

October 2010
Employee Newsletter



Advocate

Arkansas Department of Correction

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Kevin Murphy Retires From ADC Human Resources



Kevin Murphy, ADC Human Resources Administrator, at the Southern States Correctional Association Conference this past July in Hot Springs.

After 31 years with the ADC, Human Resources Administrator **Kevin Murphy** stepped into retirement September 10.

He began his ADC career in October 1979 as Utility/Shift Supervisor at Cummins. He was promoted to Classification and Assignment Officer in 1981. In 1983, he was named Personnel and Training Officer at the Maximum Security Unit where he remained until his promotion to Assistant Warden at Benton and later at Tucker.

He advanced to Operations Manager for Correctional Industries in 1996 and became Human Resources Administrator three years later. Besides his ADC duties, Kevin was an adjunct faculty at Pulaski Technical College from 1998 until 2001 and at UALR where he continues to teach. He has served as president of the National Deputy Wardens Association and Southern States Correctional Association, acting as host for its 2010 Annual Conference in Hot Springs. Kevin's hard work and generosity will surely be missed. Good luck, Kevin!

Annual Red Ribbon 5K Run Quickly Approaching



Pre-registration is now open for the race, which supports being drug-free with proceeds going to the **2011 Red Ribbon Scholarship Fund**. Each year, the scholarship committee awards four \$500.00 scholarships to local high school seniors and ADC families...so don't wait!

Registration forms can be picked up at both **JRMC Wellness Centers** or any participating ADC unit. Deadline for early entry, which guarantees an official Red Ribbon Run T-shirt, is October 20. Cost is \$15.00 now or \$20.00 the day of the race. For more information, call Shirley Lowe at **870-267-6215** and get ready to race!

All runners to your marks, get set, and GO...register today for the annual **Red Ribbon 5K Run/Walk** being held this October 23 in Pine Bluff.



Get Your Flu Shot!

Director's Corner



Ray Hobbs
ADC Director

Late last month, I had the pleasure of climbing Petit Jean Mountain. The weather was perfect; it didn't take long to get to the top; and I wasn't even out of breath when I got there. But that's probably because I wasn't on foot; I rode up the mountain in an ADC van. That's to be expected. After all, it was a workday and I was on the job.

Dr. Mary Parker, vice-chair of the Board of Corrections, a handful of ADC and DCC staffers and I were there for a panel discussion with the Center for the Advancement of Leadership Skills. CALS is part of the Southern Legislative Conference of the Council of State Governments,

which brings together officials from several states to share ideas. The audience was made up of legislators and judges, eager to hear what we had to say. The topic of the afternoon was, of course, corrections. More specifically, how Arkansas is weathering the storm of budget cuts and growing populations. For us, it was an opportunity to showcase what this state is doing right.

First and foremost, Arkansas is not operating at a deficit; an accomplishment that only a few states can claim. Arkansas law says the state must have a balanced budget, and it does. Yes, there have been budget cuts and money is tight. But all ADC units are open and all of our employees are on the job. Nothing has been shuttered or cancelled and not a single staff member has been furloughed. That's another thing many states are unable to say. We explained that Arkansas is used to making the most of what it has. Since this state has never been rich, people around here are skilled at stretching a dollar as far as it can go. We take care of what we have, and we spend wisely on new programs.

The visitors learned about recent corrections investments that already

are paying big dividends here. The Omega Center, drugs courts and day reporting centers divert offenders from ADC, which slows the growth of our inmate population. Before the session ended, we talked about ADC's programs and operations. From education and other inmate programs to farm, industry and construction, we proudly provided details. It felt great to talk about how our successes are the direct results of your hard work. None of what the agency does would have an ounce of impact without a ton of dedication from all of you. I know that, and now they do, too.

The guests were impressed with what they heard that afternoon on Petit Jean, and they were especially curious about Regional Maintenance, inmate construction crews and mandatory GED classes for inmates without a high school education. From what I gathered, things are different where they live. But maybe not for long. The audience took a lot of notes and asked a bunch of questions. And all of us on the panel went back down the mountain sharing the same feeling—that what's happening in Arkansas just might spread across the south.

Department Briefs

Over the past several weeks, ADC staff from several units have come together to help a co-worker in need. **Sergeant Billy Hayes** of K-9 had been confronted with a recent financial hardship that required immediate attention. His ADC family decided to let him know that they care for and look after their own.

Donations were collected for two "Blue Jean Days" and a cookout lunch at Central Office to assist Sgt. Hayes' during this difficult time. A big thanks to all the ADC staff who made this effort a success!

All ADC employees are invited to the **2010 Health Fair** from 9 a.m. to 3 p.m. October 19 at the Administration East building on East Harding in Pine Bluff.

Multiple vendors will provide free blood pressure and cholesterol screenings in addition to many other health-related topics. Employees are encouraged to bring their ID badge and insurance cards. Door prizes will be awarded, including a Garmin GPS system, so don't miss it!

Several of the department's finest found themselves facing some "not-

so-hard time" as the **Muscular Dystrophy Association's Annual Lock-Up** raised money by putting Chief Deputy Director **Larry May**, Deputy Director **Marvin Evans**, Assistant Director **Grant Harris** and other ADC staff behind bars. Thanks for the support, guys!

October is **Open Enrollment Month** for the insurance packages offered by the state. Review and discuss with your HR representative the vision, dental and health plans that are best for you and your family. But do it before October 29th!

2010 BCOT Classes I – J Graduate With Hard Work and Dedication

Class 2010-I, Graduated 08/20/2010



Tyrone Allison, Samantha Anderson, Jeffery Andrews, Shawna Austin, Kevin Bayird, Samantha Beer, Dusty Booher, Michael Butler, Onafay Downard, Steven Faler, James Farris, Kerry Furr, Kirby Greer, Charles Huckaby, Casey Jones, Kevin Jordan Sr., John Lamkins, Jamie Lofton, Salena Madden, William Manees, Dusty McCoy, Dean Paige, Jimmy Poss, Yulanda Riley, Terrick Robinson, Jovette Roseburrow, Timothy Sherrill, Joshua Stone, Jonathan Taylor, Fredrick Thompson, Brandon Vail, David Watson, Stephen Watson, Tyler Whitfield, Andre Williams and Jemere Yancy.

Class 2010-J, Graduated 08/30/2010



Tyler Akines, Jimmie Beggs, Samuel Bell, Douglas Blankenship, Talisa Bonds, Cecily Coleman, McKenzie Coleman, Kendrix Collins, Sherry Conner, Briana Crawford, Robert Cross, Kimberly Culclager, Phillip Davis, Joshua Deweese, Douglas Drake, Jake Easter, Thomas Fenske, Keith Futrell, Jonathan Grant, Hughdell Hamilton, David Handcock, Tommie Hearon, Arnetta Hicklin, Adrian Hill, Lenora Hill, Jeremy Huneycutt, James Johnson, Donovan Kindle, James Koziy, Dwight Lancaster, Christopher Little, Jasmira Morton, Jarrod Ogelsby, Benjamin Overton, John Rayder, Tom Russell, Christina Smith, Rhonda Thatcher, Crystal Thomas and Christopher Woods.

Newport Gardeners Win Award



When it comes to gardening, this posse doesn't play! Members of the Newport Complex Field Staff was presented with the **2010 ADC Garden Award** for their work on a 30-acre vegetable garden. The team's hard work and dedication ensured the garden's planting, cleaning and on-time harvest. Members include (from left to right) Sgt. Karen Wilson, Sgt. Tammy Bushong, Sgt. Nancy Sanchez, Sgt. Jason Cole, Sgt. Justin Parker, Sgt. Wade Jackson, Sgt. Drew Wheeler, Sgt. Jesse McCall, Lt. Hubert Harris, (standing) Lt. Cameron Wood and Cpl. Robbie Free.



Bill Pushes the Art Program a Bit Too Far This Time...

Selling Stolen Ladders and a DUI Bride-to-Be; More Criminal Goofs



“Wanna buy a stolen ladder?”

Most people trying to sell stolen property usually are pretty desperate individuals. Others just aren't smart. Such is the case of the hapless goof

who had been committing a rash of domestic burglaries. One of the victims saw the thief making off with a stolen ladder that had been taken from his property and quickly called the police.

Before being busted, the thief posted a picture of the ladder on the internet to sell it. After being released, the thief called a potential buyer for the ladder—not realizing it was the same man whom he'd stolen it from.

The victim notified police and the thief was back behind bars a second time—turned in by the same guy as before. The victim was eventually reunited with his property and the crook reunited with a jail cell.

“Get me to the church (sober).”

Everyone's heard of wedding day jitters. This bride-to-be barely made it

to the alter on time after being stopped for suspicion of drunk driving just hours before the ceremony.

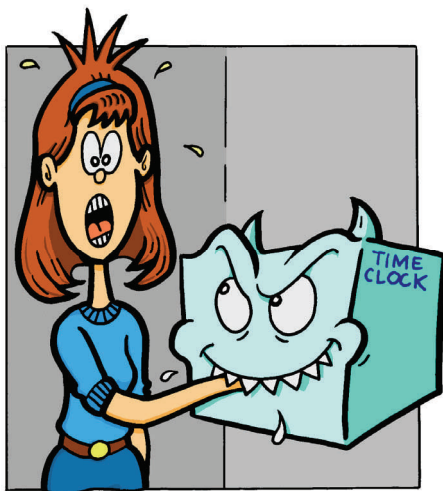
Seattle police stopped a vehicle driven by a woman wearing a white wedding gown who was driving in excess of 90 miles an hour and weaving back and forth in traffic.

The 31-year-old's blood alcohol tested at twice the legal limit and she even admitted to being arrested for DUI before. After processing her, police allowed the woman to take a cab to her wedding.

This is why some bachelors and bachelorettes don't need to “tie one on” the night before “tying the knot.”



Time Clock Tales; Pros and Cons of the Silent Sentinel at ADC Units



The time clock monster will get you when you least expect it. But there's hope from the payroll department!

From the hallways of Central Office to the entry building at Wrightsville, you can find them waiting; the much maligned time clocks. Disliked by many, these automated sentinels receive both high praise and sharp criticism. Although a streamlined and a

more accurate way of tracking an employee's time in or out, errors can and do occur such as:

- **Swiping ID badge too quickly**
- **Attempting multiple swipes**
- **Not pressing proper in or out button/not waiting for signal**

Many units also have lines of employees attempting to clock-in at the same time, causing congestion and late time-ins. Employees then receive an e-mail addressing no-swipes, overtime reports or time shortages that require a time adjustment filing. While this may frustrate many employees, the ladies at payroll DO sympathize.

“When we send these notices, it isn't to hassle anyone. We're looking out for everyone so that their paycheck doesn't come up short,” says Robin Munn. “Using the **stop, look and listen** concept when clocking in would reduce confusion,” added Lillian Thompson.

Jocelyn Hamby says progress continues, “Ideas for improvements are being looked into. Multi-unit swipes for training at separate facilities as well as a system for employees to check on their clock-in history have been suggested.”

The goal is for everyone to be paid for the right amount of time. By practicing better time clock etiquette, everyone comes out ahead and a lot less frustrated.



Robin Munn (L), Jocelyn Hamby and Lillian Thompson (R) help things add up in the ADC payroll department.

State Charitable, Penal, and Correctional Subcommittee Gather at Hawkins Unit



State Representative Pam Adcock and Arkansas Senator Bobby Glover

Members of the Arkansas Legislative Council met with ADC officials and members of the Board of Corrections at the Hawkins Center over lunch to discuss the department's program and treatment services.

State Representative Pam Adcock and Senator Bobby Glover, co-chairpersons of the Charitable, Penal and Correctional Institutions Subcommittee along with **Dr. Mary Parker and Alonza Jiles** of the Board of Corrections were on hand

to talk about the finer points of what is offered for inmates and where.

Wendy Kelley, Deputy Director of Health and Correctional Programs, provided an overview of programs ranging from vocational training to education to substance abuse treatment. Anger management, domestic violence and spiritual guidance programs were also covered.



ADC Deputy Director Wendy Kelley and Director Ray Hobbs welcome state lawmakers to Hawkins.



Senator Glover commends female Boot Campers for their diligence.

Although some programs aren't available at all facilities, wardens can initiate others to deal with special needs. Right now, only academic education is mandatory for inmates. All other programs are voluntary.

The legislators viewed a presentation about one voluntary program, the InnerChange Freedom Initiative, a faith-based pre-release program. Before adjourning, the lawmakers toured the center and its female Boot Camp Program.



ADC Recipe Corner

Beer & Apple Pork Chops

Bill Watson

INGREDIENTS

- | | |
|--|--------------------|
| 4 3/4" to 1" Pork Chops | 1 Tblspn Olive Oil |
| 1 Yellow Onion-Sliced | 1 Bottle Dark Beer |
| 2 Golden Delicious Apples
(Peeled, Cored, Sliced) | |
| 1 tspn Garlic Powder | 1 tspn Sugar |
| 1 Tblspn Butter | 1 tspn Parsley |

Salt & Pepper to Taste

Heat olive oil in large skillet; salt and pepper both sides of pork chops and sear in skillet for 3 minutes until browned-turn and brown other side for 4 minutes. Remove chops and set on a plate then add sliced onion, apples, butter, sugar and garlic powder to skillet and sauté until onions begin to soften. Move onions and apples to one side of skillet and return chops. Place onions and apples on top of pork chops, sprinkle with parsley and add beer. Reduce heat, cover, and simmer-allowing beer to cook down and thicken. Serve with new potatoes or rice.

Listen Up, Turkeys!
(turkey lovers, that is!)



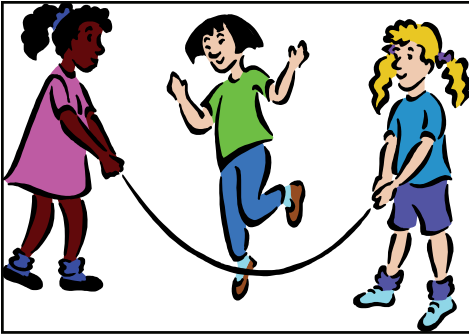
With the holiday season fast approaching, it's a good bet that all the best recipes for holiday meals are coming out of hiding. Well, how about sharing those tasty temptations in next month's **Advocate**?

From turkeys and hams to stuffing and yams, show off your culinary masterpieces for one of the tastiest holidays ever!



Health Matters

Influenza: Precautions and Preventions to Safeguard Your Health



During the 1918 influenza pandemic, children would skip rope and chant,
*"I had a little bird
 It's name was Enza
 I opened up the window
 And in-flu-enza"*



New York City policemen in 1918 wearing masks to avoid Influenza.

America had never seen anything like it. What started in the European trenches during World War I soon became the deadliest epidemic since the "Black Death" or Bubonic Plague of the 1300s. The world wide death toll from two waves of the "Spanish Flu" was between 20 and 40 million, with more than 675,000 dead in the United States alone.

The next pandemic to strike was the "Hong Kong Flu" of 1968, which claimed the lives of more than 33,000 Americans and killed nearly 2 million worldwide. Without the advances of

medical research and the development of vaccines, the death toll would have been much higher.

The next pandemic didn't hit until 2009, when between 8,000 and 12,000 deaths were caused by H1N1 or the "Swine Flu." Although most of the deaths were in Europe, 3,000 lives were lost in the United States.

This year, the Centers for Disease Control hopes to bring the number of cases even lower. Increased public awareness and the availability of "Triple Action" vaccines that can boost the immunity to three different strains of influenza, including the H1N1 virus of last year, will help protect the general public.

While the influenza virus is extremely unpredictable and contagious, there are several important and easy steps that can help prevent it from spreading to others.

Take Your Best Shot... the CDC recommends everyone 6 months of age and older get their flu shot as soon as the new vaccines become available. Several retail outlets are already offering the 2010-2011 shots and many others will soon make them available for as low as \$25.

Those who are at high risk include young children, pregnant women, those with chronic diseases such as asthma, diabetes, heart or lung disease, and those age 65 or older.



Put Germs in Their Place... it's as simple as soap and water. Wash those hands often-and if soap and water aren't available carry a small container of an alcohol-based hand rub or antibacterial lotion. Cover nose and mouth with tissue when sneezing, then immediately dispose of the evidence. Avoid touching eyes, nose, and mouth- germs love it when they can enter your system easily. And if you are sick, **stay home**. Remain home at least 24 hours after your fever is gone to prevent a relapse. Remember that after illness, your body is vulnerable to another attack from viruses.

Time to go Anti-viral... treat the flu with antiviral drugs. Much different than antibiotics, these prescription medicines help make the illness milder and shorten the time you are sick. Available in pills, liquid or an inhaled powder, these medicines may also prevent serious complications from the flu- but use them early (within the first few days of symptoms).

By boosting your immunity, you can make this flu season less stressful. For more information go to www.cdc.gov/flu or www.flu.com or contact your nearest health clinic.

Don't Allow Seasonal Allergies to Rake You Into a Corner



As the days grow shorter and the cool, crisp autumn air begins to turn the foliage into tapestries of vibrant colors, we are reminded to get down the rakes and clean up those leaves.

For those people who suffer from dust, mold and seasonal allergies, the season can be less than pretty. The itchy eyes, sneezing and congested sinuses can turn a fall afternoon into a miserable experience.

If you are one of those allergy sufferers, help is on the way. By taking a few inexpensive and simple precautions you can avoid sinus and allergy misery while getting your work done.

Invest in some inexpensive paper dust filters that fit snugly over the nose and mouth. By keeping dust and air-borne mold from going in, you'll reduce the chances of an allergic melt down. Also, be sure to cover those eyes to protect from flying debris.

Ask your doctor about prescription and over-the-counter medications that can also provide extra relief from allergies.

By gaining control of seasonal allergies, you can rake or jump into that pile of leaves like a kid again!



Educators' From Across State Gather For ADC Correctional School Orientation



Dr. "Dubs" Byers welcomes teachers to Correctional School orientation.

More than 130 teachers and educators from across the state gathered on August 18 for **ADC Correctional School** orientation at the Arkansas River Education Service Co-Op building in Pine Bluff.

One hundred Correctional School teachers and 30 Vocational School instructors received briefings on department policies and procedures as well as tips on avoiding threatening situations from inmate students.

Both verbal and non-verbal control skills were also covered. Participants were then given access to the latest textbooks and materials

available to more efficiently prepare students in the correctional school system to receive their **GEDs**.



Oh No! How do I get my recipe in the Advocate?!

Poor Mavis!

Don't worry Mavis, simply send in that recipe, story, announcement or photo to bill.watson@arkansas.gov at the Advocate by the 15th of each month then relax. We will try to fit you in without any drama!

October is Open- Enrollment Month for ADC Employee Benefits



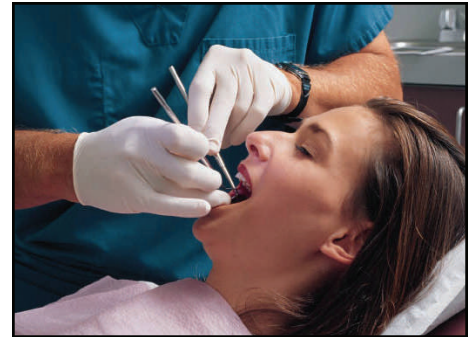
During October, ADC employees get to review and select from the many health and benefit packages currently available during **Open Enrollment Month**. Human Resources representatives will be on hand to answer questions about the costs, deductions and deductibles of the individual and family health plans.

Until now, employees would make health care decisions from choices listed in **The Buzz**— a guide that formerly listed providers and their various plan schedules.

This year, a simplified and easy to

read form was sent to the homes of ADC employees. While some of the plans' rates will increase, many others will stay the same. Coverages are the same for all plans, but be informed before choosing a high deductible to reduce your premiums.

"Higher deductibles will mean a lower amount taken from your paycheck," said Judy Cockrell of Human Resources, "But the out-of-pocket money spent on prescriptions and doctor's visits can be expensive. So choose carefully."



Rate deductions for new plans will begin December 17, but employees will enjoy a free-period the first week of December. New plan rates will go into effect January 1.

Besides open-enrollment, Human Resources will host a health fair on October 19 at the Administration East building. Free screenings for blood pressure and cholesterol as well as a flu shot clinic will be available. Door prizes will be given away including a Garmin GPS. Employees need to bring their ID badge and insurance cards to take advantage of the flu shots.

Correctional Medical Services Induct Nurses/Doctors Into ADC Life



Medical personnel receive orientation on ADC rules and regulations before reporting to their units.

Each month, Central Office meeting rooms regularly see groups of new staff receiving early training and orientation before beginning their work with the Department of Correction. These sessions are important tools for the new staff who must acquaint themselves with the rules and policies of the department.

For instance, while medical professionals have hands-on experience in their particular field, working with inmates can be an often stressful and challenging career move.

Advisors from the different units provide personal insight about the mind-set of inmates the new medical staff will encounter on a daily basis. Policies that protect both inmates and staff are carefully explained by speakers such as Dr. Roland Anderson and Dolly Boyd. Practical advice and possible scenarios are offered as a means to familiarize newcomers with what to expect in the course of their new jobs.

Other groups receive similar sessions dealing with security, management and counseling.

As other individuals join the Department of Correction workforce, they will enter a safer environment because of orientation sessions like these.



Dr. Roland Anderson takes questions about ADC policy.

Promotions

Date	Name	Position	Unit
08/01/10	Randy Watson	Warden	Benton
08/04/10	Mason Robinson	Classification & Assignment Officer	Ouachita
08/06/10	Robin Munn	Payroll Technician	Human Resources
08/08/10	Michael Meadows	Sergeant	Cummins
08/08/10	Derwin Metcalf	Captain	Pine Bluff
08/08/10	Aaron Pearrow	Sergeant	McPherson
08/08/10	Samantha Rudick	Sergeant	McPherson
08/08/10	Antwaun Wilson	Sergeant	Cummins
08/11/10	Linda Martin	Agriculture Unit Supervisor II	Cummins Farm
08/13/10	Tim Moncrief	Captain	Cummins
08/22/10	Ronald Darton	Sergeant	Wrightsville
08/22/10	Juan Mendez	Sergeant	North Central
08/24/10	Marion Beard	Captain	East Arkansas
08/25/10	Heath Dickson	Lieutenant	Ouachita
08/27/10	Joey Smith	Training Supervisor/Captain	Training Academy
08/29/10	John Maples	Sergeant	Tucker
08/30/10	Shurika Brown	Inmate Grievance Coordinator	Grimes
08/30/10	Orlando Davis	Sergeant	Varner Supermax
08/30/10	Tanza Nelson	Lieutenant	Varner
08/30/10	Jonathan Smart	Lieutenant	Randall L Williams
09/01/10	Jimmy Coleman	Lieutenant	Cummins
09/02/10	Alicia Caffey	Sergeant	Mississippi Co
09/02/10	Troy Moore	Lieutenant	K-9

New Hires

Date	Name	Position	Unit
08/02/10	Kimberly Brown	Substance Abuse Program Leader	Wrightsville
08/02/10	Paula Cowell	Administrative Specialist I	North Central
08/02/10	Rebecca Ladd	Administrative Specialist I	McPherson
08/03/10	Tina Miller	Administrative Specialist I	Varner
08/16/10	Michael Ramsey	Industry Supervisor I	Wrightsville
08/17/10	Paula Savage	Substance Abuse Program Leader	Tucker
08/22/10	Eddreka Harris	Food Preparation Supervisor	Mississippi Co.
08/23/10	Charles Eddy	Mailroom Supervisor	Cummins
08/25/10	Steven Ausmus	Agriculture Production Supervisor	Farm
08/25/10	Jennifer Thompson	Administrative Specialist	Construction



In-Service Training Protocol

The Training Academy wishes to welcome staff to In-Service Training. The academy strives to promote a professional environment during your learning experience.

Listed below is appropriate attire for In-Service class participation.

Shirt—button up or pull over (please, nothing derogatory, offensive or inappropriate for professional correctional staff, no T-shirts, no sports team shirts).

Shirt and Tie

Slacks—NO DENIM, no holes or frayed edges.

Dress/Pantsuit—(please, nothing see through, sleeveless or low cut. Length should be professional and appropriate for professional correctional staff)

Shoes—(no flip flops, sandals, tennis shoes or house slippers).

Uniforms—must meet Department guidelines

Headgear—allowed only outside of building (no derogatory or offensive wording, symbols, etc.).

Sweats/Shorts/Sport Warm-ups—will be considered appropriate only in classes containing physical activities – not during normal In-Service classes.

Smoking is not allowed on Academy property.

Please observe break times and lunch periods.

Cell phones or pagers need to be on vibrate or silent while in the classroom.

Students arriving more than 15 minutes late for the starting time of a class, or more than 15 minutes late from a break/lunch will be dismissed

OCTOBER TRAINING SCHEDULE

Date	Title	Time	Length	Location
1	Distinguished Gentlemen's Seminar	8:00	8 hrs.	HR
5	Basic eOMIS Training	8:00	4 hrs.	HR
5	eOMIS Training for Security Officers	12:30	4 hrs.	HR
5	Instructor Firearms Recertification	8:00	8 hrs.	TA
4-6	Armorer Class	8:00	24 hrs.	TA
6	Fair Labor Standards Act	8:00	4 hrs.	HR
7	Advanced eOMIS Training	8:00	4 hrs.	HR
7	Cultural Awareness(ML II)	8:00	4 hrs.	HR
7	Performance Evaluation (ML I)	12:30	4 hrs.	HR
11	Staff Safety and Self-Defense	8:00	4 hrs.	TA
12	Administering Discipline (ML I)	8:00	4 hrs.	TA
12	Instructor Firearms Recertification	8:00	8 hrs.	TA
12	Structured Interviewing (MLII)	8:00	4 hrs.	HR
13	Behavior Based Safety Training (VS)	8:00	3 hrs.	HR
14	Sexual Harassment/Misconduct (ML I)(VS)	8:00	5 hrs.	TA
18-19	Management Effectiveness	8:00	16 hrs.	Cummins
19	Interpersonal Communication (ML I)	8:00	8 hrs.	TA
20	Health and Safety Plan for Supervisors	8:00	4 hrs.	HR
20-21	Management Effectiveness Training (ML I)	8:00	16 hrs.	TA
21	Grievance Prevention and Handling (ML I)	8:00	5 hrs.	HR
25-29	Situational Response Personnel Training	8:00	40 hrs.	TA
26	Interpersonal Communication (ML I)	8:00	8 hrs.	ORU
27	Sexual Harassment/Misconduct (ML I)(VS)	8:00	5 hrs.	ORU
28	Slips, Trips and Falls (VS)	8:00	4 hrs.	HR
29	Leadership, Security & Body Language (VS)	8:00	4 hrs.	TA
TBA	Emergency Preparedness (ML II)	8:00	16 hrs.	TA
TBA	The Human Element (THE)(ML II)	9:00	12 hrs.	TA

OPEN ENROLLMENT (Year round Classes)

- **Internet-Based e-Learning Classes.** (*for managers and supervisors only*)
Classes provided by National Institute of Corrections
Visit www.nicic.org. *You must get approval from your Unit Trainer before taking any e-learning classes.
- **Open enrollment, Inter-Agency classes** are offered to all staff members in Little Rock. They vary in length.
- Classes are also offered through the **Criminal Justice Institute** in Little Rock.

Your unit trainer has more information about Criminal Justice Institute, Inter-Agency, E-learning and other classes.

"If I had to choose between two evils, I'd choose the one I haven't tried yet."
— Mae West

NOVEMBER TRAINING SCHEDULE

Date	Title	Time	Length	Location
1-2	Management Effectiveness Training (ML I)	8:00	16hrs.	EARU
3	Fair Labor Standards Act (ML I)	8:00	4 hrs.	HR
3	Interpersonal Communication (ML I)	8:00	8 hrs.	NC
4	Sexual Harassment/Misconduct (ML I)	8:00	5 hrs.	NC
4	Cultural awareness (ML II)	8:00	4 hrs.	HR
4	Performance Evaluation (ML I)	12:30	4 hrs.	HR
8-9	Management Effectiveness Training (ML I)	8:00	16 hrs.	TA
9	Administering Discipline (ML I)	8:00	4 hrs.	TA
10	Staff Safety and Self-Defense	8:00	4 hrs.	TA
10	Leadership, Security and Body Language	12:30	4 hrs.	TA
12	Behavior Based Safety Training (VS)	8:00	4 hrs.	HR
15-19	40 hr Security for Non-Security	8:00	40 hrs.	TA
16	Structured Interviewing (ML II)	8:00	4 hrs.	HR
16	Basic eOMIS Training	8:00	4 hrs.	HR
16	eOMIS Training for Security Officers	12:30	4 hrs.	HR
17	ADC Back Safety & Office Ergonomics (VS)	8:00	4 hrs.	HR
18	Advanced eOMIS Training	8:00	4 hrs.	HR
18	Incident Report Coordinator eOMIS	1:00	2 hrs.	HR
18	Grievance Prevention and Handling	8:00	5 hrs.	HR
19	Accident Investigation & Reporting (VS)	8:00	4 hrs.	HR
22	Sexual Harassment/Misconduct (VS)	8:00	5 hrs.	TA
23-24	Introduction to Management (ML II)	8:00	16 hrs.	TA
29	Interpersonal Communication (ML I)	8:00	8 hrs.	TA
29- Dec 3	Learning, Transfer, Impact (Train the Trainer)#	8:00	40 hrs.	HR
TBA	The Human Element	9:00	12 hrs.	TA

**ADC
CALENDAR
OF EVENTS
October 2010**



- 13 Columbus Day
- 16 National Boss' Day
- 24 United Nations Day
- 31 Halloween

2010's List of Banned Books in Public Schools

In observance of **Banned Books Week**, September 25-October 2, the American Library Association would like to encourage anyone who enjoys the precious gift of reading to consider the following list of books recently banned from public schools. These books and subject categories include:

Too Political– Uncle Tom's Cabin-Harriet Beecher Stowe, All Quiet on the Western Front-Eric Maria Remarque, The Grapes of Wrath-John Steinbeck, For Whom the Bell Tolls– Ernest Hemingway, 1984– George Orwell

Too Much Sex– Madame Bovary– Gustave Flaubert, Ulysses-James Joyce, The Sun Also Rises– Ernest Hemingway, Lolita-Vladimir Nabokov, I Know Why the Caged Bird Sings-Maya Angelou, Jaws-Peter Benchley, Forever-Judy Blume

Irreligious– The Lord of the Rings Trilogy– J.R.R. Tolkien, On the Origin

of Species-Charles Darwin, The Last Temptation of Christ-Nikos Kazantzakis, Harry Potter Series-J.K. Rowling, Bless Me, Ultima-Rudolfo Anaya

Socially Offensive– The Scarlet Letter-Nathaniel Hawthorne, The Adventures of Huckleberry Finn-Mark Twain, Anne Frank: The Diary of a Young Girl-Anne Frank, Fahrenheit 451-Ray Bradbury, Gone With the Wind-Margaret Mitchell, Of Mice and Men-John Steinbeck, The Catcher in the Rye-J.D. Salinger, The Color Purple– Alice Walker, Cujo-Stephen King

For a more complete list of banned classic and contemporary literature, go to the American Library Association's website at www.ala.org and exercise your right to read these as well as other banned books. The United Negro College Fund states that "a mind is a terrible thing to waste." **READ.**

**Special Events?
Unit Functions?
Announcements?
Conference Dates?**

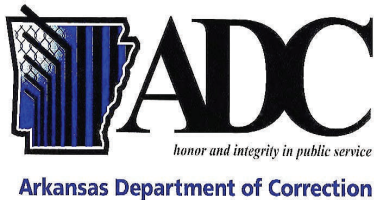
Then tell it to the guys at the Advocate and they'll post them on the calendar of events for all to see!



ADC Advocate Employee Newsletter

ADC Mission Statement

- *To provide public service by carrying out the mandates of the courts.*
- *To provide a safe humane environment for staff and inmates.*
- *To provide programs to strengthen the work ethic.*
- *To provide opportunities for spiritual, mental and physical growth.*



The *ADC Advocate* newsletter is published monthly by the Public Information 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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