,057 | 20,017 | 183,898 | 73,492 | 110,406 |
| Nicollet | " | " | 150,615 | 150,615 | 28,090 | 11,501 | 111,024 | 45,185 | 65,839 |
| Pine | " | " | 133,819 | 133,819 | 19,323 | 10,811 | 103,685 | 40,146 | 63,539 |
| Rice | " | " | 259,711 | 259,711 | 35,170 | 9,613 | 214,928 | 77,913 | 137,015 |
| Sibley | " | " | 76,935 | 76,935 | 7,716 | 3,341 | 65,878 | 23,081 | 42,797 |
| Steele | " | " | 155,304 | 155,304 | 27,940 | 13,641 | 113,723 | 46,591 | 67,132 |
| Wabasha | " | " | 101,094 | 101,094 | 10,895 | 7,550 | 82,649 | 30,328 | 52,321 |
| Watonwan | " | " | 63,004 | 63,004 | 8,962 | 5,124 | 48,918 | 18,901 | 30,017 |
| Winona | " | " | 285,024 | 285,024 | 39,761 | 28,417 | 216,846 | 85,507 | 131,339 |
| TOTALS | | | \$ 17,871,762 | \$ 17,871,762 | \$ 414,890 | \$ 304,502 | \$ 17,152,370 | \$ 5,350,530 | \$ 11,829,183 |

PROBATION AND PAROLE

A. Background

1. Parole and Probation Supervision

- Probation is a legal disposition which essentially involves a process of verifying the behavior of an offender through periodic reports to a probation officer and other significant persons or agencies, and the provision of controls and assistance to the probationed offender.
- Parole is a procedure by which inmates are selected for release from an institution as well as a service by which they are provided with necessary controls and assistance from a parole officer as they complete a portion of their prison sentences within the community.
- Based upon the evolution of probation and parole in the state, a complicated organizational system has developed as reflected in Figure 3.
 - Three different systems of jurisdiction are evident: (1) non-metro counties with populations less than 200,000 and not under the Community Correction Act; (2) metro counties over 200,000 population and not under the Act; (3) counties under the Act.
 - Further complicating the system for delivering probation and parole services are the different categories of offenders. A large number of different probation and parole jurisdictional categories have been created on the basis of offender age (juveniles, youthful offender, adult).
 - Once under the Community Corrections Act the total responsibility for delivering probation and parole services for juveniles and adults lies with the county. Consequently, as additional counties come under the Act, the jurisdictional responsibilities for delivering probation and parole services will be increasingly simplified.
 - The variety of probation cases is particularly confusing, and includes the following statuses:
 - a. State juvenile probation is used following the commitment of the youth to the Commissioner of Corrections, placement in a State Reception Center, and the subsequent release of the youth under the supervision of a county probation officer in those counties with a population of less than 200,000 or, in a county with a population in excess of this, under the supervision of a state parole officer.
 - b. County juvenile probation is used by juvenile courts in the state, and involves supervision by a probation officer.

FIGURE 3 : PROBATION/PAROLE SUPERVISION

State and County Jurisdiction

I. Rural Areas (Non-Community Corrections Act Counties - under 200,000 population)

| JUVENILES | | | | YOUTHFUL OFFENDERS | | | ADULT | | |
|---|----------------------|---------------------|----------------------|--------------------|---------------------|--------------------|---------------------------|---------------------|----------------------------|
| Type of Agent | Type of Adjudication | Type of Disposition | Disposition Source | Type of Conviction | Type of Disposition | Disposition Source | Type of Disposition | Type of Disposition | Disposition Source |
| <u>County Probation Agents</u> (includes state-contracted services) | Non-Adjudicated | Continuance | County Court | Felony | Probation | State (MCB) | Misdemeanor | Probation | County Court |
| | Adjudicated | Probation | County Court | Felony | Parole | State (MCB) | | | |
| | Adjudicated | Probation | State (Commissioner) | Misdemeanor | Probation | County Court | | | |
| | Adjudicated | Parole | State (Commissioner) | | | | | | |
| <u>State Agents</u> | | | | Gross Misd. Felony | Probation | District Court | Felony Gross Misd. Felony | Parole Probation | State (MCB) District Court |

II. Hennepin County (Non-Community Corrections Act County - over 200,000 population)

| | | | | | | | | | |
|--------------------------------|-----------------|-------------|----------------------|-------------|-----------|-----------------|-------------|-----------|----------------|
| <u>County Probation Agents</u> | Non-Adjudicated | Continuance | Juvenile Court | Misdemeanor | Probation | Municipal Court | Misdemeanor | Probation | District Court |
| | Adjudicated | Probation | Juvenile Court | Felony | Probation | District Court | Felony | Probation | District Court |
| | | | | Gross Misd. | | | Gross Misd. | | |
| <u>State Agents</u> | Adjudicated | Probation | State (Commissioner) | Felony | Probation | State (MCB) | Felony | Parole | State (MCB) |
| | Adjudicated | Probation | State (Commissioner) | Felony | Parole | State (MCB) | | | |

III. Counties Under the Community Corrections Act

[illegible]

- c. State youthful offender parole services operate essentially the same as state juvenile probation, except that the Minnesota Corrections Board maintains releasing authority for this group of offenders aged 18-25.
- d. In counties under 200,000 population not operating under the Community Corrections Act, adult misdemeanor probation cases from the county court are assigned to county probation officers, while district court gross misdemeanor and felony probationers are assigned to state probation/parole officers along with youthful offender probation cases.
 - In counties under the Community Corrections Act, county parole/probation officers handle both district and county court probationers and state parolees.
 - In counties over 200,000 population (whether or not the county is under the Community Corrections Act) adult district and county court probationers are supervised by county probation officers.

2. County Probation Officer Reimbursement

- Minnesota statutes provide that the State of Minnesota is to reimburse 50 per cent of the cost of county probation officer salaries in counties with less than 200,000 population. The Department of Corrections administers this subsidy.
- Statutes further provide that when legislative appropriations are not sufficient to cover 50% of the cost of such services, the Department is to pro-rate the appropriation.
- Table 15 presents information by calendar year on total funds appropriated and proportion of probation officer salaries actually reimbursed.

| TABLE 15: COUNTY PROBATION OFFICER REIMBURSEMENT | | | | |
|---|-----------------------------------|---------------------------------|---------------------------------|--|
| <u>Calendar Year</u> | <u>State Dollars Appropriated</u> | <u>Percent of Salaries Paid</u> | <u>Total Amount of Salaries</u> | <u>Number of County Probation Agents</u> |
| 1970 | 505,000 | 40% | 1,262,500 | 85 |
| 1971 | 550,000 | 47% | 1,170,213 | 94 |
| 1972 | 525,000 | 45% | 1,166,667 | 104 |
| 1973 | 575,000 | 48% | 1,197,917 | 109 |
| 1974 | 700,000 | 42% | 1,666,667 | 122 |
| 1975 | 770,000 | 38% | 2,026,315 | 134 |
| 1976 | *770,000 | | | |
| * A deficit appropriation shall be sought in order to increase the proportion of salaries to be reimbursed. | | | | |

● Inspection of Table 15 reveals the following:

- In no year did the appropriation allow for the full 50 per cent reimbursement to the counties because the increased amount of the appropriation has been more than off-set by the increased numbers of probation staff in the counties.

3. Parole Release

a. Juveniles

- Juvenile parole release criteria have been developed as a result of a major study completed in 1976 to assess the basis upon which decisions are made to release or retain juveniles committed to the care and custody of the Commissioner.
- The major finding of this research was the inconsistent and non-systematic criteria used by institutional staff in making decisions about whether or not to institutionalize as well as when to release on parole.
- On the basis of this research finding, the Department has established written parole criteria designed to provide structured guidelines for the purpose of developing greater consistency and fundamental fairness to those juveniles committed to the Commissioner.
- A primary distinction in the criteria is made between delinquent acts against property, status offenders, or victimless delinquent acts, and delinquent acts committed against persons.

b. Adults

- The Minnesota Corrections Board (MCB) was created by the 1973 Legislature and began operation on January 1, 1974.
- It is the state's first full-time parole board and has jurisdiction over youthful offenders and adults committed to state correctional institutions and released on parole status.
- In February, 1974, the Department of Corrections submitted a grant on behalf of the MCB to the Governor's Commission on Crime Prevention and Control, which was designed to assist the Board in the development of guidelines for making parole releasing decisions. The grant was funded and became operational in October, 1974.
- Parole Releasing Guidelines were needed because:
 - a. the Board possessed broad discretion to release most offenders at any time between admission and expiration of sentence;
 - b. the Legislature did not define goals or criteria for the Board to use in making parole decisions;
 - c. Legal Assistance to Minnesota Prisoners (LAMP) had filed a suit against the previous part-time parole board because of the absence of parole decision making criteria.

- The purpose of the Guidelines is to provide criteria for making parole releasing decisions for adult and youthful offenders which:
 - provides a systematic method to achieve the goals of public protection, deterrence, and rehabilitation (the public policy goals of the 1963 Criminal Code);
 - assures that similar inmates will serve similar periods of incarceration before parole.
- The Guidelines classify inmates into similar categories based on the risk of failure on parole and the severity of the committing offenses. The assessment of risk of failure is accomplished by a parole prediction instrument developed from a study of 1,000 inmates paroled in 1971 and 1972 and the clinical judgment of the parole board members.
 - The items used in the prediction instrument consist of a number of indicators of the extent and duration of adult criminal history.
 1. For each category of inmates, the Guidelines establish a number of months that most inmates will serve before release on parole.
 2. The number of months increase as the categories of risk of failure and severity of offense increase.
 - In individual cases, the MCB has the discretion to depart from the Guideline time by providing the inmate with a written statement of the reasons for departure. As of October, 1976 the MCB had assigned release dates under the Guidelines to approximately 500 inmates, and had departed from the Guideline time in 15% of the cases.
 - Once a target release date is assigned to an inmate by the MCB, it will be increased only if the inmate is convicted of a major misconduct violation in the institution disciplinary court. For inmates eligible for Mutual Agreement Program (MAP) contracts, this target release date will be shortened by a prescribed period upon prior completion of a MAP contract.
- Mutual Agreement Programming (MAP) is designed to increase the efficiency of prison rehabilitative programs and is used in conjunction with parole release guidelines.
 - Under the MAP concept, prison and parole authorities as well as participating prisoners agree to a three-way contractual commitment:

- a. Prisoners must assume responsibility for planning (with prison staff) and completing successfully an individually tailored rehabilitative program to obtain parole release at a mutually agreed upon date;
- b. Parole Board members must establish a firm parole date and honor it if the inmate fulfills the explicit, objective, and mutually agreed upon criteria for release;
- c. Institution staff must provide the services and training resources required by prisoners and must fairly assess their performance in the program.

B. Future Plans: 1978-1981

1. Probation and Parole Supervision

- Goal: To provide state probation and parole supervision for adults and juveniles.
- Goal: To provide related investigatory services to the courts and parole authorities in non-subsidy Act counties.
- Goal: To assist in the implementation and on-going monitoring of the Community Corrections Act as counties come under the Act.
- It is expected that a range of community alternatives will be utilized in helping the probationer or parolee to achieve acceptable legal behavior within the community. Examples of such alternatives would be PORT programs, diversion projects, use of volunteers and residential placements.
- The passage by the legislature of the Community Corrections Act is lending a new dimension in corrections programming, with counties assuming responsibility for probationers and parolees formerly supervised by the Department of Corrections.
- The following schedule projects the resulting reduction of caseloads from state to county responsibility and the timetable for implementation of the Community Corrections Act in the various regions, along with county assumption of responsibility for case supervision:

| | <u>1978</u> | <u>1979</u> | <u>1980</u> | <u>1981</u> |
|----------------|-------------|-------------|-------------|-------------|
| Metro Region | 0 | 0 | 0 | 0 |
| Western Region | 1,150 | 1,150 | 1,120 | 1,120 |
| Eastern Region | 755 | 755 | 0 | 0 |

- The above projections are based on the assumption that counties will come under the Act as scheduled (see "Community Corrections Act Plans").

- Rationale: The Department of Corrections is decreasing its role in the provision of direct services as counties come under the Community Corrections Act and assume direct service responsibility for probation and parole supervision.

- Activities:

- Counties will take over State probation and parole positions as they begin participation in the Act.
- In the biennium 1978-1979, 46 state agent and 6 state supervisor positions will be assumed by counties coming under the Act if implementation occurs as projected. In the biennium 1980-1981, an additional 12 state agent positions will transfer to counties.
- The Department will maintain the existing probation and parole supervisor in each district coming under the Act in order to assist in implementation of the Act and to monitor on-going county activities.

- Costs: Projected probation and parole personnel costs to the Department by region are as follows:

| <u>F.Y.</u> | <u>EAST</u> | <u>WEST</u> | <u>METRO</u> | <u>TOTAL</u> |
|-------------|-------------|-------------|--------------|--------------|
| 1978 | \$601,404 | \$655,785 | \$116,070* | \$1,373,259 |
| 1979 | 550,377 | 662,744 | 123,034 | 1,336,155 |
| 1980 | 279,858* | 695,881 | 129,186 | 1,104,925 |
| 1981 | 135,645 | 730,675 | 135,645 | 1,001,965 |

* While responsibility for supervising probationers and parolees will be assumed by counties under the Community Corrections Act, supervisory field staff will be maintained by the state to provide technical assistance, monitoring, and supervision of the ongoing implementation of the Community Corrections Act.

- These figures are based on the assumption that counties will enter the Community Corrections Act as scheduled and assume state parole positions. These figures then represent personnel costs to the Department for counties not yet under the Act, as well as Department administrative costs related to implementation and monitoring of the Act in participating counties.

2. Parole Release Guidelines

- Assuming any changes in the sentencing law which might occur are compatible with the continued use of decision making guidelines, the following course of action is planned. After completion of the initial evaluation, scheduled for early 1978, three interrelated activities will continue as long as the guidelines are in effect.

- a. Monitoring -- a continuing activity to determine emerging substantive or procedural problems with the guidelines. The monitoring function will result in semi-annual "feedback" sessions involving the Department of Corrections and the Minnesota Corrections Board, with the possibility of procedural or substantive changes to deal with the problems.
- b. Evaluation -- will consist of gathering and analyzing key outcome variables to measure the effectiveness of the guidelines in achieving stated goals. This activity will continue after 1978 to a reduced extent, dealing principally with recidivism rates of parolees released under the guidelines and impact of the guidelines on correctional resources.
- c. Research -- will consist of revalidation, or if necessary, a revision of the prediction instrument. Parole outcome prediction instruments become less powerful over time as characteristics of the population to which they are applied begin to differ from the characteristics of the population on which they were developed. Revalidations and/or revisions are scheduled to occur every three years, beginning in 1978.

● Thus, the following timetable is planned:

1978 Monitoring -- on-going, with semi-annual feedback sessions.

Evaluation -- analyze results of evaluation, feedback results to Minnesota Corrections Board and Department of Corrections; recommend needed changes in guidelines or procedures; draft, promulgate changes and conduct training sessions as needed.

Research -- Revalidate, and if necessary, revise the parole prediction instrument. Incorporate any changes in guidelines, conduct needed training programs with caseworkers.

1979 Monitoring -- on-going, with semi-annual feedback sessions.

Evaluation -- reduced evaluation activity, limited to outcome measures related to recidivism and system workloads and resources. Annual feedback session, with revisions as necessary.

1980 Monitoring -- on-going, with semi-annual feedback sessions.

Evaluation -- same as in 1979.

1981 Monitoring -- on-going, with semi-annual feedback sessions.

Evaluation -- on-going, as in 1979 and 1980.

Research -- revalidate, and if necessary, revise the parole prediction instrument. Incorporate any changes in guidelines and conduct needed training programs for caseworkers.

3. Mutual Agreement Programming (MAP)

- By October, 1976, all adult correctional institutions shall be involved in developing MAP contracts for recently admitted eligible inmates.
- By July, 1977, all eligible property offenders in adult state correctional institutions interested in developing a Mutual Agreement Programming contract will be covered by such contracts.
- By July, 1977, the development of MAP contracts will become a routine part of the intake and casework functions of each state adult correctional institution.
- By July, 1978, inmates committed for specified classes of crimes against persons will be eligible for developing MAP contracts.
- By July, 1979, MAP contract development will be a routine function at all adult institutions for all offenders, including offenders committed for sex crimes if a viable treatment program is available.

GROUP HOMES SUBSIDY PROGRAM

A. Background

- County-operated and state-operated group homes comprise one element of community alternatives to state institutionalization for juveniles.
- County-operated group homes for adjudicated delinquents are operated and supervised by the county juvenile court judge in conjunction with probation and parole supervisors from within the Department.
 - The county probation officer is responsible for supervising the operation of the home on a daily basis and reporting directly to the county juvenile court judge concerning the status of the home and the children.
 - County group homes for adjudicated delinquents are funded primarily by county welfare departments, with the Department of Public Welfare reimbursed by the Department of Corrections for 50% of the costs, not to exceed \$150 per month per youth.
- State-operated group homes are contracted with the Department and totally funded from legislative appropriations.
 - Department of Corrections field supervisors are responsible for developing contract agreements between the group home and the Department as well as for the on-going monitoring of these facilities.
- Table 16 provides information about the number of beds and financial reimbursements for county and state-operated group homes. It should be noted that the number of county and state-operated group homes which are reimbursed through this subsidy decreased from 1973-74 as a result of legislative passage and ongoing implementation of the Community Corrections Act. After counties begin participation in the Act, they are no longer eligible for reimbursement through the group home subsidy.

TABLE 16: BED CAPACITY AND REIMBURSEMENTS - GROUP HOMES

| <u>YEAR</u> | <u>County</u> | | <u>State</u> | |
|-------------|---------------|----------------------|----------------|----------------------|
| | <u># Beds</u> | <u>Reimbursement</u> | <u># Homes</u> | <u>Reimbursement</u> |
| 1972 | 272 | \$ 165,742 | 10 | \$ 172,897 |
| 1973 | 320 | 217,842 | 14 | 223,078 |
| 1974 | 389 | 130,659 | 13 | 80,806 |
| 1975 | 154 | 62,648 | 7 | 63,708 |
| 1976 | 189 | 75,897 | 3 | 35,037 |
| 1977 | 162 | | 1 | 50,000 (est.) |

B. Future Plans: 1978-1981

- A major activity during this period will be the promulgation of standards which will apply to all group homes which receive a subsidy program, the Community Corrections Act, or any homes which service teenagers adjudicated delinquent.
- The Department of Corrections will continue to cooperate with the Department of Public Welfare in defining which homes are to be licensed by the Department of Public Welfare and which are to be licensed by the Department of Corrections. This will involve developing a system of identifying participants in group homes and foster care facilities, inspecting and monitoring such facilities, and determining the most appropriate funding source for each facility.
- During this period, the Department plans on subsidizing approximately 120 beds in county-operated group homes, as well as directly operating one six-bed group home which accepts juveniles on parole after having spent some time at state institutions.
 - Subsidy funds for county-operated group homes shall be determined on the basis of need as defined by the County Court judges.
 - As statewide implementation of the Community Corrections Act proceeds, the Department will fund group homes in those counties not yet participating in the Community Corrections Act.
- Appropriation requests to fund these activities are projected as follows:

| <u>Year</u> | <u>Amount</u> |
|-------------|---------------|
| 1978 | \$150,000 |
| 1979 | 150,000 |
| 1980 | 150,000 |
| 1981 | 150,000 |

COMMUNITY CORRECTIONS CENTERS ACT

A. Background

- This Act was passed by the 1969 legislature and authorized political subdivisions of the state to establish and operate community corrections centers; in 1971 the law also provided for appropriations to the Commissioner of Corrections for grants to such programs.
- Table 17 summarizes funding of Centers Act programs.

B. Future Plans: 1978-1981

- Goal: To develop and maintain model or experimental community-based corrections alternatives within the state, as demonstrated by granting funds to at least four such programs.
 - Rationale: This funding is intended primarily as matching money to programs in counties anticipating coverage under the Act sometime during the next two bienniums, exclusive of programs operated by Indian reservation business committees.
 - Activities: In each of fiscal years 1978, 1979, 1980 and 1981, appropriation requests for the Centers Act subsidy are projected to be \$212,500.

TABLE 17: CENTERS ACT FUNDING BY YEAR AND AMOUNTA. Fiscal Year 1973:

| <u>NAME AND LOCATION OF PROJECT</u> | <u>BED CAPACITY</u> | <u>REFERRAL SOURCE</u> | <u>CENTERS ACT FUNDING</u> |
|-------------------------------------|---------------------|-----------------------------|----------------------------|
| P.O.R.T. - Rochester | 22 | Courts - State Institutions | \$ 108,030 |
| P.O.R.T. - Brainerd | 15 | Courts - State Institutions | 27,453 |
| 180 Degrees - Minneapolis | 30 | State Institutions | 3,300 |
| P.O.R.T. - Minneapolis | 18 | Courts | 15,318 |

TOTAL FUNDING = \$ 154,101

B. Fiscal Year 1974:

| | | | |
|---|----|-----------------------------|-----------|
| P.O.R.T. - Rochester | 22 | Courts - State Institutions | \$ 59,605 |
| P.O.R.T. - Brainerd | 15 | Courts - State Institutions | 33,781 |
| 180 Degrees - Minneapolis | 30 | State Institutions | 23,440 |
| P.O.R.T. - Minneapolis | 18 | Courts | 42,430 |
| Retreat House - St. Paul | 25 | State Institutions | 14,750 |
| Portland House - Minneapolis | 15 | Courts | 24,741 |
| Expeditions - Minneapolis (non residential) | | Courts | 23,720 |
| Goodhue-Wabasha-Red Wing (non residential) | | Community Agencies | 24,664 |

TOTAL FUNDING = \$ 247,131

C. Fiscal Year 1975:

| | | | |
|--|----|-----------------------------|----------|
| P.O.R.T. - Rochester | 22 | Courts - State Institutions | \$ 4,967 |
| P.O.R.T. - Brainerd | 15 | Courts - State Institutions | 2,375 |
| 180 Degrees - Minneapolis | 30 | State Institutions | 15,968 |
| P.O.R.T. - Minneapolis | 18 | Courts | 20,933 |
| Portland House - Minneapolis | 15 | Courts | 23,108 |
| Leech Lake Youth Lodge | 18 | Courts | 81,751 |
| Hillcrest House - Duluth | 15 | Courts | 84,124 |
| North West Satellite Homes - Crookston | 16 | Courts | 91,624 |
| Goodhue-Wabasha-Red Wing (non-residential) | | Community Agencies | |

TOTAL FUNDING = \$ 358,585

D. Fiscal Year 1976:

| | | | |
|--|----|--------------------|-----------|
| P.O.R.T. - Minneapolis | 18 | Courts | \$ 21,861 |
| Portland House - Minneapolis | 15 | Courts | 28,623 |
| Hillcrest House - Duluth | 15 | Courts | 28,146 |
| Leech Lake Youth Lodge | 8 | Courts | 74,581 |
| Goodhue-Wabasha-Red Wing (non-residential) | | Community Agencies | 24,667 |

TOTAL FUNDING = \$ 177,878

E. Fiscal Year 1977:

| | | | |
|--|----|--------------------|-----------|
| P.O.R.T. - Minneapolis | 18 | Courts | \$ 37,000 |
| Goodhue-Wabasha-Red Wing (non-residential) | | Community Agencies | 24,000 |
| Portland House - Minneapolis | 15 | Courts | 33,000 |
| Leech Lake Youth Lodge | 8 | Courts | 69,488 |
| North West Satellite Homes - Crookston | 16 | Courts | 49,000 |

TOTAL FUNDING = \$ 212,488

COMMUNITY CORRECTIONS PROGRAMS--
CONTRACTED, OPERATED OR SPONSORED

A. Background

- The Department of Corrections directly contracts with four community residential programs, directly operates two programs, and sponsors grants which operate four additional programs.
- The Department contracts with community residential programs to provide services for paroled offenders and state probationers (Juvenile Newgate, Retreat House, 180 Degrees and Alpha House).
 - The purpose of contracting for services is to provide flexibility in meeting changing service demands, to offer a range of diverse program options, and to achieve economy in delivering such services.
 - The extent to which contracted services have been developed is largely contingent upon the number of counties participating in the Community Corrections Act.
 - As counties come under the Act, a decreased need for these services occurs. Most of the contracted programs are located in Hennepin County; if Hennepin County enters the Community Corrections Act, the Department will move out of this type of arrangement.
- The Department directly operates two programs which provide services to special categories of offenders from throughout the state. One program serves adult Native American offenders, (Anishinabe Longhouse) and the other is for offenders on work release status from state institutions (Project Re-Entry/Work Release).
- The Department has served as the sponsoring agency for two LEAA grant programs, one, a non-residential offender advocacy program (Women Helping Offenders), and the other for adult women offenders attending college (Women's Newgate). Two other programs, College Newgate and Vocational Newgate, are funded with state money allocated on a grant rather than contract basis.

B. Future Plans: 1978-1981

- Goal: To assure availability of Community Corrections program services to Department of Corrections clients who have diverse needs in connection with developing or maintaining socially acceptable life styles in the community.
- Rationale: Since the Department of Corrections does not control either intake or adult releases, the number of clients returning to the community and the needs of those clients are ever changing. In addition, new programs develop in the community to meet newly perceived needs, other programs close for various reasons and program competence varies both over time and from program to program. In order to assure the

most appropriate service at the most reasonable cost while still retaining flexibility, the Department of Corrections has chosen to use purchase of service contracts and to operate a small number of programs directly. This process provides for accommodating new or unforeseen needs, quickly responding to changes in program competence and allows direct monitoring to assure Department of Corrections clients are receiving the service for which state dollars are being expended. Funds not expended in any fiscal year revert to the Community Corrections Act, thus reducing the amount of the appropriation for the Act.

● Activities:

1. Fiscal years 1978-1979: contract with approximately 8 programs for 70 beds and one program for non-residential services; directly operate 2 programs with 43 beds.
Fiscal years 1980-1981: contract with 8 programs for approximately 24 beds and one program for non-residential services; directly operate 2 programs with 43 beds.
2. Conduct physical inspections of contract facilities to assure appropriate levels of cleanliness, safety, regard for human dignity, etc. for Department of Corrections clients.
3. Monitor program activities to assure program quality, record keeping and accountability at a level which meets Department of Corrections requirements.
4. Monitor billings to assure payment for Department of Corrections clients and verify with parole agents the presence and quality of service being received by those clients for whom they are responsible.

- Costs: The budget request for fiscal years 1978-1979 was developed to cover directly-operated program costs, as well as Department of Corrections needs for contracted services in the event that Hennepin County did not participate in the Community Corrections Act during any significant portion of the biennium. The estimates prepared for fiscal years 1980-1981 assume Hennepin County's participation in the Community Corrections Act for the entire biennium, and reflect an estimated cost for contracted programs which is approximately one-third as great as the previous biennium. The estimate may be slightly high or low depending on which other counties participate in the Act and for what period of time. Table 18 indicates projected beds and levels of funding for each fiscal year.

TABLE 18 : PROGRAMS AND PROJECTED FUNDING, 1987-1981

| <u>Contracted Programs</u> | <u>1978</u> | | <u>1979</u> | | <u>1980</u> | | <u>1981</u> | |
|-----------------------------------|-------------|-------------------|-------------|-------------------|-------------|-------------------|-------------|-------------------|
| | Beds | Projected Funding | Beds | Projected Funding | Beds | Projected Funding | Beds | Projected Funding |
| 180° | 16 | \$ 175,200 | 16 | \$ 190,968 | 4 | \$ 48,059 | 4 | \$ 50,462 |
| Alpha | 13 | 113,360 | 13 | 123,562 | 4 | 41,461 | 4 | 43,534 |
| Retreat | 4 | 38,050 | 4 | 41,474 | 4 | 41,750 | 4 | 43,837 |
| College & Vocational Newgate | 13 | 128,909 | 13 | 118,265 | 4 | 32,441 | 4 | 34,063 |
| Womens Newgate | 4 | 40,000 | 4 | 43,600 | 2 | 21,945 | 2 | 23,042 |
| Freedom House | 4 | 58,400 | 4 | 63,656 | 2 | 32,039 | 2 | 33,641 |
| W.H.O. | - | 111,817 | - | 118,526 | - | 124,452 | - | 130,674 |
| Fund for Purchased Services | | 180,940 | - | 197,225 | - | 49,634 | - | 52,115 |
| <u>Directly Operated Programs</u> | | | | | | | | |
| Anishinabe | 15 | 157,307 | 15 | 160,903 | 15 | 168,948 | 15 | 177,395 |
| Re-Entry & Work Release | 28 | 268,797 | 28 | 275,214 | 28 | 288,974 | 28 | 303,423 |
| TOTAL | | \$ 1,150,319 | | \$ 1,225,511 | | \$ 725,251 | | \$ 761,512 |

PROGRAMS AND RESEARCH DIRECTED AT VICTIMS OF CRIME

A. Background

- Since 1972, the Department has become increasingly involved in developing and implementing programs and research projects which focus on the crime victim.

-- Specific efforts have been as follows:

1. The Minnesota Restitution Center Program;
2. The Minnesota Program for Victims of Sexual Assault;
3. Research aimed at assessing the manner and extent to which restitution is used within the probation services of the state;
4. Research dealing with an assessment of the manner and extent to which a variety of social and legal remedies are utilized by crime victims within the state;
5. Sponsorship of the First International Symposium on Restitution in conjunction with the Law Enforcement Assistance Administration.

- The Minnesota Restitution Center was a community-based residential corrections program designed as a partial diversion for offenders sentenced to the Minnesota State Prison (MSP) and the State Reformatory for Men (SRM).

- The "Assessment of Restitution in Minnesota Probation Services" research project aimed at compiling information on the frequency with which restitution was ordered as a probation condition for adults and juveniles, attitudes held by judges, probation officers, victims and offenders toward restitution, as well as major problems associated with this practice.

-- Major findings included the following:

1. Restitution was used in approximately 25% of probation dispositions for juveniles and adults from District Courts during the sampled months of October, 1973, January, 1974, April, 1974, and July, 1974.
2. In approximately 90% of court-ordered restitution cases, full as compared to partial restitution was required.
3. A primary factor in the decision to order restitution was the offender's preceived ability to pay.
4. The large majority of judges and probation officers favored the use of restitution as a probation condition.
5. Most victims felt that restitution was desirable when used in conjunction with probation supervision.

- The "Remedies Utilized by Crime Victims in Minnesota" research project aimed at compiling systematic information on the variety of social and legal remedies used by crime victims in this state, for the purpose of better identifying the relative extent to which available remedies are utilized, as well as where gaps in service exist.
 - Major findings included the following:
 1. Four major remedies are used by crime victims in Minnesota to recover losses:
 - private insurance
 - civil suits
 - restitution
 - compensation received from the Crime Victims Reparation Board
 2. Crime victims suffer considerable losses not covered by any of these existing remedies.
 3. Private insurance is the most commonly used remedy; however, it does not sufficiently cover losses sustained.
 4. A large proportion of crime victims are not aware of available remedies.
- The International Symposium on Restitution involved a two-day working conference focusing on the concept of restitution from a variety of perspectives -- legal, research, cross-cultural, historical and operational. The symposium proceedings were published, and approximately 2,000 copies have been distributed throughout the world.
- In response to growing problems confronting victims of sexual assault, the Minnesota legislature mandated the Commissioner of Corrections to develop a statewide program to aid victims of sexual attacks (M.S. 241.51 - 241.53, 1974). Major activities of the program to date have been the following:
 - working in conjunction with other interest groups for the successful revision of Minnesota criminal sexual conduct statutes;
 - funding of pilot programs in Hennepin and Ramsey counties which provide direct victim assistance, training and community education within the respective county;
 - facilitation of interdisciplinary community-based program in St. Louis, Crow Wing, Olmsted, Blue Earth, Clay, Chisago, Dakota and Washington counties for the purpose of providing coordination, training, community education and direct victim assistance;
 - scheduling of training programs;

- providing community education programs;
- dissemination of information for and about victims of sexual assault including sample medical and police protocols, program summaries, speakers kits, articles, bibliographies, statistics, myths and facts sheets, and information on the 1975 Minnesota Criminal Sexual Conduct Law.

B. Future Plans: 1978-1981

1. Restitution Programs

- Goal: The Minnesota Restitution Center was as of January, 1977, discontinued as an operational residential facility. A unit of five staff will be responsible for developing and delivering services focusing upon restitution throughout operations of the Department.
- Rationale:
 - a. in four years of operation, Restitution Center expenditures totaled \$545,803, and the program served a total of 109 clients;
 - b. the referral of clients to the program by the Parole Board has been intermittent and made it impossible to plan for a constant flow of referrals; program population has fluctuated from six (6) to eighteen (18), far short of the capacity of twenty-two (22).
- Activities: In place of maintaining a separate residential facility focusing upon offender restitution to crime victims, the Department will contract for beds with other residential programs to be used for restitution clients.
- Goal: To develop systems for evaluating restitution efforts for all levels of the justice system, and to act as a clearinghouse for information related to restitution.
- Rationale: Current information indicates that only rarely do courts in the state have access to accurate and timely information on the amount of restitution ordered and collected, or follow-up information on the relative impact upon offenders of this type of disposition.
- Activities: Local juvenile and adult justice agencies shall be contacted and, where interest exists, research efforts shall be implemented and structured for the purpose of collecting basic information.
- Goal: Screen all property offenders at intake at the adult prisons and act to facilitate the early release of offenders to local communities.
- Rationale: The development of restitution contracts specifying the amount and form of restitution to be made as well as the payment schedule will be implemented at all adult institutions. The developed contracts will be reviewed by the parole authority and, if acceptable, inmates will be released to community programs for supervision.

- Activities: The process would be one of restitution agents helping and teaching local field services people to develop contracts and learn skills in collecting restitution payments.
- Goal: To encourage the expansion of "Community Service work orders" as a type of symbolic restitution within the criminal and juvenile justice system. Community service work orders involve offenders making restitution in the form of services to the community, such as renovation and construction work for community centers, clubs for the handicapped or aged, or projects of historical interest. 1972 legislation in England mandated the use of such work orders throughout that country.
- Rationale: Community service work orders as a form of symbolic restitution are only infrequently used in Minnesota. However, such practices could be more widely developed given the availability of technical assistance, and could provide additional alternative sanctions for use with adult and juvenile offenders.
- Activities: Major activities would include consulting with judges and probation officials about the current use of work ordered restitution, and helping communities develop and implement such schemes.
- Costs for these activities are projected as follows:

| | |
|-------|------------|
| 1978 | \$ 115,108 |
| 1979 | 127,000 |
| 1980* | 134,000 |
| 1981* | 141,000 |

* Figures for these years represent a 5% increase over the previous years.

2. Victims of Sexual Assault

- Goal: To provide central coordination for crisis intervention and referral services for victims of sexual assault.
- Rationale: Sexual assault is a statewide phenomenon requiring a central coordinating point.
- Activities: The Minnesota Program for Victims of Sexual Assault will continue to maintain an updated file of statewide referral sources.
- Goal: To provide training programs for personnel who interact with the victim, including health care professionals, law enforcement personnel, legal personnel, social service agencies, crisis line volunteers, and victim advocates.
- Rationale: Ongoing staff training is needed to continuously update procedures and take into account staff turnover.

-- Activities:

- a. Both intra-disciplinary and inter-disciplinary training programs shall be regularly scheduled throughout the state.
- b. Efforts will be made to coordinate training programs with other agencies, such as the Bureau of Criminal Apprehension and the Minnesota Hospital Association.
- c. The procedural manual will be regularly updated and distributed throughout the state.

- Goal: To educate the general public on the nature and scope of sexual assault as it exists in Minnesota.

-- Rationale: Community education efforts shall be continued in order to make available information on existing services, as well as to help dispel misconceptions about sexual assault.

-- Activities: Continue efforts directed at public speaking, media presentations, and extensive use of the completed slide show, "A Crime of Violence".

- Goal: To coordinate the resources of existing human service institutions to assist in the development and implementation of training and victim assistance programs.

-- Rationale: Inter-disciplinary coordination is required because the victim of sexual assault intersects with a wide variety of personnel and programs.

-- Activities: Staff will continue to facilitate the development of community programs and act as resources to community programs.

- Goal: In coordination with other agencies determine the special needs of the child and adolescent victim of sexual abuse and incest.

-- Rationale: The needs of the child victim differ from those of adults, and at this time, no comprehensive protocols exist for police, medical, legal and social service personnel.

-- Activities: The Minnesota Program for Victims of Sexual Assault, in coordination with other agencies will determine and assess needs and services for child victims, develop procedures for working with child victims, and conduct training sessions.

- Costs for these activities are projected as follows:

| <u>YEAR</u> | <u>SOURCE OF FUNDS</u> | <u>AMOUNT</u> |
|-------------|------------------------|---------------|
| 1978* | LEAA | \$151,594.80 |
| | Match | |
| | -LAC | 6,771.20 |
| | -DOC | 39,579.00 |
| | -Pilot Counties | 54,713.00 |
| | TOTAL | \$252,658.00 |
| 1979 | DOC | 58,459.00 |
| 1980 | DOC | 61,381.00 |
| 1981 | DOC | 64,303.00 |

*1978 is the third and final year of federal funding; projected costs for fiscal years 1979-81 reflect only Department costs associated with this program.

LOCAL INSTITUTIONS

LOCAL INSTITUTIONS

A. Background

1. Inspection and Enforcement Unit

- The responsibilities of the Inspection and Enforcement Unit with respect to local correctional facilities in the state are:
 - To assist in the development of consistency and continuity in the operations of such facilities throughout the state.
 - To provide direction to local units of government, concerned individuals, and agencies involved in criminal justice relative to the planning of local facilities.
 - To support local claims for resources to resolve existing problems due in part to a lack of such resources.
 - To collect, analyze, and disseminate information related to assessments of and recommendations concerning local correctional facilities.
 - To serve as a disbursing agent of state funds appropriated for construction and operation of local facilities.
 - To investigate claims of malpractice, malfeasance, misfeasance or nonfeasance submitted by any person or group of persons that relate to the detention and confinement of persons in local facilities.
 - To inspect local facilities pursuant to Minnesota Statute 241.021, Subd. 1, report findings of such inspections to local authorities and to record a copy of such inspections for public record.
 - To serve the Legislature as a consultant on matters relating to local facilities.
 - To serve as a clearinghouse on architectural plans for all local facilities.
 - To coordinate with the judiciary, law enforcement, other state agencies and accredited special interest groups the development of programs, policies and procedures related to local facilities.
- The Inspection and Enforcement Unit of the Department of Corrections serves several functions:
 - As required by Minnesota Statute 241.021, Subd. 1 and 2, the unit is responsible to the Commissioner for inspecting annually each correctional facility of the state. The inspections are used to

enforce standards in those cases where licensing is required to operate or to receive funding from the state.

- In addition to inspections, the unit provides a consulting function, approving and advising on planning for construction of local facilities, and working with local officials and architects on such plans so they are developed in accordance with standards.
- Other activities of this unit include transportation of inmates from one institution to another for purposes of medical care, court appearances, return from violation of parole, etc.
- The unit has responsibility for issuing and cancelling warrants and apprehension orders on offenders, coordinating with the Minnesota Corrections Board on hearings, occasionally serving as bailiff, as well as coordinating with law enforcement on apprehensions.
- The unit also has responsibility for the Occupational Safety and Health Officer. As such, tort claims, departmental institution safety committees, emergency planning, O.S.H.A. interdepartment inspections and budget planning are provided.

2. Types of Facilities

- The Inspection and Enforcement Unit has established eight categories of local facilities which are used for the detention and confinement of offenders. Although these categories differ somewhat from statutory definitions of jails and lockups under Chapter 641 and 642, the Inspection and Enforcement Unit believes that these categories and their respective definitions are a more accurate assessment of each facility based on a combination of factors, including operational practices, facility limitations, statutory limitations, inspection findings, and actual usage. Table 19 presents the classification and location of facilities in these categories.

TABLE 19: CLASSIFICATION OF MINNESOTA LOCAL CORRECTIONAL FACILITIES AS OF JANUARY 1, 1976HOLDING - A

Anoka City
Columbia Heights
Ortonville
New Ulm
Sleepy Eye
Springfield
Cloquet
Cass Lake
Montevideo
Rush City
Brainerd
South St. Paul
Farmington
West St. Paul
Eagan
Wells
Cannon Falls
Kenyon
Bloomington
Brooklyn Center
Crystal
Edina
Golden Valley
Hopkins
New Hope
Osseo
Richfield
Robbinsdale
St. Louis Park
Lake Bronson
International Falls
Silver Bay
Marshall
Tracy
Hutchinson
Sherburne
St. Peter
Worthington
New York Mills
Crookston
East Grand Forks

HOLDING - A

Fosston
McIntosh
White Bear Lake
Maplewood
Moundsview
Northfield
Hibbing District
Hibbing City
Virginia
Babbitt
Biwabik
Buhl
Chisholm
Ely
Hoyt Lakes
St. Cloud
Sauk Centre
Benson
Appleton
Staples
Lake City
Cottage Grove
Winona City
Canby

HOLDING - B

Bagley
Grand Marais
Kittson County
Lake of the Woods County
Mahnommen County
Norman County
Thief River Falls
Glenwood
Red Lake County
Stevens County
Traverse County
Wilkin County

JAIL

Beltrami County
Blue Earth County
Carver County
Cass County
Clay County
Dakota County
Fillmore County
Freeborn County
Goodhue County
Hennepin County
Itasca County
Kandiyohi County
Marshall County
Martin County
Meeker County
Mille Lacs County
Morrison County
Mower County
Nicollet County
Nobles County
Olmsted County
Ottertail County
Polk County
Ramsey County
Rice County
Roseau County
St. Louis County
Scott County
Steele County
Waseca County
Washington County
Wright County

UNCLASSIFIED

Becker County
Carlton County
Chisago County
Crow Wing County
Houston County
Hubbard County
Jackson County
Le Sueur County
Lyon County
McLeod County
Pipestone County
Redwood County
Renville County

NO FACILITY

Benton County
Big Stone County
Cook County
Dodge County
Grant County
Murray County
Pennington County
Pope County
Swift County
Watsonwan County

JUVENILE DETENTION

West Central Regional Juvenile Center
Woodview Detention Center
Hennepin County Juvenile Detention Center
Arrowhead Regional Juvenile Detention Center

JUVENILE TREATMENT

Northwestern Minnesota Juvenile
Training Center
Hennepin County Home School
Boy's Totem Town

ADULT CORRECTIONS

Hennepin County Adult Corrections
Facility
Ramsey County Work House
Northeast Regional Adult Correction
Center

LOCKUP

Aitkin County
Anoka County
Brown County
Chippewa County
Cottonwood County
Douglas County
Faribault County
Isanti County
Kanabec County
Koochiching County
Lac Qui Parle County
Lake County
Lincoln County
Pine County
Rock County
Sherburne County
Sibley County
Sterns County
Todd County
Wabasha County
Wadena County
Winona County
Yellow Medicine County

3. Development of Standards

● Adult System

- In April, 1976, the Legislature of the State of Minnesota passed Senate File No. 55, mandating the Commissioner of Corrections to promulgate rules establishing minimum standards for local facilities with respect to their management, operation, physical condition and the security, safety, health, treatment and discipline of persons detained or confined therein. (M.S. 241.021).
- A citizens advisory task force was appointed in July, 1976, to assist in the development and review rough draft standards.
- Department staff have submitted the approved standards to the State Register's Office for publication and announcement of the public hearings. The Department's goal is to complete the public hearing process and submit approved standards to the state Legislature in early 1977 to facilitate the June 15, 1977 effective date of standards.

● Juvenile System

- Standards for juvenile homes and facilities are currently being developed by the Inspection and Enforcement Unit.

4. Grants-in-Aid to Counties for Detention Facilities

- Minnesota Statute 241.022 designates the Department of Corrections as the distributor of funds for the construction, renovation and program maintenance of detention facilities, regional jails and lockups and local rehabilitation facilities for adults and juveniles.
- For counties to qualify for this money, they must be in compliance with standards established by the Commissioner of Corrections.
- The grant for construction or renovation of a facility must not exceed 50% of the cost; in the case of improvement of programs and continued operation of the program in a designated facility, the Commissioner may reimburse the facility \$1,800 per year for each adult bed and \$3,200 per year for each juvenile bed.
- Furthermore, the Statute authorizes the Commissioner to inspect those facilities at least annually and review projected annual operating costs to determine compliance with standards. If it is determined that the facility is not in compliance with standards, the Commissioner may withhold funds.
- Table 20 indicates the amount of appropriations for these purposes in the last three bienniums.

TABLE 20: APPROPRIATION FOR BIENNIUMS

| | |
|---------|------------|
| 1972-73 | \$ 800,000 |
| 1974-75 | 550,000 |
| 1976-77 | 562,000 |

5. Summary of Related Issues

- Further implementation of the Community Corrections Act is likely to have a substantial impact upon the use of local correctional facilities, including jails, detention facilities, and local treatment centers.
- A substantial amount of money has been spent in the past five years on renovation and new construction of local facilities. In addition, a considerable amount of money has now been allocated for planning new facilities to replace those which have been condemned. Besides currently planned facilities, an undetermined number of other local facilities will need replacement in the near future.
- The planning that has occurred for renovation and new construction of local facilities is being conducted on a relatively independent basis at the local county level, outside of any integrated state plan.
- Local areas do not have the necessary resources to meet the existing and anticipated renovation and new construction needs.
- There are several problem areas which do not appear to be adequately addressed in present or planned facilities:
 - The extended-term detention of female offenders;
 - Secure detention of different types of juvenile offenders;
 - Extended confinement of adult offenders;
 - Inter-county use of local detention and treatment facilities.

B. Future Plans: 1978-1981

● Goals: 1978-1981

- To make an analysis of the recent jail report of the Governor's Commission on Crime Prevention and Control, and prepare an interim position paper.
- To conduct a needs assessment of all local facilities in the state. This will be conducted with the assistance of the computer program (OBSCIS).
- To provide the citizens of Minnesota with an analysis of the existing conditions of local facilities within the state. Such conditions would include:

1. The volume of usage of facilities;
 2. The types of usage of these facilities, (i.e., juveniles, adults, male, female, pre-sentence, post-sentence, federal prisoners);
 3. The logistics of usage, (i.e., miles traveled when other county's facility is used);
 4. The qualities of facilities; the level of capabilities as they currently exist and the level that is required to meet the existing needs;
 5. The numbers and capacities of facilities that exist for the differing classifications of usage; juvenile treatment, juvenile detention (to include shelter care and secure detention), adult detention centers, adult correctional centers, jails, lockups, holding facilities.
- To develop a comprehensive plan for the most practical, sensible, and usable system of facilities to meet each category of need required by law for the detention and confinement of people in local and community based facilities of this state.
 - To promulgate standards in accordance with national recommendations for each of the categories of facilities and disseminate these standards to all people directly responsible for the management, funding and operation of these facilities.
 - To serve as a resource agency to any local planning group entertaining the idea of constructing or otherwise establishing a local community based facility. To provide such groups with recommendations for the proper integration of such planning with the comprehensive needs and resources of what exists and should eventually exist.

● Goals: 1980-1981

- To provide each facility, designated by law as the responsibility of the Department of Corrections with at least one annual inspection and written assessment of the conditions as they relate to the established standards. To issue licenses to each facility meeting a sufficient level of standards, thereby authorizing that facility's eligibility to receive subsidized funding as stipulated by the legislature.
- To participate in the development of a training program designed to enhance the capabilities of staff operating these facilities.
- To coordinate standard setting inspections and licensing and develop written agreements with each of the related state departments having similar functions, (i.e., Health, Welfare, Education, Public Safety, Building Code, Labor and Industry, etc.)

- To encourage the Governor's Commission on Crime Prevention and Control to reconsider their posture on funding construction and renovation projects. To provide monies for statewide planning. To coordinate planning and use of local facilities with local participation in community corrections.

Rationale

- To provide a logical basis for awareness and understanding of the current level of resources, needs, and existing positions as they relate to laws, philosophies, funding, and stated objectives that currently exist in this state.
- To enhance the probabilities for the most practical expenditure of money, to gain the most comprehensive services with the least amount of duplication and/or gaps in the total service plan.
- To create improved confidence in each unit of government towards other units sharing common interests in this area of responsibility.
- To provide for a sound, consistent, and supportable level of service for the taxpayer and the offender, and the auditing of these resources.

Activities

- Obtain clarification in statutory language for the purpose of identifying specific responsibilities for particular activities. While statutes do identify requirements for standard-setting, inspection and licensing, specific responsibilities for such activities are not identified.
- Establish working committees within the Department of Corrections and between other relevant state agencies in order to coordinate activities and define responsibilities.
- Develop and submit coordinated intra- and inter-departmental grant proposals for funding consideration aimed at resolving specific issues and meeting identified needs of local facilities.
- Develop joint use agreements between the state and local units of government to share in the planning and use of local facilities.
- Promulgate standards in accordance with national recommendations for the use of local facilities.

Cost

- Projected funding requirements for these activities are as follows:

| <u>Year</u> | <u>Inspection & Enforcement</u> | <u>Detention & Transportation</u> |
|-------------|---|---|
| 1978 | \$ 155,944 | \$ 94,807 |
| 1979 | 153,404 | 94,807 |
| 1980 | 161,000 | 99,547 |
| 1981 | 169,000 | 104,800 |

SUPPORT SERVICES

MANAGEMENT INFORMATION SYSTEM

A. Background

- The management information system within the Department includes the conceptual design, personnel and supporting technology for the collection, organization, and delivery of information for administrative use. This section will present information on the existing and planned information systems within the Department. Sections A through C provide information about the existing system; Sections D and E discuss the present and future development of the Offender-Based State Correctional Information System.
- There are nine existing data processing subsystems used by the Department:
 - Characteristics sub-system (offender demographic data);
 - County juvenile court sub-system (summary of juvenile petitions and dispositions);
 - Jails and lock-up sub-system (data on individuals released from local institutions);
 - Movement subsystem (summary of offender location and subsidy status);
 - Parole decision sub-system (data on parole return rates and length of stay);
 - Temporary parole sub-system (summary of decisions and actions made in the temporary parole process);
 - Work release sub-system (data on offenders released from Project Re-Entry);
 - Community corrections subsystem (record of inmates in state institutions chargeable under the Community Corrections Act.
 - Institutional population reports (monthly summary of institution population and average length of stay).
- As a result of several major deficiencies in the existing information system, the Department applied for and was one of ten states, which in July, 1974, were selected to receive a federal grant for the purpose of developing a comprehensive offender-based correctional information system.
 - An initial grant award of \$250,000 was to be used in meeting the following objectives (a second year grant in the same amount has also been received):

- Projected expenditures for information system implementation are as follows:

ANNUAL COSTS

Equipment/Time

| | |
|--------------------|------------|
| Terminals | \$28,068 |
| Disk | 22,107 |
| Mainframe Time | 62,530 |
| Transaction Cost | 16,080 |
| System Maintenance | 7,056 |
| Sub-TOTAL | \$ 135,841 |

Staff

| | |
|--------------------------|------------|
| 1 Director @ 1/3 time | |
| 1 System Supervisor | |
| 1 Management Analyst | |
| 2 Systems Analyst | |
| 1 Executive I Supervisor | |
| 5 Clerks | |
| Sub-TOTAL..... | \$ 145,000 |
| TOTAL | \$ 280,841 |

TRAINING

A. Background

- Recognizing that institutional line staff have a major responsibility in the treatments and control of institutionalized criminal offenders under the jurisdiction of the State of Minnesota, the Department of Corrections has determined that training of new institutional line staff is a major priority.
- In 1971 the Department established the Training Academy, located at the Minnesota Metropolitan Training Center, Lino Lakes, with formal approval and funding by the legislature (M.S. 241.01, Subd. 2.5).
 - The primary purpose of the Training Academy is to provide a basic education about the criminal justice system, as well as more specific training related to the functions and responsibilities of correctional counselors in adult and juvenile institutions.
 - The responsibilities of correctional counselors in institutional environments are multifaceted, and the Training Academy attempts to provide training in relevant specialized areas, including self-defense techniques, human relations, interpersonal communication, fire fighting, and first aid.
- Although training of institutional staff receives the highest priority, the Department also provides a wide range of in-service training opportunities to its other employees, as well as to staff of local corrections agencies.

B. Future Plans: 1978-1981

- Goal: To provide a full range of pre-service and in-service training courses that meet staff needs and are consistent with functional responsibilities and job classifications.
 - Rationale: One essential element in the accomplishment of the Minnesota Department of Corrections Mission Statement is competent job performances by all Departmental personnel. In order to maintain a high level of job performance, staff development and the training of corrections personnel will be a primary goal of the agency.
 - Activities:
 - a. Correctional Counselor Academy: 240 hours of pre-service training will be provided to all institutional line staff in the Correctional Counselor Series. It is expected that approximately 100 Correctional Counselor trainees will receive this training each fiscal year given no radical change in the employment force.
 - b. Orientation: 24 hours of pre-service orientation will be required of all Department employees, excluding Correctional Counselors, within 90 days of their appointment as employees.

- c. Management: Employees identified as management personnel will be required by the State of Minnesota to complete 80 hours of management training. It is a training goal that a minimum of 40 of these hours will be provided by the Department Training Division.
 - d. Supervisory: Employees identified as supervisory personnel will be required by the State of Minnesota to complete 48 hours of supervisory training conducted by the State Department of Personnel. In addition, it is a goal that supervisory personnel will complete 16 hours of supervisory training specific to the Department of Corrections as well as 40 hours of in-service training in job-related areas.
 - e. Professional and Service Personnel: These two job categories have the largest number of Department of Corrections employees. It is the goal to provide a minimum of 40 hours of job-related in-service training to each employee in each of the two categories.
- Table 21 indicates training to be provided in each fiscal year by type of employee.

| <u>Job Classification</u> | <u>Number of Participants</u> | <u>Number of Sessions</u> | <u>No. of Training Hours per Session</u> | <u>Total Training Hours</u> |
|---------------------------|-------------------------------|---------------------------|--|-----------------------------|
| MANAGEMENT | 31 | 4 | 40 | 160 |
| SUPERVISORY | 165 | 10 | 16 | 160 |
| PROFESSIONAL | 348 | 25 | 40 | 1000 |
| SERVICE | 714 | 30 | 40 | 1200 |
| CLERICAL | 172 | 10 | 16 | 160 |
| OTHER | 118 | 8 | 16 | 128 |
| TOTAL | 1548 | 87 | 168 | 2808 |

● Training costs are projected as follows:

| <u>YEAR</u> | <u>AMOUNT</u> |
|-------------|---------------|
| 1978 | \$401,073 |
| 1979 | 406,321 |
| 1980* | 426,637 |
| 1981* | 447,968 |

* Note: Costs for 1980 are projected at 5% over 1979 costs; 1981 costs represent a 5% increase from 1980 figures.