



Department of Public Safety and Correctional Services

Maryland Commission on Correctional Standards

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MARYLAND CORRECTIONAL INSTITUTION-HAGERSTOWN

AUDIT REPORT

MARCH 28, 2024

An audit of the Maryland Correctional Institution-Hagerstown (MCI-H) was conducted on July 11-13, 2023 by Commission staff and four Duly Authorized Inspectors. This Final Report and attached Compliance Plan were approved by the Commission on Correctional Standards at its meeting on March 28, 2024.

SUMMARY

The Maryland Correctional Institution - Hagerstown is located in Hagerstown, Maryland and provides housing for both medium and minimum security inmates sentenced to the Division of Correction. The facility comes under the authority of Commissioner Phil Morgan and is managed daily by Warden Gregory Werner.

AUDIT RESULTS

After a thorough review of the required documentation, the Maryland Correctional Institution-Hagerstown was found to be in compliance with the majority of the standards for an Adult Correctional Institution. The identified deficiencies are listed below:

- **A Maryland State Fire Marshal's Fire Safety Inspection was conducted on December 13, 2022 and the inspection report cited that the fire alarm system was still inoperable; therefore, the facility continues to be in violation of the State fire safety regulations, per COMAR 12.14.03.03.**

- **Dietary medical screenings were not conducted prior to employment or transfer into the MCIH Dietary Department for two correctional Dietary Officers in the year 2023 and one inmate annual dietary medical screening was not conducted in the year 2022, as required by the standard.**
- **Records were unavailable for the return and/or exchange of inmate clothing, i.e. inmate uniforms, and inmate clothing for the audit period of August 1, 2020- June 1, 2021, as required by the standard.**

AUDIT PROCESS

The Remote Audit Process was initiated for this audit. Compliance documentation and the pre-audit packet was provided for remote review by the auditors. The facility utilized the MCCS U drive and the MCIH restrictive folder developed to facilitate the remote audit process. The audit coordinator demonstrated a high level of organization for documents within the MCIH restrictive folder and those provided on-site. During the on-site audit, the administration and staff were available to assist and address questions for the auditors. The facility will benefit from technology to continue the objectives of the Remote Audit Process, in order to conduct remote inventories and to provide the majority of documentation for the standards. Primary and secondary documentation was located in the audit coordinator's office, the conference room and in specific areas where the function occurred. The emergency plans and post orders address staff and inmate concerns and public safety. Inmate orientation materials cover issues that are relative to the inmate population. The current manuals of standard operating procedures are instructional to staff, functional and comprehensive.

FACILITY TOUR

The facility tour was conducted by five groups of auditors and staff. The auditors cited areas in need of repair, are as follows: there is peeling paint in rooms 2227 and 2224 of the small chapel; paint is peeling in various areas in the large chapel; graffiti was cited on all tiers on South Side (Unit 5); the Central Kitchen freezers are out of order; there was peeling plant at AHU Box; and the weight benches are missing padding and the wood is exposed on equipment in the Yard areas. The Regional Maintenance has been requested to have a painter available, as MCI-H does not have an in house painter, at this time. A painting detail is being considered for the fall when temperatures allow for painting to be done by Regional Maintenance. A Capital Project is pending funding for the Central Kitchen; however, there is no update when repairs will begin or be completed nor when necessary equipment replacements will occur. A quote is pending from MCE regarding the repair for the benches and estimated repair time is forthcoming, depending on the MCE schedule. A corrective action plan has been submitted by the facility and a majority of the minor issues were repaired. Based on the age of the facility, sanitation and maintenance are a high priority for the safety of staff and inmates.

MANAGING FOR RESULTS

The Department of Public Safety and Correctional Services (DPSCS) Managing for Results (MFR) initiative includes specific core objectives that address compliance with the minimum standards for places of adult confinement. The results of these objectives are outlined below:

- Percent of applicable inmate security standards met **100%**
- Percent of applicable inmate well-being standards met:
 - ***Medical, Dental and Mental Health** **100%**
 - ***Food Service** **90%**
 - ***Housing and Sanitation** **88%**

The compliance results are incorporated as a part of this audit report for the Department of Public Safety and Correctional Services 2024 fiscal year reporting requirements for MFR.

CONCLUSION

The Maryland Commission on Correctional Standards will conduct a monitoring review on the documentation required to be submitted to MCCA, no later than **Thursday, October 3, 2024**, to assess compliance with the standards found in noncompliance at the audit. Upon completion of the assessment of the noncompliant standards, the Maryland Correctional Institution-Hagerstown may be recommended for the Recognition of Achievement Award.

In conclusion, the Maryland Correctional Institution- Hagerstown continues to be managed by dedicated staff. The administration and staff take pride in their work and all operational elements. The standards remain an integral tool for managing the daily operations of the facility. The Department of Public Safety and Correctional Services is encouraged to continue to provide the support and resources necessary to support the Maryland Correctional Institution-Hagerstown to achieve and maintain compliance with the standards.

MARYLAND CORRECTIONAL INSTITUTION - HAGERSTOWN

COMPLIANCE PLAN

COMPLIANCE DUE DATE: October 1, 2024

MONITORING REVIEW DATE: October 3, 2024

Non-Compliance Standards	Deficiencies Noted	Corrective Action Needed
.02 A Fire Safety Inspection	A Maryland State Fire Marshal’s Fire Safety Inspection was conducted on December 13, 2022 and the inspection report cited that the fire alarm system was still inoperable; therefore, the facility continues to be in violation of the State fire safety regulations, per COMAR 12.14.03.03.	Inspections by the State Fire Marshal or authorized representatives are to be implemented at 12- month intervals to ensure total compliance with State COMAR 12.14.04.02 and/or local fire safety codes. Any violations of the requirements are to be corrected as soon as practicable and in accordance with time frames established by the authority having jurisdiction.
.03 E Dietary Medical Screening	Dietary medical screening was not conducted prior to employment and transfer in the MCIH Dietary Department for two Correctional Dietary Officers in the year 2023 and one inmate’s annual dietary medical screening was not conducted in the year 2022, as required by the standard.	Dietary Medical Screenings must be conducted upon preemployment and/or transfer and annually thereafter for dietary employees and inmates, and documentation must be maintained for the audit period, as required by the standard.
.04 Inmate Clothing	Records were unavailable for the return and/ or exchange of inmate clothing, i.e. inmate uniforms for the audit period of August 1, 2020- June 1, 2021, as required by the standard.	Records of the return and/or exchange of inmate clothing, i.e. inmate uniforms, etc, must be available for the audit period, as required by the standard.

Audit Activities

1. Facility:

Maryland Correctional Institution-Hagerstown

Dates: July 11-13, 2023

2. Audit Team Members:

Code	Name	Title/Rank	Affiliation
A	Veronica Moore	Executive Director	MCCS
B	Tanya Joyner	Assistant Executive Director/ATL	MCCS
C	Brian Raivel	Correctional Program Specialist	MCCS
D	LaShawn Payton-Muhammad	Auditor	MCCS
E	Tareda Armwood- Faison	Officer/Auditor	MCCS
F	Geneva Moats	Lieutenant	MCTC
G	Karen Hayes	Regional Reentry Specialist	RCI
H	Gary Wolfe II	Correctional Case Manager Supervisor II	MCTC
I	Vanita Darden-Hess	Case Management Supervisor	MCIW

3. Assigned Standards:

E, F	.01	Security/Inmate Control	I	.05	Inmate Rights
A, B, C, D	.02	Inmate Safety	H	.06	Classification
C, D	.03	Inmate Food Services	H	.07	Hearings
G	.04	Inmate Housing/Sanitation	H, I	.08	Administrative Record Keeping

4. Team Arrival/Departure Times:

Date: July 11-13, 2023 Audit Team: A-I Arrival: 9:00 a.m. Departure: 4:30 p.m.

5. Entrance Interview: Date: June 5, 2023 Time: 9:30 a.m. via Google Meet

Audit Team Members Present: A-F, H and I

Facility Staff Present: Warden Gregory Werner, Assistant Warden Laura Golliday, Security Chief Wesley Crist and Lieutenant Joshua Shaw.

6. Tour: 5 group Date(s): July 11, 2023 Time: 9:30 a.m. – 11:20 a.m.

Audit Team Members: A-I

Escorts: Lieutenant. Ebersole, Sergeant Black, Officer Stotler, Officer Rice, and Officer Socks.

7. Inmate Interviews: Date: June 26, 2023 Time: 1:30 p.m.- 2:00 pm

Audit Team Member(s): E Location: Google Meet

Characteristics: Males: 5 Females: 0

8. Staff Interviews:

Characteristics: Males: 6 Females: 7 Security: 4

Admin: 1 Medical: 4 Support: 2 Other: 2

9. Exit Interview: Date: August 3, 2023 Time: 1:30 p.m. via Google Meet

Audit Team Members Present: A-E, G-H

Facility Staff Present: Warden Gregory Werner and Assistant Warden Laura Golliday.

Descriptive Outline

- A. FACILITY: Maryland Correctional Institute- Hagerstown
- B. CATEGORY: Adult Correctional Institution
- C. ADMINISTRATIVE AUTHORITY: Phil Morgan, Commissioner
- D. MANAGING OFFICIAL: Gregory Werner, Warden
- E. AUDIT COORDINATORS: Lieutenant Joshua Shaw
- F. STAFFING PATTERNS (as of this date): 6/13/2023 for contractual; PT for part-time

Rank/Title	#Positions	#Pending MCTA	Male	Female	Minorities	Vacancies
1. Administrative Personnel						
A. Warden/Director/Chief/ Superintendent	1		1			
B. Asst/Deputy/Warden/ Director	1			1		
C. Security Chief	1		1			
D. Other						
2. Security Personnel						
A. Major	2		2			1
B. Captain	9		7	1	1	1
C. Lieutenant	21		20	1	2	0
D. Sergeant	23		23		1	14
E. Corporal	165		152	13	28	47
F. Private						
G. Other						

Rank/Title	#Positions	#Pending MCTA	Male	Female	Minorities	Vacancies
3. Treatment Personnel						
A. Counselors/Case Workers/Case Managers	13		4	9	2	
B. Social Workers	2					2
C. Psychologists	3		2		1	1
D. Other						
4. Support Personnel						
A. Recreation						
B. Chaplains	1		1			
C. Cook/Dietary	17		9	8	2	3
D. Supply Officer	19		9	5		5
E. Maintenance	15		15			
F. Clerical	8			7		1
G. Other	6		1	3		3
5. Medical Personnel						
A. Physicians	4		2	1	3	1
B. Nurses (R.N., L.P.N)	39		4	32	17	3
C. Physician's Assistants						
D. Nurse Practitioners	3			2	2	1
E. Dentists	1		1			1
F. Other	4		1	3	1	1

G. PROGRAM/SERVICES:

	#Participants	Frequency/Schedule	
1. Self-Help Activities			
A. Inmate Council	18	monthly, more frequently as necessary	
B. Substance Abuse Counseling	none		
C. Mental Health Counseling/Therapy/ Psychologist/Psychiatrist	varies	daily	
D. Alcoholics Anonymous	24	weekly	
E. Narcotics Anonymous	none		
F. Religious Services			
<u>Worship Services & Study Group-(Bi-Weekly)</u>			
African Methodist Episcopal	45	Weekly	
Apostolic	4	Weekly	
Catholic	12	Weekly	
Jehovah Witness	2	Weekly	
Jewish	9	Weekly	
Moorish Science Temple of America	16	Weekly	
Nation of Islam	40	Weekly	
Native American	42	Weekly	
Nondenominational	90	Weekly	
Nondenominational (Spanish)	70	Weekly	
Seventh Day Adventist	9	Weekly	
Sunni	105	Weekly	
G. Other			
Music Group	5	Weekly	
Alternatives to Violence (AVP)	20	Monthly	
Alternative Directions	10	Monthly	
Art	10	Weekly	
Veterans	20	Monthly	
Lifestyles	30	Weekly	
Lifers	50	Monthly	
Meditation	12	Bi-Weekly	
B. General Privileges			
C. Library	All	Weekly	
D. Commissary	All	Weekly	
E. Visiting	All	Weekly	
F. Telephone Use	All	Daily	
G. Mail	All	Daily	
H. Exercise:	Indoor	All	Daily
	Outdoor	All	Daily
I. Recreation:			

Games	All	Daily
TV/VCR	All	Daily
Radios	All	Daily
H. Other		

3. Institutional Programs/Trusty Assignments #Participants Frequency/Schedule

A.	Sanitation	148	Daily
B.	Laundry	3	Daily
C.	Kitchen	36	Daily
D.	Commissary	2	Daily
E.	Other		
a.	MCE Shops	185	Daily
b.	Education	90	Daily
c.	Observation Aid	10	Daily
d.	Vet Dog Handlers	14	Daily
e.	Barbers	9	Daily

4. Off-Site Programs/Work Crews #Participants Frequency/Schedule

N/A N/A

Adult Correctional Institutions

H. <u>INMATE POPULATION</u> (as of):	June 13, 2023	Differences†
1. Operating Capacity	<u>955</u>	<u>227</u>
2. Current Total	<u>813</u>	<u>86</u>
3. Maximum Custody	<u>0</u>	<u>0</u>
4. Medium Custody	<u>784</u>	<u>95</u>
5. Minimum Custody	<u>22</u>	<u>-10</u>
6. Pre-Release Custody	<u>7</u>	<u>1</u>
7. Held for Other Jurisdictions	<u>0</u>	<u>0</u>
8. Out of Other Jurisdictions	<u>0</u>	<u>0</u>
9. Special Confinement	<u>52</u>	<u>-123</u>
a. Disciplinary Detention	<u>19</u>	<u>-20</u>
b. Administrative Segregation	<u>28</u>	<u>19</u>
c. Protective Custody	<u>0</u>	<u>-122</u>
d. Medical Isolation	<u>5</u>	<u>0</u>
10. Hospital/Infirmary	<u>12</u>	<u>3</u>
11. Inmate Characteristics:		
a. Average Age	<u>3769</u>	
b. % of Minorities	<u>62.8%</u>	
c. Predominant Charges/Offenses	<u>Homicide 28%, Robbery 17%, Sex Assault 17%, Assault 12%</u>	
d. Average Sentence Length	<u>232.4 Months</u>	
12. Work Release	<u>N/A</u>	

†To be calculated by M.C.C.S.

Significant Changes

A. Staffing

1. Warden Denise Gelsing retired and was replaced by Warden Gregory Werner.
2. Assistant Warden Todd Hull was transferred to RCI and replaced by Assistant Warden Laura Golliday.
3. Laura Golliday was promoted from Chief of Security to Assistant Warden and replaced by Wes Crist.
4. Audit Coordinator Lieutenant Pamela Nery was promoted to Captain at RCI and replaced by Lieutenant Joshua Shaw.
5. Recreation Officer position remains vacant.
6. Administrative Secretary (Chief's Office) position was filled by Annette Pool.
7. Administrative Secretary (AW's Office) position filled by Darla Smith.
8. Captain Ronald Wise is action Major for 8-4 shift while Major Leigh is off on medical leave.
9. Major Deb Smith (12-8 shift) retired and position is vacant pending promotion. Captain Scott Gladhill is acting 12-8 shift Major.

B. Programs/Services

1. Education Department offers GED testing. The following Vocational shops are offered: Sheet Metal. Educational programs were suspended March 2020 in response to the Coronavirus Pandemic Level II and will resume when authorized by DPSCS HQ.
2. In person visits suspended March 2020 due to Coronavirus Pandemic Level II, but were replaced with non-contact video visits April 2020. In person visits resumed March 2023.
3. Religious programs meetings and services were initially reduced in size to support social distancing standards and then suspended due to Coronavirus Pandemic Level II March 2020.

C. Inmate Population

1. Inmate service groups have a good reputation for raising funds for charitable causes. The inmate service groups consist of the following; Lifers, Veterans, Lifestyles, Music Groups, Art Group, Youth Challenge and the Vet Dog Program.

D. Physical Plant

1. Reopened Northside Units #3 & # (A1, B1, B2, C1, D1 tiers) (top north floor since closed as isolation and quarantine areas no longer needed).
2. Vet Dog program moved to North Annex (A-1 Annex).
3. MCI-H Regional Infirmary Annex constructed.
4. Antietam Housing Unit closed and currently undergoing retrofitting for use as potential medical unit.
5. Repairs made to the roof area over Back Keys and Operations area to prevent water damage, as well as asbestos abatement.
6. Asbestos Abatement project in Education.
7. Asbestos Abatement project in Medical Areas on both floors as well as HVAC replacement.

E. Major Equipment Purchases

1. The facility has not had any major equipment purchases during the audit period.

F. Future Plans

1. MCI-H is preparing ahead of the DPSCS timeline to be compliant with ACA audit standards beginning by examining institutional directives and incorporating changes with yearly review.
2. MCI-H has recognized and reported issues regarding an antiquated Fire suppression system. A new Firewatch Officer post for all shifts requires continual rounds and observation of all areas of MCI-H for 24hr coverage in accordance with International Code Council (ICC), National Fire Protection Association (NFPA), and OSHA Occupational Safety Health Administration (OSHA) guidelines. The project is currently under review by the Division of Capital Construction and Facilities Maintenance and the Managing Official is awaiting final approval from the Department of Budget and Management.
3. Maryland Correctional Enterprises at MCIH is creating a new program called MCE Cares providing training and work experience for inmates who are close to release.
4. The Medical Department of MCI-H will be undergoing a HVAC upgrade for the 2nd and 3rd Floor Hospitals scheduled to begin July 2020 and still pending to begin the work once the units can be moved to the 192 once the work is completed out in that building.