

**Montgomery County**

**Department of Correction and Rehabilitation**

# **Pre-Release and Reentry Services Division**

**Intern, Contractor and Volunteer  
Orientation**

***Serving Montgomery County for  
over 40 years***

# National Numbers

**Nationally, 95% of inmates are released back to our communities.**

[www.urban.org/projects/reentry-roundtable/upload/Contardo.pdf](http://www.urban.org/projects/reentry-roundtable/upload/Contardo.pdf)

**US = 5% of world population**

**US = 25% of world *inmate* population**

<http://jec.senate.gov/Hearings/10.04.07EconomicCostofIncarceration.htm>

**The United States' incarceration rate is 1 in every 99.1 adults (2,245,189 inmates nationally). The next 36 European countries incarcerate 1,842,115.**

[http://www.pewcenteronthestates.org/uploadedFiles/8015PCTS\\_Prison08\\_FINAL\\_2-1-1\\_FORWEB.pdf](http://www.pewcenteronthestates.org/uploadedFiles/8015PCTS_Prison08_FINAL_2-1-1_FORWEB.pdf)

**States today spend more than \$50 billion a year on corrections (compared to \$9 billion in 1982).**

**The three year *recidivism rate* for inmates released in 1999 was 45.4 %**

**If states could reduce their recidivism rates by just 10 percent, they could save more than \$635 million combined in one year alone in averted prison costs.**

Pew Center on the States, *State of Recidivism: The Revolving Door of America's Prisons*, (Washington, DC: The Pew Charitable Trusts, April 2011).

[http://www.pewcenteronthestates.org/uploadedFiles/Pew\\_State\\_of\\_Recidivism.pdf](http://www.pewcenteronthestates.org/uploadedFiles/Pew_State_of_Recidivism.pdf)

# What Works?

Program	Impact on Recidivism
Probation with assessed treatment	↓ 21.9%
Vocational education in jail	↓ 12.6%
Cognitive-behavioral programs	↓ 8.2%
Work release programs	↓ 5.6%
Basic education in jail	↓ 5.1%
Employment training in jail	↓ 4.8%
Drug treatment in jail	↓ 6%
Drug treatment in community	↓ 12.4%
Boot camps	Zero Change
Electronic monitoring	Zero Change
Probation with surveillance	Zero Change

Washington State Offender Accountability Act

# 4 “Cs” of the DOOCR Mission

Care,  
Custody,  
Control, &  
**Community**

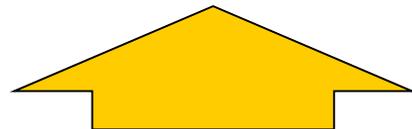
# DOCR Strategic Components

## Pre-Trial Services

Intervention Program for Substance Abusers (99)  
Alternative Community Service (717)  
Pre-Trial Supervision (732)

=

1,548  
(68%)

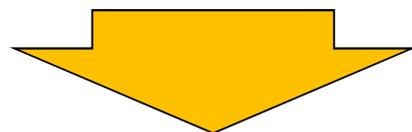


## Detention Services

MCDC (54) / MCCF (512)  
Education/Treatment/Work Programming  
Reentry Services

=

566  
(25%)



## Pre-Release Services

173-Bed PRC (159)/ Home Confinement Program (12)  
Work Release and Community-Based-Treatment  
Family Engagement

=

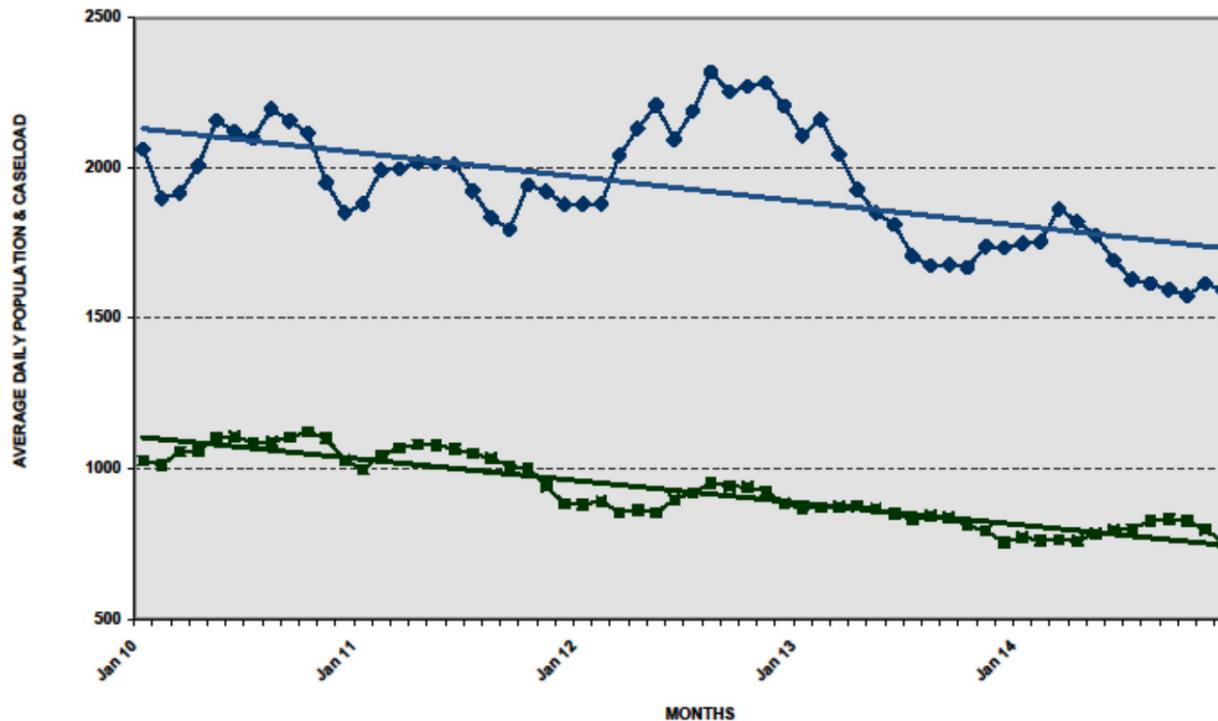
171  
(7%)

*Data from 01/05/2015*

# DOCR ADP



DEPARTMENT OF CORRECTION AND REHABILITATION  
**PRE-TRIAL AVERAGE DAILY CASELOAD\***  
**DETENTION SERVICES AND PRE-RELEASE AVERAGE DAILY POPULATION**  
 JANUARY 1, 2010 - DECEMBER 31, 2014



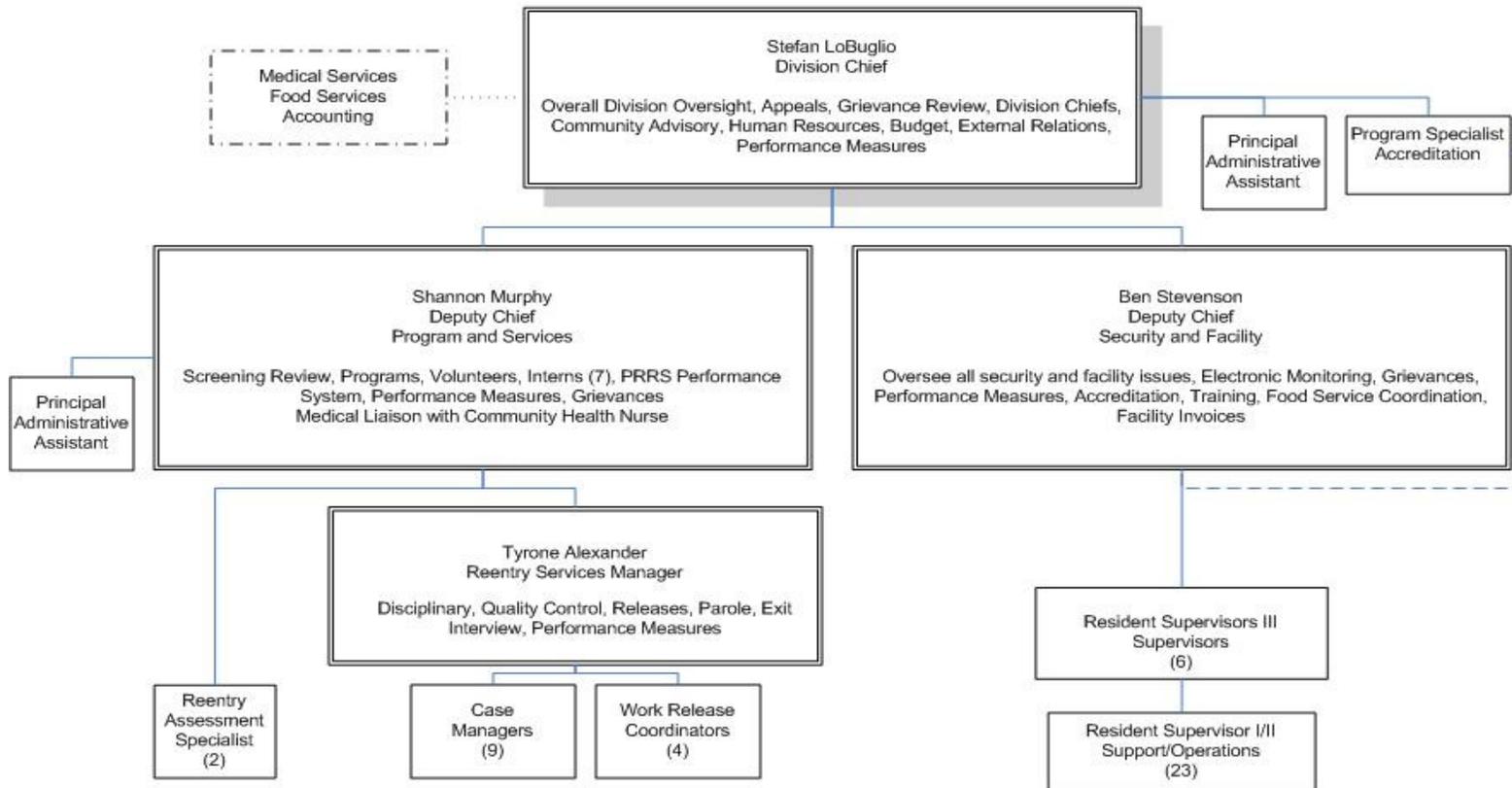
\* New Jail Opens, MCCF March 2003 - 902

\* PTS Average Caseload - Number of Criminal Justice Clients under Pre-Trial Services (ACS, IPSA, PTSU)

◆ PTS Average Caseload    ■ DOCR ADP

**Montgomery County Department of Correction and Rehabilitation  
Pre-Release and Reentry Services Division  
Organization Chart**

March 2014



# PRRS Budget and Staffing

- **Budget**
  - \$6.57 Million (FY'14)
  - \$5.6 Million Personnel
  - \$943K Operating Expenses
- **Staffing**
  - 4 Managers/Supervisors
  - 2 Reentry Assessment Specialists (Screeners/Adjustment)
  - 4 Work Release Coordinators
  - 1 Career Resource Center Coordinator
  - 9 Case Managers
  - 6 Resident Supervisor III
  - 22 Resident Supervisors
  - 1 Program Specialist Accreditation Officer
  - 2 Auditors/Fiscal Assistants
  - 4 Correctional Dietary Officer Staff (1 Supervisor)
  - 1 Nurse and 1 PT Nurse Practitioner/Physician/Psychiatrist
  - 6 Community Correction Interns

# Pre-Release and Re-Entry Services (PRRS)

## 173-bed Pre-Release Center (PRC)

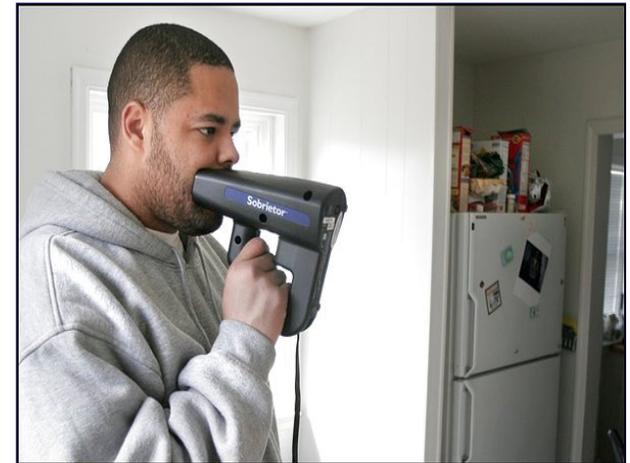
- Accredited Residential Community Correction Work Release facility
- Run by County Corrections
- 1 female & 3 male housing units
- Constructed in 1978
- Rockville, Maryland
- Near Jobs & Transportation



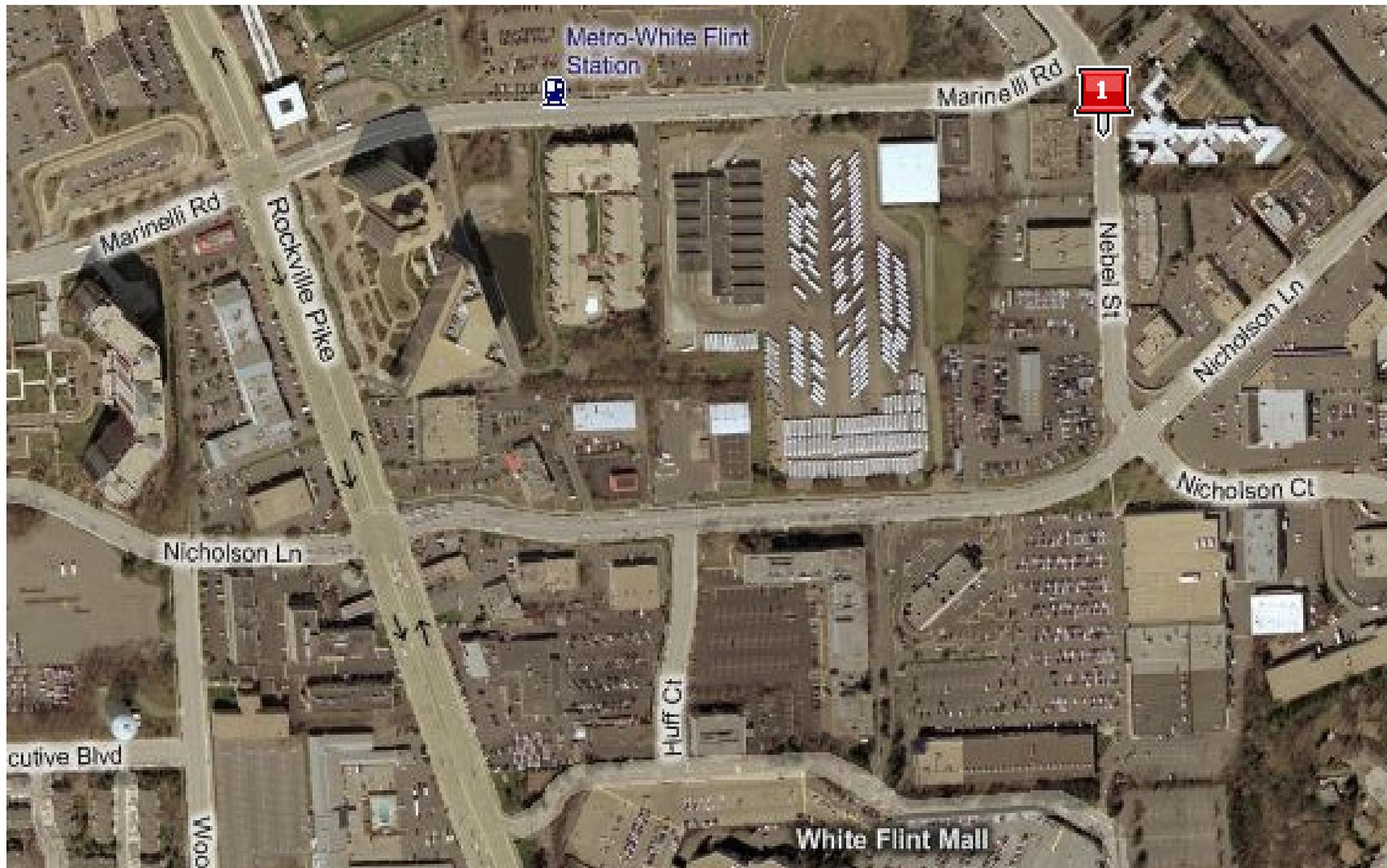
## 45-Client Home Confinement

- Electronic monitoring
- Case management continuity
- Mobile field team

**18,027 served as of 01/04/2015**



# Pre-Release Center location near Transportation and Jobs



# Eligibility / Screening Process

## Hard and Fast

- One year or less remaining prior to release
- Voluntary application for program admission
- Ability to work legally (in-house or community-based)
- No serious pending charges or detainers
- No Escape Charges (sole exclusionary)
- Judicial consent for placement (PRRS determines eligibility)

## Discretionary

- Can be managed safely in the community
- Will benefit from participation in program

Results: >95% of those screened are approved for admission

# Resident Population Admissions-CY 2014 (n=512)

- Local 77%
  - Federal 15%
  - Drug Court 7%
  - State <1% (n=1)
- 

## ■ Gender:

- 90% Male
- 10% Female

## ■ Age:

- 31 Median
- 33 years male
- 36 years female
- Range: 17-75
- 47% age 20-29
- 72% < 40 yoa

## ■ Race/Ethnicity:

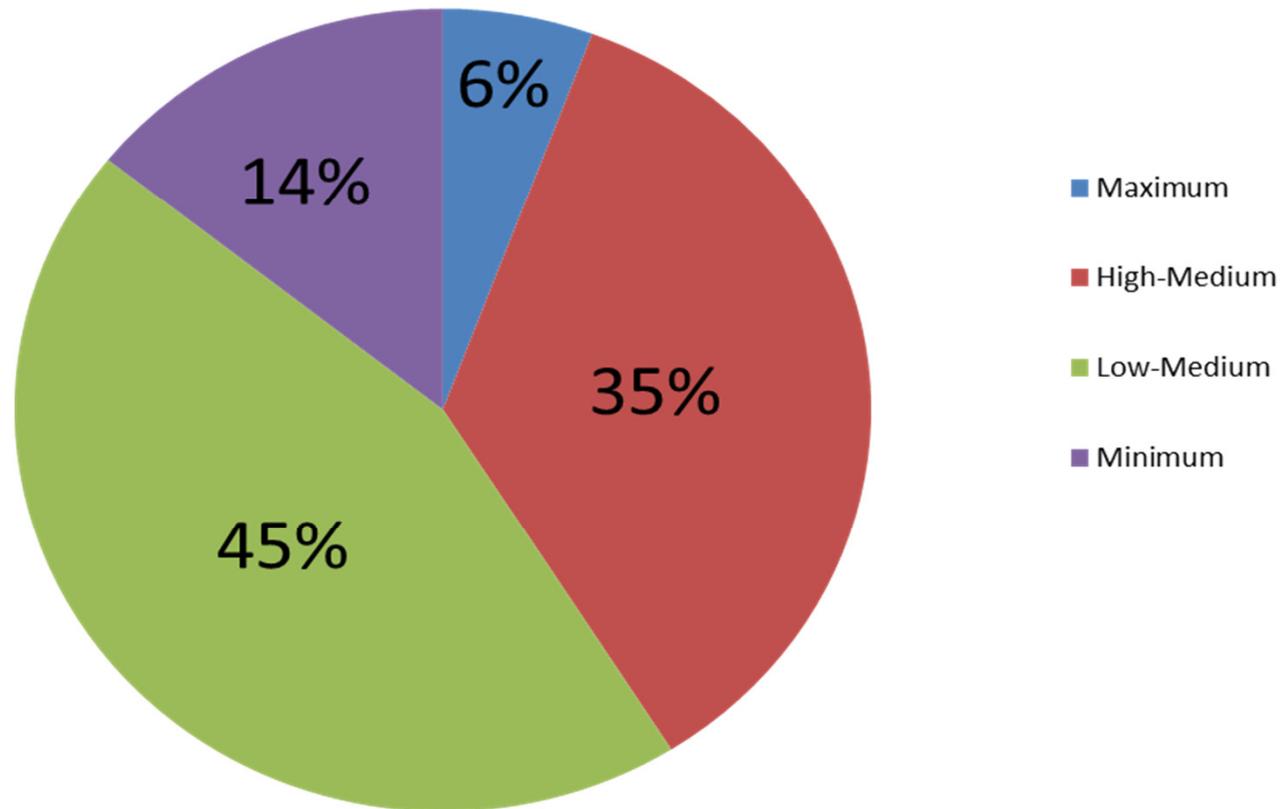
- 57% Black
- 25% White
- 11% Hispanic
- 3% Asian/Islander
- 4% Other

## ■ Education:

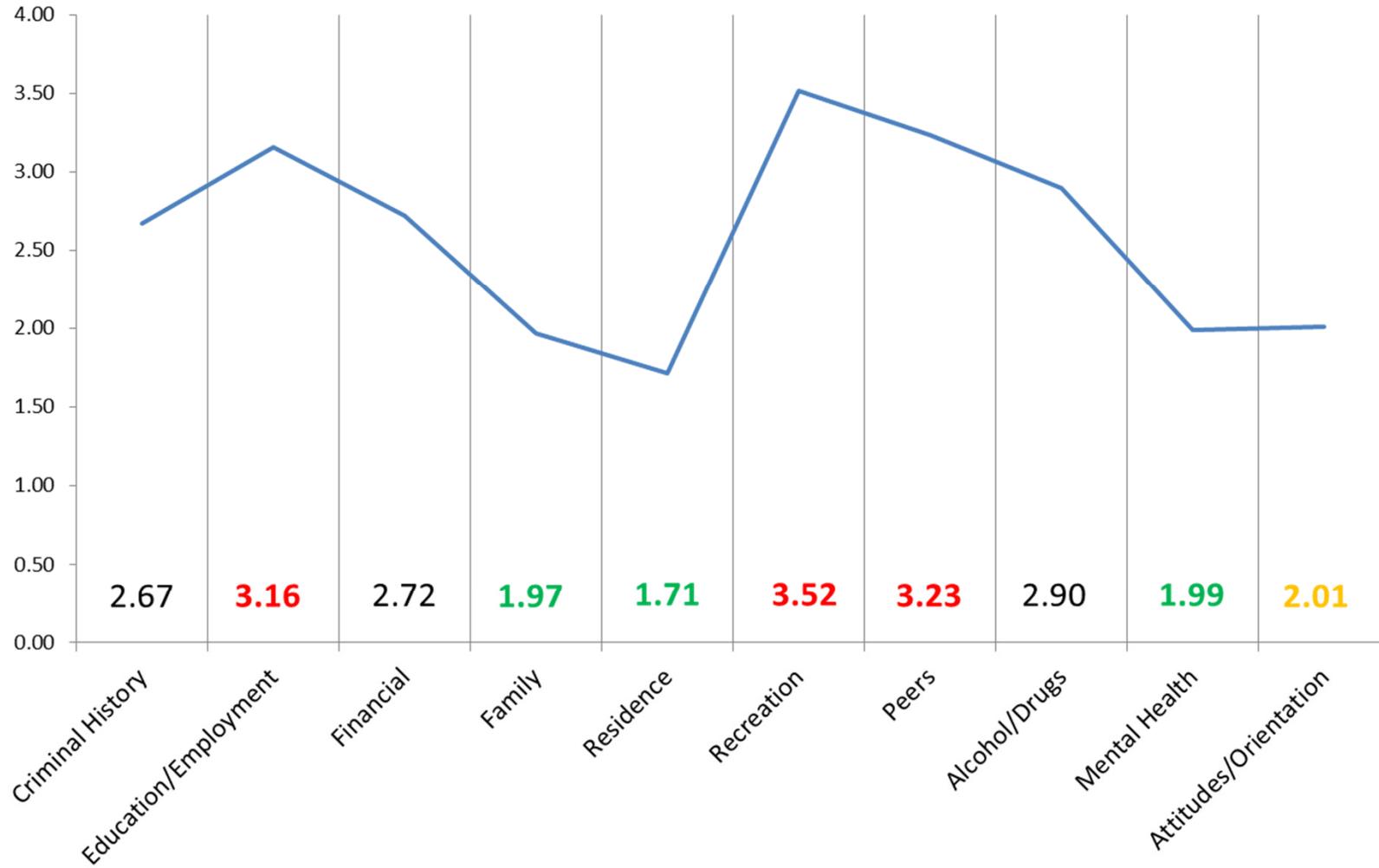
- 35% High School Diploma
- 18% GED
- 21% Some or College Degree
- 22% < 12<sup>th</sup> Grade

# LSI-R's (via Admissions)

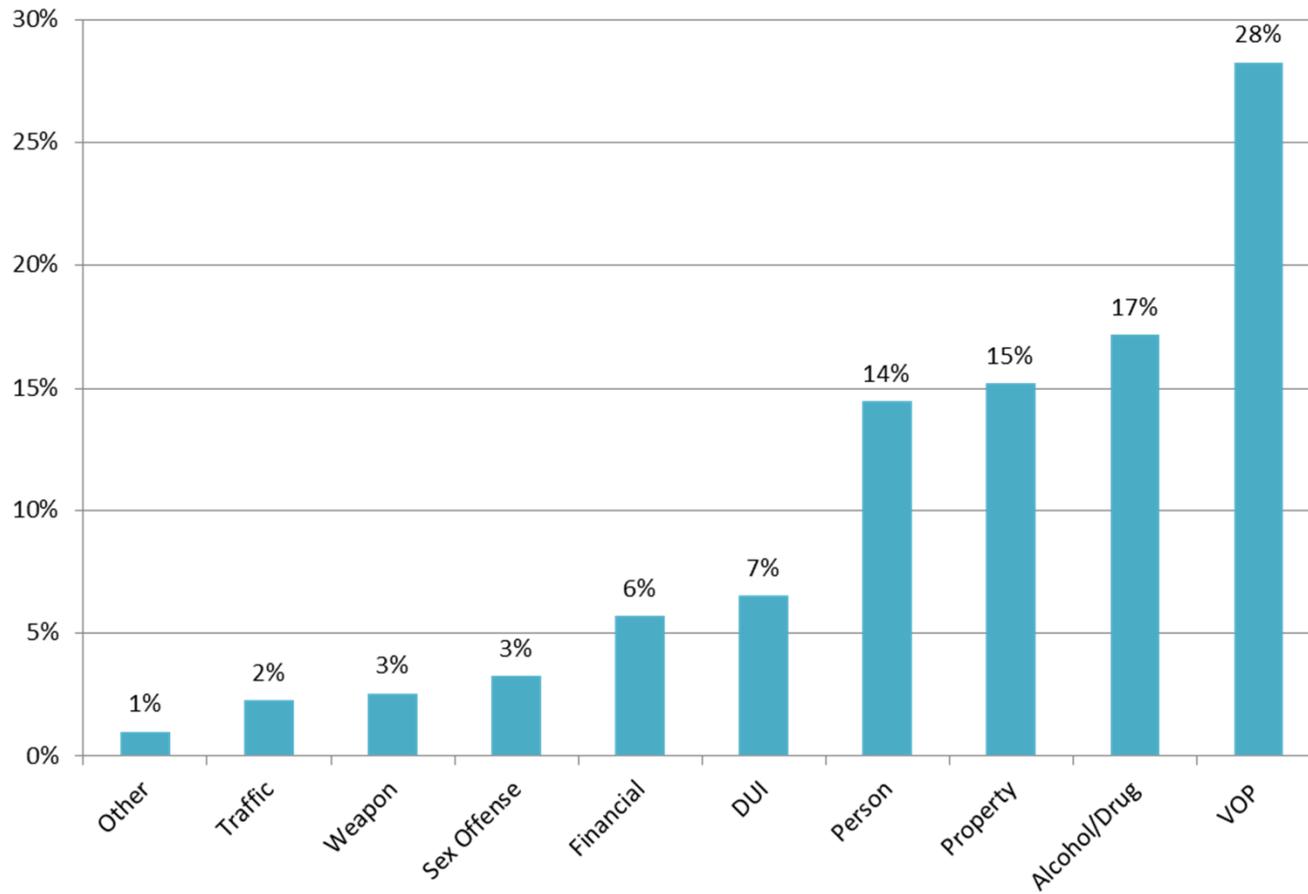
Criminogenic Risk/Needs



# LSI-R Criminogenic Risk/Needs



# Conviction Distribution



# Services



- **Assessment (LSIR)**
- **Individualized reentry plans**
- **Evidenced-based programs**
- **Family involvement**
- **Community partners**
- **Faith-based mentors**
- **Education**

# Work Release

- Expectation of work within 5 weeks from admission
- Participants find jobs themselves
- One-Week of job readiness training
- Internet-based Career Resource Center (23 work stations)
- Employer aware of offense
- Employer contract
- Work Release Coordinators work with employers to ensure appropriateness of job match



# Accountability

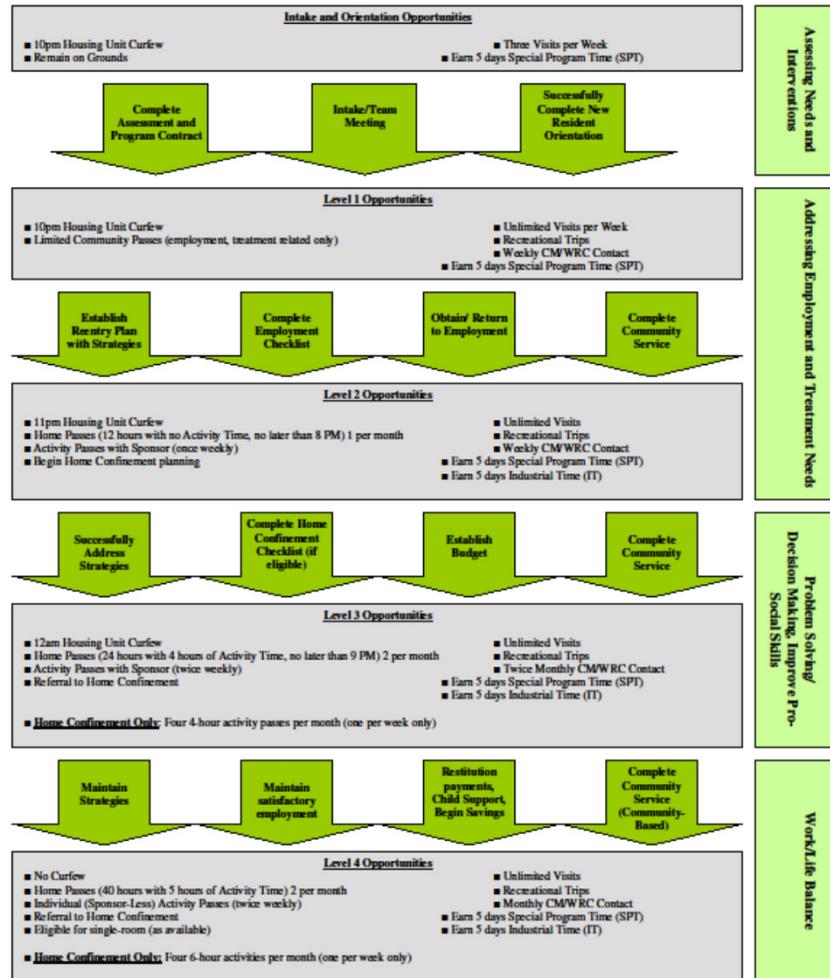
- Program fees
- Restitution/Child Support
- Victim Rights
- Approved passes
- 3 Drug tests/weekly
- 3 Alcohol test/daily
- On-site verifications for work & treatment
- Caller ID verification
- Electronic monitoring
- Escape prosecution



# Incentivizing Reentry Planning

- Four levels of increasing privileges
- Privileges include extended curfew and increased community/home passes
- Family members required to participate in programming to receive home passes
- Level movement dependent on completing specific reentry objectives
- Securing work and obtaining personal identification materials required to move from Level 1 to Level 2
- Home Confinement Goal at Level 3
- No minimum time required at any level

# Level System



# Programs

Jail Addiction Services  
(JAS) Aftercare

Morning Meeting

Narcotics Anonymous

Digital Literacy

Alcoholics Anonymous

Family Sponsor Group

**Montgomery College**  
**GED™ Preparation**

*Job Readiness*

Relapse Prevention

Meditation

*What Employers Want*

**Thinking for a Change**

Women's Group

Montgomery County  
Conflict Resolution  
Center

*Interviewing for  
Employment*

HIV/STD 101

Keys to Success on Community Supervision

# Welcome Home Program Mentoring

**In 2013, Prison Outreach Ministry (POM), Inc. (501(c)3 nonprofit) merged with Catholic Charities of the Archdiocese of Washington**

- POM has been providing services to the incarcerated since 1984. Initially provided toiletries and other necessities to inmates in the DC jail.
- After witnessing the high rate of recidivism, POM broadened its focus and launched its *Welcome Home Program* in February 2006, in DC. The program grew to include MC in December of 2006; and PG in early 2008.

# Volunteers

More than 25 Volunteers and Academic Interns play integral roles in facilitating, supporting and educating residents in a variety of programs:

- ✓ GED Preparation Tutoring
- ✓ Career Resource Center Assistance
- ✓ Employment Readiness
- ✓ Museum Education Programs
- ✓ Meditation
- ✓ Alcoholics and Narcotics Anonymous
- ✓ Relapse Prevention
- ✓ Peace Education Program

# Resident Self-Reported Mental Health Indicators-CY 2013

*Experience Trauma?*

38%

*Suicidal Thoughts?*

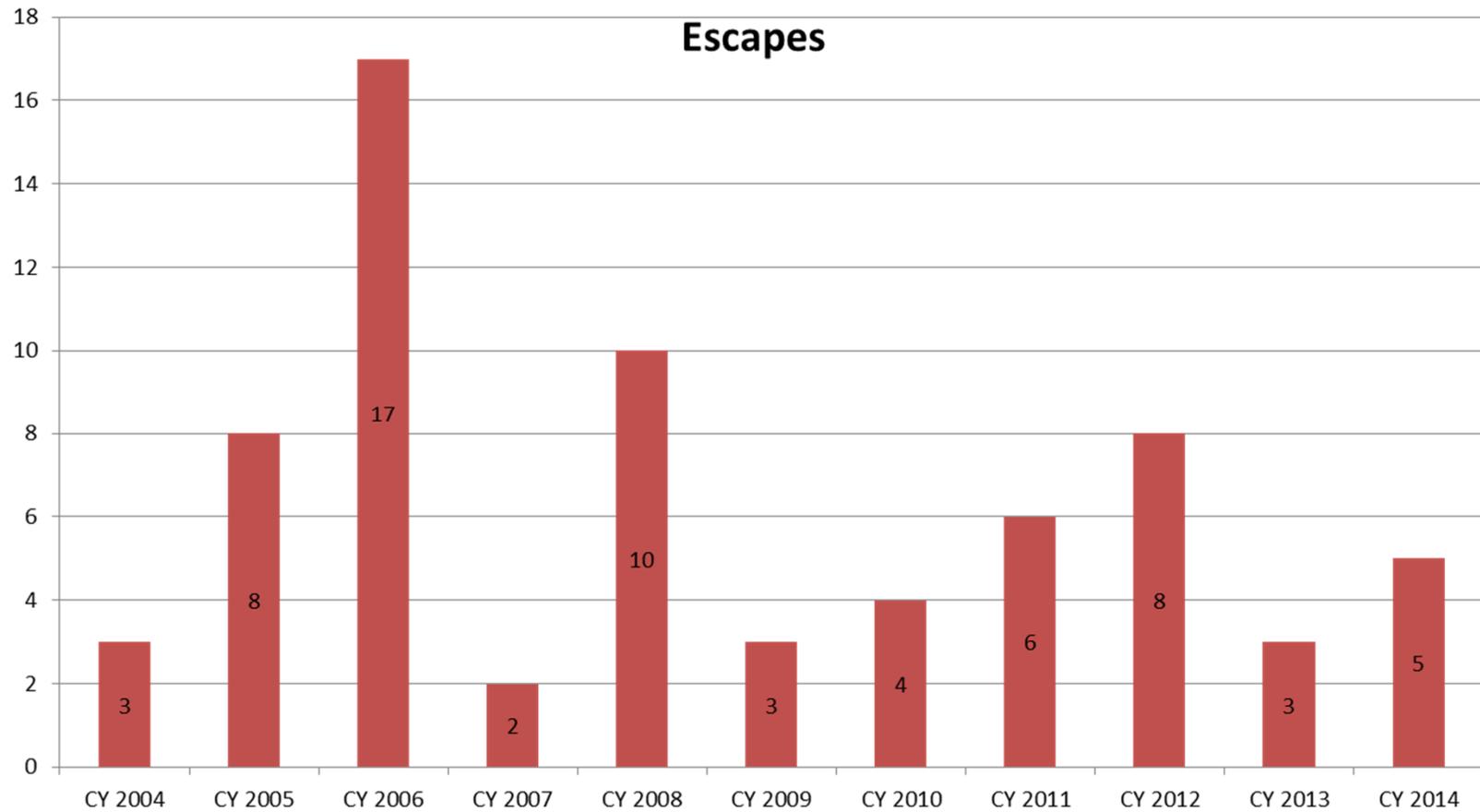
5%

*Suicidal Attempts?*

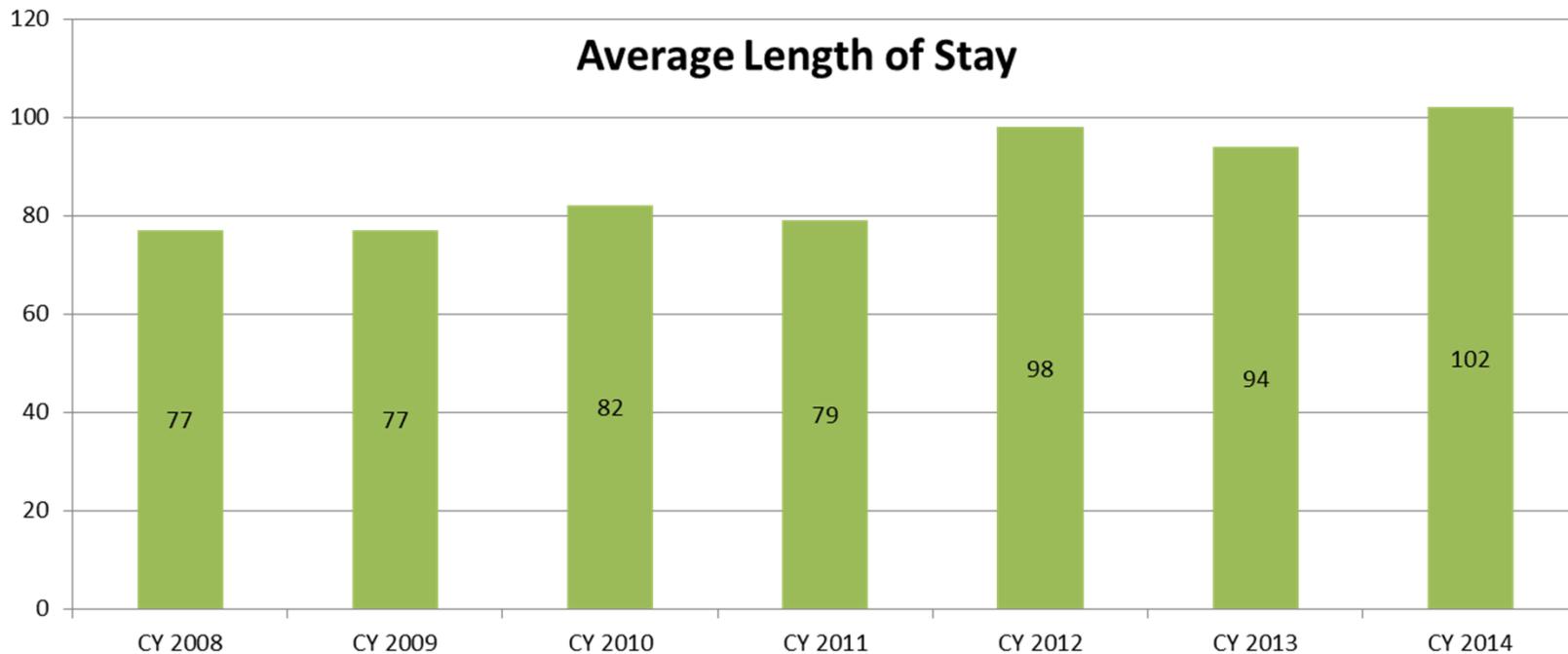
5%

*Current Psychotropic Medication Regimen? 17%*

# Escapes

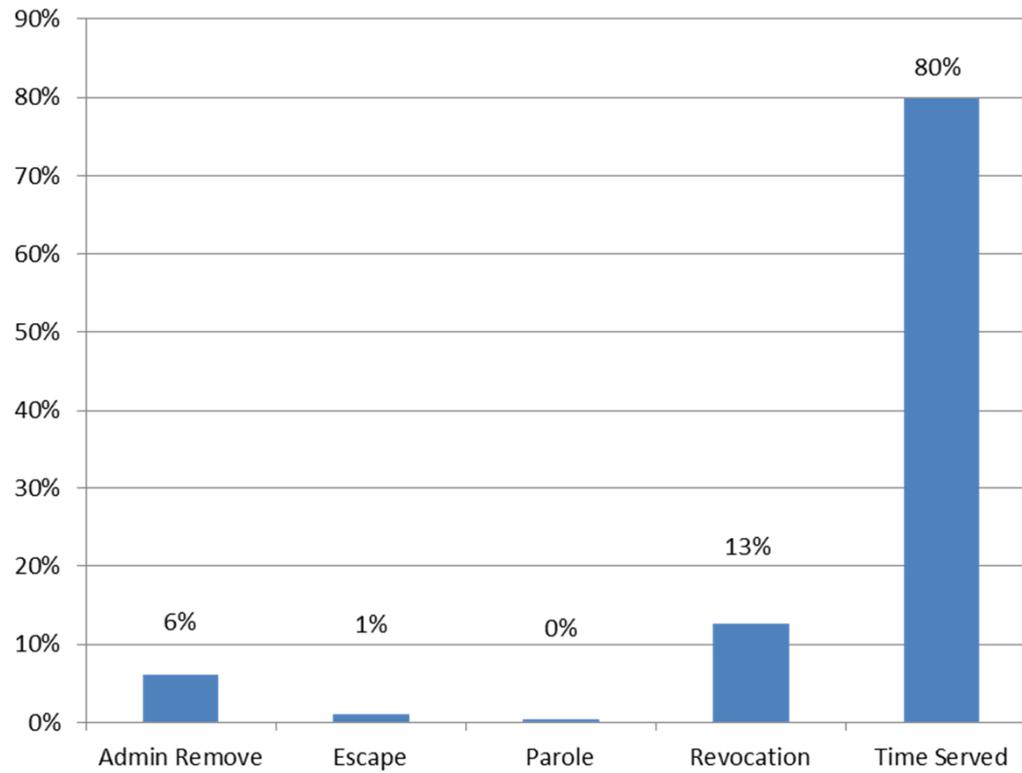


# Length of Stay

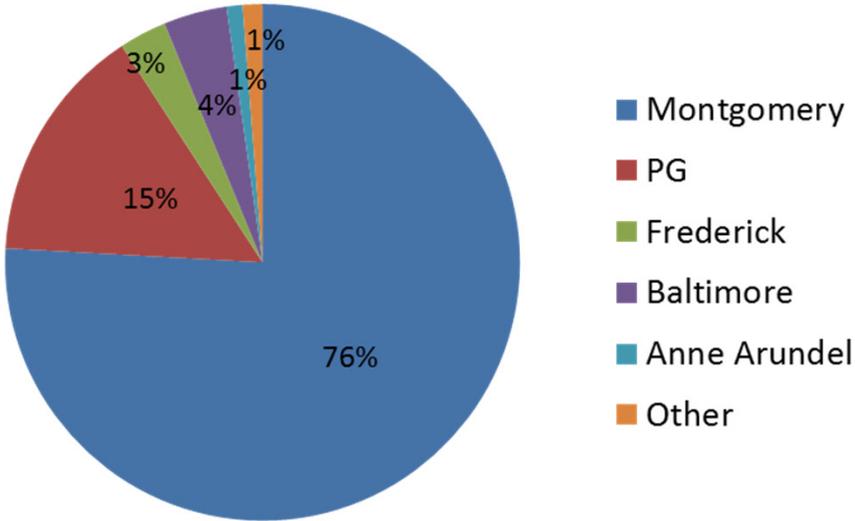
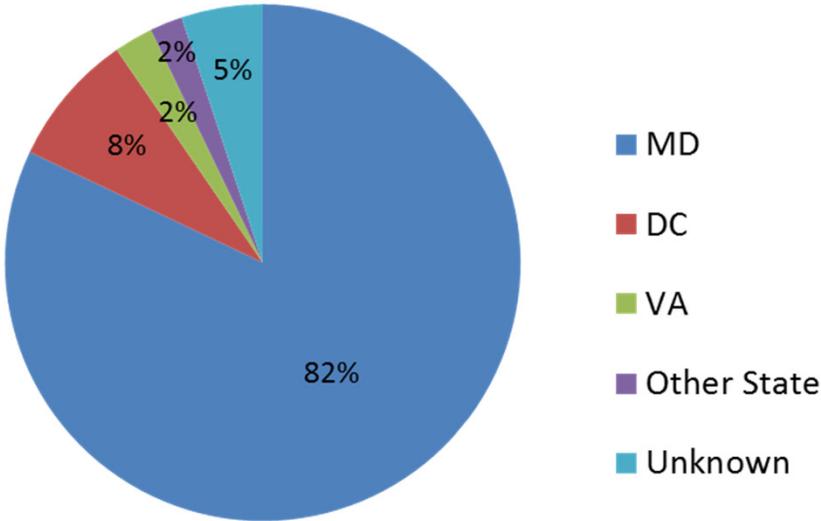


**Drug Court=97 days, Federal=111 days, Local=100 days**

# Releases-CY 2014



# Release Address-CY 2014



# Recidivism Data

PRRS RECONVICTION RATE				
Months/Years of Release	# of Records in Timespan	# of Individuals with $\geq 1$ Convictions	Conviction Rates	Average Days to Conviction
Jul-Dec 2012:	162	16	9.9%	•158
Jul-Dec 2010:	187	54	28.9%	•419

- Criminal Justice data used from MD Judiciary Case Search, County CJIS, FBI NCIC, and other data accessible through the MD METERS CJ portal
- Only convictions during the time span are recorded. Pending matters are not included
- Probation before Judgment, non-incarcerable traffic, and charges that are Nolled, dismissed, or result in a not guilty finding are not treated as convictions

# Housekeeping

- Parking
- Restrooms
- Dining
- Sign-in and sign-out at Front Desk
- Wear Volunteer badge at all times
- Contact Person (change in schedule, etc): Your agency supervisor, or  
Shannon Murphy, **240-773-4242**  
[shannon.murphy2@montgomerycountymd.gov](mailto:shannon.murphy2@montgomerycountymd.gov)
  - Immediate Needs: Contact RSIII on-duty, **240-773-4209**
- Attendance log

# Working with Residents

- Be yourself
- Mean what you say
- Be supportive, encouraging, friendly AND firm
- Respect the resident...and yourself
- Don't probe
- Accept the resident as the individual they are
- Be patient
- Keep confidentiality: Personal information
- ...but not safety or security issues
- Never loan money, offer rides, mail letters, forward messages
- "I will check with staff on your question"
- Emphasize our mission: *Freedom through Responsibility*, and importance of personal ability to change

# Working with Residents

- Maintain your role as a volunteer while with PRRS. Do not visit residents outside of your responsibilities as a volunteer.
- All recommendations to the Courts must go through PRRS staff.
- Ensure no personal involvement with residents. Maintain a professional context with residents at all times.
- All materials brought into the facility shall be approved in advance, and should be disclosed if to be maintained by the resident. Double-check the area you work in to ensure you have collected all materials and belongings you brought with you to your activity.

## Concerns to Bring Forth Immediately

- Any mention of self-harm, suicidal, assault or homicidal ideations
- If a known friend, relative or other person is housed in this facility
- Medical concerns
- Inappropriate relationship concerns
- Contraband potential
- Other problems that may bring concerns (family issues, employment issues, etc)

# Medical and Emergency/Evacuation Plan

- Contact medical unit (extension 3-4216) or the RS on-duty (3-4209) with a non-emergency medical need
- Call 911 with any emergency medical need
- Emergency Evacuation: See Policy # 2000-7
  - In cases of fire alarm, immediately evacuate
  - In cases of fire, activate nearest fire pull station
  - Review “hostage taking”, “disorderly residents” and “severe weather”

# Respect Opens Doors

**W**e all want **respect**, but do we give it to others?

**W**e believe we deserve **respect**, most of us demand it, but do we know how to show it to others?

**W**hen we don't get **respect**, how do we feel?

**W**hen others don't get **respect**, how do they feel?

**W**hen **respect** is absent we all feel the same. *We feel* disrespected. More than any other feeling- lack of **respect** causes some of our biggest problems.

## RESPECT



## OPENS DOORS

### **Respect**

Re\*spect" Pronunciation: \ri-'spekt\

1. To take notice of; to regard with special attention; to regard as worthy of special consideration; hence, to care for; to heed.
2. To consider worthy of esteem; to regard with honor; to consider
3. To regard; esteem; honor; revere; venerate.

**Respect Opens Doors** is the name of an underlying, ever present code of conduct at the Pre-Release Center. It assists residents and staff in maintaining a respectful, positive environment.

**Respect Opens Doors** was developed to remind us all that we need to make the most of our time here-whether it's several months or simply eight hours a day. It makes no difference if we are residents or staff.

**Respect Opens Doors** sets the tone for your stay or your days. Please join us and create respectful relationships while you are here.

**Respect Opens Doors** will teach each of us the skills and behaviors that will vastly improve all our lives.

# What does *Respect Opens Doors* look like?

## **DO**

- Seek to determine if resident's request is of an emergency nature
- Give resident a more appropriate time when you can meet with them
- Attempt to explain purpose of decision or direct resident to location/document to help them better understand
- Emphasize behavior expected for resident to succeed
- Remain calm without personalizing. Note your own body language, voice inflection and tone. Remain respectful throughout
- Attempt to find the answer to a question from a resident, visitor, or community member
- Treat resident as a person deserving of dignity and respect
- Discuss issues, concerns, and private matters in private area (office, etc.)
- Be culturally sensitive and aware. Respect residents' personal space
- Consider appropriate timing when addressing resident issues/concerns
- When possible, explain to a resident if their behavior will result in disciplinary report
- Demonstrate proper manners to residents and visitors by saying please and thank-you
- Acknowledge resident's presence by making eye contact and giving a verbal greeting
- Allow resident to vent pent-up pressures when appropriate; expect that resident will be frustrated and that they may not always appropriately manage their frustrations

## **DON'T**

- Automatically deny a request without asking follow-up questions
- Just tell resident "I can't see/talk with you now" without offering a plan
- Follow-up a question from a resident with
- "Because I said so ...."
- Threaten a resident with discipline or return to secure confinement
- Allow resident to control the tone of the interaction. Don't elevate voice, or *curse* because the resident is doing so
- Give resident the "run-around". There are general things all staff should be able to respond to
- Bait or taunt a resident by mocking, following, or purposely emphasizing your power over them
- Chastise/confront a resident in front of other residents or visitors
- Crowd a resident or invade his/her personal space
- Inundate resident with mandates or directives when he/she is hurt or upset
- Jump to discipline or display power over resident
- Avoid resident and leave disciplinary report for another staff member to explain or serve
- Act in kind; because a resident does not thank you for a service does not mean you should be rude
- Be dismissive & rude; don't talk down to or treat resident as second-class citizen
- Personalize resident's expression of frustration. Instead, focus on the reasons for their feelings and not the personalities

# What is PREA?

President George W. Bush signed into law S. 1435, the “Prison Rape Elimination Act of 2003 (PREA)

The law provides guidelines to detect, prevent, identify and deter incidents of sexual abuse and sexual assault in detention facilities.

It also requires information and resources to protect individuals from prison rape.

The goal of PREA is to eradicate sexual assaults in all correctional facilities in the United States.

[https://www.youtube.com/watch?v=ag-\\_\\_vbx5Mg](https://www.youtube.com/watch?v=ag-__vbx5Mg)

# What are the agency's responsibility for training?

## § 115.32 Volunteer and contractor training.

- (a) The agency shall ensure that all volunteers and contractors who have contact with inmates have been trained on their responsibilities under the agency's sexual abuse and sexual harassment prevention, detection, and response policies and procedures.
- (b) The level and type of training provided to volunteers and contractors shall be based on the services they provide and level of contact they have with inmates, but all volunteers and contractors who have contact with inmates shall be notified of the agency's zero-tolerance policy regarding sexual abuse and sexual harassment and informed how to report such incidents.
- (c) The agency shall maintain documentation confirming that volunteers and contractors understand the training they have received.

# Key Points of PREA

Creating a safe environment for inmates and staff at the institution.

National standards have been developed and implemented .

Montgomery County Department of Correction & Rehabilitation has a ZERO-Tolerance sexual assault policy that apply to staff-inmate as well as inmate-inmate sexual relationships.

It covers both males and females under the correctional supervision and male and female staff members, both custodial and non-custodial.

Sexual activities and sexual assaults between inmates and staff or between inmates are against our institutional policy.

All reported sexual assaults are taken seriously and need to be documented and investigated.

It is our agency's responsibility to refer substantiated cases for prosecution.

# What is YOUR role?

It is the responsibility of all staff, contractors, and volunteers to take these matters seriously if they are brought to your attention and to act on them immediately.

At a minimum you are to make correctional staff aware of the situation IMMEDIATELY!

Every allegation of sexual misconduct will be investigated, and when warranted, sanctions up to and including dismissal of authorized personnel, discipline of offenders, and criminal prosecution of authorized personnel and/or offenders will be imposed.

This policy also applies to situations where a staff member, contractor, or volunteer of MCDOCR complains that the employee has been a victim of sexual crimes, sexual misconduct, or sexual harassment perpetrated either by other employees or staff, or by offenders.

# Staff Sexual Misconduct is Prohibited

Staff sexual misconduct is any behavior or act of a sexual nature (including consensual behavior) directed toward an offender by **personnel**.

Romantic relationships between any personnel and offenders are included. Consensual or nonconsensual sexual acts included.

## Staff Sexual Misconduct Includes...

- Completed, attempted, threatened, or requested sexual acts; or
- Occurrences of indecent exposure, invasion of privacy, or voyeurism committed by authorized personnel for sexual gratification.

# What is Sexual Harassment? Inappropriate Relationship?

Repeated verbal statements or comments of a sexual nature to an offender by authorized personnel, including:

Demeaning references to gender or derogatory comments about body or clothing; or

Profane or obscene language or gestures

Be professional at all times.

Refrain from sexual conversations/jokes.

Be aware of the possibility of inmate con games.

Sexual contact between staff and inmates is not considered to be consensual.

**This is all prohibited.**

# Reporting Sexual Misconduct

Take any allegation of sexual assault seriously.

Notify appropriate personnel.

Emphasize we “need to know.”

Failure to report could result in criminal and civil penalties.

If you are unsure or uncertain, please ask a DOOCR staff member.

# Potential Red Flags for Victims of Abuse From Other Inmates

Changes in routine, mood or behavior

Self-isolation – not coming out of cell

Irritability and mood swings

Avoiding staff members

Working but has no commissary or money

# PREA

## SEXUAL MISCONDUCT, SEXUAL ABUSE, AND ASSAULT

### **PREA:**

In accordance with the Prison Rape Elimination Act (PREA), it is the policy of the Montgomery County Department of Correction and Rehabilitation to have zero tolerance for sexual misconduct, abuse or assault. This policy applies to all residents and staff. The Department will ensure that all residents and staff members are educated about sexual misconduct/abuse/assault, are informed of prevention strategies, learn how to report sexual misconduct, and are aware how the Department will respond to such allegations.

# PREA: Educate

**Education:** The following are descriptions of sexual misconduct, abuse and assault:

Sexual behavior directed toward an inmate/resident/defendant in custody or under supervision of the Montgomery County Department of Correction and Rehabilitation

Acts or attempts to commit an act of sexual contact, which includes intentional touching either directly or indirectly, with an intent to abuse, humiliate, harass, degrade, arouse, or gratify the sexual desire of another

Subjecting another person to sexual contact by persuasion, inducement, enticement, or forcible compulsion

Subjecting another person to sexual contact who is incapable of giving consent by reason of their custodial status (inmate, resident, defendant)

Unwelcome sexual advances, requests for sexual favors, disrobing or requesting that another person disrobe or invasion of privacy beyond what is reasonably necessary for safety and security

Sexual harassment including demeaning and derogatory comments, jokes, and abusive, threatening or degrading sexual comments

Raping, molesting, prostituting, or otherwise sexually exploiting another person

# PREA: Prevention

**Prevention:** The following are tips or suggestions for keeping oneself safe:

Avoid high risk places where it is difficult for staff or other people to see

Avoid being alone in vulnerable situations

Do not accept gifts or favors from others

Avoid borrowing or becoming indebted to someone

Beware of other inmates or other persons who say they will protect you

Be aware of your body language. Predators look for people who appear and act vulnerable

Pay attention to your surroundings

Do not give out personal information (i.e. friends, family, or financial situation) to those you do not trust

Avoid talking about sex and avoid unnecessary and/or casual nudity

Find a staff person with whom you feel comfortable discussing fears or concerns

# PREA: Report

## ***Report all Incidents:***

If you or someone you know is a victim of sexual misconduct, sexual abuse or assault, report the incident of sexual misconduct, abuse, assault or harassment to a staff member immediately, either verbally or in writing.

All reports will be investigated immediately by staff who has experience and training in investigations and appropriate and effective interviewing techniques.

Any person who reports incidents may request and be treated as an anonymous informant.

All information gathered from the investigation will remain confidential.

Staff or any individual in a position of authority over a person in the custody or under supervision of the Montgomery County DOCR shall not retaliate against the person making the report. However, the Department reserves the ability to take appropriate disciplinary or prosecutorial action when untruthful allegations are made.

# PREA: Respond

## *Response:*

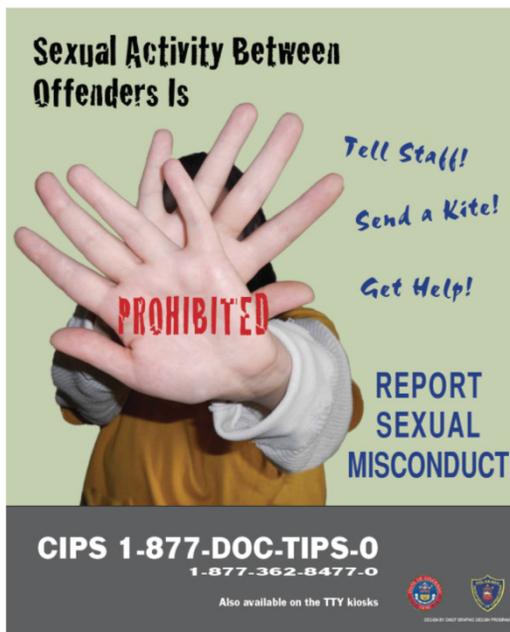
Any resident making allegations of sexual misconduct, abuse or assault will be provided appropriate mental health counseling and medical services. Referrals to community resources can be coordinated. Within the detention facilities, the Chaplain is also available for counseling services.

If deemed necessary and appropriate by investigating authorities, the victim will be requested to consent to the collection of forensic evidence which might include a standard “sexual assault kit.”

Victims and witnesses may have their location transferred to other units or jails to prevent further harm, abuse or retaliation.

As the result of any investigation into sexual misconduct, abuse or assault, criminal charges may be filed against the perpetrator of the offense.

# PREA Posters



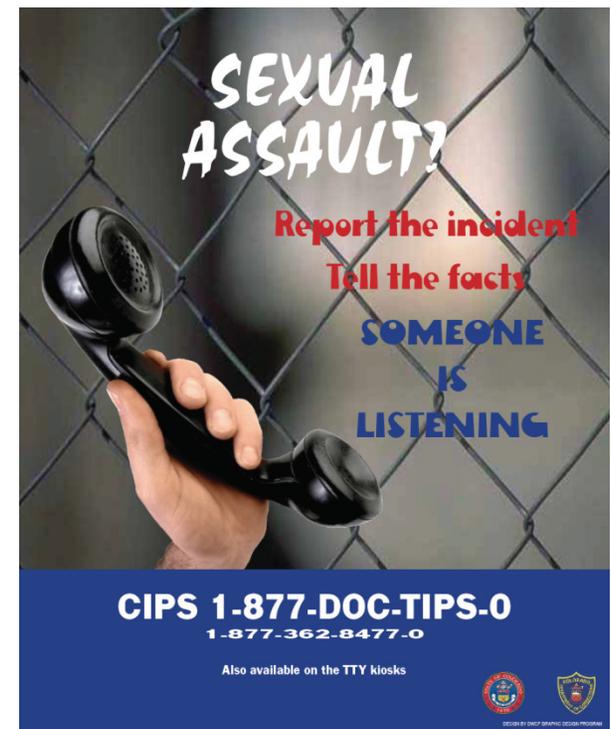
**Draw  
THE  
LINE**

*Be Friendly  
Not Friends*

*Respecting  
Others*

**KEEPING  
RELATIONSHIPS  
PROFESSIONAL**

*Are  
Healthy  
Boundaries*



More information may be found at <http://www.prearesourcecenter.org/>.

# Materials

Resident Orientation Handbook

<http://www.montgomerycountymd.gov/COR/Resources/Files/PRCGuidebook.pdf>

# Contact Information

**Stefan LoBuglio**

**Chief, Pre-Release and Reentry Services**

Phone: 240-773-4262

[stefan.lobuglio@montgomerycountymd.gov](mailto:stefan.lobuglio@montgomerycountymd.gov)

**Ben Stevenson**

**Deputy Chief, Security and Operations**

Phone: 240-773-4212

[ben.stevenson@montgomerycountymd.gov](mailto:ben.stevenson@montgomerycountymd.gov)

**Shannon Murphy**

**Deputy Chief, Programs and Services**

Phone: 240-773-4242

[shannon.murphy2@montgomerycountymd.gov](mailto:shannon.murphy2@montgomerycountymd.gov)

**240-773-4209 (Central Services)**

**240-773-4219 (RS III-Shift Supervisor)**

**Montgomery County Department of  
Correction and Rehabilitation Website**  
[www.montgomerycountymd.gov/cor](http://www.montgomerycountymd.gov/cor)

# Acknowledgement

I have received and reviewed the Volunteer, Intern and Contractor Orientation information, including training and information related to the Prison Rape Elimination Act (PREA).

---

Print Name/Signature

---

Date

---

Staff Print Name/Signature

---

Date