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Norris named Interim Director

The Board of Corrections selected former ADC Director Larry Norris to serve as interim director when Director Ray Hobbs retired Nov. 1.

Norris retired January 2010. He first went to work for the ADC in January 1971, as a registered nurse, and moved up over the years, working as an assistant warden and warden before becoming assistant director in 1988 and director in December 1993.



Norris

'Distinguished Gentlemen' conference held

"Guys, at the end of the day, know that you shared your knowledge," ADC Director Ray Hobbs told employees who attended the seventh annual Distinguished Gentlemen conference held Friday, Oct. 24, in the Legends Auditorium at the Administration East Annex.

Hobbs was the featured speaker for the event and spoke of the knowledge his parents shared with him.

"I am sure I had some of the greatest parents in the world," said Hobbs who retired Nov. 1 after 39 years with ADC.

He said that neither of his parents had finished high school, but both had an abundance of knowledge.

Hobbs said his father was his hero, and he still wonders, *how did he raise eight children and none of us knew we were poor?*

In addition to sharing knowledge being important aspects of any relationship, partnership, or friendship, Hobbs said being available and listening were also important.

Continued on page 6



Retiring Director Ray Hobbs speaks to distinguished gentlemen on Oct. 24.

Congratulations Director Ray Hobbs on your retirement



Red Ribbon Run



The 25th Annual Red Ribbon Walk/Run, sponsored by the ADC, was held Oct. 18 at Jefferson Wellness Center at Jefferson Regional Medical Center in Pine Bluff. Proceeds from the 5K run will allow for scholarships to be awarded to graduating high school seniors, either from the county or the child of an ADC employee.

This year there were 185 submissions for the walk/run. The event began with a continental breakfast and music from the Cummins Band. After the race ADC employees handed out door prizes donated by local businesses.

Awards were given to the top three male and female finishers in 12 age divisions of the walk/run.

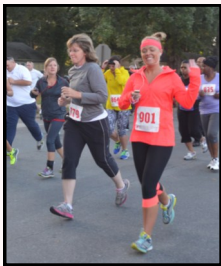
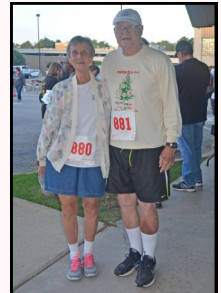
First across the finish line was Joey Gierringer. The top three male finishers were Gierringer at first, second place Tom Bush, and third place Scott Pitillo.

The top three female finishers were Robyn Thornton—first, Katherine Berry—second, and Jamie Petit—third.

“It doesn’t matter whether you run, walk, or hop through the race. It’s all about showing people that we care and that we support their efforts to be drug-free,” said ADC Director Ray Hobbs.

Congratulations to the 2014 winner of the Red Ribbon t-shirt contest:

First place – Lisa Lindsey (McPherson); second place – Jimmie Lamb (Tucker inmate #102319); and third place – Rachelle Beggs (Administration Annex East).



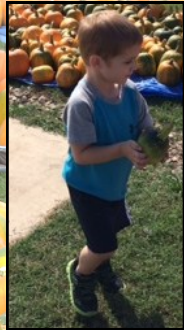
Clockwise from top: runners begin at the 8 o’clock start; Board of Corrections Vice Chair Dr. Mary Parker Reed and ORCU Warden Dale Reed; the Andersons, who have run in the RRR since its inception 25 years ago—Rachel, 79, and James, 84; Chief Deputy Director Wendy Kelley, left, and PBU HR Manager Heather Harris; Work Release Program Supervisor Roy Agee and Cummins Inmate Grievance Coordinator Lisa Hall administer door prizes; Deputy Director Grant Harris enjoying a little too much power with the megaphone; and Admin. Specialists Rachelle Beggs, from left, Linda Williams, and Shirley Lowe.



Around ADC

Picking a pumpkin

Carson Lawrence, son of Jonathan and Jada Lawrence, on left, and his cousin, Mason, below, got a little help from Greg Shillings picking a pumpkin out of the surplus pile on Oct. 10 at the Pine Bluff Unit.



Parade participation

The Training Academy staff participated in the England Homecoming Parade on Oct. 17 at England. BCOT Captain Randy Callas drove the float with the seventh grade, junior high school and senior high school football teams. BCOT Lieutenants John Broadway, Latisha Davis, and Autumn Lem rode in the Training Academy van decorated with ADC posters. The staff also passed out recruitment flyers to the adults and candy to the children lining the streets.



PBU hosts inmate council workshop

The Pine Bluff Unit hosted a Department-wide Inmate Council workshop on Friday, Oct. 17 in the Legends Auditorium at Admin East. Deputy Director Grant Harris was the guest speaker.

Program Specialist Eddie “Tony” Anthony said it was a “successful workshop. I think we all learned a great deal from each other on improving our operations. I know I did.

“I want to give a special thanks to Mr. Harris and the support he gives to our Inmate Council. I certainly appreciate his leadership toward Inmate Councils.”

Representatives from the Pine Bluff Unit, the Randall L. Williams Unit, the Ouachita Regional Correctional Unit, the Cummins Unit, the Delta Regional Unit, the Tucker Unit and the Varner Unit attended the event.



Just another day at the office

Maintenance recently gave the Director’s office a facelift. On the ladder is Norris Williams, and spotting for him is Roger Stewart.



Distinguished gentlemen . . . continued from page 1



“And if you think you are in control,” Hobbs commented, “you better check yourself. Nobody needs to drive all the time.”

Hobbs said that even in his relationship with his canine companion Hunter, he has to check himself.

“Always check yourself,” he said. “You cannot help anybody if they don't want to change . . . only person you can change in life is you.”

Hobbs told the members of the audience they should always bring one thing to any situation—compassion.

“Always bring to the table compassion,” he said, adding that there will always be trials, but without them “there is no growth. God speed and grace to you all.”

The conference is held yearly and is coordinated by Ardella Bearden along with committee members Verna Arnold, Tanya Collins, Daisha Holcomb, Carla Perry-Johnson, David Knott, Janie Shults, Bobby Smith, and Gail Stith.

“This year the men seemed to be more at ease,” said Bearden. “They came dressed to impress. Their participation in the activities was great. We hope they received what was in our hearts to give them.

“I thoroughly enjoyed my day with the 61 distinguished gentlemen! It was truly an honor!”

In photo upper left, Daisha Holcomb and Tanya Collins man the registration table and at left Ardella Bearden speaks to the distinguished gentlemen. In bottom photo Verna Arnold, Carla Perry-Johnson, and Janie Shults serve breakfast.



Food for Thought

MIND YOUR P's AND Q's

In English pubs, ale is ordered by pints and quarts. So, in old England, when customers got unruly, the bartender would yell at them ‘Mind your pints and quarts, and settle down,’ which evolved into ‘mind your P's and Q's.’

CALENDAR OF EVENTS

NOVEMBER



November 2014
 2 — Daylight Savings Ends
 11 — Veterans Day
 27 — Thanksgiving Day

Special Events?
 Unit Functions?
 Announcements?
 Conference Dates?



Send information to Kat at
The Advocate
 kathlyn.atkinson
 @arkansas.gov

DECEMBER



December 2014
 21 — Winter Begins
 24 — Christmas Eve
 25 — Christmas Day
 31 — New Year's Eve



ORCU tailgating

ORCU staff had a tailgate party to support the Hogs before their game with Alabama. The Employee Corporation provided 'Nathan's Hot Dogs' with the trimmings. Staff had the opportunity to participate in the Hog Calling Contest and the Roll Tide Contest. The Roll Tide Contest used a Tide Pod and a tablecloth that looked like a football field. The object was to roll the Tide closest to the wall without actually touching the wall. Clockwise from top left are Sherry Staton 'rolling the tide'; Emma Hamer leading Mental Health staff in the Hog call; Tricia Dodson-Ross competing in the Hog calling contest; Deputy Warden Darryl Golden motivating staff; signing in at the party; and staff calling the Hogs.

Flag is presented to Hobbs

Director Ray Hobbs was presented the ADC flag, which has flown at Central Office during his tenure as Director, by the Distinguished Gentlemen committee recently. Lieutenant David Knott, middle, and Bobby Smith, right, presented the framed flag to Hobbs reminding him of the practice in military organizations of flying the colors serving both to act as a rallying point for troops and also to mark the location of the commander. If a soldier was lost he would look for his colors to guide him home.



Newport Complex employee recognition held



35 years
Vernon Robertson



10 years
George Lettenmaier, Drew Wheeler, Gail Holland, and Joann Sample.



5 years
Robert Potter, Terry Sisson, and Phillip Terry.



3 years
Terra Polston, front row from left, Kristina Lettenmaier, Latonya Irvine, Alphonso Dean, Herschel Alcorn, Calvin Ford, and back row from left are Lisa Lindsey, Marcus Simpson, Charles Poole, William Davidson, Michael Morris, Jacob Palmer, Greg Ivey, and John Sparks.



Keynote speaker
Kevin Murphy.



Recent Retirees
James Chapman, left, and Linda (York) Tharp.

Retirements



Retirees

A retirement party was held for Warden Aundrea Weekly and Major Vernon Robertson at the Grimes Unit. In photo above, from left, are Deputy Warden Chris Budnik, Weekly, Deputy Director Marvin Evans, Warden Dexter Payne, Deputy Warden Michelle Williams, Deputy Warden Joe Page, Deputy Warden Nurzahal Faust, and Robertson. In addition, Northwest Arkansas Work Release Center Supervisor James Brooks, in picture below, retired on Oct. 24. To ADC employees Brooks said, "With your guidance and assistance, I was able to have a wonderful career with this Department. I hope our paths will cross again. God bless you all."



A note of thanks

The following are excerpts from a letter of thanks sent to Director Ray Hobbs regarding inmate work performed on Jacksonport State Park in Newport:

Jacksonport State Park has received again tremendous support the past two years from the Regional Maintenance Unit at the Newport Prison Complex. Work performed here included cleaning and picking up debris after several flood events, fence row cleaning, cutting up and stacking wood from fallen trees, sweeping and detail cleaning the park areas and facilities, and raking and picking leaves throughout the park areas . . . The public has noticed and we have received numerous comment cards that speak of the cleanliness of the park grounds . . . Under the direction of Major James Hill, the officers (Lt. Wood, Sgt. Tribble, Sgt. Smith, and Sgt. Whitaker) that work these crews are conscientious and courteous, and are always supportive to meet our needs. They are also very safety conscious in the control of the prisoners taking into careful consideration the public that we serve in our park. . . . Thank you to those Regional Maintenance Crew officers, Major Hill, Warden Weekly and yourself for supporting our community and Jacksonport State Park through this regional maintenance program. Your Department and this program make a difference in the lives of our visitors..

*Sincerely,
Mark A. Ballard, Superintendent*



The Board of Corrections met Oct. 23 at the Northwest Arkansas Work Release Center.

Our greatest glory is not in never falling, but in rising every time we fall.

Confucius

Health Matters

The holidays are almost here: food safety tips to keep in mind

Many germs can be spread through food. Some, like *Listeria*, can be deadly. *Listeria* strikes hard at pregnant women and their newborns, older adults, and people with weakened immune systems. *Listeria* can cause miscarriage and meningitis. Most people found to have *Listeria* infection require hospital care and about one in five people with the infection die. Outbreak investigations tell us what foods make people sick and what needs to change to make food safer and save lives. We have made some progress against *Listeria*, which is the third leading cause of death from food poisoning. However, we can do more to protect people at higher risk for food poisoning and make food safer for everyone.

If you, or someone you make food for, are pregnant, 65 or older, or have a weakened immune system, you must be especially careful when selecting, preparing, and storing foods.

- Know your risk of food poisoning.
- Select, prepare, and store food safely.
- Follow the safe food guidelines – Clean, Separate, Cook, Chill.

When you think about the holidays, does the taste of a freshly baked pumpkin pie or the aroma of a home-cooked turkey dinner come to mind? No matter what's on your menu, food is always a central part of holiday festivities. But holiday meals can take a turn for the worse if food safety isn't a regular ingredient in preparing food.

HOLIDAY FOOD SAFETY TIPS FROM THE USDA



- Wash hands with warm water and soap for 20 seconds before and after handling any food.
- Wash food-contact surfaces (cutting boards, dishes, utensils, countertops) with hot, soapy water after preparing each food item.
- Rinse fruits and vegetables thoroughly under cool running water and use a produce brush to remove surface dirt.
- Do not rinse raw meat and poultry before cooking in order to avoid spreading bacteria to areas around the sink and countertops.
- When shopping in the store, storing food in the refrigerator at home, or preparing meals, keep foods that won't be cooked separate from raw eggs, meat, poultry or seafood—and from kitchen utensils used for those products.
- Consider using one cutting board only for foods that will be cooked (such as raw meat, poultry, and seafood) and another one for those that will not (such as raw fruits and vegetables).
- Do not put cooked meat or other food that is ready to eat on an unwashed plate that has held any raw eggs, meat, poultry, seafood, or their juices.
- Use a food thermometer to make sure meat, poultry, and fish are cooked to a safe internal temperature. To check a turkey for safety, insert a food thermometer into the innermost part of the thigh and

wing and the thickest part of the breast. The turkey is safe when the temperature reaches 165°F. If the turkey is stuffed, the temperature of the stuffing should be 165°F.

- Bring sauces, soups, and gravies to a rolling boil when reheating.
- Cook eggs until the yolk and white are firm. When making your own eggnog or other recipe calling for raw eggs, use pasteurized shell eggs, liquid or frozen pasteurized egg products, or powdered egg whites.
- Don't eat uncooked cookie dough, which may contain raw eggs.
- Refrigerate leftovers and takeout foods—and any type of food that should be refrigerated, including pie—within two hours.
- Set your refrigerator at or below 40°F and the freezer at 0°F. Check both periodically with an appliance thermometer.
- Thaw frozen food safely in the refrigerator, under cold running water, or in the microwave—never at room temperature. Cook food thawed in cold water or in the microwave immediately.
- Allow enough time to properly thaw food. For example, a 20-pound turkey needs four to five days to thaw completely in the refrigerator.
- Don't taste food that looks or smells questionable. When in doubt, throw it out.
- Leftovers should be used within three to four days, unless frozen.

Excerpts from the CDC website and foodsafety.gov

Three receive 30-year service awards from ADC Management Team



Cathy Carter, ORCU



Corporal Billie Tate, Cummins



Sgt. Joe Traylor, RLW

UAPB game tailgating

AACET sponsored a tailgating party at the University of Arkansas at Pine Bluff football game on Nov. 1.



Policy Spotlight



Facts about policy and conduct

Do you have questions about ADC policies and procedures? Then send in your topics to The Advocate, and we'll be glad to get you the facts. Contact KAT at kathlyn.atkinson@arkansas.gov with questions.

EMPLOYEE HANDBOOK

Sick Leave

Leave Programs — Page 15-16

Sick Leave – Sick leave is a form of insurance benefit that is available to employees. However, unlike annual leave, sick leave can be used only when the employee is unable to work because of sickness, injury or medical, dental, or optical treatment. Sick leave may also be granted to employees due to death or serious illness of a member of the employee's immediate family. Immediate family means the father, mother, sister, brother, spouse, child, grandparents, in-laws or any individual acting as a parent or guardian of an employee. If an immediate family member is ill, and your participation in the treatment is necessary, you must obtain a written statement from a doctor to that effect and present to your supervisor. Others may be considered immediate family due to special circumstances. As an insurance policy, the benefits provided the employees are contingent upon the occurrence of one of the above events. For three or more consecutive days of sick leave, an employee shall be furnished with FMLA paperwork (see FMLA Section). Employees leaving the Department are not eligible to be paid for accrued sick leave unless you meet all requirements upon retirement. (See Retirement Sick Leave Payout in the Benefits Section.)

An employee working in a regular salary position accrues sick leave at the rate of one day for each complete month of service, up to a maximum of 120 days. Employees working less than full-time but more than 1,000 hours per year in a regular salary position accrue sick leave in the same proportion as time worked. Example: Employees working half time would accrue one-half day per month.

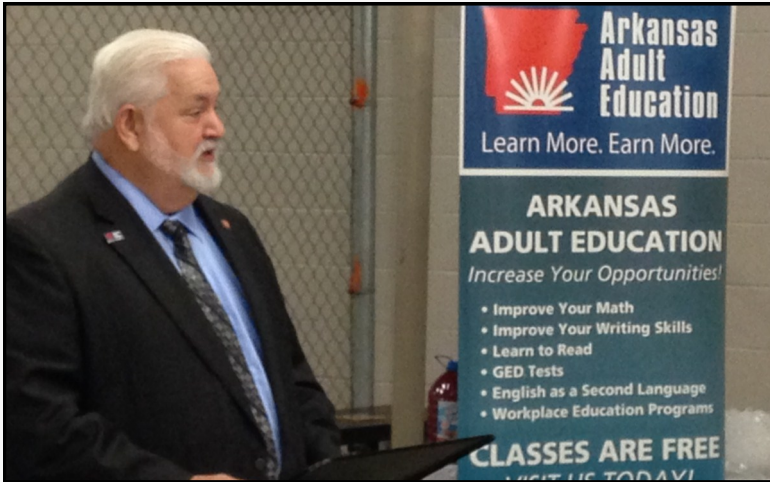
Sick leave may not be accumulated during a period of leave without pay when such leave totals 10 or more days within a calendar month.

Sick leave is granted on the basis of work days, not calendar days. Sick leave can be used in increments of 15 minutes. Non-work days such as weekends and holidays falling within a period of sick leave are not charged as sick leave.

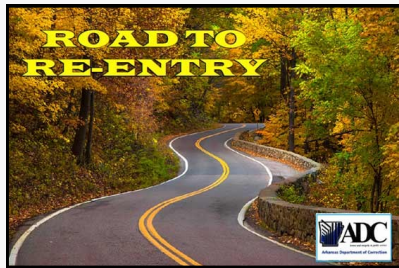
Request for sick leave must be made in advance. However, if the nature of the illness makes this impossible, the employee must notify the person in charge of the office as soon as possible on the first day of absence. Application for sick leave must be filed within two days after the employee returns to work. In addition, the employee shall be required to furnish a certificate from an attending physician for three or more consecutive days of sick leave. The employee's supervisor may require a doctor's statement for any absence due to illness or injury if there is reason to believe or suspect that an abuse of the sick leave policy is being committed or unusual circumstances exist. If notification is not made in accordance with this procedure, the absence will be charged to annual leave.

Employees are urged not to abuse the sick leave policy. Abuse may result in disciplinary action. Employees transferring between state agencies and/or state supported institutions of higher education, without a break in service, shall at time of transfer retain all accumulated sick leave credits.

The establishment of leave records and internal leave procedures is the responsibility of the Department. Policies and procedures are developed to cover such areas as requesting leave, approving authority, or use of sick leave.



Workforce Alliance for Growth in the Economy (WAGE) graduation was held recently at the Satellite Unit. In above photo James H. Smith, Jr., Deputy Director Arkansas Department of Career Education Adult Education Division, speaks to graduates. WAGE is one of ADC's many resources for re-entry. WAGE classes include GED instruction, keyboarding, job preparation, and basic computer literacy. Check out our re-entry tab at adc.arkansas.gov/reentry/Pages/default.aspx.



North Central Unit's Training Supervisor Mike Stephen snapped this shot just as the sun was coming up before an early morning drill. The escape/multi-agency drill was held on Oct. 8 and included Arkansas State Police, Baxter County Sherriff's Department and Izard County Sherriff's Office.



Halloween doors

Office doors were decorated for Halloween last week at the Administration East Annex, and the \$25 prize, to be given to the charity of their departments' choice, went to SOCNA.



Kennedy pinned lieutenant
 Marcus Kennedy, middle, was pinned lieutenant at the Pine Bluff Unit by Major Randy Straughn, left, and Captain Robert Pierce.

TRAINING ACADEMY

Training Academy Graduates: Class 2014-M, Oct. 10, 2014



**Willis H. Sargent
Outstanding Student
Achievement
Award**

The Willis H. Sargent award went to Bryant Dallas, Maximum Security Unit, shown below accepting his award from Training Director Fred Campbell.

JacQuelynn Addie, Darian Allen, Andre Anderson, Aaron Bailey, Glenn Bledsoe, William Boyce, Michael Boyd, Logan Burrow, Gregory Church, Steven Clayborn, Latasha Craig, Bryant Dallas, Detrick Davis, Kiara Davis, Robert Davis, Aaron Ford, Kenneth Frazier, Renee Garfield, Curtis Gee, Gordon Goolsby, Joseph Graham, Tyler Hampton, Nichole Harvey, Dennis Heath, Elliott Hutchins, Willie Jackson, Demetric Johnson, Kye Keffer, Colton Keisler, Eric LaPoole, William Lewis, Laquinta Lockhart, Patrick Lorvince, Jr., Shanice Mahone, Bobby Milholland, Jr., Michael Nelson, Tamica Oswald, Sherri Reggans, Heather Romero, Carlos Ross, Colby Rowlett, Jason Schneider, Michael Stanfield, Miriam Suggs, Ryan Thrower, Cody Woodruff, Keondra Everett, and Richard Powell.



Hobbs speaks to graduating class

“Corrections is a tough business,” Director Ray Hobbs told the graduating cadets at the Oct. 10 graduation ceremony at the ADC Training Academy in England.

He should know, Hobbs retired Nov. 1 after nearly 40 years with the Department.

Hobbs reminded them of their own class motto: One team, one

dream.

“Don't forget that,” he said. “You are a team, someone is always there. You are never on that island by yourself.”

Hobbs gave stern advice about maintaining distance from inmates as he warned, “Don't you *ever* go down to their level. You gotta be better than that.”

“Now about character,” Hobbs said and then paused, “just do what's right.”

“Let me tell you, if you are going to be a leader — and you are — always treat folks like you want to be treated.”

“You don't have to wear your faith on your sleeve, but let your light shine.”



Promotions & New Hires

PROMOTIONS

Date	Name	Position	Unit
09/28/2014	Wardell Brooks	Sergeant	Varner Supermax
09/28/2014	Jamarcus Davis	Sergeant	Varner Supermax
09/28/2014	Jeremy Glenn	Sergeant	North Central
09/28/2014	Jon Jackson	Sergeant	Delta
09/28/2014	Brandi Johnson	Commissary Manager	McPherson
09/28/2014	Ricky Johnson	Sergeant	Varner Supermax
09/28/2014	Joshua Mayfield	Adm of Chaplain Services	Central Office
09/28/2014	Carla Perry-Johnson	Administrative Specialist III	Central Office
09/28/2014	Dean Vanwinkle	Food Preparation Supervisor	McPherson
10/12/2014	Steven Ausmus	Sergeant	Ouachita
10/12/2014	Raymond Brown	Construction Project Supv	Construction
10/12/2014	Joshua Dickey	Sergeant	Construction
10/12/2014	John Harrell	Construction Project Supv	Construction
10/12/2014	Larry Manning	Lieutenant	Delta
10/12/2014	Christopher Menotti	Sergeant	Ouachita
10/12/2014	Terry Miller	Sergeant	Tucker
10/12/2014	Jonathan Thompson	Sergeant	Ouachita
10/12/2014	Michael Windstein	Sergeant	Ouachita

NEW HIRES

09/22/2014	Bernard Iwegbu	Agriculture Unit Supv II	Farm-Cummins
09/29/2014	Chenyn Allen	Administrative Specialist I	Ouachita
09/29/2014	Darci Barajas	Advisor	Mental Health-Ouachita
09/29/2014	Andrea Fulton	Administrative Spec I	Mental Health-Ouachita
09/29/2014	Micholyn Gayoso	Psychological Examiner	Mental Health-Ouachita
09/29/2014	Joanna Humphrey	Records Supervisor	Northwest Arkansas
09/29/2014	Phyllis Jefferies	Administrative Specialist II	Mental Health-Ouachita
09/29/2014	John Moss	Sergeant	North Central
09/29/2014	Nita Wall	Lcnsd Master Social Worker	Mental Health-Ouachita
10/02/2014	Brenda McRay	Food Preparation Supervisor	Mississippi County
10/06/2014	Stacey Brunson	Subst Abuse Prog Leader	Mental Health-Tucker
10/06/2014	Pamela Burke	Corrcrtnl Unit Accrdttn Spec	Delta
10/06/2014	Lionel Higgins	Computer Support Tech	IT
10/06/2014	Eric Patterson	Computer Support Tech	IT
10/13/2014	Dennis Houk	Construction Project Supv	Construction
10/13/2014	Teresa King	Administrative Spec I	Ouachita
10/13/2014	Alicia Rhodes	Lcnsd Master Social Worker	Mental Health-Ouachita
10/20/2014	William Andrews	Asst Maintenance Supervisor	Construction-East Arkansas
10/20/2014	Tracey Randolph	Administrative Spec II	Miss Co Work Release
10/20/2014	Chanaka Smith	Administrative Spec I	East Arkansas
10/20/2014	Marian Williams	Food Preparation Supv	Benton
10/20/2014	Clinton Yarbrough Jr	Computer Support Tech	Information Systems

ADC ADVOCATE EMPLOYEES NEWSLETTER

ADC Mission Statement

- *To provide public safety by carrying out the mandate of the courts.*
- *To provide a safe humane environment for staff and inmates.*
- *To strengthen the work ethic through teaching of good habits.*
- *To provide opportunities for staff and inmates to improve spiritually, mentally, and physically.*

The *ADC Advocate* newsletter is published monthly by the Communications Office for employees of the Arkansas Department of Correction. The publication strives to enhance communication and provide information on the development and achievements of this agency.

All employees are encouraged to submit articles, comments, ideas, letters and questions. The deadline for submission is tentatively set for the 15th of each month for inclusion in that month's publication.

Please be aware that all submitted items will be subject to editing. However, every effort will be made to maintain the writer's essential meaning.

In addition, statements contained in the *ADC Advocate* are the personal views of the authors and do not necessarily represent the opinion or policies of the Arkansas Department of Correction.

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Visit ADC on the Web @ www.adc.arkansas.gov

Parting Shots



Arkansas Department of Correction

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