



## Essex County Sheriff's Department

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December 18, 2018

Secretary Thomas Turco  
Executive Office of Public Safety and Security  
One Ashburton Place, 21<sup>st</sup> Floor  
Boston, MA 02108

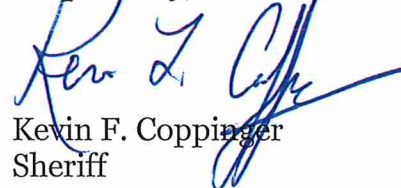
Secretary Michael J. Hefernan  
Executive Office ANF  
State House, Room 373  
Boston, MA 02133

Honorable Joan Lovely  
Vice Chair, Senate Ways and Means  
State House, Room 413-A  
Boston, MA 02133

Honorable Jeffrey Sanchez  
Chairman, House Ways and Means  
State House, Room 243  
Boston, MA 02133

Pursuant to line item 8910-0619 within, Chapter 151 of the Acts of 2018, *An Act Making Appropriations for Fiscal Year 2019...*, the Essex County Sheriff's Department is filing a comprehensive inventory of all current programs offered by the Essex County Sheriff's Department.

Respectfully,

  
Kevin F. Coppinger  
Sheriff

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*Proudly serving the communities of Essex County*

AMESBURY • ANDOVER • BEVERLY • BOXFORD • DANVERS • ESSEX • GEORGETOWN • GLOUCESTER • GROVELAND  
HAMILTON • HAVERHILL • IPSWICH • LAWRENCE • LYNN • LYNNFIELD • MANCHESTER-BY-THE-SEA • MARBLEHEAD  
MERRIMAC • METHUEN • MIDDLETON • NAHANT • NEWBURY • NEWBURYPORT • NORTH ANDOVER • PEABODY  
ROCKPORT • ROWLEY • SALEM • SALISBURY • SAUGUS • SWAMPSCOTT • TOPSFIELD • WENHAM • WEST NEWBURY

# **Essex County Sheriff's Department Comprehensive Inventory of Programs, December 2018**

## **Chapter 151 of the Acts of 2018**

AN ACT MAKING APPROPRIATIONS FOR THE FISCAL YEAR 2019 FOR THE MAINTENANCE OF THE DEPARTMENTS, BOARDS, COMMISSIONS, INSTITUTIONS AND CERTAIN ACTIVITIES OF THE COMMONWEALTH, FOR INTEREST, SINKING FUND AND SERIAL BOND REQUIREMENTS AND FOR CERTAIN PERMANENT IMPROVEMENTS

General Appropriation Line item 8910-0619

Essex Sheriff's Office.

8910-0619 For the operation of the Essex sheriff's office; provided, that the office shall provide a comprehensive inventory of all current programs and practices, in a manner to be determined by the executive office of public safety and security, to the executive office for administration and finance, the executive office of public safety and security and the house and senate committees on ways and means not later than December 14, 2018..... \$54,866,216

**The following programs are offered at the Essex County Sheriff's Department:**

### **Programs Mission Statement:**

The Essex County Sheriff's Department is committed to providing our inmate population with the most comprehensive rehabilitative, treatment, educational and vocational services available. Inclusive with our obligation to public safety, we are equally committed to provide this population with the resources, skills and treatment necessary to maximize their successful, productive reentry to their respective communities.

### **Treatment and Recovery for Addictions in Corrections (TRAC)**

The TRAC Program is a 4-6 month Therapeutic Community focused on understanding the disease of addiction and establishing a recovery based lifestyle. The primary goal is to assist participants with alcohol and drug problems through behavior change. Behavior change is a teachable choice that each client must decide to make to ensure a life liberated from alcohol, drugs and establish a crime free lifestyle. Clients during their involvement and participation will learn about the 12 steps of recovery, Alcoholics Anonymous/Narcotics Anonymous and personal accountability while engaged in cognitive behavioral therapy.

### **Alternatives to Violence (ATV)**

The Alternatives to Violence Program is a 35-hour program designed to identify and confront negative behavior patterns, which stem from domestic violence, criminal thinking and substance abuse. After completing an initial assessment, inmates are expected to attend the Introduction Group.

During this time inmates learn to:

- Examine internal patterns of thoughts, feelings and behavior
- Understand basic terms associated with negative thinking
- Establish effective problem solving techniques

Six to eight hours are needed to complete the introductory group. Upon the recommendation of the ATV staff, inmates are then assigned to one of the following groups:

- Domestic Violence
  - Learn about non-violent ways of interacting with partners
  - Introduces concepts such as; Power and control; cycle of violence; characteristics of a batterer; and domestic violence effects on children.
- Criminal Thinking
  - Examines risk factors associated with problem behavior
  - Emphasizes the role of altering thinking patterns in order to bring about change

### **Adult Education Division**

#### **Education:**

- HiSet: Instruction allows students to obtain their HiSet. Students are initially assessed on existing educational levels and needs. Three levels of instruction exist based on student assessment: Adult basic Education for our lower level learners, Pre HiSet and HiSet for our higher-level learners. Students are regularly assessed as to move to higher levels of instruction. Students are offered with onsite testing to obtain High School Equivalency Credential.
- Title I: Program provides financial assistance to educational programs for youth in State-operated institutions and to support school districts' programs involving collaboration with locally operated state agencies.

## **Title 1: (Services inmate population 20 years of age and under)**

Title I provides financial assistance to educational programs for youth in State-operated institutions and to support school districts' programs involving collaboration with locally operated state agencies.

Within the Essex County Sheriffs Department the goals of the program are to:

- Ensure that youth who are residing within our facility are provided with the opportunity and educational services needed to make a successful transition from institutions to schools and/or employment and to meet the same challenging State academic standards that all youth are expected to meet.
- Prevent youth who are at risk of academic failure from dropping out of school or youth who have dropped out of school, or who are returning to school after residing in an institution, with a support system to ensure their continued education.

### **Special Education in Institutional Settings:**

Department of Elementary and Secondary Education (ESE) provides special education services to eligible students with disabilities up to 22 years who are incarcerated in thirteen of the Commonwealth's County Houses of Correction, operated under the jurisdiction of a sheriff. These facilities house individuals who are awaiting trial as well as those who have sentences of up to two and one-half years. An inmate with a disability may be eligible for a special education program but participation is subject to restrictions set by the operating facility's Classification Board.

### **Treatment and Rehabilitative Electives**

#### **Detoxification Unit (DETOX) Male and Female**

The Essex County Detoxification facility was designed to identify and address substance abuse issues (heroin), with the ultimate goal of creating an alternative reentry plan other than incarceration. The Detoxification Facility will provide inmates an opportunity to detox in a setting conducive to treatment and rehabilitation. Identifying inmate's immediate medical and substance abuse needs is the priority of this Detox Unit. Professional medical and treatment staff will work together in identifying individual needs of inmates in the unit. By creating strong collaborations with Trial Court, District Attorney, Agency Heads, Commissioners, Chiefs and Rehabilitative programs in the community, it creates a unique opportunity in addressing the disease of addiction from the treatment perspective rather than incarceration. The Sheriff's Department will also have staff in court room to provide any reentry/ treatment information if needed for the District Attorney, Probation and Judges.

The Detoxification facility is designed to provide 28 days of detoxification with 2 Tracks of rehabilitative treatment, including a structured individual aftercare treatment plan with the ultimate goal of being released from court to the following conditions of Probation Supervision:

**Track 1: Released from court (with treatment plan stipulations of Probation)**

Long-term treatment center admittance

Level 2 or 3 mandated Office of Community Service (OCC) day reporting, community service and drug testing

GPS Home confinement/work release, and drug testing.

**Track 2: Returned from court (with recommendations of treatment plan from Judge and Probation)****Reentry/Aftercare Services**

Unit works collaboratively with Correctional partners within Probation, Parole, Public Defenders Office, Court Clinicians and Representative Attorneys to facilitate and seeks alternative options to incarceration. Unit also offers offender support to a continuum of care for services involving continued Treatment with addiction, mental health, and educational services.

**ECPRC Re-Entry Transition Unit (RTU)**

The Re-Entry Transition Unit (RTU) is located at the Essex County Pre-Release and Re-Entry Center in Lawrence, Ma. This is an all-male facility and The RTU is comprised of three dormitories and one Resource Room. The primary goal of the RTU program is to prepare participants for successful re-entry into society upon release from incarceration. In order to be eligible for the RTU, participants must be within sixty days of their release date. All participants have customized, individual re-entry plans that place emphasis on specific areas of participant need. Education resource materials are available that contain information on important re-entry skills and concepts such as; inpatient and outpatient substance abuse facilities, career training/employment agencies, medical services and mental health services. The participant also receives information regarding veteran's services, food pantries, soup kitchens, and shelters. Federal, state and local agencies make scheduled visits to The RTU. Presentations are made by said agencies and individual appointments are made when necessary.

**Drug and Alcohol Treatment and Recovery (Non-Program Participants)**

This program is designed for our inmate population who remain interested in maintaining a connection with recovery and treatment resources. During these programs periods, participants will engage in topics related to recovery, relapse prevention, aftercare and sponsorship. Groups are conducted in lower programs, inclusive of each unit.

### **ECPRC Work Release Program**

The Work Release Department is primarily responsible for the reintegration of Essex County Sheriff's Department pre-release inmates through workforce development efforts: gainful employment opportunities and the development of skills and trades. Through strong relationships with career-focused community partners, large corporations and small businesses, the Work Release Program cultivates career-starting jobs for incarcerated individuals through their re-entry process. Approximately 100 inmates are currently employed by nearly 20 employers from various fields, all of these positions providing full-time schedules and the opportunity to remain employed upon the inmates' release. The overall goal of Work Release is to reintegrate inmates into the workforce as contributing members of society through these efforts.

### **Parenting/Fatherhood Program:**

The Fatherhood Program is designed to assist incarcerated men build a healthy parent-child relationship. Through psycho-educational exercises participants will:

- Increase their knowledge about children and parenting
- Learn effective problem-solving skills
- Develop a deeper understanding of how one's own life experiences can affect parenting.

### **Women In Transition (WIT) Motherhood Program:**

Provides an approach to teaching literacy skills to adults and children. It utilizes children's books and adult poems/narratives as the basis for instruction. This group also increases participants' self-esteem and helps provide women with tools to bond with their children. The Motherhood curriculum is nationally recognized.

### **Women In Transition (WIT) Motherhood Project: Parents in Recovery**

Parents in Recovery Group is an innovative, skills-based program offered to parents in recovery from substance abuse disorder. Using our innovative, psycho-educational curriculum, which draws on the latest research and practices this program helps parents in recovery to:

- Establish or repair their relationships with their children
- Improve relationships with their children's caretaker(s) and or other important family members
- Parent with increased skills, confidence and competence.
- Understand critical aspects of child development.

- Learn how to support their children's healthy brain development using content from Harvard's Center on the Developing Child.

In the group sessions, they address specific topics such as positive discipline, foundations for an emotionally close relationship, parenting without fear, violence or substance use, healthy co-parenting and understanding family legacies.

### **Straight Ahead Ministries/UTEC United Teen Equality Center**

Both reentry programs works in conjunction with the Sheriff's Department to offer re-entry services to inmates from Lynn/Lawrence who are between the ages of 18-23. They are organizations that facilitates groups every Friday/Wednesday to deal with and discuss issues that arise because of the inmate's incarceration. Assist in securing community based Treatment, education and employment services

### **Certified Training Program (C-Tech)**

#### **Network Cabling: Copper Based Systems:**

Master the basics of copper cabling, installation, construction, and troubleshooting using our patented workstations. Up-to-date industry standards and real world workplace simulations are also a large part of the curriculum.

*Certification: Network Cabling Specialist Copper Systems*

#### **Fiber Optics Based Systems:**

Experience all aspects of fiber optics cabling; students will learn where and when fiber applications are used and how to install this new technology.

*Certification: Network Cabling Specialist Fiber Optic Systems*

#### **Telecommunications Technologies:**

This introductory system teaches all aspects of connectivity methods in today's world. Learn the history, theory, and transmission mediums of communications, as well as Smart Home technologies found in homes and businesses.

*Certification: Telecommunications Technologies*

#### **Home Entertainment Residential Audio/Video Systems:**

Acquire the skills to design and set up home theater systems. Students learn the basics of sound engineering in multimedia devices. Skills can be used to install audio/video system within residential and business environments.

*Certifications: Smart Home Professional Audio/Video*

### **TRAC Peer Leadership:**

Peer Leaders are respected individuals in the community. These selected individuals have taken the “next step” in promoting self change by giving back to the community. Peer Leaders are expected to do more than “act as if”, they are expected to be accountable at all times. Peer Leadership is a full time job and requires all of the individuals’ attention. Responsibilities include; co-facilitation of groups, seating arrangements, group topic formulation, and setting a standard of honesty, respect and accountability.

### **HIV Peer Education and Support:**

HIV services provide educational services to our inmate population regarding prevention strategies as well as counseling and aftercare protocols for our identified HIV population. Those individuals who are HIV positive are given access to a variety of services for future care involving both medical and counseling upon release.

### **Religious Services:**

#### **Chaplaincy services:**

- Chaplaincy services are available to all inmates within the institution. Programming involves traditional access to religious services and interfaith groups. Individual counseling opportunities are also available through this unit.

### **Education Electives**

#### **English for Speakers of Other Languages (ESOL):**

English for Speakers of Other Languages is a three level developmental program for adults with limited or non-existent English language skills. The program has five strands: listening, speaking, reading, writing and number skills. The major goal of the program is to mainstream non-English speakers into academic or vocational programs and enhance their language skills for re-entry to the community and workplace.

#### **Computer Literacy:**

Program is designed for students who wish to gain a basic understanding of personal computer applications and operations. Programming involves instruction with Microsoft Word, Power Point, Access, Excel, Key Boarding and Graphic design.



### **Financial Literacy:**

“Making Cents” is a 25 hour program that helps individuals modify their money management skills so they can make better financial decisions in the future. The American Consumer Council sponsors this program and also scores the final exam. To obtain a certificate of completion, the student must achieve a score of 80% or better. A 30-hour program that meets weekly that is intended to educate the students to become wise consumers. This program is based on the Money-Smart curriculum developed by the FDIC. The coordinator also arranges for presentations to be given by members of the business community. In addition to the certificate the student will also receive 3 postcards that may be sent to each of the three credit reporting agencies indicating that the individual has successfully completed a financial literacy course.

### **Consumer Education:**

A 30-hour program that meets weekly that is intended to educate the students to become wise consumers. This program is based on the Money Smart curriculum developed by the FDIC. The coordinator also arranges for presentations to be given by members of the business community.

### **Merrimack College Education Partnership:**

One 4 credit class a semester offered to both pretrial and sentenced inmates, class is offered 4 evenings a week. Creative writing is currently being offered at the Essex County Correctional Facility (Middleton).

### **Small Business Seminar:**

This is a 5-week program that is offered with the assistance of the Small Business Development Center at Salem State University. Individuals who express interest in this program must go through an evaluation process. Each prospective student must complete a Small Business Assessment Tool, provide written answers to questions about his readiness to start a business and pass a basic skills math test.

### **Library Services:**

#### **Library services:**

- Inmate population is offered access to the institutional libraries. During this time, inmates are allowed access to check out selected readings and conduct research involving legal matters.

Notary Services

## Vocational Programming Electives

### **Barbershop:**

*Program Prerequisites: Must possess a GED or High School Diploma  
Pass Pre-test*

Provides 1000 hrs. of barber/styling instruction as to allow students to successfully pass the state licensing boards testing requirements. Upon successful completion of both program requirements and state testing, participants will receive a state barbering license.

Major components of the program curriculum is to provide instruction in the following areas:

- Bacteriology
- Tools and Equipment
- Properties and Disorders of skin and scalp
- Shaving
- Hairstyling
- Anatomy and physiology
- Licensing Laws/Rules and Regulations
- Sterilization/Sanitation
- Hair Cutting
- Massage and Facial Treatments
- Hair and Scalp Treatment
- Mustache and Beard Design
- Shop management
- Job Search

### **Graphic Arts/Print Shop:**

*Program Prerequisites: Must possess a GED or High School Diploma*

The Graphic Arts Program provides practical “hands-on” vocational training and education in all aspects of the graphic arts and printing business in preparation for employment upon release.

The program curriculum provides instruction in the following areas:

- Copy Preparation
- Intro to Graphic Arts
- Collator Operation
- GBC/Punching
- Laminating
- Intro to Rico Copier Operation
- Camera Operation
- Paper Cutter Operation
- Padding Table
- Shrink Wrapping
- Intro to Savin Operation
- Offset Printing Press Operation

## **OSHA General Construction Certification**

- Course Outline:**
- A. Introduction to OSHA
  - B. Walking and Working Surfaces (Scaffolding and Fall Protection)
  - C. Hazard Communication (Lock out – Tag out)
  - D. Fire Prevention (exit routes and action plans)
  - E. Electrical
  - F. Personal Protective Equipment (Confined spaces, Evacuations)
  - G. Hazardous Materials
  - H. Materials Handling
  - I. Machine Guarding
  - J. Blood Bourne Pathogens
  - K. Certification Examination

Students who attend all 10 hours and pass the examination will receive a certification from the Occupational Safety and Health Administration.

## **Medically Assisted Treatment (MAT):**

Inmates within the facility have the option to access a naltrexone-based MAT option for their release. Clients will be screened by medical staff and educated on this MAT option. 24 hours prior to release they will receive their first dose. Subsequent doses are coordinated with an outside provider.

## **Intensive Outpatient Programming (IOP) and Structured Outpatient Addiction Programs:**

Inmates who are returning home and wish to have a continuum of care can access programming through an IOP or SOAP program. Services traditionally offer addiction services and or co-occurring disorder supports.

## **Long Term Residential (LTR) and Sober Housing:**

Essex County Sheriff's Department has several options that allow clients to secure placement within a LTR and sober housing option prior to release. Participating Sober Houses are MA Alliance for Sober Housing (MASH) certified.

## **Veterans Services:**

Veterans services through the Department of Veterans Affairs are available during incarceration and post incarceration.

### **Department of Mental Health (DMH):**

DMH access is available through reintegration staff.

### **Mass Health Application:**

Reintegration staff are certified application counselors and are equipped to submit applications for Mass Health.

### **Hardscaping Career Program to begin February 2019**

Hardscaping students learn the fundamentals of masonry for construction and landscaping. Included is the art of laying brick, concrete block, glass block, and stone. Students also pour concrete. Through a series of projects, students will have hands-on experience constructing segmented retaining walls, installing concrete pavers, designing and installing brick, stone facing, decorative stone, and concrete, as well as various floors and walks using stone, slate, brick, and pavers. In theory, students learn technical theory, blueprint reading, estimating and the use of appropriate power equipment are also included. Students will also have an opportunity to participate in the outside project program working on projects in the community on commercial projects.