Pilot project going smoothly at Pine Bluff Unit

A pilot program that has inmates sewing glove liners for firefighters’ leather gloves is going well, according Arkansas Correctional Industries’ officials.

Sixteen inmates now work four 10-hour days doing the job at the Pine Bluff Unit. The inmates are from the Cummins, Tucker and Pine Bluff units.

Industry Administrator Jerry Campbell said the work is being done for The Glove Co., headquartered in Indianapolis, Ind.

The company is “very, very pleased with the quality and production,” Campbell said.

Eventually, ACI hopes to see the program become a Prison Industry Enhancement Certification Program (PIE).

PIE participants are paid the prevailing wage, with taxes taken out, and they must send money to their dependents. They must also donate to the Crime Victims’ Compensation Fund, save some money and pay child support, if applicable.

If the pilot program at the Pine Bluff Unit is successful after its 60-day trial, a PIE program could be established that would employ about 40 inmates, Campbell said.

A study has shown that inmates involved in PIE programs are less likely to return to prison, he said.

“They have money in a real-life situation,” Campbell said. “It’s a win-win situation all the way around.”

Burl Scifres, manager of the PIE program, said the initiative really has an impact on the lives of inmates.

“I came to work in the PIE program because it’s the future of corrections,” he said. “The goal is to put them to work and allow them to make money. It gives these inmates something to do and it gives them a real chance.

Scifres said inmates involved in the program are motivated.

“They want to do well,” he said. “They want to be successful. They all have a great attitude.”
There used to be a radio talk show host in Little Rock who ended each of his broadcasts by saying, "I hope you did something important today, because it cost you a day of your life". Many of you might remember him. His name was Ray Lincoln, and he worked for years at a local talk radio station.

Ray was a former marine who took a hard-line stance on a wide variety of issues. I didn't always agree with him, especially on many prison-related topics. But I always liked his tagline. It was good advice that made sense. In his own gruff way, Ray was saying that life is just too short to waste a single day of it.

That's why we shouldn't let anger fester or differences widen between us. We shouldn't waste energy by lugging around old grudges or picking up new ones. And we shouldn't let pettiness or pride or arrogance get in the way of our relationships with others. Instead, we should be about making things right.

All of us probably have a little fence mending to do with somebody. Maybe a wall needs to come down or an apology needs to come up. Whatever it is, it's important to strengthen the ties that bind us to the people in our life.

At work, we all know the jobs we do are important. Safely and securely locking up criminals is a critical part of making Arkansas a safer place. While they're here, it's important that all inmates are treated fairly and humanely. And it's just as important for us to provide inmates with meaningful jobs and programs to lessen the chance that they'll be back.

Our work isn't glamorous; we don't usually get to walk down the red carpet or across the White House lawn. There isn't a Super Bowl for us to play in or a world championship belt to wrap around our waist. But there is the satisfaction of knowing we do our jobs very well. In fact, I don't think there's a better correctional agency in the whole country.

And if you don't believe me, check our ACA accreditation scores. ADC units have earned the highest average score on the non-mandatory standards in all the land. Absolutely no one in any other agency or state has brought in higher scores, and that says it all. So at the end of the day, rest assured that you really did do something important, and now you have the grades to prove it.

There is the satisfaction of knowing we do our jobs very well. In fact, I don't think there's a better correctional agency in the whole country.
Staff attending the Distinguished Gentleman Seminar on Oct. 22 came away with time management tips, financial strategies, health information, door prizes and more.

Held at the Administration East Annex, the seminar featured special surprise guest Jackie Harris, a former professional football player.

Chief Deputy Director Ray Hobbs later challenged seminar attendees to consider their priorities and motivations in life.

Pine Bluff Police Chief John E. Howell gave an enlightening and sometimes humorous speech on character.

Dr. O.T. Gordon, Jr. discussed colon cancer and Dr. Clifton Rauf talked about being a cancer survivor. (See article on Page 10)


Seminar participants were served a lunch of fried chicken, tossed salad, potatoes, rolls and corn. Staff member Mary Owens provided homemade desserts.

The event concluded with an original poem by Personnel Officer Ardella Bearden who coordinated the seminar with help from staff. The poem was a salute to distinguished gentlemen. Joe Turchi, of Information Systems, served as a model of a distinguished gentleman during the presentation.

Special Thanks to all who helped with the seminar:

**Monetary Donations:** Pine Bluff Complex, MCWRC, Varner, Ouachita. Grimes/McPherson and Tucker.

**Folders:** Jerry Campbell/Mike Grimes (Industry).

**Door Prizes:** Conseco Insurance; MCWRC and Ramona Green.

**Food:** Beverly Childress (HR); Janet Wilson (HR) and Mary Owens (Inmate Banking)

**General Help:** Pam Wilson (HR); Sandra Williams (HR); Cindy Windle (HR); Jocelyn Hamby (HR); Scott Dunn (HR), Doris Tisdale (Inmate Banking) and Cheryl Edwards (HR).
Varner Unit hosts Hawaiian style employee service awards

Varner Unit staff members gathered for an Hawaiian-style employee appreciation luncheon on Oct. 2. The gathering featured brightly-colored tropical decorations. Leis were also presented to all the attendees according to Hawaiian custom.

The luncheon speaker, Director Larry Norris, encouraged those in leadership to become mentors.

“It’s about coaching, mentoring, teaching and sharing your successes and failures,” he said.

The luncheon featured catfish with all the trimmings and dessert. Staff members were presented awards for 3, 5, 10, 15, 20, 25 and 30 years of service.

A special award presentation was made to Deputy Warden Kim Luckett who is moving to a new position outside the ADC.

The luncheon was sponsored by the Varner Unit Employee Cooperation.

Varner Unit holds ribbon-cutting ceremony for mental health building

The Varner Unit held a ribbon-cutting ceremony Oct. 2 for its new mental health building.

Rehab Facility Supervisor Willie Hampton said the new building will provide a more spacious environment for both staff and inmates.

Linked to the main building via a covered walkway, the building has four group rooms and offices for mental health staff.

Director Larry Norris, far left, is joined by Rehab Facility Supervisor Willie Hampton, Dr. Abesie Kelley, Deputy Director for Health and Correctional Programs Wendy Kelley and Mental Health Services Administrator Bob Parker as he cuts the ribbon for the new mental health building at the Varner Unit.
East Arkansas recognizes employees for years of service

The East Arkansas Regional Unit held its Employee Appreciation and Service Awards Luncheon on Oct. 25. Chief Deputy Director Ray Hobbs was the guest speaker. He encouraged staff to think about what or who motivates them and what brings them joy. It is those factors that will them get through the storms of life, he said.

The luncheon featured colorful fall decorations, a catered lunch of catfish and chicken strips with all the trimmings plus a dessert table covered with homemade cakes and pies from staff.

Staff member Teresa Ray sang a soul-stirring rendition of “Wind Beneath My Wings” which earned her a standing ovation.

Warden Greg Harmon received a special presentation for his 30 years of service.

The luncheon was sponsored by the EARU Employee Association.

Standing up for AACET; staff show support for employees’ fund

Right: Staff at a recent Institutional Staff Meeting heard a presentation about the new Arkansas Association of Correctional Employees Trust (AACET). Many signed up to support the benevolent fund. To find out how you can contribute to this worthwhile cause, visit www.adcaacet.org or call 870-850-8524.
Fall brings staff promotions, reassignments at department

Effective October 1, 2007, Bobby G. Smith, ADC Policy Coordinator was assigned to the Administrative Services Division and will continue his duties under the supervision of George Brewer, Administrator of Planning, Research, and now Policy Section.

Effective October 15, 2007, Judy Taylor, Major at the Ouachita River Correctional Unit, was promoted to a Deputy Warden, and is assigned to the McPherson Unit. Todd Ball, Captain at the Varner Unit, was promoted to a Deputy Warden, and is assigned to the Grimes Unit. North Central Unit Deputy Warden Darryl Golden was reassigned as a Deputy Ward at the Varner Unit.

Effective September 24, 2007, Dexter Payne, Assistant Warden at the Grimes Unit, was reassigned as an Assistant Warden at the McPherson Unit.

Effective October 31, 2007, Curtis Meinzer was promoted to Assistant Warden at the North Central Unit. Teresa Funderburg has been selected as the ADC Administrative Services Division Procurement Manager.

For additional staff promotions and hirings, see page 13.

“If your actions inspire others to dream more, learn more, do more and become more, you are a leader.”
— John Quincy Adams, the sixth President of the U.S.

Tucker scores 100 on mandatory standards during accreditation

The Tucker Unit completed its accreditation audit in October and received 100 percent on mandatory standards and 99.50 percent on non-mandatory standards.

Congratulations to Warden Marvin Evans, Accreditation Manager Tammy Robertson and unit staff for a job well done.

American Correctional Association Audit team members came from Colorado, Louisiana and Oklahoma to conduct the audit in early October.

An ACA audit involves assessments that cover administration and management, the physical plant, institutional operations and services, and inmate programs. It also assesses issues and concerns that may affect the quality of life at a facility such as staff training, offender activity levels, programs and more.

Hobbs recognized for 30 years of service

Chief Deputy Director Ray Hobbs, left, recently received a certificate from Director Larry Norris recognizing his 30 years working for the state of Arkansas.

Department Briefs


Congratulations to all of these new officers and welcome to the ADC family.

Please make note of the following street name/address changes:
Grimes Unit
300 Corrections Drive
Newport, Arkansas 72112

McPherson Unit
302 Corrections Drive
Newport, Arkansas 72112

The new mailing address for the parole board is:
Arkansas Board of Parole
105 West Capitol - Suite 500
Little Rock, AR 72201

The character trait for November is determination — firmness of purpose; resoluteness.
**Mediterranean Chicken with Pasta & Peppers**

**Ingredients:**
- 1 pound penne rigate or elbow macaroni
- 4 teaspoons olive oil
- 1 each large yellow and green bell pepper, cut into strips and halved crosswise
- 1 pound chicken tenders, each cut in 2 or 3 pieces
- 2 cans (14 oz. each) diced Italian-style tomatoes with olive oil, garlic and spices
- 1 can (5 oz. drained weight) pitted ripe olives, drained and halved.

**Directions**

Boil a large covered pot of water. Cook pasta according to package directions until al dente; drain. Return to cooking pot; cover and keep warm.

In a large nonstick skillet, heat oil over medium heat. Add yellow and green bell pepper strips and cook about 7 min., tossing frequently, until nearly tender. Add chicken and cook 2 min., tossing.

Add 1/2 can of diced tomatoes to chicken and cook 3 min. longer, stirring often, until chicken is no longer pink in the center.

Stir in remaining tomatoes and the olives. Simmer 3 to 4 min., stirring often, until heated through. Pour over pasta and toss to mix.

Source: www.mealtime.org

---

**Recipe Roundup**

**Employee Spotlight: Verna Jackson**

Verna Jackson has worked for the Arkansas Department of Correction for 9 years. She began her career as a visitation secretary at the East Arkansas Regional Unit and that’s where she’s worked ever since.

“I do enjoy working for A D C - E A R U ,” the Marianna native said.

Jackson eventually promoted to assistant warden’s secretary and later to her current position of warden’s secretary.

“What I like most about my job is being a team player and being able to assist others — work-related and personally, if needed,” she said. “What I like most about my unit is regardless of the challenge, we are team players and we make it happen outstandingly.”

Jackson and several other staff members, who have become known as the “Make it Happen Crew”, recently helped coordinate the unit’s employee awards luncheon.

The event featured colorful fall decorations, catering by Swanson’s, door prizes and a dessert table covered with a variety of homemade cakes and pies from staff.

While assisting with unit functions is part of her job, a typical day for Jackson involves dealing with a lot of paperwork.

In her role as secretary to E A R U Warden Greg Harmon, Jackson is busy with typing, filing, compiling logs for various reports, handling mail and emails, assisting the warden as needed, assisting callers, visitors and other employees and more.

Asked to share some words of wisdom, Jackson said: “Whatever challenge you encounter remember your help signal SOS — be swift to hear, open your heart to think and slow to speak.”

Before coming to the ADC, Jackson worked for Sanyo and spent time as a “home engineer.”

She said that her mother has been an inspiration to her.

“She always taught her children to put God first in your life and treat people with the same love and respect you want in return,” Jackson said. “She also told us that there are a lot of opportunities in the world — get all we can and can all we get spiritually and naturally.”

Jackson is the mother of one son and three daughters. When she’s not working, she enjoys attending church and family functions. She also likes to read, exercise, skate, bowl and go on long walks.

Verna Jackson
East Arkansas Regional Unit

Verna Jackson
East Arkansas Regional Unit

—

October 2007

**Nutritional Information per serving:**
- 583 calories; 17 grams fat; 33 milligrams cholesterol; 749 milligrams sodium; 73 grams carbohydrate; 5 grams fiber; 31 grams protein.

Makes 6 servings
The Correctional Educators Association Region V Conference was held in Little Rock Oct. 15-17. The theme was “Cruisin’ Toward Excellence in Correctional Education.”

Staff members of the Arkansas Correctional School worked hard to make the event a success. Speakers included ADC Director Larry Norris, Gov. Mike Beebe and Dr. Mary Parker, chair of the Department of Criminal Justice at the University of Arkansas at Little Rock and a member of the Arkansas Board of Corrections.

Steve Steurer, CEA executive director, and Owen Modeland, CEA president, were among the speakers who welcomed conference guests. Correctional educators from Arkansas, Louisiana, Oklahoma and Texas attended the conference.

An inmate at the Maximum Security Unit was convicted of three counts of indecent exposure Oct. 24 in Jefferson County District Court.

Inmate Curtis Pittman exposed himself and made sexually explicit comments to female and male correctional officers between June 17 and Aug. 18.

Pittman was convicted of three misdemeanor charges of indecent exposure during a two-hour trial. Judge Kim Bridgforth sentenced Pittman to one year in jail, with the sentence to run concurrently with the 10-year sentence he is now serving for first-degree battery and being a felon in possession of a firearm. However, the inmate could face more time behind bars on felony indecent exposure charges.

Pittman faced a total of nine charges of indecent exposure—six of which were dismissed—but prosecutors plan to refile those charges as felonies. Prosecuting Attorney Steve Dalrymple called such behavior by inmates very disruptive and convictions should serve as a deterrent for those who don’t want to comply with established rules.

The court proceedings mark the first time that an inmate faced indecent exposure charges. ADC officials say it is a growing concern. Inmates now face the possibility of having additional time added to their sentences if they are convicted of indecent exposure.

The first three indecent exposure charges will be handled as misdemeanors and are punishable by up to one year of incarceration each. The fourth through sixth charges would be Class D felonies which are punishable by up to six years in prison each. Additional offenses would become Class C felonies which are punishable by between three and 10 years each.
2007 Red Ribbon Run draws more than 145 registrants


“Thanks to all of you who participated in, or supported in any way, the 2007 Red Ribbon Run,” said Ronald Dobbs, Assistant Director of Operations. “It was a great success. The turnout was one of the best we've ever had and the weather was perfect.”

Because of the support for this event, “we will again be able to provide several scholarships to graduating seniors next spring,” Dobbs said.

Amy Buckner had the best time for female runners at 24:14 while Tommy Bush had the best time for male runners with 20:02.

For overall race results, visit www.arkansasrunner.com. Stroll down the list and click on Overall next to Red Ribbon 5K.

Above: Runners and walkers of all ages take off from the start line.

Above, left to right: Numbers 1, 2 and 3 K’Yana Davis, Deunta Davis and Khamari Davis — grandchildren of Shirley Lowe, Central Office—are ready to race.

Above: Ouachita River Warden Dale Reed, center, with some of his award-winning staff members.

Above: The 2007 Red Ribbon Run T-shirt.

“If you think you can win, you can. Faith is necessary to victory.”

— William Hazlitt, British writer

Cruz turned his life away from gang, towards faith

Right: Nicky Cruz, a former gang leader, recently shared how he turned his life around through faith. Cruz spoke to prisoners and others at the Wrightsville Unit about the power of forgiveness and redemption. Cruz is the author of “Run Baby Run” which recounts his abusive childhood and life on the streets.
Guard your health: seminar speakers urge colon, prostate exams

Colon cancer is the second leading cause of death in American among men and women, Dr. O.T. Gordon, Jr. told those gathered for the Oct. 22 Distinguished Gentleman Seminar.

Gordon was among several speakers at the event held at the Administration Annex East.

“Most people don’t get checked for colon cancer,” he said. However, Gordon said such screenings are important.

“(Colon) cancer doesn’t usually cause symptoms until it’s advanced,” he said.

In 2007, 50,000 to 60,000 people will die of colon cancer. However, 9 out of 10 of those cases could be prevented.

“You can’t wait until you have symptoms to get checked for colon cancer,” Gordon said. “Men die at a higher rate because they won’t get checked.”

While about 85 percent of women get checked for breast cancer, only 30 to 40 percent of men and women get checked for colon cancer. That number needs to change, he said.

“Everybody needs to be checked for colon cancer because this is a disease that can affect anyone,” Gordon said.

Those at increased risk include:

— People 50 years old or older.

— Black people (the recommendation is to get a screening at age 45)

— People who have a history of colon cancer or polyps in their family. (the recommendation is to get a screening at age 40)

Polyps are mushroom-like growths that are usually benign, but some may develop into cancer over time.

Gordon said a procedure called a colonoscopy can save lives. It’s an examination of the large colon and part of the small bowel with a tiny camera on a flexible tube passed through the anus. Patients are asleep during the procedure.

Continued on Page 11

Tips on staying healthy this flu season; hand washing is #1

Vaccination is not the only way to help prevent the flu. Here are steps you and your family can take to stay healthy this winter. Perhaps the simplest and most effective way is to wash your hands often—with soap and warm water. Rub your hands vigorously together and scrub all surfaces. Wash for at least 20 seconds. (Tip: have your children sing the “Happy Birthday” song twice while washing.) It is the soap combined with the scrubbing action that helps dislodge and remove germs. Use regular soap. Antibacterial soap is not necessary. These soaps may contribute to the growing problem of antibiotic resistance. When soap and water are not available, use alcohol-based disposable hand wipes or gel sanitizers. You can find them in most supermarkets and drugstores. If using a gel, rub the gel in your hands until they are dry. The gel doesn’t need water to work; the alcohol in the gel kills germs that cause colds and the flu. However, alcohol-based disposable hand wipes or gel sanitizers do not remove dirt. Avoid touching your eyes, nose or mouth. Germs are often spread when people touch something that is contaminated with germs and then touch their eyes, nose or mouth. Germs can live for a long time (some can live for 2 hours or more) on surfaces like doorknobs.

Continued on Page 11
Family & friends can prepay for ADC inmates’ phone calls

Family and friends now have the option of pre-paying for inmates calls using a credit card.

“We are providing an affordable option for inmate family and friends that are required to pre-pay telephone calls because their current telephone provider does not guarantee collection of calls to GTL,” said Sheila Sharp, Assistant Director of Administrative Services.

Previously, the only options were to mail in funds which sometimes takes a week or more or to use a third party agent that GTL contracts with that charges a 19 percent fee to accept payments by credit card, Sharp said.

Global Tel*Link is the telephone service provider for the ADC units. Under the new pre-pay system available to family and friends of ADC inmates:

- The minimum deposit amount is $25 for a Pre-Pay phone service account
- A 5 percent or $1.50 minimum transaction fee will be added to each deposit
- Visa, MasterCard, and Discover credit cards are accepted
- Depositors need to allow two business days for processing to an inmate's account

The name of the person who deposits the funds on the prepaid account will appear on the inmate’s trust account statement.

Details are available at www.arkansas.gov/doc or by calling 1-866-250-7697. Anyone wishing to make a deposit must have the inmate's ADC number.

Guard your health with colon, prostate exams

prepare for the exam, patients must flush their systems out with laxatives the night before.

“It’s an inconvenience but a small price to pay to be alive,” Gordon said.

If the exam results are normal, most people don’t have to be rechecked for several years. If the check is not normal, polyps may be removed if there aren’t many of them. In advanced cases, other treatment options are available.

Here are some signs that something may be wrong with your intestinal system:

1. Blood in your stool
2. Bowel movement pattern has changed
3. Size of your stool
4. Abdominal pain
5. Weight loss
6. Constipation/diarrhea
7. Tired/fatigue

Factors that may contribute to colon cancer include high fat diets, low fiber diets, alcohol use, sedentary lifestyle; obesity and a lot of red meat.

Dr. Clifton Rauf, a prostate cancer survivor, also did a presentation during the Distinguished Gentleman Seminar.

Prostate cancer is a disease in which cancer develops in the prostate — a gland that is part of the male reproductive system.

“It’s in the front of your body, just beneath the bladder,” Rauf explained.

“It’s about the size of a black-eyed pea.”

Rauf said that prostate cancer is most common among black men. Diet is a significant factor since it’s believed fats pay a role in prostate cancer.

Prostate cancer develops most frequently in men over 50. Some of the symptoms may include difficulty or frequency urinating, lower back pain and erectile dysfunction. However, early prostate cancer usually causes no symptoms.

“You need to have a test once a year,” Rauf said.

Prostate cancer is most often discovered by physical examination or by screening blood tests.

Rauf told the men at the seminar that if they don’t become aware of prostate cancer and tell other men in their families about it, “you’re going to lose some of them.”

Please check with your doctor to learn more about colon or prostate exams.

Tips on staying healthy this flu season

desks and tables. Cover your mouth and nose when coughing or sneezing. Viruses that infect the nose, throat and lungs cause illnesses like the flu (influenza). The flu usually spreads from person to person when an infected person coughs or sneezes and the droplets from the cough or sneeze move through the air and are deposited on the mouth or nose of people nearby. So, always cough or sneeze into a tissue and then throw it away. Cover your cough or sneeze if you do not have a tissue. Then, wash your hands, and do so every time you cough or sneeze. If you feel ill, stay home from work and keep sick kids home from school or daycare. And keep in mind; most people with flu will recover just fine. For more information, please visit, http://www.mass.gov/handwashing.
Sigman promoted to sergeant at Miss. County Work Release Center

Cpl. Kim Sigman from the Mississippi County Work Release Center was recently promoted to Sergeant.

Sigman began working for the MCWRC as a Correctional Officer I about 4 1/2 years ago and has worked her way up to the position of Sergeant.

In the photo at right, Sigman, center, is congratulated by Center Supervisor Joe Porchia, left, and Lt. Gerry Bishop.

Governor’s Service Awards and Retirements
September 2007

10 Years:
Beverly Farris — Cummins
Leah Maroney — Diagnostic
Sharon Coats — Diagnostic
Norman McFall — Diagnostic
Kidd Campbell Jr. — East Arkansas
Tammy Hurst — Grimes
James Hill — Grimes
Gloria Dyer — JCJ/CF
Carol Buckner — Ouachita River
Bruce Sanders — North Central
David Beaty — North Central
Derona Rhodes — Pine Bluff
Steven Jones — Pine Bluff
Tabatha Thomas — Pine Bluff
Sandra Ferguson — Training Academy
Lori Mitchell — Tucker

20 Years:
James Cloird — Tucker
Johnny Washington — Delta Regional
Mark Sullivan — Farm Unit
Lance Hall — Maximum Security
Maxcie Foote — Wrightsville

30 Years:
Larry Cauley — Texarkana
Earlean McDonald — Varner
M.E. Wilson, Jr. — Tucker

Bearden receives certificate of appreciation

Personnel Officer Ardella Bearden, left, receives a certificate of appreciation for her work on the recent Distinguished Gentleman Seminar from Trainer Janet Wilson.

Jones reaches 10-year anniversary with state

Right: Vo-Tech Coordinator Mary Jones shows off the certificate she recently off the state of Arkansas for a decade.
ADC Promotions and New Hires — October

Promotions

10/3/07  Kenneth Johnson  Sergeant – Cummins
10/5/07  Gerald Gay  Sergeant – Delta Regional
10/7/07  Eddie Holcomb  Accreditation Manager – Maximum Security
10/7/07  Brian Blake  Sergeant – Maximum Security
10/7/07  Mickey Robertson  Sergeant – McPherson
10/7/07  Matthew Lee  Sergeant – McPherson
10/7/07  Steven Jennings  Sergeant – McPherson
10/7/07  Kimberly Sigman  Sergeant – MCWRC
10/7/07  Christopher Brandon  Sergeant – Grimes
10/10/07  Teresa Funderburg  Procurement Manager – Purchasing
10/15/07  Steven Gilbert  Sergeant – McPherson
10/15/07  Mary Soden  Records Supervisor – McPherson
10/15/07  Roberta Lewis  Transportation Sergeant – Tucker
10/15/07  Lawrence O’Neal  Commissary Supervisor – Tucker
10/16/07  Sherry Conrad  Manager of Mailing Services – Varner
10/18/07  Phillip Glover  Sergeant – Tucker
10/29/07  Omie Futch  Administrative Asst II – Diagnostic

New Hires

10/1/07  Angela Dooley  Document Examiner II – Ouachita River
10/1/07  George Pamplin  Food Production Manager – Delta Regional
10/1/07  Lisa Johnson  Accounting Tech I – Grimes
10/1/07  Jimmie Beggs  Assistant Maintenance Supervisor I Const – JCJ/CF
10/1/07  Scottie McClain  Assistant Maintenance Supervisor I Const – Tucker
10/3/07  Takita Boykin  Personnel Officer I – Human Resources
10/3/07  Sebrena Moore  Document Examiner I – Maximum Security
10/3/07  Kim Crosby  Counselor – Wrightsville
10/4/07  Jennifer Handley  Secretary I – Maximum Security
10/8/07  Lillie Ross  Document Examiner I – Varner
10/8/07  Tina Cooper  Document Examiner II – McPherson
10/8/07  Vernice Merritt  Secretary I – SOSRA
10/8/07  Saundra Lockett  Social Worker I – JCJ/CF
10/8/07  Violet Price  Nurse II – Varner
10/9/07  Lenion Amerine  Counselor Diagnostic
10/9/07  Richard Glenny  Chaplain – EARU
10/15/07  Ron Ball  Grievance Officer – Ouachita River
10/15/07  Nelson Henry  PC Support Specialist – Varner
10/15/07  Aggie Busick  Clerical Assistant – Tucker
10/15/07  Teresa Hill  Document Examiner I – Cummins
10/15/07  Amber Chapman  Document Examiner I – McPherson
10/22/07  Patty Green  Counselor – Varner
10/22/07  Willie Cromwell  Counselor – Varner
10/22/07  Tonda Wright  Counselor – Ouachita River
10/22/07  Jennifer McMillian  Counselor – McPherson
In-Service Training Protocol

The Training Academy wishes to welcome staff to In-Service Training. The academy strives to promote a professional environment during your learning experience.

Listed below is appropriate attire for In-Service class participation.

Shirt — button up or pull over (please, nothing derogatory, offensive or inappropriate for professional correctional staff, no T-shirts, no sports team shirts).

Shirt and Tie

Slacks—NO DENIM, no holes or frayed edges.

Dress/Pantsuit—(please, nothing see through, sleeveless or low cut. Length should be professional and appropriate for professional correctional staff)

Shoes—(no flip flops, sandals, tennis shoes or house slippers).

Uniforms—must meet Department guidelines

Headgear—allowed only outside of building (no derogatory or offensive wording, symbols, etc.).

Sweats/Shorts/Sport Warm-ups—will be considered appropriate only in classes containing physical activity classes – not during normal In-Service classes.

Smoking is not allowed on Academy property.

Please observe break times and lunch periods.

Cell phones or pagers need to be on vibrate or silent while in the classroom.

Students arriving more than 15 minutes late for the starting time of a class, or more than 15 minutes late from a break/lunch will be dismissed from the class.

---

**NOVEMBER TRAINING SCHEDULE**

<table>
<thead>
<tr>
<th>Date</th>
<th>Title</th>
<th>Time</th>
<th>Length</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Cardiopulmonary Resuscitation (CPR)</td>
<td>8 a.m.</td>
<td>8 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>1-2</td>
<td>Transition to Supervisor</td>
<td>8 a.m.</td>
<td>16 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>1</td>
<td>Cultural Awareness</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>1</td>
<td>Performance Evaluation</td>
<td>12:30 p.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>2</td>
<td>Advanced Interpersonal Communication</td>
<td>8 a.m.</td>
<td>8 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>2</td>
<td>Structured Interviewing</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>2</td>
<td>Inmate Grievances</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>5</td>
<td>Basic Microsoft Word</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>5</td>
<td>Basic Microsoft PowerPoint</td>
<td>12:30 p.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>5-6</td>
<td>The Human Element</td>
<td>9 a.m.</td>
<td>14 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>6</td>
<td>Basic Microsoft Excel</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>6-7</td>
<td>Using Microsoft Word</td>
<td>8:30 a.m.</td>
<td>14 hrs.</td>
<td>LR-CJI</td>
</tr>
<tr>
<td>7</td>
<td>eOMIS Training - Security</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>7-8</td>
<td>Fair Labor Standards Act</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>7</td>
<td>Sexual Harassment/Sexual Misconduct</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>8</td>
<td>Administering Discipline</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>10</td>
<td>Performance Evaluation</td>
<td>12:30 p.m.</td>
<td>4 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>14-15</td>
<td>Management Effectiveness</td>
<td>8 a.m.</td>
<td>16 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>15</td>
<td>21 Irrefutable Laws of Leadership</td>
<td>8 a.m.</td>
<td>8 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>16</td>
<td>Interpersonal Communications</td>
<td>8 a.m.</td>
<td>8 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>16</td>
<td>Communications Excellence in Law Enforcement</td>
<td>8:30 a.m.</td>
<td>7 hrs</td>
<td>Hot Springs,PD</td>
</tr>
<tr>
<td>16</td>
<td>Using Microsoft Excel Database Features</td>
<td>8:30 a.m.</td>
<td>3 hrs</td>
<td>LR-CJI</td>
</tr>
<tr>
<td>16</td>
<td>More Using Microsoft Excel Database Features</td>
<td>1 p.m.</td>
<td>3 hrs</td>
<td>LR-CJI</td>
</tr>
<tr>
<td>19-20</td>
<td>Introduction to Management</td>
<td>8 a.m.</td>
<td>16 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>20</td>
<td>Grievance Prevention and Handling</td>
<td>8 a.m.</td>
<td>5 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>27</td>
<td>Advanced eOMIS Security</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>27-28</td>
<td>Using Microsoft Excel</td>
<td>8:30 a.m.</td>
<td>14 hrs.</td>
<td>LR-CJI</td>
</tr>
<tr>
<td>30</td>
<td>eOMIS Training - Security</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
</tbody>
</table>

---

**DECEMBER TRAINING SCHEDULE**

<table>
<thead>
<tr>
<th>Date</th>
<th>Title</th>
<th>Time</th>
<th>Length</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>Administering Discipline</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>4</td>
<td>Performance Evaluation</td>
<td>12:30 p.m.</td>
<td>4 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>4</td>
<td>Sexual Harassment/Sexual Misconduct</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>4-5</td>
<td>Introduction to Computers</td>
<td>8:30 a.m.</td>
<td>14 hrs.</td>
<td>LR-CJI</td>
</tr>
<tr>
<td>5</td>
<td>Cultural Awareness</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>5</td>
<td>Performance Evaluation</td>
<td>12:30 p.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>5-6</td>
<td>Management Effectiveness</td>
<td>8 a.m.</td>
<td>16 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>6</td>
<td>Field Training Officer</td>
<td>8 a.m.</td>
<td>8 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>6</td>
<td>eOMIS Training - Basic</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>7</td>
<td>Structured Interviewing</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>10</td>
<td>Cardiopulmonary Resuscitation (CPR)</td>
<td>8 a.m.</td>
<td>8 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>12</td>
<td>Fair Labor Standards Act</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>12-13</td>
<td>Using Microsoft Word</td>
<td>8:30 a.m.</td>
<td>14 hrs.</td>
<td>LR-CJI</td>
</tr>
<tr>
<td>13</td>
<td>Interpersonal Communications</td>
<td>8 a.m.</td>
<td>8 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>13</td>
<td>eOMIS Training - Security</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>17</td>
<td>Advanced Interpersonal Communications</td>
<td>8 a.m.</td>
<td>8 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>18</td>
<td>Basic Microsoft Word</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>18</td>
<td>Basic Microsoft PowerPoint</td>
<td>12:30 p.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>19-20</td>
<td>The Human Element</td>
<td>8:30 a.m.</td>
<td>14 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>19-20</td>
<td>Introduction to Management</td>
<td>8 a.m.</td>
<td>16 hrs.</td>
<td>TA</td>
</tr>
<tr>
<td>20</td>
<td>Grievance Prevention and Handling</td>
<td>8 a.m.</td>
<td>5 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>20</td>
<td>Advanced eOMIS Security</td>
<td>8 a.m.</td>
<td>4 hrs.</td>
<td>HR</td>
</tr>
<tr>
<td>TBA</td>
<td>Emergency Preparedness Training</td>
<td>8 a.m.</td>
<td>16 hrs.</td>
<td>TA</td>
</tr>
</tbody>
</table>
HALLOWEEN HAPPENINGS

Above: Freda Robbins, sister of Central Office staff member Brenda Wilson, paints the face of 2-year-old Matt during the Halloween Carnival sponsored by the Pine Bluff Complex.

Right to left: Teneisheia Tate, of the PB Unit, and her son A.J., along with Arica Davis, of JCJ/CF, and her daughter Aakeiah, 3, fish for prizes during the carnival.

Left: Cathy Greenway, of the Diagnostic Unit, uses her phone to take a picture of her granddaughter, 7-year-old Jessica, during the PB Complex Halloween Carnival.

Right: Central Office staff members Ayn Freygang, Ann Teel and Tonia Dixson in their Halloween outfits.

Right: Pam Wilson, of the Administrative Annex East, shows off her colorful Halloween attire complete with Halloween socks.

ADC CALENDAR

November 2007

2 IRC Conference for Professional Assistants, Embassy Suites, LR
6 Election Day
12 Veteran’s Day observed
22 Thanksgiving

December 2007

5 Hanukkah
22 Winter begins
24-25 Christmas Eve/Day
26 Kwanzaa begins

January 2008

1 New Year’s Day
21 Martin Luther King Jr. Day
The *ADC Advocate* newsletter is published monthly by the Public Information Office for employees of the Arkansas Department of Correction. The publication strives to enhance communication and provide information on the development and achievements of this agency.

All employees are encouraged to submit articles, comments, ideas, letters and questions. The deadline for submission is tentatively set for the 15th of each month for inclusion in that month’s publication.

Please be aware that all submitted items will be subject to editing. However, every effort will be made to maintain the writer’s essential meaning.

In addition, statements contained in the *ADC Advocate* are the personal views of the authors and do not necessarily represent the opinion or policies of the Arkansas Department of Correction.

The *ADC Advocate* is printed by the Arkansas Correctional Industries.

Visit ADC on the Web: www.arkansas.gov/doc