



# Howard County Department of Corrections

2021 Annual Report



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# A Message from the County Executive

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Dear Fellow Citizens of Howard County:

I am pleased to present the Howard County Department of Corrections' 2021 Annual Report. This report documents the activities of the agency and highlights new and expanded initiatives of the Department of Corrections.

The Department of Corrections is responsible for the operation of the Howard County Detention Center, the Central Booking Facility, the Community Service Program, and the Guilford House and is charged with providing a safe and humane environment to those incarcerated. This is accomplished by good security and control of the inmates, meaningful treatment programs and, by assisting inmates with reintegration back into the community.

The staff of the Department of Corrections and partnering agencies are dedicated professionals who, along with many committed volunteers and partners, strive to make the Department one of the best correctional agencies in the State of Maryland. The Department has established a standard of implementing "best practices" in the corrections profession. Also, the Department is utilizing evidence-based programming strategies in preparing offenders for return to our community.

Sincerely,

A handwritten signature in blue ink, appearing to read "Calvin Ball". The signature is stylized and cursive.

Calvin Ball  
Howard County Executive

# A Letter from the Director

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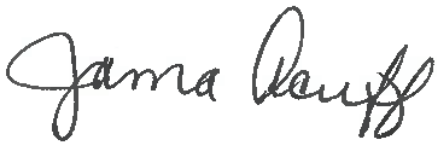
Dear Citizens:

The 2021 annual report is intended to show the many facets of the Department of Corrections operations. The highlight section of this report is of note because it focuses on the new and expanded efforts that were achieved in 2021.

The Howard County Detention Center and Central Booking Facility continue to be recognized as outstanding facilities due to the dedicated staff, volunteers, and other state and county agencies that augment Department services.

I wish to express my appreciation to everyone who has helped us to reach our goals of providing and maintaining a high level of security to protect the community and the inmates housed in our custody. The Department also offers a variety of treatment programs to assist the inmates when they are released back into the community. Proper reentry programming is a priority of the Department.

Sincerely,

A handwritten signature in black ink that reads "Jama Acuff". The signature is written in a cursive, flowing style.

Jama Acuff, Director  
Department of Corrections

# Mission Statement

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The mission of the Howard County Department of Corrections is to protect the citizens of Howard County by providing a secure facility for persons legally confined in the County. The Department provides for the safety of the inmates/detainees and staff by maintaining a humane respectful living and working environment. It is also the policy of this Department that no inmate/detainee is discriminated against with regard to programs, services, or activities on the basis of race, religion, national origin, sex, disability, sexual orientation or political beliefs. It is also the Department's policy to adhere to all Adult Detention Center standards established by the Maryland Commission on Correctional Standards.

The administration and staff are dedicated to providing a balanced Correctional program that meets applicable County, State, and Federal standards. The Department will also review and implement, as best practices in the field of corrections. Concerted efforts are made to ensure that the inmate's human rights and dignity are not violated. The staff will be firm, fair impartial and above all consistent in dealing with inmates. As appropriate, inmates will be provided programs to assist them in their efforts for reentry into the community.

# Historical Overview

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Howard County's original jail, in Ellicott City, opened in 1878. The Emory Street Jail was built to accommodate 12 inmates. In 1975, the Division of Corrections was established under former County Executive Edward Cochran. Gerald H. McClellan was appointed as the Division's first Director of Corrections. Several years later, the Division of Corrections was established as a Department.

Due to overcrowding conditions and an antiquated facility, the Department of Corrections sought and received funding for the construction of a new Detention Center. The Howard County Detention Center, in Jessup, opened in 1983 with a rated capacity of 108 inmates and actually housed 63 inmates at opening. Within five years, the inmate population had greatly exceeded its rated capacity. The Department of Corrections again sought and obtained funding for the expansion of the Detention Center. The expansion was completed in 1994 with a rated capacity of 361 inmates.

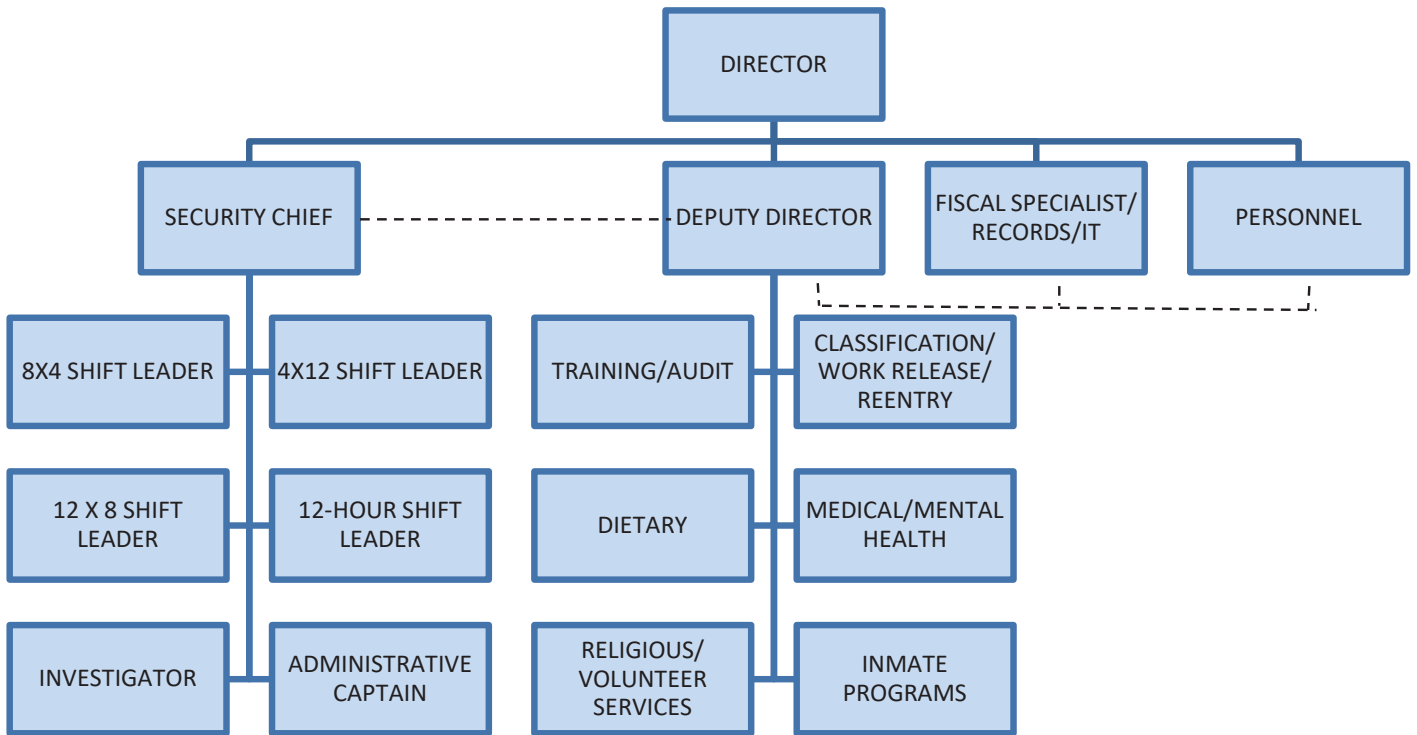
Construction began in 2003 to move the County's arrest and booking facility from the southern district police station to the Howard County Department of Corrections. On March 28, 2005 the Central Booking Facility opened at the Howard County Department of Corrections. The Central Booking Facility is responsible for the processing of all incoming adult arrestees and juvenile arrestees waived to adult jurisdiction in Howard County from various police agencies. Eighteen positions were added with the opening of the Central Booking Facility. Additionally, the District Court Commissioner's Office was opened on the site.

In 2009, the Department of Corrections assumed management responsibility for the Howard County Community Service Program. The Department contracted with the Serenity Center to operate the program. Approximately 500 individuals participate in community service each year.

In 2019, the Department of Corrections in partnership with Bridges to Housing Stability opened a transition house, the Guildford House. The facility provides transitional housing for men being released from the detention center who have no housing resources in the community.

# Organizational Chart

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# 2021 Highlights

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Most of 2021 was focused on preventing the spread of Covid-19.

**ICE Contract** – The Department advised Immigration and Customs Enforcement on March 19, 2021 we would be terminating their contract. The last detainee was transferred from the detention center on May 13, 2021.

**NACo Award** – The Department was the 2021 NACo Achievement Award recipient for our CIT Training Fifth Day for Staff: “Relaxology Day”. The County Executive meet with staff who provide CIT training on August 12, 2021.

**Pretrial Services Program** - The Pretrial Services Program began on September 29, 2021. Pretrial Staffing currently consists of (1) Supervisor and (1) Correctional Specialist. Pretrial staff supervise offenders released by the Court pending trial utilizing GPS monitoring, in-person visits and phone contacts. The Reentry Department provides services and support, assisting clients with referrals to mental health and substance use disorder treatment.

Pretrial release has a primary goal of effectively reducing the local detention population, while protecting public safety. During the bail review hearing, staff will assist the Court with any recommendations for release. Those individuals deemed appropriate for Pretrial services are released safely into the community with appropriate supervision conditions.

The Department’s Pretrial Services Program will utilize the (ACTS) Applied Correction Transitional Strategy risk screening

instrument. This evidence – based risk/needs screening tool is validated to determine risk-to-reoffend and failure to appear at court hearings.

Individuals recommended for pretrial release may be assigned one of (3) three levels of supervision based on their risk assessment score. The participant must comply with all general requirements and any special conditions as ordered by the program or courts. Program participants may be subject to drug/alcohol testing & treatment. All Level 3 participants will be placed on GPS monitoring for a minimum of 45 days.

*17 offenders released on Pretrial Supervision in 2021.*

*7 offenders had scheduled Court appearances in 2021, all 7 appeared.*

*6 offenders placed on GPS monitoring in 2021.*

- *4 offenders successfully removed from GPS monitoring in 2021.*
- *2 offenders from 2021 remain on GPS surveillance.*



# Administration



## Director

Jama Acuff joined the Department of Corrections on May 3, 2021. Ms. Acuff brings with her 40 years of correctional

experience. She retired from the Federal Bureau of Prisons after 29 years of service where she began her career as a Correctional Officer. She held various positions in the Bureau of Prisons including Regional Administrator, Associate Warden, and Director of Strategic Management. During her tenure, she worked closely with the U. S. Department of Justice on developing process to streamline federal law enforcement efforts. Most recently, Ms. Acuff has been employed with the Maryland Department of Public Safety and Correctional Services. She served as Warden for the Pre-Release system and as Warden at the Maryland Correctional Institution, Jessup.

The Director's Office is responsible for the management, supervision and operation of the Detention Center and the Central Booking Facility as well as oversight of the Guilford House and Community Service Program. This includes departmental budget preparation, procurement, and fiscal management, compliance with Maryland State Correctional Standards, development of Policies and Procedures, Internal Investigations, In-Service Training Programs, facility maintenance, the custody of inmates and the security of the facility.

## Deputy Director

Andrea King-Wessels joined the Department of Corrections on January 7, 2019. She began her career with the Federal Bureau



of Prisons as a correctional officer at the Federal Correctional Institution in Englewood, Colorado. She held numerous positions of increasing responsibility at a variety of locations across the country and retired from the Bureau of Prisons after thirty years. Ms. King-Wessels has also worked as a contractor for Immigration and Customs Enforcement and the U.S. Department of State. Prior to her employment with the Department she was employed with the Maryland Department of Public Safety, Police and Correctional Training Commission where she was the Administrator of Parole and Probation Training.

The Deputy Director's responsibilities include Classification, Community Programs, Dietary, Addiction Services, Medical and Mental Health Services, Educational Services, Religious, and Volunteer Programs, Policies and Procedures, Standards, Grant Writing, Training and Honor Guard.



## Security Chief

Rory Wise joined the Department of Corrections on December 7, 2020. He began his career in

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1986 with the Maryland Division of Correction as a Correctional Officer and rose through the ranks to Captain until his retirement in 2003. Mr. Wise was employed with Command Security/Aviation Safeguards beginning in 2002 as a document verifier receiving several promotions until he left employment in 2017 as General Manager. In 2017 Mr. Wise worked as Assistant Security Director for Clifton T. Perkins Hospital Center and in 2019 accepted a promotion of Major with the Maryland Division of Correction.

# Administrative Office

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## Audit Compliance and Training Office

In January the Compliance Management Office and the Training Department were combined into one department.

### • Audit Compliance

The Compliance Management Office is responsible for monitoring compliance with various required federal and state standards, coordinating internal audits and conducting random in-house spot audits.

### Audits & Inspections:

*MCCS – Maryland Commission on Correctional Standards – One non-compliant issue. The final report will be published after the monitoring visit in August 2022.*

The Inmate Grievance Program is intended for use by the inmate/detainee population to resolve problems and concerns at the lowest level possible and to ensure that the inmates/detainees have unfettered communication to mid and upper level managers and administrators.

### Inmate Grievances:

*443 filed, processed and resolved.  
88 found to be meritorious*

The Compliance Management Office is also responsible for Policy & Procedures, Operation Statistics (Ops Stat), and Records Retention.

Ops Stat is the Department's system for documenting shift/unit compliance with submission of records as well as documenting exemplary or unsatisfactory job performance.

### • Training

Training continues to flourish despite the COVID pandemic. In 2021 two Correctional Officers became Certified Instructors, four became Certified Field Training Officers (FTO's), one completed the Firearms Instructor Course and several Correctional Officers and Supervisors attended various Professional Development courses hosted by the Maryland Police and Corrections Training Commission. Most of these were virtual. The Department's CIT Program graduated 10 participants in two separate classes in 2021.

"Pre-service" as well as "In-service" is provided, covering a variety of subjects, to include, Suicide Prevention/Mental Health, Use of Force, Emergency/Disaster Plans, Prison Rape Elimination Act (PREA), Bloodborne Pathogens, Security Threat Groups and Firearms. Orientation training is also provided to volunteers and outside agency staff working within the Department to expose them to the culture and climate of the Department.

*All correctional officers, dietary correctional officers and correctional support staff are required to receive 18 hours of in-service training annually to retain certification from the Maryland Police and Correctional Training Commission. Staff received an average of 25-30 hours of training.*

All Certified Correctional Officers below the rank of Captain are required to annually complete firearms training which includes a "reduced-light" course of fire. The Department utilizes special goggles that

simulate low-light (night) conditions during practice. Certified Firearms Instructors provide all Firearms Instruction including annual shotgun qualification for the SERT members.

Members of the Honor Guard are Sergeants Jeffrey Ennals and Mornique Tynes, Corporal Sherena Tyler and Officer Rosa Savage. The Honor Guard consistently performs with diligence, precision and poise, so we say “Thank You” to them for a job well done.

The armory is maintained and controlled by the Compliance/Training Captain and is comprised of long arms and side arms, weapons. Each month, the armory’s inventory and environment are inspected for accuracy and safe storage of all equipment. Additionally, ammunition and weapons are rotated between the armory and Main Control (bi-annually) to ensure safety and effectiveness of all weapons.

## Administrative Records and Budget

The Administrative Records Section provides a wide range of services. Included responsibilities of this section are Budgetary/Fiscal, Records, Inmate Sentence Calculations and Information Systems.

### • Budgetary/Fiscal

This section prepares the Department’s operating budget, monitors expenditures, procures and remits payment for all purchases necessary to operate the Detention Center and the Central Booking Center, administers and monitors grant funds, collects revenues, maintains inmate work release accounting, and collects and monitors weekender lodging fees.

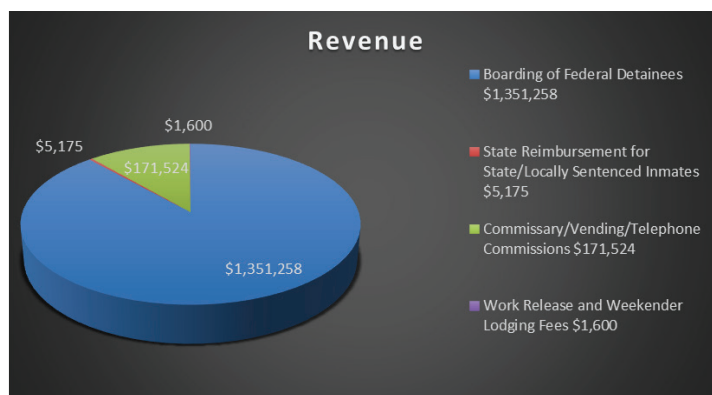
*FY21 Operating Budget: \$20,105,662*

### *FY21 Revenues: \$1,529,557*

There was a significant impact on the fees collected due to the Covid-19 pandemic. Inmate programming was suspended which includes the Work Release and Weekender programs, the Courts were closed and fewer inmates were sentenced to the detention center and the State Department of Corrections and there was a notable drop in the daily inmate population.

### • Records

sentenced inmates ensuring that all eligible confinement and court credits are applied, maintaining inactive inmate base files, conducting court ordered expungements,



inspecting inmate mail for contraband, and disseminating information to various law enforcement agencies, courts, attorneys, other correctional facilities, criminal justice agencies, and the general public. The records section also provides technical supervision of the department’s commitment office. This includes conducting audits of the Computerized Jail management system (JMS) and base file records to ensure JMS entries are complete and accurate and that base files are in order. JMS is the official site for most inmate related information, most essentially, demographic information, court information, arrest and commitment information, case status, inmate status, etc. information, which

is disseminated to other criminal justice agencies, the public, The Victim Notification systems, (VINES) relies on the accuracy of data collected and entered.

- **Information Systems**

Information Systems is responsible for maintaining, supporting and coordinating all computer related operations for the detention center and central booking facility. This includes managing the Jail Management System, systems administration for several databases being utilized by the detention center, maintaining and installing all software and hardware, installs and monitors the performance of network servers located in Corrections, and provides staff with necessary training. In addition, services and systems management supports various educational and life skills programs for the inmate population.

### **Central Booking Facility**



The Central Booking Facility (CBF) is responsible for the processing of all incoming adult arrestees and juvenile

arrestees waived to adult jurisdiction in Howard County from various police agencies to include the Howard County Police Department, The Maryland State Police, The Department of Natural Resources Police Department, the Howard County Sheriff's Department and the Maryland Transportation Authority Police.

*Detainees processed at CBF 1,182*

### **Custody and Control**

It is the primary responsibility of the Howard County Department of Corrections to provide for secure confinement, supervision, safety and control of inmates, 24 hours a day, seven days a week in both the Detention Center and Booking Facility. The Department staffs three eight-hour shifts each day in the Detention Center and two twelve-hour shifts in the Booking Facility. Members of the security staff supervise and control inmates, process the intake and release of inmates, conduct rounds, counts and searches, supervise inmate movement, monitor visits and respond to all emergencies within both facilities. The security staff works closely with medical and mental health staff to identify and refer inmates in need of health and mental health care.

*Total Detention Center Inmate Admissions  
1,127*

*Total Detention Center Inmates Released  
1,089*

### **Drug and Alcohol Testing**

The Department continued to conduct extensive testing of the inmate population for drug and alcohol use. Testing is important for security reasons as well as for identifying those in need of medical detoxification services and follow-up treatment. The increase in opiate overdose issues resulted in the Department shortening its' time frame for testing new intakes. Testing now occurs on the night of intake rather than after bail review. The Department also added fentanyl to its test panels in October 2017, noting its use and increase risks for overdose.

## Special Emergency Response Team (SERT)

The Special Emergency Response Team (SERT) is comprised of volunteer members selected from each of the three shifts. They train to remain prepared to deal with a variety of emergencies (i.e. fire and smoke, medical, riot, cell extractions of unruly inmates etc.) Training for SERT members includes eight hours of orientation, as well as additional training in specialized areas including, but not limited to, defensive tactics, cell extractions, evacuations, etc. Thank you to the TEAM for All of your hard work and dedication.

## Classification

The Classification Department responsibilities consist of interviewing and screening newly incarcerated inmates for appropriate housing assignments, conducting inmate orientation, assigning inmates to institutional jobs, conducting inmate disciplinary hearings, assisting inmates with special needs and/or problems, evaluating and referring inmates for special program placements as well as providing Case Management Services. This was an enormous task this year as with the previous year due to the COVID-19 pandemic, and careful consideration was given for the safety of staff and the inmate population while completing these tasks.

Classification Staff has managed to maintain a limited onsite certification of GED testing during the pandemic, as we worked through the many safety protocols to get inmates to complete the GED/HSD. Staff efficiently determined the housing units for Special Management Inmates and Federal Inmates. Also, made sure that the inmates made court appearances for their original jurisdiction.

Classification staff was a major contributor to the overall security of the institution by maintaining safety protocols along with properly screening and housing newly incarcerated inmates according to risk, determining job assignments, program assignments and addressing concerns of pretrial and sentenced inmates. Factors considered in housing and other assignments include current charges at HCDC or in other jurisdictions, escape risk, mental and physical limitations, program needs, and past adjustment history at the Detention Center.

Inmates are also evaluated for substance abuse disorder. Inmates who are assigned to special management units, disciplinary or administrative segregation are reviewed periodically by a classification counselor along with a mental health professional. When needed, staff will assist inmates in locating transitional programs while working in conjunction with other program staff.

In addition to the above, the classification section is involved with several other Detention Center programs, operations, and functions to include:

- Acting as Victim Witness and Child Sex Offender liaisons.
- Acting as Parole Commission and Parole and Probation liaisons.
- Coordinating Inter and Intra State Detainer agreements
- Coordinating, Scheduling and Monitoring our Case Management Review System
- In partnership with the Howard County Health Department for referrals and placement for the Bureau of Addictions programs.

- In partnership with the Howard County Community College; referral and placements into the LEEP and GED programs, and Orientation therein.
- Maintaining a homeless Referral network.
- Providing Custodian of Records functions for our Circuit and District Courts.

	Initial Classifications	Email Communications	Adjustment Hearings	CMR
First Quarter 2021	142	820	187	0
Second Quarter 2021	138	780	192	14
Third Quarter 2021	110	680	225	30
Fourth Quarter 2021	50	535	175	30
<b>2021 Totals</b>	<b>788</b>	<b>2,815</b>	<b>640</b>	<b>74</b>
<b>2020 Totals</b>	<b>1,871</b>	<b>3,107</b>	<b>531</b>	<b>15</b>
Rate of Change	57.8% decrease	9.3% decrease	17.1 % increase	79.7 % increase

## Community Programs

The Community Programs Department at the Detention Center is comprised of Work Release, Home Detention, Reentry, and community work details. The Work Release Reentry Supervisor, Darlene Jolly, oversees the daily operations within each area and supervises 8 staff members working within the community programs.

### • Work Release/Home Detention/Community Work Details

The Work Release Program is a valuable opportunity for sentenced inmates to seek and obtain employment prior to their release into the community. Stable employment provides inmates with the ability to begin to pay restitution, fines/fees and other costs. Work Release participants are closely monitored by two Case Managers throughout their time in the community. Supervision of Work Release participants includes frequent on-site job checks, surveillance, and GPS monitoring on selected participants. In 2020, due to the Covid-19 pandemic, the Work Release Program was suspended in mid-March and remained suspended throughout 2021. The Home Detention Program allows

eligible participants an opportunity to serve the remainder of their sentence at home. All home detention participants were monitored by GPS supervision and allowed to continue working in the community. In order for inmates to be eligible for Work Release or Home Detention, they must receive approval from their sentencing judges to participate. There are various supervised work details that take place in the community. This can include cleaning bus stop shelters, groundskeeping, and other community projects. This work is done by inmates who are both sentenced and minimum-security status. Landscaping and gardening are also done in the on-site Rain Garden by minimum security inmates. This work detail is supervised by the Seeds of Change program through staff from Howard EcoWorks. All of these work details are scheduled and monitored by the Work Release case managers. Community Program numbers were impacted by the Covid-19 pandemic and as a result, they were significantly lower than in previous years.

*No inmates were placed in the work release program in 2021 due to Covid*

*1 inmate was placed in the home detention program in 2021*

*There were no escapes or walk-offs in 2021*

*Off-site work details were suspended due to Covid*

### • Reentry

The Reentry Program is comprised of two Reentry Case Managers, two support staff, and two Peer Recovery Support Specialists. Reentry and peer staff begin working with inmates prior to release, and then follow them into the community after release. Staff connect inmates returning to the community to necessities such as housing and food. Referrals to community

partners are regularly made for substance use disorder treatment, mental health, clothing, identity documents, job training, transportation, and crisis management resources.

The Reentry program is essential in creating a successful transition for community bound inmates. Reentry staff continue to connect clients with our reliable and established group of over 130 community partners. This collaboration with our community partners removes barriers and creates opportunities that can lead to lower recidivism rates and increased public safety through a successful community transition. Prior to release, an individualized reentry plan is created for each reentry client. Upon release, a Reentry ID card is issued to be used in the community. This ID card is also able to serve as a 60-day bus pass which assists with getting to and from appointments. Reentry staff offer additional office hours in the community to provide services to released offenders at The Multiservice Center in Laurel.

When in session, Reentry sessions are held at the Detention Center in six-week cycles. This is an opportunity for staff to provide clients with information regarding various reentry related topics to assist in their transition into the community. Some of these topics include overcoming barriers of transitioning home, acquiring reentry identification documents, community resources, health and wellness needs, understanding the requirements of parole and probation supervision, information on the expungement process, and Workforce Development Employment Services.

Reentry sessions were suspended in March of 2020 due to the Covid-19 pandemic; however, reentry planning for individuals continued for clients being released from the Detention

Center. Resources such as employment and housing became increasingly more difficult to find during the pandemic. We are constantly working to increase our community partnerships.

**Community Reentry Participation was as follows:**

*A total of 3,547 referrals and services were provided in the community:*

*1,444 individual counseling sessions including crisis intervention and ongoing support*

*290 referrals to Addiction Services*

*133 referrals to Mental Health services*

*19 Mental Health medication assistance*

*31 referrals to Housing/Homeless Assistance*

*118 referrals to treatment that incorporates housing*

*298 Employment Services provided*

*81 clients applied for Health Insurance*

*59 clients received Social Security Cards*

*38 clients received birth certificates*

*17 clients were assisted with MVA services (ID/license issues)*

*339 referrals to Community Support Agencies*

*160 consultations with Probation Agents*

*54 referrals to medical services*

*120 linkages to transportation alternatives*

Howard County Department of Corrections, in partnership with Bridges to Housing Stability opened a transitional house, the Guilford House, for reentry clients which was established in January 2019. The Guilford House is managed by a part-time reentry staff member who lives on site



and provides case management for the residents.

*5 residents resided in the Guilford House in 2021 (one still present)*

*4 of the 5 residents exited early due to rule violations (curfew and/or failed drug/alcohol screening)*

*Still in communication with all 4 early exits (two have entered supportive housing, one has moved out-of-state into recovery housing)*

*4 residents were being monitored on probation or parole supervision (no violations while residing at the Guilford House).*

*All 5 residents were incarcerated at the Howard County Detention Center prior to entering the Guilford House.*

*\$11,300 in income was saved by the residents to plan for their transition out of the Guilford House.*

*1 resident was able to purchase a vehicle while maintaining minimum savings*

*Significant payments were made to past due/active child support fees.*

*1 of 5 residents passed all drug/alcohol tests while in Guilford (average of 1 test per month during their 6-month stay).*

*1 regularly attended mental health counseling.*

*1 utilized 12 step support*

*No new arrests/charges while residing in the Guilford House*

*1 resident was on Medication Assisted Treatment (MAT) while at the Guilford House*

## **Dietary**

Inmate food service is provided by Trinity Services Group with the assistance of two correctional dietary officers. The staff are responsible for preparing three meals a day for inmates and for providing one meal for staff. Ordering of food supplies, maintaining sanitation, and preparing special diets as directed by the medical department and a requirement to comply with all Health Department inspections are also part of the daily routine of the food service staff. A Registered Dietician approves menus annually.

*Total Meals Served in FY21-224,913  
\$11.04 per day in meal costs*

## **Medical Services**

The Detention Center provides medical, dental, and mental health care from the time of admission, throughout the period of incarceration, until release. The medical department is managed by a professional healthcare contractor. Skilled medical staff provide on-site quality care and services including: initial intake medical screenings, physical exams, mental health screening and counseling, routine sick call, 24-hour emergency services, radiology services, dental exams, ophthalmology services, and chronic care clinics. Inmates are charged a \$4.00 co-pay fee for sick call services in accordance with Correctional Services, Section 11-203(c) of the Annotated Code of Maryland. The intent of this co-pay is not so much to generate revenue but to deter frivolous requests for sick call. Sick call services are provided to all inmates who request service, regardless of their ability to pay.

A provider network has been established in the community to provide comprehensive specialty services that the Detention Center Medical Department is unable to provide

onsite. These services range from specialized testing and advanced radiological study services to specialists within the medical field.

An important component of the medical services is continuity of care. Inmates who are released or transferred to other jurisdictions receive medical information and referrals to promote continued care. In addition, inmates leaving the facility are provided a limited supply of medication. **Those inmates who have psychiatric prescriptions and have been incarcerated for at least 60 days receive a 30-day supply/prescription script combination to bridge their ability to be seen by a psychiatric provider.**

### **Collaborative and Community Inmate Programs**

The Department of Corrections recognizes the importance of services provided by volunteers and its partnerships with outside agencies. With the assistance and dedication of these providers, inmates can receive many services which would not ordinarily be available. Through these programs, inmates are afforded the opportunity to leave the Detention Center better prepared to re-enter their communities as productive citizens.

#### **• GED/Adult Education Services**

Howard Community College (HCC) in a partnership with the Howard County Department of Corrections (HCDC) provided classroom instruction for both male and female inmates who indicated that they did not have a high school diploma. Instruction was also provided for some who have diplomas but demonstrated that they would benefit from basic skills instruction. The Detention Center provided classroom space, computers, and student supplies.

The Adult Basic Education Class provided instruction for students who demonstrated a wide range of skill levels. Each student at the time of registration completed assessments approved by the Maryland State Department of Labor, Licensing, and Regulation and teacher-designed inventories to enable the instructor to plan not only teacher-directed whole class lessons but also individualized lessons corresponding to the skill levels of each student in the areas of reading, writing, and math. Student progress is monitored through periodic administration of pre- and post-tests. In addition to traditional classroom instruction, students also have access to I-pathways, an online curriculum resource. HCDC is an approved GED testing site.

*There was one (1) in person GED class held in 2021 with seven (7) participants but tahte class was not completed due to an uptick in Covid cases. However, with the aid of the Literacy Tutoring Program two (2) inmates received their GED, four (4) students were tutored and three (3) students tested on eight (8) subjects and passed.*

#### **• Literacy Tutoring Program**

The Holistic Curriculum Development Course is specifically designed for the population of Howard County Detention Center (HCDC). This virtual educational course covers remedial, intermediate and GED levels including: digital project management resources, worksheet formats and instructional videos.

Studies have shown that more than 60 percent of all prison inmates are functionally illiterate. Illiteracy and crime are closely related. The Department of Justice states, "The link between academic failure and delinquency, violence, and crime is welded to reading failure." Over 70% of inmates in

America's prisons cannot read above a fourth-grade level. Howard County Detention Center has taken a proactive role in providing an educational platform that addresses the issue of illiteracy within our facility.

Since COVID-19, Howard County Detention Center was able to conduct a Hybrid evening Education Program following CDC guidelines of sanitizing, wearing masks, and maintaining six feet of social distance. During the year of 2021, six students have enrolled, and the need continues to grow. Our hopes, in the coming year, is to gradually expand the program to services more students once it is safe to do so

- **Project LEEP (Life skills Education Employment Program)**

Project LEEP (Life skills Education Employment Program) provides participating inmates the necessary tools to seek and gain employment upon their release. During each six-week course, inmates learn to identify what skills and qualifications they already possess, organize personal information and references, complete a job application, use a computer to complete a resume and cover letter, and practice interviewing techniques.

During each session, students participate in activities to identify what skills (life and work related) and qualifications they already possess. Each student completes employability assessment testing.

All students who complete this six-week LEEP course, receive certificates of completion from Howard Community College and a packet of referral materials to aid them with their job search and/or continuing education.

*Only two (2) LEEP sessions were convened during the year due to Covid. Each class*

*meets daily for 3 hours from Monday through Thursday afternoon for five weeks, offering 74 hours of instruction each session. A total of 17 students enrolled. Of those enrolled, 15 successfully completed the six-week program and 2 left due to Covid concerns.*

Besides the students who graduated from the LEEP Program, many students, though leaving before that graduation day, still completed a professional resume and attained various degrees of interviewing and computer skills.

- **Resource Center**

Inmates are encouraged to avail themselves of the wide variety of legal and other reference materials, books, newspapers, magazines and other periodicals. Inmates have weekly access to the library. Library materials and books are furnished by the Howard County Library.

- **Religious Services**

Religious services for inmates are provided through volunteers and volunteer faith-based organizations.

Christian Jail Ministry (CJM), a non-profit religious organization, has provided spiritual and pastoral services for inmates at HCDC since July 1979 as volunteers to the Detention Center. CJM programs at the Detention Center include various worship services, counter-addiction programs based upon the Celebrate Recovery model, religious education (Bible classes in English and Spanish, Christian videos, etc.) and Bible correspondence courses, pastoral counseling, individual discipleship training, personal help, and Christian literature (in English and Spanish). Articles in the American Correctional Association's professional publication, Corrections Today, and the publication of the American Jail Association,

American Jails, have described CJM's ministry as "a model jail program." CJM provides one full-time chaplain and a part-time chaplain in its ministry at the Detention Center. It also utilizes the services of two local pastors, who serve as associate chaplains on a volunteer basis to minister at the Detention Center mainly in pastoral counseling and leading worship services.

Muslim faith education and Jumar Services are offered at the Detention Center through the volunteer services of the Dar Al-Taqwa congregation in Howard County.

Catholic services are offered weekly at the Detention Center and are coordinated by volunteer Deacon Services operating under the auspices of St. Lawrence Parish in Jessup. In addition, an outreach program from St. Matthews Church in Baltimore provides services to immigration detainees.

#### • **Addictions Services Program**

The Howard County Health Department offers a variety of treatment and education programs, targeting the needs of the inmate population of the Howard County Detention Center. The Substance Abuse Services Program has two funding sources; state and county. In order to be supervised under this program, the judges of the Howard County District and Circuit Court sentence offenders to the program. The program also accepts voluntary participants who demonstrate a need and have also been recommended by administrative staff at the Howard County Detention Center. New this past year is the State Opioid Response (SOR) partnership with the Maryland Department of Health. While the Detention Center has offered suboxone and vivitrol, methadone, sublocade, and Subutex have been added to the available MAT options. Clients who enter into the

Detention Center prescribed medication-assisted treatment (ie: suboxone, sublocade, Subutex, methadone, and vivitrol) are kept on the medications during their entire time at the Detention Center. The Health Department also serves Drug/DUI Court participants who are sanctioned to the Howard County Detention Center to receive treatment services based on their need.

The Substance Abuse Services program has two phases. In Phase I, clients participate in intensive treatment services that last for a minimum of three months. The clients receive individual and group counseling and attend drug/alcohol education classes each week. Participants also attend institutional self-help meetings (Alcoholics Anonymous) weekly, bi-weekly (Narcotics Anonymous), and Celebrate Recovery. In Phase II, the emphasis is on relapse prevention, work release (if eligible) and continuation of care planning that can last an additional three months at minimum. Prior to release from the Howard County Detention Center, the inmates are referred to community providers for continued treatment based upon the level of care needed. The substance abuse services team made changes this past year that include: allowing inmates to attend any and all groups that they wish to attend regardless of phase of treatment.

*A total of 121 inmates participated in the substance abuse services program, which is a increase of 49 from the previous calendar year. Various studies indicate that a client who is released from incarceration with a job already in place has a 50% reduction in recidivism. Most are eligible for work release if they successfully comply with institutional rules and course curriculum content.*

In addition to these formal programs, referrals are provided to other inpatient drug treatment facilities when instructed by the Courts to do so. Any inmate can be seen per counselor request in order to discuss current status and be given recommendations for possible treatment. Resources and handouts on substance abuse services are available to all inmates in the Howard County Detention Center, and Acupuncture continues to be funded by the Howard County Detention Center and offered as one of our weekly therapeutic groups through the Maryland University of Integrative Health.

Continued in 2021 was offering Opioid Overdose Response Trainings within the Detention Center for inmates and staff. At these trainings, participants are trained to recognize someone who is overdosing, as well as administer Naloxone. Naloxone is used to revive someone who is currently overdosing. Upon their release from the Detention Center, clients are given a kit with 2 doses of Naloxone which is placed in their property and given to them upon release. By placing the Naloxone in the inmate's property, this removed the barrier of having them go to the pharmacy to pick it up. This training is in response to the continued increase in opiate overdoses in the State of Maryland.

Also continued in 2021, peer recovery support specialists co-facilitated groups with the counselors at the Detention Center. These peers are in recovery themselves and can help offer a different perspective (via self-disclosure) to those in the group struggling with the issue of sobriety.

2021 saw the continuation and expansion of the medication-assisted treatment program (MAT) within the Howard County Detention Center. The Howard County Detention is

one of four Detention Centers in which MAT services are being piloted. This is in response to HB-116. The available medication-assisted treatment options have been expanded to include: vivitrol, suboxone, sublocade, Subutex, and methadone. Research shows that individuals who are placed on medication-assisted treatment (ie: Vivitrol, suboxone, or methadone) have higher rates of treatment success and lower rates of overdose upon release from Detention Centers. 19 individuals were either started or continued on their MAT.

The SBIRT (Screening, Brief Intervention, Intervention, and Referral to Treatment) program continues within the Howard County Detention Center with the use of our Detention Center and Health Department. peer recovery support specialists. This program is designed to help individuals who may not get into treatment while in the detention center but will need treatment in community once released.

Goals for 2022 include continuing to offer Opioid Overdose Response Trainings to staff and inmates, expanding medication-assisted treatment to more individuals, developing better continuation of care options in the community, and evaluating how best to serve all inmates (sentenced and pre-trial) at the Howard County Detention Center. In 2020 and 2021, COVID proved to be a very challenging time in regard to offering our full array of services; the hope is that 2022 will allow us to fully conduct our services in the Howard County Detention Center.

## • **Maryland Community Criminal Justice Treatment Program**

The mission of MCCJTP is to reduce the recidivism rate of mentally ill inmates to detention and mental health institutions through improving linkages to community resources, supports and health services. The MCCJTP mental health clinician establishes a therapeutic relationship with the inmate assessing their needs with special attention to the psychiatric issues contributing to their incarceration. As the inmate nears their release date, the mental health clinician develops a community reintegration plan that includes developing a support system of resources and services designed to enhance a successful return to the community. Finally, the mental health clinician partners with the ex-offender through their transition back to the community ensuring linkage to the designated supports while addressing any issues that could interfere with successful reintegration.

Other services include crisis intervention for inmates and working closely with all staff and other treatment providers to ensure proper care of clients who engage in high risk behaviors. In addition, this program offers the correctional officers annual training on suicide awareness for identifying and understanding the mentally ill population. Another featured topic of the training is teaching correctional officers the signs and symptoms of suicidal ideation and mental illness and managing these specific crisis and conditions for people recently incarcerated.

CIT (Crisis Intervention training) is currently offered to the staff at HCDC. The MCCJTP clinician is a facilitator for this training as well as the police CIT training. CIT is a nationwide program that aims to provide those working

in public safety with a basic knowledge of how to respond to individuals with mental illness in a humane and helpful way.

*One Hundred and Five (105) individuals with a primary diagnosis of a Serious and Persistent Mental Illness were served through the MCCJTP. Seven Hundred and seventy (770) hours of case management services were provided, Eighty (80) hours of group facilitation, along with Eighty (80) hours of individual therapy.*

The greatest challenge for the MCCJTP mental health clinician is finding treatment and housing for individuals suffering from a mental illness and a co-occurring substance abuse problem. This dual diagnosis group, within the mentally ill population, uses illicit substances to cope and mask symptoms of mental illness; therefore, compounding their problems. The MCCJTP mental health clinician works closely with the Howard County Health Department Bureau of Addictions to properly serve each individual presenting with mental health and addictions concerns.

## • **Reentry Mediation**

The Department has partnered with the Mediation and Conflict Resolution Center (MCRC) to conduct reentry mediation. Mediation sessions allowed the inmate and the outside participant to discuss family and or other reentry issues in a neutral setting. Some of the follow-up mediation sessions extended into the next year. The reentry mediation program is an important component to successful reintegration into the community. A 2014 study completed regarding state returning offenders showed that those completing mediation were 13% less likely to re-offend.

*No sessions were held in 2021 due to Covid.*

### • **Thinking for a Change**

Thinking for a Change (T4C) is an integrated, cognitive behavioral change program for offenders that include cognitive restructuring, social skills development, and development of problem solving skills. Thinking for a Change has been determined to be an evidence based program. The Department targets individuals who are at medium to high risk to re-offend and requires that these individuals complete the T4C program as part of their progress to minimum security.

*No sessions were held in 2021 due to Covid.*

### • **Getting Ahead**

The Department continued to develop the Getting Ahead program by identifying and training staff to be lead investigators in a new Getting Ahead program geared specifically to incarcerated persons, Getting Ahead While Getting Out (GAWGO). Groups in Howard County are an outgrowth of the Bridges out of Poverty initiative of the Board to Promote Self-Sufficiency. The initiative is a two part model that can change the culture of poverty in a community. Bridges out of Poverty provides a framework for service providers to examine how they view and treat those in poverty, while Getting Ahead groups enable people in poverty to investigate the effects of poverty on their personal resources and what it takes to improve those resources.

*No sessions were held in 2021 due to Covid*

### • **Landscapes for Life**

The Detention Center in partnership with Howard EcoWorks held a sustainable gardening training for inmates that consisted of 5 days of classroom training and 1 day of a hands-on practical. This program used the Landscapes for Life curriculum which

provided basic education on successful soil, water, and plant practices. They also learned about design strategies, soil texture, water, and plants within the context of sustainable gardening.

*No sessions were held in 2021 due to Covid*

### • **Your Job & Your Money**

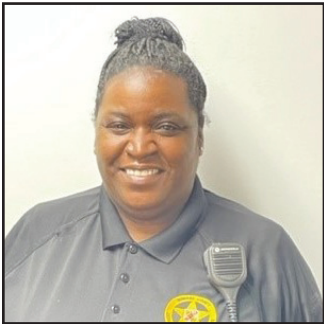
The Detention Center held a 4-day financial literacy and job preparation class. This course was taught by two volunteers from MakingChange Financial Wellness Programs. Inmates learned the importance of setting short and long term realistic goals and how to strategize and be prepared for future employment, the importance of budgeting and saving money for the future, understanding credit scores, establishing credit and how to repair bad credit.

*No sessions were held in 2021 due to Covid*

# Staff Recognition

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## Correctional Employee of the Year



Officer Tonya Watkins joined the Department on April 8, 2013 and is currently assigned to the 8 a.m. to 4 p.m. shift.

Officer Watkins personifies the ideal employee with a positive can-do attitude. She is dependable, timely and conscientious in her work. She knows policies and procedures and displays respect to all. She is respected by her peers, supervisors, and the inmate population. If Officer Watkins see something that needs to be done she does it without being asked.

Officer Watkins has been trained as a Crisis Intervention team member and has used her de-escalation techniques with some difficult inmates to the benefit and safety of all.

## Civilian Employee of the Year



Cheryl Benfer joined the Department on December 6, 1999 and is assigned to the Director.

Ms. Benfer is a team player who is extremely knowledgeable of the entire Detention Center operation. In addition to her clerical duties she functions as the onsite Human Recourses representative. She processes all personnel actions; corresponds with potential employees, scheduling their interviews and coordinates their background investigations.

Ms. Benfer manages the employee discipline process and maintains statistics regarding disciplinary actions taken. She is cognizant of the need to be discreet and can be trusted to maintain confidentiality.

Ms. Benfer has excellent communication skills, interacting with staff throughout the facility. She assists all staff with issues regarding entering their time and issues regarding scheduling and pay. She fields telephone calls from the public in a professional and polite manner. In many situations she can handle public inquiries independently and properly refers other calls to the appropriate department.

Ms. Benfer is a valuable staff member who exemplifies the model of a correctional professional.