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UNIVERSITY OF NEW MEXICO**

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**GOOD TIME POLICY AND PROGRAMS  
FOR PRISONERS  
(NEW MEXICO)**

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Criminal and Juvenile Justice Coordinating Council

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**NOTE:**

This working paper provides research information for  
the New Mexico Criminal and Juvenile Justice Coordinating  
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It is not a statement of the Council's views or opinions.

INSTITUTE FOR SOCIAL RESEARCH

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## GOOD TIME

The general purpose of New Mexico's good time/meritorious deduction system is to "establish the types of deductions available, establish the eligibility criteria for each type of deduction, create general guidelines for the application of deductions, and in general, implement a system of good time/meritorious deduction as authorized by New Mexico law."

New Mexico currently operates under two different good time laws. In New Mexico, the type of good time credits that an inmate receives is dependent upon the date the inmate committed the crime. If an inmate committed the crime prior to May 18, 1988, then the inmate receives credits under a good time program entitled "good time deductions." If an inmate commits their crime on or after May 18, 1988, then the inmate receives credits under a good time program entitled "meritorious deduction." Thus, the following synopsis of New Mexico's good time laws will be divided between "good time deduction" law and "meritorious deduction" law.

### **NEW MEXICO'S GOOD TIME DEDUCTION POLICY**

The Good Time Deduction credit system is applicable to inmates whose crimes were committed prior to May 18, 1988.<sup>2</sup> The inmates are eligible for good time deductions from the date of their arrival at the reception and Diagnostic Center (RDC).<sup>3</sup> Under this policy, all inmates are allowed the opportunity to earn good time on the condition that they observe the rules, regulations and policies of the Corrections Department, demonstrate a continuing effort towards self-improvement, and meet the criteria of the policy. The Warden, at state facilities, and the contract monitor, at contract facilities, has the final authority for all actions regarding good time.

Information for Good Time Deductions was received from New Mexico Corrections Department, Good Time Deductions Policy Number: CD-080200. The Policy was issued on 10/17/83; effective 10/13/83; and revised on 12/18/95. The authority for the Corrections Department Policy is: Laws of 1981, Chapter 127; NMSA 1978, Sections 33-1 -6 and 33-2-34 as amended; Policy CD-010100. Information was also provided by Cathleen Catanach on specific questions pertinent to the Good Time Policies, Statute and the Inmate Survey, February and March, 1996.

The Good Time deductions Credit system is applicable to inmates whose crimes were committed prior to May 18, 1988, with the exception of inmates serving life sentences for capital offenses. Inmates returned to custody from escape, parole violators who have not yet had their parole formally revoked, inmates who are serving parole time within the institution and inmates who refuse work assignments are not eligible for good time deductions upon arrival at RDC. Often the inmates are required to have 90 days clear conduct before they become eligible.

## Eligibility Criteria

There are five types of good time credits under the Good Time Deductions system. These five types are: (1) Meritorious Good Time (MGT), Support Service Good Time (SSGT), Industrial Good Time (IGT), Extra Industrial Good Time (XIGT), Lump Sum Good Time Awards (LSA). Additionally, there are specifications about the number of different types of good time awards an inmate may receive during any one month. The behavioral criteria that the Classification Committee uses for each of the five types of good time follows.<sup>4</sup>

### Meritorious Good Time (MGT)<sup>5</sup>

Under Meritorious Good Time, the amount of credits that an inmate is eligible for differs dependent upon whether the inmate's crime was committed prior to June 19, 1981 or after June 19, 1981.

Inmates whose crimes were committed prior to June 19, 1981 are eligible for up to 12 days of good time credit per month. In order to obtain the good time credits, inmates must meet three criteria. First, the inmate's record must reflect 90 days of clear conduct. This includes the absence of any minor reports, after a major level misconduct report. Second, the inmate's record must also reflect satisfactory work in program assignments and continuing efforts towards self-improvement. And finally, the inmate must have participated for at least 30 days in the present program or work assignment for which the inmate is receiving the credits.

Inmates whose crimes were committed on or after June 19, 1981, but prior to May 18, 1988, can be awarded MGT at a rate of up to ten days per month. There are two requirements for these credits. First the inmate's record must reflect 90 days of clear conduct, including minor reports, after a major level misconduct report. Additionally, the inmate is eligible for credits if their record reflects 60 days of clear conduct after termination of MGT for refusing a work assignment.

"Each prison houses a Classification Committee, established by the Classification Bureau. The Classification Bureau is responsible for the development and implementation of classification policies which contain several components relating to the procedural requirements for the orientation assessment, programming and reclassification of inmates (The Annual Report of the New Mexico Corrections Department: For the Ninety Fifth Fiscal Year, hereinafter 1995 Annual Report). The primary goals and objectives of the classification system include security, custody and inmate management. One method whereby the Classification Committee maintains an objective system is by determining whether inmates are eligible for good time deductions. In order to make this determination, the Committee maintains an objective system which is based on behavior criteria in order to determine if the inmate is eligible for any of the five types of good time credits, or whether good time credits need to be deducted from the inmate's sentence. 5 Meritorious Good Time, under the Good Time Deductions Policy, only applies to inmates whose crimes were committed prior to May 18, 1988, with the exception of inmates serving life sentences for capital offenses.

MGT also allows inmates who committed their crimes prior to June 19,1981 and who fail to meet the 12-day eligibility criteria, eligibility under the 0 to 10 credit system if they meet the requirements of 10-day good time credit system. Inmates would continue in the 10-day system until they are eligible for the 12- day credit system.

MGT can be prorated for any month in which the inmate has not been eligible for the entire month. Proration is determined by the *Prorating Scale for Good Time Recommendations* (See Appendix 1).

Finally, within the General Guidelines, Meritorious Good Time may be awarded in combination with either Support Service Good Time, Industrial Good Time or Lump Sum Awards. Thus, an inmate may receive up to 12 days MGT and also receive up to five days SSGT, or up to 10 days IGT, or up to 15 days LSA with the 12 days of MGT. Further, inmates must earn the maximum amount eligible for MGT and SSGT or IGT and XIGT before being eligible for any LSA's.

#### Support Service Good Time (SSGT)<sup>6</sup>

An inmate may receive SSGT if they engage in an approved educational program or a facility support service. Inmates may receive zero to five days per month for participation in these activities. This type of good time is based on attendance and can be prorated based on the SSGT section of the *Prorating Scale for Good Time Recommendations* (See Appendix 1).

Support Service Good Time may be awarded in combination with MGT or also be awarded regardless of whether the inmate receives MGT. However, SSGT may not be awarded at the same time as IGT or XIGT. When an inmate is engaged in both vocational programming, educational programming or facility support services and Corrections industries programming, the inmate will be eligible to receive only IGT and XIGT. If an inmate transfers from one program to another during a month, both types of good time may be awarded on a prorated basis.

#### Industrial Good Time (IG-n)<sup>7</sup>

Inmates who are engaged in an approved Corrections Industries program are eligible to receive zero to 10 days of IGT per month. This good time is based on attendance and can be prorated based on the IGT section of the *Prorating Scale for Good Time Recommendations* (See Appendix 1).

Industrial Good Time may be awarded in combination with MGT or also be

<sup>6</sup> Support Service Good Time, under the Good Time Deductions Policy, only applies to inmates whose crimes were committed prior to May 18,1988. industrial Good Time, under the Good Time Deductions Policy, only applies to inmates whose crimes were committed prior to May 18,1988.



awarded regardless of whether the inmate receives MGT. However, IGT may not be awarded at the same time as SSGT. When an inmate is engaged in both vocational programming, educational programming or facility support services and Corrections Industries programming, the inmate will be eligible to receive only IGT and XIGT. If an inmate transfers from one program to another during a month, both types of good time may be awarded on a prorated basis.

Industrial good time may also be prorated for any month in which the inmate's Corrections Industries Program attendance is not equal to 20 days per month. IGT is awarded at one day IGT for every two days worked.

#### Extra Industrial Good Time (XIGT)<sup>8</sup>

There are three criteria whereby an inmate may receive XIGT. First, the inmate must be engaged in an approved Corrections Industries program. Second, the inmate must demonstrate above average work conduct, performance, and responsibility. Finally, the good time is based on performance and may be prorated based on the XIGT section of the *Prorating Scale for Good Time Recommendations* (Appendix 1). Inmates are eligible to receive zero to ten days per month if they meet the criteria outlined for XIGT.

Extra Industrial Good Time may be awarded in combination with MGT or also be awarded regardless of whether the inmate receives MGT. However, XIGT may not be awarded at the same time as SSGT. When an inmate is engaged in both vocational programming, educational programming or facility support services and Corrections Industries programming, the inmate will be eligible to receive only IGT and XIGT. If an inmate transfers from one program to another during a month, both types of good time may be awarded on a prorated basis.

#### Lump Sum Good Time Awards (LSM)<sup>9</sup>

Inmate Lump Sum Awards are based on performance of exceptionally meritorious service or performance for duties of exceptional importance in connection with institutional operations. The inmate's record of conduct must also show observation of institutional rules. Inmates who are eligible for LSA's may not exceed one year per award and may not exceed a total of one year for all LSA's awarded in any consecutive 12-month period.

In order to be eligible for LSA's, inmates must have received the maximum amount of MGT, SSGT, IGT or XIGT in all areas of assignment before they are eligible to receive any LSA.

Extra Industrial Good Time, under the Good Time Deductions Policy, only applies to inmates whose crimes were committed prior to May 18,1988.

Sum Good Time, under the Good Time Deductions Policy, only applies to inmates whose crimes were committed prior to May 18,1988.

Inmates assigned to educational, vocational or institutional work assignments, not including Corrections Industries, are eligible to receive 0 to 15 days LSA per month based on exceptional conduct, performance and responsibility. This LSA may be prorated based on the LSA Prorating Scale for Good Time Recommendations. Further, LSA's awarded under this section count against the one year total award.

Inmates may receive LSA recommendations by demonstrating outstanding educational achievement. The institution's Director of Education verifies the achievement and forwards the recommendation to the student's Classification Officer. The recommendations are based according to the following scale:

GED: The lump sum award recommendation is five days per month in the program, not to exceed 60 days.

Vocational Education Certificates: There is a minimum of one year participation required. The lump sum award recommendation is five days per month in the program and may not exceed 90 days.

A.A. Degree or 66 Credit Hours: The lump sum award recommendation is five days per month in the program and may not exceed 120 days. Further, credit hours used for one LSA cannot be used for another, even if a second A.A. degree is attained.

Inmates may also receive LSA's for overtime work. The inmates eligibility for overtime LSA's is at the Warden's discretion for time worked beyond 160 hours per month at the rate of one day for every 6 hours of overtime worked at any institutional job assignment. Lump sums awarded under this section will count against the one year total.

Inmate may also receive a 30-day lump sum award (or \$15 cash award in lieu of the 30-day LSA), under "Industries-Inmate-of-the-Month" award. The Corrections Industries Division Director designates an inmate from each Corrections Industries program for the Inmate-of-the Month award based on the Facility Managers' recommendations. The individual is then thoroughly screened by the Shop Supervisors and Facility managers. Only those inmates displaying a positive attitude and maximum efficiency will be recommended for consideration by the Industries Good Time Committee. The facility Managers and Micro Graphics Supervisor then submit these recommendations to Corrections Industries, Central Office no later than five working days following the end of the month. There are several criteria needed before an inmate is eligible for this award. First, only the most deserving inmate from each Corrections Industries program (e.g. furniture, shop, data entry, print shop. etc.), under the facility manager, may be recommended for the award by the supervisor of that activity. Second, a worker must have been employed by

Industries for six months. Third, the worker must demonstrate clear conduct for six months. Finally, the worker must have demonstrated exemplary performance for the month for which the award is recommended.

Lump Sum Awards may be awarded at anytime; however, the total number of days awarded per each award shall not exceed the one year and are not to exceed a total of one year in any consecutive 12 month period. LSA's are initiated by a work/program supervisor, or any institutional, departmental or contractual staff, through the inmate's Classification Officer. The recommending staff member initiates the LSA by completing a Recommendation for *Lump Sum Good Time Award*, or *Recommendation for Lump Sum Award for Industries Program*, or the *Institutional Work/Program Assignment* form. (See Appendixes D, E, F.) The recommending staff member shall provide documentation and justification showing that the inmate has met the criteria established in the policy. The form and all documentation is then forwarded to the inmates Classification Officer.

The Classification Officer reviews the recommendation to ensure that the inmate qualifies for the LSA and may provide additional justification for presentation of the LSA to the Classification Committee. (If the recommendation is for Corrections Industries, Inmate of -the-month Awards, then it should be forwarded to the Corrections Industries Committee for review prior to the recommendation being reviewed by the Classification Committee.) The Classification Committee then either approves, disapproves or modifies the LSA recommendation. The form is then sent to the Warden.

The inmates are not informed that they have been recommended for a LSA and LSA's are not open for inmate solicitation. The Warden has the final authority for determining the number of days to be awarded for LSA's based on the particular merits of the inmate's actions. The Warden then either approves, disapproves or modifies the report which is then sent to the Records Department. The Records Department then records the action in the inmate's file.

### General Guidelines

Good time awards for institutional and Industries assignments are based on recommendations by the work/program supervisors. The recommendations and approval of good time for all New Mexico male inmates housed out-of-state and in the reintegration programs are the responsibility of the Classification Bureau Chief. Recommendations and approval for out of state female inmates is the responsibility of the Classification Committee and the contract monitor at the New Mexico Women's Correctional Facility.

In general, inmates refusing work assignments without justification are not eligible to receive good time deductions. The Classification Committee should

document that inmates have been given the opportunity for a work assignment, but have refused that assignment, and the supervisor of the assignment being refused shall submit a misconduct, report.

Inmates who are not working due to medical or mental disabilities, the unavailability of work assignments, or as a result of the Classification Committee's decision delaying such work assignment, are eligible to receive MOT at 0-10 days per month.

Inmates are responsible for notifying their Classification Officer of any problems regarding good time. Also, if an inmates MGT is terminated, a Reinstatement of MGT must be processed and approved by the Classification Committee before the inmate can be awarded MGT again.

#### Procedure For Recommending Meritorious Good Time.

Each inmate is assigned a Classification Officer who determines when the inmate qualifies for MGT. Once it is determined that the inmate qualifies, the Classification Officer documents the Justification for eligibility on the *Recommendation/Reinstatement to Earn MGT/MD* form. (See Appendix 1)

The Classification Officer then reviews the *Recommendation/Reinstatement to Earn MGT/MD* form and either approve or disapprove the recommendation made by the inmate's Classification Officer. The form is forwarded to the Warden or a designee for final approval before sending to the institutional Records Department. The institutional Records Department records the MGT in the inmate's file.

#### Procedure For Processing Quarterly Good Time

Each month, the work/program supervisor at the facilities turn in incentive pay and good time recommendations. At the end of each quarter (every three months), the Classification Officer completes the *Quarterly Good Time Form*. (See Appendix 1) The *Quarterly Good Time Form* is presented to the Institutional Reclassification Committee.

The Institutional Reclassification Committee reviews the recommendation and either approves, disapproves or modifies the supervisor's recommendation. The *Quarterly Good Time Form* is forwarded to the Warden.

The Warden reviews and approves, disapproves or modifies the recommendation. The form is then forwarded to the Records Department.

The Records Department posts the new parole and/or discharge date and completes the *Quarterly Good Time Form* by adding in the new dates. A copy of the new form is given to the inmate and a copy is retained in the inmate's file. Inmates who are housed in reintegration programs or out of state still have their good time processed in absentia.

#### Reinstatement of Eligibility for MGT

Once the inmate becomes eligible for reinstatement to earn MGT, they must notify his/her Classification Officer. The Classification Officer determines whether the inmate is eligible for reinstatement to earn MGT, according to all criteria established in the policy, regardless of whether the inmate has notified the Classification Officer of his/her eligibility. After the Classification Officer has evaluated the inmate's eligibility, the Officer completes the *Recommendation/Reinstatement of MGT/MDiom* and schedules the inmate for the Classification Committee.

The Classification Committee approves or disapproves the reinstatement of eligibility for MGT on the *Recommendation/Reinstatement of MGT/MD form*). This form is sent to the Warden for final approval and signature before being forwarded to the Records Department.

Once the Warden has given final approval for reinstatement of MGT, it becomes effective retroactive to the date of eligibility. The form is forwarded to the Records Department and the action is recorded in the inmate's file.

#### Termination of Eligibility to Earn Meritorious Good Time.

Meritorious Good Time may be terminated if: (1) the inmate is found guilty of a major level misconduct report; (2) the inmate fails to maintain a satisfactory record in a work or program assignment and/or a continuing effort toward self-improvement (for inmates earning 12 days per month only); (3) the inmate refuses a work assignment, as documented in a misconduct report; (4) the inmate is terminated from a reintegration program as a result of failure to follow rules and regulations..

Once an inmate is found guilty of one of the .above offenses, the Institutions Hearing Officer should recommend termination of eligibility to earn MGT. The Hearing Officer makes this recommendation by completing the *Termination and/or Forfeiture of Good Time* form. This form is presented to the Classification Committee. (In the case of a reintegration client, this form is forwarded to RDC.)

At this point the Classification Committee reviews the inmate's alleged offenses and either approves or disapproves the recommendation made by the Hearing Officer. If approved, the *Termination and/or Forfeiture of Good Time* form is forwarded to the Warden. The Warden will either approve or disapprove the recommendation. The recommendation is forwarded to the Records Department to be included in the inmate's file.

Once the Warden gives final approval for termination of MGT, termination is effective retroactive to the date of the offense. The institutional Records Department will record this action in the inmates file. If the Major Level Misconduct Report is subsequently overturned then the report will not have an effect on the inmate's Meritorious Good Time. However, if prior termination has taken place, the inmate will then be credited with all good time allowed, provided the inmate has met all other eligibility criteria.

### Forfeiture of Good Time

Accrued good time may be forfeited if an inmate acquires a major level misconduct report or is terminated from a reintegration program. The forfeiture of good time is initiated by the Institutions Hearing Officer once the inmate has been found guilty of a major level misconduct report, or by the Reintegration Hearing Officer as a result of a termination from the program due to a violation of the program rules whereby the inmate is returned to RDC.

The Disciplinary Hearing Officer, upon a finding of guilt of a major level misconduct report, evaluates the offense and the sanctions allowed. The Officer then recommends the amount of good time, if any, to be forfeited.<sup>10</sup> The Officer will complete and sign a *Termination and/or Forfeiture of Good Time* form. This form will be forwarded to the Classification Committee. In the case of a reintegration inmate, the form will be signed, completed and forwarded to RDC.

The Classification Committee will review and either approve, disapprove or modify the recommended forfeiture. The recommendation is forwarded to the Warden within 20 working days after receipt of these findings. Depending upon the Wardens approval, the recommendation is forwarded to the Secretary of Corrections for final action. (If the Secretary has a designee for this procedure, it will be the Director of Adult Prisons.) The Director of Adult Prisons then reviews and either approves, disapproves or modifies the recommendation. The decision will be forwarded to the institutional Records Department and the action will be recorded in the inmate's file.

The Disciplinary Hearing Officer may not recommend a forfeiture amount which exceeds the maximum amount allowed by the Duran Consent Decree and Inmate Discipline Policy Statement.

This Meritorious Good Time Policy allows for non-vested and vested forfeiture allowances. Non-vested forfeiture applies to MGT, LSA and IGT earned before June 19,1981. These allowances may be forfeited up to a maximum of 100%. Further, on indeterminate sentences, Statutory Good Time earned at any time may be forfeited to a maximum of 100%. Non-vested forfeiture applies to MGT, IGT, XIGT, SSGT and LSA. Allowances earned by inmates serving sentences for crimes committed on or after June 19,1981, but before May 18,1988, may be forfeited up to a maximum of 50% of the accrued deductions earned in the previous 12 months. Once an inmate has forfeited his good time then the remaining 50% will vest and will not be subject to further forfeiture.

### Restoration of Forfeited Good Time

Forfeited good time can be restored in whole or in part to any inmate who is exemplary in conduct and work/program performance. To be eligible for restoration of good time, the inmate must have six months of clear conduct (e.g. lack of any major or minor reports and lack of any parole violations) from the date of the last misconduct report. It is up to the inmate to initiate restoration action through their Classification Officer. At an inmate's 90-Day Review, the Classification Officer will advise the inmate as to his/her eligibility status and provide the *Recommendation for Restoration of Forfeited Good Time* form. The inmate's Classification Officer will verify the inmate's eligibility and complete the form and add any additional documentation to justify the recommendation. The form will then be forwarded to the Classification Committee who will review and determine the number of days, if any, to be restored to the inmate based on the work/program supervisor or Classification Officer's recommendation. Factors that the Classification Officer and Committee consider for restoration of forfeited good time include: (1) the record of the inmate's conduct since the offense which resulted in forfeiture; (2) involvement in self-improvement programs; (3) work/program record; (4) satisfactory adjustment in the living unit, during leisure time and during all other activities.

After the Classification Committee reviews and recommends for any restored good time, the recommendation will be forwarded to the Warden who will review the Committee's recommendation and approve, disapprove or modify. The Warden's recommendation will be forwarded to the Secretary-of Corrections or designee for final action.

The Secretary or designee will review the recommendation and approve, disapprove or modify. The decision will be forwarded to the institutional Records Department whose personnel will record the action in the inmate's file.

The Corrections Policy for Meritorious Good Time is compiled in Appendix 1 for review.

## NEW MEXICO'S MERITORIOUS DEDUCTIONS POLICY<sup>11</sup>

The Meritorious Deduction credit system is applicable to inmates whose crimes were committed on or after May 18, 1988. <sup>12</sup> Under this policy, inmates enter the facility and are approved for programs based on their needs. The inmates needs are determined by evaluations completed by the Department of Corrections, the nature of the conviction, requests by the inmate and reported social history prior to incarceration.

The inmate is not eligible for Meritorious Deduction immediately.<sup>13</sup> The inmate begins receiving meritorious deduction (MD) after the first 60 days that the inmate is in the institution. Additionally, the inmate must have an established program and be participating satisfactorily and attending regularly. (Inmates in disciplinary segregation are not eligible for MD.) Inmates are also eligible for deductions from their sentence for exceptionally meritorious service.

### Eligibility Criteria

The Meritorious Deduction credit system awards two types of good time credits. These are Meritorious Deductions (MD) and Lump Sum Awards (LSA). Generally, MD is applicable to inmate participation in programs and LSA apply to inmate behavior.

### Meritorious Deduction<sup>14</sup>

Meritorious Deduction applies to any inmate confined in an institution or reintegration program designated by the New Mexico Corrections Department for the confinement of adult criminal offenders. Inmates are eligible for up to 30 days MD per month based upon the recommendation of the Classification Committee and approval of the Warden of the facility where the inmate is housed. In order to initiate the MD process, a *Recommendation/Reinstatement to Earn MGT/MDiom*, shall be completed in order to initiate this process. (See Appendix 2)

<sup>11</sup> Information for Meritorious Deductions was received from New Mexico Corrections Department, Good Time Deductions Policy Number CD-080600 - 080601. The Policy was issued on 6/1/88; effective 5/24/88; and revised on 3/21/94. The authority for the Corrections Department Policy is: Section 33-2-34, NMSA 1978, Compilation. Informations was also provided by Cathleen Catanach for questions about the Meritorious Deductions Policy, the Inmate Survey and the Meritorious Deduction Statute.

<sup>1</sup> Good Time Deduction is not applicable to inmates serving life sentences for capital offenses. Meritorious Deduction(MD) is different from Good Time Deductions because in MD, the inmate must wait 60 days and have an approved program before MD is awarded. This is different from Good Time Deductions which awards MGT automatically for good behavior when the inmate enters the prison.

Meritorious Deduction is applicable for inmates whose crimes were committed after May 18,198S



Inmates who are not eligible for MD are: (1) inmates within the first 60 days of receipt by the Department following sentencing; (2) inmates who disobey an order to perform labor pursuant to § 33-8-4, NMSA 1978, as amended, as documented in a misconduct report; (3) inmates in disciplinary segregation; (4) inmates not engaged in programs recommended and approved for the inmate by the Classification Committee; (5) inmates who are parole violators and who have not yet had their parole formally revoked (e.g. hearing held, documents signed, etc.); or inmates who have completed their basic sentence, serving parole time within the institution, who have failed to pursue an acceptable parole plan in good faith or refuse to accept conditions of parole.

#### Lump Sum Good Time Award<sup>15</sup>

Lump Sum Awards (LSA) are awarded if an inmate has performed exceptionally meritorious service and/or has faithfully observed the rules of the institution. In order to receive a LSA, a *Recommendation for Lump Sum Good Time Award* form must be completed.

Lump Sum Awards for exceptionally meritorious service includes, but is not limited to, heroic acts of saving life or property. In addition, if an inmate voluntarily devotes a great deal of time and expertise in performing an exceptional service for the benefit of the public or the Department, then a LSA is awarded.

Faithful observance of the rules of the institution shall be proven by 90 days without any minor or major misconduct report.<sup>16</sup>

#### Amount of Deductions

##### Meritorious Deduction

Each eligible inmate may receive up to 30 days MD per month upon recommendation of the Classification Committee and approval by the Warden. The days may be prorated, based upon satisfactory participation and attendance in the inmates assigned program. (See *Prorating Scale for Good Time Recommendations*) Once the inmate receives is removed from the program because of the misconduct report or terminated from a reintegration program, then the inmate does not receive MD for that month.

##### Lump Sum Awards The amount of the LSA is determined by the Director of the Adult Prisons

Lump Sum Awards for this policy are only applicable for inmates whose crimes were committed after May 18, 1988.

Unless the Director of the Adult Prisons Division determines that a shorter time may be sufficient in a specific case.

Division. A LSA may not exceed one year and cannot exceed a total of one year for all LSA made in the 12 months immediately prior to the proposed award, including the proposed award.

### Program Assignment

The Classification Committee recommends and approves all program assignments for the inmates at the various institutions. If the programs recommended and approved by the Committee are not available to the inmate through no fault of his/her own, then the inmate may still be eligible for MD on a month-to-month basis, provided the inmate notifies the Classification Committee in writing each month, stating that the program is unavailable and that no alternative program is approved.

### Reporting Deductions

#### Meritorious Deductions

The Work/Program Supervisor records program participation and attendance for the inmate on a monthly basis. The Supervisor records the information on the *Institutional Work/Program Assignment* form which is then submitted to the Classification Committee. The Classification Committee then prorates the deductions based on participation and attendance. (See Prorating Scale in Appendix 2) The recordation is done on a quarterly basis. (Every three months.)

#### Lump Sum Good Time Awards

Any Department Employee may recommend an inmate for a LSA. In order to make the recommendation, the Department Employee must provide a written explanation of the reason for recommending the award to the Classification Committee using the *Recommendation for Lump Sum Good Time Award* form. Once the form is completed and sent to the Committee, the Committee reviews the proposal and either accepts the proposal or rejects it with an explanation. (Or the Committee can request more information before taking any action.)

If the proposal is accepted, the Classification Committee submits its recommendation to the Warden. The recommendation should include the number of days recommended to be awarded, a summary of the conduct history of the inmate, a summary of the number of Lump Sum Awards received in the immediately preceding consecutive 12-months period, and an explanation of the basis for the recommended award. The Warden may accept, reject, or modify the Committee's recommendation. The Warden must send the recommendation with the materials received from the Committee to the Director of the Adult Prisons Division, who may accept, reject, or modify the proposal. The Director will notify the Institution and the inmate of the final disposition.

## Recording

Meritorious Deductions are recorded quarterly, every three months, on a Quarterly Good Time form. The inmate also receives notice of his/her MD's for the quarter. If the inmate is within six months of release, then MD is recorded monthly with copies supplied monthly to the inmate.

## Forfeitures

Meritorious Deductions earned either through program participation or Lump Sum Awards may be permanently forfeited upon receipt of a major misconduct or termination from a reintegration program.

Disciplinary hearing officers, for major misconduct reports, and reintegration hearing officers, in the case of termination from a reintegration program, forward their respective findings and reports to the appropriate institutional Classification Committee. The Institutional Classification Committee forwards its recommendation to the Warden within 20 business days after receipt of these findings and reports.

If applicable, the amount of forfeiture is limited by the Duran Consent Decree guidelines. Forfeitures of 90 days or less as a result of one incident is accomplished only with the recommendation of the Classification Committee and approval of the Warden. Forfeitures in excess of 90 days must be approved by the Director of the Adult Prisons Division using the *Termination and/or Forfeiture of Good Time/MD* form.

Forfeiture of Meritorious Deductions due to termination from participation in a reintegration program should not exceed the amount of time that could have been forfeited for the equivalent or most similar infraction had the inmate been in an institution. Once Meritorious Deductions have been properly forfeited under this policy, then may not be restored.

The Corrections Policy for Meritorious Deductions is compiled in Appendix 2 for review.

## NEW MEXICO STATUTES

The Meritorious Deduction Statute is outlined in Section 33-2-34 NMSA 1978. The Statute, while briefer than the policies, outlines the same guidelines as the policies. The Meritorious Deduction Statute combines both the Good Times deduction Policy (Pre May 18,1988) and the Meritorious Deduction Policy (Post May 18,1988) into one statute. Thus, one may have to look to the policies themselves in order to determine the specific eligibility of an inmate's deductions. The Meritorious Deduction Statute is provided in Appendix 3.

## SURVEY OF INMATE RECORDS<sup>17</sup>

Whether an inmate receives Good Time Deductions or Meritorious Deductions, the days credited and forfeited toward the length of their sentence are recorded in the inmate's file. In Appendix Four we have provided the good time records of three inmates in order to provide an example of (1) how, (2) why, and (3) when good time credits and deductions are applied in a typical inmates record. These three inmate's records are only examples and are not meant to represent all inmates good time records. However, they are meant to provide some idea of how the good time policies are applied with regard to inmate's work assignments, education courses and Minor and Major Reports.

Inmate Sample A committed his crime after 1988, therefore, he receives good time credits under the Meritorious Deduction Policy. This record reflects a model inmate who worked, earned his MD and was released.

Inmate Sample B likewise committed his crime after 1988 and receives good time credits under the Meritorious Deduction Policy. However, this record reflects an inmate who received many misconduct reports and forfeited much of his good time.

Inmate Sample C committed his crime prior to 1988 and receives his good time credits under the good Time Deductions Policy. Originally, this inmate worked and earned his MGT on a regular basis. However, later in his sentence, he refused to work and received many misconduct reports. Therefore, this inmate is meant to exemplify an inmate who received MGT and forfeited MGT under a pre-1988 sentence.

Cathleen Catanach provided assistance in compiling these reports for the three inmates.

## II PRISON PROGRAMS<sup>8</sup>

Inmate participation in prison programs greatly affects the inmates sentence. The variety of programs offered to the inmate determine how the inmate spends his/her time while in prison. Additionally, inmate program participation can affect an inmate's length of sentence through good time, because inmates good time deductions are often determined through their program Supervisor. The following are descriptions of programs offered throughout the prison system in New Mexico. Also, we have provided information on each prison facility in New Mexico and which programs are offered at that individual facility.

### Education<sup>19</sup>

The New Mexico Education Bureau operates all education programs. Post-secondary college courses are under the direction of joint powers agreements or private service contracts and vocational programs are now taught by Corrections Department employees. (Annual Report, 1994-1995) When an inmate arrives at the Reception and Diagnostic Center, they are tested for Adult Basic Education (ABE) and a vocational aptitude test (WRIOT) by the Registrar. ABE tests the inmates approximate grade level, reading skills, and math skills. The results of these tests determine where the inmate will be placed and then the inmate is assigned to classes.<sup>20</sup> If the inmate fails to attend or participate in their education classes, then they receive misconduct reports which ultimately affect the inmates good time deductions. The Registrar determines whether the inmate must attend classes or may work and attend classes. The better an inmate does in his/her classes, the more options the inmate will have, this includes good time deductions. (See *Education Evaluation* form in Appendix)

The Education Bureau is required to provide Adult Basic Education / General Equivalency Diploma (ABE / GED) to inmates as a result of the Inmate Literacy Act. (See Appendix 5 ) Adult Basic Education includes instruction in the basic areas of writing, reading, social studies, science, literature, arts and math to fulfill the goals of literacy, GED attainment and college prep.

The 1988 Inmate Literacy Act stipulates terms and conditions for medium custody inmates who have not earned a GED. (See 1988 Inmate Literacy Act in

1 A Note, these programs affect the inmate while they are incarcerated, not included are programs (or inmates who are on probation, parole, community corrections, intensive supervision/house arrest and electronic monitoring.

^Information for this program was provided by Kerry Singleton, Rose Smoots Prestipino and 1994-1995 Annual Report.

Inmates who are not able to leave their cell can take classes through electronic television which broadcasts different education programs to the cell. Tutors visit the inmates and correct their assignments twice a week. For

Fiscal Year 1994-1995, approximately 37 inmates received this service.

Appendix 5 ) The purpose of the Inmate Literacy Act is to ensure the corrections department to adopt certain regulations to require inmates to meet specified educational levels under certain conditions. (Section 33-11-1 to 33-11-3 NMSA 1978) As a result of the Act, New Mexico has adopted regulations for all adult correctional institutions operated by the Department of Corrections, for the implementation of a mandatory education program for all inmates to attain a minimum education standard. Currently, the minimum education standard is a high school diploma or a general education diploma. The regulations apply to any inmate who:

- (1) commits a crime after the effective date of the inmate Literacy Act (July, 1,1988); and
- (2) has eighteen months or more remaining to be served on his sentence of incarceration; and either
- (3) is not exempted due to medical, developmental or learning disability; or
- (4) does not possess a general education diploma or a high school diploma.

Any inmates who meet the above criteria are required to participate in education programs for ninety days. After ninety days, inmates may choose to withdraw from educational programs. However, if an inmate chooses to withdraw prior to meeting the standard, the inmate will not be eligible for monetary compensation for work performed or for meritorious deductions.<sup>21</sup> For Fiscal Year 1994-1995, approximately 2404 inmates participated in ABE programs and approximately 325 inmates earned their GED.

Post Secondary programs are provided to inmates so that they may obtain an academic associate degree after they have either passed high school or obtained their GED. These programs are provided through joint contracts with the local colleges. For Fiscal Year 1994-1995, 310 inmate participated in Post Secondary programs.

Under the Educational Program, an inmate may also learn valuable vocational skills. Vocational programs include those programs which provide marketable skills for attainment of employment upon release. In choosing which vocational programs to provide, the Department looks at employment trends and job-related services. As stated previously, the vocational programs are not taught by Corrections Department employees. Some examples of vocational programs include: Graphics Art, Computers in Business, Small Engine Repair, Computer

The Inmate Literacy Act regulations do not apply to: (1) inmates who have been incarcerated for less than ninety days in an institution controlled by the corrections department; (2) inmates who are assigned a minimum custody classification (minimum restrict); and (3) inmates with sentences longer than ten years.

Literacy, Electrical. For Fiscal Year 1994-1995, approximately 516 inmates participated in vocational programs.

In addition, the Education Bureau has developed a Special Education Model such that the Department is able to provide educational programs for all inmates with special learning needs. For Fiscal Year 1994-1995, approximately 50 inmates participated in special education programs.

A variety of other education programs are also offered to the inmates. English as a Second Language is taught to inmates whose first language is not English. For Fiscal Year 1994-1995, approximately 31 inmates participated in this program. Also, Art classes are taught to inmates in order to provide leisure skills, marketable skills and literacy. For Fiscal Year 1994-1995, approximately 162 inmates participated in this program. Finally, the Education Department provides for a Pre-Release program for the inmates. This program is intended to prepare inmates for release and crime free living on the streets. For Fiscal Year 1994-1995, approximately 127 inmates participated in this program

### Corrections Industries

The Corrections Industries Division is responsible for the rehabilitation, education and development of vocational skills for inmates. Additionally, Corrections Industries is responsible for the productive involvement in enterprises which benefit State agencies and local public bodies. (Department of Corrections Annual Report, 1994-1995) The Goals of Corrections Industries is self sufficiency as well as keeping inmates occupied and developing marketable skills. Corrections Industries operates at all prisons with the exceptions of Western New Mexico Correctional Facility, Camp Sierra Blanca and Roswell Correctional Facility. (Annual Report, 1994-1995)

The Corrections Industries Division employs approximately 440 inmates at eight different facilities. Current programs are enumerated below.<sup>22</sup>

Furniture Shop: Primary production effort is the manufacturing of custom and Rio Grande style office furniture, System 32 wood and laminated products as well as reviewing options to establish a kit furniture line. A plan has also been developed to manufacture furniture for inventory in order to increase efficiency and improve delivery times. In June, 1995 a significant order was completed for the New Mexico Military Institute.

Tag Plant: Produces approximately 4000,000 license plates per year for the Department of Motor Vehicles.

Information for these programs was provided by Robert Lanphere, Director of Corrections Industries and the Department of Corrections 1994-1995 Annual Report.



Data Entry: Performs key entry services to state agencies as well as private contracts through Unibase, Inc., (Salt Lake City), New Mexico Game and Fish Department, New Mexico Department of Labor and New Mexico Highway and Transportation Department (processes 5,000 accident reports per month with an average accuracy rate of 95%).

Telemarketing: Supports the Albuquerque Convention and Visitors Bureau along with ongoing services for the Department of Tourism and Ski New Mexico. During the month of May, the inmates answered 55,000 inquiries in a 23 day period. Inmates also mailed out over 50,000 visitor guides during the same period.

Print Shop: Produces printing for a limited number of state agencies, public schools, universities and the Corrections Department. Also, concluded negotiations with DMV to print approximately 200,000 forms and adhere a hologram strip of write resist tape for security purposes to be distributed to new and used car dealers as temporary tags.

Distribution Center: This center is a centralized control center which was established to coordinate all deliveries of finished goods from the facilities to customers within New Mexico. A pool of drivers and three trucks with trailers and warehouse personnel are permanently assigned to the facility to facilitate this program.

Farm Operations: This operation includes farming approximately 1500 acres of alfalfa, corn, tricale and sudex. The inmates are using upgraded machinery and equipment which has enhanced the farms capability for sustained operations.

Metal Shop: Inmates in the metal shop produce metal bunks for the Corrections Department and the Boys' School in Springer, New Mexico. The inmates also produce various types Of picnic table for Parks and Recreation and Game and Fish.

Dairy Activity: Five minimum security inmates work for Rasband Dairy which provides milk for PNM (Main), Canteen Corporation and the Los Lunas Hospital and Training Facility. This arrangement is through a lease agreement signed between the State of New Mexico acting through the Property Control Division, the New Mexico Corrections Department and Scott Rasband, a local dairyman.

Feedlot: Ten minimum security inmates work for Mr. Mechenbier (Sugar Pop Cattle Company) through a lease agreement between the State of New Mexico acting through the Property Control Division, the New Mexico Corrections Department and Sugar Pop Cattle Company.

Micrographics Shop: This program is located at the Women's Facility and includes filming for state agencies, hospitals and public schools.

Upholstery Shop: Items produced at this shop include seating, modular panels, the assembly and upholstery of ergonomic chair kits and custom furniture.

Garment Factory: Inmates at the facility manufacture sheets, pillows, mattresses, towels, pillow cases, and shirts and trousers used by inmates within the Corrections Department.

Shoe Factory: Inmates at this facility produce all inmate issue shoes for all correctional facilities in New Mexico. Leather uppers are cut and sewn in the shoe factory and then shipped to Missouri Correctional Industries for attaching the soles by mold injection.

Placards: Inmates are also currently manufacturing and issuing handicapped placards in conjunction with the Motor Vehicles Department. This program issues approximately 60,000 to 80,000 units.

New Projects: Corrections Industries is also working with representatives of an Albuquerque, New Mexico clothing firm on the potential for starting a garment manufacturing program under the federally monitored PS/PIEC Program for making lab coats, hospital gowns and some schools' coats. Also, Corrections Industries is attempting to negotiate a mailing program for inmates whereby inmates would mail out the tax and revenue forms for the tax and revenue department.

Inmates are paid for their work in Corrections Industries.<sup>23</sup> Each job in Corrections Industries is classified into one of the three categories using the following factors: education levels required to perform the job, training required to achieve average levels of competency in the job, exposure to hazardous conditions, as they relate to the job, possible damage to equipment or process resulting from either inadequate preparation or neglect, and the degree to which the individual is expected to operate without direct supervision.

Class I jobs are for basic to semi-skilled positions. Work in this class would include material handlers, porters, simple machine operators and assistants. Class II jobs are for more detailed semi-skilled to skilled labor. This class would include machine operators, clerical staff, inspectors and repair persons. Class III jobs are for highly skilled personnel. This class includes licensed electricians, machinists, loadmen, utility personnel, administrative clerks and other highly

Information for Inmate Pay Plan was obtained from State of New Mexico Corrections Industries Inmate Pay Plan, CD-111401.1 a.

diversified personnel.

Inmate employees are given the opportunity to advance himself/herself either through the pay scale in his classification or by developing further educational levels and moving into higher classifications.

Inmates receive their pay from the facility manager. The facility manager determines the Class that the inmate is in based on the inmates classification officer, case worker and program supervisor. Progression within class or from class to class is based on satisfactory review of performance, absenteeism and work record. Promotions or movement from one class to another will not result in pay decrease unless due to demotion. The following is the inmate pay scale.<sup>24</sup>

Tier One Pay Scale for inmates employed prior to June 15, 1988.

Class I.

Step 1	\$ .20
Step 2	.30
Step 3	.40
Step 4	.50
Step 5	.60
Step 6	.70

Upward Mobility in this class is permanently frozen.

Class II

Step 1	\$ .60
Step 2	.75
Step 3	.90

Upward Mobility in this class is permanently frozen.

Class III

Step 1	\$ .90
Step 2	1.20

Upward Mobility in this class is permanently frozen.

The inmate pay scale does not apply to those inmates employed through the Unibase, Inc. Data Entry Program because salaries for these inmates are based on a productivity system whereby the hourly rates are tied to the number of correct keystrokes.

Tier-Two Pay Scale for inmates employed or transferred from Tier I after June 15.1988.

<u>Class</u>	
Step1	\$.20 Probation
Step 2	.25
Step3	.35
Step 4	.40

Minimum of 30 days between steps.

<u>Class II</u>	
Step1	\$.20 Probation
Step 2	.40
Step 3	.50

Minimum of 30 days between Step 1 and Step 2.

Minimum of 60 days between Step 2 and Step 3.

<u>Class III</u>	
Step 1	\$.20 Probation
Step 2	.80

Minimum of 30 days between Step 1 and Step 2.

General Inmate Eligibility for Production Incentive Pay

To become eligible for incentive pay, the inmate must complete a probationary period in the shop. Normally the probationary period lasts 60 days. Additionally, the inmate must have attained skill commensurate with the job assignment and have a good work record. To remain eligible for incentive pay, the inmate employee must: (1) maintain favorable reports from housing, security and program staff, (2) not receive any disciplinary reports from the shop supervisor (one disciplinary report from the shop supervisor is grounds for termination), (3) participate in a specific on-the-job training program and make required progress in accordance with the shop Proficiency Skill Level Plan, (4) no unexcused absences to be eligible for incentive pay during that month (excused absences include mental health groups, sickness, hospital trips, counseling or other situations beyond the control of the inmate).

Incentive pay will only be paid for the time worked in the shop. One unexcused absence for the month will cause the inmate worker loss of incentive pay for the whole month. When an inmate receives lock up, the first time the inmate will lose his/her incentive pay for the month, the second time the inmate will be terminated from employment. If the inmate does not perform his/her duties as outlined in the job description, or if he/she refuses to work, he/she will be

terminated from employment and will not receive incentive pay for the final month worked.

## Health Services<sup>25</sup>

The Health Services Bureau is responsible for the development, implementation and evaluation of a Medical/Mental Health Delivery System. (Department of Corrections Annual Report 1994-1995) The Health Services staff monitors medical services and provide mental health services. Each inmate receives a medical and mental health assessment upon arrival at the Reception and Diagnostic Center before he/she is sent to his/her permanent facility.

Medical Services are contracted from Correctional Medical Systems (CMS), a private vendor. CMS is responsible for the provision of medical services to inmates and for documentation of all services provided. Medical services range from physical assessments to major surgery, such that appropriate health services are provided in a cost effective manner and that care is provided by professionals trained and skilled in the delivery of medical services. Outpatient clinics are responsible for delivery of medical services and are also available at all major facilities. (Department of Corrections Annual Report 1994-1995)

Apart from medical services, the Health Services division also provides many mental health services. The Mental Health Unit's responsibilities include ensuring that inmates and correctional staff have access to mental health services and consultation. Services include assessment, diagnostics, psychological testing, treatment planning, intervention delivery, crisis management, training of correctional staff on mental health issues, program planning and program evaluation. Mental Health Services are not mandatory and are provided upon request of the inmate.

The need for Mental Health Services is determined upon the inmates arrival at the Reception and Diagnostic Center. Upon arrival, the inmate goes through intake procedures. These procedures include a comprehensive assessment of the inmate by mental health psychologists. The psychologists use Phase I testing to collect data to develop an anticipatory treatment plan for the inmate. The Mental Health staff member also sits on the Classification Committee meeting to help determine appropriate housing for the inmate. This process usually takes about 60 days at which point the inmate may be sent to a new facility or the Mental Health Treatment Center. Once appropriate housing is determined and the inmate is sent to the new facility, then a new assessment is done at the new facility. When the inmate arrives at the new facility, he/she is

<sup>25</sup>Information for Health Services was provided by J. Eli Fresuez, Health Services Bureau Cniel Charles King, Mental Health Director and the Department of Corrections 1994-1995 Annual Report.

put in an orientation pool where the inmate goes through a second intake procedure with either a social worker or psychiatrist. The inmate's testing is reviewed, diagnostic information is reviewed and a treatment plan is developed. The inmate is recommended for substance abuse treatment if needed and the inmate is informed about the other services provided at the facility and the confidentiality of the programs.

The following is a list of the Mental Health Programs currently being provided to inmates in New Mexico's prisons.

Case Management: Case Management is provided at every facility and includes a four level program designed to identify inmates with Developmental Disabilities and provide the inmate with advocacy, service resources and appropriate housing. Basically, this program identifies at the point of intake within the Reception and Diagnostic Center, which facility best suits the inmates needs( depending on the type of care needed for the inmates). This is an ongoing program at each facility such that if the inmate is unable to function at the facility they have a procedure whereby they can be reevaluated for appropriate placement. This program includes 400 - 500 inmates for all facilities combined and has been in effect for approximately one year.

Crisis Intervention: This program serves approximately 15 inmates per facility, per month. This program is provided to inmates who because of stress, anxiety and confusion experience a crisis and are in need of services to reduce the tension and acquire equilibrium. This program also provides services to correctional officers so that they may understand what causes the crisis for the inmate and learn to anticipate the next crisis. A crisis includes anything out of routine of the mental health services, such as the inmate injuring himself or others, drug involvement, confusion, fights, stabbing, etc.

Mental Health Orientation: This program includes a comprehensive mental health assessment and exchange of information regarding available mental health services, how to obtain services and issues surrounding confidentiality. This information during intake at each facility where the inmate resides.

Mental Health Transfers and Referral: This program includes a comprehensive exchange of information from one Mental Health Unit to another usually from a sending facility to and from the Mental Health Treatment Center (MHTC) The purpose of this program is to develop a comprehensive assessment of the inmate at the time of the transfer and to determine the appropriateness of the transfer for mental health reasons. The ultimate goal of this program is to ensure that all areas of

mental health professionals have been provided with an opportunity to provide input, integrate information and develop a projected treatment mental health plan and projected psychiatric plan which anticipates inmates behaviors so that treatment recommendations and interventions can be created. (See Appendix 7 for examples of documents used in this program to identify and document the information needed to facilitate the transfers.) Approximately 120 inmates per year are sent to MHTC.

Minimum Psychotropic: Psychologists control all inmate medication at the facilities. This program includes a housing and treatment program designed to provide mental health services to inmates who are on psychotropic medication and also qualify for minimum level custody.

On-call Program: This program provides an after hours service whereby inmates and corrections officers can receive mental health services. Usually, there are about ten to fifteen calls per month.

Psychological Evaluations: Evaluations include comprehensive psychological evaluations. These evaluations are usually done for probation and parole, the courts, or Mental Health reasons. These evaluations are not provided for every inmate and inmates may refuse the evaluation.

Psychotropic Services: Psychiatric services are offered at all major facilities. These services include monitoring medications, prescription of medication and supervision of mental health staff. Approximately 11% of the total inmate population is on psychiatric medication.

Psychometric / Psychological Testing: At the Reception and Diagnostic Center and at all of the facilities, psychologists provide for psychosocial testing services according to three Phases. Phases are based on the amount and type of testing needed. Phase I testing is completed on 92% of the inmates when they enter RDC, and Phase II (80 inmates this year) and III (5 inmates this year) testing are completed based on clinical need.

Psychosocial Evaluations: These evaluations integrate psychological and psychological concepts for the further understanding of the inmate's needs and treatment options. Generally, these evaluations are completed by the staff at the Mental Health Treatment Center (MHTC) either at the time the inmate enters MHTC, or is released, or on an as needed basis.

Administrative Segregation Program: One mental health staff member is specifically assigned to monitor and provide intensive services to inmates in administrative segregation at all facilities. The staff member provides

clinical review, psychological assessment, diagnostic and treatment services to all inmates in administrative segregation. Most facility administrative segregation programs are full.

Substance Abuse Services: Substance abuse services are available to all inmates who request such services. Services are provided at the individual and group levels. Psycho educational Treatment is a three level program provided to inmates to ensure the integration of Information about drugs, drug addiction and the treatment process. The Basic program is based on the proposition that acquiring knowledge regarding drugs and understanding the consequences of drug abuse assist in moving the participant toward becoming aware of the negative effects of drug abuse. The Intermediate program is based on the proposition that dealing with drug abuse is the responsibility of the abusing participant. Also, that the individual must take responsibility in the recovery process. The Advanced program is based on the proposition that maintaining a drug free lifestyle is based on understanding and engaging in relapse prevention. This is a 24-week program and is totally voluntary. All facilities provide for this service.<sup>26</sup>

Therapeutic Community: The Therapeutic Community Program provides treatment for inmates who are in need of residential drug treatment. The program deals with all aspects of the inmates life and is a voluntary program. Within the community the inmate is taught management and interpersonal skills. The day usually begins at five a.m. and ends at ten . p.m.. Throughout the day the inmate attends school, works, participates in sharing groups, organizes in groups and learns how to manage others. A sixteen bed unit is provided for men at Southern New Mexico Correctional Facility and a 20-150 bed unit is provided at the Women's Facility in Grants. The goal of the Therapeutic Community is to provide a transition for the inmate into a non-prison environment. Therefore, inmates who are two years from release are often the inmates who participate in this program. This program leads to outpatient services as well as allowing the inmate to become a teacher in many of the groups/programs within the community.

Mental Health Treatment Center: The MHTC is where mentally ill inmates go during episodes when they act out. The MHTC is a 90 bed Mental Health Residential Unit for the provision of Acute, Intermediate and Secure Treatment. Treatment is provided by psychiatrists and the beds are constantly in use. Approximately 150 inmates per year are treated at this facility and there is no determinate length.

This program does not include AA, NA, CA, individual counseling, anger management and family rearing.



Mental Health Outpatient Services: These services are provided at the individual, group, community and when appropriate, family level. Approximately 150-175 inmates per year participate in these programs.

## Work Assignments<sup>27</sup>

Work assignments are jobs available within the institutions for which the inmates are assigned to by the Classification Committee. Work assignment positions employ approximately 49% of all inmates or 1910 inmates. These positions do not include work release jobs. With some minor exceptions in job titles, the following are the jobs available at all facilities.

<u>Work Assignments</u>	<u>Job Descriptions</u>
Porter:	Cleans and performs upkeep of the building
Barber:	Provides barbering services
Grounds keeper:	Responsible for the upkeep of the grounds outside the building
Teachers Aide:	Assisting teacher in areas related by Supervisor
Tutor:	Assisting students in need of extra help
Cook:	Under directions, prepares and cooks food for consumption.
Line Server:	Prepares salad and vegetables, sets up cafeteria line and break down after each meal.
Dishwasher:	Washes and sanitizes dishes.
Loading Dock Worker:	Responsible for loading and unloading of delivery trucks.
Baker:	Responsible for preparation of baked goods on the menu.
Butcher:	Prepares all raw meats.
Storeroom Worker:;	Responsible for monthly inventory of all commodity items.
Dishmachine:	Responsible for recovering the food trays.
Clerk--	Types, files and does related assignments.
Store Clerk:	Sells items in stores to inmate customers and staff.
Laundryman:	Tends to washing machines to clean articles.
Tailor:	Uses sewing machine to do alterations and repairs.

Information on work assignments was provided by Robert Segó in the Division of Special Projects

Administrative Aide:	(Library) Prepares and types correspondence for the Librarian
Legal Assistant:	Assists inmates in the preparation of non-complex legal documents.
Electrician:	Assists with repairs, maintenance and installation of electrical systems and equipment.
General Maintenance:	General maintenance work (constructions etc.).
Heating and Refrigeration:	Assists with troubleshooting of heating and cooling systems.
Painter:	Paints areas under direct supervision.
Plumber:	Assists staff in all areas of plumbing.
Safety Aide:	Performs any combination of requiring a good working knowledge of fire safety and sanitation requirements.

### Work Release<sup>28</sup>

Work release is offered at the institutions as an alternative to work assignments, education, and corrections industries assignments. Work release varies depending upon the institution; therefore, we have provided information about the work release assignments in the individual institutional assignment sections.

### Recreation and Religious Programs

Recreational and Religious programs are provided at the institutions. Once again, these programs vary at the institutions and thus we have provided information about these programs in the individual institutional assignment sections.

Information for work release was provided by Robert Sego of the Division of Special Projects and the individual institutions..

### III. SPECIFIC PROGRAMS AT THE NEW MEXICO CORRECTIONS FACILITIES

The following are the responses received from each Corrections Facility in New Mexico when asked about the current programs that they are providing to the inmates.

#### Roswell Correctional Center

Located between Roswell and Artesia,

Opened in 1979,

Minimum Custody for Male Inmates

Capacity is 199 Inmates.

Work Assignments: All inmates transferred to the Roswell Correctional Center are assigned a position to work in work assignments. All inmates are mandated to work in this program. However, provisions are made for inmates with medical restrictions. There are presently 175 inmates assigned to work at one of the following listed positions. As of March 4, 1996, there were 172 actually participating because three were in jail pending Misconduct Reports. To run the work assignments program, it costs approximately \$6,000.00 per month in inmate salaries. At the Roswell Correctional Center inmates are assigned positions in the following fields:

- Labor Pool
- Grounds 1
- Grounds 2
- Laundry
- Building Maintenance
- Inmate Store
- Adobe Wall
- Adobe Pit
- Library
- Porters
- Food Service
- Auto Shop
- Warehouse
- Recreation
- Highway Crew
- Parks Crew
- Education
- Barber
- Tailor

The Work Assignment Program is constantly expanding. Projects currently in progress include the adobe wall construction and recreation areas. Scheduled projects include a Track and Education Center.

Work Release: Inmates in Roswell are offered employment in the Roswell, Artesia and surrounding areas. Work release jobs are voluntary. To be approved, the inmate must have clear conduct, have eight months projected time left to serve, must have full medical and mental health clearance and must have been approved by the Full Institutional Classification Committee. Work release jobs include restaurant, labor, dairy skills, construction skill, painting, sheet metal, salvage yard and general maintenance positions. During 1995, the Roswell Correctional Center had 251 inmates participate in its work release program. As of March 4,1996, the work release program has 26 inmates enrolled and 22 inmates active in the program. The costs to run this program are approximately \$29,000.00 per year in estimated travel costs. The subsistence revenue for July, 1994 - June, 1995 was \$63,283.98. The subsistence revenue for July, 1995 - February, 1996 is \$31,241.97. The work release jobs are limited due to the policy requirements for inmate eligibility.

Education: Inmates in Roswell are offered classes for Adult Basic Education (ABE), General Educational Development (GED), College Prep., Vocational Classes, and Art Classes. There are no eligibility requirements for the program and the inmates are not mandated to this program. Inmate participation in the education programs for 1995 included: 156 in ABE and GED; 130 in Post Secondary, and 240 in Computer studies for a total of 526 inmates enrolled for 1995. Currently, there are 35 inmates enrolled and participating in GED and ABE; 35 enrolled and participating in computer studies and 20 enrolled and participating in Post Secondary. Not including salaries, it costs approximately \$7,000.00 to run the education program. Expansion in education includes expanding the post secondary education classes.

Industries: There are no industries programs at Roswell Correctional Facility.

#### Camp Sierra Blanca

Located on 57 acres in the south central mountains in Fort Stanton, New Mexico. Opened in 1975 as a Minimum Security Facility Capacity is 100 Male inmates.

Work Assignments: In 1995, a total of 320 inmates participated in the work assignment program at Camp Sierra Blanca. As of March 4,1996, there were 76 inmates currently enrolled and actively participating in the work assignment program. All inmates must perform their work assignment in order to receive their Good Time. The cost to run the work assignment program at Camp Sierra Blanca is \$21,600.00 per year. The work assignments offered at Camp Sierra Blanca include:

- Grounds (Landscaping),
- Maintenance,
- Kitchen (Cook, Porter, Dishwasher),

Porter (Inmate lodges),  
Inmate Clerks (Administration, Education) and  
Highway Crew (Road Cleanup).

Work Release: In 1995 a total of 86 inmate participated in the work release program at Camp Sierra Blanca. As of March 4, 1996, 24 inmates were currently enrolled in the work release program and 19 were actually attending their assignments. The costs to run the program include: Two and one-half hours in the morning for the officer to drive the inmates to their assignments and two and one-half hours to pick them up. The officer makes \$10.00 /Hr, costing the Department \$50.00/day for the Officer's wages to run the program, or approximately \$13,000.00/Year. fuel to run the van/bus adds another \$4,500.00/Year. Thus, the total cost to run the program is approximately \$17,500.00/Year. The work release assignments offered at Camp Sierra Blanca include: restaurants, hardware, automobile dealerships, motels/hotels, city trash collection, lumber yards and yard work. At Camp Sierra Blanca, there are no plans to dramatically expand this program.

Education: At Camp Sierra Blanca, inmates are offered education classes in GED Prep, Reading, Basic Computer and Pre-Release. In 1995, 80 inmates participated in the education courses. As of March 4, 1996, 15 inmates are enrolled in education courses and 9 inmates are currently attending. The cost to run the Education courses at Camp Sierra Blanca are \$75,000.00/Year (\$60,000.00 being salary and benefits for 1.5 FTE). The only eligibility requirement for the education courses is a desire to learn. Also, because this is a minimum facility, the inmates are not mandated to attend the education courses. Furthermore, because of budget restrictions, there are no plans at this time to expand the education program.

Industries: There are no industries programs at Camp Sierra Blanca.

Inmate Activities/Self Help Groups: Inmate activities and self-help groups include the Hobby Shop, a weight lifter group, organized softball and basketball teams, an AA group and the Inmate Snack Shop. These various groups occasionally sponsor handball, volleyball, badminton, pool, card games, tabletop games, and bingo tournaments. The Camp Sierra Blanca Correctional Facility also has the responsibility of maintaining the Volunteer Fire Department for this district within Lincoln County. Currently a crew of 18 trained inmates are certified to fight fires. Finally, the Camp Sierra Blanca Correctional Facility maintain the Memorial Cemetery in Ft. Stanton, including burial, placing headstones, preparation for ceremonies and general maintenance of the grounds.

Penitentiary of New Mexico(PNM)<sup>29</sup>

Located 15 Miles South of Santa Fe.

The Main Unit (Medium) opened June 1956; Renovated 1980; Capacity 390. The North Unit (Medium/Maximum) opened June 1985; Capacity 288. The South Unit(Medium) opened June 1987; Capacity 288. The Minimum Restrict Unit opened September 1990; Capacity 276. The Complex has a total inmate Capacity of 1,242.

Work Assignment: In total PNM has 807 full time and 134 part time inmate jobs. PNM estimates that well over 1,000 inmates worked in 1995. Currently 611 inmates are enrolled and working full time in work and 56 inmates are working part time assignment positions at PNM. At PNM the inmates must apply for desired positions and go through an interview. Those inmates who do not apply for a job are assigned to a low skill, low-pay job and must also participate. Overall, the PNM annual inmate payroll is \$249,000.00. PNM has more jobs available than eligible inmates. Instead of increasing the number of jobs, the Consent Decree Special Master has required an upgrading of job "quality" such as combining education and work. The following are the job assignments for each of the PNM units.<sup>30</sup>

<u>Main Unit</u>	<u>Minimum Restrict</u>	<u>North Unit</u>	<u>South Unit</u>
Porters	Food Service	Barber	Barber
Barbers	Porters	Clerk	Porter
Clerks	Clerks	Porter	Clerk
Grounds	Barber	Detail(Ground)	Detail
Aides	Detail(Grounds/Inst.)	Detail(Trash)	Aides
Tutors	Detail(Projects/Unit)	Detail(Utility)	Cook
Cooks	Feedlot	ETV Tech.	Server
Dishwasher	Garage	Teacher Aid	Legal Aide
Line Server	Heavy Equipment	Cook	Library Asst.
Butcher	Highway Trans.	Line Server	Laundry
Loading Dock	Hobby Shop	Dishwasher	Maintenance
Workers	Hyde Park	Laundry	Paint Detail
Dish Machine	Landfill	Tailor	Recreation
Pull Position	Laundry	Legal Side	Hobby Shop
Laundryman	Tailor	Maintenance	Safety
Tailors	Legal Aide	Recreation	
Legal Asst.	Library	Hobby Shop	
Electrician	Cook	Safety Aide	
Maintenance	Baker		

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Information for PNM was provided by the individual facility at the request of Manuel Romero, Director Adult Prisons Division and Jerome Tafoya, Executive Assistant.

Inmates receive incentive pay according to their job classification. See Appendix for an example of inmate pay scale for PNM.

<u>Main Unit</u>	<u>Minimum Restrict</u>	<u>North Unit</u>	<u>South Unit</u>
Heating/Refrig.	Food Dock		
Painter	Electrician		
Plumber	Heating/Refrig.		
Hobby Shop	Shoe Shine		
	Trash		
	Warehouse		
	Welding		

Education: PNM provides ABE, GED, Art, Vocational Training, and Electronic Television. PNM does not have the total number of inmates who participate in education programs in 1995 due to the fact that inmates come and go, graduate, take only on-two classes etc. However, the current education enrollment reports reflect that PNM has a total enrollment of 563 inmates in Education courses (See Appendix 15 for the Month of February, 1996 Education Program Report) At any given time an estimated 95 percent of enrolled inmates participate in classes. There is a small number of inmates who refuse to attend classes. They do not receive good time and are dropped from their classes and assigned to work details where they do not receive pay, in accordance with the Inmate Literacy Act.

Industries: Corrections Industries has a variety of programs available for inmates at PNM. The following is the Inmate Roster for Corrections Industries for PNM Main, North and South ending in the week of February 16, 1996.

<u>Total</u>	<u>Authorized</u>	<u>Positions</u>	<u>Avg. No. of</u>	<u>Vacant</u>	<u>Inmate</u>	<u>Working/Day</u>
<u>Facility</u>	<u>Positions</u>	<u>Filled</u>	<u>Positions</u>	<u>Working/Day</u>		
<u>PNM</u>						
<u>Main</u>						
Sales Office	1	1		0		
Cattle Program	3	2		(1)		
Tag Plant	18	17		(1)		
Data Entry	34	37		3		
Furniture	30	30		0		
Admin. & Warehouse	3	2		(1)		
TOTAL	89	89		0		49
<u>North</u>						
Data Entry-Hwy	20	13		7		13

Aerobics/Weight lifting  
Softball  
Volleyball  
Basketball  
Ping Pong  
Racquetball/Handball  
Table Games  
Card Tournaments  
Arts and Crafts  
Bingo

Religion: The New Mexico Women's Correctional Facility offers a variety of religious programs to meet the needs of their population. Approximately 20 inmates participate daily and up to 60 participate for special events in the religious programs. The religious programs are open to anyone and do not require enrollment with the exception of KAIROS and the enrollment is due to limitations of group size.

Health Services: The following are the Mental Health Programs for Western New Mexico Correctional Facility. (See Appendix 19 for program descriptions and eligibility)

Anger Management  
Survivors of Violence Against Children  
Survivors of Domestic Violence

Participation in Mental Health Services / Substance Abuse Services at New Mexico Women's Correctional Facility for 1995.

1. Number of Inmates who used Mental Health Services in 1995 (Active Cases) was 1,200.
2. Number of Inmates who used Substance Abuse Services in 1995 was 250.
3. Number of Intakes in 1995 was 372.
4. Number of Psychological Evaluations in 1995 was 359.
5. Number of Assessments in 1995 was 300.
6. Number of referrals to the Mental Health Treatment Center was 0.

Current enrollment in Mental Health Services / Substance Abuse Services New Mexico Women's Correctional Facility.

1. Number of Inmates currently enrolled in Mental Health Services (Active Cases) is 141.
2. Number of Inmates currently enrolled in substance Abuse Programs is 30.
3. Number of current Intakes is 45.
4. Number of Psychological evaluations is 5.
5. Number of Assessments is 49.



4. The number of psychological evaluations for 1995 was 122.
5. The number of assessments for 1995 was 3242.
6. The number of referrals to the Mental Health Treatment Center was 4.

Current Enrollment In Mental Health Services / Substance Abuse Services at the Penitentiary of New Mexico.

1. The number of Inmates currently enrolled in Mental Health Services (Active Cases) is 825.
2. The number of Inmates currently enrolled in Substance Abuse Programs is 459.
3. The number of intakes currently up to date is 1574.
4. The number of psychological evaluations to date is 122.
5. The number of assessments to date is 3242.
6. The number of referrals to the Mental Health Treatment Center to date is 4.

Actual Participation In Mental Health Services / Substance Abuse Services at the Penitentiary of New Mexico.

1. The actual participation of inmates in the Mental Health Services (Active Non-Substance Abuse) is 60.
2. The actual participation of inmates in the Substance Abuse Services is 46.
3. The actual participation of inmates in Mental Health Services (Intake-Case Management, etc) is 148.

The Current Budget for Mental Health Services / Substance Abuse Services at the Penitentiary of New Mexico.

1. The Budget for Mental Health Services (Active Non-Substance Abuse) is \$100,000.00
2. The Budget for Substance Abuse Services is \$100,000.00.
3. The Budget for Mental Health Services (Intake-Case Management, etc) is \$120,000.00.

Penitentiary of New Mexico North Unit: The Northern unit contains the following programs for mental health. (The general eligibility requirements for substance abuse programs are contained in Appendix 13.)

Academy and Facility Training  
Administrative Segregation Program  
Anger Management Program  
Automation Program  
Clinical Program  
Clinical Record Program  
Clinical Supervision Program

Crisis Intervention  
Mental Health Training Program  
Mental Health Orientation  
Mental Health Transfers and Referral  
Mental Health Outpatient Services  
On Call Services  
Psychological Evaluations  
Psychometric/Psychological Testing  
Psychosocial Evaluations  
Quality Improvement/Quality Assurance Program  
Substance Abuse Program  
Multi Disciplinary Treatment Program  
Infirmary Mental Health Group

Participation In Mental Health Services / Substance Abuse Services at the Penitentiary of New Mexico Northern Unit for 1995:

1. Number of Inmates who used Mental Health Services in 1995 (Active Cases) was 502.
2. Number of Inmates who used Substance Abuse Services in 1995 was 30.
3. Number of Inmates in Substance Abuse was 30.
4. Number of Intakes was 357.
5. Number of Psychological Evaluations was 37.
6. Number of Assessments was 806.
7. Number of referrals to the Mental Health Treatment Center was 11.

Current Enrollment In Mental Health Services / Substance Abuse Services at the

Penitentiary of New Mexico Northern Unit:

1. Number of Inmates currently enrolled in Mental Health Services (Active Cases) is 147.
2. Number of Inmates currently enrolled in Substance Abuse Programs is 0.
3. Number of Inmates currently in Substance Abuse programs is 30.
4. Number of current Intakes is 312.
5. Number of psychological Evaluations is 37.
6. Number of Assessments is 341.
7. Number of referrals to the Mental Health Treatment Center is 11.

Actual Participation In Mental Health Services / Substance Abuse Services at the Penitentiary of New Mexico Northern Unit

1. Actual participation of inmates in Mental Health Services (Active Non-Substance Abuse) is currently 147.
2. Actual participation of inmates in Substance Abuse Services is currently 30.
3. Actual participation of inmates in Mental Health Services (Intake-Case Management, etc.) currently is 147.

The Current Budget for Mental Health Services / Substance Abuse Services at the Penitentiary of New Mexico Northern Unit:

1. Mental Health Services' Budget (Active Non-Substance Abuse) is \$100,000.00.
2. Substance Abuse Services' Budget is \$73,000.00
3. Mental Health Services (Intake-Case Management, etc) is \$100,000.00.

Southern New Mexico Correctional Facility<sup>31</sup>

Located 12 Miles West of Las Cruces

Opened June, 1983

Medium Security Facility for Male Inmates

Capacity is 480 Inmates.

Work Assignment: All inmates at the Southern New Mexico Correctional Facility are involved in full time programming. If an inmate chooses not to participate in education or a work program he will be assigned to a work assignment pursuant to State Statute. (Section 33-08-04 NMSA, 1978) In 1995, 4514 inmates participated in work assignments at the Southern New Mexico Correctional Facility. Current participation in the work assignment program is 334 inmates. (These numbers include institutional and correctional industry assignments) As of March 1, 1995, 15 inmates did not report to their institutional work assignments. The majority of the inmates had been assigned to other details or had appointments with classification or mental health staff. To run the work assignments program, it costs approximately \$88,000.00. At the Southern New Mexico Correctional Facility, inmates are assigned positions in the following fields.

Adobe Maker	Dishwasher
Auto Detailer	Electrician's Helper
Auto Mechanic Helper	Firefighter
Baker	Food Service Worker
Baker Assistant .	Food Service Server
Barber	Grounds Keeper
Carpenter's Helper	Heating /AC Helper
Cement Finisher	Heavy Equipment Operator
Clerk-Warehouse	Instructor's Aide
Canteen	Library Assistant/Law
Laundry	Library Assistant/General
Housing Office	Painter

<sup>31</sup> Information for Southern was provided by the individual facility at the request of Manuel Romero Director, Adult Prisons Division and Jerome Tafoya, Executive Assistant

Safety & Sanitation	Plumber Helper
Cook	Recreation Attendant
Cook's Helper	Salad/Vegetable Preparer
Construction Worker	Special Attendant
Custodian	Tailor
	Waste Water Worker

Education Inmates at Southern New Mexico Corrections Institutions are offered passes in the following areas: Adult Basic Education, Pre-Release, Building Trades, Automotive, Special Education Development, English as a Second language, Human Business Relations, Landscaping, Processing, Accounting I, and Business Computers. Inmate participation in education programs for 1995 is 1620. Currently, there are 189 inmates enrolled in educational programs. as of February 29,1996, 39 inmates were absent from class due to appointments with classification staff, mental health, medical, called out to their living units, visits and/or checking out of the institution. The education Programs are mandatory at Southern, in accordance with the Inmate Literacy Act. As far as expansion, Southern plans on implementing a variety of college courses.

Recreational Programs: At Southern New Mexico Correctional Facility, approximately 60%-70% (300-350) of the inmate population participates in open voluntary recreation in one form or another. Approximately 30% (150-200) of the Population participates in intramural, varsity sports and art/crafts programs. However two major intramural programs, basketball and softball have not yet begun this year. The cost to run the recreational program is approximately \$107,000,00. The budget includes staff salaries and necessary tools and equipment. Plans for expansion include arts/crafts programs and a community Involvement program. The following recreational programs are offered to inmates: Intramural sports(basketball, volleyball, softball), varsity sports (basketball, volleyball, softball), music enrichment program, arts and crafts Programs, open recreational activities (basketball, volleyball, softball, handball, height training, boxing training, game room, jogging/running horseshoes, badminton)

Religious Programs: Religious services are open to all inmates and no inmate is mandated to participate in religious services. The following religious services are offered to inmates at Southern New Mexico Correctional Center.

Apostolic Church of Jesus Christ	Fellowship
Calvary Christian Center	Victory Outreach
Church of God in Christ	Church of Christ
Fountain of Life	Expect a Miracle Mission
FULL Gospel Businessmen's	First Spanish Assembly of God
	Free Indeed Ministry

Glad Tiding Church	Jehovah's Witnesses
Cedar Hills Tabernacle	Mt. Carmel Baptist
Prison Fellowship	Prison door Ministry
Roman Catholic Diocese of Las Cruces	San Magill Catholic Church
Church on the Rock	Seventh Day Adventist
Calvary Chapel	Latter Day Saints
Bible Studies	Jum'ah
Native American Services(Sweat lodge)	Religious Seminars
Ten Revivals	Pastoral Counseling
Showing of Religious Videos	Inmate choir

Religious cassette tapes and books are available for inmate checkout.

Approximately 20%-25% of the population at Southern participate in religious services. Depending on population numbers, this may be approximate 100-170 inmates. Inmates are not assigned or enrolled in religious services. The costs to run the religious services is approximately \$32,500.00. Plans to expand include other religious denominations, after care and pre-marriage and marriage seminars.

Industries: Corrections Industries has a variety of programs available for inmates at Southern New Mexico Correctional Facility. The inmates are not mandated to participate in the programs. In 1995, approximately 1,525 inmates were employed in Corrections Industries. Currently, 123 inmates are assigned to Corrections Industries at Southern. Of the 123, approximately 107 inmates reported to work on February 27, 1996. The budget for corrections Industries is approximately one million dollars at Southern. The following is the Inmate Roster for Corrections Industries for Southern ending in the week of February 16, 1996.

Facility	Total Authorized Positions	Positions Filled	Vacant Positions	Avg. No. of Inmate Workina/Dav
Furniture	72	45	(27)	
Upholstery/ Panel/ Mattress	35	23	(12)	
Administration & Warehouse	8	7	(1)	
Shoe Factory	36	39	3	
Furniture	72	45	(27)	
Total	151	14	(37)	99

Health Services: The following are the Mental Health Programs for Southern

New Mexico Correctional Facility. (See Appendix 20 for descriptions and eligibility of the programs.)

Rational Behavior Therapy  
The Criminal Mind  
Self Esteem and Values Awareness  
Anger Management  
Introduction to Holistic Health  
Freedom Within  
Stress Management  
Physical Approach to Stress... Tai Chi  
Music Expression  
Cultural Issues and Mental Health  
Advance group  
Sexual Abuse Group  
Sexual Identity Group  
Sex Offender Treatment Group  
Parenting Skill Development Group  
Starting Over: Life After Prison  
Mental Health Resource Center  
Academic Interface  
Pre-Release / After Care Planning  
Beginning Substance Abuse  
Intermediate Substance Abuse  
Advanced Substance Abuse  
Abuso De Drogas Y Alcohol  
Therapeutic Community  
12 Step Group

Participation in Mental Health Services / Substance Abuse Services at Southern

New Mexico Correctional Facility for 1995.

1. Number of Inmates who used Mental Health Services in 1995 was 362.
2. Number of Inmates who used Substance Abuse Services in 1995 was 158.
3. Number of Intakes in 1995 was 815.
4. Number of Psychological Evaluations is 61.
5. Number of Assessments for 1995 was 884.
6. Number of referrals to Mental Health Treatment Center was 14.

Current Enrollment in Mental Health Services / Substance Abuse Services at Southern New Mexico Correctional Facility :

1. Number of Inmates currently enrolled in Mental Health Services is 124.
2. Number of Inmates currently enrolled in Substance Abuse Services is 58.
3. Number of current Intakes (Since 1/96 is 148 and In orientation is 13).
4. Number of Psychological Evaluations is 10.

5. Number of Assessments is 22.
6. Number of referrals to Mental Health Treatment Center is 1.

Actual Participation in Mental Health Services"/ Substance Abuse Services at Southern New Mexico Correctional Facility:

- 1 Actual participation of inmates in Mental Health Services (Active Non-Substance Abuse) is 124.
2. Actual participation of inmates in Substance Abuse Services is 39.
3. Actual participation of inmates in Mental Health Services (Intake-Case Management etc.) Is 184.

The current Budget for Mental Health Services / Substance Abuse services at Southern New Mexico Correctional Facility:

1. Budget for Mental Health Services (Active Non-Substance Abuse) is \$175,000.00.
2. Budget for Substance Abuse Services is \$122,500.00
3. Budget for Mental Health Services (Intake-Case Management etc) is \$52,500.

**Central New Mexico Correctional Facility**

Located in los Lunas, NM  
 Opened November, 1989 (Minimum Restrict Unit)  
 Opened 1939 (Central Minimum Unit)  
 Capacity 264 (Minimum Restrict Unit)  
 Capacity 322 (Central Minimum Unit)

Central Minimum Restrict Unit(CMRU): The following information pertains to the Central Minimum Restrict Unit at Central New Mexico Correctional Facility.  
Work Assignments: All inmates at CMRU are mandated to the work assignment. In 1995, CMRU averaged 255 inmates participating at any one time in the work assignment program. At the present time there are 295 inmates currently enrolled in the work assignment program. Currently there ate 295 inmates actually participating in the program. The direct costs to run the program averages \$40.00 per month per inmate. (1995 = approximately \$10,200.00 per month in inmate incentive pay). The following work assignment are available to the inmate at CMRU:

- |                      |                          |
|----------------------|--------------------------|
| Recreation Attendant | Grounds Keeper           |
| Library Assistant    | Clerk                    |
| Barber               | Janitorial and Custodial |

<sup>32</sup> Information for Central was provided by the individual facility at the request of Manuel Romerc Director, Adult Prisons Division and Jerome Tafoya, Executive Assistant

Window Washer  
Laundryman  
Electrician  
Carpenter  
Construction  
Cook  
Food Service  
Waste Water Treatment

Tailor  
Tutor  
Plumber  
General Repairman  
Equipment Operator  
Baker  
Auto Mechanic  
Highway Crew

Work Release: Work release is not applicable to the Central Minimum Restrict Unit.

Education: CMRU maintains an Independent Study Learning Lab where inmates can pursue any course of study desired-as each inmate operates on an independent basis with Inmate Tutors available and a staff facilitator providing supervision. Inmates presently pursuing educational pursuits include Adult Basic Education, Computer Literacy, GED preparation, Vocational Training and both Undergraduate and graduate College Credit courses. In 1995 there were approximately 275 inmates participating in the education program. Currently, there are 61 inmates enrolled in education program. All 61 inmates enrolled are actually participating. The budget for the education program CMRU is \$40,000 per year to run. No inmates are mandated to the education program because this is a minimum restrict facility. CMRU's education program is voluntary and is offered in addition to and without interfering with the inmates mandatory work assignment.

Recreational Programs: All inmates at CMRU participate in some recreational activities. Thus, 298 inmate use some form of recreational activity. Currently all of these inmates are participating in the programs. The cost to run the recreational programs is approximately \$4,000.00 per year. (Excluding staff salaries and snack shop) There are no general eligibility requirements to participate in the programs. However, participation in the Hobby Shop and institutional softball or basketball teams requires clear conduct and not disciplinary reports. CMRU offers the following recreational programs to its inmates.

Fully equipped gym:      Basketball  
   Volleyball  
   Handball  
   Racket ball  
   Weight Lifting

Recreation Yard:        Softball  
   Touch Football  
   Horseshoes



## Walking Track

Other Recreational:   Snack Shop  
                              Library  
                              Hobby Shop  
                              Closed Circuit Cable Movies  
                              TV and Radios

Religious: Religious programs at CMRU are offered to the inmates through the services of outside volunteers. Approximately 50 inmates participated in religious programs in 1995. At the present time 45 inmates are participating. There are no costs to provide these programs for the inmates and no inmates are mandated to the religious programs. Presently the following groups provide regularly scheduled programs: Catholic, Protestant, Jewish and Muslim.

The following information applies to the Central Minimum Unit (CMU).

Work Assignments: In the Central Minimum Unit, inmates work assignments are filled on a voluntary basis. However, there is a policy by which inmates may be mandated to work , if necessary. In 1995, approximately 400 inmates participated in the work assignments program at the CMU. There are 228 inmates who are currently participating and attending. The costs to run this program are approximately \$67,000.00 in inmate wages. At CMU, inmates are assigned positions in the following fields.

Barber	Laundry
Canteen	Law Library
Chapel	Inmate Laundry
Caseworker Porter	Maintenance
Education Porter	Recreation Porters
Food services	Recreation Crew
General Library	Safety and Sanitation
Medical Porter	Utility I
Inmate Assistant-	Utility II
Mental health Porter	Warehouse
Pod Porters	

Work Release: There is no work release program at CMU.

Education: Inmates at CMU are offered classes in ABE/GED, Vocational Classes, Post Secondary, Non-College courses, Pre-Release Programs, College Program and a Psycho-Educational Seminar Program. In 1995, 423 inmates participated in the education courses at CMU. Currently there are 184 inmates enrolled and participating in the Education classes. Inmates who fall within the

requirements of the Inmate Literacy Act are required to attend school and work toward the GED. Currently 78 inmates are mandated to attend school at CMU. The operating budget for Central New Mexico Corrections Facility Education program is \$24,900.00 not including salaries and benefits for the employees, capital expenses, administrative overhead.

Recreation: Approximately 3,720 inmates participated in recreation programs at CMU in 1995. Currently 105 inmates are participating in recreation programs. The Recreation Budget is \$3,000.00 and \$99,276.00 for employees salaries and benefits. The following recreation programs are available to inmates at CMU:

Intramural Softball	Referee Clinics
Intramural Basketball	Community Interaction
Intramural volleyball	Running and Walking Track
Table Tennis	Tennis
Weight Lifting	Horseshoes
Heavy Bag	Hobby Shop
Jump Rope	Checkers and Chess
Handball	Dominoes
Band Room	Recreation Porter Jobs
Movies	Equipment managers job

Religious: Approximately 748 inmates participated in religious programs in 1995. The program is offered on a voluntary basis and currently 375 inmates are participating in the program. The budget to run the program is \$42,257.00 for employee salary and benefits. The only eligibility requirements are appropriate behavior. The following religious programs are being offered to inmates at CMU:

Church of Christ	Islamic Studies
Sweat Lodge(Native Americans)	Cross of Hope
Christian Church Service	Chapel Talk
Bible Club	Legion Of Mary
Quiet Service/Quakers	Thursday Night at the Chapel
Vespers	J'Uma Muslim
Chapel movies	Rosary Prayer catechism
Azusa Faith	Welcome to Sabbath (Jewish)
Full Gospel	Catholic Services
Fellowship	Mennonite Service
Scripture & Community	Church on the Rock
Prison Fellowship	

Industries: Corrections Industries has a variety of programs available for inmates at CMU. The following is the Inmate Roster for corrections Industries for CMU and CMRU for the week ending in February 16, 1996.

Facility	Total Authorized Positions	Positions Filled	Vacant Positions	Avg. No. of Inmate Workina/Dav
<b>CNMCF</b>				
Furniture	30	15	(15)	
Sanding/Spray	30	22	(8)	
Print	21	19	(2)	
Distribution Center	5	1	(4)	
Trustees Admin,, Warehouse		5	0	
Total		13	(7)	
	5	75	(36)	57
	20			
	111			
Facility	Total Authorized Positions	Positions Filled	Vacant Positions	Avg. No. of Inmate Workina/Day

**CM U (Farm)**

Hay Crew	8	5	(3)
Dairy	6	5	(1)
Office	3	2	(1)
Repair Shop	12	21	9
Tractor Crew	10	6	(4)
Irrigation	8	6	(2)
Feed Crew	8	6	(2)
Total	52	48	(4)

Health Services: The following is the identification of the Mental Health Programming for Central New Mexico Correctional Facility. (For a description of the programs see Appendix 16) Central New Mexico Correctional Facility contains the following programs for mental health and substance abuse. ( The general eligibility.requirements for the programs can be found in Appendix 17.)

Substance Abuse Program  
 Minimum Psychotropic Program  
 Multi Disciplinary Treatment Team  
 Individual Therapy  
 On-call program  
 Psychiatric Supervision  
 Case Management Program  
 Stress Management group  
 Anger Management group



Personal Development group  
Healing Yourself group  
Goal setting and time management  
Drugs and Family  
Case Management programs support group  
ABC of feeling  
Community group

Participation in Mental Health Services / Substance Abuse Services at  
Central

New Mexico Corrections Facility for 1995:

1. Number of Inmates who used Mental Health Services in 1995 (Active Cases) was 2029.
2. Number of Inmates who used Substance Abuse services in 1995 was 484.
3. Number of Intakes was 1608.
4. Number of Psychological Evaluations was 309.
5. Number of Assessments was 200.
6. Number of referrals to the Mental Health Treatment Center was 13.

Current Enrollment in Mental Health Services / Substance Abuse Programs at

Central New Mexico Correctional Facility.:

1. Number of Inmates currently enrolled in Mental Health Services (Active Cases) is 192.
2. Number of inmates currently enrolled in Substance Abuse Programs is 72.
3. Number of intakes is 162.
4. Number of psychological evaluations is 18.
5. Number of assessments is 201.
6. Number of referrals to the Mental Health Treatment Center is 0.

Actual Participation in Mental Health Services / Substance Abuse Services at  
Central New Mexico Correctional Facility.

1. Actual participation of inmates in Mental Health Services (Active Non-Substance Abuse) is 89.
2. Actual participation of inmates in Substance Abuse Services is 72.
3. Mental Health Services (Intake -Case Management, etc) is 89.

The Current Budget for Mental Health Services / Substance Abuse Services at  
Central New Mexico Corrections Facility.

1. Mental Health Services (active Non-Substance Abuse) budget is \$58,080.00.
2. Substance Abuse Services budget is \$18,560.00.
3. The Mental Health Services budget (intake- case management, etc) is \$405,760.00.

### Western New Mexico Correctional Facility<sup>33</sup>

Located in Grants, New Mexico

Opened October, 1984

Medium and Minimum Restrict Facility for Male Inmates

Capacity is 325 Inmates

Work Assignments: In 1995, 277 inmates participated in the work assignment program at Western New Mexico Correctional Facility. Currently 80 inmates are enrolled and participating in the work assignment program. To run the work assignments program, it costs \$33,791.16 for Incentive pay for the inmates per year. At the Western New Mexico Correctional Facility inmates are assigned to work in the following fields:

Parks & Recreation City Crew  
NMSHD Road Crew  
Forest Service Blue water Crew  
Warehouse  
Food service  
Laundry  
Education Clerk  
Education Aide  
Recreation Clerk  
Recreation Aide  
Barber  
Maintenance  
ID Clerk  
Id Darkroom  
Snackshop Clerk  
Porter  
Library Aide  
Law Library Aid  
Grounds keeper  
Special Projects Crew  
Utility Crew.

Education: Inmates at Western are offered classes for Adult Basic Education. Special education, Art, Music, Carpentry, computer operations, Greenhouse, Pre-release, College Classes and Writing. In 1995, 768 inmates participated in the education program. Currently 45 inmates are enrolled and participating in the education program.

Industries: there are no industries programs at Western New Mexico

Information for Western was provided by the individual facility at the request of Manuel Romero Director, Adult Prisons Division and Jerome Tafoya, Executive Assistant

Correctional Facility.

Health Services: The following are the Mental Health Programs for Western New Mexico Correctional Facility. (See Appendix 18 for descriptions of the Programs and the general eligibility requirements for participation in the programs.)

Sex Offenders Treatment  
Anger/Stress Management  
Beginning/Intermediate/Advanced Substance Abuse  
Music Expression  
Dream Analysis  
Psychotropic Medication Monitoring  
Minimum Psychotropic medication Program  
Case Management  
Brief Interventions  
Long Term Therapy  
Short Term Therapy  
Segregation Monitoring  
Crisis Intervention  
Transition Programming

Participation in Mental Health Services/Substance Abuse Services at Western New Mexico Corrections Facility for 1995.

1. Number of inmates who used Mental Health services in 1995 (Active Cases) was 143.
2. Number of Inmates who used Substance Abuse Services in 11995 was 26.
3. Number of Intakes was 163.
4. Number of Psychological Evaluations was 24.
5. Number of Assessments was 62
6. Number of referrals to the Mental Health Treatment Center was 2.

Current Enrollment in Mental Health Services / Substance Abuse Services at Western New Mexico Correctional Facility:

1. Number of Inmates currently enrolled in Mental Health Services (Active Cases) is 32.
2. Number of Inmates currently enrolled in Substance Abuse Programs.
3. Number of Intakes is 21.
4. Number of Psychological Evaluations is 5.
5. Number of Assessments is 2.
6. Number of Referrals to the Mental Health Treatment Center is 0.

Actual Participation in Mental Health Services / Substance Abuse Services at Western New Mexico Correctional Facility.

1. Actual participation for Mental Health Services (Active Non-Substance

- Abuse) is currently 32.
2. Actual participation for Substance Abuse Services currently is 0.
  3. Actual participation for Mental Health Services (Intake - Case Management, etc.) currently is 53.

The Current Budget for Mental Health services / Substance Abuse Services at Western New Mexico Correctional Facility:

1. Mental Health Services (Active Non-Substance Abuse) budget is \$1,950.00.
2. Substance Abuse Services budget is \$2,500.00.
3. Mental Health Services (intake-case management, etc.) budget is \$39,500.00.

New Mexico Women's Correctional Facility<sup>34</sup>

Located in Grants, New Mexico

Opened June 5, 1989.

Multi-Custody Women's Facility

Capacity is 245 inmates.

Industries: Corrections Industries has one program at New Mexico Women's Correctional Facility. This following is the Inmate Roster for the Micrographics program at New Mexico Women's Correctional Facility for the week of February 16, 1996.

<u>Facility</u>	<u>Positions</u>	<u>Avg. No. of</u>	
		<u>Positions Filled</u>	<u>Vacant Positions</u>
Micrographics	30	29	(1) 29

Recreational Program: In 1995, there was an average of 75 inmates who participated in the recreational programs at the New Mexico Women's Correctional Facility. There are 315 inmates housed at the New Mexico Women's Correctional Facility and they are all eligible to participate in the recreational programs at the facility. There are no eligibility requirements for the general recreation program. The arts and crafts program requires that the inmate be incarcerated 30 days and have 30 days clear conduct to participate. Inmates at New Mexico women's Correctional Facility are able to participate in the following recreational programs:

<sup>34</sup>Information for Western was provided by the individual facility at the request of Manuel Romero Director, Adult Prisons Division and Jerome Tafoya, Executive Assistant



Total Facility	Authorized Positions	Avg. No. of		
		Positions Filled	Vacant Positions	Inmate Working/Day
PNM				
PNM South				
Telemarketing	27	17	(10)	1

### Health Services

The following are the general identifications for the Mental Health Programming for the Penitentiary of New Mexico.(See Appendix 12 for descriptions of programs and general eligibility requirements.)

In general, the Penitentiary of New Mexico contains the following programs for mental health.

Academy and Facility Training  
Case Management  
Anger Management Program  
Automation Program  
Clinical Program  
Clinical Record Program  
Clinical Supervision Program  
Crisis Intervention  
Mental Health Training Program  
Mental Health Orientation  
Mental Health transfers and Referral  
Mental Health Outpatient Services  
On Call Services  
Psychological Evaluations  
Psychometric/Psychological Testing  
Psychosocial Evaluations  
Quality Improvement/Quality Assurance Program  
Substance Abuse Program  
Multi Disciplinary Treatment Team Program  
Infirmary Mental Health Group

Participation In Mental Health Services / Substance Abuse Services at the Penitentiary of New Mexico for 1995.

1. The number of Inmates who used Mental Health Services for 1995 (Active Cases) was 825.
2. The number of Inmates who used Substance Abuse Services in 1995 was 459.
3. The number of Intakes was 1574 for 1995.

6. Number of referrals to the Mental Health Treatment Center is 0.

Actual Participation in Mental Health Services / Substance Abuse Services New Mexico Women's Correctional Facility.

1. Actual participation of inmates in the Mental Health Services (Active Non-Substance Abuse) is 111.
2. Actual participation of inmates in Substance Abuse Services is 30.
3. Actual participation of inmate in Mental Health Services (Intake- Case Management, etc) is 53.

Mental Health Treatment Center<sup>35</sup>

Health Services: The following are the Mental Health Programs for the Mental Health Treatment Center. (See Appendix 21 for descriptions of the programs and the general eligibility requirements for participation in the programs.)

Substance Abuse

A.A.

Anger Management

Communication Skills

Problem Solving

Adult Survivors of Child Abuse

Work Therapy

ACU Level I

ACU Level II

Intermediate

Diagnostic Therapeutic Program

Vocational

Educational

Participation in Mental Health / Substance Abuse Services at the Mental Health Treatment Center for 1995:

1. Number of Inmates who used Mental Health Services in 1995 (Active Cases) was 163.
2. Number of Inmates who used Substance Abuse Services in 1995 was 27.
3. Number of Intakes in 1995 was 89.
4. Number of Psychological evaluations in 1995 was 122.
5. Number of Assessments in 1995 was 89.
6. Number of referrals to the Mental Health Treatment Center in 1995 was 89.

<sup>35</sup>Information for the Mental Health Treatment Center was provided by the individual facility and at the request of J. Eli Fresquez and Charles King.

Current Enrollment in Mental Health Services / Substance Abuse services at Western New Mexico Correctional Facility:

1. Number of Inmates currently enrolled in Mental Health services (Active Cases) is 53.
2. Number of Inmates currently enrolled in Substance Abuse Programs is 6.
3. Number of current Intakes (1996) is 13.
4. Number of Psychological Evaluations (1996) is 25.
5. Number of Assessments (1996) is 13.

Actual Participation in Mental Health Services / Substance Abuse Services at the Mental Health Treatment Center:

1. Actual participation of inmates in Mental Health Services (Active Non-Substance Abuse) is 53.
2. Actual participation of inmates in Substance Abuse Services is 6.
3. Mental Health Services (Intake - Case Management, etc) is 53.

The Current Budget for the Mental Health Services / Substance Abuse Services

at the Mental Health Treatment Center:

1. Mental Health Services (Active Non-Substance Abuse) budget is \$406,400.00
2. Substance Abuse Services (Inpatient) budget is \$20,000.00.
3. Mental Health Services (Intake - Case management, etc.) budget is \$386,400.00.

NOTE; The information received for the previous section on Specific Programs In New Mexico Corrections Facilities was obtained directly from the facilities in the areas of: Education, Industries, Health Services, Work Assignments, Work Release, Recreation and Religion programs for each facility. Despite the requests, we did not receive all of the above information for each facility. Therefore, despite the fact that a facility did not respond or was unable to provide the requested data, does not determine that the facility does not have the specific program. If necessary, the facility can be contacted to make a final determination.

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Kerry Singleton, February, 1996.

Futher Data was provided upon the request of Herb Meschner, Manuel Romero, Jerome Tafoya, J. Eli Fresquez, and Charles King from each of the facilities directly.

For a full report with appendices, please mail

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