



Oregon Department of Corrections Agency History

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Introduction

The Department of Corrections, operating under the authority of ORS 423, is responsible for the central administration of state correctional institutions. The mission of the Department of Corrections is to reduce the risk of criminal conduct through a partnership with communities, with a continuum of community supervision, incarceration, sanctions and services to manage offender behavior. The fundamental value in the continuum of probation, prison and parole is the principle that the least restrictive method be used to manage offender behavior, consistent with public safety.

Current Organization

Operationally, the Department of Corrections is organized into several branches with separate sections:

Administration

The Administration branch consists of the Director, Deputy Director, Central Administration Manager, Communications Manager, and Administrative Services Manager.

The Director is responsible for the overall management, administration, and operations of the Department. The Director is involved in planning, budgeting, establishing policies and programs, and overseeing special projects to carry out the mission of the Department, focusing on departmental relationships that are external to the agency, including overseeing lawsuits and court cases involving the Department.

The Deputy Director, in conjunction with the Director, is responsible for the overall management, administration, and operations of the Department. The Deputy Director is involved in planning, budgeting, establishing policies and programs, and overseeing special projects to carry out the mission of the Department, focusing on day-to-day and internal Department operations.

The Central Administration Manager is responsible for the management and coordination of staff and resources for the Department's central administration.

The Communications Manager is responsible for coordinating internal and external communications for the Department.

The Administrative Services Supervisor is responsible for the centralized operation and coordination of administrative support services for the Dome Building (Salem) and agency satellite offices, excluding correctional institutions and community corrections' field offices. Support services include custodial and maintenance, mail, and reception.

Planning and Budget

The Planning and Budget branch consists of four sections: Budget, Facilities, Research and Evaluation, and Fiscal Services.

The Budget Unit assists the agency in insuring that available resources are used effectively and efficiently to carry out its mission by providing information and assistance to agency staff, developing and tracking budgets, processing budget requests, and performing budget projections.

The Facilities Division is responsible for capital construction, capital improvement, and deferred maintenance projects for all department facilities and institutions within the state, ensuring that facilities comply with building codes and regulations.

The Research and Evaluation Unit provides statistical information to department management on offender populations, trends and projections. It also evaluates offender program performance (inmate and community supervision programs) for cost effectiveness, offender recidivism (relapse into criminal behavior), and inmate behavior.

Fiscal Services:

The Automated Financial Accounting Manufacturing Inventory System (AFAMIS) Unit is responsible for development, maintenance, and support of AFAMIS, an integrated financial accounting system

encompassing all fiscal functions within the department, excluding inmate central trust. Accounting, budget, purchasing, contracts, warehouse inventory, property control, inmate work accounting, and summary payroll information are processed on AFAMIS.

The Central Accounting Unit is responsible for centralized agency-wide financial accounting for the department, including accounts payable, accounts receivable, deposits - excluding inmate industries and inmate trust monies, general ledger transactions, and financial reports.

The Central Warehouse Unit in Salem is responsible for receiving, storage, and delivery of inventory items, including clothing, food, and office supplies, for the department's central offices and correctional institutions. Warehouses are also located at Eastern Oregon Correctional Institution in Pendleton and Snake River Correctional Institution in Ontario, providing service to those institutions and operating independently of Central Warehouse.

The Contract Unit provides centralized processing and tracking of agency-wide contracts and agreements, including personal service contracts, interagency and intergovernmental agreements, and interstate compacts.

The Inmate Work Accounting Unit is responsible for all accounting functions, including inmate compensation (payroll), related to the Inmate Industries and Work Program within the department. The work program includes a laundry service, furniture and garment manufacturing industries, computer generated mapping service, phone answering service, and farm operation (Mill Creek Correctional Facility).

The Property Control Unit provides centralized tracking and inventory control for controlled property agency-wide, including correctional institutions, tracks capital outlay purchases, including land and buildings, and tracks property disposal.

The Purchasing Unit provides centralized tracking and processing of all purchase requests agency-wide, including requests for correctional institutions and the Board of Parole and Post-Prison Supervision.

Community Corrections

The sections under the Community Corrections branch are Community Programs, Field Automation, Support and Training, Interstate Compact, Jail Inspection Program, and Transitional Release Services.

The Community Programs Unit is responsible for managing the Community Corrections field office programs, including authorizing payments for contracts and agreements. The unit oversees the work of the Training Advisory Council, Community Services Council, Sex Offender Network, Transitional Release Network, and Statewide Directors Group. The unit also is responsible for the Local Construction Selection Committee, Community Corrections Advisory Board, and the Intermediate Sanction for Women Offender Policy Group.

The Field Automation, Support and Training Unit is responsible for providing computer support and training to the Community Corrections field staff. The unit is also responsible for establishing and maintaining the security levels for accessing the Corrections Information System by Community Correction's personnel.

The Interstate Compact Office (ICO) administers the Department's activities relating to the Uniform Act for Out-of-State Supervision for offenders on parole or probation and provides signatory authority on the Interstate Agreement on Detainer.

The Jail Inspection Program performs three basic functions: conducts regular inspections of local jails and juvenile detention facilities; helps to establish guidelines and standards for construction of detention facilities and procedures used at the facilities; ensures compliance with established guidelines and procedures.

The Transitional Release Services program coordinates the release of inmates from the State correctional institutions.

Inspections

The Inspections Branch is divided into five sections: Internal Affairs, Internal Audits, Inmate Disciplinary Hearings, Administrative Rules, and Drug Control.

The director of the Inspections Branch bears the title of Inspector General as well as Assistant Director, and operates as liaison with law enforcement agencies. The responsibility of this Branch is to perform an oversight function to periodically inspect and investigate operations to ensure compliance with rules and procedures. The Inspections Branch oversees an intelligence operation designed to learn, in a timely manner, of conditions and activities that act against the effective operation of the Department. The Inspections Branch is divided into five Divisions: Administrative Rules, Drug Control, Inmate Disciplinary Hearings, Internal Affairs, and Internal Audits.

The Administrative Rules Unit is responsible for the centralized coordination, development, and maintenance of the Department's administrative rules and agency-wide procedures.

The Drug Control Unit is responsible for investigating allegations of illegal drug usage, possession, trafficking, and other types of criminal activity by inmates, Department staff, and citizens for the purpose of preventing the introduction of illegal drugs and other contraband into secure state correctional institutions. They also manage the department's canine drug detection teams.

The Inmate Disciplinary Hearings Unit is responsible for the centralized processing, tracking, and monitoring of inmate disciplinary hearings held at correctional institutions state-wide. The unit processes disciplinary actions for inmate misconduct and coordinates with Department Hearings Officers who conduct hearings at correctional institutions.

The Internal Affairs Unit is responsible for investigating allegations of misconduct and wrongdoing against agency staff, citizens, and inmates, excluding illegal drug investigations which are conducted by the Drug Control Unit, resulting in personnel actions against staff, administrative actions against inmates, or criminal actions by the Oregon State Police against perpetrators (whether staff, inmates, or citizens).

The Internal Auditor completes performance and financial audits of agency-wide programs and contracts for the purpose of determining effectiveness, efficiency, and compliance to statutes, rules, policies, and procedures.

Human Resources

The Human Resources branch consists of six sections: Personnel, Recruitment, Labor Relations, Payroll, Safety and Risk Management, and Staff Training and Development.

The Personnel Unit is responsible for the centralized management of human resources within the Department. The unit processes new employees, presents new employee orientations, and issues identification cards; provides advice and assistance to agency staff about personnel functions and issues, including Affirmative Action and Equal Employment Opportunities; and processes all personnel actions for the agency.

The Recruitment Unit is responsible for the centralized recruitment and selection of new Department employees agency-wide.

The Labor Relations Unit represents the Department and the Board of Parole and Post-prison Supervision in negotiating labor contracts and collective bargaining agreements. The unit also responds to all employment related grievances stemming from within or outside collective bargaining agreements.

The Payroll Unit is responsible for the centralized processing of agency-wide payroll information.

The Safety and Risk Manager is responsible for promoting a safe work environment for Department employees and for the centralized management and monitoring of agency compliance with state, local, and federal safety regulations, and is responsible for the centralized management of agency risk management issues and claims.

The Staff Training and Development Unit is responsible for developing and delivering training programs to agency-wide employees, contractors, and volunteers.

Information Systems

Three sections are in the Information Systems branch: Application Development and Maintenance, Operations and User Support, and Central Records.

The Central Records Unit is responsible for maintaining, microfilming, and storing the official offender files. The Central Records Administrator is responsible for drafting, researching, monitoring, and maintaining personal service contracts for the Department's Information Systems (IS) and supervises the Central Records unit.

The Application Development and Maintenance Unit is responsible for developing and maintaining Department software applications, and plans and implements strategies for staff improvement and resource development regarding changing technologies.

The Operations and User Support Unit is responsible for operational support, automation security, and user support for agency-wide electronic information systems. The unit coordinates acquisition of system hardware for the Department and installs, configures, and maintains hardware and operating systems agency wide.

The Information Systems branch also maintains the Corrections Information System (CIS), an automated information system that supports offender management functions in both correctional institutions and community supervision.

Corrections Programs

The Corrections Programs branch consists of six sections: Health Services, Religious Services, Workforce Development, Education and Vocational Training, Prison Industries, and Measure 17 Field Operations.

The Health Services Unit provides centralized direction and monitors the delivery of the health care provided at DOC institutions. The program is responsible for providing those health care services that preserve and maintain the physical and mental health status of inmates during incarceration. The services provided to inmates include: emergency services, sick call, ambulatory care, dental care, infirmary care, health education, communicable disease control, sex offender treatment, alcohol and drug abuse treatment and pharmaceuticals. The Health Services Unit also conducts quality assurance and peer review of medical services including review of all deaths.

The Religious Services program is responsible for managing the constitutionally required exercise of religion. The program provides the inmates with the opportunity to practice their religious beliefs within the institutions. There are currently forty-six different religions being practiced in the Oregon correctional institutions. The Department relies on Religious Services staff chaplains and volunteers to conduct the proper services and provide spiritual counseling for the inmates.

The mission of the Workforce Development Section is to reduce inmate idleness by providing meaningful jobs, providing transferable work skills and connections to private industry, teaching good work habits, reducing institutional costs, and assisting victims of crime. Towards this goal, the Workforce Development Section operates three programs:

The Education and Vocational Training Unit provides training to the inmates to develop their skills and make them better suited for placement in the work force. The unit provides basic education skills to aid inmates with their Adult Basic Education (ABE) and in acquiring their General Education Diploma (GED). The inmates can also receive vocational training in Computer Aided Design (CAD), Computer Aided Mapping (CAM), desktop publishing, sheet metal work, furniture construction, meat cutting, cosmetology, automotive repair, and basic computer skills.

The Prison Industries Program provides centralized administrative and management support for the institutions with industries. The prison industries are commercial enterprises run from individual institutions by the institutions. Currently the seven industries are the "Prison Blues" brand garments at Eastern Oregon Correctional Institution; the prison farm at Mill Creek Correctional Institution; the laundry, furniture, and metal shop at Oregon State Penitentiary; Computer Aided Mapping at Oregon State Correctional Institution (OSCI); and telephone answering and mailing services at OSCI and the Oregon Women's Corrections Center. The prison farm provides the meat, dairy products, and crops used at the correctional institutions. The other industries sell their services and wares to state agencies and private companies. Inmates are also placed into institution support positions including office support, janitorial, kitchen and others. The inmates are compensated as part of the 1994, Measure 17, which requires all inmates to work full time.

The Measure 17 Field Operations Unit is responsible for coordinating with private industry and public agencies to provide inmate labor in accordance with Measure 17, 1994. The measure called for all inmates to work and be compensated for forty hours a week. The Field Operations unit arranges with private industry to either accept inmate workers into their business sites or open a work site at an institution. The unit also arranges with state agencies to place inmate workers in the agency.

Institutions

The Institutions branch includes eight sections: Classification and Transfer, Bed Rental, Gang Management, Interstate Compact, Transportation, Fugitive Apprehension, Emergency Response, and Institution Based Records, in addition to the twelve correctional institutions.

The Institutions Branch is responsible for the management of prisons and corrections facilities located in the counties. The basic function is to provide secure housing, treatment, and rehabilitation opportunities to offenders who are sentenced to a term of confinement. The objective is to conduct an in depth analysis of the inmate's problems upon reception, and treat those problems during incarceration while simultaneously planning for release to the community.

The 1995-1997 recommended legislative budget for the Department of Corrections was \$435,078,826.

Facilities Operated by DOC

Coffee Creek Correctional Facility (CCCF) is a 1360-bed dual mission facility that comprises Oregon Corrections Intake Center (OCIC) for men and women as well as the state's only multi-custody full-service women's prison. Coffee Creek's minimum security facility opened in October of 2001 and the medium security facility in April of 2002.

Columbia River Correctional Institution (CRCI) - Columbia River Correctional Institution is a minimum security facility located in Portland. The institution opened in 1990 and houses female and male inmates in separate dormitory-style housing units.

Deer Ridge Correctional Institution - To be completed by December 2007.

Eastern Oregon Correctional Institution (EOCI) - The Eastern Oregon Correctional Institution in Pendleton opened in 1985 in the former Eastern Oregon Hospital and Training Center. The medium security prison's primary emphasis is on rehabilitation.

Mill Creek Correctional Facility (MCCF) - In 1929, the former State Training School in Salem was turned over to the Penitentiary for use as a subsidiary minimum security prison, called the Annex Farm (later renamed Mill Creek Correctional Facility). The facility, entirely self-funded and still in use today, houses prisoners who care for a dairy herd and a variety of farm animals as well as cultivate land suitable for crops. The inmates, working under the supervision of the prison farmer, produce food for the Penitentiary's needs as well as other institutions. The prisoners' dormitory is equipped with a shop, dining room, kitchen, recreation area and guards' quarters.

Oregon Corrections Intake Center (OCIC) at the Coffee Creek Correctional Facility - Under a unique intergovernmental agreement between the State of Oregon and Clackamas County, the Department of

Corrections constructed a medium security, 200 bed intake and assessment center adjacent to the Clackamas County Jail in Oregon City, which opened in 1991, the first such center in the state. The center facilitates the induction of male inmates into the state's penal system by centrally housing them until the classification and assessment process is completed.

Oregon State Correctional Institution (OSCI) - The Oregon State Correctional Institution, established by the 1955 legislature, opened in 1959 when the first resident sentenced directly from a state court was received. The Institution, located in Salem, was originally a drop-off point between MacLaren juvenile school and the State Penitentiary. The Institution houses only convicted male felons from Oregon counties who have not served a previous imprisonment in an adult penal institution, are under age 26, and who have not been convicted of the crime of murder, treason, or rape with actual force involved, and provides medium-maximum confinement for felons with less than a ten year sentence. Restoration to useful citizenship is the principal aim of the institution, which provides for academic education, vocational training skills, and the development of useful work habits. OSCI operates a farm program and a forest work camp.

Oregon State Penitentiary (OSP) - Oregon State Penitentiary, Oregon's first state prison, was originally located in Portland in 1851. In 1866, OSP was moved to Salem and enclosed by a concrete wall. It is the state's only maximum security prison. The penitentiary has a capacity of 1700 inmates and has housing units for maximum security, disciplinary segregation, offenders with psychiatric problems, and inmates sentenced to death.

Oregon Women's Correctional Center (OWCC) - Recommissioned in 2002 to the Oregon State Penitentiary as a minimum security facility (OSP-M), the Oregon Women's Correctional Center, a medium security facility located adjacent to the State Penitentiary in Salem, opened in 1965 and became autonomous in 1972. Various programs offered to inmates included GED preparation, business skills upgrade, classes at the State Penitentiary, cosmetology, apprenticeships, nurse's aide training, and vocational training. The Women's Release Unit, on the grounds of Oregon State Hospital, allowed inmates to attend college classes or job assignments.

Powder River Correctional Institution (PRCI) - The Powder River Correctional Institution, opened in 1989 in Baker City, was established to provide minimum security inmates with the opportunity to participate in a residential alcohol and drug-treatment program or labor-camp program prior to their release. The inmates follow a strict regimen of work, education, individual and group counseling, family therapy, recreation and other program activity from 10 to 12 hours daily.

Santiam Correctional Institution (SCI) - Santiam Correctional Institution, a minimum-security facility in Salem, offers community reintegration programs for inmates prior to release from secure facilities. While waiting for release, inmates are assigned to supervised work programs in the community and participate in transitional program activities.

Shutter Creek Correctional Institution (SCCI) - Shutter Creek Correctional Institution, a former Air National Guard Radar Station in North Bend which was converted into a minimum security labor camp for men, opened in 1990. The site consists of 56 acres containing 20 buildings surrounded by forest land. The majority of the inmates are employed on "public service work crews" in the forests, parks,

highways, beaches and waterways. The institution offers work programs, adult education programs, drug and alcohol treatment, and religious activities.

Snake River Correctional Facility (SRCF) - In Ontario, the Snake River Correctional Facility houses, in separate sections, both medium security and minimum security inmates. Minimum security inmates work in the prison warehouse and motor pool, and maintain the prison grounds.

South Fork Forest Camp (SFFC) - Since 1951, minimum security South Fork Forest Camp inmates have been employed in the Tillamook burn area assisting the State Forestry Department in its reforestation program. Several inmate forest fire-fighting crews are trained and maintained at this facility and are utilized on major forest fires throughout the state. Through agreement with the federal government, conscientious objectors to military service could also serve their respective sentences at the camp.

Two Rivers Correctional Institution (TRCI) - Designated as an education/work facility for long-term inmates, its programs focus on Adult Basic Education and GEDs. Cognitive programs that teach and encourage self-change are also available. The prison provides minimum-custody inmate work crews for community service projects. It also sends crews out daily for other work projects, under contract primarily to government agencies. Inmate crews also work on landscaping projects on prison property. Inside work activities include institution maintenance and a commercial laundry. Two Rivers Correctional Institution's groundbreaking occurred on April 5, 1997. The institution was substantially complete on March 10, 2000. Operation of the housing units was phased in between December 1999 and September 2001, when the last housing unit was occupied, for a total inmate capacity of 1,632.

Warner Creek Correctional Facility (WCCF) - Warner Creek Correctional Facility (WCCF) is a 400-bed minimum security facility that opened in September 2005. The facility is located approximately four miles northwest of the Town of Lakeview. WCCF's 260 inmates are all scheduled for release within three years. Programs and work are designed to facilitate successful re-entry to Oregon communities. The facility employs 105 correctional professionals on its 91 acre prison site. The facility includes areas for inmate housing, work and education programs, health services, food services, physical plant, warehouse and storage, vehicle maintenance, administration and other related functions. Construction of WCCF halted in the fall of 2002 due to the state's budget situation. The 2003-2005 Legislatively Adopted Budget included authority to restart the prison's construction.

MacLaren and Hillcrest Schools, 1965-1971

MacLaren and Hillcrest Schools for juveniles were operated by the Corrections Division between 1965 and 1971. When the Children Services Division in the Department of Human Resources was created, the Corrections Division's role with the institutions was discontinued.

Hillcrest School of Oregon- Hillcrest School of Oregon, founded in 1913 in Salem, houses girls between 12 and 21 who are committed by the courts to a close custody institution. The goals of the school are to foster the development and practice of constructive social attitudes as well as sound moral values so each student can grow into a well-balanced and responsible individual. In the 1973-75 biennium, Hillcrest School explored a co-educational and co-residential program with MacLaren School for Boys. Boys are chosen from MacLaren when it is felt they can profit by the program at Hillcrest. The

Robert S. Farrell High School, the educational component of Hillcrest, is a standard high school in that all credits accrued are acceptable at public schools. The high school is now co-educational and provides close custody education.

MacLaren School for Boys- The MacLaren School, originally called the State Reform School, was established in Salem in 1891 to school and house juvenile offenders. In 1927 the facilities moved to their present location in Woodburn. Residential care is provided for boys, between the ages of 12 and 21, who are committed by juvenile court. The school's goal is to integrate students into their home communities as law-abiding, responsible and productive individuals. A work release program allows students to maintain regular employment in the immediate Woodburn area, while continuing to reside at the school

In addition to the prisons and facilities operated by the DOC, the Institutions Branch consists of the following units:

Classification and Transfer - Assesses the risk of inmates to engage in behavior that presents a danger to other inmates, staff, or the orderly management of the institutions. Inmates are classified as Minimum, Medium I, Medium II, Close, or Maximum custody. Approves and coordinates the transfers of all inmates between facilities.

Bed Rental - Manages the rental of space for Oregon inmates in other than state institutions.

Gang Management - Includes Gang Task Force consisting of Gang Managers from each institution; staff training; and dissemination of gang information.

Interstate Compact - Monitors the compact in relation to Oregon inmates.

Transportation - Transports all transferred inmates between Department institutions, to medical appointments and to scheduled court appearances.

Fugitive Apprehension - Unit responds immediately to institution escapes to coordinate immediate apprehension efforts.

Emergency Response - Unit responds immediately to emergency situations within institutions.

Institution Branch Records - Centralized records unit responsible for maintaining institution files for inmates.

Chronology | Years: 1851-1994

1851 - Oregon State Penitentiary established in Portland.

1862 - Governor designated as superintendent of the State Penitentiary.

1864 - Laws adopted authorizing Governor to appoint superintendent of Penitentiary. Funds appropriated to purchase a site in Salem for ~SP and an insane asylum.

1866 - State Penitentiary relocated to Salem.

1883 - Stove factory using convict labor under contract.

1910 - Penitentiary making bricks for sale and to build state institutions.

1911 - State Parole Board established.

1913 - State Penitentiary placed under supervision of new State Board of Control.

1914 - Capital punishment abolished.

1915 - Flax mill established at Penitentiary.

1917 - State Lime Board established to oversee Lime Plant operation at asp.

1920 - Capital punishment reinstated by vote of the people.

1929 - Annex Farm facility established as the State Training School under asp.

1931- Lime Board abolished and responsibilities transferred to Agriculture Department.

1932 - First cell block built.

1937 - Law passed permitting Board of Control to employ prisoners on state-owned land.

1947 - Laws established for the parole of prisoners.

1948 - Cannery industry started at Penitentiary.

1951 - Minimum security prisoners employed in Tillamook Bum to fight fires and plant trees.

1953 - Manufacture and sale of prisoner's articles of handiwork allowed. Law established reduction of sentences for good behavior.

1955 - Flax plant operation discontinued. Oregon State Correctional Institution established.

1965 - Oregon Women's Correctional Center becomes operational. Corrections Division established under the Board of Control to operate ~SP and other penal and correctional institutions.

1969 - Board of Control abolished. Corrections Division responsibility moved to Governor's Office. Penitentiary Industries Advisory Committee established. A Special Management Unit opened to provide psychological services to inmates.

1971 - Corrections Division responsibility moved to Department of Human Resources.

1987 - Corrections Division became the Department of Corrections.

1991 - Intensive Management Unit opened to house maximum security prisoners.

1994 - Measure 17 mandated that state prison inmates work or receive on-the-job training 40 hours per week.
