



CHAIRMAN'S NO. 14-2001

MEMORANDUM MAY 1, 2001

TO: SHERIFFS, CHIEF ADMINISTRATIVE OFFICERS, TRAINING COORDINATORS AND COMMISSIONERS OF CORRECTION,

RE: NATIONAL INSTITUTE OF CORRECTIONS (NIC) TRAINING ON ISSUE OF STAFF SEXUAL MISCONDUCT WITH INMATES

As many of you know, over the past several months, Commission of Correction staff have been working with the National Institute of Corrections (NIC) to deliver a formal training program for correctional facility administrators and training coordinators on the issue of staff sexual misconduct with inmates. I am pleased to announce that a three day training program will be presented by NIC at two separate locations. The first program will be held on June 6-8, 2001 at SUNY, Albany - Campus Center. The second program will be held on June 11-13, 2001 at the Onondaga County Justice Center in Syracuse, New York. This course is designed for extensive participation in workshops.

The program is designed for attendance by a two-person team (consisting of administrators and SCOC/OPS certified instructors) from each facility. This will be considered a train-the-trainer course for those certified instructors completing it. They will then be authorized by the Commission to teach the 4 hour sexual misconduct training course, which will be part of the new Basic Corrections Training course beginning in 2002. The 4 hour course can also be presented to staff who already completed the Basic Corrections Training course.

A sample policy and procedure will be provided for facility revision, as deemed appropriate for implementation. Lesson plans and other related materials will be provided, as well. There is no registration fee for the program and seating is limited to 50 participants for each location. A list of hotels and local eating establishments is available from the Commission.

It is important that facilities attend this program, given the seriousness of this issue. As mentioned earlier, a 4 hour sexual misconduct lesson will be part of the new Basic Corrections Training course. It can only be taught by certified instructors who have completed a train-the-trainer course.

Please complete the enclosed registration form and fax it to our office at (518) 485-2467 by May 16, 2001. Please provide the title of staff attending as well as social security numbers of certified instructors attending.

Should you have any questions, please feel free to call William Benjamin at (518) 485-2486.

Alan J. Croce, Chairman/Commissioner