

COMMISSION ON ACCREDITATION FOR CORRECTIONS
STANDARDS COMPLIANCE REACCREDITATION AUDIT

Arkansas Department of Corrections
Benton Work Release
Benton, Arkansas

September 26 - 27, 2019

VISITING COMMITTEE MEMBERS

Kenneth Valentine, Chairperson
ACA Auditor

Tim Schuetzle, CCE
ACA Auditor

A. Introduction

The audit of the Benton Work Release Unit was conducted on September 26-27, 2019, by the following team: Kenneth H. Valentine, Chairperson; and Tim Scheutzle, Member.

B. Facility Demographics

Rated Capacity: 325

Actual Population: 339

Average Daily Population for the last 12 months: 337

Average Length of Stay: 1 year, 8 months, 26 days

Security/Custody Level: Minimum

Age Range of Offenders: 21-67

Gender: Male

Full-Time Staff: 79

(5) Administrative, (15) Support, (2) Program, (53) Security, (4) Other

C. Facility Description AND Program Description

The Benton Work Release Unit, established in 1974, is located approximately 30 miles west of Little Rock. The Benton Work Release Unit was the first such Unit in the Arkansas Department of Corrections. Its located on the grounds of the Arkansas Health Center in Benton, AR. The Arkansas Health Center is a psychiatric nursing facility, originally constructed to house mental health patients, opened in 1935, and is operated by the Arkansas Division of Behavioral Services.

The Benton Unit consists of four buildings constructed of concrete and brick, offering an aesthetic environment for minimum custody inmates. Three of the buildings are two story with a basement. The fourth is a single-story structure. Housing for inmates is provided on the second tier, dormitory style with bunk beds.

The Unit's kitchen/dining and food storage areas are located in the basement of Building 58. The Chapel, dispensary, security offices, dayrooms, and five single-cell area for inmates awaiting transfer are all located on the first floor, open dormitories housing up to 108 inmates are on the second floor.

The basement of building 59 has training rooms and work release offices, a commissary, a clothing supply room, and a centralized laundry. The unit's administrative offices are located on the first floor, along with records storage and offender day rooms. The second floor has open dormitories housing up to 108 offenders.

Building 60 is a single-story structure housing the regional maintenance tool room, the control center, a shift briefing room, maintenance and auto supply rooms, and the unit's armory and master key control.

The basement of building 62 houses the facilities education classrooms and employee training rooms. The first floor has two day-rooms, mental health offices a dormitory and 36 beds. The second-floor houses 108 inmates in open dormitories. On-site housing is provided for the Deputy Warden, and many of the Arkansas Health Center's services on the campus such as a post office, credit union, park, fishing pond and indoor recreation facility are available to the Benton Unit's employees.

The mission of the Benton Work Release Unit is "to protect, educate, and train minimum custody level offenders to become law-abiding and tax-paying citizens upon release to the community." Its purpose as a work release facility is to keep 75% of their offenders employed in the community. Upon arrival at the unit, offenders are assigned to the "regional maintenance" program for their first 30 days.

Regional maintenance is a community-based work program using offender labor to perform a variety of jobs for local, state, and county government agencies. Typical projects include grounds keeping and landscaping of cemeteries, playgrounds, fairground, sports venues, parks and roadside litter pick-up. After the first 30 days, offenders are typically assigned to facility job duties for another 60 days before assignment to work release.

D. Pre-Audit Meeting

The team met on September 26, 2019, in Benton, AR, to discuss the information provided by the Association staff and the officials from the Benton Work Release Unit.

The chairperson divided standards into the following groups:

Standards # 4-ACRS-1A-01 to 4-ACRS-5A-26 to Ken Valentine, Chairperson
Standards # 4-ACRS-6A-01 to 4-ACRS-7F-10 to Tim Scheutzle, Member

E. The Audit Process

1. Transportation

The team was escorted to the facility by Sandra Kennedy, State Accreditation Manager

2. Entrance Interview

The audit team proceeded to the office of John Craig, Deputy Warden. The team expressed the appreciation of the Association for the opportunity to be involved with Benton Work Release Unit in the accreditation process. The schedule for the audit discussed and agreed upon.

Deputy Warden Craig escorted the team to the conference room where the formal entry meeting was held.

The following persons were in attendance:

William Straughn, Deputy Director for Institutional Accreditation
Dale Reed, Chief Deputy Director of Institutions
Jimmy Banks, Deputy Director of Community Corrections
John Craig, Deputy Warden
Sandra Kennedy, Accreditation Manager
Joi Harris, Accreditation Specialist
Cheryl Carroll
Carlo Cruz
Stephanie Jordan
Cortez Lea
Joshua Teel
Brenda Vinyard
Richard Vinyard
Cash McCarty
Janet Lewis
Doris Greer
Amanda Crosby
Dee Creed
Byron Brown
Jonathan Warner
Bernard Williams
Robert Davis

It was explained that the goal of the visiting team was to be as helpful and non-intrusive as possible during the conduct of the audit. The chairperson emphasized the goals of accreditation toward the efficiency and effectiveness of correctional systems throughout the United States. The audit schedule was also discussed at this time.

3. Facility Tour

The team toured the entire facility from 2:30 p.m. to 5:00 p.m. The following persons accompanied the team on the tour and responded to the team's questions concerning facility operations:

Deputy Warden Craig
Sandra Kennedy, Accreditation Manager
Joi Harris, Accreditation Specialist
Jonathan Warner, Chief of Security
Cortez Lea, Fire and Safety Manager

Facility notices were posted prominently at the entrance of each building in the facility.

4. Conditions of Confinement/Quality of Life

During the tour, the team evaluated the conditions of confinement at the facility. The following narrative description of the relevant programmatic services and functional areas summarizes the findings regarding the quality of life.

Security:

The Benton Work Release Unit has no towers and no perimeter fencing. Staff controls locked doors for entrance and exit to all buildings. The facility's Control Center, located in the center of the complex, supervises movement of inmates throughout the premises via video surveillance, as well as monitor staff; both security and non-security. There are 15 cameras in building 58, 15 in building 59, 14 in building 62, 17 outside cameras which are all monitored in the Central Control. There are six formal counts and informal counts are conducted as needed each day. The Control Center is also responsible for screening and allowing or denying access to visitors such as job applicants, vendors and delivery crews.

Security staffing is organized into four 12-hour shifts and with rotation between shifts and posts for familiarization with all facility operations. Uniform staff at the rank of Sergeant and above are issued and carry OC spray.

Key and tool control measures are within acceptable parameters for such a facility. The Armory contains rifles, pistols, shotguns and chemical weapons, but are rarely used except in the case of an escape or if an offender is transferred/transported to another facility for serious disciplinary reasons. All offenders are strip searched upon their return from their job assignments and are subject to routine pat, property and building searches at any time.

Environmental Conditions:

Offenders were observed to be wearing clothing which was clean and in good repair. They are issued winter and other specialty clothing as needed. Temperatures in all areas of the facility were very comfortable. Access to bathing and toilet facilities is available in appropriate numbers. Bedding appeared to be in good condition.

Noise and light levels were appropriate throughout the facility and was well ventilated in spite of the age of the buildings. Waste is disposed of appropriately and there was no evidence of any unpleasant odors, vermin or pests. Hygiene supplies are provided at no cost to indigent offenders and is available in the commissary for working offenders.

Sanitation:

The entire facility was observed to be clean and free of excess clutter. The Unit makes use of an aggressive housekeeping plan that is closely supervised through daily, weekly and monthly inspections. The age of the buildings and the need for constant maintenance adds to the need for frequent clean-up. At the time of the audit, there was one reported deficiency from the health department in December 2018, requiring a corrective action plan. The deficiency was due to a couple of cleaning rags being left on top of the sanitizing container and not placed inside it. Corrective action was made immediately, and offender kitchen staff were counseled as to the proper handling of cleaning rags. No other deficiencies were noted.

Fire Safety:

The Benton W/R Unit has written emergency plans including an evacuation plan for which all staff is trained on. Evacuation drills are conducted at least quarterly on all shifts. Staff and offenders are aware of what their expectations are when participating in these drills. Exit signs and evacuation routes are posted throughout the Unit.

Due to the age of the facility there is no sprinkler system. However, there is adequate fire protection in the form of extinguishers, standpipes, and suppression systems. There are fire hoses located at the east and west ends of each floor in each building. Wall mounted; battery operated emergency lighting is strategically located to assist in an evacuation if no electrical power is available. There is an automatic detection system, including smoke and heat detectors, which is monitored 24/7 in the Control Center. The Benton and Haskell Fire Departments are located nearby and will respond to the Unit if needed. Weekly and monthly safety inspections are conducted by qualified staff. The most recent annual inspection by the Fire Marshall indicated no deficiencies requiring corrective action.

The procedures for storage, use, and accountability of flammable, toxic, and caustic materials were observed to be acceptable.

It was recommended in the VCR from the 2016 audit of this facility that even though the segregation unit is rarely used that it should be “included in all emergency drills whether offenders are present or not, and that each cell should be opened to ensure the integrity of the locking system/keys.” It was also recommended that the intercom system intended for offenders to be able to contact staff if they are in distress, should also be tested. Deputy Warden Craig advised that those recommendations were put immediately in to practice subsequent to their last audit.

Food Service:

The facility's food preparation and service program are under the direction of a Food Preparation Manager. While the food prep and service areas are small, they were found to be clean and well organized. The multiple working schedules of the offenders and rotating meal shifts help to mitigate the size issue. In addition, Work Release offenders are allowed to purchase their meals while away from the Unit if they so choose.

Dietary allowances are reviewed at least annually by the Department Dietician in an effort to provide staff and offenders with nutritionally adequate meals which are tasty and served at the appropriate temperature. Therapeutic and religious diets are provided to offenders in a timely manner as ordered by medical, dental or the chaplain. Offenders who are on community/work release jobs are provided with a sack lunch or may eat when they return to the facility.

Required weekly inspections of food preparation, service areas and equipment are conducted, as are the weekly checks of water temperature and daily checks of food storage areas.

As a facility which primarily functions as a work release unit, offenders assigned are generally free of serious medical or mental issues.

The delivery of health care services is through Wellpath and is overseen by a Health Services Administrator. The facility has four full-time LPNs and three who work part-time as needed. Staffing allows for 24-hour nursing coverage seven days a week. A physician is on-site as needed but is available daily by "tele-health". Clerical and associated duties such as scheduling outside specialty appointments are handled by a Medical Records Clerk.

Offenders can sign up for sick call via kiosks which are located in the dorm areas. The requests are triaged before being seen at sick call. Medications are KOP (keep on person), except for narcotics and psychotropic meds which are given at pill call in the dispensary which is held four times a day.

There is a \$3.00 medical co-payment for self-initiated, non-emergency contacts. There are two hospitals in the immediate area which are available for emergencies and care that may not be available at the unit. The facility has a single AED which is maintained in the dispensary and checked monthly.

The few offenders at the Benton Unit who require psychiatric services are seen as required by the Mental Health Supervisor and/or a psychiatrist via telemed. Treatment services for offenders include individual counseling as needed and group counseling.

Recreation:

The Benton Unit has a large outdoor recreation area which is open weekdays after the evening meal and on Saturdays. Activities include basketball, volleyball, horseshoes, and walking. A correctional officer provides oversight of the unit's recreation program and is responsible for ensuring appropriate equipment is available and in good repair.

Each housing unit has dayrooms which are equipped with tables, chairs, televisions, and various games. The facility also has structured games and events on major holidays where small monetary prizes are awarded.

Religious Programming:

The Benton Unit has a nice chapel on the first floor of building 58. Oversight for the religious programming is provided by a volunteer Chaplain. There are a number of CRAs (certified religious assistants) and other approved volunteers who assist in providing the offender population with practicing and participating in their faith of choice. Activities include worship services, Bible study classes, and musical presentations all of which are accomplished through an approved monthly schedule.

The Chaplain and CRAs visit offenders in the segregation unit who are awaiting transfer, notify offenders of family emergencies, coordinate revivals and other special events, and arrange for visits by religious musical groups. Although run totally by volunteers the facility has a robust faith-based program as evidenced by the \$21,223.00 donated by offenders to the Chapel fund in the past 12 months.

Offender Work Programs:

When an offender arrives at the Benton W/R Unit, he is assigned to regional maintenance for his first 30 days performing various community service projects for state, local, and county agencies after which they are assigned to traditional jobs at the facility for the next 60 days. These include duties such as food services, janitorial, clerks, yard maintenance, building maintenance, and automotive service and repair.

A good work performance and conduct record during the first 90 days generally leads to the offender being assigned to work release status, with the facility goal of maintaining 75% of their offender population assigned to work release. There are 27 businesses in Saline and Pulaski Counties who have offenders from the Benton Unit working for them. Program oversight is provided by a Work Release Program supervisor, six Program Specialists, and three security Corporals.

The primary function of the supervisor and specialists is screening offenders for suitability, program orientation when received, finding them a job when eligible, and performing worksite checks. The security Corporals primary duties involve transportation of offenders to and from worksites.

Offenders are required to pay room and board, clothing expenses, and any dependent care from their wages. Although not required to do so, they are encouraged to pay any court ordered fines, court cost and restitution.

The maximum time an offender can be assigned to the work release program is 42 months, 48 months if required to participate in the SATP (substance abuse treatment program) by the Parole Board or if a substance abuse problem is identified at intake.

Academic and Vocational Education:

The academic program at the Benton Unit is an accredited school and is part of the Arkansas Department of Corrections School District. Any offender in an ADC facility who does not have a high school diploma or GED is required by statute to participate in the GED program. Two instructors are provided by the Correctional School from Pine Bluff focusing on night preparation for the GED exam. Classes are held on Monday and Tuesday evenings from 5:30 p.m. until 8:30 p.m., currently with 18 students enrolled in the program.

Social Services:

An offender's preparation for his eventual release back to the community begins with the development of his "re-entry report card" which is basically a needs assessment tracked through semi-annual reviews during the offender's entire stay. Services are provided to offenders at the Benton Unit by a collaboration of religious, work release and classification, education, medical and mental health staff. Services include individual and group through programs including Thinking Errors, Parenting, Stress Management, Substance Abuse Education, Communication Skills, Anger Management, Domestic Violence, Victims of Domestic Violence as well as the weekend/emergency furlough program which assists in establishing and/or maintaining family ties. The Benton Unit also utilizes community resources such as MADD, county workforce, local bankers, AA/NA, etc.

Visitation:

Contact visitation takes place from 11:30 a.m. until 3:30 p.m. every Sunday in the lobby of each building with visits for physically challenged visitors now available in all buildings with the addition of wheelchair ramps to all of the dormitory buildings.

It was noted in the Benton Unit's previous audit that tables were not available in the visitation areas due to a lack of space, and a recommendation made by the auditors for additional visitation on Saturdays. Deputy Warden Craig advised that offenders work seven days a week in which staff are involved with the transportation of offenders. The facility already has to bring additional staff for Sunday visitation, which they would have to do for Saturday visitation. Consequently, the Benton Unit was not able to institute the additional visitation day. There are vending machines in each visiting area. Procedures exist for special visits when visitors travel over 300 miles.

Library Services:

There is a small library in the school area and a collection of donated paperback books in designated areas in each living unit.

Laundry:

Offenders assigned to the work release program wear brown uniform-like clothing. Clothing for those working in the community is laundered by an outside service. Offenders assigned to regional maintenance wear white clothing. Laundry services for that clothing and all other laundry is provided in the centralized laundry located in the basement of building 59 where a team of offender workers wash and dry clothing and linens in three commercial washers and dryers.

F. Examination of Records

Following the facility tour, the team proceeded to the Conference Room to review the accreditation files and evaluate compliance levels of the policies and procedures. The facility has (number) notices of non-compliance with local, state, or federal laws or regulations.

1. Litigation

Over the last three years, the facility had no consent decrees, class action lawsuits or adverse judgments.

2. Significant Incidents/Outcome Measures

A review of the Outcome Measures and SIS revealed a couple of minor discrepancies that were attributed to typographical errors in the Outcome Measures. Upon their correction, the results appeared to be appropriate and essentially unremarkable for a facility of this security and custody level. It was noted that there was only one escape listed in the last audit year, and only two in the entire audit cycle. For a facility with no fences and inmates working at regular jobs in the community, that speaks well of the mission of The Benton Unit.

3. Departmental Visits

Team members revisited the following departments to review conditions relating to departmental policy and operations:

<u>Department Visited</u>	<u>Person(s) Contacted</u>
Commissary	Clint Cooke
Human Resources	Cheryl Carrol
Business Office	Janet Lewis
	Carlo Cruz
Records Department	Brenda Vinyard
	Dayla Warner
Work Release Program	Richard Vinyard
Programs	Holly Bartlett
SATP	Ricky Howard
Mail Room	Anthony Sims
Maintenance	Marty Staton
	Dee Creed
Armory	Lt. Josh Teel
Fire & Safety	Cpl. Cortez Lea
Kitchen	Capt. Latosha Young
	Greg Kover
Medical	Bernard Williams Wellpath District Manager
	Amanda Crosby, HAS
	Vanessa Turner, LPN
	Melanie Neeley, LPN 2 nd shift
Control Room	Cpl. Davis
Religion	Ken Ashworth, Chaplain
	Johnny Duggins, CRA
Security	Maj. Jonathan Warner
	Lt. Ramsey
	C/O James Heard
	Cpl. Heather Brummet
	Trainee Blackwell
Accreditation	Joi Harris
Administration	John Craig, Deputy Warden

4. Shifts

a. Day Shift

The team was present at the facility during the day shift from 2:30 p.m. to 5:00 p.m. on 9/25/19; 8:00 a.m. to 4:00 p.m. on 9/26/19; and 8:00 a.m. to 12:30 p.m. on 9/27/19.

The initial tour was conducted on Wednesday, 9/25, from 2:30 p.m. until 5:00 p.m. During the tour, all four buildings were visited where offenders and staff were observed going about routine work and program activities. On Thursday 9/26/19, the team proceeded to the Conference Room to begin reviewing the mandatory files.

Return visits were made to the Medical Dispensary where the “sharps” and narcotics inventory logs were found to be accurate. Narcotics were secured in a locked cabinet in the dispensary. Most minor medical procedures are handled at the Benton Unit. Dental, optical or other specialty needs are handled at the Ouachita Facility Hospital.

The regional maintenance was revisited in which it was discovered that there were inmate work crews on litter detail on the state highway, along with grounds maintenance on the Health Center campus and at government parks.

The food service area was revisited wherein a noon meal of meat loaf and black-eyed peas, yellow squash, corn on the cob, apple sauce, white bread, fruit punch and tea were sampled and found to be plentiful and tasty. Two officers and an Administrative staff member were present during the meals, which are served in shifts due to the small food service area. The staff make themselves available to speak with offenders during their meal which helps cut down on the number of formal requests to speak with staff and the number of grievances.

The maintenance department was repairing an electrical issue with the dish tank in the kitchen. Dishes were being washed in the three-compartment sink (with bleach in the 3rd sink) to clean pots/pans, trays and utensils.

b. Evening Shift

The team was present at the facility during the evening shift from 8:50 p.m. until 9:30 p.m. on 9/24/19.

The team divided and went to different locations to observe operations on the 2nd shift. Building 62 was visited with the shift Lieutenant. The building doors were locked and secure. The building was entered, and the layout of the dormitory was explained. Offenders were observed playing board games, reading, watching television and talking on dormitory phones. Some offenders were getting ready to leave for work while others were returning from their jobs. The officer in this building was checking off the offenders leaving and returning. The Control Center was notified of the names of the offenders leaving. They were transported to their jobs in an ADC van.

A visit was also made to the food service area where trays of the evening meal were stored in a warmer for those offenders returning late from work.

The other team member went to building 58 where he met and observed the 2nd shift LPN conducting pill call. He also met the volunteer Chaplain.

The team met back at the Control Center where a security staff member monitors all of the facility cameras, receives the count numbers which is recorded in the facility log, informs specific buildings when offenders are returning to their building from work, and monitors the grounds for visitors.

c. Night Shift

There is only a first and second shift. Shifts are 12 hours.

5. Status of Previously Non-compliant Standards/Plans of Action

N/A

The team reviewed the status of standards previously found non-compliant, for which a waiver was not granted, and found the following:

N/A

G. Interviews

During the course of the audit, team members met with both staff and offenders to verify observations and/or to clarify questions concerning facility operations.

1. Offender Interviews

The audit team spoke to 27 offenders. No complaints were received. Most were grateful for the opportunities available to them at the Benton W/R Unit.

2. Staff Interviews

The audit team spoke to 28 employees/volunteers and observing a high degree of professionalism and a high level of job satisfaction. Staff spoke highly of the mission of the Benton Unit and felt that they were making a difference in preparing offenders to return to a community setting.

H. Exit Discussion

The exit interview was held at 12:00 p.m. in the conference room with the Deputy Warden and 33 staff in attendance.

The following persons were also in attendance:

William Straughn	Deputy Director of Institutional Accreditation
Jimmy Banks	Deputy Director of Community Corrections
Bernard Williams	Wellpath Administrator
Rory Griffin	Central Office

The chairperson explained the procedures that would follow the audit. The team discussed the compliance levels of the mandatory and non-mandatory standards and reviewed their individual findings with the group.

The chairperson expressed appreciation for the cooperation of everyone concerned and congratulated the facility team for the progress made and encouraged them to continue to strive toward even further professionalism within the correctional field.

AMERICAN CORRECTIONAL ASSOCIATION
AND THE
COMMISSION ON ACCREDITATION FOR CORRECTIONS

COMPLIANCE TALLY

Manual Type	Adult Community Residential Services, 4 th Edition	
Supplement	2016 Standards Supplement	
Facility/Program	Benton Work Release Unit	
Audit Dates	September 26 - 27, 2019	
Auditor(s)	Kenneth H. Valentine, Chairperson Tim Scheutzle, Member	
	MANDATORY	NON-MANDATORY
Number of Standards in Manual	32	218
Number Not Applicable	1	21
Number Applicable	31	197
Number Non-Compliance	0	0
Number in Compliance	31	197
Percentage (%) of Compliance	100%	100%
<ul style="list-style-type: none"> • Number of Standards <i>minus</i> Number of Not Applicable <i>equals</i> Number Applicable • Number Applicable <i>minus</i> Number Non-Compliance <i>equals</i> Number Compliance • Number Compliance <i>divided by</i> Number Applicable <i>equals</i> Percentage of Compliance 		

COMMISSION ON ACCREDITATION FOR CORRECTIONS

Arkansas Department of Corrections
Benton Work Release
Benton, Arkansas

September 26 - 27, 2019

Visiting Committee Findings

Mandatory Standards

Not Applicable

Standard # 4A-ACRS-4C-06 (Mandatory)

MEDICAL, DENTAL AND MENTAL HEALTH SCREENING IS PERFORMED BY HEALTH-TRAINED OR QUALIFIED CARE PERSONNEL ON ALL OFFENDER UPON ARRIVAL AT THE FACILITY. THE SCREENING INCLUDES THE FOLLOWING:

INQUIRY INTO:

- CURRENT ILLNESSES AND HEALTH PROBLEMS, INCLUDING VENEREAL DISEASES AND OTHER INFECTIOUS DISEASES.
- DENTAL PROBLEMS
- MENTAL HEALTH PROBLEMS INCLUDING SUICIDE ATTEMPTS OR IDEATION
- USE OF ALCOHOL AND OTHER DRUGS, WHICH INCLUDES TYPES OF DRUGS USED, MODE OF USE, AMOUNTS USED, FREQUENCY OF USE, DATE OR TIME OF LAST USE, AND A HISTORY OF PROBLEMS THAT MAY HAVE OCCURRED AFTER CEASING USE (E.G. CONVULSIONS)
- OTHER HEALTH PROBLEMS DESIGNATED BY THE RESPONSIBLE PHYSICIAN
- OBSERVATION OF:
- BEHAVIOR, WHICH INCLUDES STATE OF CONSCIOUSNESS, MENTAL STATUS, APPEARANCE, CONDUCT, TREMOR, AND SWEATING
- BODY DEFORMITIES, EASE OF MOVEMENT, ETC.
- CONDITION OF SKIN, INCLUDING TRAUMA MARKINGS, BRUISES, LESIONS, JAUNDICE, RASHES AND INFESTATIONS, AND NEEDLE MARKS OR OTHER INDICATIONS OF DRUG ABUSE.

FINDINGS:

Screening is completed at intake. The Benton Work release Unit is not an intake unit.

COMMISSION ON ACCREDITATION FOR CORRECTIONS

Arkansas Department of Corrections
Benton Work Release
Benton, Arkansas

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Visiting Committee Findings

Non-Mandatory Standards

Not Applicable

Standard # 4-ACRS-1A-14

MALE AND FEMALE OFFENDERS DO NOT OCCUPY THE SAME SLEEPING ROOM.

FINDINGS:

The Benton Unit does not house females.

Standard # 4-ACRS-2A-05

WHEN BOTH MALES AND FEMALES ARE HOUSED IN THE FACILITY, AT LEAST ONE MALE AND ONE FEMALE STAFF MEMBER ARE ON DUTY AT ALL TIMES.

FINDINGS:

The Benton Unit does not house females.

Standard # 4-ACRS-2A-06

IF EMPLOYEES CONTRACTS ARE GOVERNED BY CIVIL SERVICE OR UNIONS, PROCEDURES PROVIDE FOR PROVISIONAL APPOINTMENTS TO ENSURE THAT SHORT-TERM PERSONNEL, BOTH FULL-TIME AND PART-TIME, CAN BE AVAILABALE DURING EMERGENCIES.

FINDINGS:

ADC employees are not governed by Civil Service or Unions.

Standard # 4-ACES-2A-12

ABSCONDERS ARE DETECTED AND PROMPTLY REPORTED. TIMELY NOTIFICATION IS MADE TO THE FACILITY JURISDICTION OVER THE OFFENDER AND OTHERS AS APPROPRIATE.

FINDINGS:

Per ACA definition, the Benton Unit does not have absconders.

Standard # 4-ACRS-2A-13

THE ELECTRONIC MONITORING PROGRAM HAS A SYSTEM OF ACCOUNTING FOR AN OFFENDER AT ALL TIMES, INCLUDING VERIFICATION OF ACTIVITIES, REPORTING OF TARDINESS AND/OR ABSENCE FROM REQUIRED SERVICES OR ACTIVITIES, AS WELL AS OTHER PROGRAM VIOLATIONS.

FINDINGS:

The Benton Unit does not operate an EM program.

Standard # 4-ACRS-2A-14

ACCESS TO COMPUTER EQUIPMENT IS LIMITED TO AUTHORIZED PERSONNEL WITH SECURITY CODES. ADEQUATE POWER AND COMMUNICATION BACKUP SYSTEMS PROVIDE CONTINUOUS UNINTERRUPTED OPERATIONS.

FINDINGS:

The Benton Unit does not operate an EM program.

Standard # 4-ACRS-2A-15

ANY INTERRUPTION IN SERVICE IS DOCUMENTED AND REPORTED TO THE AUTHORITY HAVING JURISDICTION.

FINDINGS:

The Benton Unit does not operate an EM program.

Standard # 4-ACRS-2A-16

A DETAILED WRITTEN OFFENDER SCHEDULE IS DEVELOPED AND SIGNED BY A STAFF MEMBER AND THE OFFENDER.

FINDINGS:

The Benton Unit does not operate an EM program.

Standard # 4-ACRS-2A-17

PROVISIONS ARE MADE FOR THOSE WHO ARE UNABLE TO PAY PROGRAM COSTS.

FINDINGS:

The Benton Unit does not operate an EM program.

Standard # 4-ACRS-4C-07

EACH NEWLY ADMITTED RESIDENT WHO WAS NOT TRANSFERRED FROM A CORRECTIONAL FACILITY UNDERGOES A MEDICAL EXAMINATION WITHIN 14 DAYS OF ADMISSION.

FINDINGS:

All inmates at the Benton Unit have been transferred from other correctional facilities.

Standard # 4-ACRS-4C-14

IF FEMALE OFFENDERS ARE HOUSED, ACCESS TO PREGNANCY MANAGEMENT SERVICES IS MADE AVAILABLE.

FINDINGS:

The Benton Unit does not house female offenders.

Standard # 4-ACRS-4C-14-1

WHEN NURSING INFANTS ARE ALLOWED TO REMAIN WITH THEIR MOTHERS, PROVISIONS ARE MADE FOR A NURSERY, STAFFED BY QUALIFIED PERSONS, WHERE THE INFANTS ARE PLACED WHEN NOT IN THE CARE OF THEIR MOTHERS.

FINDINGS:

The Benton Unit does not house female offenders.

Standard # 4-ACRS-5A-08

PROVIDE FOR EARLY IDENTIFICATION AND TREATMENT OF INMATES WITH ALCOHOL AND DRUG ABUSE PROBLEMS THROUGH A STANDARDIZED BATTERY ASSESSMENT. THIS BATTERY SHALL BE DOCUMENTED AND INCLUDE, AT A MINIMUM:

- SCREENING AND SORTING
- CLINICAL ASSESSMENT AND REASSESSMENT
- MEDICAL ASSESSMENT FOR DRUG AND ALCOHOL PROGRAM ASSIGNMENT APPROPRIATE
- TO THE NEEDS OF THE INDIVIDUAL OFFENDERS
- REFERRALS

FINDINGS:

Screening and assessment are conducted at the Intake Facility. The Benton Unit is not an Intake Facility.

Standard # 4-ACRS-5A26

THE FACILITY'S LOCATION FACILITATES ACCESS TO AND THE USE OF COMMUNITY-BASED SERVICES, RESOURCES, AND PUBLIC TRANSPORTATION. [NEW CONSTRUCTION ONLY]

FINDINGS:

The Benton Unit is not new construction.

Standard # 4-ACRS-6A-04

OFFENDERS WITH DISABILITIES ARE HOUSED IN A MANNER THAT PROVIDES FOR THEIR SAFETY AND SECURITY. HOUSING USED BY OFFENDERS WITH DISABILITIES IS DESIGNED FOR THEIR USE AND PROVIDES FOR INTEGRATION WITH OTHER OFFENDERS. PROGRAMS AND SERVICES ARE ACCESSIBLE TO OFFENDERS WITH DISABILITIES WHO RESIDE IN THE FACILITY.

FINDINGS:

The Benton Unit is a work release facility and therefor only houses offenders who are able to perform manual labor.

Standard # 4-ACRS-6A-04-1

THE ASSIGNMENT OF APPROPRIATELY TRAINED INDIVIDUALS TO ASSIST DISABLED OFFENDERS WHO CANNOT OTHERWISE PERFORM BASIC LIFE FUNCTIONS IS PROVIDED.

FINDINGS:

Any offender unable to perform basic life functions would be transferred to another ADC unit for care and treatment.

Standard # 4-ACRS-6A-04-2

EDUCATION, EQUIPMENT AND FACILITIES, AND SUPPORT NECESSARY FOR INMATES WITH DISABILITIES TO PERFORM SELF-CARE AND PERSONAL HYGIENE IN A REASONABLY PRIVATE ENVIRONMENT ARE PROVIDED.

FINDINGS:

The Benton Unit does not house disabled offenders who cannot perform self-care and personal hygiene. It is not equipped with private facilities for self-care and personal hygiene. Inmates with this need are housed in an ADC facility that can accommodate those needs.

Standard # 4-ACRS-7A-02

A SOLE PROPRIETOR OPERATING A FACILITY IS ABLE TO DOCUMENT THAT NECESSARY LEGAL MEASURES HAVE BEEN TAKEN TO PROVIDE CONTINUITY OF SERVICE IN THE EVENT OF BANKRUPTCY, INCAPACITATION, RETIREMENT OR DEATH.

FINDINGS:

The Benton Unit is a state facility and not a sole proprietorship.

Standard # 4-ACRS-7A-03

THE AGENCY SATISFIES PERIODIC FILING REQUIREMENTS NECESSARY TO MAINTAIN ITS LEGAL AUTHORITY TO CONTINUE OPERATIONS. (PRIVATE AGENCIES ONLY)

FINDINGS:

The Benton Unit is a public entity and is not privatized.

Standard # 4-ACRS-7A-04

AT A MINIMUM, THE BYLAWS FOR THE GOVERNING AUTHORITY INCLUDE:

- MEMBERSHIP (TYPES, QUALIFICATIONS, COMMUNITY REPRESENTATION, RIGHTS DUTIES)
- SIZE OF GOVERNING BODY
- METHOD OF SELECTION
- TERMS OF OFFICE
- DUTIES AND RESPONSIBILITIES OF OFFICERS
- TIMES AUTHORITY WILL MEET
- COMMITTEES
- PARLIAMENTRY PROCEDURES
- RECORDING OF MINUTES
- METHODS OF AMENDING THE BYLAWS
- CONFLICT OF INTEREST PROVISION
- QUORUM

FINDINGS:

The Benton Unit is a state (government) agency and is not privatized.

Significant Incident Summary

This report is required for all **residential** accreditation programs.

This summary is required to be provided to the Chair of your visiting team upon their arrival for an accreditation audit and included in the facility's Annual Report. The information contained on this form will also be summarized in the narrative portion of the visiting committee report and will be incorporated into the final report. Please type the data. If you have questions on how to complete the form, please contact your Accreditation Specialist.

This report is for Adult Correctional Institutions, Adult Local Detention Facilities, Core Jail Facilities, Boot Camps, Therapeutic Communities, Juvenile Correctional Facilities, Juvenile Detention Facilities, Adult Community Residential Services, and Small Juvenile Detention Facilities.

Facility Name: Benton Work Release

Reporting Period: 10/2018 – 9/2019

Incident Type	Months ➡	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	Jun 2019	Jul 2019	Aug 2019	Sept 2019	Total for Reporting Period
Escapes		0	0	0	0	0	0	0	1	0	0	0	0	1
Disturbances*		0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Violence		0	0	0	0	0	0	0	0	0	0	0	0	0
Homicide*	Offender Victim	0	0	0	0	0	0	0	0	0	0	0	0	0
	Staff Victim	0	0	0	0	0	0	0	0	0	0	0	0	0
	Other Victim	0	0	0	0	0	0	0	0	0	0	0	0	0
Assaults	Offender/Offender	0	0	1	0	0	0	0	0	0	0	0	0	1
	Offender/Staff	1	0	0	0	0	0	0	0	0	0	0	0	1
Suicide		0	0	0	0	0	0	0	0	0	0	0	0	0
Non-Compliance with Mandatory Standard*		0	0	0	0	0	0	0	0	0	0	0	0	0
Fire*		0	0	0	0	0	0	0	0	0	0	0	0	0
Natural Disaster*		0	0	0	0	0	0	0	0	0	0	0	0	0
Unnatural Death		0	0	0	0	0	0	0	0	0	0	0	0	0
Other*		0	0	0	0	0	0	0	0	0	0	0	0	0

*May require reporting to ACA using the Critical Incident Report as soon as possible within the context of the incident itself.



Performance-Based Standards for Adult Community Residential Services Outcome Measures Worksheet				
Standard	Outcome Measure	Numerator / Denominator	Value	Calculated O.M
1A	(1)	Number of worker compensation claims filed for injuries that resulted from the physical environment in the past 12 months.	5	
	divided by	Average number of Full-Time Equivalent staff positions during the past 12 months.	79	0.063
	(2)	Number of illnesses requiring medical attention as a result of the physical environment of the facility in the past 12 months.	0	
	divided by	Average Daily Offender Population for the past 12 months.	337	0
	(3)	Number of physical injuries or emotional trauma requiring treatment as a result of the physical environment of the facility in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(4)	Number of sanitation or health code violations identified by external agencies in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
1B	(1)	Number of accidents resulting in property damage in the past 12 months.	0	
	divided by	total number of miles driven in the past 12 months unless otherwise noted.	295,757	0
	(2)	Number of accidents resulting in injuries requiring medical treatment for any party in the past 12 months.	0	
	divided by	Total number of miles driven in the past 12 months unless otherwise noted.	295,757	0
	(3)	Amount (\$) of damage from vehicle accidents in the past 12 months.	0	

	divided by	Total number of miles driven in the past 12 months unless otherwise noted.	295,757	0
1C	(1)	Number of emergencies, caused by forces external to the facility, that result in property damage in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(2)	Number of injuries, caused by forces external to the facility, requiring medical attention that results from emergencies in the past 12 months.	1	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0.003
	(3)	Number of times that normal facility operations were suspended due to emergencies caused by forces external to the facility in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(4)	Number of hours that facility operations were suspended due to emergencies caused by forces external to the facility in the past 12 months.	0	
	divided by	Number of emergencies caused by forces external to the facility.	0	0
	(5)	Number of emergencies that were not caused by forces external to the facility that resulted in property damage in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(6)	Number of injuries requiring medical attention that result from emergencies that were not caused by forces external to the facility in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0

	(7)	Number of times that normal facility operations were suspended due to emergencies that were not caused by forces external to the facility in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(8)	Number of hours that facility operations were suspended due to emergencies that were not caused by forces external to the facility in the past 12 months.	0	
	divided by	Number of emergencies.	1	0
	(9)	Number of injuries requiring medical treatment resulting from fires in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(10)	Number of fires that resulted in property damage in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(11)	Amount (\$) of property damage from fire in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(12)	Number of code violations cited in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(13)	Number of incidents involving toxic or caustic materials in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(14)	Number of incidents of inventory discrepancies during the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
2A	(1)	Number of incidents in the past 12 months.	246	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0.730

	(2)	Number of physical injuries or emotional trauma requiring treatment as a result of the incidents in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(3)	Number of unauthorized offender absences from the facility in the past 12 months.	1	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0.003
	(4)	Number of times facility did not report offender absence to the responsible jurisdiction within the established time.	0	
	divided by	Number of unauthorized offender absences.	1	0
	(5)	Number of instances of unauthorized access to the facility in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
2B	(1)	Number of instances in which force was used in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(2)	Number of times that staff uses of force was found to have been inappropriate in the past 12 months.	0	
	divided by	number of instances in which force was used.	0	0
	(3)	Number of offender grievances filed alleging inappropriate use of force in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(4)	Number of grievances alleging inappropriate use of force decided in favor of offender in the past 12 months.	0	
	divided by	Number of grievances alleging inappropriate use of force filed.	0	0

	(5)	Number of injuries requiring medical treatment resulting from staff use of force in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
2C	(1)	Number of incidents involving contraband in the past 12 months.	63	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0.187
	(2)	Number of weapons found in the facility in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(3)	Number of controlled substances found in the facility in the past 12 months.	6	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0.018
2D	(1)	Number of incidents involving keys in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(2)	Number of incidents involving tools in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
3A	(1)	Number of rule violations in the past 12 months.	145	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0.430
	(2)	Number of offenders terminated from the facility due to rule violations in the past 12 months.	102	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0.303
4A	(1)	Number of documented offender illnesses attributed food service operations in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(2)	Number of offender grievances about food service decided in favor of the offender the past 12 months.	0	

	divided by	Number of offender grievances about food service in the past 12 months.	0	0
	(3)	Number of violations cited by independent authorities for food service sanitation in the past 12 months.	1	
4B	(1)	Offender grievances regarding offender access to personal hygiene decided in favor of the offender in the past 12 months.	0	
	divided by	Number of offender grievances about access to personal hygiene in the past 12 months.	0	0
4C	(1)	Number of suicide attempts in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(2)	Number of offender suicides in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(3)	Number of offender grievances regarding access to health care in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(4)	Number of offender health care access complaints that are found to have merit in the past 12 months.	0	
	divided by	Number of offender grievances regarding access to health care in the past 12 months.	0	0
	(5)	Number of court suits filed against the facility challenging access to health care in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(6)	Number of health care access court cases decided against the facility in the past 12 months.	0	
	divided by	Number of court suits filed against the facility challenging access to health care in the past 12 months.	0	0

5A	(1)	Number of offenders who are employed upon release in the past 12 months.	17	
	divided by	Number of offenders released in the past 12 months.	97	0.175
	(2)	Number of offenders who move into permanent housing upon release in the past 12 months.	Not tracked	
	divided by	Number of offenders released in the 12 months.	160	
	(3)	Number of offender substance abuse tests for which the results were positive in the past 12 mos.	7	
	divided by	Number of tests administered in the past 12 months.	730	0.010
	(4)	Total number of offenders who successfully completed the program in the past 12 months.	160	
	divided by	Number of offenders who left the program in the past 12 months.	170	0.941
	(5)	Number of offenders who showed improvement as measured by the objective assessment instrument prior to release in the past 12 months.	97	
	divided by	Number of offenders released in the past 12 months.	337	0.288
	(6)	Number of offenders who were arrested while in residence in the past 12 months.	Not tracked	
	divided by	Daily Offender Population for the Past 12 Months.	337	
6A	(1)	Total number of offender grievances in the past 12 months, regarding: (a) access to court; (b) mail or correspondence; (c) sexual harassment; (d) discipline; (e) discrimination; (f) protection from harm.	2-discipline (all others-0)	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0.006(d)
	(2)	Number of offender grievance (see a through e above) decided in favor of offenders in the past 12 months.	0	

	divided by	Total number of grievances filed in the past 12 months.	5	0
	(3)	Total number of offender court suits alleging violation of offender rights filed against the facility in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(4)	Number of offender court suits alleging violation of offender rights decided in favor of offenders in the past 12 months.	0	
	divided by	Total number of offender suits filed in the past 12 months.	0	0
6B	(1)	Number of offender grievances regarding discrimination in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(2)	Number of offender grievances regarding discrimination resolved in favor of offenders in the past 12 months.	0	
	divided by	Total number of offender grievances filed regarding discrimination in the past 12 months.	0	0
	(3)	Number of grievances resolved in favor of offenders in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(4)	Number of grievances resolved in favor of offenders in the past 12 months.	0	
	divided by	Total number of grievances filed in the past 12 months.	5	0
6C	(1)	Number of disciplinary incidents resolved informally in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(2)	Number of formal offender disciplinary decisions that are appealed in the past 12 months.	0	

	divided by	Total number of disciplinary decisions made in the past 12 months.	337	0
	(3)	Number of appealed disciplinary decisions decided in favor of the offender in the past 12 months.	4	
	divided by	Total number of disciplinary decisions made in the past 12 months.	106	0.038
	(4)	Number grievances filed by offenders challenging disciplinary procedures in the past 12 months.	2	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0.006
	(5)	Number of disciplinary-related grievances resolved in favor of the offender in the past 12 months.	0	
	divided by	Total number of disciplinary-related grievances filed in the past 12 months.	0	0
	(6)	Number of court suits filed against the facility regarding discipline in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(7)	Number of court cases regarding discipline decided against the facility in the past 12 months.	0	
	divided by	Total number of court decisions regarding discipline decided in the past 12 months.	0	0
	(8)	Number of rule violations in the past 12 months.	145	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0.430
	(9)	Number of offenders terminated from the facility due to rule violations in the past 12 months.	102	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0.303
6D	(1)	Number of offenders released in the past 12 months who made regular payments toward their restitution obligations.	Not tracked	

	divided by	Number of offenders who had restitution obligations in the past 12 months.	Not tracked	
	(2)	Number of offenders who satisfy their court cost/fines obligations in the past 12 months.	Not tracked	
	divided by	Number of offenders who had court cost/fine obligations in the past 12 months.	Not tracked	
	(3)	Total amount of restitution paid by offenders in the past 12 months.	\$7,497	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	22.246
	(4)	Total number of hours of community service donated by offenders in the past 12 months.	33,449	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	99.255
	(5)	Total number of offenders who participated in restitution in the past 12 months.	5	
	divided by	Total number of offenders housed in the past 12 months.	337	.012
	(6)	Total number of offenders who participated in community service work in the past 12 months.	253	
	divided by	Total number of offenders housed in the past 12 months.	545	0.464
	(7)	Total number of offenders who participated in victim awareness programs in the past 12 months.	7	
	divided by	Total number of offenders housed in the past 12 months.	545	0.012
	(8)	Total amount of restitution paid by offenders in the past 12 months.	\$7,497	
	divided by	Total number of offenders housed in the past 12 months.	545	13.755
	(9)	Total number of hours delivered by offenders who participated in community service work in the past 12 months.	33,449	
	divided by	Total number of offenders housed in the past 12 months.	545	61.374
7A		None.		

	(1)	Total number of years of staff members' education as of the end of the last calendar year.	948	
	divided by	Number of staff at the end of the last calendar year.	79	12
	(2)	Number of staff who left employment for any reason in the past 12 months.	9	
	divided by	Number of full-time equivalent staff positions in the past 12 months.	81	0.111
	(3)	Total number of credit hours in course relevant to their facility responsibilities earned by staff participating in higher education in the past 12 months.	0	
	divided by	Number of full-time equivalent staff positions in the past 12 months.	81	0
	(4)	Number of professional development events attended by staff in the past 12 months.	0	
	divided by	Number of full-time equivalent staff positions in the past 12 months.	81	0
7C	(1)	Number of incidents in which staff were found to have acted in violation of facility policy in the past 12 months.	0	
	divided by	Number of full-time equivalent staff positions in the past 12 months.	81	0
	(2)	Number of staff terminated for conduct violations in the past 12 months.	2	
	divided by	Number of full-time equivalent staff positions in the past 12 months.	81	0.025
	(3)	Number of offender grievances attributed to improper staff conduct which were upheld in the past 12 months.	3	
	divided by	Number of offenders' grievances alleging improper staff conduct filed in the past 12 months.	3	1
	(4)	Number of offender grievances attributed to improper staff conduct which were upheld in the past 12 months.	0	

	divided by	Average Daily Population for the past 12 months.	337	0
	(5)	Where staff are tested, the number of staff substance abuse tests failed in the past 12 months.	0	
	divided by	Number of staff substance abuse tests administered in the past 12 months.	22	0
7D	(1)	Net amount of budget shortfalls or surplus at the end of the last fiscal year (budget less expenditures).	\$157,769	
	divided by	Budget for the past 12 months.	\$856,100	0.184
	(2)	Number of material audit findings by an independent financial auditor at the conclusion of the last audit.	0	
	(3)	Number of grievances filed by offenders regarding their records or property in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(4)	Number of offender grievances (records/property) decided in favor of offenders in the past 12 months.	0	
	divided by	Total number of offender grievances (records/property) in the past 12 months.	0	0
	(5)	Number of objectives achieved in the past 12 months.	5	
	divided by	Number of objectives for the past 12 months.	5	1
	(6)	Number of program changes made in the past 12 months.	6	
	divided by	Number of program changes recommended in the past 12 months.	2	3
7E	(1)	Number of grievances filed by staff in the past 12 months.	0	
	divided by	Number of full-time equivalent staff positions in the past 12 months.	79	0
	(2)	Number of staff grievances decided in favor of staff in the past 12 months.	0	
	divided by	Total number of staff grievances in the past 12 months.	0	0

	(3)	Total number of years of staff members' experience in the field as of the end of the last calendar year.	596	
	divided by	Number of staff at the end of the last calendar year (e.g. Average number of years experience).	79	7.544
	(4)	Number of staff termination or demotion hearings in which the facility decision was upheld in the past 12 months.	0	
	divided by	Number of staff termination or demotion hearings requested in the past 12 months.	0	0
7F	(1)	Total number of hours of volunteer service delivered by members of the community in the past 12 months.	1544	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	4.582
	(2)	Total number of individual community members who provided voluntary service in the past 12 months.	45	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0.134
	(3)	Total number of complaints filed by media regarding access to information in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(4)	Total number of positive statements made by media regarding the facility in the past 12 months.	1	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0.033
	(5)	Total number of complaints from the community in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	0
	(6)	Total number of hours of community service work delivered by offenders in the past 12 months.	33,349	
	divided by	Average Daily Offender Population for the Past 12 Months.	337	98.958

OPT	(1)	Number of offenders released in the past 12 months who are employed for six months after release.		
	divided by	Number of offenders released in the past 12 months.		
	(2)	Number of offenders released in the past 12 months who continue substance abuse treatment for six months after release.		
	divided by	Number of offenders released in the past 12 months.		
	(3)	Number of offenders released in the past 12 months who support themselves for six months following their release.		
	divided by	Number of offenders released in the past 12 months.		
	(4)	Number of offenders released in the past 12 months who are convicted or adjudicated for a felony crime within 6 months after release.		
	divided by	Number of offenders released in the past 12 months.		
	(5)	Number of offenders released in the past 12 months who are convicted or adjudicated for a misdemeanor crime within 6 months after release.		
	divided by	Number of offenders released in the past 12 months.		
	(6)	Number of offenders released in the past 12 months who are convicted or adjudicated for a felony crime within 6 months after release.		
	divided by	Number of offenders released in the past 12 months.		
	(7)	Number of offenders released in the past 12 months who are convicted or adjudicated for a misdemeanor crime within 12 months after release.		
	divided by	Number of offenders released in the past 12 months.		