



# CHAIRMAN'S MEMORANDUM NO. 09-2007 September 10, 2007

**TO: SHERIFFS, CHIEF ADMINISTRATIVE OFFICERS, COMMISSIONERS OF CORRECTION, NEW YORK CITY WARDENS**

**RE: Reorganization of Field Operations Unit**

The Commission has determined that it will reorganize its operations to most effectively utilize its field and support staff. Due to our long-time supervisor, Bill Benjamin, being deployed to Iraq, we have operated for a long period of time by having another supervisor assume his region. This has placed a large burden on the supervisor corps. This reorganization will lead to a more equitable distribution of work, and will help clarify lines of authority and responsibility.

The reorganization realigns the commission's geographic operational regions, from four down to three, until Bill returns from Iraq. Attached you will find a list of the facilities that will be in each region, so that you can identify the regional supervisor as well as what other facilities are in your region. The following shows the programmatic assignments of Commission staff in each region.

## CENTRAL REGION

Richard Kinney, Supervisor  
NYS Department of Correctional Services  
Juvenile Justice

## CAPITAL-WEST REGION

Terrence Moran, Supervisor  
New Institution Technical Assistance Program  
Training

## SOUTHERN REGION

Steven Savoy, supervisor  
Office of Children and Family Services  
NYC Department of Correction

## FORENSIC MEDICAL UNIT

Peggy Loffredo, Supervisor  
Medical Investigations  
Technical Assistance/Staffing

It continues to be the case that each of the regions is also responsible for doing inspections and investigations, providing technical assistance as required or requested, and for handling complaints and grievances for the jails and lock-ups that are encompassed in their region.

**New York State Commission of Correction**

**80 Wolf Road, 4<sup>th</sup> Floor  
Albany, New York 12205  
(518) 485-2346**

**Daniel E. Stewart,  
Chairman/Commissioner**

**Frederick C. Lamy, Commissioner  
Frances T. Sullivan, Commissioner**

The reorganization and realignment of regions will be effective **JANUARY 1, 2008**. In the meantime, for the counties that are being assigned to a different supervisor, or which will have different field staff deployed, there will be a period of transition so that the new staff can become familiar with the facility, its management and its configuration. There will be at least one on-site visit by the former and the newly assigned Correctional Facility Specialist and Supervisor during this interim period to do introductions to the facility management team.

It is my sincere hope that during this transition time, and until Bill is back from Iraq, the Commission will be as responsive to your needs and requests as it has always been. I think that the transition time, much like other transitions we have done, will be seamless for you, the Sheriffs and Jail Administrators. If you have any questions, please feel free to contact my office, your regional supervisor or the Correctional Facility Specialist assigned to your facility.

**Daniel L. Stewart, Chairman**

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