GUIDE
TO
PROGRAMS
AND
SERVICES

Anne Arundel County
Department of Detention Facilities
www.aacounty.org/detention/index.cfm

LAURA A. NEUMAN, COUNTY EXECUTIVE
TERRY KOKOLIS, SUPERINTENDENT

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INTRODUCTION

The Anne Arundel County Department of Detention Facilities Guide to Programs & Services describes the programs and services offered by the Jennifer Road Detention Center (JRDC) and the Ordnance Road Correctional Center (ORCC). The programs and services described herein have a foundation in the theory of correctional case management. Incorporated throughout Department operations, the goal of case management is to deliver individualized service based on each inmate's status and needs. For pretrial inmates, the focus is on offering assistance in the understanding and navigation of the criminal justice system. For sentenced inmates, the goal is to start preparing for offenders’ return to the community as soon as they are sentenced. This allows for systematic progression through security levels and participation in internal and community programs, based upon sentence length and projected release dates. Recognizing that seamless transition to the community is critical to success, the Department of Detention Facilities (DDF’s) case management system maximizes partnerships with other agencies to facilitate service delivery following release from custody, including the Division of Parole and Probation, the Mental Health Agency and Department of Health.

Designed for judges and other criminal justice practitioners, this Guide provides summary information, eligibility criteria, resources and referral guidelines to make program utilization as easy as possible. The services and programs provided by the Anne Arundel County Department of Detention Facilities (AACDDF) operate under the authority of County Executive Laura A. Neuman through Superintendent Terry Kokolis. We welcome questions and suggestions and invite your ideas on how the Department may better serve the Anne Arundel County justice system.
The Department of Detention Facilities applies a Case Management approach to delivering classification and program services to the inmate population. The elements of Case Management include advocacy, intake, assessment, classification, referral, intervention, monitoring and evaluation, each of which is manifested in different ways at different points during an inmate’s incarceration. In performing these functions, Correctional Case Managers are called upon to individualize services based on each inmate’s history, status and needs. Toward that end, there are separate tracks for pretrial and sentenced inmates, summarized below.

Case Management services for inmates awaiting trial center on offering assistance in understanding and navigating the criminal justice process. Case Managers track and explain to the inmate the progress of the case(s) for which he or she is committed, and any others that may be pending so that failures to appear may be avoided. Referral to and communication with attorneys is facilitated as described in Section XIV, Legal Services.

The goal with inmates serving sentences to AACDDF is to, “Begin With The End in Mind;” i.e., to start making preparations for re-entry as soon as the sentence is imposed. Within in the first seven days, inmates with at least 90 days to serve enter into an Individual Program Agreement (IPA) which maps out behavioral and program expectations for the term of the sentence. Each IPA is individualized based on the inmate’s starting classification level, sentence length, in-custody and post-release needs and eligibility for available programs, including Work Release and House Arrest. Throughout the term of sentence, the Case Manager follows the inmate’s progress, allowing for downward classification consistent with the terms of the IPA. The Case Manager also initiates action, as appropriate, to ensure inmates are partnered with agencies and services in the community through the Re-Entry Program. One such partnership is with the Division of Parole & Probation, which assigns an agent to conduct pre-release conferences with inmates who have probation obligations. The agent provides the inmate with specific reporting instructions, discusses his or her planned residence, employment and treatment plans, and reviews program participation while in custody to facilitate continuity between institutional and probation supervision.
Mental Health Services

A Partnership exists between the Anne Arundel County Department of Detention Facilities and the Mental Health Agency to supplement mental health services available to inmates through the AACDDF Medical Contract. As the numbers of persons with mental illness entering JRDC and ORCC increased, the need to develop a new, more coordinated approach to identifying and treating mentally ill inmates became evident. What evolved is a system of mental health service delivery that begins with screening and assessment following intake, continues with treatment and collaborative tracking of progress during the term of incarceration, and concludes with aftercare and case management services upon re-entry. The goal: to interrupt the revolving door cycle of arrest, detention, release and re-arrest for persons with mental illness and co-occurring disorders. JRDC’s Mental Health Unit represents an important component of the system, housing mentally ill inmates for evaluation and treatment. DDF’s mental health system include a Director of Mental Health Services, Psychiatrist, Psychologist, Psychiatric Nurse, licensed clinicians and mental health case managers, all of whom act as a team to provide coordinated, comprehensive and effective service delivery.

Applicable Regulations & Statutes

- Maryland Health General Article 12–104
- Mental Health Administration Policy: Priority Populations
- Memorandum of Understanding between AACDDF, Anne Arundel County Mental Health Agency, and Partnership Development Group
- JRDC and ORCC Operational Directive 17.01
- JRDC and ORCC Operational Directive 17.02

System Elements

Screening and Assessment – All inmates undergo mental health screening by a nurse within 4 hours of intake. Inmates who screen positive for possible mental health risk factors at intake or at any point during their incarceration are referred for psychosocial assessment by a licensed clinician. Following the assessment, individualized treatment plans are developed and housing decisions are made for inmates diagnosed with a major mental illness, to include the Mental Health Unit, if appropriate. Referral for housing in the Mental Health Unit is subject to review and approval by the Psychiatrist and Psychologist.
Mental Health Unit (MHU) – JRDC's 30-bed MHU is a therapeutic community designed to treat and stabilize mentally ill inmates for return to the general population and ultimately, the community. Admission to the Unit is at the sole discretion of mental health professionals based on diagnosis and suitability for the environment. Length of stay on the MHU is variable, but is generally short-term. Inmates assigned to the MHU may participate in individual and group therapy. Additional programming may include Conflict Resolution; Social Skills; Goal-Setting; Life Skills; and Substance Abuse, Mental Illness & Health. Each week, inmates are reviewed by the Mental Health Team to determine progress and readiness for release from the Unit. Detention Officers and Correctional Program Specialists are specially selected and trained to work in the Unit and support the Mental Health Team.

Treatment – Individualized Treatment Plans are established for all inmates with mental illness, whether housed on the MHU, segregation, or in general population at either JRDC or ORCC. Treatment plans include the most current pharmacological interventions available as clinically indicated, as well as individual and group therapy when appropriate.

Case Management – Qualifying inmates are referred to Mental Health Case Managers for establishment of aftercare plans that are consistent with their internal course of treatment. Case Managers' priorities include assuring that released inmates have procured entitlements for which they are eligible, that they have been adequately referred and accepted to the appropriate community based services, and that all monitoring authorities (e.g., Parole & Probation or Pretrial Services) are kept abreast of efforts to seek treatment. Case Managers are responsible for aftercare planning in preparation for and following the inmate's discharge from custody.

Hospitalization – Inmates requiring more intensive care at any point during their incarceration are evaluated to determine qualification for admission to a state psychiatric hospital. To ensure continuity of care, inmates returning from hospitals are immediately screened by medical and mental health professionals. The inmate’s hospital discharge instructions are reviewed and incorporated into
treatment plans, when applicable. If recommended, inmates returning from state psychiatric hospitals are transferred directly to the MHU.

**Criminal Justice System Interface** – To the extent possible and appropriate, an inmate's status in the criminal justice system is taken into consideration in development of aftercare plans.

- For Sentenced Inmates, plans are developed based on the scheduled release date. If probation follows, aftercare arrangements are shared with Parole & Probation.
- For Pretrial Inmates scheduled for bail reconsideration hearings, Pretrial Services offer aftercare recommendations for the court's consideration in setting conditions of pretrial release.
- For Pretrial Inmates held pending trial, treatment and aftercare information is shared with defense counsel in advance of trial, provided authorization to release the information is granted by the inmate.

The ultimate goal is to utilize all programs and services available, to ensure that no inmate involved in DDF’s internal mental health system is released to the community without services.

**Referral**
The Court may refer inmates for mental health services through Pretrial Services at bail hearings, or on Commitment Records should a mental health concern arise at any subsequent proceeding. Placement in JRDC’s Mental Health Unit is at the sole discretion of the Director of Mental Health, Psychiatrist, Psychologist and Licensed Clinicians.

**Contacts:**
Michael Borgese, Assistant Facility Administrator– JRDC  
410-222-7097
Sandora Cathcart, Assistant Facility Administrator–JRDC  
410-222-7946
Thomas Laue, Assistant Facility Administrator – ORCC  
410-222-6358
In July of 2000, the Mental Health Jail Project (MHJP) expanded to include the TAMAR (Treatment, Addictions, Mental Health and Recovery) Project. The TAMAR Project offers individual and trauma treatment to female inmates at the Ordnance Road Correctional Center (ORCC). Assessment and treatment services are provided by a licensed clinician. Mental health case management services are also available for qualifying inmates who receive TAMAR services. The basic premise behind TAMAR is a trauma-informed treatment in combination with motivational counseling and thinking to help offenders break the severe trauma, chronic depression and re-offending cycle. TAMAR is funded in part through the Anne Arundel County Mental Health Agency.

**Applicable Regulations & Statutes**

- Maryland Health General Article 12–104
- Mental Health Administration Policy: Priority Populations
- Memoranda of Understanding between AACDDF, Anne Arundel County Mental Health Agency and Partnership Development Group, Inc.
- JRDC and ORCC Operational Directive 17.01

**Referral**

Initial screening occurs at admission to ORCC by medical services staff. Both pretrial and sentenced women identified as possible victims of abuse or trauma are referred to licensed clinicians for assessment, individual and group therapy, and post-release case management services. Facility staff may also refer those who may benefit or be in need of such services. Participation in TAMAR is completely voluntary.

**Contacts:**
Supervisors: Thomas Laue, Assistant Correctional Facility Administrator, ORCC
Phone: 410-222-6358
Fax: 410-222-6360
COMMUNITY SERVICE PROGRAM

Community Service is a form of restitution by which participants "pay" for their misconduct by providing uncompensated hours of service to the community. Under Detention Center auspices since 1990, the Community Service Program (CSP) facilitates and enforces fulfillment of the service obligation and operates out of the Ordnance Road Correctional Center.

Applicable Regulations & Statutes

- Ordnance Road Operational Directives 19.9, 19.11 and 19.12, "Community Service Program"
- Annotated Code of Maryland, Maryland Annotated Code, Criminal Law Article, Title 14, Section 101
- Correctional Services Article, Section 8-701

Capacity: N/A  Average Caseload: 300

Eligibility Criteria
Participants may be ordered to perform community service:

- As a condition of probation;
- As a condition of a suspended sentence;
- In lieu of payment for fines and court costs;
- Providing the participant consents;
- Providing the participant has not been convicted of a crime of violence.

Referral
Participants the Court determines eligible and appropriate for Community Service may be referred by completing a Community Service Program Referral. These forms are made available by the Department of Detention Facilities and are printed on carbonized paper for distribution to the participant, DDF and Court file. Important features of the form include:

- Direction that the participant report to the CSP office on a designated Thursday between the hours of 8:00 a.m. and 11:30 a.m. for intake.
• Requirement that the participant pay a one-time fee of ($50), due at intake.
• The number of hours of community service the participant is required to perform and the date by which they are to be completed.

NOTE: To assist the program staff in effectively enforcing requirements, the Court is asked to adhere to the following guidelines:

• No more than two weeks allowed for every eight hours to be performed;
• Start date within two weeks from the date of the hearing.

Program Elements
Intake – Conducted Thursdays between 8:00 and 11:30 a.m. in the CSP office at ORCC. Intake interviews are conducted one-on-one and include:

• Verification of identity
• Review of the community service requirement as ordered by the Court;
• Review of the participant’s criminal history to ensure eligibility under Maryland Annotated Code, Criminal Law Article, Title 14, Section 101;
• Assignment to a community service site;
• Collection of ($50.00) fee;
• Review of program rules, regulations, and procedures.

Work Site Coordination – A DDF Case Manager is responsible for developing sites that offer meaningful, relevant work and that meet criteria set forth in Correctional Services Section 8–701:

• Must be a private charitable, non-profit institution; or,
• Must be a public and community service association; or,
• Must be a government agency.

Additionally, sites must provide descriptions of projects and any special skills or restrictions that may apply; e.g., offense restrictions, physical requirements, etc. Program staff maintain regular contact with all sites to ensure hours are reported and concerns or problems are addressed.
Violations – Any failure to abide by Community Service Program rules and regulations or to comply with the Court's Order is considered a violation, including:

- Failure to complete intake;
- Failure to report to the worksite following intake;
- Failure to cooperate at the worksite;
- Failure to complete community service hours within stipulated time;

The Community Service Program attempts to bring violators into compliance by telephone and/or mail before notifying the Court. If contact cannot be made or if the participant continues in violation, the Court and the Office of the States' Attorney is advised in writing. In cases where the participant is on supervised probation, the probation office is notified for possible violation. The Community Service Program staff are available for violation hearings.

Jurisdictional Transfer of Monitoring Responsibilities – As part of a cooperative arrangement with other Maryland Community Service Programs, a participant residing outside of Anne Arundel County may be referred to his or her home jurisdiction for placement and monitoring. Violations are reported to the Anne Arundel County CSP, which forwards the report to the Court.

Contacts:
Community Service Program
Michael Okocha
Ordnance Road Correctional Center
600 E. Ordnance Road
Glen Burnie, MD 21060

Community Service Program Supervisor
Phone: 410-222-6370
Fax: 410-222-6361
WORK RELEASE PROGRAM

Work Release allows participants to maintain regular employment while serving sentences of confinement, thereby facilitating payment of family support, fines, court costs, taxes and restitution. Newly sentenced inmates who meet DDF's eligibility criteria may serve their entire sentence on the programs; other offenders earn their way to work release providing they meet behavioral and program requirements and are not precluded from participation by the Court.

Applicable Regulations & Statutes
- Ordnance Road Operational Directives Work Release Program 9.1, 9.2 and 9.4
- Shared Operational Directive 13.0A, B and D
- Correctional Services Article, Section 11-703

Capacity: 120

Eligibility Criteria

- Current offense is not Escape
- No escape from Work Release, House Arrest or Weekender status in the past 3 years
- Not precluded by the courts
- No detainers
- No pretrial commitments
- No pending charge or current commitment for designated offenses
- Minimum security rating
- No pending 8-505 or 8-507
- Negative baseline urinalysis at intake
- Approval of State’s Attorney and Victim Advocate when Victim Notification request is filed.
- Medical Clearance
- Not on probation for designated crimes if violation is pending
NOTE: With the exception of the requirement that they have no detainers and are medically cleared to work, inmates sentenced for Contempt/Failure to Pay Child Support are not required to meet DDF eligibility criteria providing the Court has ordered Work Release.

Program Elements

Intake and Orientation - Participants sentenced to the Anne Arundel County Department of Detention Facilities (AACDDF) are screened for Work Release eligibility based on the above criteria. If approved for immediate participation, inmates are placed on active work release status; if not, eligibility for future participation is determined and mapped. Once on Work Release, inmates receive comprehensive orientation, including a thorough review of Program Rules and the penalties associated with violations. Employment information is verified by telephone including days, hours and location of work or faxed documentation such as a business license and workmen’s compensation.

Job assistance is provided to participants who are unemployed at the time of assignment to Work Release, including Job readiness and placement assistance.

Case Management - Work Release participants are assigned to a Case Manager who is responsible for monitoring work schedules, maintaining communication with employers, developing a fee collection agreement, and conducting counseling sessions to review the inmate’s participation and progress in other institutional programs. Case Managers also conduct unannounced in-person job site and telephone checks and schedule random urinalysis.

Fee - $15.00 per day for each day worked. Fees from participants sentenced for Contempt of Court, for failing to pay child support, are forwarded to the Domestic Relations Division for application to the purge amount set by the Court. Additionally, Court ordered obligations such as costs, fines and restitution are deducted from participants’ pay and forwarded to the appropriate payee.

Diminution of Confinement - Participants’ sentences are reduced by one day for every day of successful participation (Day for Day).
Violations – Work Release participants are subject to all departmental rules and regulations. Violations result in issuance of a Notice of Infraction and a Disciplinary Hearing, which is held within 96 hours, excluding weekends and holidays. Guilty findings result in imposition of graduated sanctions based on the seriousness of the rule violation(s) and/or prior record of infractions. Typical violations that may result in removal from Work Release include:

- Escape/Walk-off defined as failing to report four or more hours after scheduled return.
- Positive urinalysis.
- Positive breathalyzer.
- Refusing to submit to urinalysis or breathalyzer.
- Unauthorized absence from work or approved location.

Additionally, participants may be suspended for up to 14 days and/or lose accumulated diminution credits for lateness returning to the facility, giving false information to staff and other rule infractions or violation of rules unique to the Work Release Program.

Contact: Catherine Robinson
Phone: 410-222-6379
Fax: 410-222-6067
ADDICTION SERVICES

The Anne Arundel County Department of Detention Facilities (AACDDF) and the Department of Health have worked collaboratively to provide substance abuse services through the Road to Recovery Program for sentenced inmates. Currently, a range of services are provided to include the following: Methadone Treatment for inmates who become incarcerated while on a community methadone treatment program as well as sentenced inmates assessed eligible for the program based on criteria and protocols. The Road to Recovery Program works closely with Case Management and Support Services, during incarceration and upon release into the community. The program also provides substance abuse assessments, supportive internal programming, release planning, and referral to community resources needed to successfully transition into the community, upon release.

Applicable Regulations & Statutes
- Code of Maryland Regulations 10.47.01 through 10.47.07; Maryland Annotated Code, Correctional Services Article, Section 11–703
- 42 U.S.C. SS290 dd - 3 and ee–3 and 42 CFR Part 2
- Ordnance Road Operational Directive 18.1 Substance Abuse Services
- Memorandum of Agreement between AACDDF and AACO Department of Health

Eligibility Criteria

- Sentenced to Anne Arundel County Department of Detention Facilities.
- Documented substance abuse history and/or drug related criminal history.

Program Elements
The primary objective of the Addiction Services is to assist inmates with acquiring continued methadone treatment, in house support and case management services necessary to lead a socially conforming and substance free lifestyle. In order to accomplish the goal, the program offers the following:

- Road to Recovery Methadone Maintenance
- Referral and Program Acceptance
- Assessment and Release Planning
- Family Reunification and Support Services
• Gender-Specific Support Groups
• Program Referrals (Internal)
• Community Case Management (Peer Support Services)
• Access to Care Coordination and (ATR) referrals

Description of Programs

Road to Recovery (RTR) provides methadone maintenance treatment to inmates who become incarcerated while on a methadone treatment program in the community or meet the eligibility requirements while incarcerated. Inmates receive daily medication, assessment and counseling and upon release are referred to the Adult Addiction or may return to their original program.

Referral and Program Acceptance

Correctional Unit Counselors screen and refer inmates for Addiction Services in the course of developing their Inmate Program Agreement (IPA) during the intake process. The Department of Health Addictions Counselor reviews and determines which services will be appropriate for the Inmate.

Assessment and Release Planning

The addictions counselor meets individually with each participant to complete an assessment and develop initial recommendations for an addictions release plan. The plan identifies the level of care needed to address the substance abuse problem and specifies resources to meet other areas of need (mental health, housing, education, family issues, job skill development, etc.). A copy of the release plan is provided to the Division of Parole and Probation to support fulfillment of the plan post-release. Involvement of family members in the release planning process is encouraged, through family contact sessions and/or participation in the Strengthening Families Program.

Inmates who reside in Anne Arundel County after release and who require substance abuse treatment as a condition of probation are eligible for post-release case management services. The goal is to provide assistance to the inmate to access treatment as part of their release plan. A Department of Health, Substance
Abuse counselor follows the offender up to 30-60 days after release to support compliance with treatment and related conditions of probation.

**Family Reunification: (Family Contact Visit)**

In recognition of the inter-relatedness of substance abuse and dysfunctional family relationships, Addiction Services offers Case Management support services to improve family relationships by providing education to the family members who will assist in creating a stronger recovery support system of the inmates upon their release.

**Gender Specific Support Groups**

Both Male and Female support groups are facilitated by the Addictions Counselor on a weekly basis, in 90 minute groups that address behavioral changes and motivation to live a positive lifestyle upon re-entry. The group also introduces inmates to community resources and teaches them how to access support. Community providers are often invited to present resource information regarding their services.

**Internal Program Referrals**

Internal Program Referrals can be made at a point during an inmate’s incarceration, by the Case Manager or the Addictions Counselor for programs offered at the Ordnance Road Detention Center. The programs include but are not limited to Narcotics Anonymous, Alcoholics Anonymous, Mental Health and Recovery through the Psych Development Group (PDC), Educational services provided by the Anne Arundel Community College, Job Training and Employment Services provided through the Anne Arundel Workforce Development Office and various workshops and services provided by volunteers and independent contractors.

**Peer Resources Support Services**

A peer support resource specialist meets with and assists inmates who are patients of the Road to Recovery Program at the Ordnance Road Detention Center. The resource specialist main objective is to access and obtain resources supporting
positive re-entry services for inmates and their families upon release into the community. Services included are such activities as going to court with the individual, attending AA and NA meetings, finding sources of transportation, housing and employment. One of the main goals of the service is to support a seamless transition from Road to Recovery to the Adult Addiction Treatment Program and to reduce the barriers to success in their journey to recovery.

**State Care Coordination and Access to Recovery (ATR)**

State Care Coordination is a person-centered approach to recovery and an organization assisting eligible individuals with resource services in their community. The goal is to establish a health plan supportive of recovery by removing barriers to care. A Care Coordinator meets with the inmates from the Road to Recovery Program for assessment, assists in retrieving required documents (i.e., birth certificates, social security and identification cards) needed upon release for Medical Assistance and Primary Adult Care (MA/PAC) or other resources within the community. The Coordinator, provides assistance by issuing vouchers to pay for the retrieval of documents, when necessary, follows the individual for a minimum of 6 months and meets face-to-face with the inmate both while incarcerated or when released.

**JENNIFER ROAD DETENTION CENTER**

At JRDC, the Department of Health offers ADEPT, a substance abuse awareness and education program which meets twice a week for three weeks on a closed enrollment basis. Participation is voluntary.

**Contacts:**

Barbara Hatch, Program Supervisor, AACO Health Department:
(410) 222-0100

Substance Abuse Liaison, ORCC: June Harris
Office: (410) 222-6349  FAX: (410) 222-6067
HOUSE ARREST ALTERNATIVE SENTENCING PROGRAM

The House Arrest Alternative Sentencing Program (HAASP) was established to provide a sentencing option for DWI offenders. Since that time, the program has expanded to accept persons convicted of all offense types and pretrial defendants requiring intensive supervision. HAASP offers enforcement of curfew requirements through the use of an “active” monitoring system. Participants on the Program are equipped with an electronic monitoring device “bracelet” which transmits a continuous signal to a central monitoring unit.

Applicable Regulations & Statutes
- Ordnance Road Operational Directives 19.1, 19.3 and 19.4
- Jennifer Road Detention Center Operational Directive 15.02
- Correctional Services Article 11–703

Capacity: 120 Average Caseload: 85

Eligibility Criteria
- Residence within a 50 mile radius of Anne Arundel County; AND,
- Must have and maintain acceptable telephone and electrical services; AND,
- Ordered to the program by the District or Circuit Court of Anne Arundel County under one of the following conditions:
  ♦ As a condition of sentence to the Anne Arundel Department of Detention Facilities or,
  ♦ As a condition of pretrial commitment;
  ♦ As a condition of pretrial release (See Pretrial Services, page 30).

- Approved by the Superintendent or ORCC or JRDC Correctional Facility Administrator pursuant to Correctional Service Article 11–703.

Program Elements
The elements of house arrest vary depending on the means by which an offender is placed on the program:
Condition of Sentence to AACDDF

Offenders are committed to the custody of the Anne Arundel Department of Detention Facilities for a term not to exceed 18 months, with a stipulation that all or part of the sentence be served on the HAASP. House Arrest is typically used as a sentencing option for offenders who require greater restriction than probation, but less than that afforded by incarceration in a secure facility.

The following are standard program elements, which may be expanded or amended by the Court. Modification or other, special conditions should be specified on the Defendant Trial Summary (District Court) or Commitment Attachment (Circuit Court).

Intake – Self-report to the House Arrest office as ordered by the court. If offender had been detained pretrial, the defendant may remain in custody with intake to occur on the next business day to ensure continuity of supervision.

Curfew – 24 hours unless activities are verified by case manager or otherwise specified by the Court.

Employment – Allowed for sentenced participants unless prohibited by the court.

Job Site Visits – Conducted on a regular basis.

Other Activities (church, treatment, etc.) – Allowed as Ordered by the Court or as determined by House Arrest staff.

Drug Testing – Conducted on a random basis or for cause or suspicion.

Alcohol Testing – Conducted on participants for cause or suspicion.

In-Person reporting to the HAASP Office – Required weekly or twice per month, depending on assigned level of supervision.

Additionally, the following elements are required by DDF policy:

Referral:
• Commitment to the AACDDF  
• HAASP Defendant Trial Summary (District Court)  
• Commitment Attachment (Circuit Court) detailing conditions of House Arrest  

Fee – $5.00 per day.

**Diminution of Confinement Credits** – Sentence is reduced by one day for every day of successful participation (Day–for–Day).

**Violations** – Addressed through the AACDF disciplinary process. The participant is instructed to report to the Correctional Center where a Notice of Infraction is issued and a disciplinary hearing is held within 96 hours excluding weekends and holidays. Guilty findings result in imposition of graduated sanctions based on the seriousness of the rule violation. Typical violations and resultant sanctions include:

- Absence from authorized locations or activities – removal from HAASP and loss of diminution credits;
- Positive urinalysis/breathalyzer – removal from the program and loss of diminution credits;
- Absconding or failing to report to the Correctional Center when directed to do so – charged criminally with escape from confinement, removal from HAASP upon arrest or return to custody and loss of diminution credits.

The court, State’s Attorney’s Office, Division of Parole and Probation are advised in writing in the event of program removal.

**Condition of Probation**
Defendants may be “incarcerated” on House Arrest as a condition of probation while serving the suspended portion of a sentence. The total term of “incarceration,” to include time in actual confinement as well as on House Arrest, may not exceed 18 months. Violation of program rules is reported to the supervising Probation Agent and the Court.
Condition of Pretrial Commitment

Defendants are Committed Pending Hearing to AACDDF on a “no-bond” status with the stipulation that they live at home pending trial.

Referral – Commitment to AACDDF ordering that the defendant be held without bond and stipulating house arrest pending trial.

Intake – Self-report to the House Arrest office if authorized by the Court. Otherwise, and if the defendant had been previously detained, placement on the program may occur on the next business day to ensure continuity of supervision.

Curfew – 24 hours, 7 days per week unless otherwise specified by the Court

Employment – Prohibited unless authorized by the Court

Other Activities – Prohibited unless authorized by the Court

Substance Abuse Testing/Treatment – Scheduled testing

Fee – None

Diminution of Confinement – 5 days Good Conduct Time for every 30 days applied against future sentence, if any.

Violations – Defendant is ordered to return to the Correctional Center for appropriate disciplinary action, served a Notice of Infraction and the court is notified upon the completion of Disciplinary Hearing via letter.

Condition of Pretrial Release

The Court may release a defendant to the supervision of the Pretrial Services Supervised Release Unit (SRU) and order that he or she be under house arrest pending case disposition (see page 30-32). NOTE: compliance with curfew and restrictions on movement are enforced electronically, courtesy of House Arrest Program staff. Violations are reported to the SRU, which is the supervisory
authority for defendants on house arrest as a condition of pretrial release. Defendants on house arrest as a condition of pretrial release are not charged a fee.

**Condition of Sentence – Administratively Approved**
Correctional Services Article 11–703 was amended effective –01 to authorize the Superintendent to place eligible Work Release inmates on House Arrest upon meeting specified AACDF criteria. Program elements are the same as the condition of sentenced participants. Eligible inmates may progress to this status for the last 60 days of their sentence.

**Contacts:**
House Arrest Alternative Sentencing Program
Michael Okocha
Ordnance Road Correctional Center
600 E. Ordnance Road
Glen Burnie, MD 21060

Phone: (410) 222–6370
Fax: (410) 222–6361
EDUCATION DEPARTMENT

The Success Through Education Program (STEP) offers sentenced inmates: General Education Development (GED), Preparation (Pre)-GED, Adult Basic Education, Adult Literacy and Advance Life Skills instruction. STEP is offered at the Ordnance Road Correctional Center (ORCC) in partnership with the Anne Arundel Community College (AACC).

Applicable Regulations and Statutes

Ordnance Road Operational Directive 15.2.
Memorandum of Understanding between Anne Arundel County Department of Detention Facilities and the Anne Arundel Community College (AACC).

Capacity: 14 per class  Caseload: N/A
2–4 classes per session
6 sessions per fiscal year

Program Elements

Referral and Assessment – All inmates at ORCC are referred for education assessment as part of the intake process. AACC staff administers the Test of Adult Basic Education (TABE), Maryland Adult Performance Program Competency-Based Assessment, and interview the inmate to determine his or her own computer competency assessment.

Instruction – Based on assessment results inmates are placed on a Candidate’s List for the next Session of Classes. A week or two before classes are to begin, a Class Selection Meeting is held between the Education staff and the Unit staff to review the Candidate’s List and the Unit Sign-up Sheets. The lists are combined, drafted and reviewed. An inmate is tentatively placed in one of the following classes: GED, Pre-GED, Adult Basic Skills, Advance Life Skills, Adult Literacy, courses. Once the inmate is on the Final Class List and starts attending classes, then an Individual Learning Plan (ILP) is developed and monitored by the STEP Staff.
Contact:
Russell Wright
ORCC Transition Education Liaison
Phone: (410) 222-6350 Ext. 3403
Fax: (410) 222-6068

ORCC-AACC Education Department Coordinator
Phone: (410) 222-6350 Ext. 3161
Fax: (410) 222-0149
The Anne Arundel County Department of Detention Facilities is committed to providing inmates opportunities for successful community re-entry. Re-Entry is the process of leaving jail and returning to society. The Department of Detention Facilities provides inmates with Re-Entry services and strategies, which translate into public safety gains to include reduced recidivism and successful long-term reintegration.

The Anne Arundel County Department of Detention Facilities has committed to providing as many services to inmates as possible. An individual’s incarceration starts with a “begin with the end in mind” approach to programmatic services. Sentenced inmates enter the Anne Arundel County Department of Detention Facilities and within 7 days a case manager meets with him/her and completes an Individual Program Agreement. The IPA is a tool used to assess the psychosocial, medical and public safety risks of inmates. IPA’s are contracts that outline an inmate’s progress and program expectations while incarcerated, as well as post release planning and referrals. Inmates who complete IPA requirements receive reviews at regularly planned intervals at which time they can progress to additional programming as well as work details. These successes provide self-esteem and build on one other. The inmates are allowed, with successful IPA completion, to participate in outside work details, work release and house arrest. Outside resources are also allowed to present their services to inmates in weekly Support Groups and at the Re-Entry Resource Fairs. The professional relationships made at these events allow inmates a comfort level and connection to the people who provide services in the community.

As an inmate approaches their release date, a case manager reviews the inmate’s post release requirements. If an individual has Probation, Court Ordered Restitution or Child Support obligations these requirements are reviewed at the Exit Conference. The case manager also uses the exit conference to make community referrals as well as identify potential stumbling blocks to a successful re-entry for the individual upon release. The document produced at this meeting is titled the Exit Conference Checklist. The exit plan, with permission of the inmate is then
provided to applicable post release service providers. These providers include Parole and Probation as well as drug rehabilitation programs.

During an inmate’s period of incarceration, he or she is told who, what, when and where things will happen. However, once released they are left to their own skills and disciplines to have a successful life.

The purpose of these programs, agreements and work details is to assist individuals with developing proper life skills. These skills allow inmates to have an opportunity for a successful life without drugs and crime. The Anne Arundel County Department of Detention Facilities commitment to bridging the gap between jail programs and service providers in the community is critical for successful Re-Entry.
ANCILLARY SERVICES

Supporting fulfillment of the Department’s mission, with respect to programs and offender re-entry, is a variety of services offered in partnership with other organizations, agencies and volunteers. They include the following:

**Young Fathers Support Network (YFSN)** – Offered by the Anne Arundel County Department of Social Services, YFSN provides supportive coaching and counseling to fathers and expectant fathers aged 40 years and younger geared toward promoting emotional and economic involvement in the lives of their children.

**Big Brothers/Big Sisters Amachi Program** – Amachi targets children of incarcerated parents, seeking to match them with volunteer mentors who serve as role models and provide assistance in handling the unique challenges and stigma they face. Amachi is a partnership between the Big Brothers/Big Sisters organization and the faith community.

**People Acquiring Skills for Success (PASS)** – Offered by the Anne Arundel Workforce Development Corporation, PASS provides career counseling, job readiness, and life skills training to enhance inmates’ employability and job stability.

**Anger Management Workshops** – Offered by the Anne Arundel County Conflict Resolution Center, Anger Management helps inmates identify their anger triggers and gives them tools to manage them.

**Parole & Probation Interface** – The State Division of Parole & Probation offers bi-monthly informational sessions for inmates soon to be released aimed at setting them up for success on probation. Additionally, to facilitate a seamless transition from incarceration to probation, inmates with probation obligations meet one-on-one with an Agent to review the release plan established in the DDF case management process and to receive reporting instructions.

**Volunteer Programs** – 500 citizens volunteer at JRDC and ORCC provide an estimated 6700 hours of service annually. Volunteers provide religious services; self help group counseling such as Narcotics Anonymous, Alcoholics Anonymous, CD, literacy training, mentoring programs.
PRETRIAL SERVICES

The Department of Detention Facilities Pretrial Services Unit's function is two fold:

- To make release recommendations at bail hearings based on verified criminal and social history information.
- To monitor compliance with the conditions of release for defendants released to the program's supervision pending trial.

Applicable Regulations & Statutes
Shared Operational Directive 13.08; JRDC Operational Directives 15.01 and 15.02
Maryland Rule 4–216
Annotated Code of Maryland, Criminal Procedure Article Section 5–202
National Association of Pretrial Services Agencies: Standards on Pretrial Release

Eligibility Criteria
- Persons committed to the Detention Center in lieu of or without bail pending District Court bail review.
- Persons committed on bench warrants issued by the Circuit Court, which do not specify bond.

Program Elements
Investigation - The primary function of Pretrial Services is to provide information that will assist the court in determining release eligibility and setting release conditions pursuant to Maryland Rule 4–216 and Criminal Procedure Article 5–202. Toward this end, Investigators conduct one-on-one interviews with defendants to obtain information on residence, family and community ties, employment, substance abuse, criminal record, and failures to appear. Independent verification is sought from references named by the defendant and others who may possess relevant knowledge, including parole and probation agents. If the defendant is charged with failing to appear, pretrial attempts to verify the reported reason are initiated to determine if willful. Full criminal
history information is accessed through all available computer information systems.

Recommendation - Pretrial assesses the likelihood of appearance at future court proceedings by weighing the information gathered and developing release recommendations accordingly. As called for by the American Bar Association (ABA) and National Association of Pretrial Services Agencies Standards, recommendations are based on objective criteria in the form of a point scale. Pretrial does not factor the current charge or dangerousness into its recommendation, instead pretrial focuses solely on risk of non-appearance. The issue of danger or pretrial misconduct is left to the Court to weigh based on defense and prosecution arguments and in accordance with Rule 4-216.

Pretrial recommends release under non-financial conditions or ten-percent bail. This position is based on the aforementioned standards, which discourage monetary conditions unless determined that no other conditions will assure appearance. Program policy precludes recommendations in cases where the defendant is charged with crime of violence as defined in Maryland Annotated Code, Criminal Law Article, Title 14, Section 101, though the full background report is provided to the Court.

Report - Pretrial Investigators summarize verified information and release recommendations for oral report to the court at bail hearings. Convictions, PBJs, Failure to Appear, Detainers, Probation Compliance, PSRU Compliance and pending charges are reported from criminal history information.

Pretrial Supervised Release – The Court has the option of ordering supervised release as an alternative to monetary bail or unsupervised personal recognizance. Defendants granted supervised release are placed in one of five levels of supervision based on their risk of failure to appear and pretrial misconduct as determined using an objective point scale, and/or as ordered by the Court. All defendants on supervised release are required to comply with general conditions of release (see Pretrial Release Contract, following), special conditions of release designed to address individual risk, and maintain regular contact with Pretrial Services (see Conditions of Release by Supervision Level, following).
Defendants assigned to Supervision Level 1 check in by telephone once per week by way of a state-of-the-art automated voice response system. This system provides both English and Spanish translation. Defendants check in by entering an identification number on a touch-tone phone. In the event the defendant fails to call on his/her assigned day, the computer system starts phoning his/her home during evening hours until contact is made. Personal contact between a defendant and staff may be achieved when desired by either party. The automated system also reminds defendants of court dates with every call and allows them to verify them any time they wish. Additionally, the system calls defendants daily once the trial or hearing date is within three days, and case-monitoring staff sends written reminders.

At the other end of the supervision spectrum is Level V, which is only applied when ordered by the Court. Defendants assigned to Level V are on house arrest while awaiting trial (See House Arrest – Condition of Pretrial Release).

**SCRAM MONITORING** (Secure Continuous Remote Alcohol Monitor) Program, is a court ordered program that requires the defendant to be monitored and wear a bracelet 24/7 for detection of alcohol. The SCRAM unit performs an alcohol test to the skin every 30 minutes, features anti-tamper technology with multiple sensors and uploads data to the SCRAM base station on a pre-determined schedule for easy reporting and analysis. Defendants can be court ordered to SCRAM who are assigned to Levels 2, 3, 4.

The intermediate levels of supervision involve assignment to a Case Manager who is responsible for enforcing all conditions of release, including telephone and in-person contact, urinalysis and substance abuse treatment. The higher the supervision level, the greater the contact requirements and restrictions. Failure to comply, with conditions of release are reported to the Court.

**Commissioner Referral – Pretrial** offers District Court Commissioners the option of releasing defendants to Pretrial’s Supervised Release Unit. Defendants released by Commissioners are directed to report to Pretrial Services for intake and assignment to a supervision level the following business day.

**Contacts:**

Pretrial Investigation Unit 410-222-7007
Supervised Release Unit 410-222-7098
You have been released to the Anne Arundel County Pretrial Services Supervised Release Unit, Supervision Level _______. Until all of the case listed above are disposed, you must comply with all of the following conditions.

### CONTACT REQUIREMENTS

- Level I
  - You must call 410-222-7080 on (date)__________, between 9am - 11am. Press "0" to speak with a Tracking Monitor and receive your ID#. You will be required to report by phone between 12:01am - 7:00pm on:
    - [ ] Monday
    - [ ] Tuesday
    - [ ] Wednesday
    - [ ] Thursday
    - [ ] Friday
  - Instructions for using the automated system are being provided to you.

### LEVEL II, III, IV, V

- You must report in person to the Supervised Release Unit on (date)__________, at (time)_____________. You will be assigned to a Case Manager who will provide you with further information and instructions. This and all subsequent appointments are mandatory. Failure to report may result in revocation of your release.

### COURT DATES/PENALTIES

- You will appear for all court dates as required.
- IF YOU FAIL TO APPEAR, YOU WILL BE SUBJECT TO THE FOLLOWING PENALTIES:
  - Felony: $500 fine, sentence of 5 years, or both
  - Misdemeanor: $1,000 fine, sentence of 1 year, or both

### RESIDENCE

- You may not leave the Maryland area without permission from the Pretrial Supervised Release Unit or the court.
- **YOU ARE REQUIRED TO LIVE AT:**
  - The address verified by Pretrial Services. Notify your Case Manager of any change to address or phone number and request advance permission.
  - _________________ as ordered by the court. You may not change this address without written approval from the court.
  - You are CURFEWED in your home during the following hours: _________________.

### ALCOHOL/DRUG USE/OTHER CONDITIONS

- You must refrain from using drugs (unless prescribed by a doctor) and alcohol. You must submit to urine testing upon request. In addition, the Court has ordered the following special conditions:
  - You will participate in Substance Abuse treatment as directed.
  - You will participate in Mental Health Treatment as directed.
  - You must participate in _________________ as directed.

### EMPLOYMENT/SCHOOL

- You must notify the Pretrial Supervised Release Unit immediately of any change in your employment/school status.
- You must seek or maintain employment during the period of your release.

### VICTIM CONTACT

- You are to have no contact whatsoever with the alleged victim(s) or witness(es) in these cases.

### REARREST

- You are not to commit any criminal or traffic offense while on pretrial release. Failure to remain arrest free may result in a revocation of your release. Should you be arrested, you must notify the Pretrial Supervised Release Unit within 24 hours.

### SPECIAL CONDITIONS

- The Court has ordered that you _________________.

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**WARNING:** ANY VIOLATION OF THE ABOVE CONDITIONS MAY RESULT IN THE REVOCATION OF YOUR RELEASE. IF YOU WILLFULLY FAIL TO APPEAR AS REQUIRED, YOU WILL BE SUBJECT TO PROSECUTION

I have read and understand that failure to comply with the above conditions may result in removal from the Pretrial Supervised Release Unit and my confinement at the Anne Arundel County Detention Center.

---

**Defendant**

**Date**

**CPS, Pretrial Services**

**Date**

---

**PRETRIAL SERVICES**

32
SUPERVISED RELEASE UNIT

CONDITIONS OF RELEASE

By

SUPERVISION LEVEL

LEVEL I

➤ Check-in by telephone one to seven times per week using the automated Interactive Voice Response (IVR) system.
➤ General conditions as stipulated in the Release Contract

LEVEL II

➤ Check-in by telephone once per week using the automated Interactive Voice Response (IVR) system.
➤ One mandatory urine test per month on random basis.
➤ Special conditions as ordered by the Court or required by the Case Manager.
➤ General conditions as stipulated in the Release Contract.

LEVEL III

➤ One in-person meeting with the Case Manager per week.
➤ One mandatory urine test per month on random basis.
➤ Special conditions as ordered by the Court or required by the Case Manager.
➤ General conditions as stipulated in the Release Contract.

LEVEL IV

➤ Two in-person meetings with the Case Manager per week.
➤ Two mandatory urine tests per month on a random basis.
➤ Special conditions as ordered by the Court or required by the Case Manager.
➤ General conditions as stipulated in the Release Contract.

LEVEL V

➤ House Arrest, including curfew and restrictions on movement.
➤ One in-person meeting with the Case Manager per week.
➤ Two mandatory urine tests per month on a random basis.
➤ Special conditions as ordered by the Court or required by the Case Manager.
➤ General conditions as stipulated in the Release Contract.

NOTE: ADDITIONAL PHONE CALLS AND/OR MEETINGS MAY BE REQUIRED AS DETERMINED NECESSARY AND APPROVED BY THE CJPS-SUPERVISED RELEASE.
The mission of the Library is to support, broaden and strengthen the Department of Detention Facilities rehabilitation program. The library provides appropriate and informative resources in a safe and secure setting to pretrial and convicted individuals. Along with Department of Detention Facilities, the library shares the responsibility to educate, and provide social and workforce development of the committed population and reinforce the programs for successful re-entry.

Applicable Regulations and Statues
Ordnance Road Operational Directive 8.01
Jennifer Road Operational Directive 8.01
MCCS .05C

Program Elements
A library in a correctional facility can have a positive impact on the incarcerated population. Aside from providing education and legal resources, the library provides an opportunity for the inmates to use their time constructively. It offers the opportunity to access materials that address daily coping needs and assist in developing future goals.

The Library strives to:

- Create a self-sustained collection of recreational reading materials to fulfill the needs of the inmate population.
- Support the rehabilitative efforts of the Facility by maintaining materials of encouragement, self-reflection, personal development, religious study and education.
- Continue to support the Supreme Court decision to guarantee inmate’s “right of access to the courts” by updating the legal materials and managing research time.
- Seek out innovative ways to introduce new technologies to improve security, efficiency and rehabilitation services.

Contacts:
ORCC Librarian: Kelli Kanvin
Phone: (410) 222-6350 Ext. 3210
Email: dckanv99@aacounty.org

JRDC Librarian: Lisa Heinecke
Phone: (410) 222-7125
Email: dchein00@aacounty.org
Weekend confinement is an alternative sentence defined in statute as non-consecutive periods of 48 hours or less per week. Typically, weekend sentences are from 6:00 p.m. Friday to 6:00 p.m. Sunday. Weekend inmates are subject to all AACDF rules and regulations and are not generally separated from the general population.

**Applicable Regulations & Statutes**
Detention Center Regulations OD 19.5 “Weekender Program”
Annotated Code of Maryland, Article 27, 11–801

**Capacity:** N/A  
**Average Population:** 95–100

**Eligibility Criteria**
There are no statutory or policy restrictions on eligibility.

**Program Elements**

**Alcohol/Drug Testing** – Conducted for cause/suspicion.

**Diminution of Confinement** – Five days Good Conduct Time for every 30 days served, calculated on a pro-rated basis.

**Violations** – Violations of institutional rules are handled through the AACDDF disciplinary process. Typically, the only meaningful sanction is loss of earned diminution credits; though disciplinary segregation may be ordered for serious violations.

- Offenders who are late less than four (4) hours, by agreement with the Courts, on the release date must remain the amount of equal to the lateness.

- Letters concerning serious or repeated rule violations are forwarded to the court for appropriate action.
Failure to report (or late greater than four (4) hours) will result in charges filed for second degree escape, after verifying with the Records Unit that the offender was not excused for cause.

**Referral**
Offenders are sentenced to weekend confinement via Commitment Record, which must specify the required time of arrival and departure, number of weekends, and total time to be served. Informational cards providing reporting location, fee payment processes and other basic requirements are supplied to the court for issuance to offenders upon sentencing.

**Fees**
An administrative fee, due on the first reporting day, is based on sentence length, according to a sliding scale. Failure to submit the fee will result in an infraction.

**Contacts:**
ORCC – William Martin, Correctional Facility Administrator  
Phone: 410-222-6358  
Fax: 410-222-6360

ORCC – Sherry DiPietro, Records Supervisor  
Phone: 410-222-7038  
Fax: 410-222-7914
**Legal Services**

**Legal References** – Both ORCC and JRDC have full-time librarians and maintain a comprehensive legal reference collection. Inmates may visit the library by request and on a scheduled basis.

**Legal Calls** – Phone calls for legal purposes are facilitated by Case Managers on an as-needed basis. Typically, inmates are allowed to call attorneys in District Court cases when within one month of trial. In Circuit Court cases, inmates are allowed to call attorneys once a month following Status Conference. Additionally, they may make collect calls using housing unit telephones.

**Legal Visits** – Attorneys may visit 24 hours per day, seven days per week. They will be asked to produce identification and are noted in the Professional Visitor’s Registry maintained by the receptionist. Use of the attorney booths is on a first-come, first serve basis. The booths have a secured pass-through drawer for documents, which may be accessed with the assistance of a Detention Officer upon request.

**Contact Visits** – At JRDC, the need for contact visits between attorney and client is largely obviated by the document pass-through drawers in attorney’s booths. Therefore, they are disallowed except in extraordinary circumstances. At ORCC, a contact visit may be arranged by contacting the Assistant Correctional Facility Administrator, (ORCC) at 410-222-6358.

**Legal Assistance** – The Anne Arundel County Department of Detention Facilities and the Office of Public Defender maintain the Inmate Services Project to expedite the processing of defendants detained in District Court cases. Guilty pleas are negotiated with the State’s Attorney’s Office and where possible, cases are scheduled for disposition on an expedited basis. Additionally, Public Defender Investigators are assigned to both JRDC and ORCC to process requests for representation.
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<thead>
<tr>
<th>Name</th>
<th>Telephone #</th>
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<tbody>
<tr>
<td>Terry Kokolis, Superintendent</td>
<td>222-7084</td>
<td>222-7208</td>
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<tr>
<td>William H. Martin, Jr. (ORCC)  Correctional Facility Administrator</td>
<td>222-6356</td>
<td>222-6360</td>
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<tr>
<td>Thomas Laue, (ORCC) Assistant Correctional Facility Administrator</td>
<td>222-6358</td>
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<tr>
<td>Michael Okocha (ORCC) Criminal Justice Program Supervisor – Community Programs</td>
<td>222-6342</td>
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<tr>
<td>June Harris (ORCC) Criminal Justice Program Supervisor – Transition Unit</td>
<td>222-6349</td>
<td>222-6067</td>
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<tr>
<td>Catherine Robinson (ORCC) Criminal Justice Program Supervisor – Work Release</td>
<td>222-6379</td>
<td>222-6067</td>
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<tr>
<td>Brett Blevins (ORCC) Criminal Justice Program Supervisor – Female Unit</td>
<td>222-6348</td>
<td>222-6040</td>
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<tr>
<td>Russell Wright (ORCC) Education Program Anne Arundel Community College</td>
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<tr>
<td>June Harris (ORCC) Substance Abuse, Liaison</td>
<td>222-6349</td>
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<tr>
<td>Barbara Hatch, Department of Health Substance Abuse, Program Supervisor</td>
<td>222-0100</td>
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<tr>
<td>Alan Becker, Corporal (JRDC/ORCC) Compliance – (JRDC/ORCC)</td>
<td>(JRDC) 222-7987</td>
<td>222-7137</td>
</tr>
</tbody>
</table>
Brenda Shell-Eleazer (JRDC)  222-7125  ,  222-7208
Correctional Facility Administrator

Michael Borgese (JRDC)  222-7097  222-7208
Assistant Correctional Facility Administrator – Security

Sandora Cathcart (JRDC)  222-7946  222-7208
Assistant Correctional Facility Administrator – Inmate Services

Shannon Carter (JRDC)  222-7988  222-7137
Criminal Justice Program Supervisor – Classification

Lisa Vincent (JRDC)  222-7007  222-7208
Criminal Justice Program Supervisor
Intake Services/Pretrial Investigation

Margo Knight (JRDC)  222-7098  222-7208
Criminal Justice Program Supervisor
Supervised Release Unit

Sherry DiPietro (JRDC)  222-7038  222-7914
Management Assistant II – Records

Julianne Jenny (JRDC)  222-7114/7099  224-4822
Health Service Administrator

Dr. Samantha Rukert (JRDC)  222-7114/7099  224-4822
Director of Mental Health