

**COMMISSION ON ACCREDITATION FOR CORRECTIONS**  
**STANDARDS COMPLIANCE REACCREDITATION AUDIT**

Arkansas Department of Corrections  
Mississippi County Work Release Center  
Luxora, Arkansas

May 11 - 12, 2023

**VISITING COMMITTEE MEMBERS**

Robbin Bell, Chairperson  
ACA Auditor

William Gallaher  
ACA Auditor

**A. Introduction**

The audit of the Arkansas Department of Corrections, Mississippi County Work Release Center (MCWR) was conducted on May 11 – 12, 2023, by the following team: Robbin Bell, Chairperson; William Gallaher, Member.

**B. Facility Demographics**

Rated Capacity: 15  
Actual Population: 156  
Average Daily Population for the last 12 months: 149  
Average Length of Stay: 8 months/17 days  
Security/Custody Level: Level 1  
Age Range of Offenders: 21 – 63 years of age  
Gender: Male

Full-Time Staff: 39  
Administrative - 5, Support - 1, Program - 0, Security – 31, Other -1 (Contractual)

**C. Facility Description AND Program Description**

The Mississippi County Work Release Center (MCWR) is an adult male minimum-security facility located five (5) miles outside the city limits of Luxora, Arkansas. Seated on 20 acres of land leased by the Arkansas Department of Corrections, in Mississippi County, Arkansas, the facility is centered in the heart of “farm country”. Namely, this rural tract of land is adjacent to the Mississippi County Sheriff’s Office, the local jail and the county landfill.

Historically, MCWR was formed in 1975 as the Blytheville Work Release Center with a rated capacity of 30 beds. Formerly a penal farm camp, in 1983, the site expanded to a rated capacity of 71. In 1999, the adjacent County Sheriff’s Department built a new county office and MCWR assumed ownership of its existing property. A short time later, the administration building and previous jail were renovated to accommodate the additional bed capacity.

At the time of review, a total of six (6) buildings are maintained on the facility grounds. The facility does not provide perimeter fencing nor does the agency maintain towers and/or perimeter vehicle coverage.

The Administration Building is a one-story structure with offices that currently house the Deputy Warden, the Business office manager, the Human Resources Manager, Records Supervisor, Commissary Office and Mailroom operations.

The Regional Maintenance building houses inmates who work for the Regional Maintenance public work crews.

Public work crew inmates are assigned to this program for 30 days for evaluation prior to assignment. The Regional Maintenance building house inmate living quarters, the medical clinic, the inmate commissary, the laundry area, food service, the dining hall/visitation area, the property room, two (2) temporary holding cells, and small office space for the Chief of Security and Shift Supervisors.

Operations in the Regional Maintenance building is conducted from the centrally located Master Control Center with full visibility and access to all of the living quarters in the physical design of open secured windows.

A separate Housing Unit for Work Release inmates is located to the right, adjacent to the Regional Maintenance building. These living quarters are dormitory style units. Each living unit, at a minimum, consists of a dayroom, table and chairs for seating, writing space, bookshelves, a television, tablets, and a microwave. Vending machines are located in all of MCWR living quarters. Secured mailboxes for inmate outgoing mail, sick call requests/kiosk stations, commissary orders, grievance and other such correspondence are also located within the living quarters.

Furnishings within MCWR general population units include: a bunk/bed area with individual storage lockers, inmate showers, toilets, urinals and wash basins. Furnishings within MCWR's two (2) temporary holding" cells include: a secured door w/observation window, toilet/sink fixture and a floor attached bed.

Information posting observed in the living quarters include: food service menus, daily schedules (religious and other facility wide activities), and inmate handbook information. All of the facility housing units are under the supervision of a unit management team.

Additional departmental space provided includes: Intake processing, medical health services, outdoor recreation, religious services, academic/vocational programming, social services programming, maintenance, mailroom, security, administrative, and other related supportive services.

MCWR maintains an Advisory Board that is volunteer based. The Board meets quarterly at the Mississippi County Work Release Center. The goals of the advisory board are to serve the inmates, community needs and to encourage community relations.

It is the of mission of Mississippi Work Release Center to teach inmates work ethics, as many have never had a steady job". Its mission continues to state, "We will teach them the necessity of giving to work every day, be on time, and how to conduct themselves on the job so they are able to maintain steady employment."

#### **D. Pre-Audit Meeting**

The team met on Wednesday, May 10, 2023, in Blytheville, Arkansas, to discuss the information provided by the Association staff and the officials from Mississippi County Work Release.

The chairperson divided standards into the following groups:

Standards #4-ACRS-1A-01 to 5A-16 (Robbin Bell - Chairperson)  
Standards #4-ACRS – 5A-17 to 7F-10 to (William Gallaher - Member)

**E. The Audit Process**

1. Transportation

The team was escorted to the facility by Shelly Lawrence, Internal Auditor/Agency Accreditation Manager.

2. Entrance Interview

The audit team proceeded to the office of James Dycus, Deputy Warden/Center Supervisor. The team expressed the appreciation of the Association for the opportunity to be involved with Mississippi County Work Release in their accreditation process. The Deputy Warden provided a brief overview of the current facility operations, COVID/19 precautions, along with recent agency highlights and revisions.

Deputy Warden escorted the team to the facility Chapel where the formal entry meeting was held.

The following persons were in attendance:

James Dycus	Deputy Warden/Center Supervisor
Gracen Newby	Human Resources/Training Coordinator
Cynthia Brown	Business/ACA Manager
LaToya Campbell	Lieutenant
Cecil Wright	Sergeant
Cheyenne Welkom-Brown	Commissary Manager
Larry Hill	Maintenance Director
Misty White	Records Supervisor
Rhonda Keiter	Administrative Specialist II
Stephen Sigman	Regional Maintenance Sergeant
Gaylon Lay	Superintendent of Work Releases/Central Office
Byron Brown	Fire Safety Coordinator/Central Office
Melissa Moore	Arkansas Department of Corrections, HSA
Jason Davis	Deputy Warden, Texarkana Work Release Center
Brian Drost	Maintenance/Central Office
Dana Haynes	Regional Manager/Wellpath
Kim Rosenthal	Director of Operations/Wellpath
Shelly Lawrence	Internal Auditor/Agency Accreditation Manager

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 is to improve the efficiency and effectiveness of correctional systems throughout the United States. The audit schedule was also discussed at this time. The chairperson requested that the assigned escort/scribes provide the audit team members space during the process when interviewing residents and/or staff to facilitate open interaction.

The audit team then offered information about their respective professional backgrounds as well as experience with the standards and accreditation process. The attendees then introduced themselves and their particular functions.

3. Facility Tour

The team toured the entire facility from 8:50am to 10:35am. The following persons accompanied the team on the tour and responded to the team's questions concerning facility operations:

James Dycus	Deputy Warden/Center Supervisor
Cynthia Brown	Business/ACA Manager
Nicholas Naracon	Chief of Security
Brian Drost	Maintenance Director/Central Office
Gaylon Lay	Work Release Superintendent/Central Office
Byron Brow	Fire and Safety Coordinator/Central Office
Shelly Lawrence	Internal Auditor/Agency Accreditation Manager
Stephen Sigman	Regional Maintenance Sergeant
Gracen Newby, Scribe	
Jason Davis, Deputy Warden, Texarkana Work Release	

ACA notification signs were observed posted strategically throughout 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:**

Mississippi County Work Release Center is a minimum-security facility. The facility does not maintain perimeter fencing nor gun towers. A combination of LED, high sodium and regular fluorescent fixtures provides ample lighting to the facility perimeter during hours of darkness. In lieu of not having roving patrol vehicles, daily perimeter foot patrols are conducted at a minimum of once per shift.

There are a total of 24 cameras located throughout the facility. They operate in analog format, monitored by the assigned administrative staff. The film is archived, typically for 45 days.

MCWR has three points of egress into the facility proper. The front entrance of the Administrative Building serves as the facilities main entrance for visitors, contractors and staff. The sallyport entrance of the “main” building serves as the vehicle/truck delivery entrance, and a side entrance adjacent to the sallyport which serves as the “main” institution entrance for authorized work release MCWR inmates entering and exiting the facility. There are two (2) buses, three (3) transportation vans, and two (2) state vehicles assigned to MCWR for transportation purposes.

The facility’s front Administrative entrance is manned by an entrance security station by which all visitors must sign in, present valid ID, submit to and receive clearance to an authorized personal and property search prior to entry into the facility proper.

Entrances are electronically locked, and visitors, staff and residents gain entrance after identifying themselves and they are then admitted into authorized areas on the facility compound. All visitors, contractors and other non-facility staff are required to show a picture ID and sign in and out of the facility.

The Master Control Center is the central hub of all security activity for the facility. This area enclosed, limited in space, this is manned 24 hours per day, 7 days per week. Equipment stationed in this area includes: cell phone sensor, metal detector and a handheld wand. MCWR’s maintains two (2) temporary holding cells. Housing in this area is used for less than 72 - hour occupancy stays. Inmates temporarily housed in this area are transferred to a more appropriate unit. When unoccupied these cells also serve as strip search cells.

Security staff assigned to the Master Control Center are responsible for controlling traffic in and out of the building and monitoring the security cameras. Additional security staff assist in conducting hourly counts, key control, room searches, pat searches, and administering alcohol and drug tests. Targeted drug tests are conducted based on intelligence or if a high failure rate is found to be prevalent in a specific housing floor and/or area. Eight (8) panels for staff and sixteen (16) panels are used for inmates. Staff also monitor visitation, conduct fire drills, conduct perimeter checks, control property drop-off, and meal distribution three times per day.

Additional security coverage is provided to ensure inmates do not have access to areas that they are not assigned to. Inmate movement is tracked via internal cameras for those who remain in the facility throughout any given shift.

Inmate head counts include: 12:00am, 1:00am, 2:00am, 3:00am, 5:00am, 6:00am, 8:00am, 10:00am, 12noon, 2:00pm, 4:00pm, 6:00pm, 8:00pm and 10:00pm. Unofficial headcounts/wellness checks are also conducted throughout the shift.

Key Control is well maintained via “key watch” chit system. Master keys are accessed to appropriate staff only. The Shift Supervisor oversees key counts, assignment and monitoring of all keys, including those assigned as keep on person and those assigned to staff on shift. Post orders and housekeeping plans were found compliant and in order.

MCWR has a small arsenal that is secured and in order. The assigned facility Armorer serves as the overseer of this area. It is located in the administration building to the right of the main entrance. The door is steel and includes two (2) locks. The ceiling is made of heavy steel. One (1) gun clearing barrel is secured outside of front entrance of the administration building. Law enforcement and/or visitors authorized weapons are instructed to keep weapons in their secured vehicles. Entrance into the arsenal area is by restricted access only. Weapons and equipment are stored in a locked vault and storage cabinet. Weapons and ammunition, restraints, emergency “jump bags” and equipment were found properly inventoried.

Chemical agents and barbering equipment were also properly inventoried and found in order. All expiration dates were clearly marked. When near expiration, chemicals are used for training purposes. All corresponding SDS sheets were in order and easily accessible. Inspection of maintenance area found area in order. Key and tool control are monitored appropriately. Class A and Class B tools are properly labeled and caged with corresponding identified logged system. Tools and sharps were found properly inventoried (chit system), labeled and stored in a secured location.

Security staff include: one (1)- Chief of Security, two (2)- Corrections Lieutenants, seven (7)- Corrections Sergeants, seventeen (17) - Correctional Officers, and four (4) – Food Service Supervisors. There are two (2) security shifts, 6:00am – 6:00pm, 6:00pm – 6:00am. Correctional Officers are assigned to housing floors and randomly observe inmate movement and activities, conduct wellness checks, conduct counts, supervise unit cleaning and provide conflict resolution for inmates. Assigned nursing staff monitors medication distribution.

All Correctional officers wear uniforms and carry handheld radios. Officers who transport inmates to and from work maintain contact with cell phones and GPS tracking. Handheld metal detector is used to screen all entrants entering into the facility. Identification is checked on everyone entering the building.

The vehicle fleet is maintained by the Safety Office staff. Assigned staff are responsible for upkeep, inspection and issuance of all vehicles.

Additional safety and security measures provided at the facility include; trained canine searches and Emergency Response Team (Department of Corrections Regional Team) conducted at a minimum of once per year or more often as needed.

### **Environmental Conditions:**

MCWR's building structure was found to be well maintained, and temperatures were within appropriate comfort levels. Hot and cold running water temperatures were appropriate. Sound and lighting levels exceeded the standard requirements. Washbasins and toilets to inmates are in compliance with state statutes and ACA standard guidelines.

The facility was not crowded. The open bay dormitory style design limits privacy however, each inmate has a space for their personal items and clothing. The furniture in the living area was clean and comfortable. The facility has a preventative maintenance program that is ongoing. MCWR maintains a backup power generator (1), which is test fired weekly.

Waste disposal (trash, rubbish) is provided by local vendor services. Environmental Inc. also provides services for the disposal of lightbulbs, batteries, etc. MCWR uses the local recycling center to properly dispose of metal, etc. Biohazard disposal services are provided by an outside local vendor (Stericycle) on a monthly basis or more often if needed. Staff are trained and certified in the proper handling and disposal of biohazard/blood spills.

### **Sanitation:**

The sanitation and hygiene level throughout the facility was well maintained. Daily and weekly sanitation inspections are conducted by unit staff. Housekeeping plans were reviewed, and the audit team observed inmates cleaning in various areas of the facility. Inmate's bathroom and shower areas were clean. Inmates were found to be clean, beds were made, property stored, and shoes properly placed. Housing unit furnishings were found to be clean and in good order.

Janitorial services are provided with the assistance of the inmates as well as assigned staff. All inmates and staff receive training in the safe use of chemicals and PPE. Inmates sanctioned as a result of minor facility violations also assist with sanitation. Janitorial areas of the facility store a minimal amount of cleaning supplies which are pre-diluted prior to being transported into the facility. In other areas cleaning supplies are automatically fed through measured pump dispensed containers. Inspection of cleaning and other related supplies were found properly inventoried and labeled. All cleaning supplies are maintained in the Central Control Storage room. Chemical inventories, Safety Data Sheets and safety equipment (goggles and gloves) were found to be organized, properly stored, and inventoried. Eyewash stations were found operational and strategically located throughout the facility.



Institutional grounds were well maintained with no evidence of dumping or improper material disposal. The facility vermin and pest control is serviced through a local vendor (Allstate Pest Solutions) monthly or more often as needed. Burdette Water System services the facility's water and sewage. Black Hill's Energy services the facility gas operations.

### **Fire Safety:**

MCWR is protected with a hard wire smoke detection system that is monitored 24 hours a day by the Master Control Center. Both populated and non-populated areas are checked systematically. MCWR's additional fire protection systems include; pull stations, emergency lighting, strobe lights, audio notification, and smoke detectors. With the exception of the facility Work Release building all remaining buildings maintain sprinkler systems.

There is one (1) enunciator panel located within the facility's "main" building entrance. Equipment is tested by an automatic sprinkler system which is maintained and tested quarterly. Fire extinguishers (44), carbon monoxide detectors, smoke detectors and pull stations are located throughout the remaining locations of the facility. Fire extinguishers, and first aid kits are also stationed in all assigned facility vehicles. The facility maintains a total of four (4) SCBA's of which two (2) are located in the facility (dining area) and two (2) are secured in the maintenance building as backup. Fire safety equipment inspected during tour were found compliant and in good order. The facility contracts with a local vendor to provide yearly service on all of the fire extinguishers. Smoking is not permitted on grounds.

Security staff are regularly trained in the use of all fire equipment. Facility staff were knowledgeable of the procedures for evacuating residents. Additional training is provided in evacuation procedures. One (1) fire drill is conducted per shift, per area, per quarter. Security and safety inspections are conducted on both (2) holding cells. Inspection, cleaning and testing of all doors, equipment locking mechanisms, as well as safety equipment are conducted on a daily basis.

Flammables and toxic chemicals were found properly stored and inventoried. Diluted products which have been pre-mixed are utilized for routine cleaning. A review of the facility cleaning supply inventories Safety Data Sheets and safety equipment were found to be organized, properly labeled, inventoried and stored.

Documentation provided confirms that the MCWF meet all applicable federal, state, and local fire safety codes. The most recent annual fire/safety inspection conducted by the State Fire Marshal was conducted in March 2023. Records reflect that there are annual reviews of the facility's emergency plans. Additional documentation reflects that the most recent hood suppression and facility sprinkler system inspection was conducted in March 2023.

The Oceola Fire Department services the facility with a response time of 5 to 7 minutes. Ambulatory services are conducted by Pafford Emergency Medical Services with a response time of 5-7 minutes.

**Food Service:**

MCWR food service department operates under the authority of the state of Arkansas Department of Corrections staff. Staffing includes: one (1) Food Service Manager, and four (4) Food Service staff. Eight (8) inmates are assigned to work in the food service area. All inmates working in food service area receive medical clearance and are provided hands on safety training. All food service staff are certified in Servsafe procedures. Security staff also assist in providing additional coverage during hours of operation.

MCWR provides inmates three (3) hot meals per day. The average daily cost for a resident meal is \$3.47. A certified dietitian reviews and approves the Master Menu system. Both general and special diet menus have a four-week rotating cycle. Special and/or religious diets are provided upon request and administrative approval. At the time of review, the facility had no religious or special/medical diet requests. The Food Service Diet Manual was reviewed. Inmates are not charged for meal service.

Bagged lunches are prepared for inmates who are unable to return to the facility for meals. These bagged lunches are stored in a large cooler in the Food Service stationed area and are distributed to the inmate as they either depart or return back from their outside daily work assignment. Hotboxes are available for meal served when inmates return back in from work. Inmate mealtimes are: 2:30am – 3:30am, 10:00am – 11:00am, and 3:00pm – 6:00pm. Proper temperature checks and logs were inspected in all freezers and storage areas. All were found accurate and in order.

Sanitation throughout the food service area was good. All meals were prepared in a secure environment. Cleaning supplies were found to be organized, properly stored, and inventoried. Kitchen tools and equipment were well maintained. Tools are shadow boarded and signed out to the workers using the chit system. Restroom facilities for both residents and staff were in close proximity to all workstations. Hood suppression inspections are conducted every 6 months. The last hood suppression inspection was conducted in March 2023. Food service permit was issued by the Arkansas Department of Health Retail Food Establishment department on in August 2022. The Arkansas Department of Health Environment Health Protection Service completed its annual inspection on June 9, 2022. Inspection assessed 57 areas with 3 reported violations. Violations were related to foodborne illness factors, good retail practices, and temperature observations. Documentation provided indicates these 3 violations were corrected and approved the same day of the inspection.

Arkansas Department of Corrections commissary services are provided to inmates housed at MCWR. Commissary items are packaged, prepared offsite, and brought into the facility for inmate distribution. Scheduled hours of operation are posted in the housing units. All items sold in the commissary stores are reviewed and approved by Administration. Kiosk station submissions are provided for each housing unit. Once completed, if paper submission inmates eligible place commissary slips in the secured mailboxes located in the housing unit main hallway. All kiosk submissions are accepted electronically. Each resident has the opportunity to purchase commissary once per week.

Inmates will be allowed to purchase a maximum amount of \$100.00 each commissary day. Commissary is scheduled Monday, Tuesday and Wednesday in accordance with the housing unit schedule. Upon initial admission all inmates receive welcome “hygiene” packets. Inmates classified as indigent shall be allowed to receive only necessary health (through the medical clinic), and legal materials. Inmates classified as indigent are also provided postage and stationery for special and attorney correspondence.

### **Medical Care:**

MCWR’s medical services are provided under the contractual authority of Wellpath Services. The agency maintains a multi-disciplinary staffing complement of five (5), consisting of full, part time, and prn. Onsite medical clinic hours of operation are: Sunday thru Friday, from 8:00am to 4:00pm. Additional hours provided are for on-call physician coverage.

Medical staffing consists of the following full-time staff: one (1) Licensed Practical Nurse (LPN). One (1) Health Service Administrator (HSA) and one (1) Registered Nurse (RN) provides shared dental services to the facility and at NEACC.

Medical staffing consists of the following part-time, prn staff: two (2) Physicians (MD), and one (1) Registered Nurse.

MCWR’s medical clinic is located in the facility’s “main” building. The medical clinic is comprised of one (1) single room which shares as office space, medication/equipment supply storage as well as other related responsibilities. Limited in space, this area has the ability to be closed off enabling privacy for inmates during encounters. The area was clean, organized, well-lit, and well equipped. Camera surveillance is not provided in MCWR’s medical clinic.

Medical services provided at MCWR include: sick call, medication management, Chronic Care clinics, illness prevention, and infection disease clinics. Special/Chronic Care services include: hypertension, diabetic, seizures, Hep C, asthma and COPD. The monthly average of Special/Chronic Care consults are seven (7). TeleHealth services are available if needed.

Upon arrival nursing staff provide orientation and screening. Information regarding access to health care and health education is provided to residents upon arrival by health care staff. Medication is only administered by medical staff. On person meds call available daily when nurse is on-site. Inmates are authorized KOP and OTC. Inmates may purchase OTC by way of commissary order or in some circumstances by the medical clinic staff. Commissary OTC medication are secured behind commissary counter accessible and distributed by Commissary civilian staff only. OTC medication is by way of “self-administration” only.

Prescribed medications are ordered through Diamond Pharmacy and delivered within 24 to 48 hours. The backup pharmacy is through the local Pharmacy. Medical bulk stock inventory are counted and verified monthly. Full count medication cards that have not left the medication supply room are returned for credit. A review of the proper disposal of expired medication was found to be accurate and in order. Routine quarterly audits are conducted. At time of discharge from the facility inmates are provided a 30-day supply prescription for medication.

Medical sick calls hours are provided daily. Inmates requesting services are required to submit a sick call by way of kiosk. Kiosk requests are received electronically. The average monthly number of sick call requests received is 31.

A nurse collects and triages the sick call when on-site. During emergent instances, staff may assist in notifying medical staff of inmate medical needs. Inmate’s interviews confirmed that medical requests are processed promptly within a 24-hour period. Inmates housed at MCWR are charged \$3.00 co-pay for initial visits. Inmates are not charged for routine follow-ups and/or annual medical appointments. Medical treatment is never denied due to the inability to pay.

There are no onsite dental services provided at MCWR. Inmates requiring dental services are transported offsite to Northeast Arkansas Community Correction Center. Inmates requesting sick call and/or Chronic/Specialty Care consults assessed as a requiring a higher level of medical care are transported the hospital. MCWR transports inmates to their medical services in a security van or via emergency ambulance service when needed. No narcotic or psychotropic drugs are maintained on-site.

MCWR’s medical records are provided electronically (EOMIS). Medications distributed at opm calls are documented by scanning the item into the electronic medical records. The auditor reviewed the Medical Appraisal and Revalidation System (MARS) for appropriate signatures and missed doses. All documents were found accurate and in order.

Medical complaints and grievances are submitted using the grievance process. The Grievance Coordinator responds to all grievances through the HSA.

Step I grievances are addressed by the HSA, Step II grievances are addressed by the Regional Healthcare Manager, Step III grievances are addressed and responded to by the Regional ADC Healthcare Administrative staff. The average number of monthly grievances received is 1.

Mobile-X is available for onsite X-ray services weekly (Thursday). Services are scheduled but vary according to daily clinic needs. MCRW nurses draw labs. Hours of operation are from 8:00am to 4:00pm. LabCorp provide courier services. The Labcorp courier box is located in the front house administrative area. Restricted keys are located in Master Control. There is a dedicated printer for lab results which are processed and received the next day. STAT labs are processed via email or fax as soon as possible.

Inmates housed at MCWR are classified as Level 1 mental health status. MCWR does not provide mental health services nor does the facility house inmates with disabilities who cannot otherwise perform basic life functions. Inmates requiring these services are transferred to a facility that would better accommodate their medical/mental health needs.

MCWR meets necessary American Disability Act (ADA) standards, including accessible paths of travel, ramps, and TTY (Text Telephones) phones. Unit telephones with volume controls, and Language line access are provided in various areas of the facility as well as in the living units. Although not an accreditation PREA site, instructions/informational and instructional signs were observed posted in various locations within the facility.

Ambulatory services are conducted by Pafford Ambulatory Services. Distance is approximately 20 minutes from the facility. Emergency hospital services are provided by Mississippi County Hospital. Distance is approximately 5 to 7 minutes from the facility.

All supervisory staff are trained in first aid, CPR, AED's and suicide prevention. Nursing staff assist in training staff. One AED is located in the facility's Master Control Center. First aid kits are assigned to designated facility assignments which include MCWR transportation vehicles. MCWR's first aid kits inspected were found to be properly stocked and in order. Medical sharps, tools, and equipment were found to be properly labeled, inventoried and accounted for. Narcan kits are strategically located at designated areas of the facility. Inspections found items properly stored in a secured location and noted within expiration period.

The facility utilizes Stericycle Services for the disposal of bio-hazard waster. Pickups are conducted as required and waste is stored in a secure location until pick up (weekly).

**Recreation:**

MCWR indoor recreation programming is conducted in the unit. This dayroom is spacious and contains the following equipment: a television viewing area, a variety of table games: dominoes, checkers, chess and special movies are readily available. Inmates have the option to purchase board games as well as access movies and music through personal tablets. Personal tablets (music, law library, books, online classes, and email) may be used in the dayrooms and/or in the living areas.

The facility dayroom also accommodates seating and table space for reading, writing, and leisure group activities. MCWR does not maintain an indoor gymnasium nor a music program.

MCWR maintains a small outdoor recreation area adjacent to the facility compound. Hours of outdoor recreation are schedule from 6:45am to 8:00pm. The area accommodates space for the following outdoor activities: basketball, football, softball, hand weight stand-alone machine horseshoes, and free play. There are also benches for relaxing.

The facility also maintains an outdoor walking area that circles around this interior outdoor space. Outdoor space does not provide coverage to accommodate inclement weather.

**Religious Programming:**

At the time of review, the MCWR Volunteer Coordinator serves as the overseer of religious programming. Upon agreement, a Chaplain provided by “sister” facility provides additional oversight and resources to the agency’s programming. Through the facility volunteer program additional ministerial and community leaders also assist with programming. At the time of audit, four (4) volunteers assisted with the coordination of the facility’s religious programming.

Services include: religious counseling, worship services, and pastoral care throughout the week or as needed. General and Non-Denominational worship services are conducted: Tuesday, Thursday and Sunday from the hours of 5:30pm through 8:00pm. Additional enhanced self-help religious services are provided through Securus Technologies.

At the time of review the facility Chapel and all other areas assigned for religious programming were found clean and in order. The facility Chapel also serves as shared space for GED, AA and NA programming.

It was apparent that the circumstances surrounding the pandemic had an adverse effect on the facility’s volunteer religious programming. It is to be noted that action was being taken to rebuild program as it once was prior to the pandemic.

### **Offender Work Programs:**

All inmates housed at MCWR are required to work. Most work is conducted either on the facility proper or within Mississippi County.

The facility has three (3) areas of which the inmates are assigned. Areas include: Facility housekeeping and upkeep, Regional Maintenance and landscaping work crews, and Work Release. All MCWR inmates are required to maintain cleanliness and upkeep of their personal area.

Facility housekeeping and upkeep job assignments include: landscape, commissary, food service, laundry, janitorial services/porters, inside maintenance and outside maintenance. Regional Maintenance job assignments include: work crews for the community in Osceola and Luxora and surrounding towns. Work performed includes mowing lawns of municipal and county buildings, landscaping and maintaining lawns for city and county owned facilities such as cemeteries or community parks. The Regional Maintenance will also assist with natural disasters in the surround area if needed. Inmates working these job assignments wear "white" state issue.

Work Release inmate work assignments include jobs within numerous adjacent communities. MCWR has built a relationship with local businesses to give inmates a second chance in the community by applying their work ethic. These jobs are with local businesses. All transportation is provided by MCWR due to the facility's rural isolated location. Inmates working these job assignments wear "grey" state issue.

Inmates on Work Release status pay a specified amount weekly in program support fees. These inmates can keep a designated amount for spending money. Other funds are saved for a viable home plan. MCWR inmates assigned to Facility Housekeeping/upkeep and Regional Maintenance/landscaping do not receive monetary compensation. All onsite MCWR jobs assignments are assigned.

Barbering services provided to inmates housed are in accordance with coordinated housing schedules. There are no certified barbers. Signup sheets are available for inmates within all of the housing units. Services are conducted in the facility barber area by scheduled appointments only. Inspection of tools and barbering equipment were found to be properly inventoried, organized, sanitized and clean. Inmate barbers are provided safety and sanitization training.

The facility Classification Committee regularly reviews inmate progress and can recommend an inmate for placement in a work release program.

### **Academic and Vocational Education:**

At time of review MCWR was in the process of reopening its academic program.

Due to pandemic and COVID conditions, programming had not been conducted since spring of 2022. As this audit was conducted during academic school break period, no student sessions were observed. It is to be noted that the facility was awaiting the arrival of its newly assigned academic GED instructor. Employed by the Correctional school district, this instructor will provide academic GED instructional courses to the required inmates housed at MCWR in accordance with ADC guidelines.

Additional GED testing services are conducted under the direction of the Arkansas Education department. Schedules are coordinated with the local school district and/or state department with computer equipment and all relevant resources to be provided for inmate use.

### **Social Services:**

Upon arrival at MCWR, an individualized program is developed to assist inmates with the oversight of their sentences, classifications, housing assignments and other needs. Among numerous responsibilities, assigned programming staff assist inmates in their preparation for returning back into the community.

Additional MCWR staff as well as volunteers from its various departments and offsite agencies utilize a number of treatment modalities to facilitate the provisions of treatment services.

Treatment services provided include: Cognitive Behavioral Interventions, Life Skills, Alcoholic Anonymous (AA), Narcotics Anonymous.

### **Visitation:**

MCWR provides both video and onsite face to face visitation. Onsite face to face visitation is permitted on Saturday, Sundays from the hours of 11:00 to 1:00pm. MCWR's dining area serves as shared space accommodating inmate visitation. Onsite face to face visits are closely monitored by Security staff. Inmates are afforded two visits per month in accordance with unit schedules. Inmates are permitted one visit per visiting day with no more than four (4) visitors at one time.

Visitors are requested to secure personal items in their vehicles. Vending machines are available for use during visits. MCWR does not provide outdoor visitation, nor do they maintain a separate children's play area.

Video visitation is permitted Monday through Sunday in accordance with the facility inmate movement schedule. Video visits are conducted in a secured closely monitored area (kiosk) which is located in the facility dining hall area. This video kiosk station is provided with each visit not to exceed 30 minutes in duration.



All visits must receive prior approval. Visitors must register online through the Arkansas Department of Corrections public website and receive prior approval by facility administration. Attorney and Special visits are provided upon prior request and administrative approval.

Inmates are not permitted to have cell phones on facility grounds. Inmate pay phones are located in the facility living quarters. Inmate tablets are also used to accommodate inmate phone calls. All telephones are monitored by designated administrative staff. All MCWR telephones provide language line services. MCWR maintains TTD/TTY equipment.

Mailroom operational procedures are comprised of four (4) authorized delivery components: general correspondence, Inter-Unit Correspondence, privileged correspondence, and publications.

Mail operational services are provided on a five (5) day per week schedule (Monday thru Friday), with the exception of Saturday, Sunday and holidays. All incoming mail is delivered within 24 hours for letters and 48 hours for packages, excluding weekends and holidays. Each of the five (5) days, inmates receive incoming mail and are afforded the opportunity to send out mail.

Processing of incoming legal mail consists of mail served to inmate and opened in the presence of the inmate. There are no restrictions on the amount of legal mail sent from/to the inmate. Processing of incoming religious mail includes items reviewed and opened and screened prior to distribution. Inmates are provided unfettered access to scheduled court hearings and probation/parole services.

Inmates have access to a departmental-developed informal and formal grievance process by way of ready-available forms. Grievance forms can be given to any staff member to be processed.

### **Library Services:**

MCWR does not provide onsite library services. However, the Regional Maintenance Building maintains a small general library area where books may be checked out, etc.

### **Laundry:**

MCWR's maintains one main centralized institutional laundry operation which services the entire facility. Laundry services are under the supervision of one (1) civilian Laundry Supervisor and two (2) inmate laundry workers. Inmate work assignments are divided up in accordance with two (2) shifts. MCWR's centralized institutional laundry operation is comprised of two (2) industrial washers and two (2) industrial dryers, and one (1) steam press table. Maintenance conducts weekly equipment temperature checks.

Chemicals are automatically dispensed into the machines. Inspection of inventory and issuance logs were found accurate and in order. Items containing bio-hazard waste are properly secured and placed in the facilities designated bio-hazard container for proper disposal.

Inmates housed at MCWR are issued: - 2 sets of state issued clothing, 2 sets of undergarments, and 2 pairs of socks. The undergarments are inventoried and exchanged every 3 to 6 months. State clothing, personal laundry bags, towels, and wash cloths are washed and/or exchanged three times per week. Linen, pillowcases, and blankets are washed and/or exchanged weekly. Whites and shoes are exchanged every 6 months. Additional laundering services provided consists of kitchen whites, mops and barber shop/facility cleaning rags.

Varied colored state uniforms identify inmates assigned to MCWR programs and/or assignments. White state uniforms are worn by the following inmates: Regional Maintenance, kitchen, laundry, sanitation/porter, commissary, onsite maintenance workers. Grey state uniforms are worn by the following inmates: inmates that have free world jobs in the community.

During intake, inmates are provided indigent packets as well as clothing allotment and bedding. Each inmate is provided an orientation packet and Inmate Handbook for reference. Handbooks and orientation packets are provided in both English and Spanish.

Inmate workers providing laundering services are trained to take precautions to control or prevent the spread of infectious disease. All MCWR staff are trained in the proper handling and disposal of biohazards. Red biohazard and water-soluble bags are available for use. Biohazard material is stored in the medical bio-hazard room and then transported to the designated biohazard area for pickup. Bio-hazard material is picked up monthly or more often as needed. Inspection of lint traps and exhaust vents found areas clean and free from debris.

The laundry services provide indigent packages to inmates classified as indigent on a monthly basis. MCWR's medical clinic provides indigent hygiene products to inmates classified as indigent as needed. Cleaning and sanitizing of mattresses are conducted in the Intake area.

Inmate property is managed by a Property Control Officer. There is one (1) inmate worker assigned to assist with this operation.

Personal property is processed upon Intake in the presence of the inmate. A receipt is completed and placed in the vinyl storage bag and a copy is issued to the inmate. Property is stored in the main building.

**F. Examination of Records**

Following the facility tour, the team proceeded to the administrative conference room to review the accreditation files and evaluate compliance levels of the policies and procedures. The facility has no 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

The Significant Incident Summary and the Outcome Measures were reviewed for the past year with the Administrative team. Documentation appears to be consistent with a facility of this size and nature. Further review finds no additional issues of concern as noted in this report.

Additional information requested for clarification:

**Significant Incident Summary**

May 2020 – April 2021 (First Year)

Sexual Violence (1)

Facility Response: Complaint filed in April 2021, referred to PREA Coordinator for investigation. There was no medical contact at MCWR.

May 2021 – April 2022 (Second Year)

Suicide (1)

Facility Response: Inmate hanging, medical response was issued (MCWR medical staff and ambulance personnel)

May 2022 – April 2023 (Third Year)

Natural Disaster (1)

Facility Response: Tornado. Damage to roof of Chapel and Facility Building

3. Departmental Visits

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

Department Visited

Person(s) Contacted

Chapel  
Visitation Area

Deputy Warden Dycus

Work Release/Housing Unit	Captain Naracon
Maintenance/Warehouse	Larry Hill, Maintenance
Tool and Key Area	
Main Building	Corporal James
Food Service	Mr. Gothard, Ms. Sustaita/Food Service
Medical	
Barbershop	Captain Naracon
Laundry Room	
Commissary	Ms. Cheyenne Welkon-Brown/Commissary Mgr
Barracks/Living Quarters	Deputy Warden Dycus
Master Control	Lieutenant Petty/Corporal James/Captain Naracon
Arsenal	

4. Shifts

a. Day/Afternoon Shift (6:00am to 6:00pm)

The team was present at the facility during the first day of the audit on the day/afternoon shift from 7:50am to 6:00pm, and on the second day of the audit on the day/afternoon shift from 7:50am to 11:30am.

During this time the audit team toured the facility, reviewed the accreditation files, conducted staff and resident interviews, and conducted the Entrance and Exit meetings.

Also, during the first day of this audit the team tested a sample of the resident meal. The meal was warm and tasty, the appearance was fresh and colorful, and the content did appear to meet all nutritional requirements. The audit team also observed residents during medication lines, food service operations, recreational and programming sessions. Facility operations were busy but ran smoothly.

b. Evening/Night Shift (6:00pm – 6:00am)

The team was present at the facility during the first day of the audit on evening/night shift from 6:00pm to 7:10pm.

During this time the audit team revisited areas, observed resident recreating during leisure times, observed evening shift change operations, continued reviewing the accreditation files, conducted staff and resident interviews, and conducted perimeter inspections. Staff observed and interviewed were alert, attentive and very knowledgeable of their job duties and assignments.

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

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

There were no Standards found Non-Compliant during the previous accreditation period.

It is to be noted during the August 14, 2021 Commission on Accreditation for Corrections Panel Action Report it was listed that the facility had a memo from 2013 stating that Standard #4-ACRS-4C-06(M) was Not Applicable. Result instructions from the Panel requested that an updated memo be submitted to ACA within 30 days.

## **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. Residents Interviews**

The audit team interviewed 18 inmates during the course of this audit. Inmates interviewed stated that they feel safe and are treated with respect by facility staff. They also expressed that they have access to supervisory staff and are provided assistance and confidentiality when having their personal matters addressed.

Inmates who work offsite during normal meal hours stated that they are provided bagged lunches. Inmates interviewed also stated during initial orientation they are informed of how to access medical care. They confirmed that these medical provisions are provided offsite and are in close proximity to the facility. Despite COVID protocols residents interviewed addressed resources and services available to them within the community that provide assistance with their re-entry transition.

### **2. Staff Interviews**

The audit team interviewed 14 staff during the course of this audit. Staff stated they are provided adequate training and resources to effectively conduct their job assignment. Staff stated that they participate in routine fire drills and have been trained in suicide prevention, conflict resolution, CPR, and fire safety.

All staff interviewed stated that the administrative staff were great and that communication among all ranks were good. All staff stated that they feel safe working at this facility.

## **H. Exit Discussion**

The exit interview was held at 11:00am in the administrative Chapel with Deputy Warden/Center Supervisor James Cucus and 11 staff in attendance.

The following persons were also in attendance:

Gayton Lay, Superintendent of Work Releases, Central Office

Byron Brown, Fire Safety Coordinator/Central Office

Melissa More, HSA/Arkansas Department of Corrections/Central Office

Dana Haynes, Regional Manager/Wellpath/Central Office

Kim Rosenthal, Director of Operations/Wellpath/Central Office

Shelly Lawrence, Internal Auditor, Agency ACA Manager/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**

<b>Manual Type</b>	Adult Community Residential Services, 4 <sup>th</sup> Edition	
<b>Supplement</b>	2016 Standards Supplement	
<b>Facility/Program</b>	Arkansas Department of Corrections Mississippi County Work Release	
<b>Audit Dates</b>	May 11 – 12, 2023	
<b>Auditor(s)</b>	Robbin Bell, Chairperson William Gallaher, Team Member	
	<b>MANDATORY</b>	<b>NON-MANDATORY</b>
Number of Standards in Manual	32	218
Number Not Applicable	1	22
Number Applicable	31	196
Number Non-Compliance	0	0
Number in Compliance	31	196
Percentage (%) of Compliance	100%	100%
<ul style="list-style-type: none"> <li>● Number of Standards <i>minus</i> Number of Not Applicable <i>equals</i> Number Applicable</li> <li>● Number Applicable <i>minus</i> Number Non-Compliance <i>equals</i> Number Compliance</li> <li>● Number Compliance <i>divided by</i> Number Applicable <i>equals</i> Percentage of Compliance</li> </ul>		

COMMISSION ON ACCREDITATION FOR CORRECTIONS

Visiting Committee Findings

Non-Mandatory Standards

Non-Compliance

There were no standards determined Non-Compliant during this accreditation period.



COMMISSION ON ACCREDITATION FOR CORRECTIONS

Visiting Committee Findings

Mandatory Standards

Not Applicable

**Standard # 4-ACRS-4C-06**

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

INQUIRY INTO:

1. CURRENT ILLNESS AND HEALTH PROBLEMS, INCLUDING VENEREAL DISEASES AND OTHER INFECTIOUS DISEASES
2. DENTAL PROBLEMS
3. MENTAL HEALTH PROBLEMS, INCLUDING SUICIDE ATTEMPTS OR IDEATION
4. 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 (FOR EXAMPLE, CONVULSIONS)
5. OTHER HEALTH PROBLEMS DESIGNATED BY THE RESPONSIBLE PHYSICIAN

OBSERVATION OF:

1. BEHAVIOR, WHICH INCLUDES STATE OF CONSCIOUSNESS, MENTAL STATUS, APPEARANCE, CONDUCT, TREMOR, AND SWEATING
2. BODY DEFORMITIES, EASE OF MOVEMENT, AND SO FORTH
3. CONDITIONS OF SKIN, INCLUDING TRAUMA MARKINGS, BRUISES, LESIONS, JAUNDICE, RASHES AND INFESTATIONS, AND NEEDLE MARKS OR OTHER INDICATIONS OF DRUG ABUSE

FINDINGS:

MCWR is not an Intake Unit.

COMMISSION ON ACCREDITATION FOR CORRECTIONS

Visiting Committee Findings

Non-Mandatory Standards

Not Applicable

**Standard #4-ACRS-1A-14**

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

FINDINGS:

MCWR does not house female inmates.

**Standard #4-ACRS-2A-05**

WHEN BOTH MALES AND FEMALES ARE HOUSED IN THE FACILITY, AT LEAST ONE MALE AND ONE FEMALE STAFF.

FINDINGS:

MCWR does not house female offenders.

**Standard #4-ACRS-2A-06**

IF EMPLOYEE'S 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 AVAILABLE DURING EMERGENCIES.

FINDINGS:

MCWR is not governed by civil service or union agreements.

**Standard4-ACRS-2A-12**

ABSCONDERS ARE DETECTED AND PROMPTLY REPORTED. TIMELY NOTIFICATION IS MADE TO THE FACILITY WITH JURISDICION OVER THE OFFENDER AND OTHER AS APPROPRIATE.

FINDINGS:

MCWR does not maintain absconders, only escapees based on Agency Policy and Administrative Directives.

**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:

MCWR does not participate in the Electronic Monitoring 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:

MCWR does not participate in the Electronic Monitoring Program.

**Standard #4-ACRS-2A-15**

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

FINDINGS:

MCWR does not participate in the Electronic Monitoring Program.

**Standard #4-ACRS-2A-16**

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

FINDINGS:

MCWR does not participate in the Electronic Monitoring Program.

**Standard #4-ACRS-2A-17**

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

FINDINGS:

MCWR does not participate in the Electronic Monitoring 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:

MCWR is not an Intake Unit.

**Standard #4-ACRS-4C-13**

IF MEDICATIONS ARE DISTRIBUTED BY FACILITY STAFF, RECORDS ARE MAINTAINED AND AUDITED MONTHLY, AND INCLUDE THE:

1. DATE
2. TIME
3. NAME OF RESIDENT RECEIVING THE MEDICATION
4. NAME OF THE STAFF DISTRIBUTING IT.

FINDINGS:

Medications are distributed by MCWR medical staff only.

**Standard #4-ACRS-4C-14**

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

FINDINGS:

MCWR 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 THEY ARE NOT IN THE CARE OF THEIR MOTHERS.

FINDINGS:

MCWR does not house nursing infants nor female offenders.

**Standard #4-ACRS-5A-26**

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

FINDINGS:

MCWR is not considered new construction.

**Standard #4-ACRS-6A-01-1**

STAFF AND OFFENDERS HAVE ACCESS TO AN APPROPRIATELY TRAINED AND QUALIFIED INDIVIDUAL WHO IS EDUCATED IN THE PROBLEMS AND CHALLENGES FACED BY OFFENDERS WITH:

1. PHYSICAL AND/OR MENTAL IMPAIRMENTS
2. PROGRAMS DESIGNED TO EDUCATE AND ASSIST DISABLED OFFENDERS
3. ALL LEGAL REQUIREMENTS FOR THE PROTECTION OF OFFENDERS WITH DISABILITIES

FINDINGS:

MCWR does not house inmates with disabilities. These inmates are assigned to Units within the Department of Corrections that could better serve their medical/mental health needs.

**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:

MCWR does not house offenders who cannot otherwise perform basic life functions.

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

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

FINDINGS:

MCWR does not house offenders who cannot otherwise perform basic life functions.

**Standard #4-ACRS-6A-12**

THE FACILITY DISTRIBUTES A COPY OF ADMISSION POLICIES TO RELEVANT AGENCIES.

FINDINGS:

Inmates are assigned to MCWR by the Arkansas Department of Corrections.

**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:

MCWR is not operated as a sole proprietor.

**Standard #4-ACRS-7A-03**

THE AGENCY SATISFIES PERIODIC FILING REQUIREMENTS NECESSARY TO MAINTAIN ITS LEGAL AUTHORITY TO CONTINUE OPERATIONS.

FINDINGS:

MCWR is not a private agency.

**Standard #4-ACRS-7A-04**

AT A MINIMUM, THE BYLAWS FOR THE GOVERNING AUTHORITY OF THE AGENCY 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
- PARLIAMENTARY PROCEDURES
- RECORDING OF MINUTES
- METHOD OF AMENDING THE BYLAWS
- CONFLICT OF INTEREST PROVISIONS
- QUORUM

FINDINGS:

MCWR is not a private agency.

**Standard #4-ACRS-7D-23**

THE FACILITY, AT A MINIMUM, PREPARES AND DISTRIBUTES TO ITS GOVERNING AUTHORITY AND APPROPRIATE AGENCIES AND INDIVIDUALS THE FOLLOWING DOCUMENTS:

1. INCOME AND EXPENDITURE STATEMENTS
2. FUNDING SOURCE FINANCIAL REPORTS
3. INDEPENDENT AUDIT REPORTS

FINDINGS:

MCWR does not prepare nor distribute these reports. Income, expenditure, financial reports and Independent audit reports are prepared and distributed by the Arkansas Department of Corrections Central Office.

## Significant Incident Summary



This report is required for all residential accreditation programs. (*Adult Correctional Institutions; Adult Local Detention Facilities; Core Jail Facilities; Boot Camps; Therapeutic Communities; Juvenile Detention Facilities; and Juvenile Small Detention Facilities.*)

This summary is required to be provided to the Chair of your audit team upon their arrival for an accreditation audit and included in the facility’s Annual Report. (*Refer to Agency Manual of Accreditation for details*). 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. It should contain data for the last 12 months; indicate those months in the boxes provided. 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, and Small Juvenile Detention Facilities.

Facility Name: Mississippi Co Work Release Center

Reporting Period: May 2022-April 2023

Incident Type	Months	May	June	July	August	September	October	November	December	January	February	March	April.	Total for Reporting Period
	→													
Escapes		0		0	0	0	0	0	0	0	0	0	0	
Disturbances*		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	
Homicide	Offender Victim	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	
	Other Victim	0	0	0	0	0	0	0	0	0	0	0	0	
Assaults	Offender/Offender	0	0	0	0	0	0	0	0	0	0	0	0	
	Offender/Staff	0	0	0		0	0	0	0	0	0	0	0	
Suicide		0	0	0	0	0	0	0	0	0	0	0	0	
Mandatory Non-Compliance*		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	
Natural Disaster*		0	0	0	0	0	0		0	0	0	1	0	
Other*		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.





## Significant Incident Summary Glossary

**Assaults:** An altercation which results in serious injury requiring urgent and immediate medical attention and restricts usual activities.

**Disturbance:** Offender action that resulted in loss of control of the facility or a portion of the facility and required extraordinary measures to regain control.

**Escape:** As defined by the jurisdiction reporting.

**Fire:** A fire which results in evacuation of staff or offenders and/or significant damage to a facility or part of a facility structure.

**Homicide:** As defined by the jurisdiction reporting.

**Non-Compliance with Mandatory Standards:** Determination that a condition results in non-compliance with a mandatory standard that is expected to result in sustained non-compliance.

**Natural Disaster:** A natural event such as a flood, tornado, tsunami, earthquake, or hurricane that causes great damage or loss of life.

**Other:** Any significant negative event or distraction that adversely impacts normal operations.

**Serious Injury:** Is a physical injury which creates a substantial risk of death, or which causes serious and protracted impairment of health or protracted loss or impairment of the function of any bodily organ.

**Sexual Violence** (as defined by PREA): A substantiated, non-consensual sexual act includes one or more of the following behaviors:

- Contact between the penis and the vagina or the penis and the anus involving penetration, however slight. It does not include kicking, grabbing or punching genitals when the intent is to harm or debilitate rather than to sexually exploit.
- Contact between the mouth and the penis, vagina, or anus.
- Penetration of the anal or genital opening of another person by a hand, finger, or other object.

YEAR 3				
ACRS Outcome Measure 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	7	
	divided by	Average number of full-time equivalent staff positions during the past 12 months	37	.189
	(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	144	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	156	0
	(4)	Number of sanitation or health code violations identified by external agencies in the past 12 months	2	
	divided by	Average daily offender population for the past 12 months	156	.012
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	64804	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	64804	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	64804	0
1C	(1)	Number of emergencies caused by forces external to the facility that result in property damage in the past 12 months	1	
	divided by	Average daily offender population for the past 12 months	156	.006

	(2)	Number of injuries caused by forces external to the facility requiring medical attention that result from emergencies in the past 12 months	0	
	divided by	Average daily offender population for the past 12 months	156	0
	(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	156	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	156	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		
	divided by	Average daily offender population for the past 12 months	156	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	156	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	156	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	156	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	156	0
	(10)	Number of fires that resulted in property damage in the past 12 months	1	
	divided by	Average daily offender population for the past 12 months	156	.01
	(11)	Amount (\$) of property damage from fire in the past 12 months	958	
	divided by	Average daily offender population for past 12 months	156	6.14

	(12)	Number of code violations cited in the past 12 months	3	
	divided by	Average daily offender population for the past 12 months	156	.01
	(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	156	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	156	0
2A	(1)	Number of incidents in the past 12 months	132	
	divided by	Average daily offender population for the past 12 months	156	.85
	(2)	Number of physical injuries or emotional trauma requiring treatment as a result of the incidents in the past 12 months	19	
	divided by	Average daily offender population for the past 12 months	156	.12
	(3)	Number of unauthorized offender absences from the facility in the past 12 months	0	
	divided by	Average daily offender population for the past 12 months	156	0
	(4)	Number of times facility did not report offender absences to the responsible jurisdiction within the established time.	0	
	divided by	Number of unauthorized offender absences	156	0
	(5)	Number of instances of unauthorized access to the facility in the past 12 months	0	
	divided by	Average daily offender population for past 12 months	156	0
2B	(1)	Number of instances in which force was used in the past 12 months	1	
	divided by	Average daily offender population for past 12 months	156	.01
	(2)	Number of times that staff use of force was found to have been inappropriate in the past 12 months	0	
	divided by	Number of instances in which force was used	1	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 past 12 months	156	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	1	
	divided by	Average daily offender population for the past 12 months	156	.01
2C	(1)	Number of incidents involving contraband in the past 12 months	29	
	divided by	Average daily offender population for the past 12 months	156	.19
	(2)	Number of weapons found in the facility in the past 12 months	1	
	divided by	Average daily offender population for the past 12 months	156	.01
	(3)	Number of controlled substances found in the facility in the past 12 months	3	
	divided by	Average daily offender population for the past 12 months	156	.02
2D	(1)	Number of incidents involving keys in the past 12 months	0	
	divided by	Average daily offender population for the past 12 months	156	0
	(2)	Number of incidents involving tools in the past 12 months	0	
	divided by	Average daily offender population for the past 12 months	156	0
3A	(1)	Number of rule violations in the past 12 months	231	
	divided by	Average daily offender population for the past 12 months	156	1.48
	(2)	Number of offenders terminated from the facility due to rule violations in the past 12 months	65	
	divided by	Average daily offender population for the past 12 months	156	.42
4A	(1)	Number of documented offender illnesses attributed to food service operations in the past 12 months	0	
	divided by	Average daily offender population for the past 12 months	156	0
	(2)	Number of offender grievances about food service decided in favor of the offender for the past 12 months	0	
	divided by	Number of offender grievances about food service in the past 12 months	156	0
	(3)	Number of violations cited by independent authorities for food services sanitation in the past 12 months	2	

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	156	0
	(2)	Number of offender suicides in the past 12 months	0	
	divided by	Average daily offender population for the past 12 months	156	0
	(3)	Number of offender grievances regarding access to health care in the past 12 months.	1	
	divided by	Average daily offender population for the past 12 months	156	.01
	(4)	Number of offender health care access complaints that are found to have merit in the past 12 months	1	
	divided by	Number of offender grievances regarding access to health care in the past 12 months	1	1
	(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	156	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	43	
	divided by	Number of offenders released in the past 12 months	46	.93
	(2)	Number of offenders who move into permanent housing upon release in the past 12 months	0	
	divided by	Number of offenders released in the past 12 months	46	0
	(3)	Number of offender substance abuse tests for which the results were positive in the past 12 months	3	
	divided by	Number of tests administered in the past 12 months	333	.01
	(4)	Total number of offenders who successfully completed the program in the past 12 months	46	
	divided by	Number of offenders who left the program in the past 12 months	111	.41

	(5)	Number of offenders who showed improvement as measured by the objective assessment instrument prior to release in the past 12 months	46	
	divided by	Number of offenders released in the past 12 months	156	.29
	(6)	Number of offenders who were arrested while in residence in the past 12 months	0	
	divided by	Average daily offender population for past 12 months	156	0
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	1	
	divided by	Average daily offender population for the past 12 months	156	.01
	(2)	Number of offender grievances (see A through E above) decided in favor of offenders in the past 12 months	1	
	divided by	Total number of grievances filed in the past 12 months	4	.25
	(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	156	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	156	0
6B	(1)	Number of offender grievances regarding discrimination in the past 12 months	1	
	divided by	Average daily offender population for the past 12 months	156	.01
	(2)	Number of offender grievances regarding discrimination resolved in favor of offenders in the past 12 months	1	
	divided by	Total number of offender grievances filed regarding discrimination in the past 12 months	1	1
	(3)	Number of grievances resolved in favor of offenders in the past 12 months	1	
	divided by	Average daily offender population for past 12 months	156	.01

	(4)	Number of grievances resolved in favor of offenders in the past 12 months	1	
	divided by	Total number of grievances filed in the past 12 months	4	.25
6C	(1)	Number of disciplinary incidents resolved informally in the past 12 months	165	
	divided by	Average daily offender population for the past 12 months	156	1.06
	(2)	Number of formal offender disciplinary decisions that were appealed in the past 12 months	43	
	divided by	Total number of disciplinary decisions made in the past 12 months	231	.18
	(3)	Number of appealed disciplinary decisions decided in favor of the offender in the past 12 months	25	
	divided by	Total number of disciplinary decisions made in the past 12 months	231	.108
	(4)	Number of grievances filed by offenders challenging disciplinary procedures in the past 12 months	0	
	divided by	Average daily offender population for the past 12 months	156	0
	(5)	Number of disciplinary-related grievances resolved in favor of the offender in the past 12 months	0	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	156	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	231	
	divided by	Average daily offender population for the past 12 months	156	1.48
	(9)	Number of offenders terminated from the facility due to rule violations in the past 12 months	65	
	divided by	Average daily offender population for past 12 months	156	.42
6D	(1)	Number of offenders released in the past 12 months who made regular payments toward their restitution obligations	1	
	divided by	Number of offenders who had restitution obligations in the past 12 months	1	0



	(2)	Number of offenders who satisfy their court cost/fine obligations in the past 12 months	3	
	divided by	Number of offenders who had court cost/fine obligations in the past 12 months	3	0
	(3)	Total amount of restitution paid by offenders in the past 12 months	11806	
	divided by	Average daily offender population for the past 12 months	156	75.68
	(4)	Total number of hours of community service donated by offenders in the past 12 months	11080	
	divided by	Average daily offender population for the past 12 months	156	71.02
	(5)	Total number of offenders who participated in restitution in the past 12 months	3	
	divided by	Total number of offenders housed in the past 12 months	267	.01
	(6)	Total number of offenders who participated in community service work in the past 12 months	1680	
	divided by	Total number of offenders housed in the past 12 months	267	6.29
	(7)	Total number of offenders who participated in victim awareness programs in the past 12 months	0	
	divided by	Total number of offenders housed in the past 12 months	267	0
	(8)	Total amount of restitution paid by offenders in the past 12 months	950	
	divided by	Total number of offenders housed in the past 12 months	267	3.55
	(9)	Total number of hours delivered by offenders who participated in community service work in the past 12 months	11080	
	divided by	Total number of offenders housed in past 12 months	267	41.49
7A	None	None		
7B	(1)	Total number of years of staff members' education as of the end of the last calendar year	217	
	divided by	Number of staff at the end of the last calendar year	42	5.16
	(2)	Number of staff who left employment for any reason in the past 12 months	8	
	divided by	Number of full-time equivalent staff positions in the past 12 months	37	.216
	(3)	Total number of credit hours in courses relevant to their facility responsibilities earned by staff participating in higher education in the past 12 months	80	

	divided by	Number of full-time equivalent staff positions in the past 12 months	37	2.16
	(4)	Number of professional development events attended by staff in the past 12 months	9	
	divided by	Number of full-time equivalent staff positions in the past months	37	.24
7C	(1)	Number of incidents in which staff were found to have acted in violation of facility policy in past 12 months	5	
	divided by	Number of full-time equivalent staff positions in the past 12 months	37	.135
	(2)	Number of staff terminated for conduct violations in the past 12 months	5	
	divided by	Number of full-time equivalent staff positions in the past 12 months	3	.135
	(3)	Number of offender grievances attributed to improper staff conduct which were upheld in the past 12 months	0	
	divided by	Number of offender grievances alleging improper staff conduct filed in the past 12 months	0	0
	(4)	Number of offender grievances attributed to improper staff conduct which were upheld in the past 12 months	0	
	divided by	Average daily offender population for the past 12 months	156	0
	(5)	Where staff are tested, the number of staff substance abuse tests failed in the past 12 months	2	
	divided by	Number of staff substance abuse tests administered in the past 12 months	39	.05
7D	(1)	Net amount of budget shortfalls or surplus at the end of the last fiscal year (budget less expenditures)	41648	
	divided by	Budget for the past 12 months	453650	.09
	(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 past 12 months	156	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	0	
	divided by	Number of objectives for the past 12 months	0	0

	(6)	Number of program changes made in the past 12 months	0	
	divided by	Number of program changes recommended in the past 12 months	0	0
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	37	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 last calendar year	140	
	divided by	Number of staff at the end of the last calendar year (e.g., average number of years experience)	42	3.33
	(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 terminations 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	221	
	divided by	Average daily offender population for the past 12 months	156	1.41
	(2)	Total number of individual community members who provided voluntary service in the past 12 months	5	
	divided by	Average daily offender population for the past 12 months	156	.03
	(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	156	0
	(4)	Total number of positive statements made by media regarding the facility in the past 12 months	0	
	divided by	Average daily offender population for past 12 months	156	0
	(5)	Total number of complaints from the community in the past 12 months	0	
	Divided by	Average daily offender population for past 12 months	156	0
	(6)	Total number of hours of community service work delivered by offenders in the past 12 months	11080	
	divided by	Average daily offender population for the past 12 months	156	71.02

