



# DOCCS TODAY

## SUMMER 2018

### Commissioner's Comments

New York State Department  
of Corrections and  
Community Supervision  
Acting Commissioner  
Anthony J. Annucci



*Our mission — ensuring public safety by operating safe and secure facilities, preparing individuals for release, and then supervising them to be successful when they return home from prison — makes the work we do vital, complex, and extraordinarily meaningful.*

*One of my constant messages as DOCCS Acting Commissioner is “Our agency is the finest corrections and community supervision department in the nation.” But that’s not just a slogan to me — it’s a testament.*

*There are thousands of cogs and levers that keep the wheels of DOCCS turning. And while each unit within the Department performs a specialized function, and the staff within each unit knows exactly what they are required to do, we often don’t know enough about what other units or individuals are doing within the Department, nor how everything is interrelated and leads to the overall success of our agency.*

*Regardless of title or salary grade, every one of us is important and contributes to our mission.*

*We believe that DOCCS TODAY — our new quarterly e-publication — will provide you with greater insight into who we are as a Department. It will give you a keener awareness of all the things that we do, and a better understanding of how everything we do helps keep our wheels moving.*

*We are excited about this opportunity to keep you informed of the many things that are going on at DOCCS, and hope you will enjoy the publication.*

*We are certain that the information it provides will not only enlighten and possibly surprise you, but also leave you with enormous pride for being part of this Department.*

### A MESSAGE FROM THE OFFICE OF PUBLIC INFORMATION

We are reinstating the former DOCS TODAY newsletter as an e-publication, now titled DOCCS TODAY.

Look for the next issue in the fall.

In 2019, we will publish it quarterly.

We hope you enjoy it.

## Public Safety Agencies Join Forces at Albany Conference on Re-entry Initiatives

Staff from the Department of Corrections and Community Supervision (DOCCS) along with staff of the Division of Criminal Justice Services (DCJS) recently teamed up to discuss statewide re-entry services.

At a conference in Albany on May 31, DOCCS' Re-entry Operations team, along with additional staff from various Community Supervision offices, attended the day-long conference. Over 260 participants from across New York State, including DOCCS Acting Commissioner Anthony J. Annucci and Deputy Commissioner for Community Supervision Ana Nieves-Enright, joined DCJS Executive Deputy Commissioner Michael C. Green and Deputy Commissioner/Director Robert M. Maccarone.

New York State Secretary of State Rossana Rosado and Executive Director of the Governor's Council on Community Reentry and Reintegration and Special Counselor for Criminal Justice Initiatives Marta Nelson met agency leaders.

Panels were comprised of members from DOCCS Re-entry Operations, Transitional Services and facility staff; co-chairs from the County Re-entry Task Force (CRTF); and stakeholders, community providers, and representatives of the NYS Office of Temporary

and Disability Assistance, John Jay College, State University of New York, and the Fortune Society.

Secretary Rosado and Executive Director Nelson began the conference with a presentation on "Building Basics to Successful Re-entry and the Public Policy Challenge".

A panel discussion followed the presentation and discussed a wide variety of topics, including:

- The NYS DOCCS partnership with state and local agencies to plan and develop a comprehensive re-entry program that begins at reception and continues throughout supervision in the community.
- A focus on resource sharing, such as continuum of care, pilot programs and transitional housing, as a stable residence is often the most critical stabilization need for parolees.
- An overview of college programs and re-entry services that enable individuals behind the walls to begin or continue their studies and earn academic degrees.
- The importance of family engagement with loved ones, post-release, including how criminal histories can create additional challenges for those looking to improve their family life post-incarceration.
- The many legal tools and options now available to assist returning New Yorkers with overcoming barriers to employment, licensing, and housing resulting from criminal convictions.



DOCCS Reentry Unit staff participate in Albany Conference on Re-Entry Initiatives  
*(Left to Right):* Erik Singletary, Queens/Long Island Region; Stacey Dorsey, Manhattan/Staten Island Region; Detrel Howell, Bronx Region; Sarah Donlon, Central NY Region; Lisa Sorriento, Central Office; Michelle Fortune, Western Region; Christina Robinson-Coley, Central NY Region; Christina Hernandez, Statewide Director; Audrey Thompson, Brooklyn Region; Laurie Rockenstyre, Central NY Region; and Michelle Yon, Hudson Valley Region

DOCCS  
Invests in  
Additional  
Cellsense  
Units

**Staff React  
Positively  
and  
Effectively**



In May 2016, Governor Cuomo announced investing more than \$1 million to help DOCCS fight contraband coming into and spreading throughout its 54 correctional facilities. Consequently, a Cellsense scanning device — a state-of-the-art, portable, full body screen and search detection system — is now in each facility.

Cellsense scanners are unlike traditional metal detectors. They allow staff to move and, in some cases if warranted, even hide the devices. A full body scan of inmates can be performed in a matter of seconds, allowing facilities to efficiently search a larger portion of the population at a faster rate.

Based on the effective implementation and use of the initial devices, DOCCS recently invested in 98 additional units, which will increase the ability of security staff to identify and confiscate contraband.

The additional devices were delivered to most of the facilities earlier this year. They enhance other security measures currently in place.

However, technology is only as good as those operating it. In other words, DOCCS staff has effectively utilized the Cellsense devices, improving the safety of each facility. Between year-end 2014 and 2017, there was a 44 percent increase in the number of contraband found and confiscated by staff.

New Merger  
Brings New  
Opportunity for  
Office of Special  
Investigations



In February 2017, the Department merged the former Bureau of Special Services (BSS) — a vestige of the former Division of Parole — with the Office of Special Investigations (OSI).

The merger resulted in the new OSI Threats and Apprehension Division (TAD). The combination of the Department's two investigative and fugitive response branches led to TAD capitalizing on the expertise of BSS, and the resources of OSI, to become a more effective force for the Department's unique missions.

Since the merger, the new unit has led eight successful multi-agency absconder operations around New York State, resulting in the apprehension of more than 120 parole absconders.

TAD investigators, working with Community Supervision bureaus and local law enforcement, have also provided hundreds of immediate responses and apprehensions on high visibility parole offenders, GPS bracelet cutters, and sex offenders.

Similarly, regarding threats to harm facility and supervision staff, TAD's increased resources following the merger have provided focused investigations and resolution of multiple threat cases.

OSI TAD is led by Deputy Chief Jim Shapiro and Assistant Deputy Chiefs Jim Capiello and Rick Hotaling — all formerly from BSS, as well as Assistant Deputy Chief Troy Celestine who is from OSI's Criminal Intelligence Division.

The merger of BSS with OSI has been a notable example of the unity and success possible in the face of the Department's changing missions.

## Fathers, Children Reconnect at *Celebrate Your Children* Event

### **Caregivers honored at Gowanda Correctional Facility**

In 2016, DOCCS initiated ***Celebrate Your Children*** — a program designed to strengthen and reinforce family bonds between fathers and children. The program also focuses on recognizing and offering support to caregivers impacted by a loved one's incarceration.

In May, the Gowanda Correctional Facility held its ***Celebrate Your Children*** event with a "They Are the Real Superheroes" theme, transforming the venue into a page from a Marvel comic book. Therapy dogs from the Society for the Prevention of Cruelty to Animals dressed in superhero capes greeted families, and liaisons wearing superhero logo T-shirts guided children and their fathers through the event.

Fathers and children enjoyed a fun-filled evening of activities, including professional family portraits, a flower pot decorating and planting project for Mother's Day gifts, and face-painting — to name a few. Children were entertained by a comedic magic show and a deejay, and were provided a delicious meal by Gowanda's Culinary Arts Program.

Kites masterfully painted by Attica Correctional Facility's Active Veteran's Program with images of popular superheroes were raffled as door prizes. Children departed with mementos, including a painted handprint craft they worked on with their fathers that was placed in a matte frame inscribed "*Through all space and time, I hold your heart and hand in mine*".

Fathers filmed a video with a special message to their child that concluded with a short bedtime story. Photos and drawings created by their children were backdrops. Children and caregivers viewed the video during the event, and a copy was sent home.

A prerequisite for fathers to participate in the event included completing a series of workshops on fatherhood, parenting and communication.



*Fathers arrive eager to greet their children*



*Fathers with (Center, Left to Right): Deputy Commissioner Jeff McKoy, Superintendent Susan Kickbush, and Regional Coordinator of Correctional Volunteer Services Molly Kennedy*

### **Caregivers indulged**

While fathers spent time with their children, mothers and caregivers were pampered at the newly-renovated Gowanda Free Methodist Church. The caregivers' event kicked off with inspirational speaker and author, retired Lakeview Deputy Superintendent for Programs Deborah Watkins.

During the event, the women received hand massages, manicures and a complimentary visit to True Bethel Baptist Church "Divas for Christ" clothes closet. They were also indulged by Collins Correctional Facility Culinary Arts Program, which whipped up a gourmet meal and delectable desserts for the caregivers while vocalist Barbara Levy-Daniels and her "Jazz Behind Bars" band entertained them.



*Jazz Behind Bars entertains caregivers with a live performance*

### Program rave

Dignitaries from DOCCS Central Office and facility administrators also attended the event. The program and event have been widely praised by incarcerated individuals, their children, caregivers, volunteers, and Department staff from all disciplines.

DOCCS plans to continue its **Celebrate Your Children** program at other facilities. Fishkill Correctional Facility is slated to host the event in the fall.

The event was first held at Sing Sing in April 2016, and then at Wallkill in October 2017.



*Left to Right: Superintendent Susan Kickbush, Deputy Commissioner Jeff McKoy, and the "Divas for Christ"*



*Volunteers Susie and Carl Davis help with the handprint project*

## LEAN Achievement Opens Door for Efficiency

Congratulations to Pamela Kulyniak, Senior Administrative Analyst, who was recently recognized as a Certified Empire Belt (CEB). As a CEB, she can lead a project team through all stages of a LEAN project.

The certification provides DOCCS with flexibility and autonomy in implementing the LEAN Process Improvement Methodology designed to advance the quality, efficiency and effectiveness of an organization's services and operations.

# DOCCS TODAY SPOTLIGHT

## Attica Correctional Facility



**E**tched into American history as the site of one of the country's deadliest and most violent prison riots, Attica Correctional Facility now makes its mark as one of the most progressive and safest maximum-security facilities in the world.

The memories of that unprecedented event have shaped not only DOCCS' and Attica's future, but also helped reform the country's correctional systems.

Armed with hard lessons learned from the September 1971 riot that resulted in the tragic death of 43 people — 11 staff and 32 inmates — dedicated staff now ensure a safe and secure environment for all working and housed at Attica.

Recent investments in technology, equipment and training have kept Attica at the forefront of the Department's commitment to public safety while maintaining a secure environment for inmates to achieve the goal of release.

When Attica first opened in 1931, it made headlines as “the last word in modern prison construction” because of its advanced security features and technological advancements.

Ironically, Attica would next make headlines 40 years later when a mechanical breakdown of the most primitive kind — a faulty weld on a gate — foiled that much praised technology and led to the deadliest riot in state prison history.

### A little history

In 1926, more than 7,000 inmates were crammed into the 4,831 cells the Department maintained throughout its four prisons. Prisoners were “doubled up” in tiny, primitive and unsanitary cells at Auburn, Clinton, Great Meadow and Sing Sing.

In 1927, with admissions exceeding releases by 500 annually, the state legislature authorized the building of a fifth prison.

Lawmakers appropriated \$3.5 million for the 697-acre plot, and the prison was designed by architect William J. Beardsley of Poughkeepsie. Construction began on October 15, 1929.

Since the other four prisons were in the eastern and central areas of the state, Attica was slated to be built out west.

Some 120 custodial officers (now titled correction officers) were hired and William Hunt was appointed Attica's first warden. The first prisoners arrived from Sing Sing in June 1931, followed by others from Elmira.

At that time, Attica was the receiving facility for prisoners sentenced out of Western New York courts until Wende opened in 1983.

Since 1989, it has been accredited every three years by the American Correctional Association, which establishes and audits compliance with nationally accepted standards for the administration and operation of correctional facilities.

## Attica today

While much of the original structure remains unchanged, security windows have been installed in several buildings, and heating upgrades and individual cell rehabs have been completed. These renovations have significantly reduced utility costs.

In addition, more than 2,100 cameras with audio capability have been installed throughout the facility, enhancing security and mitigating lawsuits.

Also, the civilian personal alarm system is completely overhauled and new devices have GPS capability. When activated, it identifies the user's location within the facility. Additionally, motion detectors have been installed in various restricted areas to detect unauthorized access.

In 2011, Attica began the Associate College Program in conjunction with Genesee Community College, which is funded by the Sunshine Lady Foundation. Inmates completing their coursework receive an Associate's degree, and Attica now holds a graduation ceremony for those earning their high school equivalency diploma and Associate's degree.

Its law library is up-to-date with inmate assistants trained to aid their peers with resources and access to the legal system.

Attica's industry is a sheet metal fabrication program where it employs up to 200 inmates to make storage and filing cabinets, library shelving and metal desks.

In 2017, the facility began a project to rehab all 15 towers on the perimeter wall, which had not been renovated since they were built in 1923. The rehab includes new windows, doors, floors, plumbing and electrical service.

Also in 2017, Attica became federally accredited by meeting and exceeding Prison Rape Elimination Act (PREA) mandates.

The facility is planning the construction of a new 30,000 square foot, state-of-the-art program

building on the site of the original structure lost in the 1971 riot. With completion scheduled in 2020, it will house additional vocational programs, all of Attica's academic programs, a new multi-purpose room, Chaplains' offices, and a satellite mess hall.

Attica is representative of prisons throughout the state, but ahead of many around the country. It remains at the forefront in changing the face of corrections.

## Best of the best

The riot made Attica the flashpoint for reform and, today, it stands as an example of the best of the penological system in the new millennium.

The 1971 riot spurred a reflection upon those issues at Attica, throughout the Department, in prisons, and among systems across the nation.

At Attica, in particular, changes led to a safer institution staffed by professionally trained uniformed and non-uniformed personnel seeking to develop "best practices" that are accepted today as national standards for prison operation and administration.

Throughout its 87 years, Attica's one constant has been its staff. They are dedicated, vigilant professionals who have immense pride in the facility. Interestingly, the most frequent and significant comments made by visitors from other correctional systems are how impressed they are with their professionalism, knowledge and pride, compliments that are well-deserved and encapsulate all that is Attica.

Even without the most modern security features, Attica Correctional Facility remains one of the safest and most secure facilities in the nation. And that is the direct result of staff from all disciplines working together to ensure not only their safety, but the safety of the community and inmates as well.

## DOCCS Congratulates Parole Officer Simon Valerio

In May, Manhattan VI Sex Offender/Mental Health Bureau Parole Officer Simon Valerio received the 2018 Fay Honey Knopp award by the New York State Association for the Treatment of Sexual Abusers (NYSATSA) and New York State Alliance for the Prevention of Sexual Abuse (NYS Alliance).

The award, which commemorates the memory of Fay Honey Knopp's advocacy, support and vision of compassion for persons who have engaged in inappropriate sexual behavior, was presented during NYSATSA and NYS Alliance's 30<sup>th</sup> Birthday Celebration in Saratoga. PO Valerio was recognized for his unique approach in assisting high-risk individuals re-enter the community and maintain safe behaviors.

"Simon Valerio is a distinguished Sex Offender Parole Officer whose work and spirit is an inspiration to others," Manhattan Bureau Chief Yvonne Oliver stated. "We commend PO Valerio for his work in promoting public safety by effectively employing DOCCS' vision, mission, goals, values and policies. DOCCS, Manhattan 6, and the entire Manhattan/Staten Island Region salute him on receiving this incredible honor."

## Corcraft Completes LEAN Initiative with Clinton Correctional Facility

*By Nicole March*

In keeping with Governor Cuomo's 2013 LEAN Initiative program, DOCCS' Division of Correctional Industries (Corcraft) recently completed a LEAN Initiative project to streamline and enhance Corcraft's textile manufacturing operation at Clinton Correctional Facility in Dannemora.

LEAN is a process-improvement tool and waste-minimization method invented by Toyota's production system used within manufacturing businesses that makes processes more efficient by removing unnecessary steps and streamlining government services.

Deputy Commissioner Osbourne McKay is the DOCCS champion behind the LEAN initiatives.

Last February, Mark Riel, a DOCCS LEAN Coordinator and Terry Caffery, Corcraft's Assistant Director for Operations, assembled a team of Corcraft experts from Albany's Central Office and Clinton's textile shops.

The team used LEAN methodology tools to define problems, determine causes, and analyze effects.

A few solutions included standardizing packaging, repurposing tailor shops, and providing additional staff training on Corcraft's Enterprise Resource Planning system. Consequently, it improved the orders process, packaging methods, and inventory management.

"LEAN is an exciting program for DOCCS as it fosters teamwork, builds morale and creates enthusiasm around the importance of the work we do," said Deputy Commissioner McKay. "LEAN affords staff from every level of the Department an opportunity to provide valuable input in making their work processes more effective and more efficient."

Last year, DOCCS completed 16 LEAN initiatives and identified 25 for 2018. Corcraft expects to complete implementation plans by the fall of 2018.

"LEAN principles are crucial to ensure programs and businesses run successfully in today's manufacturing world. It has been instrumental in streamlining our processes and we look forward to continuing to use LEAN's principles to improve Corcraft's operations."

“I am very pleased with our recent completion of the industries pick, pack, and ship LEAN project, which will result in a more cost-effective and efficient daily operation,” Clinton Correctional Facility Superintendent Earl Bell stated.

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## DOCCS Standardizes Food Service Operations

Prior to 1992, each DOCCS facility created its own menu and purchased food items. Consequently, the meals offered depended on the institution. Incarcerated individuals transferring from one facility to another would often comment on the differences, explaining how food was better at one facility than at another.

In 1992, the Food Production Center (FPC) was established as a pilot program to serve four nearby facilities with approximately 5,000 incarcerated individuals.

It began by developing a statewide menu and standardizing food items and purchases, as well as utilizing Cook Chill.

*400-gallon kettle of chili at FPC*



### Cook Chill

Cook Chill is the process of fully cooking large quantities of food, then rapidly chilling and storing them under controlled conditions. The product is shipped to facilities in two-gallon sealed plastic bags and reheated for serving. Most products have a shelf life of up to six weeks.

### Cost-efficient

The Cook Chill process has resulted in a major cost savings. In addition to cost savings associated with food provided by the FPC, facilities have also realized savings.

For instance, equipment and storage needs, and utility costs for a food service operation using Cook Chill and processed food items are exponentially reduced. That’s because food items come as a final product with no need for equipment to prepare the food or to store raw ingredients.

In 2001, the plant expanded to include processing and packaging Kosher meals, individual salads, cold cuts, and juices in ready-to-consume containers.

This innovative food service model helps maintain a consistent, cost-effective feeding program. For instance, incarcerated individuals at all 54 correctional facilities eat the same meals on the same day at the same cost — less than \$3 per day for all three meals for those in general confinement.

The New York State Department of Corrections and Community Supervision’s statewide food service is administered centrally through the Office of Nutritional Services.

The Offices of Nutritional Services and the FPC are located at Mohawk Correctional Facility in central New York State.

In addition to the 54 New York State correctional facilities and DOCCS Training Academy, the FPC serves 24 county jails, four Office of Mental Health facilities, an Office of Alcoholism and Substance Abuse Services’ facility, and two non-profits.

### Buy New York

In 2014, Governor Andrew M. Cuomo initiated “Buy NY” to increase the purchase of local foods in state facilities to support the state’s agricultural economy.

Accordingly, the Department of Corrections and Community Supervision has replaced several out-of-state purchases with local purchases.

*Main floor at FPC with large kettles for Cook Chill products*



Working in cooperation with New York State's Department of Agriculture and Markets, Office of General Services, and Cornell Cooperative Extension, DOCCS has spent over \$1.8 million on state-grown and produced foods and beverages, including apples, potatoes, beans, yogurt, ice cream and milk.

*FPC Large holding cooler for finished product*



### **Inmate Training Program**

The FPC also has an Inmate Training Program with positions such as Food Preparation Worker, Food Batch Maker, Industrial Cleaner, General Maintenance and Repair, and Office Clerk.

Successful completion of the FPC Inmate Training Program qualifies incarcerated individuals for the Limited Credit Time Allowance — a potential six-month reduction in the sentences for certain incarcerated individuals who also maintain positive records of behavior.

The program provides incarcerated individuals with an opportunity to train in the areas of cook chill and food processing, and to develop skills necessary for gainful employment in today's food production/processing centers.

### **Disaster assistance**

The FPC also provides disaster assistance whenever disasters strike.

Last fall, it provided food assistance during hurricanes in Texas and Puerto Rico.

In August 2017, during Hurricane Harvey, eight individuals drove throughout the night for Texas.

They carried 41,000 individual cups of soup, 3,000 cans of tuna fish, about 5,000 cans of sardines, 18,000 tea bags, and more than 43,000 bagged lunches prepared by civilians, security and incarcerated individuals.

*Staff, security, civilians and incarcerated individuals work together to prepare bagged lunches for Texas Hurricane relief*



In September, during Hurricane Maria, two drivers from the FPC headed to JFK airport to pick up emergency relief supplies. The supplies had to be transported to a ship in Key West, Florida within two days.

The drivers arrived in Key West eight hours ahead of the deadline.

Keith Suits, Tandem Tractor Trailer Operator for Food Production, helps load supplies being shipped to Puerto Rico for Hurricane Maria relief



### One of a kind

Today, the FPC is a USDA and Kosher (OU) inspected food processing plant. It was first Accredited by the American Correctional Association in 1993 using Standards for Food Service. Since then, it has successfully completed eight reaccreditations and is the only accredited facility with these standards.

## Noteworthy

Correction Officer Noel Morris, who has served DOCCS as a correction officer at Sing Sing for the past five decades, retired in July.

**Photo: On June 13, there was a special ceremony in recognition of Officer Morris' outstanding service. Acting Commissioner Anthony J. Annucci presented him with his retirement shield, a letter of commendation, and a Commissioner's coin.**



## Legal Chat

Effective February 7, 2018, specific parts of Temporary Release Programs Rules and Regulations (*Title 7, Correctional Services, Chapter XII, NY Codes, Rules and Regulations*) were amended as follows:

- Part 1900 – Temporary Release Program Rules and Regulations
- Part 1902 – Memorandum of Agreement
- Part 1926.3 – Day Reporting Rules

The significant change to Part 1900: The facility review of all statutory eligible inmates will result in a recommendation, not a decision. All recommendations are forwarded to Central Office Temporary Release for a decision. Inmates may appeal a Central Office denial in accordance to Temporary Release Programs Rules and Regulations.

Parts 1902 and 1926.3 were updated to be in alignment with Community Supervision and present policies. The amendments support DOCCS' continuous mission to assist inmates in transitioning from incarceration.

Inmates are able to secure employment, obtain housing, strengthen family ties, further their education, and initiate treatment services with community agencies. Temporary Release inmates are provided guidance and supportive services by facility staff and Parole Officers.

The remaining Rules and Regulations are in review. Recommended amendments to language and to reflect present policies will be submitted to the New York State Legislature. This is the first major effort to update the entire law.

## Work to Success Program Gives Parolees Pathway to Employment

For offenders returning to the community from a DOCCS facility, finding employment can be challenging. For instance, a poor work history or the need for documentation or assistance in navigating the job application process are just a few of the obstacles they face.

To help individuals returning home successfully reintegrate into the community and obtain employment, the Department of Corrections and Community Supervision (DOCCS) and the Department of Labor (DOL) have partnered to establish the Work for Success Program.

To guarantee the program's success, the Bronx Community Supervision Region has assigned a full-time Parole Officer to the program.

Parole Officer Tamimou Ouro-Agouda is a liaison between DOCCS and DOL to ensure that releasees actively pursue and ultimately obtain full-time employment. PO Ouro-Agouda meets with releasees at a DOL office once a week before their one-on-one with the DOL representative.

"Participants are sometimes apprehensive," PO Ouro-Agouda said, explaining that since they don't know what to expect, they are somewhat uneasy at the onset of the program. However, once he explains program benefits, participants are very responsive.

PO Ouro-Agouda and DOL staff agree that participation in the program has increased since he began taking reports at the DOL office. They also noted that the program is successfully aiding participants in finding employment. That's because DOL members ensure participants seek the employment they are interested in and that the employment they seek is consistent with their work experience.



*PO Ouro-Agouda chats with program participant*

Once DOL workers interview participants, they assist them with resumes, on-line applications, and job searches. They also help them prepare for interviews.

Several participants have found jobs through the Work for Success Program. With program assistance, Steven Bosa was hired by TFW Cleaning as a janitor at the Jackson Park Club making \$12/hour.

Bosa is just one of the many success stories that has resulted from the partnership between DOL and DOCCS.

### Merit Award

Congratulations to Shelly Stevens, Offender Rehabilitation Coordinator, who proposed reducing DOCCS Inmate Transfer/In-Transit Notification form from 4 to 2 pages.

Her suggestion resulted in a redesign by DOCCS' Classification and Movement, earning her a \$150 award from the Department of Civil Service and a Certificate of Merit.

# Automating Audit and Inspection Activities for Compliance

A major component of the Department's Compliance Standards Office is ensuring that DOCCS maintains full compliance with the American Correctional Association and Generally Accepted Government Auditing Standards (GAGAS).

In doing so, the Department conducts a multitude of continuous reviews, evaluations, and corrective action. Some examples include Self-Assessment Guide reviews, Special Housing Audits, and Sanitation and Hygiene Audits, among others.

A significant undertaking during recent months is the development of a comprehensive internal Audit and Inspection pilot database, which will enhance the current Risk Management and Assessment system.

This new pilot database is designed to bring into one centrally monitored location impactful deficiencies that are routinely identified by subject matter experts through DOCCS' current audit and inspection activities.

Due to the breadth, scope, and complexity of DOCCS' operations, it will first pilot and test the database with the following functional areas:

- Accreditation Office – Self-Assessment Guide
- DOCCS Office of Mental Health – Mental Health Unit Inspection reports (SNU, ICP, RMHU, etc.)
- Support Operations – Sanitation and Hygiene Audits
- Inmate Discipline and Special Housing – Special Housing Unit Inspection Reports

As the Compliance Standards Office progresses through the pilot protocol and identifies best practices, it expects to expand to

audit and inspection areas, and then begin communicating results across the Department.

This audit and inspection database will also enhance and complement current Enterprise Risk Management (ERM) efforts. ERM is a four-step methodology as follows:

- 1. Core function identification:** Identifies the tasks the agency needs to perform.
- 2. Vulnerability:** Uncovers areas of vulnerability within the agency.
- 3. Internal Controls:** Ensures proper protocols and policies are being implemented and followed.
- 4. Corrective action:** Focuses on confirming and monitoring compliance to guarantee best practices.

The next steps in implementing ERM is prioritizing risks and then mitigating them through centrally monitored and documented corrective action plans. These efforts will be communicated to the field as they are implemented.

"I'm excited about the governance this new process will lend. It is innovative, transformative, and complements our current ERM efforts," said Deputy Commissioner Osbourne McKay, who heads the endeavor.

Bureau of Internal Controls Director Paul Guenette stated: "The audit and inspection pilot allows us to enhance our four-step ERM methodology, which will help us to support our overall systems of internal controls."

## Did You Know...

**DOCCS has approximately 29,000 employees and oversees about 49,300 incarcerated individuals and more than 35,500 parolees**

# 2018 Memorial and Medals Ceremony Highlights

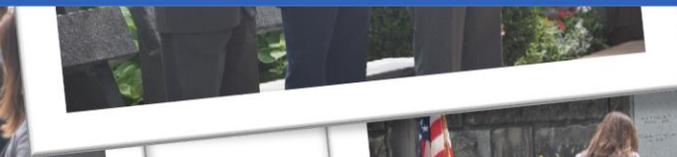
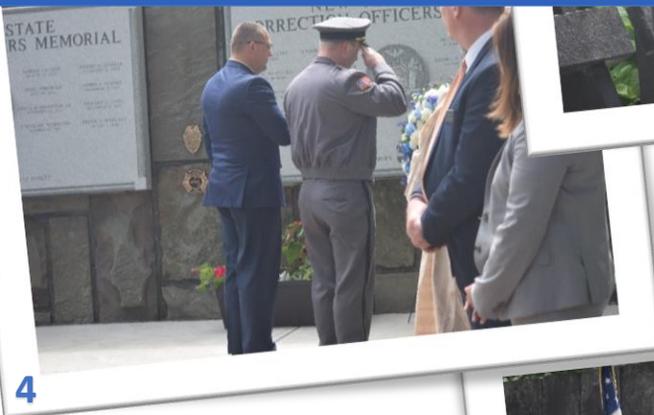
In June, Acting Commissioner Anthony J. Annucci awarded three Medals of Honor and eight Medals of Merit to DOCCS employees for their courageous actions in 2017. Since the ceremony began in 1984, DOCCS has awarded 58 Medals of Honor and 138 Medals of Merit. During the ceremony, 43 Department staff, who died in the line of duty, were memorialized.



1. Acting Commissioner Anthony J. Annucci is joined by Former Assistant Commissioner for Community Supervision William Hogan, Superintendents Nunzio Doldo (Cape Vicent), John Colvin (Five Points), Jamie LaManna (Green Haven), Michael Capra (Sing Sing), and Deputy Superintendent of Security Gerard Caron (Great Meadow) with Medal of Honor recipients PO Alfonso Camacho and COs Dennis Donaldson & Andrew Norris, and Medal of Merit recipients COs Eric Brewer, CO Jose Candelario, Jason Grasso, Owen Lunt, & Lt. Richard Rahuba
2. In honor of the 43 fallen DOCCS employees, Capt. Karl Adamik and Sgt. Brian Freeman play *Taps*
3. Academy Color Guard presents 21-gun salute
4. Emerald Band Society perform *Amazing Grace*



## 2018 Wreath Laying Ceremony



1. DOCCS Assistant Commissioner Thomas Griffin lays DOCCS' wreath as Imam Abdul Rahman Yaki and Deputy Commissioner for Community Supervision Ana Enright look on.
2. NYSCOPA President Michael Powers lays wreath for fallen correction officers.
3. *Left to Right:* DOCCS Acting Commissioner Anthony J. Annucci, Assistant Deputy Secretary for Public Safety Joseph Popcun, and Acting Executive Deputy Commissioner Daniel F. Martuscello III during a moment of silence.
4. *Left to Right:* Council 82 Lt. Mike Surprenant and Lt. Mike Ritter pay tribute to their fallen community supervision staff..
5. DOCCS Deputy Commissioner Ana Enright lays wreath and pays homage to fallen community supervision staff.
6. PEF Council Leader Antonio Perez lays wreath for fallen community supervision staff.