

C o r r e c t i o n

N ♦ E ♦ W ♦ S

James B. Hunt
Governor

Theodis Beck
Secretary

Tracy Little
Public Information Director

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North Carolina Department of Correction • 214 W. Jones St., Raleigh NC 27603 • (919) 733-4926

Winter Storms Slam State

Old man winter left his calling card with North Carolinians, with storms marking the first winter of the 21st century as one of the whitest and wettest in a generation. And, as they had done so in the past, Department of Correction employees proved they were up to the test of getting the job done.

Between Jan. 17 and Jan. 30, winter storms dropped snow and ice on much of the state. The most serious storm rambled through central North Carolina beginning Jan. 24 and continuing through the next day. When the snow finally stopped falling, some areas were left with over two feet of snow. Governor Hunt declared a state of emergency and later 31 counties were

declared federal disaster areas.

With many roads impassable, and power off in many areas, Department of Correction employees stepped up by the hundreds to staff prison units and maintain adequate supervision of probationers. Others worked tirelessly as well to ensure trucks carrying needed provisions for prisons were on the roads, to meet payroll deadlines, and to locate and disburse employee checks and check stubs, a task particularly important since employees had not been paid since before Christmas.

"Once again our Department of Correction staff did an outstanding job working through this crisis," said Secretary Theodis Beck. "I am genuinely impressed by the dedication and commitment staff demonstrated in the face of such trying conditions."

For some employees, getting to their work location was one of the biggest obstacles. Some walked. Others drove four-wheel drive vehicles and picked up fellow employees on the drive in. A few brave souls actually drove cars. Whatever the mode transportation, employees arrived at their assigned posts, ready to do whatever was necessary.

At one point early in the week of Jan.



Secretary Theodis Beck presents Employee of the Year Award to Sgt. Ricky Ward.

A correctional sergeant who risked his own

Ward Named Employee of Year

life to aid a neighbor and her child has been recognized for his efforts by being named the Department of Correction's 1999 Employee of the Year.

Sgt. Ricky Ward of Johnston Correctional Institution was presented the award by Correction Secretary Theodis Beck during a ceremony held Dec. 9 in Raleigh. Ward's nomination for the award was based, in part, on his actions of Nov. 24, 1998.

On that date, Sgt. Ward came to the rescue of a neighbor and her son who had been beaten by a man who had come into their house.

Alerted to the situation by another individual, Sgt. Ward went to the neighbor's house, subdued the intruder, handcuffed him and waited until the sheriff's department arrived.

"Sergeant Ward's neighbor and her son suffered serious head injuries from their assault, but their condition could have been much worse without his assistance," Secretary Beck said in making the presentation. The intruder is now serving a 20-year sentence for felony assault.

Sgt. Ward was also cited for his work at Johnston Correctional, where he supervises more than two dozen correctional officers on a daily basis. Sgt. Ward has been employed with the Department of Correction since November 1989.

A total of 18 employees were recognized as nominees for the award. "Throughout my years with Corrections, I have always been impressed by the talent and dedication of our employees," Secretary Beck said. "These employees represent the best of this department and they are truly deserving of this recognition."

EMPLOYEE (Continued on page 8)



Inmates from Umstead Correctional Center shovel snow outside Dabney Middle School in Henderson.

STORM (Continued on page 7)

Surveillance Officer Rescues Child

By Teresa Cummings

CHARLOTTE - A Division of Community Corrections surveillance officer recently received commendation from the Charlotte-Mecklenburg Police Department for his efforts to locate a missing child.

Chris Snyder received the special recognition for his heroic efforts in the rescue of a two-year old missing child, Hannah. After responding to a call on Nov. 9 from the Charlotte Police Department that the little girl was missing, Snyder joined an intense search for the child in a wooded area.

Snyder and other law enforcement officers combed the trails in the woods. About 30 minutes after joining the search, Snyder heard a cry. "I was just listening out or that and sure enough I found her," commented Snyder. "I was thrilled to death to see her and I think she was thrilled to see me also."

Snyder scooped Hannah up in his arms and returned her to the safety of her mother who was waiting outside the home.

"This is an example of how community policing partnerships work successfully in communities throughout North Carolina," said DCC Director Robert Guy. ♦



Officer Chris Snyder with Hannah and her mother following the toddler's rescue.

IMPACT Celebrates 10 Years of Changing Lives

HOFFMAN — In its 10 years of operation, the IMPACT program has diverted more than 6,500 young men and women from prison and saved the state \$50 million in prison operating costs.

But perhaps more importantly, it's made a difference one person at a time.

The program celebrated its 10th anniversary in November and marked the milestone with a special celebration. Col. John Taylor was presented a plaque recognizing his contributions to the program.

When IMPACT was originally established in October 1989, it was intended to be an early release mechanism to encourage inmates to leave prison and reduce crowding. Later, the program became a probation program designed to divert offenders from the prison system into intermediate sanctions to reduce crowding and cost.

In 1993, the General Assembly passed the Structured Sentencing Act, which established priorities in prison sentencing for violent and habitual offenders, while requiring lower cost community and intermediate alternatives for less serious offenders. IMPACT is one of these alternatives.

Taylor says that IMPACT is not just a boot camp, it's a place designed to get trainees' attention and to teach them the skills they need to take responsibility for making changes in their lives. "Some trainees open their gates of change and some don't" said Col. Taylor. "But for the ones who do the world lays before them." IMPACT East in Hoffman was the first boot camp program in the state. IMPACT West in Morganton opened in 1994. The first female trainees graduated in 1998 at IMPACT East. Since its inception, 6,830 male trainees have graduated and 78 females have graduated from the two locations.

Probationers arrive at either IMPACT East in Hoffman or IMPACT West in Morganton after being sentenced by a judge. As each new class arrives, IMPACT instructors seek to instill discipline, work ethic and self-confidence by the administration of a strictly regimented, work-

intensive, para-military system. The boot camp provides youthful offenders incentives to change their behavior and develop new positive attitudes.

The days are long and strenuous, testing the physical as well as mental capabilities. IMPACT trainees are required to exercise, drill, work and attend school. "The boot camp approach is designed to get their attention," Taylor said. "At IMPACT we tell them, show them and require them to do it. But over time we instruct trainees on the skills they need to take responsibility for changes in their lives."

The trainees spend much of their time at work or in school. Much of the work involves clearing land or cleaning property for federal, state and local government agencies. Trainees are placed in courses to assist them with earning their GEDs. Those who have graduated are put to work in a tutoring program. Trainees also receive counseling. Instructors help them develop social, job and financial skills. A chaplain presents weekly self-development discussions, offers counseling and conducts religious services.

Trainees also receive substance abuse education.

In August 1999, IMPACT administration was moved under the Secretary's Office and female trainees were moved to IMPACT West as a cost-savings measure. Guilford Leggett, formerly with probation/parole, now oversees the IMPACT program.

"I commend the work of Col. John Taylor and Maj. Charles Harris, IMPACT commanders, and their respective staffs for all they do to instill excellence in the program," Leggett said.

IMPACT has unique relationships with the Division of Prisons, Division of Community Corrections and local community colleges. As a 24-hour, seven-day a week operation, IMPACT draws operational and technical assistance, such as medical and mental health services, from DOP. Since the trainees are probationers, IMPACT maintains close ties with Community Corrections administration and probation officers in the field. Finally, IMPACT relies on community colleges for GED instruction and other programs.

"With our recent reorganization, IMPACT is



Deputy Secretary Fred Aikens (left) presents Colonel John D. Taylor a plaque for 10 years of service with IMPACT.

poised to move to the next level as a residential program," Leggett said. Short-term objectives include expansion of programs and educational opportunities, increase drug testing and treatment counseling and development of case management plans. The changes are designed to enrich the trainee's experience and to provide a more complete offender profile for use by probation officers during supervision, Leggett said. ♦



Class 201 graduating platoon.

Haynes Tapped To Lead Caswell

YANCEYVILLE – J Haynes has been named superintendent of Caswell Correctional Center.

In announcing the appointment, Secretary Theodis Beck said, "J has proven through the years that he is a capable manager. His leadership skills and wealth of knowledge and experience will serve him well as superintendent at Caswell."

Haynes comes to Caswell from Blanch Correctional Institution, where he had served as superintendent since November 1996. His appointment at Caswell was effective Dec. 1, 1999. From September through November 1999, he helped coordinate the Division of Prisons' Hurricane Floyd relief and recovery efforts.

A 19-year Department of Correction employee, Haynes began his career at Warren Correctional Center as a correctional officer. He has steadily worked his way up the ranks, having served as a bloodhound handler, a sergeant and assistant superintendent before being named acting superintendent at Warren in 1994 and then superintendent at Blanch.

Haynes was born and raised in Warrenton and served three years with the 82nd Airborne Division in the U.S. Army. He received an associate's degree in criminal justice in 1991 from Vance-Granville Community College.

Haynes said his biggest adjustment in moving to the 484-man medium facility is getting to know all the staff. He said he was also pleased he didn't have to move to accept the new position and that Caswell's location is in close proximity to one of his favorite spots – the golf course. When he's not golfing in his spare time, Haynes likes to hunt and spend time with his wife Patsy. He and Patsy have three children, Steven, 30, Brian, 18, and Hollie, 16.

One of Haynes' favorite work-related topics these days is the department's Correctional Development Leadership Program, of which he was a member of the first graduating class. "I think every manager with some time left in his or her career and with leadership potential should go through the program," he said. "You are exposed to so many different ideas and different ways of doing things. Everything you learn in class is related to what we do every day."

Haynes succeeds Jim Pierce at Caswell. Pierce was promoted to Piedmont Region Director with the Division of Prisons. ♦



J Haynes

Little Named Public Information Director

RALEIGH – Secretary Theodis Beck has named Tracy A. Little as the Department's Director of Public Information.

"I am pleased to have someone of Ms. Little's caliber to serve in this capacity," said Secretary Beck. "Her background in communications as well as her knowledge of the Department of Correction will be invaluable in this role."

Little has more than 15 years experience in communications and public relations in both the public and private sectors. Since August 1998 she has been director of the Department's Office of Citizen Services. Prior to that, Little was public information officer for the N.C. Parole Commission for more than four years.

Little's background also includes experience in the non-profit sector, having worked with the State Employees Association of North Carolina from 1990 to 1994. She began her career as a journalist with the New Bern *Sun-Journal* and also spent one year as a broadcast journalist working in radio.

A Goldsboro native, Little holds a bachelor's degree in journalism from the University of North Carolina at Chapel Hill. She is currently pursuing a master's degree in public

administration at N.C. State University.

As public information director, Little's responsibilities will include coordinating the Department of Correction's public relations program. Specific duties include responding to inquiries from the media, issuing press releases, overseeing agency publications and managing other public information staff.

Little replaces Patty McQuillan, who resigned to become the director of public information for the Administrative Office of the Courts. Little's promotion to public information director became effective Jan. 1. Assistant Secretary Gregg Stahl assumes day-to-day supervision of the Office of Citizen Services.

In her spare time, she enjoys spending time with husband, Ed and son, Ryne. ♦



Tracy Little

Spotlight On

Combined

Combined Records carries out many functions crucial to the efficient operation of the Department of Correction. Some of the many responsibilities of the Combined Records staff include establishing and maintaining all inmate records, calculating release dates, approving release of inmates, receiving and documenting detainers from other jurisdictions, providing notification to crime victims, and verifying that an inmate's sentences are legal under North Carolina law and in accordance with the sentencing court's order.

Combined Records staff interacts daily with employees in field offices across the state. In addition, the staff also has regular contact with other criminal justice professionals from sheriff's offices, clerks of court, district attorney's officer, child support enforcement, and the federal Immigration and Naturalization Service and Alcohol, Tobacco and Firearms.

Combined Records is housed at the Yonkers Road office complex in Raleigh and organizationally is part of Information Resources. The spacious office environment is a welcome change from its former cramped quarters in the Randall Building. The section has 32 full-time and 7 temporary employees.



Judy Sills has been manager of Combined Records since April 1998 and has 27 years of State service. As manager, she is responsible for the overall operation of Combined Records and for management of its staff. Sills says the staff does a good job and handles a tremendous volume of work. Sills has frequent contact with the Attorney General's office regarding pending



The consolidation unit is responsible for combining inmates' files from previous incarcerations into a single record. From left are **Terrence Williams**, team leader **Marina McLean**, who's been with Combined Records for 25 years, **Linda Whitman** and **Dorothy Grays**.

Consolidation unit staff includes **Kay Godwin**, left, **Sandra Clark** and **Darrice Edwards**.



Crystal Boyles, an office assistant, is responsible for responding to inmate correspondence. She also provides information for local, state and federal criminal justice professionals. She has been with DOC about five years, including one year with Management Information Systems (MIS).



The release unit is responsible for authorizing inmates' release, file management, creation of supervision files, and creation of duplicate files. Seated is **Jackie Watkins** and from left, **Judy Geolas**, **Greg Lewis**, team leader **Jean Ellis** and **Frederica Broadie**. (Not pictured is Joyce Blackmon)



Bonna Bawden is the friendly voice callers hear when they call the records office. Bawden, who's been with DOC for six months, says she enjoys the people and atmosphere of the office. "It's a nice place to work," she says.

Records



The sentence auditing section is responsible for ensuring that inmates' sentences are in compliance with state law and that sentences are being carried out according to the sentencing court's order. Seated is **Teresa O'Brien**, supervisor of the auditing section since 1991, and standing from left, **April Dunn**, **Sharon Hammond** and **Allison Potter**.



A second group of sentence auditors focuses on additional sentences inmates receive after they're already incarcerated. Seated is **Deborah Hunter**, a 17-year Combined Records employee who supervises the group, and standing from left are **Shelby Howerton**, **Linda Chalk** and **Kathy Vinson**.

Randy Sims, left, and **Mike Tyler** are the muscle men for Combined Records. Among their duties are boxing files of inmates who have been discharged, transporting files to and from the warehouse, the Randall Building, Secretary's Office and the Attorney General's office, taking shredded paper to State Surplus and locating and pulling files from prior years' records.



Marilyn Strickland, seated, and **Sue Brown** place all in-state and out-of-state detainees on offenders. Their work requires detailed coordination with Interstate Compact and Extradition offices, the courts and the Division of Prisons. They also prepare forms when inmates request a speedy trial and coordinate releases to detainees.

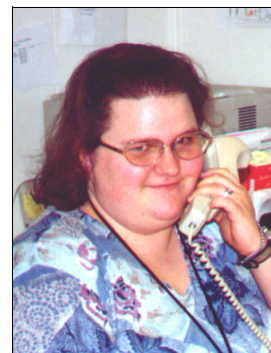


The classification unit's responsibilities include creating new records, classifying new admissions, sorting all material to be filed, verifying Lifescan data, disbursing fingerprints back to the Division of Prisons' identification section, receiving all incoming mail, and searching microfilm for records dating to the 1800s. From left are **Sabrina Muniz**, **Barbara Leach**, **Wanda Lawrence** and **Johnnie Bell**. (Not pictured is Faye Moore)

Bethany Allen is an office assistant who handles the personnel and purchasing functions for Combined Records. Allen also enters crime versions on OPUS and responds to letters from Departments of Social Services.



Dana Hill, an office assistant, is responsible for victim notifications, court orders and subpoenas related to the release of inmate information, responding to requests from Prisoner Legal Service, and providing documented dates of inmates' incarceration for child support enforcement and law enforcement.



News

BRIEFS

NABCJ Meeting Held at RTP

On Oct. 7-9 more than 250 correction professionals, students and interested citizens from North Carolina and the Southeast were in attendance at the Sheraton Imperial Hotel and Convention Center in Research Triangle Park for the exciting and informative Annual Conference and Training Institute of the North Carolina State Chapter of the National Association of Blacks in Criminal Justice.

The theme for this year's Conference and Training Institute was "NC NABCJ - Focusing on the Future." Workshops included Community Corrections, Our Children our Future, Ethical Behavior in a Correctional Setting, Strategies for Decreasing Crime and Violence from a Victim's Perspective.

The speaker for the closing awards luncheon was Dr. Dudley Flood, retired assistant superintendent for public instruction. During the luncheon, awards were given to two deserving individuals for their outstanding contributions to the state and the fields of correction and law enforcement. The NC NABCJ's Outstanding Service Award was presented to Correction Secretary Theodis Beck, and the Outstanding Achievement Award was presented to Col. Richard W. Holden, commander of the NC Highway Patrol.

NABCJ is a multiracial, non-partisan association of more than 4,000 criminal justice professionals and community leaders dedicated to improving the administration of justice. Membership and participation in NABCJ activities is open to all. The North Carolina state chapter has more than 200 members and meets on the second Saturday at 10 a.m. in the Criminal Justice Building on the campus of NC Central University in Durham.

Native American Celebration Held

CLINTON - Inmates and staff at Sampson Correctional Center participated in a Native American Indian Celebration held Nov. 4, 1999 at the facility. The event, the first of its kind in the Department of Correction, included a special meal for Native American inmates and other invited guests. Ray Littleturtle offer a traditional blessing of the food and Mrs. Ray Littleturtle demonstrated the art of storytelling by sharing a new legend of determination and strength to overcome adversity. Superintendent Steve Muller welcomed everyone to the gathering. Also on hand was James Prince, director of religious services for the Division of Prisons.

Hoop Event Aids Floyd Flood Victims



A traditional meal was part of the festivities at Sampson Correctional's Native American Indian Celebration.

GOLDSBORO - Probation/parole officers from Wayne County took to the hardwood Nov. 13 to raise money for a great cause. The officers raised \$250 in a benefit basketball game against the Goldsboro Police Department. All proceeds from the event went to Wayne County residents who were victims of Hurricane Floyd.

Community Corrections officers who participated were Matt Gunn, Gary Benton, Niecy Weeks, Anthony Flow, Mike Chase, Felicia Tittle, Mike Dilda, Jamie Wallace, Michael Joyner, Rodney Miller, Shawn Milard and Jennifer Heath.

Sampson Honors Deceased Staff

CLINTON - Sampson Correctional Center held its annual dedication/memorial service Nov. 15 for staff members who have died while employed at the facility. No new names were added to the program for 1999. Relatives of deceased staff from years past were on hand to remember their loved ones and colleagues also paid tribute to their deceased co-workers.

Employee Club Boosts Morale

GOLDSBORO - An employee club established just over a year ago at Wayne Correctional Center is helping to improve morale and promote unity within the facility.

The club has members from all ranks, shifts and sections of the unit. In the last year, club members have raised more than \$2,000. The club has sponsored receptions for each shift during Correctional Officers Week, a unit-wide Employee Appreciation event and holiday parties in 1998 and 1999.

One of the more recent events occurred during Thanksgiving when the club sponsored a needy family with a canned food drive. Members delivered more than a dozen boxes of food and other non-perishable items to a mother and her five children.

"The club members feel that we are accomplishing our primary goals of improving morale and promoting unity within the facility," said President Cynthia Thornton, a program director at Wayne.

Programs Staff Honored For Accomplishments

Three Division of Prisons programs staff were honored for their accomplishments during the annual program symposium held Oct. 24-26, 1999 in Greensboro.

Bryan Wells was named Outstanding Program Supervisor. Wells is a program director at Pender Correctional Institution. Wells has been employed with the Department since 1992.

Cheryl Moody was the recipient of the Leadership Award. Moody, who is a program director at Harnett Correctional Institution, has 15 years experience with the Division of Prisons.

Frank Horne of Orange Correctional Center was named Program Assistant of the Year. Horne is currently a program supervisor at Orange and was promoted to that position in September 1999 from a program assistant position. Horne has been with the state since 1988. ♦

STORM (Continued from page 1)

24, 10 prison units were without power in some buildings and were operating on generators. Four units lost phone service and relied on radios to keep in contact with the Division of Prisons command center and other local officials. Water woes plagued the Polk, Umstead, Hoke, McCain and Sandhills units.

Supt. Jay Clark of Southern Correctional Institution in Troy said his staff, like others around the state, had responded well to the crisis. "The morale of the staff was great," Clark said. "We had many staff who were able to get in on their own, and they allowed three to four hours traveling time to get in. We also had many people who lived nearby who volunteered to come in on their days off because they knew people who lived farther away might not be able to make it."

Further north, Sgt. David Whitfield of Umstead Correctional Center said he was monitoring the storm from home on the Monday evening when he realized he needed to head for the facility if he was going to make it through the snow. Once he arrived, he stayed at Umstead until Wednesday when he finally went home. Whitfield was quick to point out that there were many officers at Umstead who stayed as long or longer than he did. "All of us pulled together, and did what we had to do."

Whitfield said the officers who slept over at the facility stayed in the PERT building where they had heat, shower accommodations and a TV.

Down at McCain, Correctional Officer Patrick White and his wife Tina, a nurse at the facility, also spent a couple of nights on duty. The couple did not have any electricity at their home and volunteered to come to work. Their accommodations? A small cottage adjacent to the prison facility. The cottage had heat and water, two commodities the Whites didn't have at home. "We were used to camping so we looked at it as a camping trip," said Tina White. Like the Whites, several other staff members stayed in the six to seven-room building. "It's the first time I've ever had to stay over because of the weather, but you do what you have to," said Tina White, who's been with the Depart-

ment for four years.

Up in Raleigh, Capt. Linda Rogers was the officer in charge at N.C. Correctional Institution for Women on the evening of Jan. 24. As the snow began to fall that night, she kept an eye on a can just outside the facility. "No one expected it to snow like it did. That can was about eight inches tall and I knew if it got over that can we were in trouble," Rogers said. The snow covered the can, and then some.

The entire third shift at NCCIW stayed over, the majority of them until Wednesday, Rogers said. "We let the staff sleep in shifts, opened the canteen and the dining room," Rogers said. "We had to work together. Everyone knew what we had to do and we did it."

In Raleigh, the Division of Prisons established a command center at the Randall Building to monitor the situation. Communication was essential to assess the extent of power outages, needs of the facilities, and needs of communities for inmate labor.

Across town at the Yonkers Road office complex, the Division of Community Corrections' electronic house arrest monitoring center staff was busy maintaining equipment use and ensuring staff coverage. Controller Sam Newman and staff began an all points bulletin search for the Department's checks and pay stubs, a search that had them circling the State Government complex.

Out at the main DOC warehouse, staff were in contact with units to find out how supplies were holding up and what the needs were. As the week wore on, mapping out transportation routes to deliver needed goods became a test of endurance, especially as an ice storm was forecast for the coming weekend.

As intense as the efforts were to keep facilities operating, there was also a need to assist citizens and local governments who were trying to cope with needs of their own. Female inmates at N.C. Correctional Institution for Women answered the state's emergency weather assistance line. Inmates from minimum-security prisons throughout the state were called on to assist local governments, particularly schools systems, that were buried under snow and ice. During a two-week period, over 700 inmates logged 25,000 hours to remove snow and ice.

Trainees from IMPACT East were also busy helping the community cope with the storms. The trainees cut and stacked 60 loads of firewood to help local families keep warm. The trainees did their part to remove snow and ice as well, clearing sidewalks and entrances at Richmond High School and Roberdel Children's Center. ♦

Greenville Honors PPOs' Floyd Aid

The work of more than 600 community corrections officers after Hurricane Floyd was recognized by the Greenville Police Department with a plaque of appreciation presented to DCC Robert Lee Guy.

Guy accepted the plaque on behalf of the Division of Community Corrections on December 2. Capt. Kevin Smeltzer and Crime Prevention officer Kip Gaskins traveled to Raleigh for the presentation. "We appreciate the great help we received from the Division," Smeltzer said. "The probation officers and other staff from the Division did everything we asked at a time our citizens experienced tremendous loss and devastation. These officers were great Samaritans."

In accepting the plaque, Guy said, "Officers representing all 100 counties exemplified the best of the best in their contribution to help their fellow man during one of the worst natural disasters ever in North Carolina. I am proud of each and every one of them."

In the days immediately following the storm, DCC deployed 639 officers to assist in

the relief effort. The officers were first briefed by the management team, provided the appropriate equipment and then given specific assignments. The officers rescued people from their homes, protected local businesses from vandals, provided security at shelters and manned checkpoints with local, state and federal law enforcement officers. The officers worked 12-hour shifts for three to five days at a time from September 19 through October 15.

"It was clear from the cooperative spirit and genuine teamwork displayed by Community Corrections employees that there was a shared sense of mission," Guy said. "Everybody had an important role in helping to achieve this recognition and everybody should take pride in receiving it." ♦



Capt. Kevin Smeltzer, left, of the Greenville Police Department presents a plaque of appreciation to Community Corrections Director Robert Lee Guy.

EMPLOYEE (Continued from page 1)
tion."

Other nominees are:

Barton Cook, a correctional officer at Marion Correctional Institution, was nominated for his initiative in developing an orientation manual for new correctional officers. While assigned to H-Unit, second shift, Officer Cook developed a manual to cover duties of all three shifts to include information each officer would need to know when assigned to the various posts. He developed the manual on his own time, researching information with staff from all shifts to ensure the accuracy of the information. Officer Cook has also been nominated for Employee of the Month at Marion and Correctional Officer of the Year for the International Association of Correctional Officers.

Bobbie G. Cox has been employed in state government for approximately 25 years, the past six and one-half years working with the North Carolina Division of Prisons in an administrative officer role. In 1993, she was one of the first staff hired to help open Foothills Correctional Institution, a 712-man close custody prison. As administrative officer, she played an instrumental role in hiring approximately 400 staff and the complete purchasing of furniture and equipment for the facility. In addition to regular responsibilities, Cox took the lead in the development of a training consortium between three correctional facilities and the local community college. In 1998, Cox transferred to her current position of Western Region administrative services coordinator.

Harry Davis was a correctional lieutenant and also a 15-year veteran of Morrison Youth Institution at the time of his nomination. In this role Davis was responsible for supervision of many operations at Morrison, including support services. In addition, he served as the assistant facility safety officer, certified training instructor, institution drug testing coordinator, facility intelligence officer and transportation supervisor. He has also introduced various tracking forms in all areas of the operation that are currently in use. Davis has recently been promoted to correctional captain.

Donna Donaldson is a probation/parole officer in the 22nd Judicial District and is responsible for the contacts and enforcement of approximately 100 offenders under probation or parole supervision. With the development of OPUS, Donaldson was selected as a trainer for the 22nd Judicial District, which includes four counties and approximately 100 officers. In August 1998, when all officers were to be responsible for completing OPUS data entry on their cases, Donaldson was instrumental in selecting qualified personnel to assist in the instruction of OPUS, securing a training location, and developing a training curriculum.

Cynthia Hester is a correctional lieutenant at Pender Correctional Institution, where she is responsible for assisting the Special Operation Area Commander. She provides supervision for subordinate staff and conducts shift lineups in addition to many other responsibilities. However, through all this, she still finds the time and energy for activities benefitting her fellow employees. In 1996, Lt. Hester became the chairperson of the Pender Eagle Club. In this role, she has spent endless hours promoting, planning and overseeing numerous fund raising activities for the purpose of boosting staff morale and offsetting expenses of the staff Christmas party.



Employee of the Year Nominees are front row, from left, Lt. Cynthia Hester, Linda Owens, Secretary Beck, Sgt. Ricky Ward, Ann Harper, Bobbie Cox. Second row, Julia Martin, Roosevelt Askew II, Officer Barton Cook, Sgt. William Caterson, Dr. Jane Young, Dean Walker. Third row, Donna Donaldson, Clyde Morris, William Horton, Harry Davis, Officer Edwin Simpson.

William E. Horton is a correctional program supervisor at Central Prison. Horton is a 27 year veteran with the Department, 25 of those years spent organizing and implementing recreation programs and activities at Central Prison. When he assumed these duties in 1984, there were approximately 20 program activities associated with the recreation area. That number has grown to 120 planned activities that service young men, intermediate, handicapped and seniors. Activities, both physical and non-physical, are designed to meet the needs and interests of more than 1,200 inmates within the State's primary maximum security prison. Horton is versatile enough to adjust and adapt to the ever changing interests of the inmate population, and has demonstrated through his service that recreation activities are a powerful management tool.

Clyde Morris is a correctional program supervisor at Caswell Correctional Center. Morris' normal job duties and responsibilities include staff supervision, coordinator for the substance abuse program, DART liaison, transfer coordinator, and supervisor of the Administrative Remedy Procedure. In addition to his demanding work schedule, the management staff at Caswell refer to Morris as a *Master Instructor* who can teach any course. He has been responsible for teaching hundreds of DOP employees how to perform specific job tasks in OPUS. His work will also include training personnel about victims' rights issues. Morris has developed several computer programs for Caswell and a program that has statewide application for TAP (The Appraisal Process) monitoring and tracking.

Linda Owens is an office assistant at Pender Correctional Institution. Besides efficiency in her assigned clerical duties, Owens is involved in many other activities at the facility. Until recently she was the editor of the Pender Correctional newsletter and remains a co-editor. For seven years, Owens has been active in the State Employees Association of North Carolina serving as Pender chapter secretary for four years and currently serving as the Pender chapter chairperson. She was a delegate to the SEANC conven-

tion last year and is presently serving as the Dis-

trict 61 secretary and communications chairperson. Owens served for two years as secretary for the southeast region of the American Correctional Association and is currently secretary of Pender's Eagle club.

Edwin Simpson is a correctional officer at Pender Correctional Institution, where he also serves as acting sergeant and is an instructor for the In-Service Training Program. Simpson is committed to the well being of his fellow employees and his community in general. Utilizing his organizational skills, he initiated a walk, bike and skate-a-thon to raise funds for the State Employees Combined Campaign and a *Bowl For Fun Day* for State employees, family and friends. To boost morale for employees at Pender, he arranged a fishing tournament. His concern for the community is exhibited by his taking the initiative to complete an application so that Parks and Recreation facilities could be used to provide supervised recreation for children and adults alike.

Samuel Poston was a correctional sergeant at Marion Correctional Institution at the time of his nomination, but is no longer a Department of Correction employee. Poston, through his diligence, discovered that an inmate in H-Unit was receiving regular visits from an absconder from supervision. This activity came to an immediate halt once Marion's management and local law enforcement officials were notified and became involved.

Dean Walker is the correctional administrator for Marion Correctional Institution. For almost 30 years Walker has served the citizens of North Carolina. He retired from the National Guard with the rank of colonel and was inducted into the Officer Candidate School's National Hall of Fame. During his career with the Department of Correction, he has served as superintendent of three prison facilities -- Morrison Youth Institution, Foothills Correctional Institution and now at Marion. Walker is very active in several local

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EMPLOYEE (Continued from page 8)

civic groups and is a member of the Marion Rotary Club, serves on the Board of Trustees for McDowell Technical Community College, and is chairman of the Advisory Council for the State Employees Credit Union in Marion, along with serving on the McDowell County Economic Development Commission.

Governor's Awards for Excellence Nominees

Roosevelt Askew II is the clinical chaplain at Pasquotank Correctional Institution. Chaplain Askew faces the daily challenge of providing religious counseling and support. His counseling sessions address various issues including stress, loss of family members, anger, breaking habits and marriage. Chaplain Askew has embraced the challenge of recruiting volunteers to serve the large number of inmates at Pasquotank. He now supervises more than 150 religious volunteers and has worked to link local churches to national prison ministries. This has given Pasquotank the opportunity to have national entertainers and professional athletes come and minister to inmates through "**Starting Line**," a Prison Fellowship ministry.

William Caterson, who is now a sergeant at Avery/Mitchell Correctional Institution, was a sergeant at Marion Correctional Institution at the time of his nomination. On his own initiative, Sgt. Caterson submitted the paperwork for almost 30 staff members to receive service awards. He has also conducted study groups to better prepare staff for promotional exams and has staged "mock" interviews to strengthen individual interview skills. He has trained several supervisors on how to conduct disciplinary investigations using OPUS. Sgt. Caterson was also active with the Marion Employee Activity group. While employed at Marion, he was selected as Employee of the Month in February 1999. In May 1999, he was honored as one of the four finalists for Correctional Supervisor of the Year at the International Association of Correctional Officers awards ceremony in Washington, D.C. where he represented NC.

Shirley Davis is a chief probation/parole officer in the 26th District, Mecklenburg County. Davis is not only a 1999 Governor's Awards for Excellence nominee, she is also a recipient of the prestigious award in the public service category. In 1991, Ms. Davis co-founded and has lead the Help Every Loving Parent (HELP) organization. She is also a co-founder of the North Carolina Association for Resident & Community Alternatives, Inc. (NCARCA). Davis' community involvement includes work in the field of drug rehabilitation, implementation of a community watch group in her neighborhood, and founding the Work First Loving Clothes Closet with Faith Ministries of the Department of Social Services.

Ann Harper has been employed at Central Prison since 1995 as an accounting clerk. In addition to her hard work at Central Prison, she was also nominated for the Governor's Award of Excellence for her bravery and act of heroism on July 29, 1999. On that night, Harper's neighbor of 30 years, Graham Underwood, was mowing his lawn when he hit an embankment causing the riding mower to

overturn and ultimately catch fire. Harper witnessed this and quickly came to his aid by attempting to smother his burning clothes with a quilt. Harper's husband also ran to the scene and extinguished the fire on the mower. The Rescue Squad transported Underwood to the hospital where he passed away two weeks later. Harper showed true courage by giving no thought to her own safety and well being in trying to save her friend and neighbor.

Julia Martin is an intensive case officer in Judicial District 16B, Robeson County. Martin routinely goes above and beyond what is normally expected. After receiving complaints that a probationer was firing weapons in a neighborhood, Martin and other law enforcement officials, conducted a search of his house and seized several stolen weapons, illegal drugs and paraphernalia. Another offender is alive today because of her diligence. The offender appeared to be asleep and would not answer the door on Martin's first visit, so Martin went back after her shift was over to check and again saw the offender apparently asleep. Martin noticed that the phone was off the hook and lying on the floor. She became alarmed and called for assistance. The offender suffered a drug overdose, and the attending physician at the hospital said she would likely have died during the night if not for Martin's quick and decisive actions.

Jane Young is the director of the Educational Services Section and superintendent of schools for the Division of Prisons. Dr. Young has spearheaded several initiatives aimed at providing inmates with improved opportunities for preparation for a successful transition back to the community and gainful employment. She was responsible for a \$1.5 million federal grant from the U.S. Department of Education for the development of a plan for providing post-secondary education, employment counseling and other job-readiness services for qualifying inmates 25 years and younger. Dr. Young has been at the forefront of internal and external efforts to increase the use of the NC Information Highway technology as a means of expanding the delivery of educational programming for inmates. She also wrote an article which appeared in the April 1998 issue of *Corrections Today*.

Guilford Leggett, special assistant to the Secretary, was presented a Special Award for Effective Leadership. ♦

There's More to Compensation Than Salary



All employees receive pay for their efforts but total compensation - pay and benefits - is a little harder to calculate. Total compensation is often a surprisingly higher amount! For example:

- **Retirement Contribution.** The State of North Carolina contributes an amount equivalent to 8.83% of employees' pay to the Teachers' and State Employees' Retirement System each year. For as long as they live after retirement, former employees enjoy a defined benefits pension during their golden years based on their salary and years of service.
- **FICA Contribution.** North Carolina contributes an amount equivalent to 7.65% of employees' pay to the Federal Social Security Administration. These contributions will help fund Social Security benefits down the road.
- **Health Insurance.** The State pays the cost of employee coverage under the Teachers' and State Employees' Comprehensive Major Medical Plan.
- **Holidays.** Every employee receives 11-12 paid holidays each year.
- **Vacation Leave.** State employees begin earning vacation leave at the rate of 8 hours per month (96 hours per year).
- **Sick Leave.** State employees earn 8 hours sick leave each month (96 hours per year).

The hiring salary for a correctional officer, pay grade 62, is \$20,951. Here's the value of that officer's employment benefits:

Retirement - 8.83%.....	\$ 1,849.97
FICA - 7.65%.....	1,602.75
Health Insurance.....	2,255.76
Holidays (11 days x 8 hours)...	886.39
Vacation Leave (12 days).....	966.72
Sick Leave (12 days).....	966.72
Total Value of Benefits.....	\$ 8,528.31

Personal Benefits Worksheet:

Annual Salary.....	\$ _____
Retirement (salary x .0883).....	_____
FICA (salary x .0765).....	_____
Health Insurance.....	2,255.76
Holidays (salary /2080) x 88.....	_____
Vacation (salary/2080) x 96.....	_____
Sick Leave (salary/2080) x 96...	_____
Total Compensation.....	\$ _____

The total compensation for the Correctional Officer earning \$20,951.00 in salary is \$ 29,479.31.

There are additional benefits of employment for which a dollar value is harder to assign:

Intangible Benefits

Child Involvement Leave may be taken by full-time permanent, probationary, time-limited, and trainee employees to be involved in the education of youth and to provide assistance to schools. Any employee, regardless of parental status, can use child involvement leave (up to 8 hours) annually.

Military Leave without pay can be granted for certain periods of active duty or for attendance at service schools when attendance is mandatory for continued retention in the military service.

Leave Without Pay (LWOP). In some circumstances leave without pay may be granted to employees upon written request and with management's approval.

Family Medical Leave entitles eligible employees to take up to 12 weeks (480 hours) of leave per 12 month period following the birth or adoption of a child, to care for a spouse or immediate family member with a serious health condition, or when unable to work because of a serious health condition. While FMLA is not an additional paid leave benefit, it does require the employer to maintain the employee's health insurance benefits during the FMLA period. When the employee returns to work, the em-

ployer must return them to the same or like position, pay (including legislative increases received during the FMLA period), schedule, and benefits.

Voluntary Shared Leave. In the case of a prolonged medical condition (in excess of 20 days) an employee who exhausts all leave or anticipates exhausting all leave may apply for participation in the Shared Leave Program. Under this program, employees may donate vacation leave to fellow employees to be used for prolonged absences from work. Immediate family members of employees who are also employed by state government can donate vacation or sick leave to their spouse/family member. Total donations are limited to 1040 hours per condition. There are limits to donations that are defined in state policy.

Employee Assistance Plan (EAP). The purpose of the Employee Assistance program (EAP) is to provide employees with a confidential source for handling personal problems. Such problems as alcohol and drug abuse, emotional illness, financial, legal, and other personal matters can adversely affect both job performance and personal conduct. The value of the employee's contribution to the organization compels management to promptly identify problems and refer employees for assistance. The Employee Assistance Program is managed through the Office of State Personnel as a benefit to employees

to assist them in dealing with personal problems that affect the workplace.

Legal Defense. State employees may be provided legal defense for any civil or criminal action against them that is caused by an act or omission made while performing their duties.

Short- and Long-Term Disability. The Disability Income Plan was created by the North Carolina General Assembly in 1987 in order to provide equitable replacement income for eligible state employees who become temporarily disabled for the performance of their duty prior to retirement. The determination of disability and eligibility for short-term benefits is made by the DOC Review Board and/or the Retirement System Medical Board. The duration of the short-term benefits are from the 61st day of disability continuing for a period of up to one year. The monthly short-term benefit will equal 50% of 1/12th of the annual base rate of compensation plus 50% of 1/12th of the annual longevity payment, if applicable, to maximum of \$3,000 per month. Long-term disability benefits are payable after the conclusion of the short-term disability period for as long as the employee is permanently disabled but not after he/she becomes eligible for an unreduced service retirement. There are additional requirements for eligibility for long-term disability that

Benefits (Continued on page 11)

BENEFITS (Continued from page 10)

are detailed in the booklet *Your Retirement Benefits* published by the Department of State Treasurer.

Workers' Compensation. All DOC employees are covered under the North Carolina Workers' Compensation Act. Any employee who suffers an accidental injury within the definition in the Workers' Compensation Act is entitled to benefits including medical benefits, compensation for time lost from work, and compensation for any permanent or partial disability that results from the injury.

Credit Union. The State Employees' Credit Union is open for membership to employees at nominal costs. Members of the Credit Union are eligible for loans, checking and savings accounts, credit card, and investment opportunities such as Certificates of Deposit. The Credit Union is member-owned and operates independent of state government.

For a full description of available benefits please refer to Section 5 of the Department of Correction Personnel Manual or contact the Personnel office at (919)733-4465. ♦

DOC Personnel Corner

by Cathrine Garner

New Identification Cards Mailed for Comprehensive Major Medical Plan Participants.

Active and retired State members of the Comprehensive Major Medical Plan, managed by Blue Cross and Blue Shield, received a packet of information at their home address that included two new identification cards that may be used as prescription drug cards and the new benefits booklet. The old identification cards should be discarded. The new card shows the member's prescription drug copayment on the front bottom left of the card. If employees would like additional cards, please contact Customer Services Hot Line at 1-800-422-5249.

NCFlex Reimbursement Forms May Be Faxed : Claims for reimbursement on health and day care can be faxed to Aon Consultants by using 336/728-2981. Reminder: Sometimes faxes may become illegible during transmission. Therefore, it is not a guaranteed means of submission. Beginning in February the new method of direct deposit reimbursement to the employees' personal bank account will begin. These options and changes are designed to get the money back to the employee as quickly as possible.

Social Security Law Change Implemented: Social Security Full Retirement Age changes effective January 1, 2000. If a person was born 1/1/38 or earlier the retirement age for unreduced Retirement Insurance Benefit or spouse's benefits is 65.

For Persons Born 1/2/38 or Later :

If the Birth Date is.....

1/2/38 - 1/1/39
1/2/39 - 1/1/40
1/2/40 - 1/1/41
1/2/41 - 1/1/42
1/2/42 - 1/1/43
1/2/43 - 1/1/55
1/2/55 - 1/1/56
1/2/56 - 1/1/57
1/2/57 - 1/1/58
1/2/58 - 1/1/59
1/2/59 - 1/1/60
1/2/60 and later

Then Full Retirement Age is.....

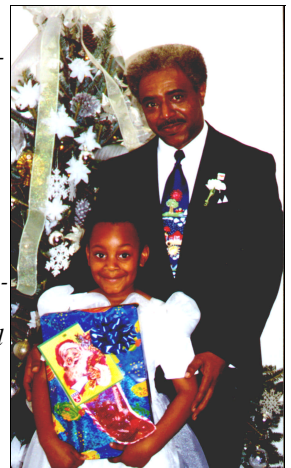
65 years and 2 months
65 years and 4 months
65 years and 6 months
65 years and 8 months
65 years and 10 months
66 years
66 years and 2 months
66 years and 4 months
66 years and 6 months
66 years and 8 months
66 years and 10 months
67 years

Staff Training Honor Students

Gilbert Branthoover	Pender
James Brown	New Hanover
Tisha Coley	Pender
William B. Erwin	Albemarle
James Hollingsworth	Sampson
Melissa Ivery	Craven
Henderson Lanier	Sampson
Kenneth Middleton	Neuse
Richard Murray	Pender
Sherry Sawyer	Hyde
Maggie Silva	Craven
Frances Stallings	Pender

Gifts of the Season

Secretary Theodis Beck pauses for a moment with Sherry Jones, who served as the littlest angel during Wake County DOC employees' Angel Tree celebration. The Wake project provided 510 gifts to many people, among them Department employees and their



families who were victims of Hurricane Floyd. Across the state, Correction employees participated in dozens of projects to assist the less fortunate during the holiday season.

Correction News was not published in January or February 2000. The Public Information Office will resume the regularly monthly publication schedule beginning with this, the March 2000 issue. Thanks for your patience and assistance.

Woodlief Ends Career With Prisons

More than 100 co-workers and friends gathered December 8 to celebrate the career of Patsy Woodlief, former deputy director of the Division of Prisons.

During the event, speakers ranging from past directors of prisons to staff Woodlief supervised echoed similar themes about Woodlief's consummate professionalism and integrity.

"Patsy was the ultimate professional and team player," said Assistant Secretary Lynn Phillips, who worked with Woodlief for many years in the Division of Prisons including his time as director there. "She had the courage to speak her mind and was a trusted and valued assistant."

Deputy Secretary Dan Stieneke also said he valued Woodlief's knowledge and professionalism. "As a new Division of Prisons director, I found Patsy's assistance to be invaluable," Stieneke said. "Her knowledge of the division, commitment to high work standards and her innovativeness were critical to the reorganization process."

During the event Woodlief was presented the Order of the Long Leaf Pine by Supreme Court Justice and former Correction Secretary Franklin Freeman.

Woodlief retired December 1, after nearly 25 years with the Division of Prisons. The Department of Correction Woodlief leaves behind today is much different than the Department of Correction of the 1970s when she began her career at Franklin Correctional Center. When Woodlief was hired to work in the diagnostic center by then, she was the only woman at the facility and one of the first females hired to work in a male facility.

When asked about what intrigued her about working in the prison system, Woodlief said, "I was teaching at the time and my major was sociology. I decided I wanted to do it instead of teach it. I didn't think about the possible negatives. The inmates were a lot like students, just older."

Many of the operational processes in place today within the Division of Prisons were touched by Woodlief and her vision. The classification system, transportation system and method of maintaining a structured housing plan all are part of her legacy. Woodlief was also a part of the original OPUS task force that developed the new computer system.

Woodlief's career began in 1975 when she was hired at Franklin Correctional Center. In 1977, the diagnostic process at Franklin was moved to Triangle in Raleigh and Woodlief moved with it. In 1982, Woodlief moved to the Randall Building where she spent the next 13 years in various positions in diagnostic services and population management. In 1995, she was promoted to deputy director.

In addition to the presence of more women in its workforce, Woodlief said the Division of Prisons has changed in other ways as well over the years. Among the biggest changes, Woodlief noted, are a higher level of professionalism, the opening and closing of prison facilities and the emphasis of inmates working.

Phillips, who served as the keynote speaker at the retirement event, noted that Woodlief was a role model for all corrections professionals, especially women.

Woodlief's strong work ethic has left its mark on many Division of Prisons employees who are now taking on management roles themselves. "During the years I had the privilege of working with many good people," Woodlief said. "I tried to encourage their growth and development."

Now that she's officially retired, Woodlief has more time to spend with her husband Donnie, daughter Marty and son Keith. ♦



Patsy Woodlief



N. C. DEPARTMENT OF CORRECTION
214 WEST JONES STREET
RALEIGH, NORTH CAROLINA 27603-
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