REGINALD A. WILKINSON
CORRECTIONS TRAINING
ACADEMY
2021
ANNUAL REPORT

Fiscal Year 2021
July 2020 – June 2021

Mike DeWine, Governor
Annette Chambers-Smith, DRC Director
Ryan Gies, DYS Director
H. Mark Hooks, CTA Superintendent
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The Reginald A. Wilkinson Corrections Training Academy (CTA) provides quality training and customer service to employees of the Department of Rehabilitation and Correction (DRC), the Department of Youth Services (DYS), and agency partners. CTA’s dedicated staff is responsible for the development, coordination, and implementation of training sessions that provide students with personal and professional development opportunities through DRC’s New Employee Orientation (NEO), DYS’ Pre-service program, and the required and specialized in-service trainings for both agencies. CTA also hosts a wide variety of trainings and special events.

The curricula for NEO, Pre-service, and in-service programs are developed based on the needs of staff in the field as identified through training assessments, agency updates, and suggestions from staff and leadership of the agencies. Annually, CTA offers numerous e-learning courses and continues to expand its program offerings based on the identified needs of our customers. Curricula is developed and enhanced through collaboration with DRC and DYS’s statewide Training Advisory Councils (TAC), employee surveys, the National Institute of Corrections, and other correctional and outside criminal justice professionals.

Both, DRC’s NEO and DYS’s Pre-service programs are required for all staff beginning their careers with both agencies and the private institutions that DRC is partnered with. The objective of these programs is to prepare staff to be confident and competent in their job responsibilities and to provide the agencies with employees who are better prepared to serve in a correctional environment.

CTA offers a variety of specialized in-service training programs designed to complement annual in-service training while meeting the professional development needs of each employee. Specialized in-service programs are managed by CTA staff who consult with subject matter experts and instructor trainers to develop, update, and improve these programs. A catalog of CTA in-service course offerings is provided and accessible within the learning management system, Ohio Learn.
Abbreviation Key

AUS = Academy Unit Supervisor
ATD = Academy Training Developer
ATA = Academy Training Analyst
Admin. = Administrator
Supt. = Superintendent
Asst. = Assistant
Dev. = Developer
Curr. = Curriculum
Prog. = Program
Administration

COVID-19 Pandemic Operations

In March 2020, DRC and DYS initiated pandemic procedures due to the COVID-19 Pandemic. These procedures continued through FY21.

- Due to the COVID-19 Pandemic, most CTA’s employees worked remotely for all FY21.
- All DRC staff were offered the opportunity to receive the COVID-19 Vaccinations at one of the institutions in the Spring of 2021. Those staff who chose not to take advantage of this opportunity were encouraged to receive a vaccination through an outside source.

Activities and Accomplishments

- The Ohio National Guard (ONG) was called upon to assist DRC with staffing shortages in facilities, due to the COVID-19 Pandemic. To support this initiative, CTA was tasked with offering training to prepare ONG personnel to work in our correctional facilities. There were eighteen sessions conducted for a total of 892 members of ONG.
  - These courses were run by CTA staff, David Hamilton, Travis Johnson, and Russell Pepper.
- CTA staff were able to take advantage of the opportunity to increase their professional development through trainings and certification outside of the agency.
  - David Hamilton, Russell Pepper, Keith Sharp, and Jason Rankin attended and successfully completed Ohio Peace Officer Training Academy’s 80-hour Instructional Skills course.
  - Devin Ames became a certified commander through the Ohio Peace Officer Training Commission (OPOTC).
  - Bryan Young successfully completed the Microsoft Teams Mastery Course in January 2021.
In April 2021, CTA staff came together to assist the Operations team in beautification of the CTA grounds in preparation of various ceremonies hosted at CTA.

In the Spring, various CTA staff were able to come together for an in-person Firearms Instructor Recertification training at the academy.

ATD, Rodney Hedges was recognized by the Moss Group as a 2021 Correctional Trainer Hero for his part in leading DRC’s NEO staff through the implementation and transition to virtual instructor-led NEO courses.

In April 2021, a new logo was introduced for CTA (pictured). This logo was developed and voted on by CTA staff.

Throughout FY21, CTA ran six OPOTC court officer basic training schools. These schools certified 48 individuals to carry firearms during the course of their duties.

**ACA Coordination**

CTA’s Year 1 (2020) Internal Management Audit (IMA) was conducted November 4-5, 2020, via Microsoft Teams. It was determined that year 1 and 2 IMAs would be conducted via Microsoft Teams as a pandemic precaution.

- CTA received an overall audit score of 100%
  - 100% on ACA Non-Mandatory Standards
  - 100% on ACA Mandatory Standards
  - 100% on Ohio Standards

CTA’s Year 2 (2021) IMA was held June 2-4, 2021, via Microsoft Teams.

- CTA received an overall audit score of 100%
  - 100% on ACA Non-Mandatory Standards
  - 100% on ACA Mandatory Standards
  - There were no Ohio standards for the year.
Tree Planting Ceremony

On April 22, CTA had the honor of hosting a tree planting ceremony at Memorial Park. Buckeye trees were planted in memory of the ten DRC staff we lost due to COVID-19. The ceremony included family and co-workers of those we lost.
DRC Virtual Memorial Ceremony and Officer of the Year Recognition

In May, CTA hosted the annual Memorial Ceremony at Memorial Park and the virtual Officer of the Year ceremony.
FY21 Personnel Updates

CTA had several personnel changes in FY21.

- Scott Tharp (ATD) retired in July 2020.
- Jim Eberlin (ATD) retired in August 2020.
- Mark Ball (ATD) left CTA in September 2020. DRC was his second career; he previously completed a career with the Ohio State Highway Patrol from which retired before coming to DRC.
- Beth Kreger left her position as the NEO Academy Unit Supervisor (AUS) to explore other opportunities outside of the agency in November 2020.
  - Rodney Hedges took on the responsibility of filling the NEO AUS position in a TWL capacity for the duration of FY21.
- Melanie Dulgar (AP1) retired in January 2021.

Daniel Elliott joined the CTA team as the Administrative Professional 1 in April of 2021. Daniel began his career with DRC as a corrections officer at Pickaway Correctional Institute (PCI) in May of 2017 and transitioned to the PCI mail room in December of 2019.
DRC Program Updates and Statistics

DRC Defensive Tactics and Subject Control (DTSC) – Program Manager David Hamilton

- One in-person DTSC Instructor initial certification course was held at CTA.
  - Twenty-one successful completions.
- Three DTSC Instructor recertification courses were conducted via Microsoft Teams.
  - 163 successful completions.

DRC Use of Force (UOF) – Program Manager David Hamilton

- One UOF Instructor course was conducted via Microsoft Teams
  - Twenty-two successful completions.

DRC Instructional Skills – Program Manager Malinda Fouts

- Four vILT 40-Hour Instructional Skills courses were conducted via Microsoft Teams with thirty-nine successful completions.
  - Twenty-eight state employees and eleven private prison employees.

DRC Transportation – Program Manager Leroy Jennings

- Nine ILT Transportation Instructor Recertification courses were run at different sites around the state.
  - Sixty-five DRC Transportation instructors attended and completed the recertification.
- Transportation was updated and accommodations were made to ensure that instructors could receive their re-certifications while adhering to the COVID-19 guidelines.

On The Job Training (OJT)

- The week one orientation and OJT program for new employees is in the process of being revised and restructured.
DYS Instructional Skills – Program Manager, Candace Stewart

- Two offerings of the 40-Hour Instructional Skills Training course were canceled during this fiscal year due to the Covid-19 virus and the requirement to maintain social distancing. Because this 40-hour training course is cognitively intensive and requires a large amount of instructor/student interaction, participants will not be able to obtain the required skills if this course was converted to an E-learning format.

- A demand for this training course has been expressed by DYS employees and community partner agencies.

DYS Continuing Education Credits (CEUs) – Program Manager, Candace Stewart

During FY21 the following DYS courses provided CEU’s:

- Youth with Problematic Sexual Behaviors
- Family Engagement for DYS Youth
- Treatment For Youth That Cause Sexual Harm
- J-RAT
- Pre-Service Juvenile Sex Offender Training
  - Three DYS Staff not identified on the chart (7.12.2021 – outside of the tracking year)
- Pre-Service Trauma Informed Care
  - Three DYS Staff not identified on the chart (6.28.2021)
DYS Managing Youth Resistance (MYR)

- One MYR Instructor course was conducted at CTA. The course began June 7, 2021, and was completed July 9, 2021.
  - Twelve students participated in the course.
Policy Administration

DRC

- All 12-CTA, 39-TRN, and 38-CED-06 policies were updated and approved in FY21.
- Weapon Disability – Student Disclosure and Statement of Understanding DRC1899 was significantly revised.

DYS

- 139-TRN-22 In-Service Training, was revised in June of 2021, to eliminate the policy variance and incorporate the variance language directly into the policy.
DRC Training Requirements

Training Needs Assessment

DRC utilized Survey Monkey to develop a Needs Assessment survey that was distributed by Field Support to all institutions, APA regions, and central office staff. All DRC employees were asked to complete this survey and give their input on courses that would be most beneficial to them.

The Needs Assessment contained six items, where the answer to item five, “Please select the training topic that would benefit you the most,” determined the wording of question six, “Based on your selection of ___ which of the following topic(s) would benefit you the most?” The survey was set up in this way to get the most relevant answers for each respondent.

The DRC FY22 Training Needs Assessment received 2,446 responses from staff across varying classifications. Results for the FY22 Training Needs Assessment can be retrieved on the CTA’s Intranet page. Each institution, APA region, and OSC were provided with the results for their site-specific results. All results are posted on the CTA server which is accessible to ODRC training staff.

FY22 Requirements

The statewide TAC meeting was held on March 17, 2021, via Microsoft Teams. During this meeting, the results of the Needs Assessment, suggestions from staff in the field, and initiatives set forth by Director Chambers-Smith’s team and the Governor’s office were discussed.

As a result of this meeting and the set initiatives, the following were determined to be the required courses for DRC Staff in FY22.

- Active Aggressor
- Aging Sensitivity
- Administering Intranasal Naloxone
- APA Field Tactics
- APA Mental Health/Suicide Prevention
- APA Transportation/Arrest Search and Seizure
- CIM/Safety Procedures and Written Emergency Plans/ICS Overview
- Diversity, Equity, & Inclusion (DEI) [formerly EEO]
- Domestic Violence (Employee/Supervisor
- DRC Roadmap
- DT/SC Annual End User Recertification
- Ethics
- Firearms Annual Qualification / Recertification
- GHS Update/HazComm /PPE/Chem Control
- Impacts of Complacency
- Intervening with People in Crisis
- LEADS Security Overview
- Medical/Infectious Disease and First Aid
- Mental Health/Suicide Prevention
- ORAS Booster
- Our Plan
- PREA
- Professionalism 360°
- Risk/Need/Responsivity, Incentives, and Dosage
- Securing Ohio
- Site Specific Fire Safety, Extinguishers, Evacuation
- Trauma Informed Care 2.0
- Use of Force
- Responding to Internal Informal Complaints & Kites
The requirement letter detailing required courses based on classification and deadlines for materials was sent out to all DRC leadership and training staff on April 1, 2021, and placed on the CTA server in a folder accessible to all training staff.

**Flexible In-Service Scheduling Training Program**

In FY21, the Flexible In-Service Scheduling Program was developed to assist in reducing mandations for high overtime classifications and support a better work/life balance. The select classifications (correction officer, licensed practical nurse, nurse 1, and psychiatric/DD nurse), had the opportunity to be paid for completing certain required eLearnings at times and locations other than normally scheduled hours at their worksite. Participation in this program was voluntary and courses were required to be completed while the employee was not working at the facility. The trainings, for this opportunity, were broken down into three phases that were released in different pay periods throughout the training year.

The data shows that this program yielded 18,756 total course completions totaling 14,129.25 hours. These numbers indicate that approximately 10% of the staff who were eligible to complete their training through this program chose to participate.
DYS Training Requirements

Needs Assessment

DYS used Microsoft Forms to create a survey to assess and evaluate training needs for the 2022 fiscal year. All employees were asked to participate in the ten-question survey regarding the training program process. Questions ranged from demographic, open-ended, rating scale, and multiple-choice questions.

The survey yielded a 21% response rate (n=187 returned surveys) and identified seven general topics that needed further training. These areas include but are not limited to the following:

1. Security Threat Groups (STG)
2. Communication
3. Staff Wellness
4. Specialized Training (Job Specific)
5. Leadership
6. Skill based training: (Managing Youth Resistance, Emergency Response Training)
7. Computer skills

The survey was opened for completion on January 1st, 2021, and closed 30 days later January 31st, 2021. Out of the 187 surveys returned, the response from staff was at approximately 71% complete with some fill in the blank questions left unanswered. All DYS employees were given the opportunity to complete the survey via an emailed link or a printed hard copy distributed by the site training officers.

Results

187 employees participated in the 2022 survey. The staff responded to the following questions.

1. How long have you been with ODYS?
2. Where do you work?
3. Which best describes your job/classification
4. Select up to 3 topics that would benefit your site the most.
5. Based on your job classification, what additional trainings would be beneficial to you?
6. Why did you choose the training topics in question 5?
7. Please rate the method of training you feel would be most effective to achieve your learning goals
8. What is the most effective schedule to receive annual In-Service training?
9. What additional support would you like to see from the Training Academy as it relates to In-Service?

10. Please rate your overall satisfaction with the In-Service program offered at your site for fiscal year 2021.

Based on the questions asked on the survey, 149 training needs, 123 job skills, nineteen leadership needs, and seven systematic issue improvements were recommended.

Many of the staff indicated the desire and ongoing need for on-the-job training as they specified being visual and kinesthetic learners. Staff identified a significant need for ongoing job skill development in addition to identifying systematic concerns that need to be addressed. Responses from the survey will be used in the planning and development of trainings being offered in the upcoming fiscal year.

There is a great need for the agency to acknowledge and act on the seriousness of gang (Security Threat Groups) issues in the facilities. There is great need for updated intelligence beyond the borders of Ohio. Local gang’s intelligence changes often; therefore, routine updates are necessary. Local police and state police may also be helpful with the routine updates. Several staff expressed the need for increased management training at the sites to improve efficiency. Staff are interested in learning ways to reduce stress and learning skills on how to manage overall wellness. According to consensus of surveys, most learning occurs on-the-job resulting in staff asking for more scenario-based training and a hands-on approach.

**FY22 Requirements**

The finalization of the requirements consisted of the review of the agency’s annual needs assessment, input from agency leadership and the DYS Statewide Training Advisory Committee. The FY22 topics are a compilation of staff suggestions, agency directives, Governor’s Office initiatives and ACA requirements.

The following are the FY22 training requirements:

- CPR/FA/AED
- Active Aggressor/CIM
- Communicable Disease
- Disability Awareness
- Diversity and Inclusion
- Domestic Violence Awareness
- Emergency Plans/Fire Safety
- Ethics
- Human Trafficking
- IDT/Youth Treatment Plans
- Inclusive Listening
- MYR Tactics
- Pandemic Preparedness Plan
- Parole Safety
- PREA
- PRIDE/Youth Discipline
- Professional Communications
- Religious Programming
- Report Writing – Case Notes
- Securing Ohio
- Security Overview w/LGBTIQ Searches
- Substance Abuse/Youth Drug Screening
• Mental Health Overview
• MYR Personal Safety
• MYR Policy

• TB Skin Testing
• Youth Grievance
CTA Operations

Activities and Accomplishments

CTA strives to make facility upgrades to foster the best learning environment for students and staff.

Beautification

Each year CTA strives to keep our grounds aesthetically pleasing, with Memorial Park being a major focus of the landscaping. Work crews of incarcerated individuals from PCI normally assist in the beautification and upkeep of the 60 acres that CTA is responsible for maintaining. Due to COVID restrictions, offender work crews from PCI were not available, leaving a gap in work to be completed which was filled by CTA staff.

In FY21, Operations staff removed dying hedges surrounding the SOCF Memorial in Memorial Park to improve the look of the memorial.

In the Spring, CTA staff came together to assist the operations unit with landscaping in Memorial Park and around the CTA campus.
**Parkview Restroom Renovations**

The restroom floors in the Parkview building were in need of replacement due to water making its way under the tile overtime causing damage to the tile. The Operations staff completed the replacement of the damaged tile with new laminate flooring. Fresh paint and new trim were also added.

**Driveway Paving**

The repair of the road leading through Memorial Park, Lane Ln. was completed in FY21.
CTA Business Office

- CTA received $745,975.22 in revenue for external training fees.
- CTA received $10,610 in recycling funds.

CTA Budget Fiscal Year 2021

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The Curriculum Development (CD) unit is responsible for the development, revision, review, approval and archiving of DRC lesson plans and materials for in-person, virtual, and eLearning courses. Staff collaborate with subject matter experts and other professionals both within and outside of the department to ensure the most relevant information is being presented on each topic.

Staff in this unit are also responsible for ACA and policy administration, providing tech support for staff and visitors, and serving on committees.

Training Development

- Due to pandemic training restrictions, FY21 in-service courses were converted to proxy courses by the TBTDs.

- Curriculum Development staff reviewed and assisted in the development of all FY22 required courses.

- The majority of FY21 courses were designed to be facilitated as instructor led training (ILT), but due to the Pandemic, many were converted to eLearning.

- Due to the implementation of ORC 2901.10 Restraining pregnant women and 2152.75 Restraining pregnant children in May 2021, material was developed and deployed via eLearning to the field on the subject and updates to the Department’s practices.

- A 24-hour Correctional Officer Orientation Refresher was developed as a recommended in-service training for officers hired during the Pandemic restrictions who were not able to receive a traditional orientation experience. The course was created to prepare these staff to work in a post-pandemic setting as institutions return to ‘normal’ operations by reinforcing what was learned in NEO and OJT. Materials were released to the field June 30, 2021.

- In FY21 CD was tasked with leading in a working group to develop a 12-hour Food Service contractor orientation training. The working group has continued into FY22.

E-Learning Overview

- CTA’s Technology Based Training Developers (TBTD) took on the responsibility of converting the FY21 required training courses into eLearning courses.

- The TBTDs were heavily involved in the creation and implementation of the FY21 flexible in-service scheduling program.
DYS Curriculum Development

Activities and Accomplishments

- The New Exempt training was conducted virtually via Microsoft Teams in collaboration with DRC.
- The Foundations of Supervision curricula was revised for new supervisor in collaboration with DAS.
- Curriculum Development collaborated with multiple agencies to develop a statewide Inclusion Training.

Training Requirements

In FY21, the Curriculum Development unit developed the following lesson plans for the FY22 training cycle.

- IDT/Youth Treatment Plans
- PRIDE Overview
- PRIDE Youth Discipline
- TB Skin Testing
- Report Writing Parole
- Report Writing Facilities
- Substance Abuse/Youth Drug Screen
- Security Overview with Searches
- Emergency Response Training
- Suicide Prevention
- Emergency Plans/Fire Safety/Active Aggressor/CIM
- Professional Boundaries
- Prison Rape Elimination Act
- Seclusion 1
- Mental Health Overview
- Communication Skills/Verbal Strategies

In early 2020, a national mandate was issued to maintain social distancing, this practice was continued through FY21. To ensure that social distancing was maintained, all topics that were not considered physical skills were converted to an E-Learning format for the FY21 training cycle. The curriculum development unit worked closely with the TBTDs to convert and review of the FY21 training materials to the eLearning format.

FY21 Continuing Education Units

- Candace Stewart worked with the Nursing and Behavioral Health departments to find CEU training through Relias Online Learning. Topics where selected and a proposed contract was submitted to Finance and Planning for the purchase of services.
- Two virtual offerings of the Juvenile Sex Offender Conference where conducted. Feedback gathered from the conference evaluations is being used to update the training for future offerings.
Activities and Accomplishments

The New Employee Orientation (NEO) unit is responsible for providing all DRC new hires with a foundational knowledge of departmental policy and procedure in addition to tactics and concepts to support their success with the agency. CTA constantly strives to ensure new hires are receiving the most up-to-date, relevant information to prepare them to be confident and competent in their jobs, even in the most challenging of times.

Special Circumstance NEO

In November 2020, training officer, Russel Pepper, was called on to assist with the coordination and completion of a special circumstance NEO training at the Lorain Correctional Institution (LORCI). Five institutions participated in the blended training with thirty-three new staff completions.

Statistics

All new hires must successfully complete a total of 120-hours of new employee orientation training at CTA. Correction officers must complete an additional forty hours of NEO training to include firearms, transportation, and OC courses, while health care staff attend an additional twenty-four hours of position specific training.

- There were twenty-four NEO cohorts completed via Microsoft Teams in FY21 with a total of 1,680 new staff completing the program.
Purchase of Grappling Dummies

In FY21, CTA had the opportunity to enhance physical skills training in the field by using money provided by the Coronavirus Relief Fund to purchase weighted grappling dummies. These training aids were purchased for use by CTA and field training staff to assist with enhancing the experience for those participating in the adapted virtual NEO courses and provide them with a form of hands-on training while maintaining social distancing. Use of the dummies can continue post-pandemic and be used to enhance in-service trainings as well.

A total of sixty-six grappling dummies were purchased at a cost of $13,240 and divided into thirty-three sets. Each set included a sixty and a ninety-pound grappling dummy. One set was sent to each of the twenty-eight Ohio state and private run prisons, two sets were provided to the APA, and the remaining six dummies were divided up between the CTA training officers who were facilitating courses.
DYS Pre-Service

Statistics

Eight cohorts completed Pre-Service training in FY21 with class sizes ranging from eleven to twenty-four new staff.

Due to Covid-19 restrictions, Pre-Service classes continued to be conducted virtually via Microsoft Teams until June when staff and students were permitted to return to CTA.

- Six classes were conducted virtually via Microsoft Teams.
- Two classes were conducted in-person and on-site at CTA.
- A total of 126 new staff completed the program, totaling 19,604 training hours.

New Employee Support Team (NEST)

The New Employee Support Team (N.E.S.T.) is a new initiative introduced in January of 2020, as a tool to provide support and assistance to new employees during their first year of employment with DYS. The N.E.S.T. email is used to make frequent contact with new employees and is available for them to ask questions, seek support, and attain additional guidance in the field.

Comprised of the Pre-Service training academy team, N.E.S.T. plans to make site visits as well as provide refresher trainings for new staff as the department is able to resume “normal” operations.

- In FY21, N.E.S.T. has been available to 126 new employees.
- During that time, the N.E.S.T. has made 252 contacts.
- New employees have contacted the N.E.S.T email fifteen times and have contacted N.E.S.T. via phone six times.
Activities and Accomplishments

CTA’s Field Support unit is responsible for supporting the in-service training activities and conducting training audits occurring in the field (i.e., institutions, Division of Parole & Community Services, and the Operation Support Center) throughout the fiscal year.

In FY21, staff from the field support unit assisted with and coordinated the following:

- The development of all training plans for institutions, Adult Parole Authority (APA) regions, Operation Support Center, and the Corrections Training Academy staff.

- Completed site visits for assigned institutions and APA regions.

- Conducted Internal Management Audits for ACA and Ohio training standards.
  - Delivered support in the development and implementation of responses to non-compliance.

- Assisted with training Ohio National Guard members.

- Participated with the training officer interview panels and selection process for institutions, including aiding in the screening of applications and reviews for training officer positions.

In-service Training Statistics

Ohio has twenty-five state-run facilities, three private-run facilities and six APA regional offices throughout the state. For reporting purposes, these sites are grouped into three training regions.

In FY21, DRC employees completed 608,658.5 hours of in-service training.
North Training Region

The north training region is comprised of eleven prisons and two APA regional offices. The staff in this region completed a total of 191,417.2 hours of in-service training, with 2,657.3 of those hours being supplemental training.

- APA Akron Region
- APA Cleveland Region
- Grafton Correctional Institution (GCI),
- Lake Erie Correctional (LAECI),
- Lorain Correctional Institution (LORCI),
- Marion Correctional Institution (MCI),
- North Central Correctional Complex (NCCC),
- Northeast Reintegration Center (NERC),
- Northeast Correctional Complex (NEOCC),
- Ohio Reformatory for Women (ORW),
- Ohio State Penitentiary (OSP),
- Toledo Correctional Institution (TOCI), and
- Trumbull Correctional Institution (TCI).

Central Training Region

The central training region includes nine prisons, two APA regional offices, and DRC’s Operational Support Center (OSC). This region completed a total of 223,844.3 in-service training hours, including 4,651.2 hours of supplemental learning.

- Allen Institution Correctional (AOCI),
- APA Columbus Region
- APA Lima Region
- Belmont Correctional Institution (BECI),
- Franklin Medical Center (FMC),
- London Correctional Institution (LOCI),
- Madison Correctional Institution (MACI),
Mansfield Correctional Institution (MANCI),
Noble Correctional Institution (NCI),
Operations Support Center (OSC)
Richland Correctional Institution (RICI), and
Southeastern Correctional Institution (SCI).

South Training Region

The staff of the eight prisons and two APA regional offices that make up the south training region completed a total of 193,396.98 hours of in-service training including 627.15 hours of supplemental training.

• APA Cincinnati
• APA Dayton
• Chillicothe Correctional Institution (CCI),
• Correctional Reception Center (CRC),
• Dayton Correctional Institution (DCI),
• Lebanon Correctional Institution (LECI),
• Pickaway Correctional Institution (PCI),
• Ross Correctional Institution (RCI),
• Southern Ohio Correctional Facility (SOCF), and
• Warren Correctional Institution (WCI).
DYS Field Support

General Activities

DYS Field Support team is responsible for the oversight and management of the in-service training activities occurring in the field (i.e., Institutions, Division of Parole & Community Services, Community-Based Facilities, Central Office) throughout the fiscal year.

In FY21, The Field Support team assisted with and coordinated the following:

- Completed Training Plans for Facilities and Regions
- Completed Training Officer/Coordinator Monthly Meetings
- Participated in Internal Management Audits for all facilities
- Completed Instructor Training for Facilities in the areas of MYR Policy, MYR Tactics, Shield Team Training, First Aid, CPR, AED, and Emergency Response Training
- Completed Annual Policy Reviews

Statistics

DYS’s Field Support Unit serves Central Office, both the northern and southern parole regions, and all three juvenile facilities, Circleville (CJCF), Indian River (IRJCF), and Cuyahoga Hills (CHJCF).

Thanks to the tremendous efforts of our Technology-Based Training Developers (Kelly & Sara), DYS was able to offer an online option for almost all FY21 in-service mandates.

- Forty Web-Based Trainings (WBT) were developed for FY21 in-service training requirements.
  - Twenty-five were ILT courses that were converted to eLearning to accommodate staff during the Pandemic.
- Five additional WBTs were developed by DAS as state-wide trainings for in-service.
There were 24,149 employee completions for DYS’ WBT courses, for a total of 25,715.6 training hours.

Forty-one online pre-service exams were completed by new staff.

<table>
<thead>
<tr>
<th>Sites</th>
<th>Total Number of Courses</th>
<th>Total Mandated Training Hours</th>
<th>Total Training Hours</th>
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<tbody>
<tr>
<td>Central Office</td>
<td>1,748</td>
<td>2518</td>
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<tr>
<td>Parole</td>
<td>602</td>
<td>945.1</td>
<td>2,160.05</td>
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<td>Circleville JCF</td>
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<td>Cuyahoga Hills JCF</td>
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<td>Indian River JCF</td>
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<td>8,912.2</td>
<td>15,996.4</td>
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<td>Totals</td>
<td>17,261</td>
<td>20,801.8</td>
<td>46,722.05</td>
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</tbody>
</table>

**FY21 Web-Based Trainings**

- **Total 40**
  - **DYS**
    - In-Service: 30
    - Total: 40
  - **Statewide**
    - In-Service: 10
    - Total: 11