

NE DEPARTMENT OF HEALTH AND HUMAN SERVICES  
IN COORDINATION WITH NE DEPARTMENT OF  
CORRECTIONAL SERVICES

BEHAVIORAL HEALTH TREATMENT  
CENTER AT HASTINGS (LB999)  
PROGRAM STATEMENT

DECEMBER 15, 2014

ALLEY POYNER MACCHIETTO ARCHITECTURE, INC. IN ASSOCIATION WITH  
PULITZER/BOGARD & ASSOCIATES, L.L.C.

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# EXECUTIVE SUMMARY

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The Nebraska State Legislature identified that additional behavioral health treatment beds are needed for inmates in the State correctional system. In response to this need the Legislature drafted, introduced and approved Legislative Bill LB999. This legislation authorized the Division of Behavioral Health of the Department of Health and Human Services to prepare a program statement for the Hastings Behavioral Health Treatment Center (BHTC). The facility is intended to be located in a renovated or newly constructed building on the Hastings Regional Center campus to provide service for up to two hundred inmates.

It was decided that the facility, despite its significant treatment focus, will be operated by the NDCS because this facility is a correctional facility, and in part because of the legal requirements to house persons still under the authority of the criminal justice system as noted in LB999. Collaboration between the NDHHS/DBH and the NDCS is both appropriate and necessary for the identified population of inmates who it was determined by a joint working committee of both departments that to qualify for placement in the new BHTC an inmate will be within 12 to 18 months of parole or sentence completion and are currently incarcerated and classified as maximum or medium custody. Indeed, the collaboration between the two departments has been well integrated in the planning and program statement development process and the project working committee agreed that the NDHHS/DBH and NDCS partnership must continue as many of the inmates/clients/patients are served by both agencies at various times. This facility is expected to be heavily reentry focused, but must also be designed to accommodate the highest security level.

The proposed project will provide a 200 bed facility to treat behavioral health and substance abuse issues to male individuals who are determined to need such services near the end of their term and prior to their release from the correctional system. The mission of the proposed facility is to provide adequate behavioral health and substance abuse treatment services for individuals prior to the end of their term so as to help reduce recidivism and assist in their successful reentry back to the community with a reduced likelihood to reoffend.

The concurrent, but significantly different initiative within the NDCS is the Nebraska Reception and Treatment Center (RTC) project. The mission of the RTC as conceived in the recently released NDCS Master Plan will be to address the critical long-term medical and mental health needs of inmates within the NDCS through centralization of services in an effective and efficient manner at the site of the existing Lincoln Correctional Center and Diagnostic Evaluation Center in Lincoln. The health and mental health populations to be served at the RTC facility will focus on inmates who require specialized nursing care and

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intensive mental health care for the acute and subacute seriously, persistently mentally ill (SPMI) populations.

It is important to stress that the BHTC at Hastings is not a replacement for the RTC since it focuses on an entirely different population of inmates who are *not* diagnosed with acute or subacute mental illnesses but rather a combination of chronic underlying mental health and behavior issues combined with substance abuse treatment needs.

To help determine the treatment and security needs of the population entering the BHTC, the consultant team working closely with NDCS and analyzed 2014 fiscal year by identifying a cohort of *368 inmates released* from the NDCS adult male facilities to the community that had the potential to be candidates for the future population to be served by the BHTC. All of these inmates were either medium custody (2X) or maximum custody (1X), and therefore were not eligible to be moved to a community corrections facility. Forty eight (48) of these inmates were released 18 months to more than seven years beyond their parole eligibility, thereby serving their maximum sentences and being released into the community without any reentry services or transition care for living in the community. This suggests that the BHTC could provide this needed service to a difficult population that seldom receives transitional reentry services. Why? There is a delicate balance between public safety concerns related to the risk that these inmates may present once released and the opportunity for a more structured and successful transition back to the community.

It should be noted that the committee discussed a number of staffing hurdles that will significantly impact the ability to recruit and retain clinical staff to provide treatment in order for this facility to be located in Hastings. As discussed in the body of the program statement, these hurdles include a limited pool of behavioral health professionals in the Hastings area. NDCS already faces difficulty recruiting professionals in the Omaha and Lincoln area, and the Juvenile Chemical Dependency Program located in Hastings has had a continual difficulty recruiting and retaining professional staff. NDCS will be at a competitive disadvantage and, therefore must identify incentives (including higher level of pay for the location) that may interest health care personnel to work in Hastings. The salaries for State employees are approximately \$5/hour less than in the private sector.

At the core of the program statement is a detailed description of how each component of the facility is to operate, as well as the square footage needed to support each component. To meet the operational and treatment objectives of the BHTC, a total building area of 122,901 gross square feet will be required incorporating thirteen different functional areas.

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A goal of the project was to determine if any of the existing Hasting buildings, originally slated for demolition, could be renovated in conformance with the operational and space needs described above. A number of options were evaluated and only two existing buildings proved viable as potential candidates for renovation, Buildings #7 and #25, reference existing HRC Campus Plan, Figure 0-1. In Building #7, the program could not be accommodated within the structural constraints of the building, in particular the clear sight lines and open expanses of space needed to support direct supervision in a correctional facility. In addition, Building #7's proximity to Building #3, which is housing the 24 bed Chemical Dependency Unit precluded it from further consideration as standards require that juveniles be out of sight and sound of adult inmates. Building #25 proved to be a more viable option given its location at the southern end of the campus. In addition, parts of the building could be renovated to accommodate several of the functional components that do not require clear open spans, such as office spaces. Reuse of Building #25 would still require a major addition for all new housing, food services and other support areas, reference Figure 0-2. A third option was developed for an all new facility to be located adjacent to where Building #25 is located, reference Figure 0-3.

The project cost estimates for a *new/existing building with renovations vs all new construction* are nearly identical, \$42.6 million versus \$43.6 million. In evaluating the two approaches the consultant team determined that there are still too many negatives associated with a renovation plan that is far from ideal and may in fact be more costly to develop due the many unknowns and age of the existing structure. In addition, there are annual recurring cost benefits that are achieved through a more staff efficient operation that only a new facility can offer. Therefore the recommendation of this program statement is to provide a newly constructed facility to satisfy the goals of this program. This project has the opportunity to become a model program and facility for Behavioral Health Treatment and this opportunity would best be served in a facility that can be custom suited for the unique needs that are critical with this facility type.

As noted, the program and mission of this facility was reviewed by Behavioral Health and NDCS. A full description of the staffing roles and responsibilities is discussed in the program statement. A total of 283 Full Time Equivalent employees are anticipated to the BHTC at a cost of \$13,412,634 per annum. The total operating cost is \$67,063 per inmate per year for staffing costs alone. By comparison, the cost per resident per year is \$147,000 at the existing Lincoln Regional Center operated by DBH and \$33,535 per year per inmate at the existing NDCS prison facilities.



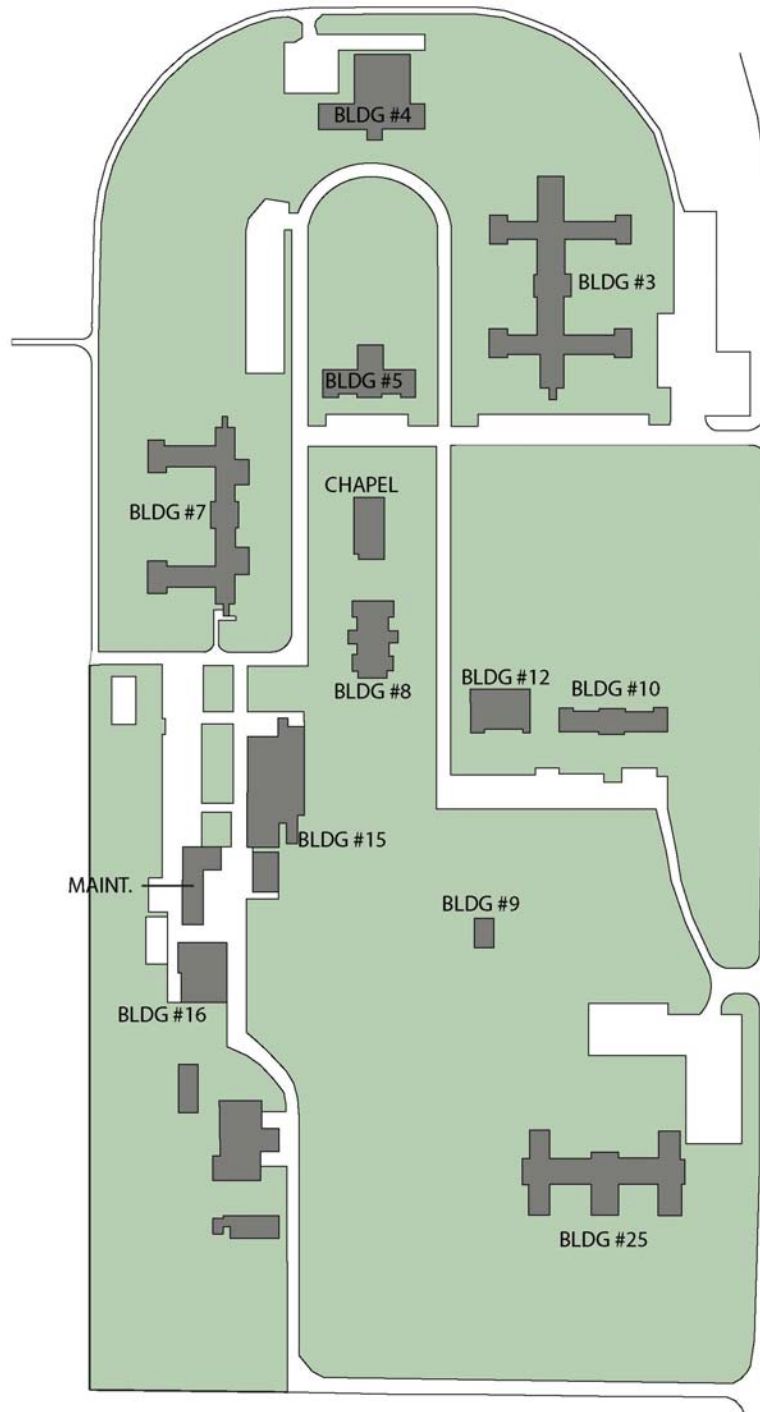


FIGURE 0-1, EXISTING HRC CAMPUS PLAN

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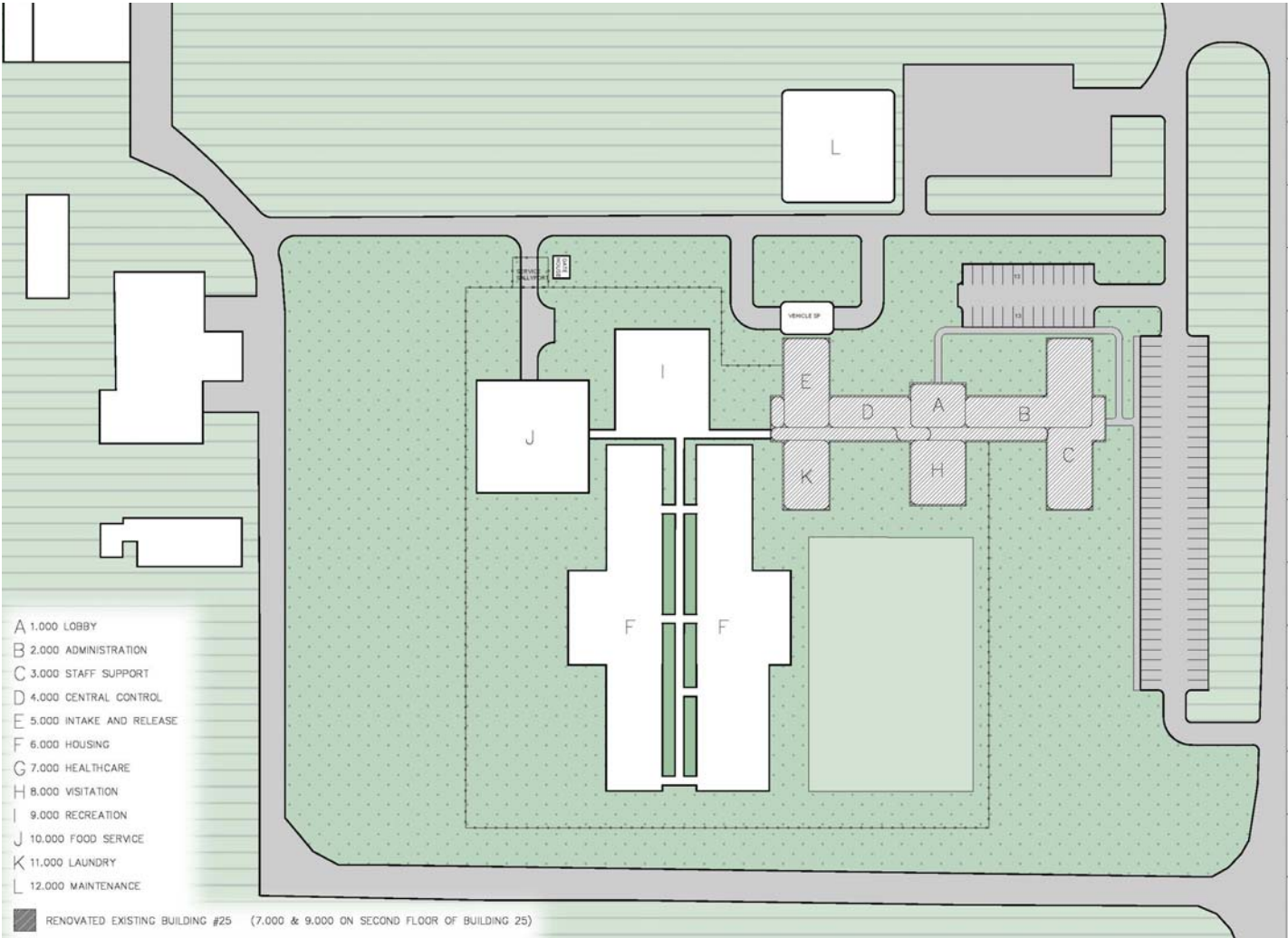


FIGURE 0-2, RENOVATION OF BUILDING #25 WITH ADDITION

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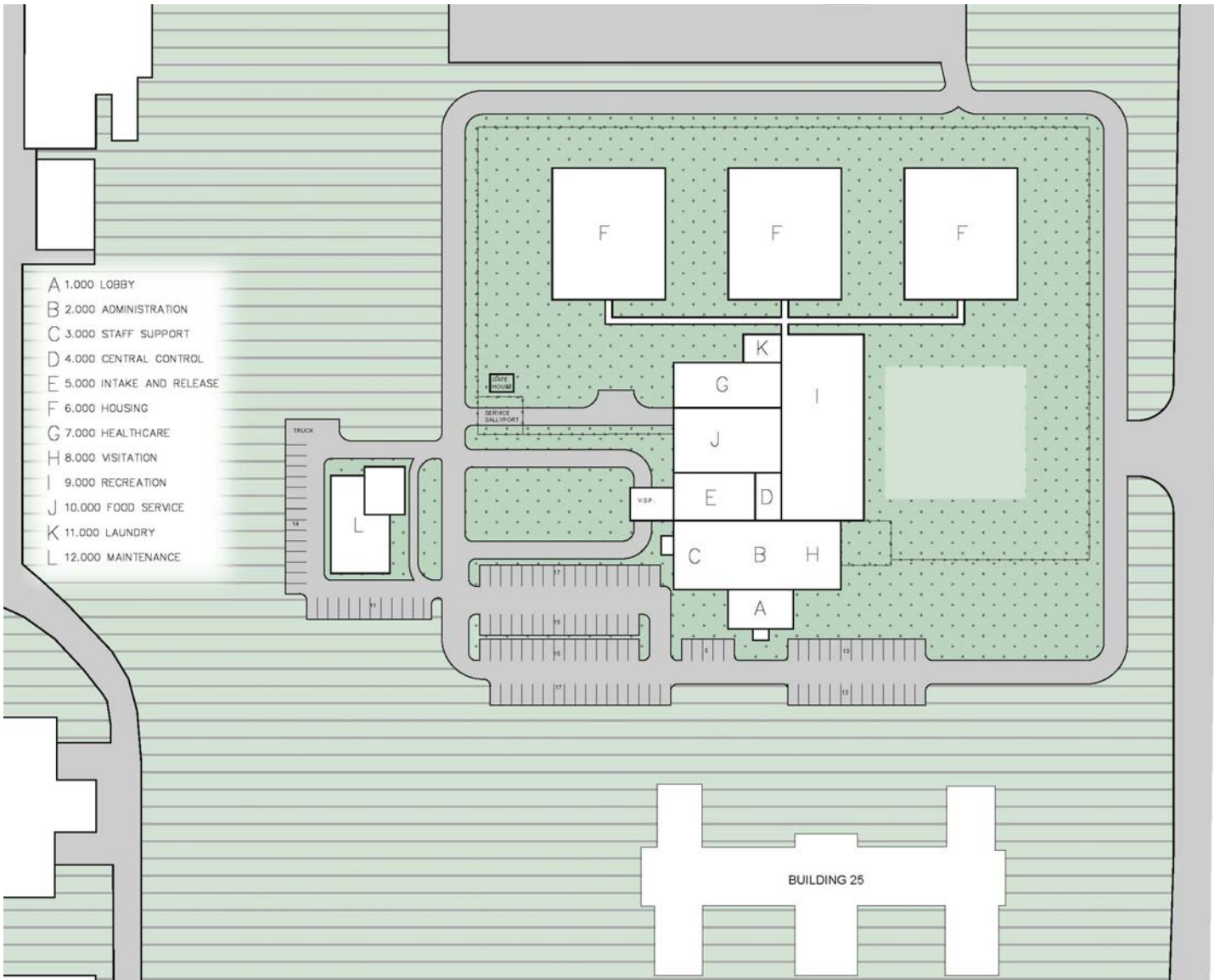


FIGURE 0-3, NEW CONSTRUCTION OPTION

# 1.0 INTRODUCTION

## 1.0 INTRODUCTION

### 1.1 Background and History

The Nebraska State Legislature identified that additional behavioral health treatment beds are needed for inmates in the State correctional system. In response to this need the Legislature drafted, introduced and approved Legislative Bill LB999. This legislation authorized the Division of Behavioral Health of the Department of Health and Human Services to prepare a program statement for the Hastings Correctional Behavioral Health Treatment Center. The program's goal is to plan for the long-term needs of inmates with mental illness and disorders in the correctional system as well as inmates who have drug and alcohol addictions and are within 12 to 18 months of parole or sentence completion. The facility is intended to be located in a renovated or newly constructed building on the Hastings Regional Center campus to provide service for up to two hundred inmates.

In the summer of 2014, the State contracted with Alley Poyner Macchietto Architecture in association with Pulitzer/Bogard & Associates, LLC to draft the program statement for the new Behavioral Health Treatment Center (BHTC) to be located in Hastings, NE.

This program represents the spaces and operations necessary for the new BHTC facility component to serve a population of 200 inmates. Information gathered for the development of this operational and architectural program was received during site visits, data analysis, interviews, numerous documents received from the Department of Health and Human Services and the Department of Corrections Services and discussions held as a part of the detailed programming processes.

### 1.2 Project Description

The proposed project will provide a 200 bed facility to treat behavioral health and substance abuse issues to male individuals who are determined to need such services near the end of their term and prior to their release from the correctional system.

### 1.3 Purpose and Objectives

The goal of the program statement is to identify the operations, treatment and associated spaces as well as staffing needs and associated costs required to provide the proposed services to the population of the facility. This document will also evaluate the feasibility of renovating an existing building on the Hastings Regional Center (HRC) campus for the proposed use in addition to analysis for construction of a new facility.

The mission of the proposed facility is to provide adequate behavioral health and substance abuse treatment services for individuals prior to the end of their term so as to help reduce recidivism and assist in their transition back into the public.

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1.4 Other Facilities Visited

The mission of the facility is unique - there are no other facilities in the country that currently provides the proposed types of services to this population.

## 2.0 JUSTIFICATION OF THE PROJECT

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#### 2.1 Supporting Data

The population of the proposed NDCS/NDHHS/DBHs' Behavioral Health Treatment Center (BHTC) was legislated by LB 999 describing the program statement shall plan for the treatment needs of the inmates with mental illness and disorders in the correctional system as well as inmates who have drug and alcohol addictions and are within 12 to 18 months of parole or sentence completion. The intent is to provide a facility for up to two hundred inmates in one or more buildings at the Hastings Regional Center renovated or constructed to meet the needs of the program. The program statement shall identify the classification of inmates to be placed in the center, the programs needed to provide mental health and substance abuse treatment.

At the time of this legislation, NDCS was in the process of developing a Master Plan that includes a 327 bed facility for acute, subacute and long-term care of inmates who have serious mental illnesses (often co-occurring with substance abuse) as well as for inmates with medical acute, subacute and long term care needs. This new facility called the Reception and Treatment Center will be co-located with the existing LCC and DEC prison facilities in Lincoln. In addition, the Master Plan includes expansion of two community corrections facilities.

In looking at the populations that could be served at the Hastings site, a joint committee of personnel from the Department of Correctional Services, DHHS Division of Behavioral Health and Pulitzer/Bogard & Associates personnel reviewed several different populations and determined a population whose needs would complement the Master Plan projects being proposed. This population typically will have both mental health and substance abuse treatment needs that will potentially continue to need intensive treatment prior to release to the community. These inmates are higher risk (moderate and high security risk) and are not eligible for movement into community corrections facilities prior to release. These same inmates do not have serious mental illnesses that require acute or subacute mental health care and who will be treated in the new mental health facility being proposed in Lincoln, but who do have significant behavioral health issues that often compromise their ability to successfully reintegrate into the community. Many of these inmates are released directly into the community following the expiration of their sentences without the opportunity for individualized reentry programming that may include mental health and substance abuse treatment, vocational training, family reunification and other treatment programs, because their risk level is considered a public safety issue. Moreover, often these inmates are not granted parole due to their behavioral health issues and/or unmet treatment needs, but often serve their maximum sentence and are released without the benefit of parole supervision.



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To narrow the focus of this population, the committee elected to eliminate female inmates and youth inmates from this population noting that while they have reentry needs, those needs are specific to their gender and age, no less important, and should be addressed as well, but not at the Hastings facility.

Selected Population

During fiscal year 2014 there was a cohort of **368 inmates released** from the NDCS adult male facilities that had the potential to be included in the population to be served by the BHTC. All of these inmates were either medium custody (2X) or maximum custody (1X), and therefore were not eligible to be moved to a community corrections facility. Two hundred thirty four inmates (234) in this cohort are maximum custody and comprise 64% of the proposed population. One hundred thirty four (134) of the inmates in this cohort are medium custody and comprise 34% of the proposed population.

Table 2-1 demonstrates the race or ethnicity of this cohort population.

Table 2-1  
Population Cohort by Race/Ethnicity

<i>Race/Ethnicity</i>	<i>#</i>	<i>%</i>
<i>White</i>	<i>175</i>	<i>47.55%</i>
<i>Black</i>	<i>116</i>	<i>31.52%</i>
<i>Hispanic</i>	<i>55</i>	<i>14.95%</i>
<i>Native American</i>	<i>14</i>	<i>3.80%</i>
<i>Asian</i>	<i>4</i>	<i>1.09%</i>
<i>Other</i>	<i>2</i>	<i>0.54%</i>
<i>No Entry/Unknown</i>	<i>2</i>	<i>0.54%</i>
<b>Total</b>	<b>368</b>	<b>100.00%</b>

As noted, nearly 48% of this population is white, nearly 32% is Black and nearly 15% is Hispanic. There was no further information available in the data set about "other". "No entry" was used when there was no data available regarding the ethnicity of that inmate.

Table 2-2 demonstrates the age at time of release distribution of this population. While information was available for age at both time of incarceration and time of release, since this program statement is for a reentry facility, we elected to use the age at time of release data.

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Table 2-2  
 Population Cohort by Age Distribution

<i>Age</i>	<i>#</i>	<i>%</i>
19 - 25	128	34.78%
26 - 35	135	36.68%
36 - 45	54	14.67%
46 - 55	30	8.15%
56 - 65	16	4.35%
66 - 75	1	0.27%
over 75	4	1.09%
<b>Total</b>	<b>368</b>	<b>100.00%</b>

The age distribution overwhelmingly demonstrates that the population is primarily 35 years of age or younger (71.5%) which is consistent with what would be expected in an incarcerated population.

This population was also analyzed by the most serious crime that each inmate had committed as seen in Table 2-3.

Table 2-3  
 Population Cohort by Most Serious Crime

<i>Crimes</i>	<i>#</i>	<i>%</i>
<i>Sex Offenses</i>	45	12.23%
<i>Robbery</i>	22	6.00%
<i>Assault</i>	63	17.12%
<i>Weapons</i>	27	8.00%
<i>Burglary</i>	31	8.42%
<i>Theft</i>	46	13.00%
<i>Arson</i>	4	1.09%
<i>Drugs</i>	70	19.02%
<i>Motor Vehicle</i>	25	7.00%
<i>Fraud</i>	17	5.00%
<i>Morals</i>	1	0.27%
<i>Other</i>	17	5.00%
<b>Total</b>	<b>368</b>	<b>100.00%</b>

While drug related crimes were the single most prevalent crime committed by these inmates, it is of interest that violent crimes such as sex offenses, robbery,

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assault, and weapons charges comprised over 43% of the charges. The data provided did not allow analysis of whether or not these violent crimes were also related to drug offenses.

Within this population there are a number of subgroups, some of which overlap. At the time of their release to the community:

- 190 inmates were 6 months or more beyond parole eligibility
- 158 inmates were 12 months or more beyond their parole eligibility
- 83 were 18 months or more beyond their parole eligibility, several were years beyond their parole eligibility
- 60 were one year beyond their parole eligibility and were also max custody (1X)

The population also splits into three distinct groups. The first group is released within days of incarceration and would not be a group that would be treated at the BHTC.

The second group is 47 inmates who were released with less than 12 months remaining on their sentence and 31 inmates who were released with less than 18 months remaining on their sentence. These are prime populations for reentry services to include mental health and substance abuse treatment as well as vocational training, job opportunity development and family reunification. Tables 2-4, 2-5, and 2-6 demonstrate the distribution of race/ethnicity, age and most serious crimes committed by these two population cohorts.

Table 2-4  
 Population Cohort by Race/Ethnicity

<i>Race/Ethnicity</i>	<i>Less than 12 mos.</i>	<i>Less than 18 mos.</i>
<i>White</i>	28	15
<i>Black</i>	7	14
<i>Hispanic</i>	5	2
<i>Native American</i>	4	0
<i>Asian</i>	2	0
<i>Other</i>	1	0
<i>No Entry/Unknown</i>	0	0
<b>Total</b>	<b>47</b>	<b>31</b>

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Table 2-5  
 Population Cohort by Age Distribution

<i>Age</i>	<i>Less Than 12 mos.</i>	<i>Less than 18 mos.</i>
19 - 25	16	11
26 - 35	16	14
36 - 45	9	4
46 - 55	3	1
56 - 65	3	1
66 - 75	0	0
over 75	0	0
<b>Total</b>	<b>47</b>	<b>31</b>

Table 2-6  
 Most Serious Crimes Committed

<i>Crimes</i>	<i>Less than 12 mos.</i>		<i>Less than 18 mos.</i>	
	<i>#</i>	<i>%</i>	<i>#</i>	<i>%</i>
<i>Sex Offenses</i>	2	4.26%	6	19.35%
<i>Robbery</i>	1	2.13%	3	9.68%
<i>Assault</i>	8	17.02%	6	19.35%
<i>Weapons</i>	1	2.13%	2	6.45%
<i>Burglary</i>	3	6.38%	2	6.45%
<i>Theft</i>	10	21.28%	1	3.23%
<i>Arson</i>	0	0.00%	0	0.00%
<i>Drugs</i>	15	31.91%	7	22.58%
<i>Motor Vehicle</i>	5	10.64%	2	6.45%
<i>Fraud</i>	2	4.26%	2	6.45%
<i>Morals</i>	0	0.00%	0	0.00%
<i>Other</i>	0	0.00%	0	0.00%
<b>Total</b>	<b>47</b>	<b>100.00%</b>	<b>31</b>	<b>100.00%</b>

Furthermore, Table 2-6 demonstrates that those who have less than 18 months to serve on their sentence have committed more serious crimes than those who have less than 12 months on their sentence.

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The third group is 48 inmates who were released in FY 2014 between 18 months and up to over seven years after parole eligibility, thereby serving their maximum sentence and being released into the community without any reentry services. Twenty of these inmates were maximum (1X) custody and 28 of these inmates were medium (2X) custody.

There is also an opportunity to provide these inmates with treatment, job skills, and reentry planning. This group is the most prone to recidivate largely due to a lack of any transition opportunities from their lengthy incarcerations (some of whom spent much of that time in restricted housing) and then being released directly to the community.<sup>1</sup> They leave prison life with little preparation to negotiate community life as a responsible contributing adult.

The tables that follow demonstrate the profile of the inmates who were not released until many months to years after their parole eligibility.

Table 2-7  
Number of Months Served Beyond Parole Eligibility

<i>Months</i>	<i>#</i>
547 - 729	13
730 - 912	10
913 - 1196	13
1197 - 1378	4
1379 - 1562	1
1563 - 1745	0
1746 - 1931	2
1932 - 2124	0
2125 - 2307	2
2308 - 2490	1
2491 - 2674	2
<b>Total</b>	<b>48</b>

<sup>1</sup> Lattimore et al (2010). Prisoner Reentry Experience of Adult Males; Characteristics, Service Receipt, and Outcomes of Participant in the SVORI Multi-site Evaluation. U.S. Department of Justice.

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Table 2-8  
 Race/Ethnicity of Inmates Who Served  
 More than 18 Months beyond Eligibility

<i>Race/Ethnicity</i>	<i>#</i>	<i>%</i>
<i>White</i>	28	58.33%
<i>Black</i>	9	18.75%
<i>Hispanic</i>	7	14.58%
<i>Native American</i>	4	8.33%
<i>Asian</i>	0	0.00%
<i>Other</i>	0	0.00%
<i>No Entry/Unknown</i>	0	0.00%
<b>Total</b>	<b>48</b>	<b>100.00%</b>

Table 2-9  
 Age at Time of Release Distribution

<i>Age</i>	<i>#</i>	<i>%</i>
<i>19 - 25</i>	12	25.00%
<i>26 - 35</i>	19	39.58%
<i>36 - 45</i>	11	22.92%
<i>46 - 55</i>	5	10.42%
<i>56 - 65</i>	0	0.00%
<i>66 - 75</i>	0	0.00%
<i>over 75</i>	1	2.08%
<b>Total</b>	<b>48</b>	<b>100.00%</b>

Table 2-10  
 Most Serious Crime Committed

<i>Crimes</i>	<i>#</i>	<i>%</i>
<i>Sex Offenses</i>	13	27.08%
<i>Robbery</i>	6	6.00%
<i>Assault</i>	7	14.58%
<i>Weapons</i>	3	8.00%
<i>Burglary</i>	6	12.50%
<i>Theft</i>	2	13.00%
<i>Arson</i>	1	2.08%
<i>Drugs</i>	4	8.33%
<i>Motor Vehicle</i>	3	7.00%

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<i>Crimes</i>	<i>#</i>	<i>%</i>
<i>Fraud</i>	0	5.00%
<i>Morals</i>	0	0.00%
<i>Other</i>	3	5.00%
<b>Total</b>	<b>48</b>	<b>100.00%</b>

One question that is asked is “Why are they denied parole?” Data was provided for analysis as to why parole was denied, however, there are usually more than one and up to four or five reasons that an individual is denied parole. There were no identifiable trends in the denial. The reasons that the Parole Board does deny parole as well as the types of recommendations that they make are available in the Appendices.

The data also indicated whether or not the inmates had a Major Mental Illness (MMI) indicator or a Social/Developmental/Intellectual (SDI) indicator. There were 3 SDI, 4 MMI and one inmate with both SDI and MMI who were released from restricted housing. In all but two cases, these inmates were in MH restricted housing.

Data was available to identify 83 inmates who were in restricted housing at the time of discharge to the community. This data did not indicate the length of stay in restricted housing. Ten of the inmates who served more than 18 months beyond their parole eligibility were released to the community from restricted housing. None of these inmates had a MMI or SDI flag indicator.

We were also able to match some diagnostic information with these individuals. Based only on these two data sources<sup>2</sup> we were able to match diagnostic information to the inmates who were released from restricted housing. There were 39 potential candidates for the BHTC. The remaining 30 individuals’ diagnoses would indicate the need for acute or subacute mental health care. It is important to stress that this finding was based only on data and were not based on clinical reviews as would be required for a recommendation for an inmate to be treated at the BHTC. However, attention is drawn to the release of inmates from restricted housing directly into the community since it has become of great concern to corrections departments across the U.S, including here in Nebraska.

Recently, studies have found that “prisoners released directly from segregation had much higher recidivism rates compared to individuals who first transitioned from segregation to general population before their release (64% compared with 41%). Findings such as this have led mental health experts to call for pre-release

<sup>2</sup> Spreadsheet 2014-10-27-UpdatedMed-MaxInmateDischarges: Med-MaxRHDiscwithMHDx and Med+MaxDiscwithMHNeed Flags provided by NDCS.

## JUSTIFICATION OF THE PROJECT

programs to help prisoners held in segregation to transition to the community more safely."<sup>3</sup>

This suggests that the BHTC could provide this needed service to a difficult population that seldom receives transitional reentry services. Why? There is a delicate balance between public safety concerns related to the risk that these inmates may present and the opportunity for a more structured and successful transition back to the community.

There is a conundrum in corrections: Those who are most likely to succeed in the community are also the most likely to receive the additional treatment and services because they present the least public safety risk to the community. Unfortunately, these same inmates are the most likely to recidivate, commit serious crimes and present the greatest public safety risk to the community and therefore receive few transitional or reentry services. It is important to reiterate that these 83 inmates were released into the communities of Nebraska during fiscal year 2014.

Since this legislation requires a population of up to 200 to be treated for behavioral health issues including mental health disorders and substance abuse, the BHTC would be a complementary facility to the community corrections facilities. The BHTC could meet the needs of the higher risk inmates in a smaller facility with intensive treatment. The length of this treatment is yet to be determined and is expected to be individualized according to the inmate's treatment needs. It is anticipated that this could be as few as 3 months to 18 or more months.

Table 2-11 below illustrates the inmate security risk combined with programming/treatment needs to ensure that the living units provide an appropriate level of therapeutic milieu without compromising safety. A total of 200 behavioral health treatment beds are being planned for, with an additional 16 short term, non-count beds<sup>4</sup>, for a total of 216 new beds. Eight of the temporary beds will be for disciplinary detention. The additional eight beds will be for temporary holding of inmates who require transfer back to other facilities due to medical and/or mental health acute and subacute treatment needs, protective custody, or uncontrollable aggressive behaviors. This is described in more details later in the program statement.

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<sup>3</sup> ACLU (2014). The Dangerous Overuse of Solitary Confinement in the United States.

<sup>4</sup> Non-count beds represent the beds that are temporary and a permanent bed is being reserved for the inmate. This is most often the case with inmates in disciplinary restrictive housing, suicide watch, temporary medical, etc.



JUSTIFICATION OF THE PROJECT

Table 2-11  
 Distribution of BHTC Living Unit Beds

<i>Population</i>	<i>Single Rooms</i>	<i>Double Rooms</i>	<i>Quads</i>	<i>Dorms</i>	<i>Total Beds</i>
<b><i>Living Unit Beds<sup>5</sup></i></b>					
<i>High Security Risk / High Program Need</i>	24				24
<i>High Security Risk/ Modt Program Need</i>	32				32
<i>High Security Risk/Low Program Need</i>		16			32
<i>Modt Security Risk / High Program Need</i>		24			48
<i>Modt Security Risk / Modt Program Need</i>					
<i>Modt Security Risk / Low Program Need</i>			8		32
<i>Low Security Risk / High Program Need</i>					
<i>Low Security Risk / Modt Program Need</i>				1	32
<b><i>TOTAL LIVING UNIT BEDS</i></b>	<b>56</b>	<b>40</b>	<b>8</b>	<b>1</b>	<b>200</b>
<b><i>*NON-COUNT BEDS</i></b>					
<b><i>Longer Term</i></b>					
<i>Disciplinary Detention</i>	8				8
<b><i>Short Term – Flex Unit</i></b>					
<i>Administrative RH</i>	2				2
<i>Protective Custody</i>	1				1
<i>Intake</i>	1				1
<i>Medical</i>	2				2
<i>Suicide Watch</i>	2				2
<b><i>Total Non-Count Beds</i></b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16</b>

2.2 Alternates Considered

The project scope was defined by LB999-no alternatives were reviewed or considered.

2.3 Consequences if the project is not funded

This program is intended to complement the two community corrections expansion projects as well as the new Reception and Treatment Center project being developed for Lincoln. It will expand opportunities for transitional reentry services prior to release to the community for inmates who are currently released from lengthy incarceration directly into the community. Some of those inmates have “maxed out” their prison terms meaning that their maximum sentence has expired.

If this program is funded:

- These inmates will be transferred from other institutions, thus increasing the beds available in the institutions by 200 beds.

<sup>5</sup> It should be noted there is no living unit for low security risk/low program need. It was determined these inmates will be likely candidates for community corrections facilities.

#### JUSTIFICATION OF THE PROJECT

- The community will be safer because the inmates most likely to commit serious offenses following release will be given an opportunity to prepare for their release to the community with well-thought goals and plans and the skills to follow through with those plans. Although treatment is expensive, it is more cost effective to treat, train, and provide transitional services for these inmates prior to release.
- These inmates are more likely to become participating, contributing productive citizens of Nebraska's communities.

If this program is not funded:

- An additional 200 beds will not be available to relieve the overcrowding in the prisons.
- These inmates will continue to present a greater risk to the community as there will be no planning for release or intensive treatment to address behavioral health issues including substantial substance abuse issues prior to their release. If this continues there are likely to be additional serious crimes committed within a short time following release from lengthy incarcerations.
- Since these inmates are more likely to recidivate, the populations of the prisons will continue to grow as will the cost of caring for them. It is not economical to re-incarcerate these inmates.

## 3.0 LOCATION AND SITE CONSIDERATIONS

## LOCATION AND SITE CONSIDERATIONS

### 3.0 LOCATION AND SITE CONSIDERATIONS

#### 3.1 County, City

The proposed project is located in Adams County (DAS County #1) near Hastings, Nebraska.

#### 3.2 Proposed Site

The proposed site of this program has been designated by the legislation as the Hastings Regional Center. The approximately 130 acre campus is located one mile west of Hastings, Nebraska on Highway 6.

A number of existing buildings currently occupy the campus. Most of these buildings have been decommissioned over the years but a number are still occupied.

**Building #3.** The Juvenile Chemical Dependency Program (JCDP) currently occupies Building #3. This facility treats male youth to the age of 18 for chemical dependency addictions. An extensive renovation of the facility is scheduled to begin in early spring of 2015. The scope of the renovation project includes significant renovation of the main level providing new treatment units for 24 youth, new administrative offices, loading dock and a new commercial kitchen.

**Building #4.** Vacant-decommissioned in 2013.

**Building #5.** The administrative offices for the JCDP and the remainder of the campus are located in Building #5. These functions are scheduled to move into Building #3 when the renovation is completed.

**Building #6-Chapel.** This space is currently used as the recreation component for the youth of the JCDP. Basketball and other indoor recreation activities occur within the space during programmed times throughout the year. This building will continue to be utilized for this use for the foreseeable future.

**Building #7.** This majority of this building was decommissioned in 2004, however, the State Store currently utilizes a portion of the basement level for storage. The State Store is scheduled to be relocated into Building #3 upon completion of the renovation.

**Building #8.** Vacant-decommissioned in 2010.

**Building #9.** JCDP outdoor recreation supplies are stored in Building #9. This structure also serves as a picnic shelter for the JCDP youth.

**Building #10.** Vacant-decommissioned in 2004.

**Building #12.** Vacant-decommissioned in 1998.

LOCATION AND SITE CONSIDERATIONS

Building #16. All utilities serving the entire campus originate from the Central Plant. This plant is active and services all occupied buildings. The plant also provides heat to a number of the decommissioned buildings.

Building #15. The campus kitchen is located in Building #15. This kitchen currently provides all meal services to the JCDP youth. These functions are scheduled to move to Building #3 after completion of the renovation.

Building #21. All campus and building maintenance and grounds keeping equipment is currently stored in Building #21. These functions are scheduled to remain in this building for the foreseeable future.

Building #25. This building was previously occupied by the Nebraska Department of Correctional Services and was called the Hastings Correctional Center (as a minimum security facility). The building was vacated & decommissioned in 2005.

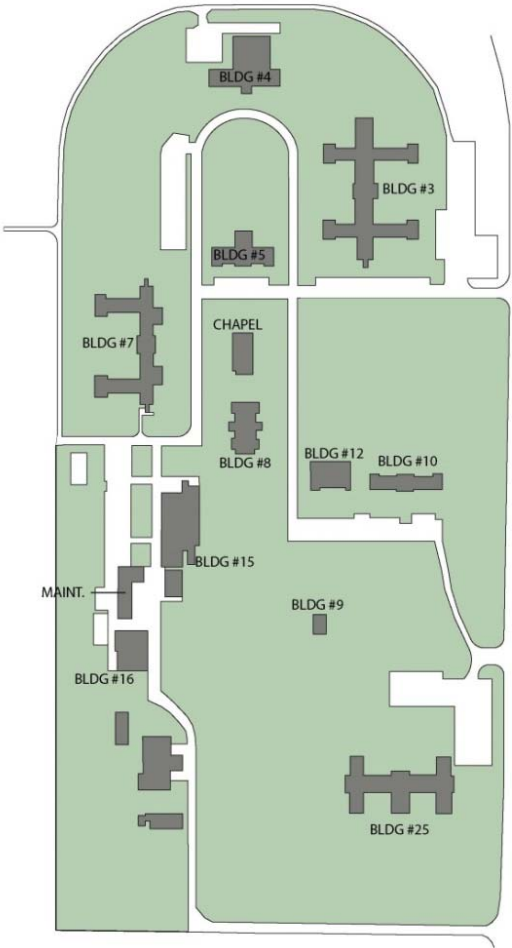


FIGURE 3-1-HASTINGS REGIONAL CENTER SITE PLAN

## LOCATION AND SITE CONSIDERATIONS

### 3.3 Relationship to Neighbors and Environment

The Hastings Regional Center is located in a predominantly rural area and so is fairly isolated from any other occupied use. Agricultural farmland surrounds the campus at the north and west borders. North Highland Road is located at the east side of campus and separates the campus from additional farm land to the east. Heavily used rail lines sit just off the south property line.

### 3.4 Utilities

The HRC is considered a free-standing campus without City-provided water, sewer or natural gas services. A power substation located at the south end of the campus provides electrical power. A central utility plant near the south end of the campus provides low pressure steam and domestic hot water. A sewage lift station at the south end of the campus collects all sanitary sewage from the campus and discharges sewage via a force main piping system through the campus, exiting the property at the north end of the campus and continuing as a force main to a City manhole nearly a mile distant from the lift station.

The availability and reliability of utilities was evaluated as part of the Building #3 Juvenile Chemical Dependency Project. The Program Statement for that project was based on the premise that the central plant would eventually be discontinued; hence Building #3 is designed as a self-contained building with gas-fired steam boilers and gas-fired hot water heaters. Budget limitations on that project precluded disconnecting water and electricity from the campus system as well as installation of a separate sewage lift station.

### 3.5 Parking and Circulation

The campus today has a low traffic volume. One entrance off North Highland Road is the primary entry and exit point for the site. Parking requirements are primarily staff driven and are concentrated around Buildings #3 and #5. The onsite parking is adequate for the current needs of the campus.

Circulation through the site has evolved over the years and as buildings have been decommissioned, access to those building has been reduced. Today a hard surface drive loops through most of the site with gravel surface access to the buildings which have been decommissioned.

## 4.0 COMPREHENSIVE PLAN COMPLIANCE

COMPREHENSIVE PLAN COMPLIANCE

4.0 COMPREHENSIVE PLAN COMPLIANCE

4.1 Past Comprehensive Plan and updates or revisions

This program statement represents a new approach to addressing the behavioral health and substance abuse problems of NDCS. As such it has not been part of any comprehensive plans to date.

4.2 Consistency with NDCS's Comprehensive Capital Facilities plans

The proposed project and treatment mission is intended to complement the proposed NDCS's New Reception & Treatment Center Project which will be adjacent to the existing Lincoln Diagnostic & Evaluation Center. The proposed project treatment goals are unique and will not replicate those provided by the New Reception & Treatment Center project.

4.3 Consistency with the Statewide Capital Comprehensive Facilities Plan

The Behavioral Health Treatment Center has not yet been included in the Statewide Comprehensive Facilities Plan. However, this project reflects the goals striven for in the Mission Statement for the State of Nebraska Capital Construction which says: *"The mission of capital construction in the state of Nebraska is to plan, fund, design, construct and maintain facilities to serve the best interests and needs of ALL Nebraskans in an efficient and cost-effective manner."*



## 5.0 ANALYSIS OF EXISTING FACILITIES

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ANALYSIS OF EXISTING FACILITIES

5.0 ANALYSIS OF EXISTING FACILITIES

5.1 Functions/Purpose of existing programs as they relate to this project.

The only existing program on the HRC Campus is the JCDP in Building #3. This program has no relationship to the proposed facility or other programs proposed herein.

5.2 Existing Facilities Size.

Building #3. 98,720 SF

Building #4. 42,767 SF

Building #5. 10,476 SF

Building #6 (Chapel). 6,512 SF

Building #7. 90,381 SF

Building #8. 20,078 SF

Building #9. N/A

Building #10. 22,456 SF

Building #12. 16,480 SF

Building #15. N/A

Building #16. 11,804 SF

Building #21. N/A

Building #25. 75,477 SF

ANALYSIS OF EXISTING FACILITIES

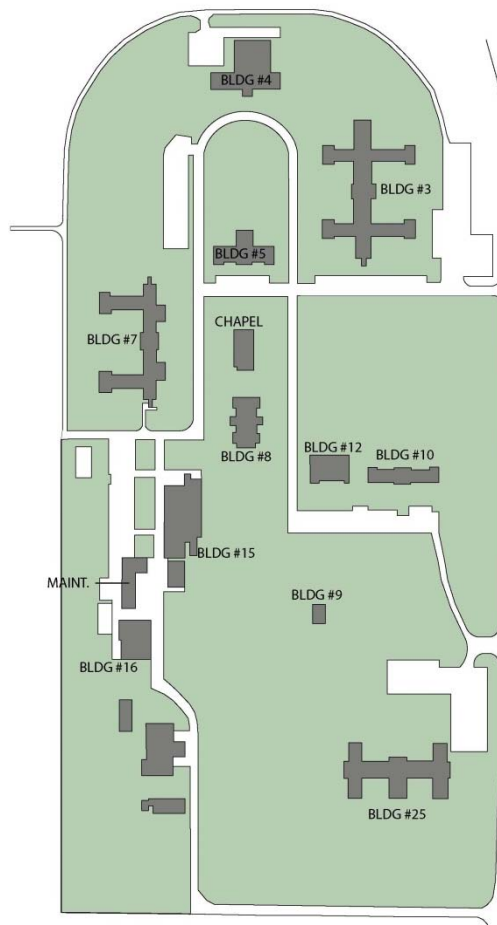


FIGURE 5- 1-HASTINGS REGIONAL CENTER SITE PLAN

5.3 Utilization, Physical Deficiencies & Programmatic deficiencies  
Utilization

A number of the existing buildings on the Hastings Regional Center Campus were evaluated for re-use and compatibility with the proposed Behavioral Health and Treatment Center Facility. Several factors were considered as part of this process.

Given the current and planned continued use of the JCDP in Building #3, the location of the proposed facility was an important consideration. Licensing regulations associated with the JCDP require sight and sound separation from the type of proposed facility. Equally important are the perception issues for the youth and families of those youth that seek the JCDP as an opportunity for treatment. Having a facility that serves high and medium security inmates in close proximity to the existing JCDP does pose issues and could affect the treatment process for the youth. These issues were reviewed and discussed with the Program Statement Work Group and determined that a number of the

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## ANALYSIS OF EXISTING FACILITIES

existing buildings in close adjacency to Building #3 should be eliminated from consideration as potential sites for this facility. Based on this criteria Buildings #4, #5, #8, #10 and #12 were removed from consideration.

Existing Buildings #7 and #25 have greater separation distance from the JCDP and meet the general size requirements for the proposed facility. These buildings have been identified by the Program Statement Work Group as buildings that warrant further analysis for compatibility with the program.

### Physical Deficiencies

Building #7 was constructed in 1938 and Building #25 was constructed in 1946. With long main building axis and perpendicular wings, these buildings represent typical State Hospital design and construction of this era. These buildings were constructed with a cast-in-place concrete structure with exterior masonry load bearing walls. The interior concrete support columns are spaced tightly at approximately 15' on center. Floor to floor heights are low at approximately 10', allowing just over 9' clear from floor to structure above.

### Building Envelope.

- The windows throughout each building are original steel framed and single pane glass units and are in need of replacement.
- The roof system is a built-up system that uses a combination of interior roof drains and overflow scuppers. The roof and drainage system is in need of replacement.
- The exterior masonry walls are structurally sound but are in need of extensive cleaning and repair.
- The existing exterior doors are uninsulated and failing and in need of replacement.
- The existing exterior walls are solid masonry and uninsulated.

### Remediation/Abatement

- Existing asbestos material exists throughout the buildings and will need to be abated.
- Lead paint is likely to be found within the buildings and will need to be removed.

### Circulation

- Vertical circulation throughout the buildings will need to be further evaluated for code compliance for anticipated occupancy type and load.
- Existing elevators, shafts and associated mechanical equipment within the buildings are old and in need of replacement.

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ANALYSIS OF EXISTING FACILITIES

Programmatic Deficiencies

- Buildings #7 and #25 are currently vacant, as such there are no current programmatic deficiencies.

5.4 Replacement cost of existing buildings

This program or facility does not currently exist therefore no existing building will be replaced.

## 6.0 FACILITY REQUIREMENTS

## 6.0 FACILITY REQUIREMENTS

### 6.1 Functions/Purpose of the Proposed Program

In the summer of 2014, the State contracted with APMA, Architects in association with Pulitzer/Bogard & Associates, LLC to draft the program statement for the new Behavioral Health Treatment Center (BHTC) to be located in Hastings, NE.

This program represents the spaces and operations necessary for the new BHTC facility component to serve a population of 200 inmates. Information gathered for the development of this operational and architectural program was gathered during site visits, data analysis, interviews, numerous documents received from the Nebraska Department of Health and Human Services/ Division of Behavioral Health (DHHS/DBH) and the Nebraska Department of Correctional Services (NDCS), and discussions held as a part of the detailed programming processes.

The formal programming process began when P/BA consultants as well as APMA, met at the Lincoln Regional Facility with executive and facility administration personnel. The kick off session was held August 8, 2014. The primary programming sessions were held August 27-28, 2014. A follow up meeting was held October 7, 2014 and included a site visit to the Hastings site and a teleconference with the programmers.

This facility is expected to be heavily reentry focused, but must also be designed to accommodate the highest security level. Moreover, this facility is a correctional facility, in part because of the legal requirements to house persons under the authority of the criminal justice system as noted in LB999. It was decided that the facility, despite its significant treatment focus, will be operated by the NDCS. Collaboration between the NDHHS/DBH and the NDCS is both appropriate and necessary for this population; and indeed, the collaboration between the two departments has been well integrated in the planning and program statement development process. The project group agreed that the NDHHS/DBH and NDCS partnership must continue as many of the inmates/clients/patients are served by both agencies at various times.

The concurrent, but significantly different initiative with the NDCS is the Nebraska Reception and Treatment Center planning initiative. This program statement will address the critical need to provide medical and mental health centralization and efficiency to inmates currently housed in the NDCS system, as well as addressing the woefully lacking intake processing space and food service operation at facilities located at the Lincoln site. The health and mental health

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FACILITY REQUIREMENTS

populations to be addressed at the Lincoln facility will focus on inmates who require specialized nursing care, and mental health care for the acute and subacute populations.

The BHTC at Hastings focuses on an entirely different population who are not diagnosed with an acute or subacute mental health condition but rather a combination of chronic behavioral health issues combined with substance abuse treatment needs. These higher custody inmates are within 12 – 18 months of likely parole or sentence completion and may not have received the essential treatment typically provided for successful reentry back to the community with a reduced likelihood to reoffend. As the data shows similar populations have been released on parole and/or completed their sentence.

In summary, the Reception and Treatment Center (known as RTC) located in Lincoln does not overlap or compete with the BHTC facility in Hastings; rather the two projects must work in tandem to meet the needs of both inmates with serious, persistent mental illnesses that will be treated in Lincoln at the Reception and Treatment Center and a high behavioral health risk population with co-occurring mental health disorders coupled with substance abuse.

## Bed Distribution

### *Population Determination*

The population of the proposed NDCS/NDHHS/DBHS' Behavioral Health Treatment Center (BHTC) was legislated by LB 999 stating, "The program statement shall plan for the long-term needs of the mentally ill inmates in the correctional system as well as inmates who have drug and alcohol addictions. The intent is to provide a facility for up to two hundred inmates in one or more buildings at the Hastings Regional Center renovated or constructed to meet the needs of the program. The program statement shall identify the classification of inmates to be placed in the center, the programs needed to provide mental health and substance abuse treatment..."

At the time of this legislation, NDCS was in the process of developing a Master Plan that includes a 327 bed facility for acute, subacute and long-term care of inmates who have serious mental illnesses (often co-occurring with substance abuse) as well as for inmates with medical acute, subacute and long term care needs. This new facility called the RTC,<sup>6</sup> will be co-located with the existing LCC and DEC prison facilities in Lincoln. In addition, the NDCS Master Plan includes expansion of two community corrections facilities.

In looking at the populations that could be served at the Hastings site, a joint committee of personnel from the Department of Correctional Services, DHHS

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<sup>6</sup> RTC: Reception and Treatment Center



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FACILITY REQUIREMENTS

Division of Behavioral Health and Pulitzer/Bogard & Associates personnel reviewed several different populations and determined a population whose needs would complement the Master Plan projects being proposed. This population typically will have both mental health and substance abuse treatment needs that will potentially continue to need intensive treatment prior to release to the community. These inmates are higher risk (moderate and high security risk) and are not eligible for movement into community corrections facilities prior to release. These same inmates do not have serious mental illnesses that require acute or subacute mental health care and who will be treated in the new mental health facility being proposed in Lincoln, but do have significant behavioral health issues that often compromise their ability to successfully reintegrate into the community. Many of these inmates are released directly into the community following the expiration of their sentences without the opportunity for individualized reentry programming that may include mental health and substance abuse treatment, vocational training, family reunification and other treatment programs, because their risk level is considered a public safety issue. Moreover, often these inmates are not granted parole due to their behavior health issues and/or unmet treatment needs.

*Disaggregation of Beds*

It is important to note custody level does not play as significant a role in the determination of type of bed for populations in need of significant programming and treatment for transitional care of mental health, substance abuse, vocational, educational and other programming needs. These populations are managed based on an individual treatment/programming plan working through a level system that will allow them through self-management of behavior move into lower security levels.

Security risk is the measure of dangerousness, which may include the propensity toward violence or escape. Security risk is often related to a custody classification in the corrections profession. On the other hand, treatment need focuses on the level of treatment need (i.e., physiological or psychological) presented by the inmate. The populations with treatment needs are often reflected as medical, mental health or substance abuse needs that require therapeutic intervention. Risk and need work in tandem as treatment typically cannot occur when an inmate/patient does not feel safe; alternatively inmates/patients who have high treatment needs often exhibit behaviors (e.g., drug seeking) that put the institution at a higher risk. The combination of high risk and a high treatment need increases the degree to which intervention may be required to effectively manage an inmate's behavior.

FACILITY REQUIREMENTS

Moreover, the planning group recognized that, as part of the behavior management options, two additional housing considerations must be accounted for. First, with any behavior management program, spaces for disciplinary restrictive housing should be making available within the management continuum thus allowing for inmates to be temporary removed from the program without failing out of the program. The other housing consideration recognizes that some inmates will require more extensive health or mental health care than would be appropriate to duplicate at this facility, or there may be some inmates who indeed would be removed from the program due to their failure to complete the requirements of their individual treatment plan. Temporary beds will be provided for these inmates so that transportation back to a more appropriate NDCS facility can be scheduled without disrupting the program for other inmates.

Once the potential population was identified, the planning group discussed the housing management of inmates at the varying levels of risk and need. Recognizing that higher risk and higher treatment need inmates would require the most intensive supervision and intervention, and inmates with lower security and treatment needs are those who will have shown progress through their treatment plan and therefore may not require as high a level of security and treatment. The planning group identified all of the potential inmate levels and developed a matrix illustrating the number of inmates who can be housed together and the type of cell or room that may be required. Table 6-1 illustrates the agreement of the planning group with respect to housing, but it does not disaggregate the beds/population as illustrated later in Table 6-2. Where appropriate, populations of different risk and need were identified that would have similar housing configurations. It is from this table the bed distribution could be developed.

**Table 6-1**  
**Living Units by Security Risk and Treatment Need**

<b>Security Risk</b> Treatment Need	<b>High</b>	<b>Moderate</b>	<b>Low</b>
<b>High</b>	24 beds Single Wet	48 beds Double Wet	32 beds Quad Dry
<b>Moderate</b>	32 beds Single Wet		32 beds Dormitory Dry
<b>Low</b>	32 beds Double Wet	32 Beds Quad Dry	
<b>Additional Beds (not included in the count)</b>	Longer Term: Disciplinary RH= 8 Single Wet	Short Term: Intake =1 Single Wet; PC = 1 Single Wet; Administrative RH = 3 Wet; Medical Observation = 2 Wet; Suicide Watch = 2 Wet	

FACILITY REQUIREMENTS

Table 6-1 above illustrates the inmate security risk combined with programming/treatment needs to ensure that the living units provide an appropriate level of therapeutic milieu without compromising safety. A total of 200 behavioral health treatment beds are being planned for, with an additional 16 short term, non-count beds<sup>7</sup>, for a total of 216 new beds. Eight of the temporary beds will be for disciplinary detention. The additional eight beds will be for temporary holding of inmates who require transfer back to other facilities due to medical and/or mental health acute and subacute treatment needs, protective custody, or uncontrollable aggressive behaviors.

Inmates who represent a low risk and low need are anticipated to be eligible for the community corrections classification level and therefore they would be considered for placement in a community corrections facility and not located at the BHTC.

**Table 6-2  
 Distribution of BHTC Living Unit Beds**

<i>Population</i>	<i>Single Rooms</i>	<i>Double Rooms</i>	<i>Quads</i>	<i>Dorms</i>	<i>Total Beds</i>
<b><i>Living Unit Beds<sup>8</sup></i></b>					
<i>High Security Risk / High Program Need</i>	24				24
<i>High Security Risk/ Modt Program Need</i>	32				32
<i>High Security Risk/Low Program Need</i>		16			32
<i>Modt Security Risk / High Program Need</i> <i>Modt Security Risk / Modt Program Need</i>		24			48
<i>Modt Security Risk / Low Program Need</i> <i>Low Security Risk / High Program Need</i>			8		32
<i>Low Security Risk / Modt Program Need</i>				1	32
<b><i>TOTAL LIVING UNIT BEDS</i></b>	<b>56</b>	<b>40</b>	<b>8</b>	<b>1</b>	<b>200</b>
<b><i>*NON-COUNT BEDS</i></b>					
<b><i>Longer Term</i></b>					
<i>Disciplinary Detention</i>	8				8
<b><i>Short Term – Flex Unit</i></b>					
<i>Administrative RH</i>	2				2
<i>Protective Custody</i>	1				1
<i>Intake</i>	1				1
<i>Medical</i>	2				2
<i>Suicide Watch</i>	2				2
<b><i>Total Non-Count Beds</i></b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16</b>

<sup>7</sup> Non-count beds represent the beds that are temporary and a permanent bed is being reserved for the inmate. This is most often the case with inmates in disciplinary restrictive housing, suicide watch, temporary medical, etc.

<sup>8</sup> It should be noted there is no living unit for low security risk/low program need. It was determined these inmates will be likely candidates for community corrections facilities.

## Policy Assumptions

Representatives of corrections and behavioral health participated in several discussions to outline the requirements of the institution. A summary of the operational agreements are provided below:

1. The focus of the institution will be reentry to the community. As such, there will be significant attention to programming and work opportunities. Inmates will be preparing for release.
2. All inmates will be expected to attend recommended treatment, educational and vocational learning opportunities as outlined in their individual treatment plan. In addition, all inmates once oriented, will be expected to have a job assignment either on the living unit, within the building(s), on the grounds, or within the community. The engagement process toward wellness and responsibility will be vital for the inmate to succeed.
3. This is not a program for sex offenders, except for those who have completed sex offender programming and are in continuing care as well as in need of additional behavioral health treatment services. Low risk sex offenders who have been recommended for bibliotherapy may also receive this treatment at the facility.
4. A committee of representatives of various disciplines from NDCS will be formed to develop a treatment program for the institution. The programming will be a newly developed program focusing on best practices in corrections-based treatment programming for mental health, substance abuse and related behavioral health issues based on an inmate's risk and needs.
5. Automatic disqualifiers will be minimal but will include, at a minimum, acutely or persistently suicidal inmates and those with persistent assaultive behavior.
6. Acceptance into the program will be by a clinical committee approval (e.g., Mental Illness Review Team also known as MIRT). Institutional wardens will not be able to make placements into the program.
7. Entry into the BHTC program will not diminish the RTC or community corrections programs, but instead will work in tandem to provide reentry opportunities for inmates who do not require the level of mental health and/or medical care available at RTC and do not meet the criteria for a custody level of minimum or community for acceptance into community corrections.
8. The physical environment of the facility need not look like a high security facility however it will be designed to meet security standards for high risk population. The appearance should be more of a therapeutic environment.
9. Due to the limited availability of health care providers available for this population at this location, Peer Support and Wellness Specialists may be utilized.<sup>9</sup> This would be a potential partnership opportunity between

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<sup>9</sup> A Department of Health and Humans Services program provides training for peer and wellness specialists giving people in recovery an opportunity to gain communication, peer support, advocacy skills and networking opportunities. Trained peers and wellness specialists utilize their lived experiences being in hospitals, taking medications, developing healthy communication skills, and health living skills to mentor others.

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FACILITY REQUIREMENTS

- NDHHS/DBHD and NDCS. Consideration will have to be given to how the volunteer approval process may be impacted by this program.
10. Consideration should be given to how inmates will be referred to at this facility. The reference to inmate has the potential to distract from the significance of the treatment and reentry focus expected at this facility. Avoiding self-fulfilling language can result in improved perceptions of success and higher self-directed expectations. For example, staff should address the population by their surnames rather than inmate.
  11. Recognizing that there are two facilities on the campus (i.e., the Juvenile Chemical Dependency Treatment Center and the BHTC), the planning group recognizes that there may be some efficiencies realized by having co-located facilities. For example, there was discussion regarding opportunities to consider co-locating some of the central mechanical and food service. Since these facilities are on different tracks, it is unlikely that efficiencies can be projected at this time

There are several hurdles that must be addressed to provide for adequate service delivery and reentry options for this population. These include:

1. State employees have no access to the Office of Rural Health Loan Repayment program to address the challenges of recruitment and retention. Loan repayment benefits have been terminated.
2. The pool of behavioral health professionals in the Hastings area is limited. According to a report<sup>10</sup> provided to the committee, "88 of Nebraska's 93 counties are mental health shortage areas. 69 counties have no psychiatric prescriber including psychiatrists, psychiatric nurse practitioners or physician assistants practicing psychiatric mental health. This shortage persists throughout the state, including the Hastings area."
3. Treatment personnel need to be at the facility, and it is unknown whether the health care cadre would be willing to provide services at the Hastings location. The Lincoln/Omaha areas have vacancies for three psychiatric midlevel mental health workers and one psychiatrist. It is likely that psychiatry may be handled via tele-health; however current legislation allowing for face-to-face contact between an inmate and provider may diminish this opportunity.<sup>11 12</sup>
4. There may also be an issue whether the private sector will accept these individuals into their practices upon release to the community.
5. NDCS will be at a competitive disadvantage and, therefore must identify incentives (including higher level of pay for the location) that interest health care personnel to work in Hastings. The salaries for State employees are approximately \$5/hour less that the private sector. During 2014, three professional positions (Nursing Supervisor, Licensed Mental Health Treatment Practitioner, and Psychologist) at the Hasting Juvenile Chemical

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<sup>10</sup> Behavioral Health Education Center of Nebraska (2014), "Hastings Area Behavioral Health Workforce"

<sup>11</sup> Nebraska statute 71-8504 states that the Nebraska Telehealth Act does not "... (3) limit a patient's right to choose in-person contact with a health care practitioner for the delivery of health care services for which telehealth is available".

<sup>12</sup> Nebraska statute 71-8505 refers to information that must be given to patients about telehealth and states they must be given "(a) A statements that the patient retains the option to refuse the telehealth consultation at any time without affecting the patient's right to future care or treatment..."

FACILITY REQUIREMENTS

Dependency Program were recruited after great difficulty finding qualified applicants for all three positions.

6. Options such as locum tenens<sup>13</sup> was considered by the team; however, the additional cost of this option was seen as a hurdle.

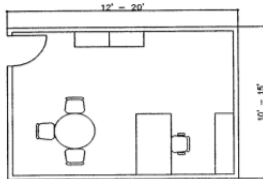
**Standardization of Spaces**

Office spaces and other ancillary support areas are standardized to ensure staff space sizes and furnishings are consistent with the level of activity that will occur in the areas. Office and support space standards are outlined statewide; however, the standards are general guidelines. Therefore, agreement of these standards for specific office types was received to ensure standardization of office spaces for similar ranks and position titles. These guidelines are indicated in Table 6-3 that follows. The illustration depicts typical space layout, not the typical square footage.

The space standards outlined below in Table 3 focus on office and administrative spaces only.

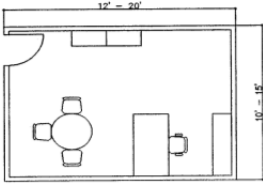
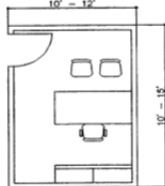
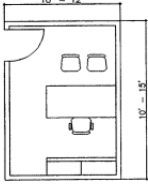
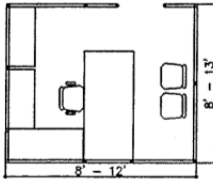
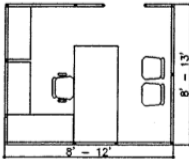
Space standards for operational areas including cells, etc. will be defined by the American Correctional Association standards, National Commission on Correctional Health Care and the Prison Rape Elimination Act and best practices.

**TABLE 6-3  
 Standard Office Spaces**

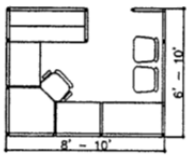
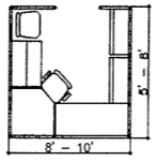
TYPE	OCCUPANT	SIZE*	DESCRIPTION*
<i>Offices</i>			
OF-1	Office: Private Executive/Warden	250 nsf	Desk, chair, file cabinets, credenza, shelving, telephone, computer, visitor seating for 3. 
OF-2	Office: Private Deputy/Assistant Warden	200 nsf	Desk, chair, file cabinets, shelving, telephone, computer, visitor seating for 3.

<sup>13</sup> Health care providers who may fill an office for a specified period of time or on a temporary basis taking the place of another full time position.

FACILITY REQUIREMENTS

TYPE	OCCUPANT	SIZE*	DESCRIPTION*
			
OF-3	Office: Private Manager; Shift Supv/ Captain; Unit Manager; Nurse Manager;	120 nsf	Desk, chair, file cabinets, shelving, (2) visitor chairs, telephone, computer. 
OF-4	Office: Private 1 <sup>st</sup> Line/Section Supv, Professional, Exec. Secretary; Investigators; Program Coordinator; Counselor; Nurse Supv.	100 nsf	Desk, chair, file cabinet, shelving, (2) visitor chairs, telephone, computer, printer/copier/fax. 
OF-5	Office: Shared Captains/Lt.'s (not shift supervisor); Professional	200 nsf	Semi-private office; 2 workstations, each with desk, chair computer, phone, file cabinet, shelving, (2) visitor chairs, shared printer/copier/fax. 
<b>Workstations</b>			
WS-1	Workstation: 1 <sup>st</sup> Line Supervisor; Secretary	80 nsf	Desk, chair, file cabinet, shelving, (1) visitor chair, telephone, computer, printer/copier/fax, half-height privacy panels (side light panels to be provided for daylight access). 
WS-2	Workstation: Technical	64 nsf	Desk with computer return, chair, file cabinet, shelving, telephone, computer, printer/copier/fax, half-height privacy panels (side light panels to be

FACILITY REQUIREMENTS

TYPE	OCCUPANT	SIZE*	DESCRIPTION*
			provided for daylight access). 
WS-3	Workstation: Clerical	50 nsf	Desk with computer return, chair, shelving, telephone, computer, printer/copier/fax, half-height privacy panels (side light panels to be provided for daylight access). 
<b>Conference</b>			
CF-1	Large Conference (Seats 12-20)	400 nsf	Conference table with seating for 12-20, side table, A/V storage closet or cabinetry.
CF-2	Med. Conference (Seats 8-12)	300 nsf	Conference table with seating for 8-12, side table, A/V storage closet or cabinetry.
CF-3	Small Conference (Seats 6-8)	200 nsf	Conference table with seating for 6-8, cabinetry.
<b>Reception</b>			
RW-1	Large Reception (Seats 10-12)	250 nsf	Seating, coffee or end tables.
RW-2	Medium Reception (Seats 6-8)	200 nsf	Seating, coffee or end tables.
RW-3	Small Reception (Seats 2-4)	120 nsf	Seating, coffee or end table.
<b>Break Rooms</b>			
BR-1	Large Break Room	250 nsf	2 tables with 4 chairs each, counter with sink, microwave, coffeemaker, refrigerator, and cabinetry.
BR-2	Med. Break Room	150 nsf	1 table with 5 chairs, counter with sink, microwave, coffeemaker, refrigerator, cabinetry.
BR-3	Small Break Room	100 nsf	1 table with 3 chairs, counter with sink, microwave, coffeemaker, refrigerator, cabinetry.

\*Ideally, printers/copiers and fax machines will be located in an area to serve multiple users rather than locating this equipment in each office. Only positions that may require printing of confidential documents will be provided a printer in their office. Moreover, central files will be preferable to large file storage in individual offices.



### Architect's Responsibility

The architect of record is ultimately responsible for satisfying all applicable codes, regulations, and laws including, but not limited to building codes, life safety codes, OSHA regulations, Nebraska Statutes, environmental laws, and the Americans with Disabilities Act. While the operational/architectural program may address some or even a substantial portion of these requirements, the program documents are in no way intended as an exhaustive identification of code and regulation issues. The architect of record is required to ensure that all legal design requirements, as well as the American Correctional Association Standards for Adult Correctional Institutions, the National Commission on Correctional Health Care are met, as well as and the requirements of the Prison Rape Elimination Act.

Moreover, fixtures and finishes should be selected based on their resistance to tampering (e.g., sprinkler heads; plumbing fixtures, light fixtures, etc.)

### Organization of the Program

The program statement that follows describes how each component is to function, as well as the net usable or assignable area (net square footage), and overall gross square footage for each component.

Each space listed is sized according to the net square footage required for the function. A "departmental" grossing factor was applied to the total net square footage of each subcomponent to accommodate necessary circulation space within functions, proper sight lines, interior wall thicknesses, and other unassigned areas that are part of the component. In a correctional facility, additional square footage is also needed to accommodate major enclosed circulation and mechanical rooms that relate to the overall facility rather than individual components, as well as the building structure and exterior "skin." This space is computed by applying a building gross factor to the sum of the individual building component/departmental gross square footages.

Each functional component area is described separately in operational terms in the program statement narrative, with the architectural space program for that area immediately following the narrative. As such, square footage is applied to each space described.

The operational and architectural program has been organized into thirteen (13) functional components as follows:

- 1.000 Public Lobby
- 2.000 Administration
- 3.000 Staff Support

FACILITY REQUIREMENTS

- 4.000 Custody Operations
- 5.000 Intake and Release
- 6.000 Housing
- 7.000 Health Care
- 8.000 Visitation
- 9.000 Programs and Services
- 10.000 Food Service
- 11.000 Laundry
- 12.000 Facility Management
- 13.000 Site

**Program Summary**

The table that follows summarizes the facility space needs for all the components for the proposed BHTC facility. This summary is based on the operating and spatial requirements outlined throughout this document.

**Table 6-4  
 Space Program Summary**

#	Functional Area	NSF	GSF	Exterior SF	Notes
<b>MAJOR COMPONENTS</b>					
1.000	PUBLIC LOBBY	1,311	1,835	0	
2.000	ADMINISTRATION	3,160	3,986	0	
3.000	STAFF SUPPORT	3,680	4,961	0	
4.000	CUSTODY OPERATIONS	1,682	2,187	0	
5.000	INTAKE AND RELEASE	2,795	3,603	0	
6.000	HOUSING	30,682	50,309	2,100	Exterior spaces are the rec yards
7.000	HEALTH CARE	3,512	4,755	0	
8.000	VISITATION	3,260	4,556	750	
9.000	PROGRAMS AND SERVICES	9,034	11,638	20,000	
10.000	FOOD SERVICE	7,808	9,448	288	
11.000	LAUNDRY	480	636	0	
12.000	FACILITY MANAGEMENT	6,460	7,468	500	
13.000	SITE	1,490	1,490	65,300	
	<b>SUBTOTAL</b>	<b>75,354</b>	<b>106,871</b>	<b>88,938</b>	
	<b>Gross Factor (15%)</b>		<b>16,031</b>		Includes mechanical/electrical closets, building skin, major circulation, and building connectors
	<b>TOTAL</b>		<b>122,901</b>	<b>88,938</b>	

## 6.2 Space Requirements

### *1.000 Public Lobby*

1. Public lobby users will include the public, professionals, volunteers and inmates' visitors.
2. The lobby will be staffed primarily by a corrections corporal only during visitation hours, which will generally occur in clusters during scheduled timeframes during typical business hours and evenings. All other times, users will report to the central security control station and will interact with staff through a secure transaction window or during normal business hours at the administration office's receptionist window located adjacent to the lobby and described in Component 4.000.
3. The administration area (Section 2.000) will be accessed from the public lobby by a receptionist with an electronic door release or via card access. Visitors to the administration area will be admitted into that area only upon approval of administration staff.
4. Waiting space will be provided for persons waiting for visiting to occur or awaiting the arrival of staff.
5. Security screening (i.e., pat search) will occur for all users entering the secure perimeter. All persons entering visitation or the secure perimeter will pass through a metal detector. Staff may undergo a pat search on a random basis; all other persons will undergo a pat search. An alcove with a bench will be provided for private searches.
6. Once searched, visitors awaiting a contact visit will be staged in the clean waiting area until their visit begins.
7. A video visitation station will be provided from the lobby for visitors to accommodate visits for inmates who are unable to attend contact visitation either due to their behavior or health condition. Ideally, visitation booths at other NDCS facilities can be used by visitors who are unable to travel to the Hastings site.
8. A non-contact visitation area will not be provided, as inmates who are temporarily unable to participate in contact visitation will use the video visitation option.
9. The BHTC is a tobacco free campus. Signage will be located at strategic points around the facility to inform visitors.

FACILITY REQUIREMENTS

10. Ancillary spaces will be provided for public restrooms, telephone and janitor closet to maintain the area.

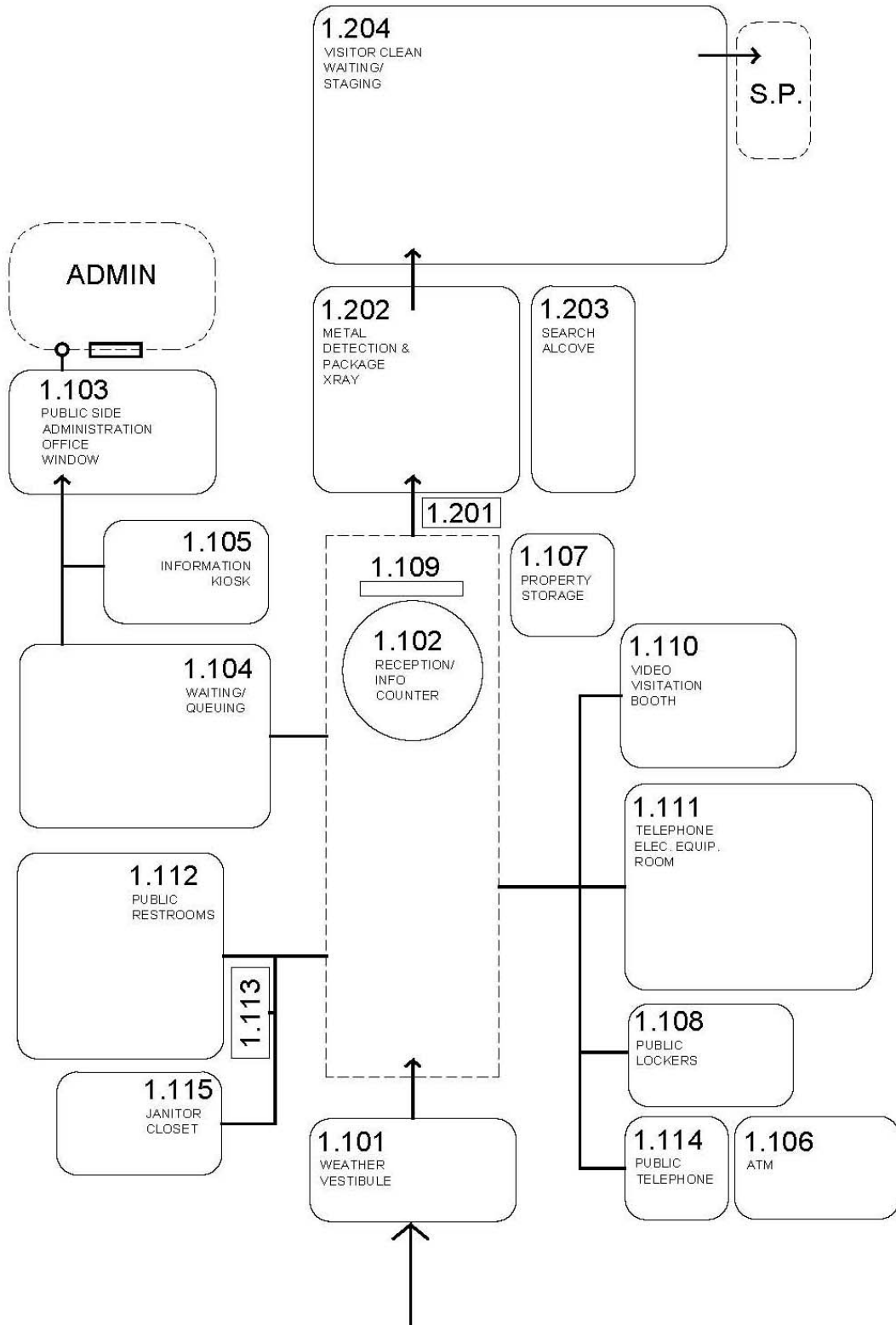
**Table 1.000 Public Lobby  
Architectural Program**

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
<b>1.000 PUBLIC LOBBY</b>						
<b>1.100 PUBLIC LOBBY</b>						
1.101	Weather Vestibule	4	1	50 /area	50	ADA-Compliant; double doors for weather insulation; includes CCTV and intercom for after-hours identification, electric door strike
1.102	Reception / Information Counter	2	1	80 /area	80	Open counter adjacent to security screening; computer, telephone, standing height stool.
1.103	Public Side - Administration Office Window	1	1	60 /area	60	Counter space; sliding glass window; associated with 2.102.
1.104	Waiting/Queuing	14	1	200 /area	200	Tandem seating
1.105	Electronic Information / Canteen Kiosk	2	1	40 /area	40	Automated transaction station; information kiosk.
1.106	Automated Teller Machine	2	1	40 /area	40	Automated transaction station; information kiosk.
1.107	Property Storage	-	1	20 /room	20	Shelving with small hanging area.
1.108	Public Lockers	1	10	5 /locker	50	Multiple sized lockers (e.g., large and small); key operated.
1.109	Weapons Locker	1	1	10 /area	10	4 weapons lockers
1.110	ADA Compliant Video Visitation Booth	1-3	1	60 /booth	60	Visitor side sized to accommodate 3 adults; enclosed, recording capability, ADA-Compliant
1.111	Telephone/Electronic Equipment Room	1	1	120 /area	120	Fiber optics telephone equipment, LAN servers, (WS-3)
1.112	Public Restrooms	1	2	50 /area	100	ADA-Compliant
1.113	Water Cooler	1	1	6 /area	6	ADA-Compliant, amount per code
1.114	Public Telephone	-	1	10 /phone	10	ADA-compliant
1.115	Janitor Closet	-	1	40 /area	40	Slop sink, mop racks, ventilation
<i>Subtotal Net Square Feet</i>					<b>886</b>	
<i>Grossing Factor</i>					<b>1.40</b>	
<i>Subtotal Gross Square Feet</i>					<b>1,240</b>	
<b>1.200 SECURITY SCREENING AND WAITING AREA</b>						

FACILITY REQUIREMENTS

<b>No.</b>	<b>Component</b>	<b>Pers/Units per Area</b>	<b>No. of Areas</b>	<b>Space Standard</b>	<b>NSF</b>	<b>Notes</b>
1.201	Security Queuing Area	5	1	5 /person	25	Queuing area prior to security screening - standing only
1.202	Metal Detection / Package x-ray	1	1	100 /area	100	Path for wheelchair access around metal detection equipment; sized for wand searches if necessary so as not to block metal detection pass-through; table for personal items by-pass; adjacent to reception desk; lockable shelving for storage for wand, etc.
1.203	Search Alcove	2	1	50 /area	50	
1.204	Visitor Clean Waiting Staging	1-20	1	250 /area	250	Tandem seating; wall-mounted bulletin board for information materials; display case.
<i>Subtotal Net Square Feet</i>					<b>425</b>	
<i>Grossing Factor</i>					<b>1.40</b>	
<i>Subtotal Gross Square Feet</i>					<b>595</b>	
<i>1.000 Total Interior Net Square Feet</i>					<b>1,311</b>	
<i>1.000 Total Interior Gross Square Feet</i>					<b>1,835</b>	
<i>1.000 Total Exterior Square Feet</i>					<b>(0)</b>	

FACILITY REQUIREMENTS



1.000 PUBLIC LOBBY

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*2.000 Administration*

1. The institution administration suite will be located outside of the secure perimeter and accessed from the public lobby. A receptionist/administrative assistant will be stationed in this area.
2. Given the importance of integrating security and treatment, staffing and adjacencies for the BHTC staff will be designed to encourage continuous communication between the leadership team. Staff located in this area will include:
  - a. Warden
  - b. Deputy Warden (this position will oversee the administration functions of facility operations including services, maintenance, and warehouse)
  - c. Security Administrator (Major)– Operations/Custody (this position will serve as the custody and security manager)
  - d. Health Section Administrator – Treatment (this position will oversee the programmatic components of the BHTC and unit management concepts)
  - e. Business Manager
  - f. Human Resources (personnel manager and personnel assistant)
3. An administrative assistant will be located adjacent to the warden. Administrative support for all other staff in this component will be provided by the secretary.
4. A shared office will also be provided in this area so investigators and other central office staff may work in private when necessary.
5. A corrections record officer will be responsible for the transfer documents and maintaining inmates' institutional record. The staff assistant II will work at a workstation located in the records room.
6. An administrative assistant will oversee accreditation, litigation and PREA. An office will be provided for this staff.
7. Services such as information technology will be provided by centralized staff who provide services to all NDCS institutions.
8. Conference and interview rooms, a break room, staff restroom, and copy and file areas will be provided in this component.

FACILITY REQUIREMENTS

**Table 2.000 Administration  
Architectural Program**

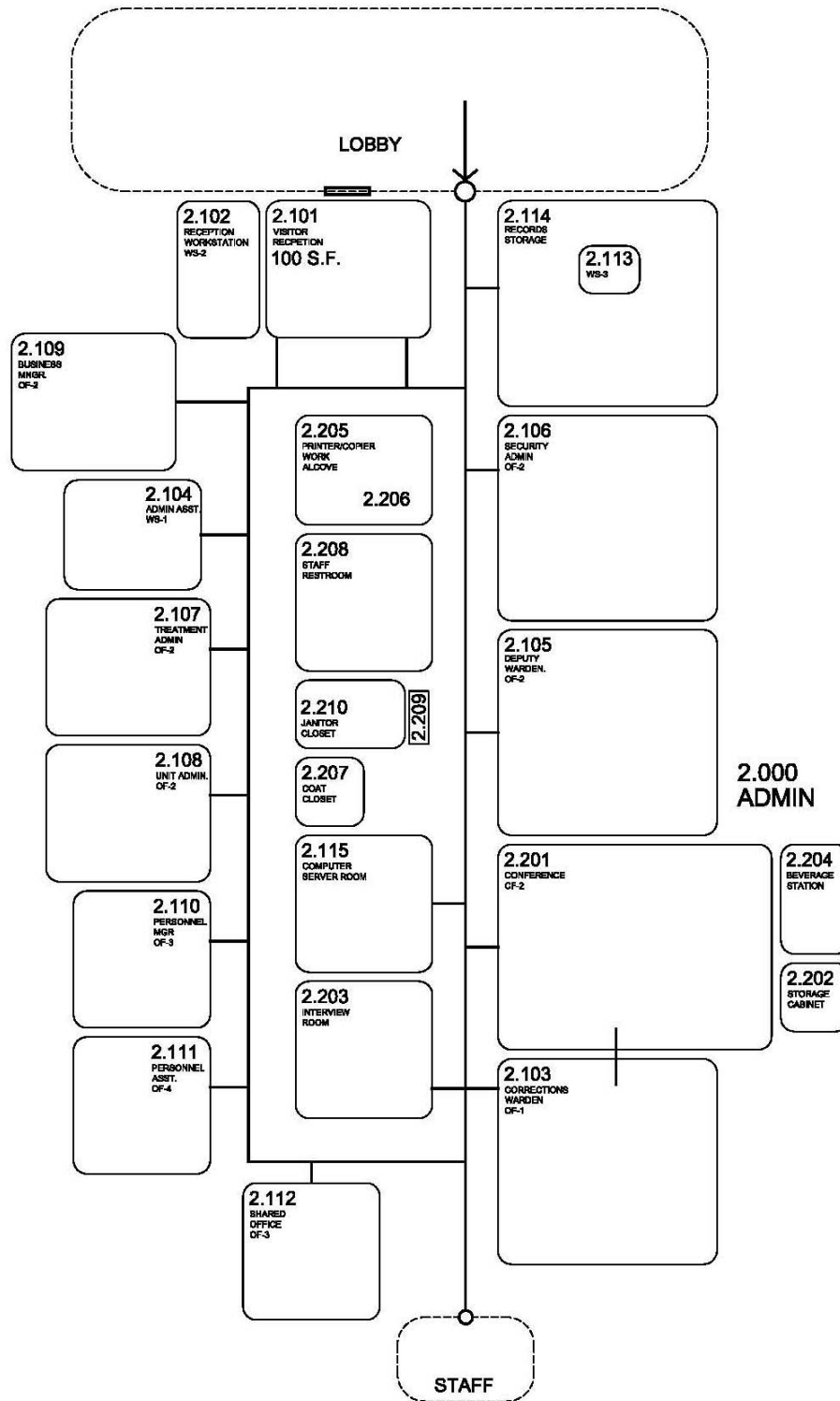
No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
<b>2.000 ADMINISTRATION</b>						
<b>2.100 ADMINISTRATION</b>						
2.101	Visitor Reception	2-4	1	120 /area	120	
2.102	Secretary II	1	1	64 /wkstn	64	WS-2; lockable window to public lobby; mail cubbies.
2.103	Corrections Warden	1	1	250 /office	250	OF-1; adjacent to conference room 2.201, min. 5 receptacles; printer.
2.104	Administrative Assistant I Workstation	1	1	80 /wkstn	80	WS-1; additional file space for accreditation records.
2.105	Deputy Warden	1	1	200 /office	200	OF-2; counter space for security management system; printer.
2.106	Security Administrator	1	1	200 /office	200	OF-2
2.107	Health Section Administrator	1	1	200 /office	200	OF-2
2.108	Unit Administrator	1	1	200 /office	200	OF-2
2.109	Business Manager	1	1	200 /office	200	OF-2
2.110	Personnel Mgr	1	1	120 /office	120	OF-3
2.111	Personnel Assistant	1	1	100 /office	100	OF-4
2.112	Staff Assistant II	1	1	100 /office	100	OF-4; cabinets and shelving
2.113	Administrative Assistant III	1	1	100 /office	100	OF-4; cabinets and shelving
2.114	Shared Office	1	1	120 /office	120	OF-3
2.115	Corrections Records Officer	1	1	50 /wrkstn.	50	WS-3; located within the records room.
2.116	Records Storage	-	1	200 /area	200	Space saver filing system, copier, fax; adjacent to reception area.
2.117	Computer Server Room	-	1	80 /area + 50sf wkstn	130	Computer server room, with temperature and humidity control, glazing on walls adjacent to workstation.
<i>Subtotal Net Square Feet</i>					<b>2,434</b>	
<i>Grossing Factor</i>					<b>1.25</b>	
<i>Subtotal Gross Square Feet</i>					<b>3,043</b>	
<b>2.200 ADMINISTRATION SUPPORT AREAS</b>						
2.201	Conference Room	8-12	1	300 /room	300	CF-2, adjacent to warden office, A/V equipment, projector & screens, data line locations & receptacles in floors & walls; sound attenuation.
2.202	Storage Cabinet	-	1	20 /area	20	Shelving and open space for storing A/V and other equipment.
2.203	Interview Room	4	1	100 /room	100	Conference table, chairs
2.204	Beverage Station	1-2	1	50 /area	50	Counter space, sink; adjacent to conference room.



FACILITY REQUIREMENTS

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
2.205	Printer/Copier/Work Alcove	-	1	80 /area	80	Copier, networked printer, fax machine, scanner, work table; adjacent to records.
2.206	Office Supply Storage	-	1	20 /area	20	Secure storage, shelving within the Printer/Copier Alcove.
2.207	Coat Closet	-	1	10 /room	10	Shelf with hangers.
2.208	Staff Toilet (M/F)	1	2	50 /room	100	ADA-Compliant.
2.209	Water Cooler	1	1	6 /area	6	ADA-Compliant, amount per code.
2.210	Janitor Closet	-	1	40 /room	40	Slop sink, mop racks, ventilation.
<i>Subtotal Net Square Feet</i>					<i>726</i>	
<i>Grossing Factor</i>					<i>1.30</i>	
<i>Subtotal Gross Square Feet</i>					<i>944</i>	
<i>2.000 Total Interior Net Square Feet</i>					<i>3,160</i>	
<i>2.000 Total Interior Gross Square Feet</i>					<i>3,986</i>	
<i>2.000 Total Exterior Square Feet</i>					<i>(0)</i>	

FACILITY REQUIREMENTS



2.000 ADMINISTRATION

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FACILITY REQUIREMENTS

*3.000 Staff Support*

1. Staff support areas include training/roll call briefing, a wellness area, locker rooms and mail pick up.
2. Training space, that can double as a muster briefing room, will be provided to accommodate as many as twenty seated people. The training/roll call briefing area may be used by non-facility personnel only with approval of the warden.
3. A training specialist will coordinate all training at the BHTC including specialized training for managing the population. An office will be provided for this staff.
4. Safety/Sanitation specialist and emergency preparedness specialist will be located adjacent to the training coordinator to enhance the training program.
5. Computers and video training will be provided in the training room.
6. Half-height lockers will be provided for all facility staff to store their coats, wellness attire and equipment that cannot be brought into the security perimeter. It is anticipated that approximately 65% of the staff will be male and 35% will be female. A 10% adjustment figure was added to each percentage to account for the fluctuation of staff breakdown. The shared wall between the two locker areas will be situated in such a way that if the staff percentages change, the wall can be moved.
7. Restrooms and showers will be located adjacent to the locker areas. A separate lactation room will be provided in the women's restroom for staff to use when necessary.
8. A wellness room will be provided for all facility staff to encourage fitness and wellness. Staff will be encouraged to use the equipment and space provided.
9. A break area will be included in this component so staff can mingle prior to/following their assigned activities.
10. The material/mail specialist will obtain mail from the post office or regional center then take the mail to the mail room for screening and distribution. The mail room should be equipped with x-ray screening capabilities, and ideally be located at an exterior wall to minimize damage to the facility in the event explosive devices are brought in through the mail.

FACILITY REQUIREMENTS

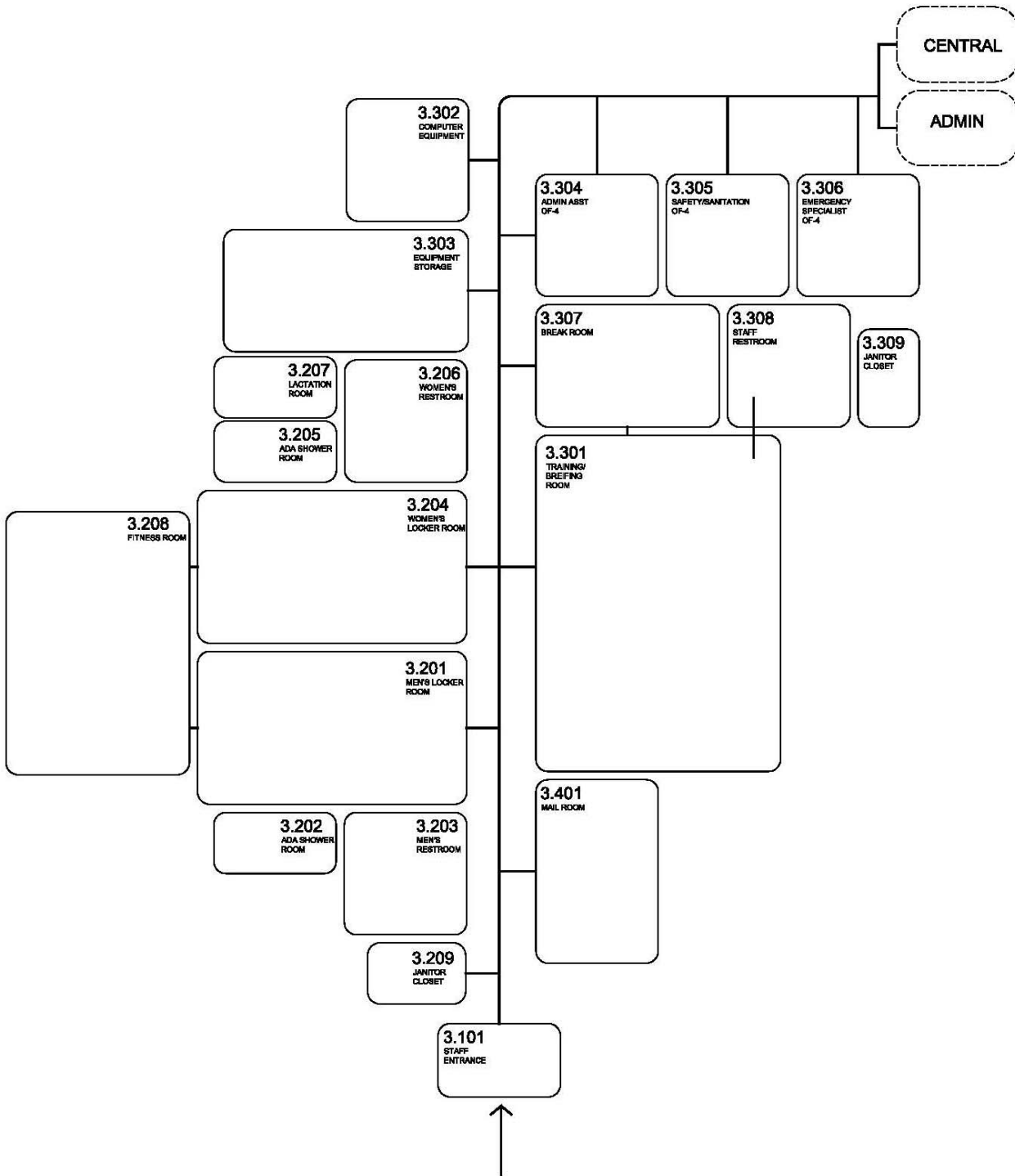
Table 3.000 Staff Support  
Architectural Program

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
3.000	<b>STAFF SUPPORT</b>					
3.100	<b>STAFF ENTRANCE</b>					
3.101	Staff Entrance Weather Vestibule	-	1	60 /area	60	Staff entrance door directly from staff parking area; card or biometric access, weather vestibule; crash bar on interior side.
<i>Subtotal Net Square Feet</i>					<i>60</i>	
<i>Grossing Factor</i>					<i>1.35</i>	
<i>Subtotal Gross Square Feet</i>					<i>81</i>	
3.200	<b>STAFF FITNESS</b>					
3.201	Men's Locker/ Changing Rooms	170	1	5.0 /locker	850	Half-height assigned lockers wide enough for hangers; changing space, benches.
3.202	ADA Shower Rooms (Male)	1	1	50 /shower	50	Shower stall with drying area; accessible from locker room.
3.203	Toilet/Sink Rooms (Male)	1-3	1	100 /area	100	2 toilets (urinals may be substituted for male bathroom per code) 23 sinks, wall-mounted hair dryer; accessible from locker room.
3.204	Women's Locker/Changing Rooms	92	1	5.0 /locker	460	Half-height assigned lockers wide enough for hangers; changing space, benches.
3.205	ADA Shower Rooms (Female)	1	1	50 /shower	50	Shower stall with drying area; accessible from locker room.
3.206	Toilet/Sink Rooms (Female)	1-3	1	100 /area	100	2 toilets, 2 sinks, wall-mounted hair dryer; accessible from locker room.
3.207	Lactation Room	1	1	50 /room	50	Comfortable seating; counter space; located adjacent to the sinks.
3.208	Fitness Room	8	1	40 /person	320	Exercise equipment such as circuit training, weights, aerobic equipment.
3.209	Janitor Closet	-	1	40 /area	40	Slop sink, mop racks, ventilation.
<i>Subtotal Net Square Feet</i>					<i>2,020</i>	
<i>Grossing Factor</i>					<i>1.35</i>	
<i>Subtotal Gross Square Feet</i>					<i>2,727</i>	
3.300	<b>TRAINING ROOM</b>					
3.301	Training/Briefing Room	20	1	25 /person + 60 sf teach area	560	Narrow learning desk, A/V equipment; rotating ceiling mounted projector; white board on all available wall space; lectern; counterspace and cabinets for coffee.
3.302	Computer Room	4	1	25 /person	100	Four computer work stations.
3.303	Equipment Storage	-	1	200 /area	200	Mat storage; stacked chairs.
3.304	Training Specialist	1	1	100 /office	100	OF-4; cabinets and shelving

FACILITY REQUIREMENTS

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
3.305	Safety/Sanitation Officer	1	1	100 /office	100	OF-4
3.306	Emergency Preparedness Specialist	1	1	100 /office	100	OF-4
3.307	Break Room	3-5	1	150	150	
3.308	Staff Restroom	1	2	50 /area	100	ADA-Compliant; easily accessible from the training/muster rooms.
3.309	Janitor Closet	-	1	40 /area	40	Slop sink, mop racks, ventilation.
<i>Subtotal Net Square Feet</i>					<i>1,450</i>	
<i>Grossing Factor</i>					<i>1.35</i>	
<i>Subtotal Gross Square Feet</i>					<i>1,958</i>	
<b>3.400 STAFF MAIL PICK UP</b>						
3.401	Mail Room	1	1	100 /area + 50sf mail clerk	150	Work table; mail slots located so they are accessed from the staff support corridor.
<i>Subtotal Net Square Feet</i>					<i>150</i>	
<i>Grossing Factor</i>					<i>1.30</i>	
<i>Subtotal Gross Square Feet</i>					<i>195</i>	
<i>3.000 Total Interior Net Square Feet</i>					<i>3,680</i>	
<i>3.000 Total Interior Gross Square Feet</i>					<i>4,961</i>	
<i>3.000 Total Exterior Square Feet</i>					<i>(0)</i>	

FACILITY REQUIREMENTS



3.000 STAFF SUPPORT

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FACILITY REQUIREMENTS

*4.000 Custody Operations*

1. Custody operations include central control, custody administration, and armory.
2. Central Control will control/monitor access into/out of the secure perimeter, all housing pods, exterior sally port doors, and other high security doors. Central Control will also monitor activities via camera throughout the facility. It will be located within its own security zone (interstitial space), and access will be limited to authorized personnel. Central control will be capable of assuming control of any subordinate control panel throughout the facility.
3. Central control will operate the main pedestrian sallyport (the primary access into the security perimeter) that will also provide entry into the visitor pedestrian sallyport (leading into the contact visiting area). Central Control will also operate the main vehicular sallyport into the facility.
4. Central control will issue emergency keys in accordance with policy and procedure. Daily operation keys will be obtained from a key watcher system located in the main sallyport prior to assuming their post. Key cutting will be conducted in a specialized room located in the maintenance office.
5. A humidity controlled armory with separate ventilation will be located adjacent to the control room and used to store less than lethal weapons and some lethal weapons that may be required in the event of an emergency.
6. All custody operations will be managed from a single location inside the secure perimeter and in close proximity, preferably adjacent to central control. Staff assigned to this suite will include:
  - a. Shift Lieutenant
  - b. Administrative Lieutenant – responsible for personnel and staffing issues
  - c. Sergeant – Key control / Armory
  - d. Shift Sergeants (shift sergeants will oversee intake and central control when not serving as relief to the shift lieutenant)
  - e. A sergeant/hearing coordinator will oversee all disciplinary hearings for the facility. The actual hearings will be held in unscheduled interview or group rooms.
7. Offices will be arranged around a custody support area that will include conference seating, beverage station, storage, and security equipment that does not require storage in the armory.

FACILITY REQUIREMENTS

8. An interview room will be provided to allow for private conversations between supervisors and employees, as well as during investigative interviews. Space will be provided in the custody operations area for evidence storage and disposal. Sufficient space will be provided for radio chargers and for escort staff to receive assignments or stage awaiting assignment.
  
9. The perimeter officer and yard officer will also receive direction from the shift sergeant from this area prior to relieving the off going perimeter officer.

**Table 4.000 Custody Operations  
Architectural Program**

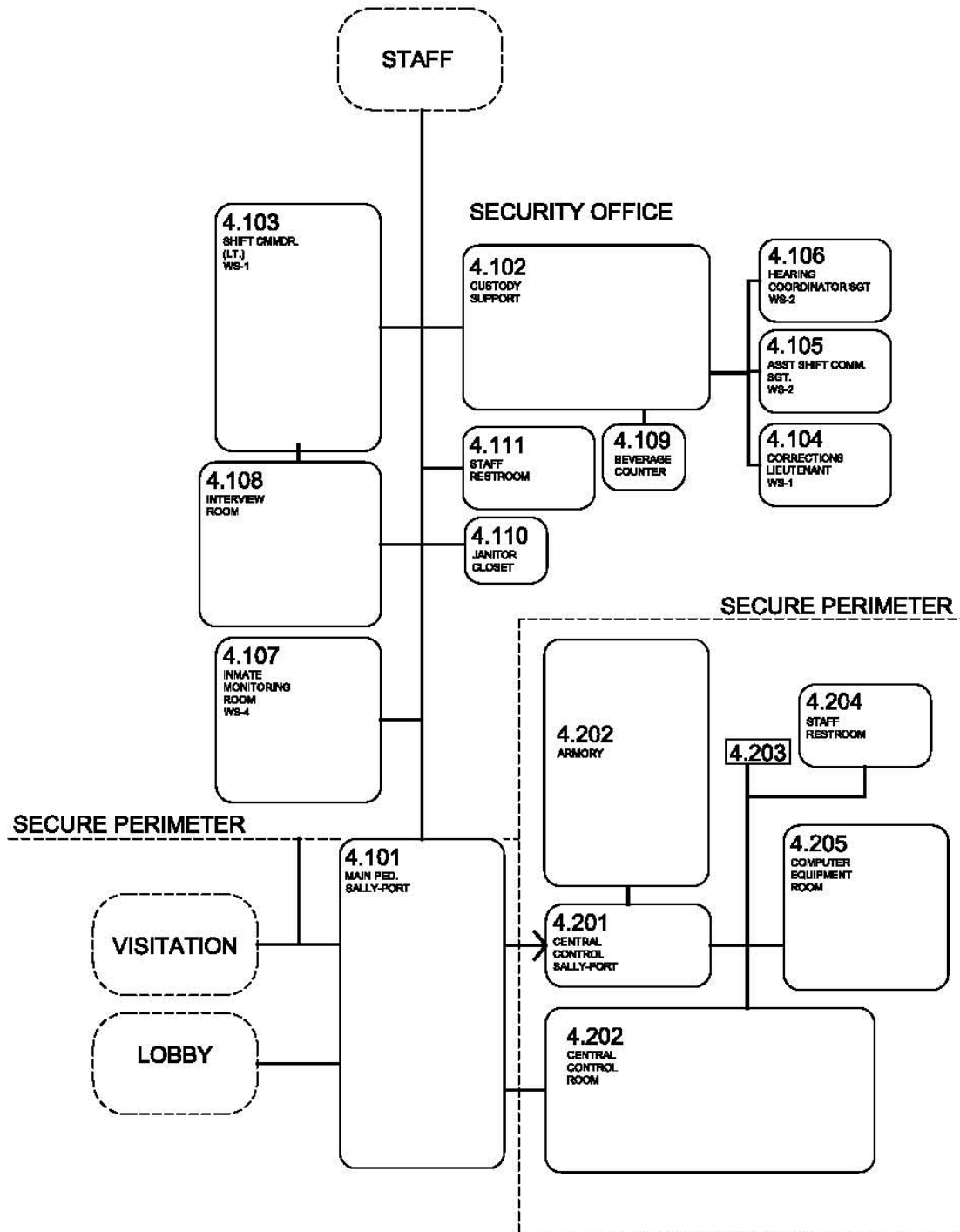
No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
4.000	<b>CUSTODY OPERATIONS</b>					
4.100	<b>CUSTODY OPERATIONS</b>					
4.101	Main Pedestrian Sallyport	10	1	200 /area	200	Doors leading to into the secure perimeter from the public lobby. Key watcher system within sallyport.
4.102	Custody Support	-	1	150 /room	150	Radio communications, fire and smoke alarm/control panels, audio/video linkage, map storage & display; network printer; copier; peg boards; tools and evidence lockers.
4.103	Shift Commander (Lt.)	3	1	64 /person	192	WS-1; Individual work stations within the security office; lockable file storage, book case.
4.104	Administrative Lieutenant	1	1	64 /person	64	WS-1; Individual work stations within the security office; lockable file storage, book case.
4.105	Assistant Shift Commander (Sgt)	1	1	48 /wkstn	48	WS-2; located within 4-102.
4.106	Hearing Coordinator (Sgt)	1	1	48 /wkstn	48	WS-2; located within 4-102.
4.107	Inmate Monitoring Room	1	1	100 /area	100	Fiber optics tel.equipment, file servers, accessible by telephone vendor, desk, chair, computer work station (WS-4); video monitoring of areas.
4.108	Interview Room	6-8	1	110 /room	110	CF-3; adjacent to shift commander
4.109	Beverage Counter	--	1	30 /area	30	Microwave, sink, undercounter storage
4.110	Janitor Closet	-	1	40 /area	40	Slop sink, mop racks, ventilation
4.111	Staff Restroom (M/F)	1	1	50 /area	50	ADA-Compliant
<b>Subtotal Net Square Feet</b>					<b>1,032</b>	



FACILITY REQUIREMENTS

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
					<i>Grossing Factor</i>	<i>1.30</i>
					<i>Subtotal Gross Square Feet</i>	<i>1,342</i>
<b>4.200 CENTRAL CONTROL</b>						
4.201	Central Control Sallyport	2	1	40 /area	40	Access from the main sallyport to central control.
4.202	Armory	1-2	1	150 /area	150	Shelving; open space for shields; ventilation.
4.202	Central Control Room	2	1	300 /area	300	Includes security monitoring systems, alarm centers, intercoms, door controls, etc., pass-throughs; electronic monitoring.
4.203	Beverage Station	-	1	10 /area	10	Coffee maker, water cooler; microwave; half-height refrigerator.
4.204	Staff Restroom	1	1	50 /area	50	ADA-Compliant.
4.205	Computer Equipment Room	-	1	100 /area	100	Alarm switching equipment, power supplies, surge protectors, etc.; adjacent to central control; accessed through central control sallyport; networked camera recording.
					<i>Subtotal Net Square Feet</i>	<i>650</i>
					<i>Grossing Factor</i>	<i>1.30</i>
					<i>Subtotal Gross Square Feet</i>	<i>845</i>
					<i>4.000 Total Interior Net Square Feet</i>	<i>1,682</i>
					<i>4.000 Total Interior Gross Square Feet</i>	<i>2,187</i>
					<i>4.000 Total Exterior Square Feet</i>	<i>(0)</i>

FACILITY REQUIREMENTS



4.000 CUSTODY OPERATIONS

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FACILITY REQUIREMENTS

*5.000 Intake and Release*

1. All new admissions to the institution will be scheduled. Assignments to the facility will be made by a committee that oversees the BHTC program and determines acceptance and preparation for the inmate. Transport criteria will be individualized to the inmate, but a maximum of eight inmates may be transported at one time.
2. A garage vehicle sallyport will be provided sized to accommodate one transport van and a travel lane.
3. All intakes and releases shall be processed as intrasystem. Prior to transfer, health care staff will review the inmate's health care status. Upon receipt at the BHTC facility, health care staff will review/update the health care status.
4. Intra-system transfer of paperwork will occur including updating the intake questionnaire. Housing will be assigned by the classification officer unless already designated by the BHTC Committee. Classification reviews will occur every six months when inmates are within three years of release. Prior to that time, they will be reclassified at least once a year. The Individual Treatment Plan is reviewed regularly and by an Interdisciplinary team.
5. Two holding rooms (one individual and one group) will be provided in the intake area to hold inmates who are awaiting transport back to another NDCS facility and are violent or non-compliant. An assigned property/supply corporal will oversee the
6. Property will be transferred with the inmate and will be received and receipted at intake. A washer and dryer will be located in the property room to launder soiled clothing brought in by inmates to other facilities. The washer and dryer will be a residential style but commercial grade. Space for property issue will be provided to include both linens and clothing of varying sizes. Extreme sizes and spare clothing not anticipated for issue in the immediate future will be stored in the warehouse until needed.
7. Property is expected to be laundered at least once a week, but more than likely two or three times a week by the Cornhusker State Industries. Inmates will be issued at least four sets of clothing upon their arrival to the facility; a set of linens will also be issued at this time. Clothing and linens will be exchanged on a scheduled basis to ensure inmates have clean clothing on a daily basis and clean linens on at least a weekly basis.
8. Discharge from custody will occur from the BHTC either upon parole approval or sentence completion. Transportation from the facility must be arranged in advance by the inmate and case management staff. Inmates will be released with their gate fee. No separate space is provided for releases/discharges.

FACILITY REQUIREMENTS

9. Careful scheduling must be employed to avoid mixing inmates undergoing intake and those being released.
10. Records will be returned to central office following an inmate's release from custody. These records will be transported by transportation officers during their routine transports.

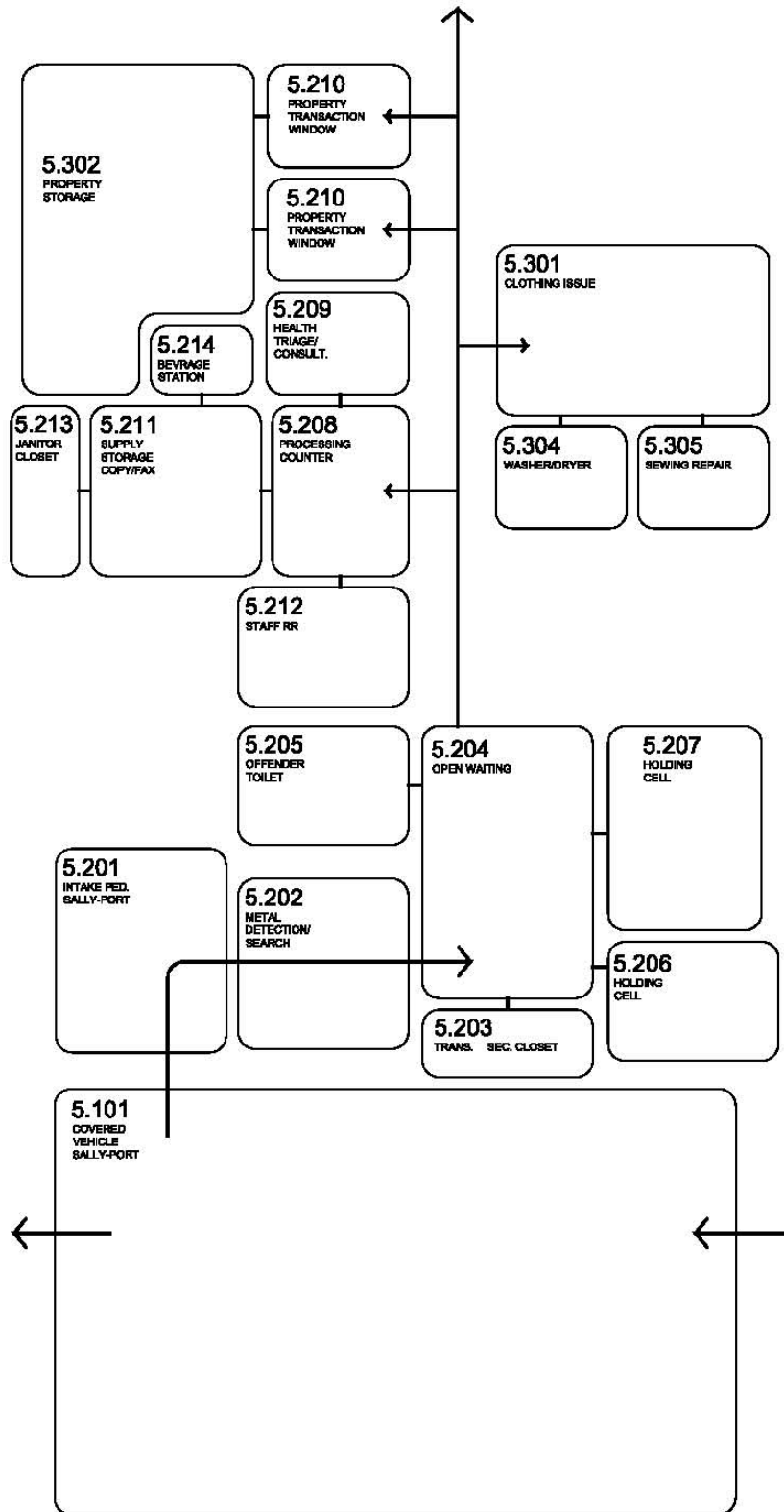
Table 5.000 Intake and Release  
Architectural Program

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
5.000	INTAKE AND RELEASE					
5.100	COVERED VEHICLE SALLYPORT					
5.101	Garage Vehicle Sallyport	-	1	1,000 /area	1,000	2 lanes (1 drive by lane; 1 parking lane; hose bib; 4 wall-mounted individually keyed gun lockers at entrance to I&R; weapons discharge barrel; weather protected, pole-mounted intercom/CCTV devices situated at appropriate heights/locations to view driver outside and inside the garage; overhead coiling doors; pedestrian doors located at entrance & exit; doors operated by CC. Covered; privacy screening.
<i>Subtotal Interior Square Feet</i>					<i>1,000</i>	
<i>Grossing Factor</i>					<i>1.00</i>	
<i>Subtotal Gross Square Feet</i>					<i>1,000</i>	
<i>Subtotal Exterior Square Feet</i>					<i>0</i>	
5.200	INTAKE					
5.201	Intake Pedestrian Sallyport	4	1	120 /area	120	Secure door providing access from the vehicle sallyport to the receiving area.
5.202	Metal Detection / Search	2	1	100 /area	100	Walk -through metal detector and/or body scan
5.203	Transport Security Closet	-	1	40 /area	40	Hooks for security equipment.
5.204	Open Waiting	8	1	20 /person	160	Tandem seating secured to the floor; visible from R&D area.
5.205	Inmate Toilet	1	1	60 /area	60	Enclosed, ADA compliant; lockable; sized for officer observation; lockable cabinet.
5.206	High-Risk/Individual Holding Room/Cell	1	1	70 /room/cell	70	Bench seating, toilet, glazed room front with cuff/leg-iron slot; visible from the IR work

**FACILITY REQUIREMENTS**

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
						area; drainage outside of cell - sloped.
5.207	Group Holding Room/Cell	1	1	120 /room/cell	120	Bench seating, toilet, glazed room front with cuff/leg-iron slot; visible from the IR work area; drainage outside of cell - sloped.
5.208	Processing Counter	2	1	80 /area	80	Stool, molded plastic chair, computer, fixed camera, telephone, shared printer/fax.
5.209	Health Triage/Consultation	2	1	60 /area	60	Stool, molded plastic chair, wall mounted BP; charting area, sink, computer, scale, telephone/fax.
5.210	Property Transaction Window	1	1	50 /area	50	Located from property storage area to each change out area; standing height stool
5.211	Supply Storage/copy/file/fax	1	1	100 /area	100	Forms storage; printer/copier
5.212	Staff Restroom	1	1	50 /area	50	Toilet, sink; ADA accessible
5.213	Janitor's Closet	-	1	40 /area	40	Utility sink, mop racks, ventilation
5.214	Beverage Station	-	1	25 /area	25	Coffee maker, water cooler; microwave; half-height refrigerator.
<i>Subtotal Interior Square Feet</i>					<b>1,075</b>	
<i>Grossing Factor</i>					<b>1.45</b>	
<i>Subtotal Gross Square Feet</i>					<b>1,559</b>	
<b>5.300</b>	<b>PROPERTY</b>					
5.301	Clothing Issue	1	1	150 /area	150	Clothing racks; based on clothing sizes. Includes space for coats, underclothing, linens, shoes and sweatshirts.
5.302	Property Storage	1	1	200 /area	200	Hanging racks; shelving; work station with computer; work table for labeling.
5.303	Property Issue	1	1	200 /area	200	Shelving; work table; sized to accommodate up to 4 days of clothing per inmate.
5.304	Washer / Dryer	1	1	120 /room	120	Secured automated detergent dispenser; folding table.
5.305	Sewing Repair	1	1	50 /area	50	Sewing machine table mounted.
<i>Subtotal Interior Square Feet</i>					<b>720</b>	
<i>Grossing Factor</i>					<b>1.45</b>	
<i>Subtotal Gross Square Feet</i>					<b>1,044</b>	
<b>5.400</b>	<b>RELEASE PROCESSING - No separate space required for this component.</b>					
<i>5.000 Total Interior Net Square Feet</i>					<b>2,795</b>	
<i>5.000 Total Interior Gross Square Feet</i>					<b>3,603</b>	

FACILITY REQUIREMENTS



5.000 INTAKE AND RELEASE

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FACILITY REQUIREMENTS

*6.000 Housing*

1. Living units will be disaggregated as described in Table 2. Inmates in higher security housing will be escorted from the housing unit to program areas that may be decentralized. Many inmates will be able to travel to areas within the perimeter on a scheduled basis in groups or via individual pass.
2. Although housing can be situated on two tiers (i.e., providing a mezzanine), ADA housing components will be located on the lower tier.
3. Most inmates will be expected to attend centralized programming including centralized outdoor exercise. Inmates whose individual treatment plan direct otherwise will receive decentralized programming and exercise adjacent to their living unit until they are able to utilize the centralized areas. Lower risk/need inmates are expected to participate in centralized programming.
4. It is anticipated that inmates will progressively move through the housing components as their progress and behavior warrant. Consideration will be given to the impact on the inmate of changing living units. The goal is to minimize disruption to and stability of the inmate by implementing this transition.
5. As inmates demonstrate increasing self-control, commitment to treatment, and responsibility toward work, they will receive further incentives toward more freedom and self-efficacy within their Individual Treatment Plan.

*Special Living Unit/Observation*

6. The Special Living Unit is short-term housing for inmates who are immediately acting out or those who are awaiting transport back to a NDCS facility due to their inability to meet program objectives. These populations may include intake (1 bed), suicide watch (2 beds), medical observation (2 beds), protective custody (1 bed), administrative restrictive housing (2 beds). The exception will be inmates who may serve short disciplinary restrictive housing sanctions (8 beds) that correspond to the behavior management plan.
7. Given the small number of beds that are not considered as permanent beds and as these inmates are awaiting a bed elsewhere, these short term cells are anticipated to be flexible use beds. Single occupancy cells will be used in this area with two suicide watch beds within a subpod to minimize disruption to the other populations.
8. Three Special Living Unit beds will be ADA compliant, as these may be used for short-term medical observation.
9. There will be limited use of the dayroom given the population that will be managed in this living unit. Most inmates will eat in their cell whether for

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FACILITY REQUIREMENTS

security reasons or health care. A limited number of inmates may eat or recreate in the dayroom as their individual treatment plan dictates.

10. An office for a Licensed Mental Health Professional (LMHP) will be provided in the living unit. The office should have good visibility into the living area without jeopardizing privacy during sessions.
11. A workstation will be shared by the Mental Health Security Specialist II (MHSS II) and will have maximum visibility throughout the living area.

*General Population*

12. General population housing is anticipated for all inmates who are working through their individual treatment plan, even if the inmate presents minor behavioral issues. The opportunity for access to dayrooms, shared areas (as described in this component) and centralized areas (as described in 9.000, Programs and Services) will be maximized as the inmate's behavior permits.
13. It is important the living units are in a pod configuration to maximize clear lines of sight of the inmates in all living units. All living units will provide dayroom space with seating areas for individual and group programming, meal service if specific inmates are required to eat in the dayroom, and television viewing (when permitted for programmatic purposes). A kiosk for canteen and potentially making requests as well as video visitation will be located in each living unit.
14. Pantry space will be provided in each living dayroom for inmates to obtain hot or cold beverages provided from the kitchen. A sink with insta-hot will also be provided.
15. Showers centralized to the living unit will be provided in sufficient number to meet ACA standards.
16. A workstation for staff providing security and programming will be provided with considerable visibility throughout the dayroom. Offices will be provided for caseworker and mental health professionals on the unit. A separate interview room will be provided so that centralized program staff can meet with inmates on the unit or for staff assigned to the living unit to meet with inmates without interference from other inmates.
17. Spaces to support the operation of the living unit will include staff restrooms, janitor closet, and supply closet.
18. Although it is anticipated high security inmates will be expected to participate in centralized programming if their behavior warrants, spaces (e.g., interview space, treatment personnel, exercise, etc.) will be provided in the high security/high and moderate need housing so services can be decentralized if necessary.



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FACILITY REQUIREMENTS

19. Inset wall mounted televisions will be provided in the cells for high risk/high need inmates who have purchased televisions that will be stored in the property room while in this classification status. It is also anticipated initially some inmates may receive programming in their cell via CCTV. The State of Nebraska does not purchase personal televisions for inmates.
20. High security inmates with high and moderate treatment and more needs will be housed in single wet cells. It is anticipated these individuals will have more difficulty sharing cells with other inmates due to their high security and intensive treatment needs. High security needs inmates should not be housed on a mezzanine.
21. High security inmates with low treatment needs are likely to have more stable behavior (due to lower treatment needs) and, therefore, will be in double wet cells with a two floor mounted bunks.
22. Moderate security inmates with high and moderate treatment needs will be housed together in 24 double wet cells with two floor mounted bunks. This living unit could be double stacked with a mezzanine. Vitreous china toilets will be used in the cells. Inmates will be secured in their rooms at night.
23. Moderate security inmates with low treatment needs and low security inmates with high treatment needs will be housed together in double occupancy rooms with floor mounted bunks. To enhance the perception of a normalized environment, toilets will be vitreous china, and inmates will be given locks to secure their door to allow unimpeded access to group toilet areas. Staff will be able to override all locks.
24. Low security inmates with moderate treatment needs will be housed in a similar environment in double occupancy rooms with two floor mounted bunks. Vitreous china toilets will be provided in the group toilet room; and, inmates will be issued keys to their room. Ideally, for reasons to enhance normalcy and to provide an incentive, housing for low risk inmates may be designed more as a cottage style.

Shared Area

25. A shared area with centralized services will be provided for high security inmates to include: multipurpose space, interview rooms, medical triage and medication dispensing. The multipurpose room, sized for 6-8 inmates per the standardized spaces; however, typically there will be fewer inmates in group activities for this inmate population who may require more space in group activities.
26. The shared area allows primarily high security inmates but perhaps some moderate security inmates who have a history of difficulty programming with other inmates to begin to program with a smaller number of inmates than

FACILITY REQUIREMENTS

centralized programming described in component 9.000, Programs and Services.

- 27. Although most services will be centralized, there will be a triage area and nurses station in the shared area for use by inmates who are not authorized to attend centralized programs.
- 28. A quiet room will be provided in the shared area for the temporary staging of inmates who need to be removed from a group setting but have not violated any rules. Often these inmates may choose to place themselves in the quiet room to calm themselves. Treatment personnel must be readily available to assist with de-escalation if necessary.

Staffing of the Shared Space will be provided only when this area is occupied by inmates.

Staffing

- 29. Staffing for the housing components will align closer to behavioral health staffing than traditional correctional housing as these inmates are of a higher security level and will be highly programmed. The staffing requirements are outlined in Staffing Section of the report.

**Table 6.000 Housing  
 Architectural Program**

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
6.000	<b>HOUSING</b>					
6.100	<b>SPECIAL LIVING UNIT/OBSERVATION - One Unit of 16 Single Occupancy Cells with Suicide Watch subpod within the Living Unit</b>					
6.101	Single Occupancy Cells	1	11	80 /cell	880	Bunk, secure mounted writing surface, stainless steel toilet/sink, wall mounted cubbies for storage; seating, suicide resistant devices for storing towels, natural light; food/cuff pass in cell and dayroom doors.
6.102	ADA Single Occupancy Cells	1	3	80 /cell	240	Bunk, secure mounted writing surface, stainless steel toilet/sink, wall mounted cubbies for storage; seating, suicide resistant devices for storing towels, natural light; removable grab bar; food/cuff pass in cell and dayroom doors.
6.103	Single Occupancy Suicide Watch Cells	1	2	80 /cell	160	All fixtures suicide resistant. Includes low solid moduform type bed with ability to restrain, with out swinging solid door with vision panel;

**FACILITY REQUIREMENTS**

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
6.104	Dayroom/Dining/TV	4	1	35 /person	140	Heavy/durable 4-person tables, seating for 4 for mealtimes, 1 TV area with seating for 4, 2 telephones, sound attenuation measures; transaction window, law library access.
6.105	Video Visitation	1	1	25 /area	25	Securable computer carrel with privacy side panels; within dayroom.
6.106	Transaction Kiosk	1	1	25 /area	25	Securable kiosk to order canteen, sick call requests, etc; within dayroom.
6.107	Toilet	1	1	50 /area	50	ADA compliant. Accessible from dayroom; allow requisite privacy without compromising safety.
6.108	Shower/Changing	1	1	40 /area	40	Outer drying/ dressing area; high security doors with cuff/pass in the door.
6.109	ADA-Compliant Shower	1	2	50 /area	100	Double shower head, outer drying/dressing area with café doors
6.110	Storage Closet	-	1	40 /area	40	Shelving & cabinet storage for housing unit supplies (e.g., toilet paper, hygiene kits, etc.)
6.111	Janitor Closet	-	1	40 /area	40	Slop sink, mop racks, ventilation. Glazing on door for visibility
6.112	LMHP Office	1	1	100 /office	100	OF-4
6.112	MHSS II Workstation	1-2	1	64 /area	64	-
6.113	Staff Restroom	1	1	50 /area	50	ADA-Compliant
6.114	Outdoor Exercise	5	2	300 /area	(600)	Glazing to maximize visibility; partially covered for inclement weather exercise; subdivide to allow for two, 5-person sized exercise areas.
<i>Subtotal Net Square Feet</i>					<b>1,954</b>	
<i>Grossing Factor</i>					<b>1.65</b>	
<i>Subtotal Gross Square Feet</i>					<b>3,224</b>	
<i>Subtotal Exterior Square Feet</i>					<b>(600)</b>	
<b>6.200</b>	<b>High Security/High Treatment Need 24 single Cells - 1 Living Unit</b>					
6.201	Single Occupancy Cells	1	23	80 /room	1,840	1 bunk, stainless steel toilet/sink, secure mounted writing surface, under bed storage, wall mounted cubbies for storage; picture slide bar; seating, wall mounted TV cabled for CCTV programming, suicide resistant devices for storing towels, natural light
6.202	ADA Single Occupancy Cells	1	1	100 /room	100	1 bunk, stainless steel toilet/sink, secure mounted writing surface, under bed storage, wall-mounted cubbies for storage; picture slide bar; seating, wall mounted TV cabled for CCTV programming, suicide resistant devices for storing towels, natural light; removable

FACILITY REQUIREMENTS

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
						grab bar
6.203	Dayroom/TV	24	1	35 /person	840	Heavy/durable 4-person tables, 2 TV areas with seating for 8, wall-mounted mail boxes, 2 telephones; sound attenuation measures.
6.204	Video Visitation	1	1	25 /area	25	Securable Computer carrel with privacy side panels
6.205	Transaction Kiosk	1	1	25 /area	25	Securable kiosk to order canteen, sick call requests, etc.
6.206	Shower/Changing	2	1	40 /area	80	Outer drying/ dressing area with café doors
6.207	ADA-Compliant Shower	1	1	50 /area	50	Double shower head, outer drying/dressing area with café doors
6.208	Storage Closet	-	1	40 /area	40	Shelving & cabinet storage for housing unit supplies (e.g., toilet paper, hygiene kits, etc.)
6.209	Pantry Alcove	-	1	120 /area	120	Sink, countertop, refrigerator, cabinets, microwave, cart storage; beverage station
6.210	Janitor Closet	-	1	40 /area	40	Slop sink, mop racks, ventilation.
6.211	LMHP Shared Office	1	1	200 /office	200	OF-5
6.212	Caseworker	1	1	100 /office	100	OF-4
6.213	Interview Room	1-3	2	120 /area	240	Desk and stackable chairs for up to 3 people, panic alarm.
6.214	Group Room	6-8	2	200 /area	400	CF-3; Visible from housing officer station, one MP room equipped enclosed and glazed video conference capabilities.
6.215	MHSS Workstation	1-2	1	64 /area	64	WS-2
6.216	Staff Restroom	1	1	50 /area	50	ADA-Compliant
6.217	Outdoor Exercise	2-8	1	750 /area	(750)	Glazing to maximize visibility; partially covered for inclement weather exercise.
<b>Subtotal Net Square Feet</b>					<b>4,214</b>	
<b>Grossing Factor</b>					<b>1.65</b>	
<b>Subtotal Gross Square Feet</b>					<b>6,953</b>	
<b>Subtotal Exterior Square Feet</b>					<b>(750)</b>	
6.300	High Security/Moderate Treatment Need 32 single beds - 1 Living Unit					
6.301	Single Occupancy Cells	1	30	80 /room	2,400	1 bunk, stainless steel toilet/sink, secure mounted writing surface, under bed storage, wall mounted cubbies for storage; picture slide bar; seating, TV shelf, suicide resistant devices for storing towels, natural light

FACILITY REQUIREMENTS

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
6.302	ADA Single Occupancy Cells	1	2	100 /room	200	1 floor mounted bunk, stainless steel toilet/sink, secure mounted writing surface, under bed storage, wall-mounted cubbies for storage; picture slide bar; seating, TV shelf, suicide resistant devices for storing towels, natural light; removable grab bar
6.303	Dayroom/TV	32	1	35 /person	1,120	Heavy/durable 4-person tables, 2 TV areas with seating for 12, wall-mounted mail boxes, 2 telephones; sound attenuation measures.
6.304	Video Visitation	1	1	25 /area	25	Securable computer carrel with privacy side panels
6.305	Transaction Kiosk	1	1	25 /area	25	Securable kiosk to order canteen, sick call requests, etc.
6.306	Shower/Changing	3	1	40 /area	120	Outer drying/ dressing area with café doors
6.307	ADA-Compliant Shower	1	1	50 /area	50	Double shower head, outer drying/dressing area with café doors
6.308	Storage Closet	-	1	40 /area	40	Shelving & cabinet storage for housing unit supplies (e.g., toilet paper, hygiene kits, etc.)
6.309	Pantry Alcove	-	1	120 /area	120	Sink, countertop, refrigerator, cabinets, microwave, cart storage; beverage station
6.310	Janitor Closet	-	1	40 /area	40	Slop sink, mop racks, ventilation.
6.311	LMHP Shared Office	1	1	200 /office	200	OF-5
6.312	Caseworker	1	1	100 /office	100	OF-4
6.313	Interview Room	1-3	2	120 /area	240	Desk and stackable chairs for up to 3 people, panic alarm.
6.314	MHSS Workstation	1-2	1	64 /area	64	WS-2
6.315	Staff Restroom	1	1	50 /area	50	ADA-Compliant
6.316	Outdoor Exercise	2-8	1	750 /area	(750)	Glazing to maximize visibility; partially covered for inclement weather exercise.
<b>Subtotal Net Square Feet</b>					<b>4,794</b>	
<b>Grossing Factor</b>					<b>1.65</b>	
<b>Subtotal Gross Square Feet</b>					<b>7,910</b>	
<b>Subtotal Exterior Square Feet</b>					<b>750</b>	
6.400	High Security/LowTreatment Need 16 Double Cells - 1 Living Unit (32 beds)					
6.401	Double Occupancy Cells	2	15	120 /room	1,800	2 floor mounted bunks stainless steel toilet/sink, secure mounted writing surface, under bed storage, wall mounted cubbies for storage; picture slide bar; seating, TV shelf, suicide resistant devices for storing towels, natural light

**FACILITY REQUIREMENTS**

<b>No.</b>	<b>Component</b>	<b>Pers/Units per Area</b>	<b>No. of Areas</b>	<b>Space Standard</b>	<b>NSF</b>	<b>Notes</b>
6.402	ADA Double Occupancy Cell	2	1	120 /room	120	2 floor mounted bunks, stainless steel toilet/sink, secure mounted writing surface, under bed storage, wall-mounted cubbies for storage; picture slide bar; seating, TV shelf, suicide resistant devices for storing towels, natural light; removable grab bar
6.403	Dayroom/TV	32	1	35 /person	1,120	Heavy/durable 4-person tables, 2 TV areas with seating for 12, wall-mounted mail boxes, 2 telephones; sound attenuation measures.
6.404	Video Visitation	1	1	25 /area	25	Securable computer carrel with privacy side panels
6.405	Transaction Kiosk	1	1	25 /area	25	Securable kiosk to order canteen, sick call requests, etc.
6.406	Shower/Changing	3	1	40 /area	120	Outer drying/ dressing area with café doors
6.407	ADA-Compliant Shower	1	1	50 /area	50	Double shower head, outer drying/dressing area with café doors
6.408	Storage Closet	-	1	40 /area	40	Shelving & cabinet storage for housing unit supplies (e.g., toilet paper, hygiene kits, etc.)
6.409	Pantry Alcove	-	1	120 /area	120	Sink, countertop, refrigerator, cabinets, microwave, cart storage; beverage station
6.410	Janitor Closet	-	1	40 /area	40	Slop sink, mop racks, ventilation.
6.411	LMHP Shared Office	1	1	200 /office	200	OF-5
6.412	Case Worker	1	1	100 /office	100	OF-4
6.413	Interview Room	1-3	2	120 /area	240	Desk and stackable chairs for up to 3 people, panic alarm.
6.414	MHSS Workstation	1-2	1	64 /area	64	WS-2
6.415	Staff Restroom	1	1	50 /area	50	ADA-Compliant
<b>Subtotal Net Square Feet</b>					<b>4,114</b>	
<b>Grossing Factor</b>					<b>1.65</b>	
<b>Subtotal Gross Square Feet</b>					<b>6,788</b>	
<b>6.500</b>	<b>Shared Space for High Security Living Units (May also be shared with Moderate Risk populations)</b>					
6.501	Inmate Restroom	1	1	50 /area	50	ADA Compliant
6.502	Multipurpose Room	6-8	2	200 /area	400	CF-3; Visible from MHSS Workstation, one MP room equipped enclosed and glazed video conference capabilities.
6.503	Multipurpose Room	10-121	1	300 /area	300	CF-2; Visible from MHSS Workstation, one MP room equipped enclosed and glazed video conference capabilities.
6.504	Interview Rooms	1-3	2	100 /area	200	Desk and stackable chairs for up to 3 people, panic alarm.

FACILITY REQUIREMENTS

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
6.505	MHSS Workstation	1-2	1	64 /area	64	WS-2
6.506	Staff Restroom	1	1	50 /area	50	ADA-Compliant
6.507	Quiet Room	1-2	2	70 /room	140	Bench seat; sized to allow staff to bring in chairs; stainless steel combination toilet/lav.
6.508	Triage	-	1	100 /area	100	Equipped for sick call exam with table, wall mounted diagnostic equipment, stool, securable shelving for medical supplies. Wireless access to EMR.
6.509	Nursing Office	1	1	100 /office	100	OF-4
6.510	Medication Dispensing	-	1	100 /area	100	Roll down window; adjacent water cooler. Wireless access to EMR
6.511	Janitor Closet	-	1	40 /area	40	Slop sink, mop racks, ventilation. Glazing on door to allow visibility
6.512	Storage Closet	1	1	40 /room	40	Living Unit Supplies
<i>Subtotal Net Square Feet</i>					<i>1,584</i>	
<i>Grossing Factor</i>					<i>1.45</i>	
<i>Subtotal Gross Square Feet</i>					<i>2,297</i>	
<i>Subtotal Exterior Square Feet</i>					<i>(0)</i>	
6.600	Moderate Security Risk/High Program Need & Moderate Security Risk/Moderate Program Need - 48 beds [24 doubles]					
6.601	Double Occupancy Cells	2	22	120 /room	2,640	2 floor mounted bunks, writing surface, vitreous china toilet/sink, under bed storage, wall mounted cubbies for storage; picture slide bar; seating, outlets, suicide resistant devices for storing towels, natural light; cabled for television
6.602	ADA Double Occupancy Cells	2	2	120 /room	240	2 floor mounted bunks; writing surface, vitreous china toilet/sink, under bed storage, wall-mounted cubbies for storage; picture slide bar; seating, suicide resistant devices for storing towels, natural light; removable grab bar; cabled for television
6.603	Dayroom/TV	48	1	35 /person	1,680	Two dayroom areas, each with heavy/durable/moveable 4-person tables for 12, 1 TV area for 10, telephone, sound attenuation measures; video visitation carrel with side privacy panels; kiosk to place order and requests.
6.604	Shower/Changing	1	5	40 /area	200	Outer drying/ dressing area with café doors
6.605	ADA-Compliant Shower	1	1	50 /area	50	Double shower head, outer drying/dressing area with café doors

FACILITY REQUIREMENTS

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
6.606	Pantry Alcove	-	1	120 /area	120	Sink, countertop, refrigerator, cabinets, microwave, cart storage; beverage station
6.607	Shared Office	1	1	130 /office	130	OF-3
6.608	LMHP Shared Office	1	1	200 /office	200	OF-5
6.609	Caseworker	1	2	100 /office	200	OF-4
6.610	MHSS Workstation	1-2	1	64 /area	64	WS-2
6.611	Staff Toilet	1	1	50 /area	50	ADA-Compliant
6.612	Janitor Closet	-	1	40 /area	40	Slop sink, mop racks, ventilation, one per level, glazing on door to provide visibility
6.613	Storage Closet	1	1	40 /room	40	Unit Supplies
<i>Subtotal Net Square Feet</i>					<b>5,654</b>	
<i>Grossing Factor</i>					<b>1.65</b>	
<i>Subtotal Gross Square Feet</i>					<b>9,329</b>	
<i>Subtotal Exterior Square Feet</i>					<b>(0)</b>	
<b>6.700</b>	<b>Moderate Security Risk/ Low Program Need &amp; Low Security Risk / High Program Need (32 beds - Double Occupancy)</b>					
6.701	Double Occupancy Rooms	2	16	120 /room	1,920	2 floor mounted bunks, writing surface, under bed storage, wall mounted cubbies for storage; picture slide bar; seating, outlets, suicide resistant devices for storing towels, natural light; cabled for television.
6.702	Living Unit Dayroom	32	1	35 /person	1,120	Heavy/durable/moveable 4, 4-person tables for activities, TV seating for 10, 2 telephones, sound attenuation measures; Computer cart for video visitation with privacy panels; kiosk to order canteen and process other requests.
6.703	Pantry Alcove	-	1	120 /area	120	Sink, countertop, refrigerator, cabinets, microwave, cart storage; beverage station
6.704	Inmate Toilet Area	3	1	200 /area	200	4 toilets with privacy screen, 4 sinks with wall mounted tempered glass mirror.
6.705	Shower/Changing	1	3	40 /area	120	Outer drying/ dressing area with café doors
6.706	ADA-Compliant Shower	1	1	50 /area	50	Double shower head, outer drying/dressing area with café doors
6.707	Janitor Closet	-	1	40 /area	40	Slop sink, mop racks, ventilation, one per level, glazing on door to allow visibility
6.708	Storage Closet	-	1	40 /area	40	Shelving & cabinet storage for housing unit supplies (e.g., toilet paper, hygiene kits, etc.)
6.709	Chemical Dependency Counselor	1	1	200 /office	200	OF-5
6.710	Caseworker	1	1	100 /office	100	OF-4
6.711	Interview Room	1-3	1	120 /area	120	Desk and stackable chairs for up to 3 people, panic alarm.
6.712	MHSS Workstation	1-2	1	64 /area	64	WS-2



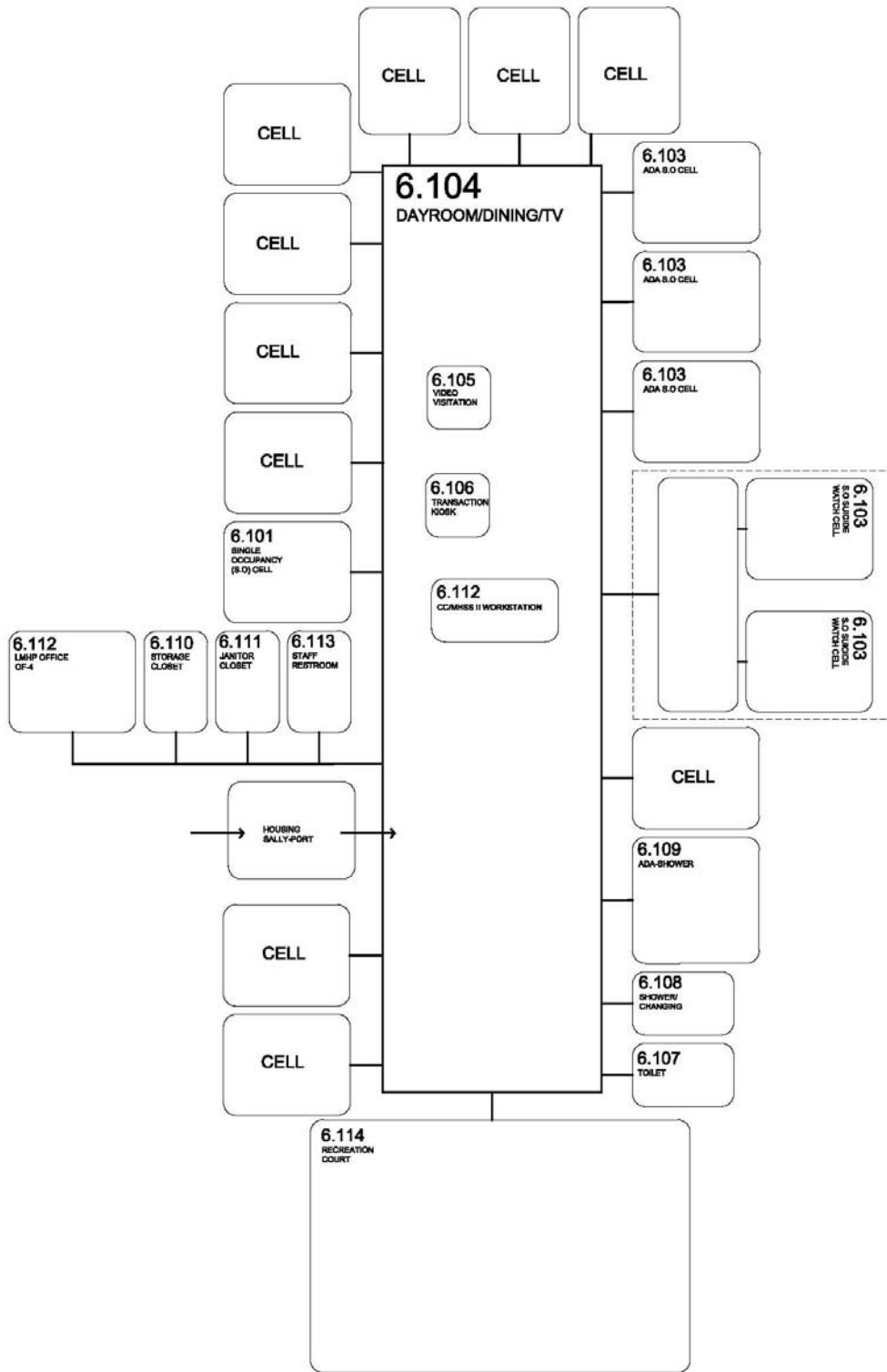
FACILITY REQUIREMENTS

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
6.713	Staff Restroom	1	1	50 /area	50	ADA-Compliant
<i>Subtotal Net Square Feet</i>					<i>4,144</i>	
<i>Grossing Factor</i>					<i>1.65</i>	
<i>Subtotal Gross Square Feet</i>					<i>6,838</i>	
<i>Subtotal Exterior Square Feet</i>					<i>0</i>	
<b>6.800</b>	<b>Low Security Risk/ Moderate Program Need (32 beds - Double Occupancy)</b>					
6.801	Double Occupancy Rooms	2	16	120 /area	1,920	2 bunks , writing surface, under bed storage, wall mounted cubbies for storage; picture slide bar; seating, outlets, suicide resistant devices for storing towels, natural light; cabled for television.
6.802	Living Unit Dayroom	32	1	35 /person	1,120	Heavy, durable/moveable 4, 4-person tables for activities, 2 TV seating areas for 10 , 2 telephones, sound attenuation measures; Computer carrel for video visitation with privacy panels; kiosk to order canteen and process other requests.
6.803	Storage Closet	-	1	40 /area	40	Shelving & cabinet storage for housing unit supplies (e.g., toilet paper, hygiene kits, etc.)
6.804	Pantry Alcove	-	1	120 /area	120	Sink, countertop, refrigerator, cabinets, microwave, cart storage; beverage station
6.805	Inmate Toilet Area	3	3	100 /area	300	3 toilets with privacy screen, 3 sinks with wall mounted tempered glass mirror
6.806	Shower/Changing	1	3	40 /area	120	Outer drying/ dressing area with café doors
6.807	ADA-Compliant Shower	1	1	50 /area	50	Double shower head, outer drying/dressing area with café doors
6.808	Janitor Closet	-	1	40 /area	40	Slop sink, mop racks, ventilation, one per level, glazing on door to allow visibility
6.809	Storage Closet	-	1	40 /area	40	Shelving & cabinet storage for housing unit supplies (e.g., toilet paper, hygiene kits, etc.)
6.810	Washer / Dryer	1	1	120 /room	120	Secured automated detergent dispenser; folding table.
6.811	Caseworker	1	1	100 /office	100	OF-4
6.812	MHSS Workstation	1-2	1	64 /area	64	WS-2
6.813	Staff Toilet	1	1	50 /area	50	ADA-Compliant
6.814	Weather Vestibule	1-10	1	100 /area	100	Used only if a separate cottage type building is provided.
6.815	Exterior Storage Closet	-	1	40 /room	40	Storage for shovels and other weather equipment. Used only if a separate cottage type building is provided.
<i>Subtotal Net Square Feet</i>					<i>4,224</i>	

FACILITY REQUIREMENTS

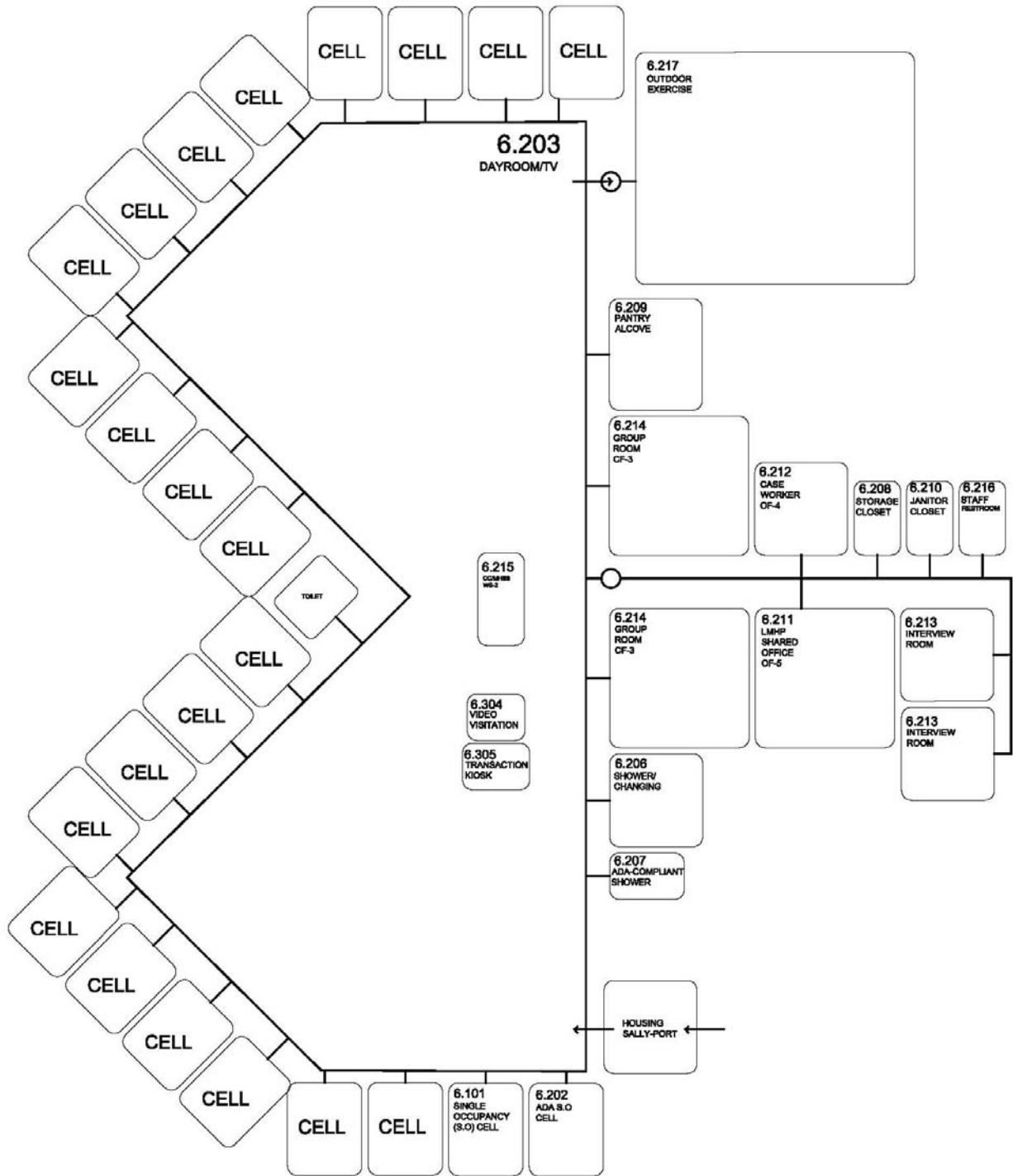
No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
				<i>Grossing Factor</i>	1.65	
				<i>Subtotal Gross Square Feet</i>	6,970	
				<i>Subtotal Exterior Square Feet</i>		
				<i>6.000 Total Interior Net Square Feet</i>	30,682	
				<i>6.000 Total Interior Gross Square Feet</i>	50,309	
				<i>6.000 Total Exterior Square Feet</i>	(2,100)	

FACILITY REQUIREMENTS



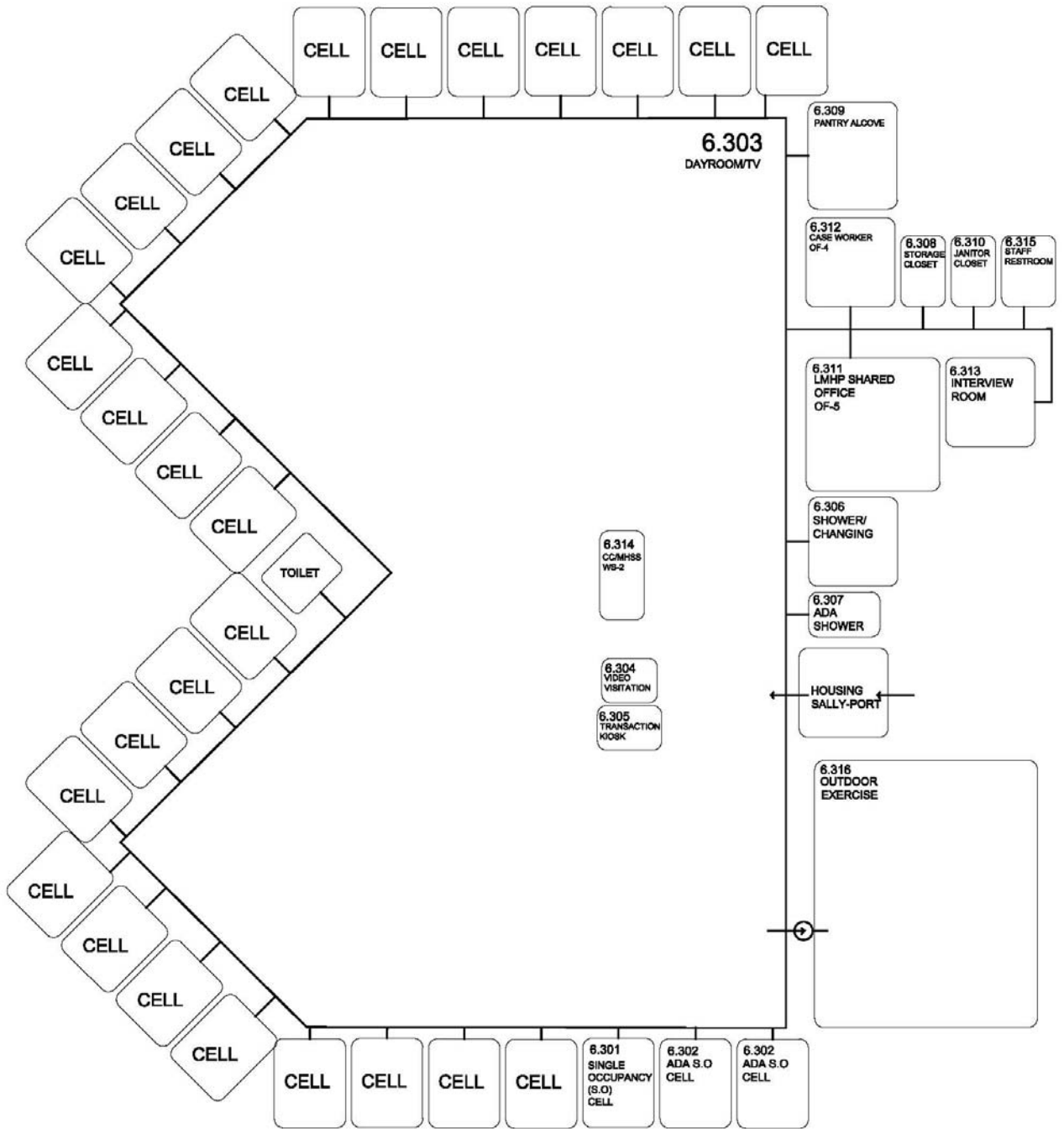
6.100 HOUSING UNIT

FACILITY REQUIREMENTS



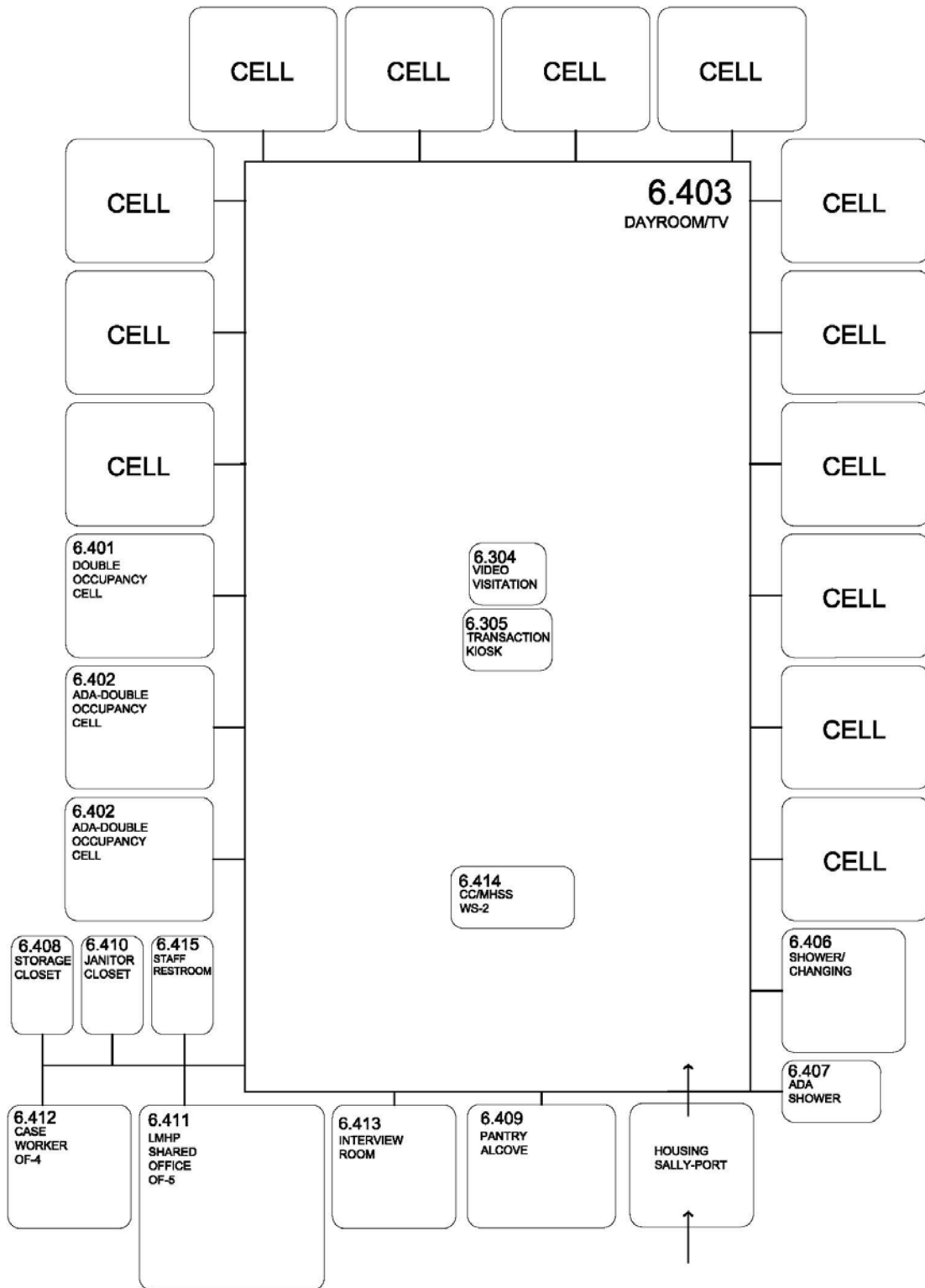
6.200 HOUSING UNIT

FACILITY REQUIREMENTS



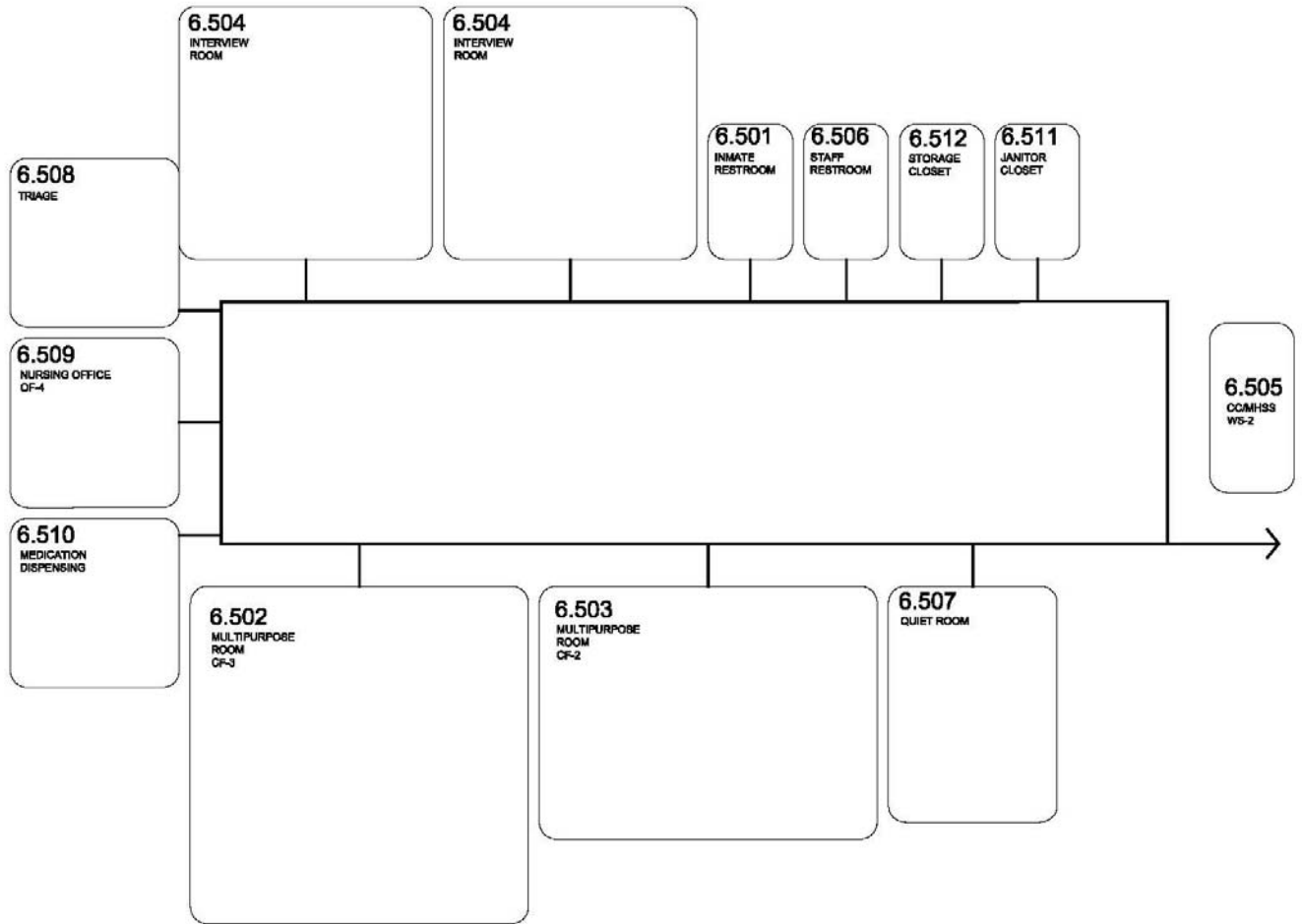
6.300 HOUSING UNIT

FACILITY REQUIREMENTS



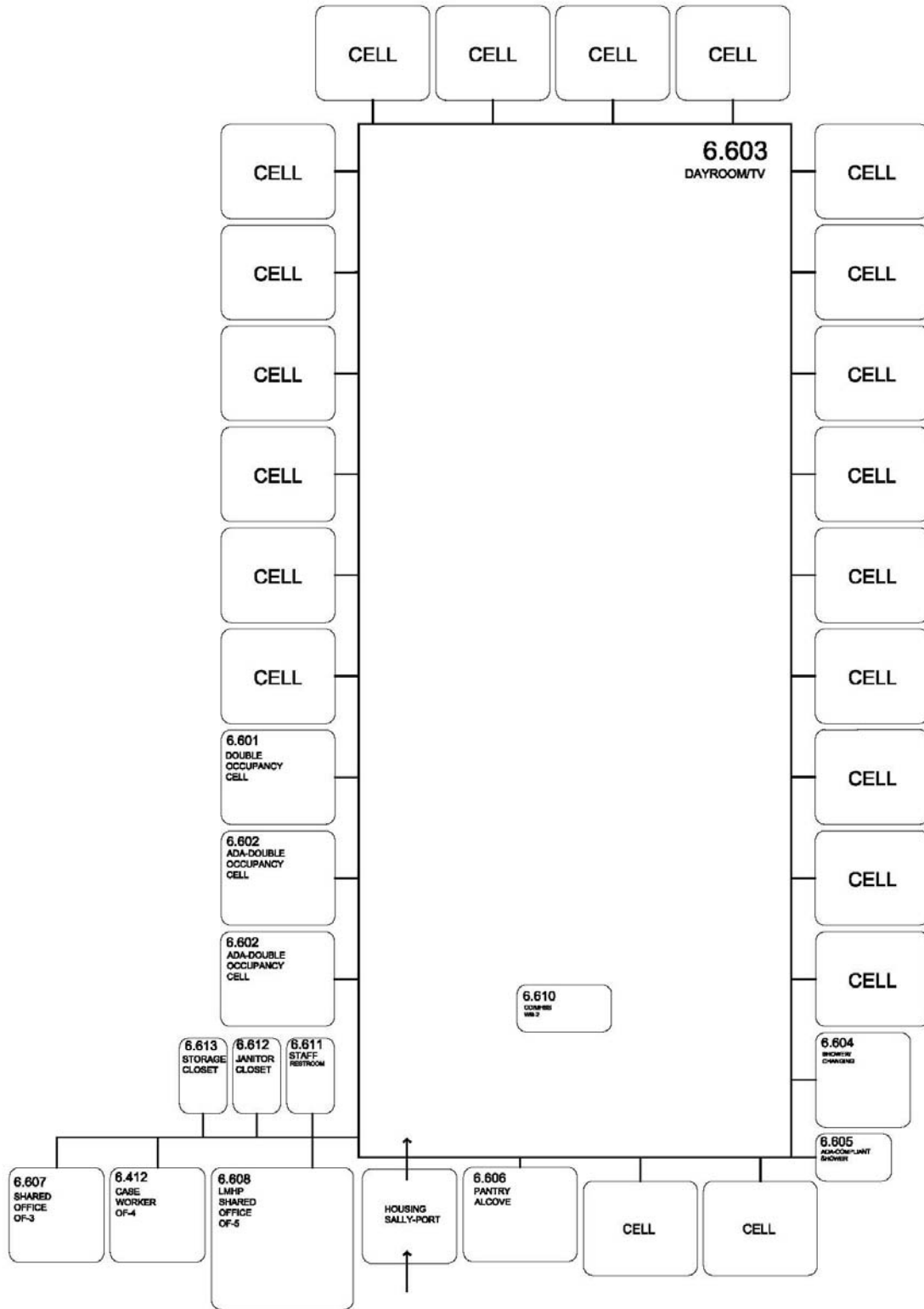
6.400 HOUSING UNIT

FACILITY REQUIREMENTS



6.500 HOUSING UNIT

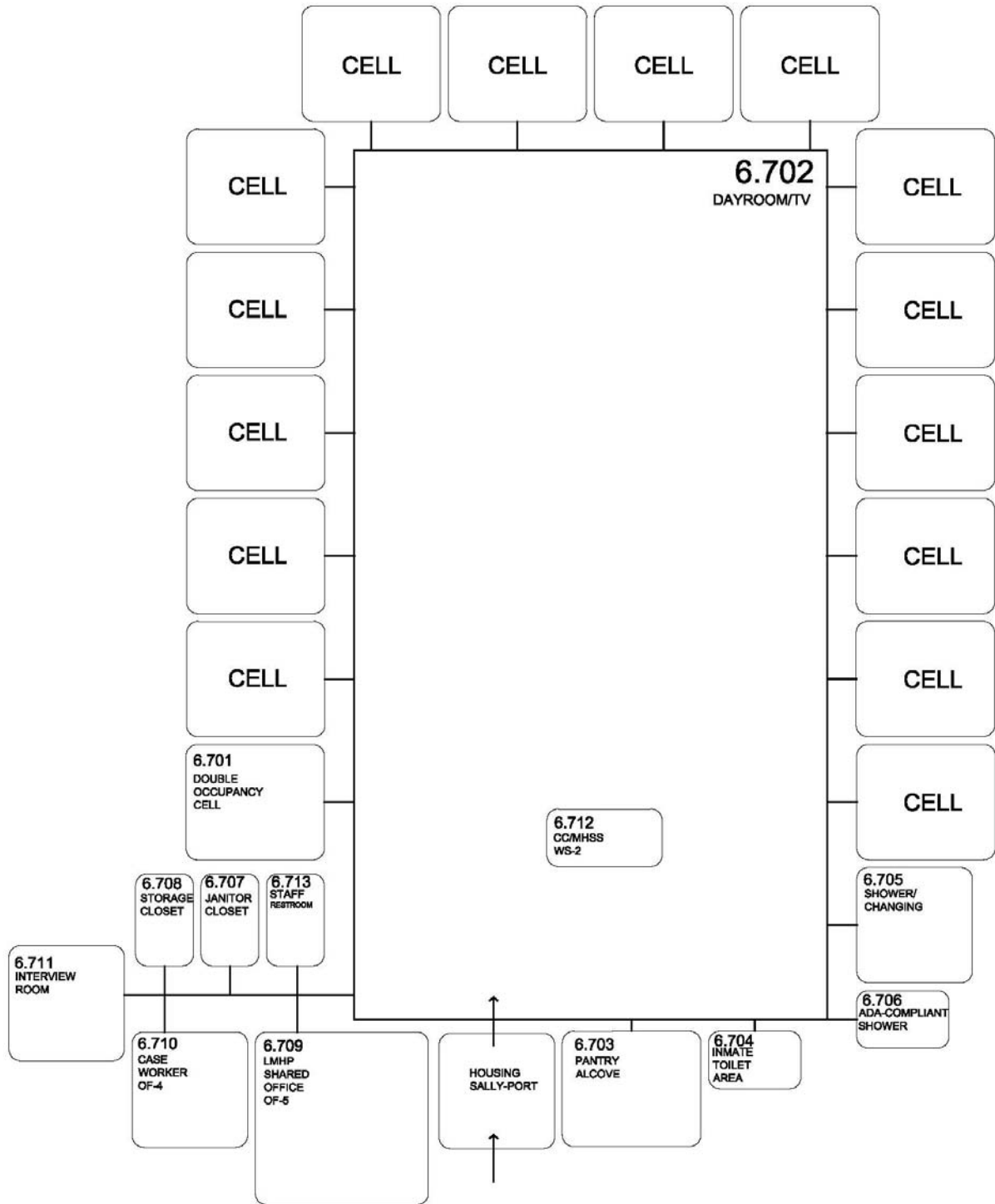
FACILITY REQUIREMENTS



6.600 HOUSING UNIT

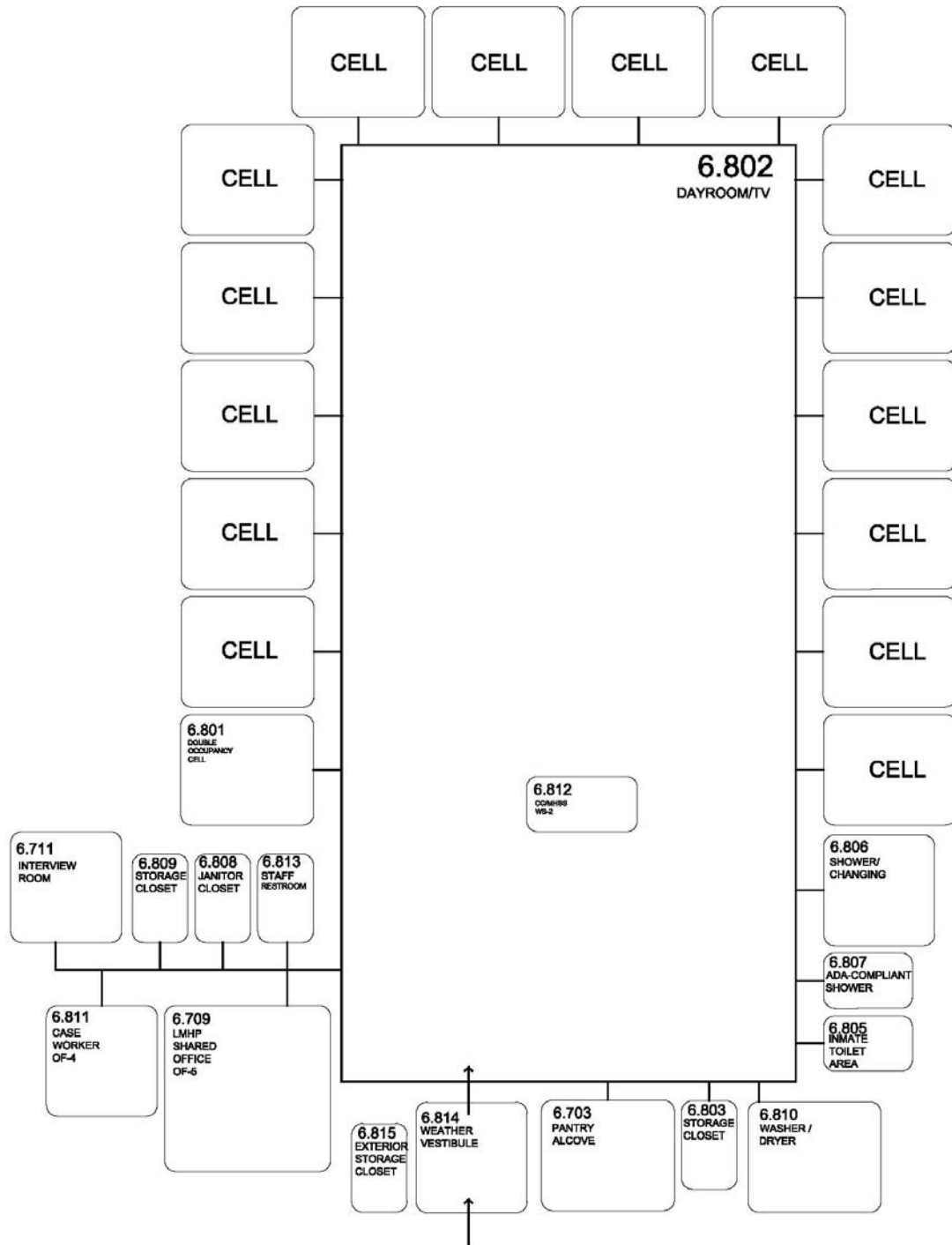


FACILITY REQUIREMENTS



6.700 HOUSING UNIT

FACILITY REQUIREMENTS



6.800 HOUSING UNIT

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FACILITY REQUIREMENTS

*7.000 Health Care*

1. The facility will be equipped for a full range of legally mandated outpatient medical, mental health, optometry and dental care. The subcomponents described below include the clinic space and support spaces required to address the outpatient and direct care necessary for the population. Healthcare should be provided in compliance with HIPAA regulations as well as the American Correctional Association and National Commission on Correctional Health Care.
2. The hours of operation for the clinic will be 7:00 AM -3:30 PM, five days per week (Monday through Friday).
3. The open waiting room will be equipped with CCTV to provide health care education programs while inmates are waiting for care.
4. It is anticipated that electronic medical records (EMR) and electronic medication administration records (e-MAR) will be implemented at NDCS facilities to include the BHTC facility.
5. The NDCS pharmacy will provide medications and other pharmaceuticals to the BHTC facility. It is yet to be determined whether this will be by pick up or courier.
3. Outpatient health care will be provided at the BHTC. It is anticipated there will be 24/7 nursing personnel on-site with appropriate levels of medication technicians to assist with medication administration.
4. MHSS II positions, on duty 24/7, will assist with de-escalation techniques, escort and mental health education.
5. The population selected to be served is likely to be prescribed a number of medications to treat mental health disorders such as depression, anxiety, post-traumatic stress disorder (PTSD), obsessive compulsive disorder (OCD) and stable Bipolar Disorders. In addition, as a result of lifestyle choices, histories of poverty, difficulty accessing medical care in the community, these inmates will also have a number of stable, but chronic, medical conditions such as diabetes, hypertension, asthma, and infectious diseases such as HIV and HCV/Hepatitis C.
6. Medication will be delivered to the living unit, either via a pill line in the living unit or in the clinic or keep on person (KOP),<sup>14</sup> depending on their ability to meet the program objectives toward self-care. A centralized pill line adjacent to the clinic and KOP will be encouraged for all populations. However, medication distribution in the housing areas will be available for those high

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<sup>14</sup> Opportunities to have inmates retain their medication supports reentry and release preparation. The interdisciplinary treatment team will determine which inmates can retain a small supply of medication on their person.

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FACILITY REQUIREMENTS

- security inmates who are restricted by their ITP from moving to the centralized pill line.
7. Inmates who are being treated for Hepatitis C will not be admitted to the BHTC until they have completed their course of treatment.
  8. The majority of outpatient health care will be provided in the clinic by appointment. The clinic will provide radiology (with a contracted service – e.g., Mobile X), general medical care, chronic health care clinics, optometry and when necessary trauma response and minor procedures. When necessary, sick call and triage will occur in the shared support areas for the living units for high security inmates.
  9. Health care administration and support spaces will be provided including office spaces, break room/conference space, medication storage, medical records, medical equipment and supply storage, clean and soiled holding and janitor closet.
  10. There will be one dental chair for emergent and routine care as well as annual examinations. The dental suite will have the appropriate support spaces to provide required dental services.
  11. The use of telemedicine with other NDCS or community-based providers will be encouraged to decrease the need for escorted community based care. It is anticipated psychiatric medication appointments will be via telepsychiatry. Legislation currently requires that inmates can refuse telepsychiatry options for the alternative of face-to-face contact with a psychiatrist. For this lower cost option to occur, legislation changes may be required to avoid inmates having to be returned to another institution to receive treatment.<sup>15</sup>
  12. Individual and group intensive outpatient mental health and substance abuse treatment will be delivered either on the living unit, in the clinic, or in designated program spaces depending on the ability of the inmate to meet the treatment objectives and control behavior.
  13. Licensed Mental Health Practitioners (LMHP) will have assigned office space in the high security risk/ high need and moderate need living units.
  14. SNF level care will not be provided. Inmates in need of this level of care will be transferred to the Nebraska Reception and Treatment Center for this

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<sup>15</sup> Nebraska statute 71-8504 states that the Nebraska Telehealth Act does not "... (3) limit a patient's right to choose in-person contact with a health care practitioner for the delivery of health care services for which telehealth is available".

Nebraska statute 71-8505 refers to information that must be given to patients about telehealth and states they must be given "(a) A statement that the patient retains the option to refuse the telehealth consultation at any time without affecting the patient's right to future care or treatment...".

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FACILITY REQUIREMENTS

level of care. This transfer will not disqualify the inmate for future treatment at the BHTC unless the health condition cannot be managed at the BHTC.

15. Those who have acute, subacute and serious persistent mental illness (SPMI) with active symptoms will not be provided mental health care at the BHTC. These inmates will be treated at Nebraska Reception and Treatment Center and will be provided reentry services by the NDCS behavioral health staff.
16. Recognizing this population does have complex behavioral health issues, some members of the population may have periods of destabilization and increased mental health symptoms who will require transfer to the Nebraska Reception and Treatment Center for stabilization in the acute or subacute treatment units. This transfer will not disqualify the inmate for future treatment at the BHTC unless the mental health condition cannot be managed at the BHTC.
17. Recognizing that intensive outpatient treatment can elicit suicidal thoughts, short term suicide watch will be provided as the BHTC. If the suicide risk persists beyond 72-96 hours, a clinical decision may require the inmate to move to the Nebraska Reception and Treatment Center or other facility for continued treatment. This transfer will not disqualify the inmate for future treatment at the BHTC unless there is a persistent risk of suicide.
18. Treatment planning will be completed by a multidisciplinary treatment team consisting of psychiatry and other physicians, psychology, LMHPs, social workers, nursing staff, MHSS IIs and corrections professionals. Space for medical records and a medical records clerk will be provided in the clinic area. The use of electronic medical record technology will increase the efficiency of treatment planning scheduling, tasks, and updating the treatment plans.
19. The medical records clerk will be responsible for scheduling health care appointments. The use of integrated EMR technology will increase the efficiency and accuracy of this task.
20. The pharmacy tech will complete all tasks related to ordering medications from the pharmacy, receipt of medications, stocking medications both within the medication storage room and medication carts that are transported to the living units, and returning unused medications to the pharmacy. These tasks will be enhanced by the technology used by the pharmacy, the EMR, and the e-MAR.
21. The clinic will be staffed by a Licensed Practical Nurse.
22. Optometry services will be provided four hours a week.

FACILITY REQUIREMENTS

**Table 7.000 Health Care  
Architectural Program**

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
7.000	<b>HEALTH CARE</b>					
7.100	<b>OUTPATIENT MEDICAL/MENTAL HEALTH CLINIC</b>					
7.101	Open Waiting	20	1	15 /person	300	Cabling for future medical programs viewing.
7.102	Pill Lines	20	2	20 /area	40	2 pill lines adjacent to medication storage
7.103	Inmate Restroom	1	1	50 /area	50	ADA accessible; wall-mounted water fountain outside of rest room;
7.104	Officer's Desk	1-2	1	40 /area	40	-
7.105	Reception and Nursing Station	2	1	150 /area	150	To provide direction to the Inmates; to review and note orders for implementation. Central hub area of the clinic. Wired/wireless access to EMR
<i>Outpatient Medical Clinic</i>						
7.106	Medication Storage	3-4	1	300 /area	300	Adjacent to waiting area; two securable medication distribution windows; sink, shelving, counter space, double secured narcotics cabinet, cabinets, cart storage and staging area, 1 refrigerator with freezer compartment; includes wired/wireless access to EMR and EMAR from workstation with desk, chair, computer, and access to printer/fax. Storage for up to 4 medication carts.
7.107	General Exam Room #1 incorporating specialty care: Radiology	1-2	1	120 /area	120	Privacy curtains; exam table, wall mounted diagnostic equipment, workstation station with access to EMR and telemedicine; sink; lockable cabinets. Also designated for specialty care for x-rays, for use of a portable x-ray with wall mountings
7.108	General Exam Room #2 incorporating specialty care: Phlebotomy and Other Lab Specimens	1-3	1	120 area	120	General exam room, exam table, wall mounted diagnostic equipment, workstation with access to EMR and other data; sink; lockable cabinets. Equipped for lab specimen collection; centrifuge; eye-wash station; emergency pull-shower; counter space, locked cabinets, refrigerator with freezer, shelving for storing reagent strips, vacuum tubes and sharps. Wall pass-through room adjacent Inmate restroom.

**FACILITY REQUIREMENTS**

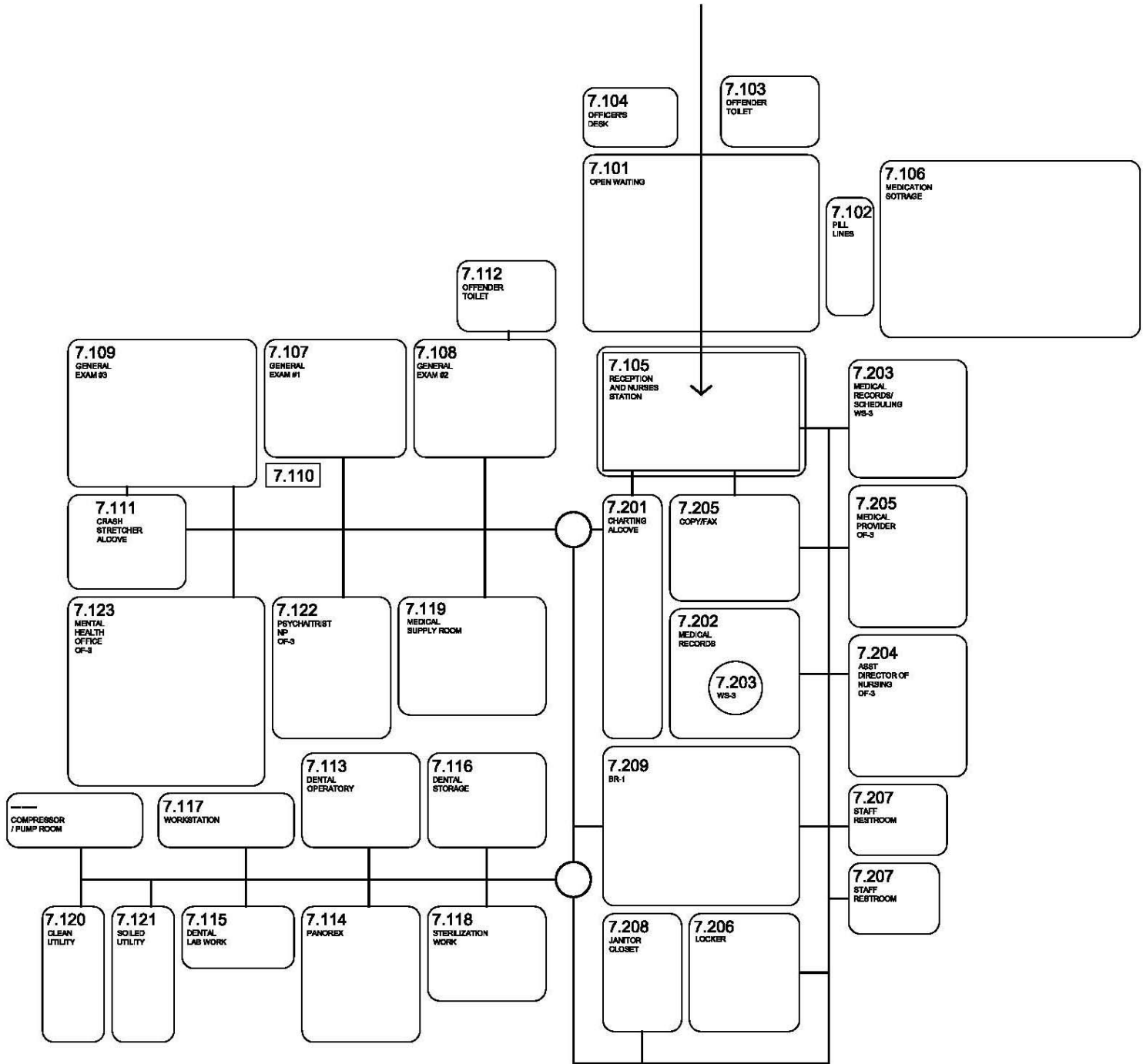
No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
7.109	General Exam Room #3 Incorporating Specialty Care: Trauma and Minor Procedures; Optometry	1-3	1	200 /area	200	General exam room, exam table, wall mounted diagnostic equipment, workstation with access to EMR; sink; lockable cabinets. Privacy curtains; plastic chair. In addition to general exam rooms will be used for trauma care, minor procedures, and optometry. Sized for an examination table that can be access from all four sides. Lockable storage for sutures, wound care and orthopedic injury supplies. Sufficient space for crash cart, EKG machine and AED. Overhead emergency lighting. Portable Oxygen and suction.
7.110	Eye Wash Station	-	1	5 /area	5	Wall mounted station adjacent to exam rooms.
7.111	Crash cart/stretchers/backboard Alcove	-	1	80 /area	80	Located adjacent to trauma exam room; Outlets
7.112	Inmate Restroom	1	1	50 /area	50	ADA compliant adjacent to exam room #2 and with pass through to lab.
7.113	Dental operatory	2	1	80 /area	80	1 Chair dental exam for annual exams and emergent care
7.114	-Panorex	1	1	85 /area	85	Located in Dentistry Suite
7.115	-Dental Lab/Work Area	1	1	50 /area	50	Located in Dentistry Suite
7.116	-Dental Storage	1	1	80 /area	80	Located in Dentistry Suite
7.117	-Dentist Workstation	1	1	64 /area	64	Workstation
7.118	-Sterilization Work	1	1	80 /area	80	"Clean" and "dirty" instrument preparation
7.119	-Compressor/Pump Room		1	80 /area	80	Compressor; vacuum pumps; sound attenuation.
7.120	Medical Supply Room		1	120 /area	120	Sized for equipment and supplies with appropriate shelving; O2 tanks storage; secure room.
7.121	Clean Utility		1	50 /area	50	Icemaker, sink, shelving, storage.
7.122	Soiled Utility	-	1	50 /area	50	Includes enclosed area for temporary biohazard waste holding;
<i>Outpatient Mental Health Areas</i>						
7.123	Psychiatrist/ Psych NP / Psychologist	2-4	1	120 /area	120	OF-3; equipped with telemedicine.
7.124	Mental Health Practitioner Supervisor	2-4	1	120 /area	120	OF-3; equipped with telemedicine.
<b>Subtotal Net Square Feet</b>					<b>2,434</b>	
<b>Grossing Factor</b>					<b>1.40</b>	
<b>Subtotal Gross Square Feet</b>					<b>3,408</b>	
<b>Subtotal Exterior Square Feet</b>					<b>(0)</b>	
<b>7.200</b>	<b>MEDICAL ADMINISTRATION AND SUPPORT SPACES</b>					
7.201	Charting Alcove	2-4	1	100 /area	100	Charting space with workstations; storage for forms; telephone; can be used for reporting.

FACILITY REQUIREMENTS

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
7.202	Medical Records	1	1	150 /area	150	Workstation, scanner and access to printer/fax
7.203	Medical Records and Scheduling Workstation	1	1	48 /wkstn	48	WS-3; located within Records
<i>Administrative Offices</i>						
7.204	Assistant Director of Nursing	1	1	120 /office	120	OF-3
7.205	Medical Provider	1	1	120 /office	120	OF-3
7.205	Copy/Printer/Fax Alcove	1-2	1	100 /area	100	Copier, fax, shelving and storage for office supplies adjacent to medical records.
<i>Shared Areas</i>						
7.206	Lockers	1-2	1	100 /area	100	For coats, back-up scrubs; all other personal items will stay in the staff locker room
7.207	Staff Restroom (M/F)	1	1	50 /area	50	ADA accessible; sized for half height lockers, privacy for exposure; emergency shower; eyewash.
7.208	Janitor's Closet	1	1	40 area	40	Hopper sink, mop rack, broom rack, and space for limited cleaning supplies or dilution dispensers, along with mop buckets. Excellent ventilation must be provided to allow wet mops to dry without mildewing. There should be glazing on the door for easy viewing inside.
7.209	Small Conference /Break Room/Pantry/Coffee	1-10	1	250 /area	250	BR-1
<i>Subtotal Net Square Feet</i>					<i>1,078</i>	
<i>Grossing Factor</i>					<i>1.25</i>	
<i>Subtotal Gross Square Feet</i>					<i>1,348</i>	
<i>Subtotal Exterior Square Feet</i>					<i>(0)</i>	
<i>7.000 Total Interior Net Square Feet</i>					<i>3,512</i>	
<i>7.000 Total Interior Gross Square Feet</i>					<i>4,755</i>	
<i>7.000 Total Exterior Square Feet</i>					<i>(0)</i>	



FACILITY REQUIREMENTS



7.000 INTAKE AND RELEASE

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FACILITY REQUIREMENTS

*8,000 Visitation*

1. Inmates will be afforded a full range of visitation options. Contact visitation will be the preferred option, as these inmates will be actively involved in programming while at the facility. Video visitation will be available so inmates' visitors will not have to travel to Hastings for all visits and inmates whose behavior or health care status determines otherwise.
2. Given the anticipated decreased volume of visitors to the BHTC and the lower number of inmates, the visiting room will be sized for as many as 50 persons (approximately 20 inmates and their visitors, assuming an average of one or two visitors per resident) at one time. Visitors may be required to wait in the clean waiting area until space is available if the total number of inmates and visitors exceeds 50. Inmates will be pat searched and searched via metal detector prior to entering the visiting area. Inmates will undergo an unclothed search upon completion of the visit and prior to return to housing.
3. Parole hearings are anticipated to be conducted on site at the BHTC. Parole hearings will be scheduled at times other than standard visitation times. Attendees may include five parole board members, the inmate and his representative/case worker, parole staff, victim, family members, the public, and potentially the media. A designated room will be provided for these hearings. The space will be set up for video conferencing as parole reviews can be conducted via video.
4. Family reunification programming is essential to a successful community reentry. The program will focus on clinical intervention by a mental health treatment provider and will be held in an informal normative environment. This space will be observable from a shared office that can be used by various professional participating in the family reunification program.
5. Victims' reconciliation may be held in the visiting room. This program will be held in conference space, and advanced scheduling must be provided.
6. A vending area will be provided for visitors and the inmates. The vending area will include a microwave and counterspace. Appropriate flooring (e.g., tile) is required along with drainage in the event of spillage.
7. The janitor closet for this component should be located in close proximity to the vending area.
8. A children's play area will be located in close proximity to the family reunification area/observation room and the contact visiting room. Parents are expected to supervise their children when they are using the child play room. Ideally, toys will be donated by a local charity to avoid any cost to the State.

FACILITY REQUIREMENTS

9. A screened, outdoor area will be provided for family gatherings as scheduled upon approval of the warden.
10. A custody staff work station will be located within this component to receive visitors and verify members of the public prior to allowing visitors to leave the area.
11. CCTV coverage will be provided in the visiting room. Monitoring of the cameras will be conducted in central control where a correctional officer will be stationed during visiting periods. Any concerns regarding the activities observed will be reported to the lead central control officer for further action.

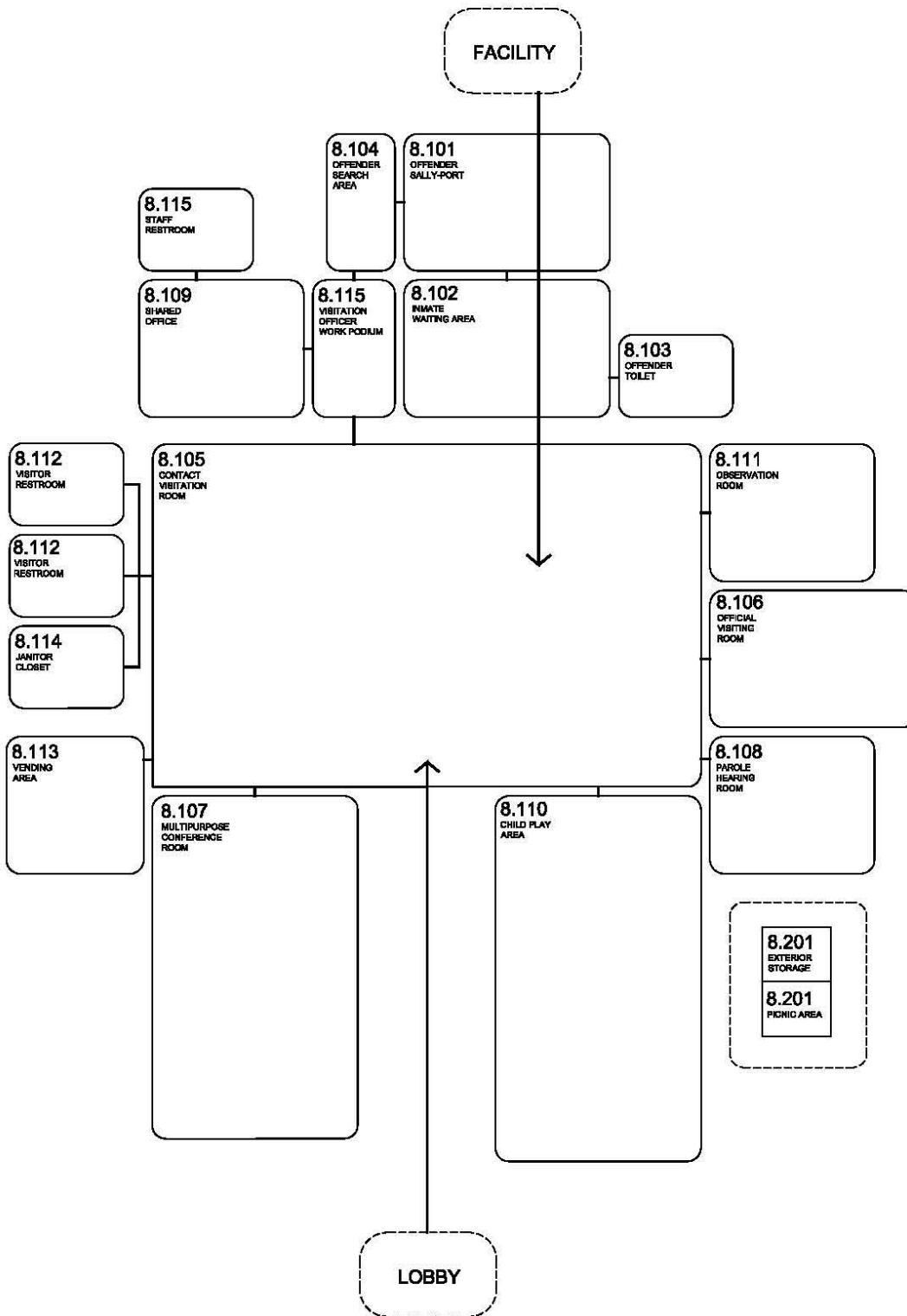
**Table 8.000 Visitation  
Architectural Program**

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
8.000	<b>VISITATION</b>					
8.100	<b>CENTRAL VISITATION</b>					
8.101	Inmate Sallyport	1-10	1	150 /area	150	Wall-mounted coat rack/hooks
8.102	Inmate Waiting Area	10	1	150 /area	150	Pre/post search waiting; bench seating; coat rack/hooks.
8.103	Inmate Toilet	1	1	50 /area	50	Enclosed, ADA compliant; lockable; sized for officer observation; lockable cabinet.
8.104	Inmate Search Area	1-3	2	50 /alcove	100	Bench seating and 4 search/changing alcoves; space for laundry cart.
8.105	Contact Visitation Room	50	1	20 /person	1,000	ADA-compliant; low tables, loose chairs; cabinets for storage.
8.106	Official Visiting Rooms	1-4	1	150 /area	150	Table and loose chairs; glazing, sound attenuation measures.
8.107	Multipurpose Conference Room	12	1	25 /person	300	Table and loose chairs; glazed walls to contact visiting to enhance visibility; sound attenuation measures; video conferencing.
8.108	Parole Hearing Room	20	1	400 /area	400	Cabling for video conferencing.
8.109	Shared Office	1	1	120 /office	120	OF-3
8.110	Child Play Area	8-10	1	400 /area	400	Colorful matting and cubbies.
8.111	Observation Room	1-2	1	120 /area	120	
8.112	Visitor Restrooms (M/F)	1	2	50 /area	50	ADA-compliant; baby changing station; locked-opened by visitation officer.

FACILITY REQUIREMENTS

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
8.113	Vending Area	2-4	4	25 /vending	100	
8.114	Janitor closet	-	1	40 /area	40	Slop sink, mop racks, ventilation
8.115	Visitation Officer Work Podium	1	1	60 /area	60	Centrally located to facilitate visibility of entire visiting space and sallyport; telephone or paging system.
8.116	Staff Restroom	1	1	50 /area	50	ADA-Compliant
<i>Subtotal Net Square Feet</i>					<b>3,240</b>	
<i>Grossing Factor</i>					<b>1.40</b>	
<i>Subtotal Gross Square Feet</i>					<b>4,536</b>	
<b>8.200 OUTDOOR AREA</b>						
8.201	Exterior Storage Closet	-	1	20 /room	20	Storage for shovels and other weather equipment; CCTV coverage.
8.201	Picnic Area	20	1	750 /area	(750)	Picnic tables, adjacent to contact visiting area
<i>Subtotal Net Square Feet</i>					<b>20</b>	
<i>Grossing Factor</i>					<b>1.00</b>	
<i>Subtotal Gross Square Feet</i>					<b>20</b>	
<i>Exterior Square Feet</i>					<b>750</b>	
<i>8.000 Total Interior Net Square Feet</i>					<b>3,260</b>	
<i>8.000 Total Interior Gross Square Feet</i>					<b>4,556</b>	
<i>8.000 Total Exterior Square Feet</i>					<b>(750)</b>	

FACILITY REQUIREMENTS



8.000 VISITATION

FACILITY REQUIREMENTS

*9.000 Programs and Services*

1. There will be a significant focus on treatment programming at the BHRC facility. All inmates are expected to participate in organized programming for at least 4-6 hours per day. Inmates who are of a lower risk are expected to participate in programming for eight hours daily.
2. A program coordinator will oversee the programming at the BHTC and will participate in discussions regarding the implementation of new programs. All exercise, library and other staff noted in this component will report directly to the program coordinator.
3. Caseworkers, who are decentralized to the living units, will work closely with LMHP staff to ensure inmate progress is up-to-date and intervention levels are appropriate. Two case managers will supervise the case workers, and will be located in the Programs and Services component.
4. A reentry manager will also be provided to coordinate and expand work opportunities. A social worker will also be located in this component to make appropriate connections with the community and to facilitate activities related to inmates and access to their families. The reentry manager, social workers, along with the other staff in the Programs and Services component will be located in a suite. Along with the offices, a small conference room, printer alcove, staff restrooms and janitor closet will be provided.
5. All movement will be via pass, in clusters or escorted as directed in the individual treatment plan.
6. Organized programming is expected to operate at least eight hours per day if not longer. Programming spaces will be both centralized and decentralized and will typically include structured programming. The programming spaces are sized to accommodate a potential future population of 300 inmates. Table 4 below outlines how these inmates may be programmed at any time during the day or evening to meet their individual treatment plan requirements.

**Table 4  
 Programs and Activities Summary**

Population		
Inmate Workforce	54	2 Laundry; 10 Custodial; 30 Kitchen; 4 Landscaping; 6 Maintenance; 2 Recycling
Structured Exercise and Activities	72	10 Hobby Crafts; 6 Music; 12 Spiritual Programming; 4 Dayroom Activity; 10 Library; 15 Indoor Exercise; 15 Outdoor Exercise
Academic Education	35	25 Academic programming (10-12) each 10 post-secondary (likely on-line)

FACILITY REQUIREMENTS

Population		
Intervention Programs	135	Family Connection/Reunification; Therapeutic Treatment, Substance Abuse Treatment, and Life Skills, Dialectical Behavior Therapy (DBT)
Vocational Education	24	4 Horticulture; 6 Building Trades; 6 Culinary Arts <sup>16</sup> , 4 Inmate medical assistant, 4 Keyboarding

7. Televisions can be purchased through canteen or brought with the inmate's property upon transfer. Inmates in High Security/High Treatment Need housing will be afforded access to television via an inset television in their cell. Inmates who have not purchased a television may be provided only education and news programming.
8. Interview rooms will be provided in all housing units; each will be cabled for video conferencing. Interview rooms will also be provided in the high security shared area.
9. Decentralized, small group rooms will be provided for inmates who require more intensive supervision or treatment intervention. These group rooms, though planned for no more than 4 -6 at the higher security level and 8-10 at the lower security levels, will be planned for the extra space that may be required for this population.
10. Centralized group rooms will be provided for inmates who are progressing through their treatment plan and can participate in larger group programming. To the degree feasible the group rooms will be located in strategic areas to decentralize some of the spaces even though inmates from varying areas may receive programming in these areas.
11. CCTV will be cabled in all classrooms and group rooms for structured programming.
12. Academic education will be a central focus of the BHTC. Inmates who have not completed high school equivalent will be expected to participate in academic programming. As such both a library and classrooms will be located in the central Programs and Services component. The library will be sized to accommodate a variety of academic, legal, fiction and non-fiction volumes. Inmates will be permitted to schedule time to use computers or read in a small seating area as part of their structured programming.
13. Three classrooms will be provided for academic programming. The classrooms are expected to be used throughout the day for special education, high school level course and potentially some vocational

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<sup>16</sup> Central Community College and Hastings College currently have these programs.

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FACILITY REQUIREMENTS

classroom training. A shared storage room for education materials will be located adjacent to the classrooms.

14. A multi-denominational religious center will be required to accommodate all spiritual needs. A religious coordinator will oversee all of the religious programming available at the institution. One shared office for spiritual leaders to handle administrative issues is sufficient for this population. Lockable cabinets for storing items specific to each denomination will be provided in the religious center.
15. The outdoor exercise area will accommodate various exercise activities including a walking/running path, net games, basketball and space horticulture programming. Ideally, much of the programming will support team activities to support reentry initiative and social skill development.
16. Given the likely impulsiveness of the inmate population, activities that involve major muscle exercise and cardiovascular activities will be encouraged year-round. Given the winter weather conditions; the indoor gymnasium is expected to be a primary location for inmates to be involved in structured and productive physical activity. The indoor exercise area will be sized for half-court basketball and exercise equipment, but not free weights.
17. Accessible from the gymnasium, to enhance visibility, will be a hobby crafts room with work benches and sinks for various hobby crafts. Extra outlets will be required in this area. A storage closet for equipment and non-secure tools will be accessible from the hobby crafts room.
18. A music room will be provided. Although musical instruments may be donated to the institution, inmates may be permitted to have their personal instruments brought into the institution or purchased through canteen upon approval of the warden. A hair care area will be provided both for inmates to have their hair cut and to provide for vocational programming.
19. Roving correctional corporals will monitor the activities in the gymnasium and ancillary areas. The exercise and activities program will be coordinated by a recreation specialist who will be provided an office in this area.
20. Inmates will order canteen via the living unit kiosk, and will go to canteen to pick up their purchases. Inmates who are not able to attend centralized programming may have their canteen brought to their housing unit. The canteen will initially be delivered and staged in the warehouse. It will then be delivered via van to the canteen room that will be lined with shelving so that canteen orders can be filed alphabetically or by living unit.



FACILITY REQUIREMENTS

Table 9.000 Programs and Services  
Architectural Program

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
9.000	<b>PROGRAMS AND SERVICES</b>					
9.100	<b>ADMINISTRATION</b>					
9.101	Programs Coordinator	1	1	200 /office	200	OF-2
9.102	Case Manager	1	3	100 /office	300	OF-4
9.103	Social Worker	1	2	120 /office	240	OF-3
9.104	Reentry Coordinator	1	1	120 /office	120	OF-3
9.105	Printer/Copier Alcove	1	1	50 /area	50	Copier, printer, fax, worktable, hanging folders for incoming/outgoing mail
9.106	Conference/Break Room	6	1	200 /area	200	CF-3; adjacent to beverage station.
9.107	Work/Break Room	3-5	1	150 /wkstn	150	Workstations, chairs, computer, phone, coffee station, sink, counter.
9.108	Staff Restroom	1	1	50 /area	50	ADA accessible
9.109	Janitor Closet	-	1	20 /area	20	Slop sink, mop racks, ventilation
<i>Subtotal Net Square Feet</i>					<b>1,330</b>	
<i>Grossing Factor</i>					<b>1.25</b>	
<i>Subtotal Gross Square Feet</i>					<b>1,663</b>	
9.200	<b>CENTRAL PROGRAMS</b>					
<i>Library Resource Room</i>						
9.201	Librarian Workstation / Reception	1	1	40 /area	40	Computer.
9.202	Librarian Workroom/Book Storage	1-3	1	100 /room	100	Temporary book storage; counterspace for marking books; space for book cart; WS-3.
9.203	Open Shelving	10	1	800 /area	800	Bookshelves against walls or no more than 5' high for visibility.
9.204	Reading Area	5	1	20 /person	100	Glazed for visibility; comfortable seating
9.205	Word Processing	1	2	40 /area	80	
9.206	Computer Carrels	1	4	40 /area	160	For viewing and listing to CDs and DVDs; access to legal library materials.
<i>Academic Classrooms</i>						
9.207	Academic Classrooms	10	3	32 /person	960	Includes teacher desk; wired for video conferencing and computer hook ups located in the floor.
9.208	Storage Room	-	1	50 /area	50	Locked room; shelving

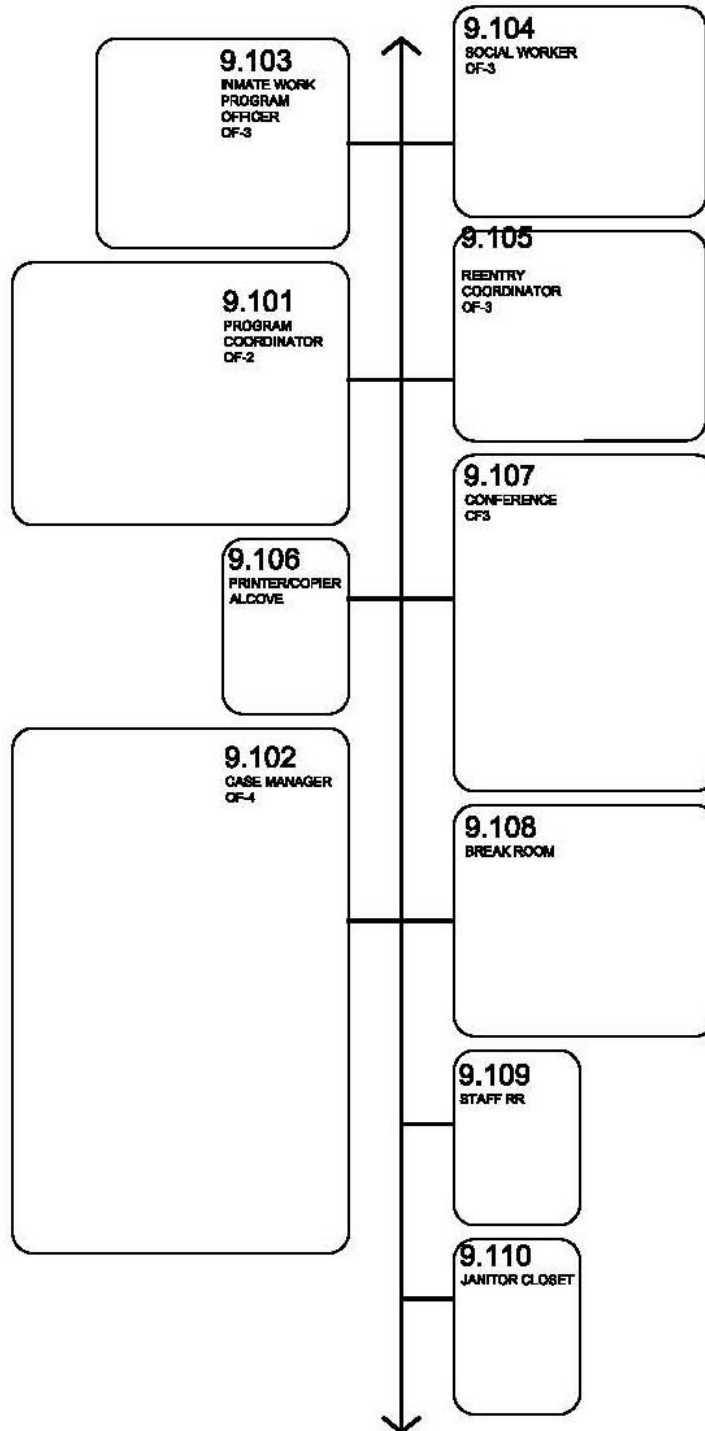
FACILITY REQUIREMENTS

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
<i>Subtotal Net Square Feet</i>					<b>2,290</b>	
<i>Grossing Factor</i>					<b>1.30</b>	
<i>Subtotal Gross Square Feet</i>					<b>2,977</b>	
<b>9.300</b>	<b>RELIGIOUS CENTER</b>					
9.301	Religious Center	20	1	15 /pers + 100 sf	400	Multi-use Area
9.302	Religious Coordinator	1	1	120 /office	120	OF-3
9.303	Religious Article Storage	-	1	50 /area	50	Lockable storage cabinets for each denomination.
9.304	Chaplain Office	1	1	100 /office	100	OF-4
9.305	Interview Room	1-4	1	100 /room	100	
9.306	Staff Restroom	1	1	50 /area	50	ADA accessible
9.307	Inmate Restroom	1	1	50 /area	50	ADA accessible; wall-mounted water fountain outside of rest room
9.308	Janitor Closet	-	1	20 /area	20	Slop sink, mop racks, ventilation
<i>Subtotal Net Square Feet</i>					<b>890</b>	
<i>Grossing Factor</i>					<b>1.30</b>	
<i>Subtotal Gross Square Feet</i>					<b>1,157</b>	
<b>9.400</b>	<b>INDOOR ACTIVITIES AREA</b>					
9.401	Indoor Gymnasium	10-20	1	3,000 /area	3,000	Half-court basketball; exercise and weight equipment
9.402	Exercise Equipment Storage Room	-	1	100 /area	100	
9.403	Hobby Crafts Room	10	1	350 /area	350	Work tables, two sinks w/ plaster traps.
9.404	Hobby Equipment Storage	-	1	20 /area	20	
9.405	Multi-Purpose/Music Room	6	1	30 /pers.+60	240	Sound attenuation measurers; lockable cabinets outlets for recording equipment.
9.406	Hair Care Waiting	2	1	15 /person	30	Located within Hair Care Shop
9.407	Hair Care Shop	2	1	100 /chair	100	Hair washing sink; lockable cabinets; stylist chair; outlets for dryers, irons, etc.
9.408	Recreation Specialist	1	1	100 /office	100	OF-4
9.409	Canteen Alcove	1-10	1	200 /area	200	Work counter; computer; waiting area outside of canteen for 10.
9.410	CC/MHSS Workstation	1-2	1	64 /area	64	WS-2
9.411	Staff Restroom	1	1	50 /area	50	ADA accessible
9.412	Inmate Restroom	1	1	50 /area	50	ADA accessible; wall-mounted water fountain outside of rest room
9.413	Janitor Closet	-	1	20 /area	20	Slop sink, mop racks, ventilation
<i>Subtotal Net Square Feet</i>					<b>4,324</b>	
<i>Grossing Factor</i>					<b>1.30</b>	

FACILITY REQUIREMENTS

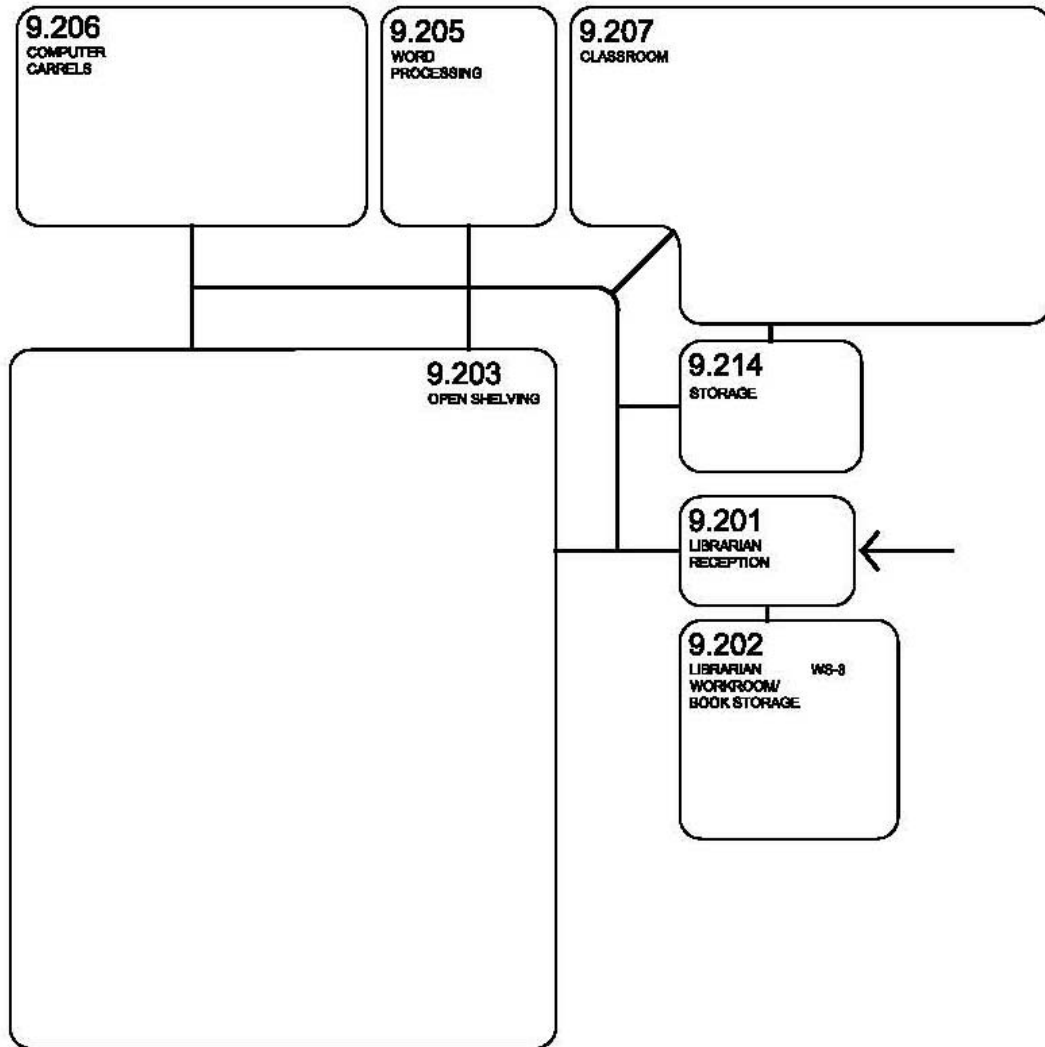
No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
<i>Subtotal Gross Square Feet</i>					<i>5,621</i>	
9.600	EXTERIOR SPACES					
9.601	Outdoor Exercise	-	1	20000 /area	(20,000)	Paved walking trail with center line; space for net sports, space for horticulture program; sweat lodges
9.602	Exercise Equipment Storage	-	1	200 /area	200	Secure storage
<i>Subtotal Net Square Feet</i>					<i>200</i>	
<i>Grossing Factor</i>					<i>1.10</i>	
<i>Subtotal Gross Square Feet</i>					<i>220</i>	
<i>Subtotal Gross Exterior Square Feet</i>					<i>20,000</i>	
<i>9.000 Total Interior Net Square Feet</i>					<i>9,034</i>	
<i>9.000 Total Interior Gross Square Feet</i>					<i>11,638</i>	
<i>9.000 Total Exterior Square Feet</i>					<i>(20,000)</i>	

FACILITY REQUIREMENTS



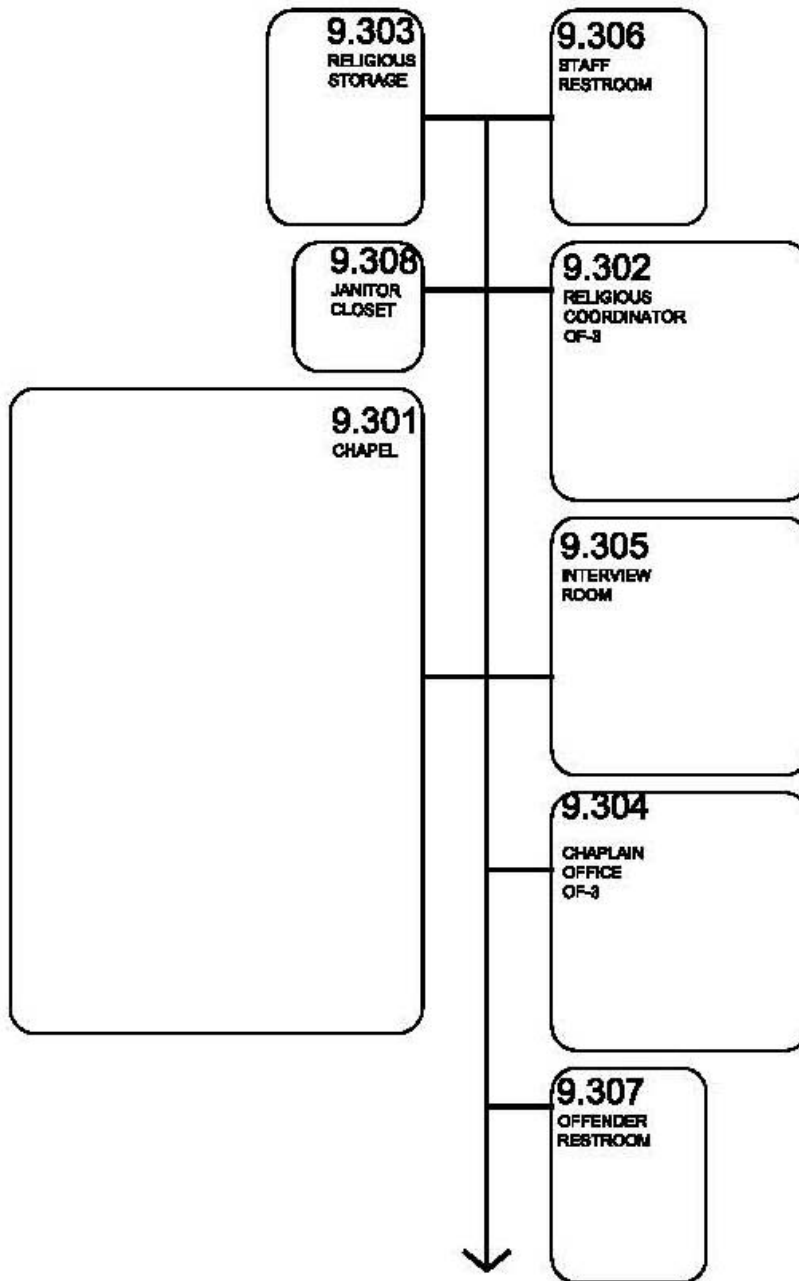
9.100 PROGRAM ADMINISTRATION

FACILITY REQUIREMENTS



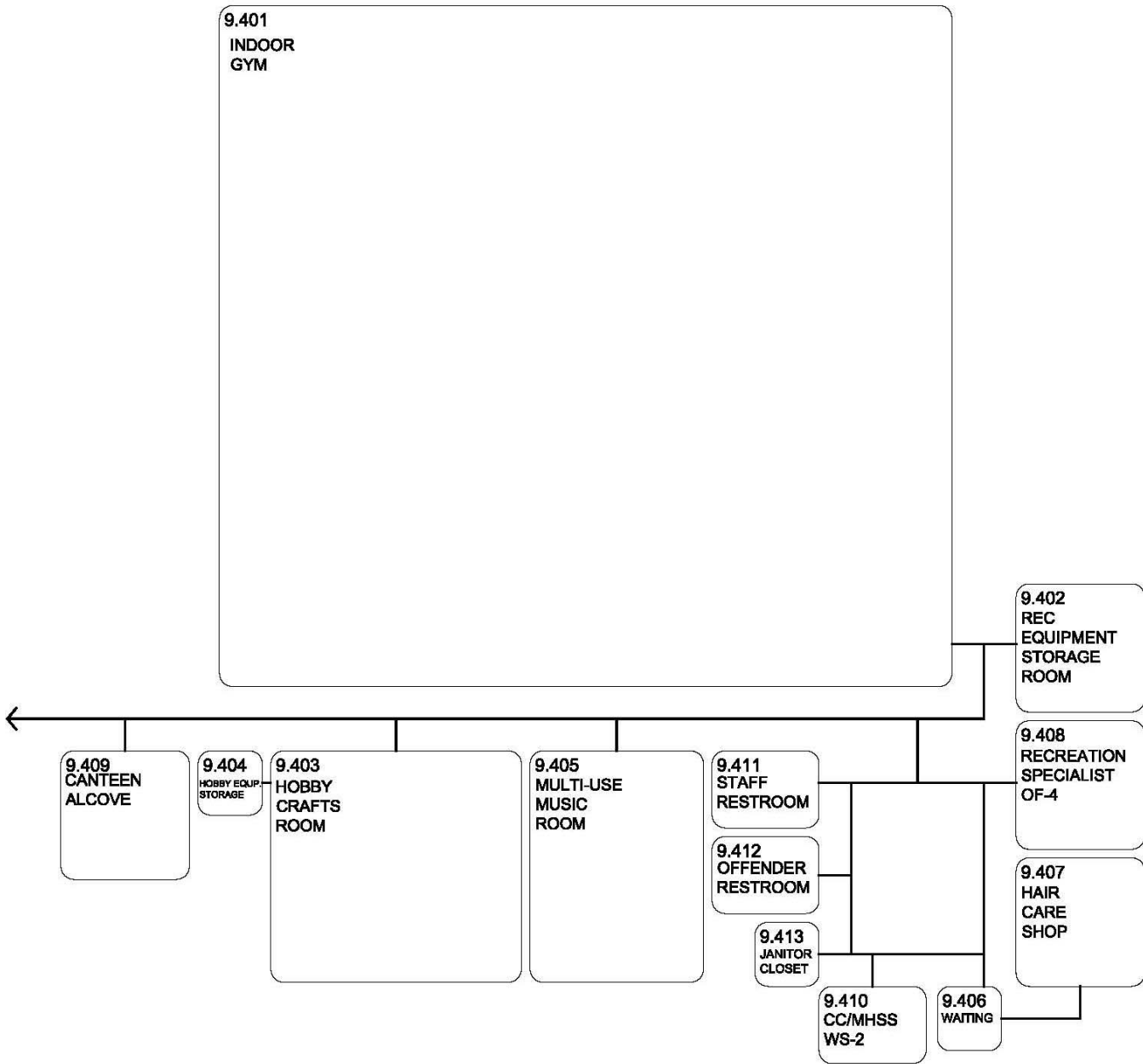
9.200 CENTRAL PROGRAM

FACILITY REQUIREMENTS



9.300 RELIGIOUS SERVICE

FACILITY REQUIREMENTS



9.400 INDOOR ACTIVITIES

### *10.000 Food Service*

The BHTC Food Service operation will be responsible for preparing and serving three meals per day for a proposed inmate population of approximately 200, plus staff. Consideration in design should allow for an expanded census of up to 300 inmates. The inmate population is diverse; almost all are capable of eating in a common dining space with the exception of approximately 16 inmates which will be fed in a special/observation living unit via pre-portioned meal trays.

Another important project is also contained on the Hastings campus, the Juvenile Chemical Dependency Unit. Should funding and schedules for both projects coincide, it may be prudent to consolidate the production capabilities of the food service operation into one facility.

With the populations noted above, the total number of meals to be prepared daily will be in the range of 800-1,000. It has been determined that the best arrangement for BHTC dining is to provide two dining rooms each with a seating capacity of 70 inmates. Both dining rooms should allow adequate space to avoid close contact. A few inmates may need to be fed in their units' dayroom, as may be necessary for health or other reasons.

The general flow of food service products into the complex will start with products being received into a central warehouse which is located outside the secure perimeter. This warehouse will also serve as storage and processing of non-food supplies for the facility. The food service portion will provide space for "Opportunity Buys" and will be capable of maintaining a 4-8 week supply of refrigerated, frozen, dry food storage and paper products.

From the central warehouse, food will be transported through the secure perimeter into the receiving area adjacent to the main kitchen. From there, products will be loaded into walk-in coolers, walk-in freezer and dry storage; internal wire mesh partitions within these spaces will prevent kitchen inmate-workers from accessing the receiving area. Doors on the kitchen-side of these spaces will afford access to the authorized products and supplies for use in the Main Kitchen.

#### General Kitchen Design Considerations

The Corrections Institutional Kitchen is one of the hardest-working areas in the facility. All construction and finish components should be selected for their durability, longevity and ease of maintenance. Floor materials should be seamless; either urethane/resin or heat-welded sheet material, and the flooring should be covered up the walls a minimum of 4 inches. Wall finishes should be ceramic tile or stainless-clad, depending on the individual spaces' severity of use. Ceilings should be 10'-12' high and constructed with a suspended aluminum grid and washable, impervious pads, or of painted paperless gypsum board, depending on the space.



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FACILITY REQUIREMENTS

All steel doors and frames in the kitchen area should be galvanized. Steel door frames should have a "hospital stop" detail at the floor to facilitate cleaning.

Floors at the walk-in coolers & freezers should be of insulated slab design, the freezer slab sub-grade should also be ventilated. These slabs must match the elevation of the adjacent receiving & kitchen floors, ramps are not permitted. The exposed walk-in wall panels should be textured stainless steel; ceiling panels can be white, factory-finished galvalume. Bollards or other door-jamb protection devices should be used on the receiving end of the walk-ins, to accommodate pallet-jack loading. Continuous wall wainscoting or horizontal bumpers should be considered both inside and on the exterior face of the walk-in walls to minimize potential damage to the panels.

The kitchen HVAC system should be independent from the rest of the facility and designed to provide a negative-balance at the space. Exhaust systems should feature LED lighting and demand-control ventilation to conserve energy, and have a separate heated and cooled make-up air supply system independent of the hoods. Self-cleaning hood options should also be considered.

All food service equipment shall be institutional-grade. "Prison Package" hardware should be specified for all components when that option is available. Exposed fasteners should be minimal, and be of tamper-proof design where necessary.

#### Component Descriptions

##### Receiving

Food products and kitchen supplies will be transported from the central warehouse to a loading dock-height overhead door entrance at the receiving area. Once checked-in, these products will be stocked into the dry storage, (2) walk-in coolers or the walk-in freezer for storage. These storage areas shall have the capacity for up to a two-week supply of products.

It is reasonable to have this receiving area also function as the centralized receiving space for the entire facility, thus access to areas other than the food service function must be considered. The receiving function shall also include a separate refuse sorting room for trash and recyclable waste. A separate recycling room and can wash area will also be included; all areas will have adequate trench and floor drains to facilitate cleaning. A trash compactor and dumpster corral would occupy exterior space adjacent to the receiving dock. Access to a below-grade, exterior grease interceptor should be made convenient for serving.

##### Food Storage

Food storage spaces will include dry storage with an ingredients room adjacent to the baking/prep area, a walk-in cooler for dairy, eggs and high-theft items, a

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FACILITY REQUIREMENTS

walk-in cooler for meat & produce, and a walk-in freezer. These spaces will be accessed directly and loaded from the receiving room.

Internal to each storage area will be a secure wire mesh partition with a controlled gate that will allow personnel to move products from the receiving room-side of the partition to the kitchen-side of the partition. These gates shall remain locked except when products are moved through them, thus prohibiting inmate kitchen workers access to the receiving room and dock area.

These spaces shall have additional doors at the kitchen-side of the rooms for retrieval of the products by kitchen staff. All walk-in doors shall have vision panels and emergency interior release hardware with alarm-signal to the central security system. Walk-ins shall also include energy-saving features of LED lighting, clear vinyl interior doors and defrost-on-demand refrigeration controls.

#### Bakery

Located adjacent to the dry storage room, this space will include multiple mixers, water meters, a proofer and rotary oven, baker's tables, sheeter and rounder, cooling racks and prep and hand sinks.

#### Cold Food Preparation

This area is utilized for the preparation of vegetables, salad and desserts. Ideally located adjacent to the walk-in cooler, the space will contain prep sinks, tables, slicers, food processors, mixers and reach-in refrigeration.

#### Hot Food Preparation

The largest area of the kitchen functions, this is the main cooking center for the institution. The cooklines will feature demand-velocity exhaust hoods for a variety of appliances: combi ovens, convection ovens, griddles, steam-jacketed kettles, tilting braising pans and steamers. With multiple prep tables for landing space, this area should be adjacent to the dining room servery. A Utility Distribution System (UDS) at the exhaust hoods should be considered to minimize disruption to the utilities at the time of future installation of additional appliances. Full-length floor trench drains with lockable, non-slip grates are recommended in front of all cookline equipment.

#### Secure Utensil Storage

This room serves as the secured area from which knives and other utensils are checked-out to inmate workers. It should be near the security/control deck, as staff accompanies the inmates into the check-out room. This room should also have visual access into it from the control deck.

#### Special Diet Kitchen

Adjacent to the main preparation area, a separate alcove "mini-kitchen" should be considered for the preparation of special meals. This small area would include

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FACILITY REQUIREMENTS

a prep table, prep and hand sinks, reach-in refrigeration, microwave ovens, rice cooker, and secure utensil cabinets.

Also, consideration should be given to a separate prep space to provide the assembly of special medical diets.

#### Cart Assembly

Adjacent to the food production area, this space will function as a small tray-makeup area. With pre-portioned trays only going to 16-20 inmates, only one transport cart may be required. This assembly area will include a prep table with drop-in heated wells, and an adjacent refrigerator. Adequate space for a tray cart and a heated/chilled transport cart needs to be included here, with direct access to a corridor to provide transport to the special living unit. After meal service in the unit, soiled trays will be returned in the transport cart to the warewash room.

**Option:** If food transport to the Juvenile Chemical Dependency Unit is included in the BHTC Program, a separate transport cart would be required, with convenient access to the exterior for transport to the Juvenile Unit.

#### Warewashing

This is the main inmate tray washing area, into which inmates will pass soiled trays from each dining room for scrapping, washing and sanitation. A multi-tank conveyor type dishwasher with associated soiled and clean dishtables is installed here. This room must share a wall with each dining room, with small pass-thru openings from each dining space. A janitor & chemical closet will also be included in this space. This space will also contain adequate room for soiled and clean tray/cart space. Also included here is a separate area for the washing of pots, pans and utensils used in the food prep & cooking operations. This area would include a power-sink, hand sink, hose reel, and clean pan racks. All walls should be ceramic tile or stainless-clad for durability in this area. The floor should be sloped to drains to facilitate cleaning in this area. A separate cart-wash room should be near the warewash area.

#### Servery

A servery space should be located between the main kitchen and each dining room. It will include hot and cold holding equipment from which meal trays are assembled and passed thru to the inmates in the blind-serve program. Equipment will include pass-thru refrigerators and hot holding cabinets, steam tables, clean tray carts, and a hand sink.

From the kitchen side, bulk food is prepared and held in pass-thru heated and refrigerated equipment. The servery workers will take the food products from their side of the pass-thru's, and place it in steam tables or refrigerated serving equipment, from which the individual meal trays are plated.

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FACILITY REQUIREMENTS

Food Service Administration

This area will include individual offices for the director and a central food service office. The director office shall be adjacent to the main Kitchen with visual access and a small workstation alcove should be adjacent to this office.

The centrally-located FS office shall be on a raised deck with wrap-around windows to provide visibility to the entire production & preparation areas. This office will include a manager workstation and one staff assistant workstation.

Inmate & Staff Services

This area will contain multiple spaces to accommodate both inmate workers and FS staff. There will be an inmate check-in kiosk (wall-mounted) outside the inmate shakedown room (pat-search). This area will also include a space for inmate coats and open cubicles for inmates' possessions. The coat/cubicle area should be separated from the general inmate check-in space with an open, wire-mesh partition and a secure gate.

A separate staff locker & toilet area will contain 10-12x15x72 open-mesh lockers, coat hook space, and male & female, ADA, single-use restrooms.

Culinary Training & Multipurpose Room

Adjacent to the main kitchen will be a room to accommodate 12 inmates and other users. This room shall include space for seminar-style tables, counters for prep and induction cooktops, a hand sink, prep sink, refrigerator, u/c dishwasher and secure utensil storage. A projector and screen is required. This space should be near the restroom facilities noted above.

Dining Room Facilities

Two separate dining rooms will accommodate 70 seats each. Each dining room would be "turned" two-three times for each meal service to accommodate the total population. Dining schedules are typically 20 minutes in duration, with a 15-minute interval for clean-up and staging for the next group.

An important element of this facility is to provide "hands-on" training for future job opportunities for the inmates upon release. A potential opportunity to enhance this may be to include a "short-order" food pick-up window in one of the dining rooms. Orders could be placed and picked-up at the window. Food would be prepared at the main cookline. The short-order window would be open for limited hours, and it should have a secure counter shutter, lockable when the window is not being used. Inmates will also have the opportunity to work in the main kitchen's prep/cook/serve functions.

The large dining rooms will utilize the blind-serve and blind-return service style where inmates are passed their food trays through small openings from the servery. Inmates then return the soiled trays through a similar opening into the warewashing room at the end of the meal. Beverage and condiments are

FACILITY REQUIREMENTS

available on the dining room side at a counter adjacent to the blind-serve opening.

Inmate Assistance

It is estimated that approximately 12 inmate workers would be required per shift, or 24-30 total inmates per day.

Table 10.000 Food Service  
Architectural Program

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
<b>RECEIVING</b>						
10.101	Receiving Dock	-	1	230 /area	230	OHD, dock leveler, cushion, floor drains
10.102	Refuse Sorting	-	1	92 /area	92	Hose reel, floor drain
10.103	Can Wash	-	1	81 /area	81	Hose reel, floor drain
10.104	Recycling	-	1	58 /area	58	Hose reel, floor drain
10.105	Trash Compactor	-	1	288 /area	288	Exterior space
<i>Subtotal Net Square Feet</i>					<b>749</b>	
<i>Grossing Factor</i>					<b>1.25</b>	
<i>Subtotal Gross Square Feet</i>					<b>936</b>	
<i>Subtotal Exterior Square Footage</i>					<b>288</b>	
<b>FOOD SERVICE STORAGE</b>						
10.106	Dry Storage	-	1	368 /area	368	High Density Shelving
10.107	Ingredients Room	-	1	92 /area	92	Prep tables, scales
10.108	WIC-Dairy & Eggs	-	1	115 /area	115	Internal partition, shelving, dunnage
10.109	WIC-Produce & Meat	-	1	138 /area	138	Internal partition, shelving, dunnage
10.110	WIF	-	1	230 /area	230	Internal partition, shelving, dunnage
<i>Subtotal Net Square Feet</i>					<b>943</b>	
<i>Grossing Factor</i>					<b>1.25</b>	
<i>Subtotal Gross Square Feet</i>					<b>1,179</b>	
<b>BAKERY</b>						
10.111	Baking Production & Ingredients Room	-	1	138 /area	138	Mixers, Roll-in proofer & rotary oven, sheeter, rounder, cooling racks tables
	Baking Holding	-	1	included	included	Staging area for finished products
<i>Subtotal Net Square Feet</i>					<b>138</b>	
<i>Grossing Factor</i>					<b>1.25</b>	
<i>Subtotal Gross Square Feet</i>					<b>173</b>	
<b>COLD FOOD PREPARATION</b>						
10.113	Prep & Production	-	1	288 /area	288	Prep sinks, tables, slicers, mixers, food processors, refrigeration

FACILITY REQUIREMENTS

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
<i>Subtotal Net Square Feet</i>					<i>288</i>	
<i>Grossing Factor</i>					<i>1.25</i>	
<i>Subtotal Gross Square Feet</i>					<i>360</i>	
<b>HOT FOOD PRODUCTION</b>						
10.114	Prep Area	-	1	230 /area	230	Prep tables, sinks, mixers, processors
10.115	Cookline	-	1	288 /area	288	Combi oven, convection ovens, griddles steamers, kettles, Type 1 exhaust hoods
<i>Subtotal Net Square Feet</i>					<i>518</i>	
<i>Grossing Factor</i>					<i>1.25</i>	
<i>Subtotal Gross Square Feet</i>					<i>648</i>	
<b>N SECURE UTENSIL STORAGE</b>						
10.116	Storage & Check-out	-	1	92 /area	92	Secure door with vision light, knife & blade racks
<i>Subtotal Net Square Feet</i>					<i>92</i>	
<i>Grossing Factor</i>					<i>1.25</i>	
<i>Subtotal Gross Square Feet</i>					<i>115</i>	
<b>SPECIAL DIETS KITCHENS</b>						
10.117	Medical Diet Kitchen	-	1	92 /area	92	Prep tables & sinks, refrigeration, microwaves & ventless oven
10.118	Special Diet Kitchen	-	1	92 /area	92	Prep tables & sinks, refrigerators, microwaves, rice cooker
<i>Subtotal Net Square Feet</i>					<i>184</i>	
<i>Grossing Factor</i>					<i>1.25</i>	
<i>Subtotal Gross Square Feet</i>					<i>230</i>	
<b>PAN &amp; UTENSILS WASHING</b>						
10.119	Washing Area	-	1	See Below		Powersink, clean pan racks, Included in Warewashing
10.120	Chemical Closet	-	1	See Below		Shelving, Included in Warewashing
<b>CART ASSEMBLY &amp; STAGING</b>						
10.121	Cart Assembly	-	1	92 /area	92	Prep table
	Cart Staging	-		Included		Cart storage area
<i>Subtotal Net Square Feet</i>					<i>92</i>	
<i>Grossing Factor</i>					<i>1.25</i>	
<i>Subtotal Gross Square Feet</i>					<i>115</i>	
<b>WAREWASHING</b>						
10.123	Scrapping & Dishwasher Pan & Utensil Washing	-	1	334 /area	334	Conveyor DW, soiled dishtable w/troughs, pulper, hand sinks, cart staging
10.124	Janitor & Chemical Storage	-	1	69 /area	69	Mop sink, shelving
<i>Subtotal Net Square Feet</i>					<i>403</i>	

FACILITY REQUIREMENTS

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
<i>Grossing Factor</i>					<i>1.25</i>	
<i>Subtotal Gross Square Feet</i>					<i>504</i>	
<b>SERVERY</b>						
10.125	Serving & Tray Makeup	-	1	207 /area	207	Hot holding cabinets, refrigeration, steam tables, tray carts
<i>Subtotal Net Square Feet</i>					<i>207</i>	
<i>Grossing Factor</i>					<i>1.25</i>	
<i>Subtotal Gross Square Feet</i>					<i>259</i>	
<b>FOOD SERVICE ADMINISTRATION</b>						
10.127	Directors Office	1	1	138 /area	138	Desk, files, side chairs
10.128	Workstation Alcove	1	1	69 /area	69	Computer station
10.129	Central Office & Control	2	1	115 /area	115	Wrap-around windows for surveillance
<i>Subtotal Net Square Feet</i>					<i>322</i>	
<i>Grossing Factor</i>					<i>1.25</i>	
<i>Subtotal Gross Square Feet</i>					<i>403</i>	
<b>INMATE &amp; STAFF SERVICES</b>						
10.130	Inmate Shakedown	-	1	58 /area	58	Door with vision light
10.131	Inmate Cubicles	-	1	58 /area	58	50 lockers - 12x15x12 coat hooks
10.132	Inmate Restroom	-	1	69 /area	69	Single-use, ADA
10.133	Staff Lockers	-	1	92 /area	92	12 lockers – 12x15x72 coat hooks
10.134	Staff Restrooms	-	2	69 /area	138	Single-use, ADA
<i>Subtotal Net Square Feet</i>					<i>415</i>	
<i>Grossing Factor</i>					<i>1.1</i>	
<i>Subtotal Gross Square Feet</i>					<i>457</i>	
<b>CULINARY TRAINING &amp; MULTIPURPOSE</b>						
10.135	Training Room	12	1	21 /seat	252	Seminar tables, stacking chairs, projector & screen
10.136	Demonstration Area	-	1	173 /area	173	Induction cooktop, sinks, refrigerator, dishwasher, secure storage
10.137	Not Used	-				
<i>Subtotal Net Square Feet</i>					<i>425</i>	
<i>Grossing Factor</i>					<i>1.25</i>	
<i>Subtotal Gross Square Feet</i>					<i>531</i>	
<b>DINING ROOMS</b>						
10.138	Dining Room A	70	1	21 /seat	1,470	Fixed stainless 4-top tables with attached seating Beverage & condiment counters
	Dining Room B	70	1	21 /seat	1,470	
	Beverage/Condiments	-	1	<i>Included Above</i>		
10.140	Janitor Closet	-	1	92 /area	92	Mop sink, shelving
<i>Subtotal Net Square Feet</i>					<i>3,032</i>	
<i>Grossing Factor</i>					<i>1.2</i>	
<i>Subtotal Gross Square Feet</i>					<i>3,638</i>	

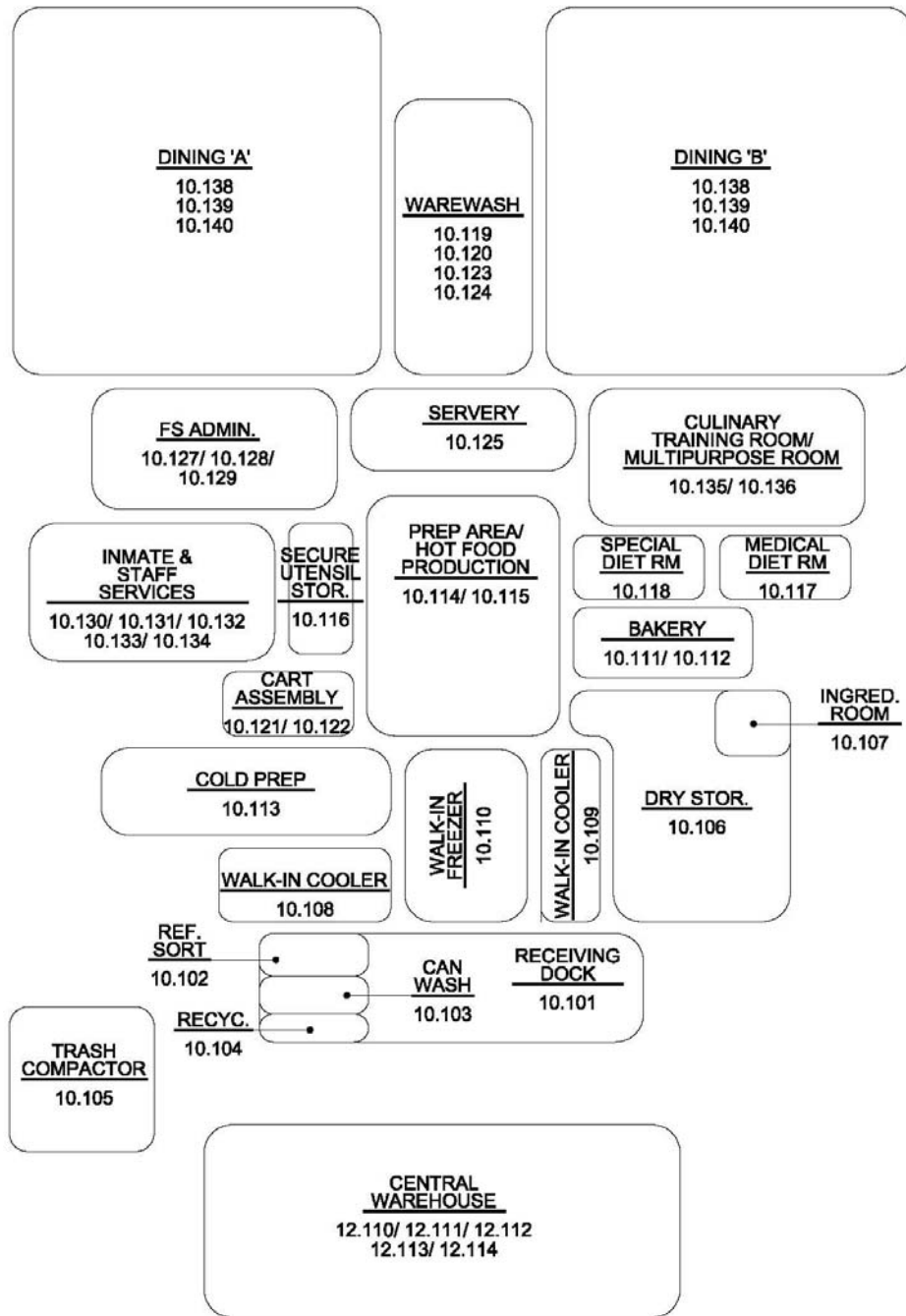
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FACILITY REQUIREMENTS

<b>No.</b>	<b>Component</b>	<b>Pers/Units per Area</b>	<b>No. of Areas</b>	<b>Space Standard</b>	<b>NSF</b>	<b>Notes</b>
	<i>Total Interior Net Square Feet</i>				<i>7,808</i>	
	<i>Total Interior Gross Square Feet</i>				<i>9,448</i>	
	<i>Total Exterior Square Feet</i>				<i>288</i>	



FACILITY REQUIREMENTS



10.000 FOOD SERVICE

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FACILITY REQUIREMENTS

*11.000 Laundry*

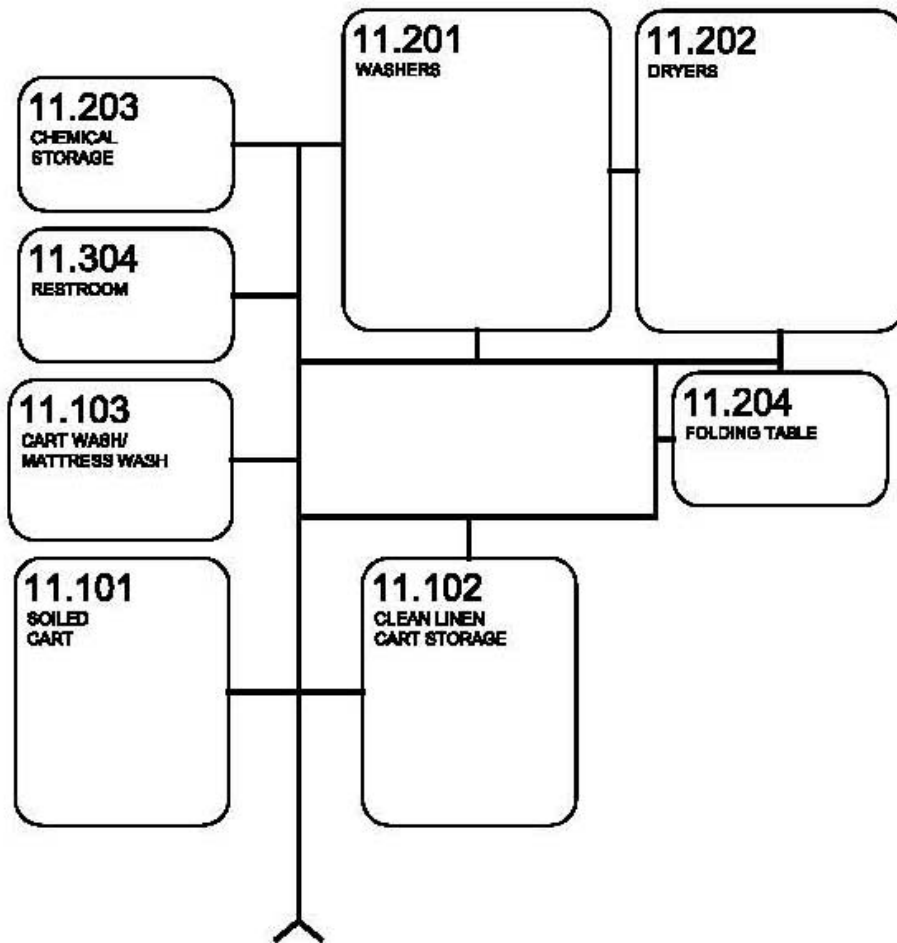
1. Laundry will be handled through the existing Cornhusker State Industries. It is anticipated that laundry pick up/drop off will occur on at least a weekly basis, therefore inmates will require at least four changes of clothing to allow for no more than one day per clothing use.
2. Personal clothing will be placed in a mesh bag and picked up by inmate laundry workers under the supervision of correctional staff. Food service uniforms will also be cleaned under this procedure.
3. Laundry will be staged in a laundry staging area in the warehouse until CSI picks up the laundry to have it cleaned and then returned to the staging area. The staging area will be sized to accommodate both soiled and clean laundry carts. The warehouse janitor closet should be located so that it is easily accessed from the laundry staging area. A hose bib and drainage is required in this area to clean cart and, if disinfectant wipes are not use, to clean mattresses on a regular basis and at the point of exchange with another inmate.
4. The inmate laundry worker under the supervision of correctional staff will return the laundry to the respective inmates and obtain a second mesh back of soiled laundry to be cleaned. Clothing and linens cleaned after an inmate's release will be returned to the property issue area for future distribution.
5. Low risk/moderate need inmates and moderate risk/low need inmates will have a washer/dryer in their living units to tend to their own laundering. A laundry worker can be assigned to avoid having multiple different laundry approaches, which results in unnecessary wear on the machines. The washer and dryer will be residential style but commercial grade.
6. A laundry area, separate from, but in close proximity to, the laundry staging area will be provided for laundering mop heads, cleaning cloths and other institutional laundry. Inmate workers will be assigned to this laundry with oversight provided by the facility maintenance manager. Any mending required will be taken to the property room where assigned inmates, under the supervision of the property corporal, will perform the task.
7. A third laundry area will be located in property room to allow for cleaning of clothing that may arrive at the facility in a soiled condition. The property officer will ensure this clothing is laundered by the inmate worker assigned to assist with sewing repairs of uniforms, etc.
8. Health care staff use disposable supplies, drapes and gowns so biohazard cleaning is not necessary for health care. Biohazard storage will be located in the clinic and special housing so that contaminated materials are staged separately from other soiled laundry and trash.

FACILITY REQUIREMENTS

Table 11.000  
Laundry Architectural Program

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
11.000	LAUNDRY					
11.100	LAUNDRY STAGING					
11.101	Soiled cart	-	1	80 /area	80	Incoming carts with soiled laundry
11.102	Clean linen cart storage	--	1	80 area	80	Clean linen carts
11.103	Cart Wash /Mattress wash	--	1	80 /area	80	Floor slope to drain, wall mounted hose unit, with sanitizing dispensing unit.
					<i>Subtotal Net Square Feet</i>	<i>240</i>
					<i>Grossing Factor</i>	<i>1.30</i>
					<i>Subtotal Gross Square Feet</i>	<i>312</i>
11.200	LAUNDRY PRODUCTION					
11.201	Washers	--	1	50 /area	50	Residential sized; commercial grade washer. Trough with lint collector
11.202	Dryers	--	1	50 /area	50	Residential sized; commercial grade dryer. Lint collector, air compressor
11.203	Chemical storage	--	1	40 /area	40	Shelving, additional required ventilation
11.204	Folding tables	1	1	50 /area	50	2 stainless steel mobile folding tables with undershelf.
11.205	Restroom	1	1	50 /area	50	May be omitted if restroom is in proximity to laundry area.
					<i>Subtotal Net Square Feet</i>	<i>240</i>
					<i>Grossing Factor</i>	<i>1.35</i>
					<i>Subtotal Gross Square Feet</i>	<i>324</i>
		<i>11.000</i>	<i>Total Interior Net Square Feet</i>		<i>480</i>	
		<i>11.000</i>	<i>Total Interior Gross Square Feet</i>		<i>636</i>	
		<i>11.000</i>	<i>Total Exterior Square Feet</i>		<i>(000)</i>	

FACILITY REQUIREMENTS



11.000 LAUNDRY

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*12.000 Facility Management*

Warehouse

1. Facility operating supplies, food and canteen will be stored in the centralized BHTC warehouse in bulk and generally in palletized storage.
2. Deliveries by vendors will be made to the central warehouse/maintenance building and then broken down into smaller units for delivery inside the security perimeter by institutional trucks and staff.
3. As appropriate, consideration will be given to purchasing with other NDCS facilities to benefit from economies of scale. The cost of transporting food from another NDCS will be considered.
4. The warehouse will be co-located with general maintenance workshops and will be located outside of the perimeter. Inmate workers may be used to assist with the warehouse and maintenance operation on a case-by-case basis and with approval of the warden.
5. Inmates who work in the warehouse/maintenance area will arrive in issued and appropriate clothing for their assignment. These inmates will be escorted to their assigned work site by correctional staff.
6. A search area will be provided at the gatehouse described in 13.000, Site, for searching inmates leaving or entering the perimeter after their scheduled work period. All inmate movement from the perimeter area to designated controlled areas will be under correctional officer escort.
7. Administration and support spaces will be shared between the warehouse and maintenance area. Offices will include space for the facility maintenance manager and the warehouse technician.
8. Space for as-built drawings and shared printer/copied will be provided. Support space such as staff restrooms, shower area, inmate restroom and janitor closet will also be located in this shared area.
9. Warehouse storage areas will be sufficiently sized to accommodate goods and supplies for up to 30 days. Some supplies may be purchased based on a 90 day supply for economical bulk purchasing.
10. Storage will include space for institutional, building and maintenance supplies, spare parts and equipment, and food (i.e., cooler, freezer, dry storage).
11. Archived records will not be staged at the BHTC. Records of released inmates will be transferred to the Central Office for scanning and shredding.

FACILITY REQUIREMENTS

Maintenance

12. Maintenance services will be provided by NDCS maintenance staff or contracted personnel inside of the perimeter with inmate assistance if approved
13. The maintenance shop will include a large work room for the various trades along with secure tool storage. Maintenance staff will include maintenance specialists and an electrician.
14. Most of the maintenance systems will be monitored from a computer located in the maintenance area.
15. A secure area will be provided for key cutting equipment. The key room will have enhanced ventilation to limit staff exposure to metal shavings.
16. A stand alone, energy plant/mechanical room will be provided outside of the perimeter.
17. Storage for a maintenance cart and minor maintenance work will be provided inside the perimeter. All other maintenance functions, including workshops, will be located outside of the perimeter.

Table 12.000  
Facility Management Architectural Program

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
12.000	FACILITY MANAGEMENT					
12.100	<i>Warehouse</i>					
12.101	Facilities Maintenance Manager	1	1	120 /office	120	WS-3
12.102	Warehouse Technician	1	1	100 /office	100	WS-4
12.103	Printer/Copier Work Alcove	-	1	50 /area	50	Copier, networked printer, work table; cabinet for office supplies
12.104	As-Built Drawing Alcove	-	1	40 /area	40	
12.105	Central Storage	-	1	500 /area	500	General facility storage for bulk items.
12.106	Institutional Supply Storage	-	1	150 /area	150	Storage of paper products, cleaning supplies, etc.
12.107	Food Storage	-	1	800 /area	800	Sufficient storage for 30 day supply of canned and dry foods.
12.108	Walk-in Cooler	-	1	200 /area	200	Shelving and pallet storage.
12.109	Walk-in Freezer	-	1	400 /area	400	Shelving and pallet storage.

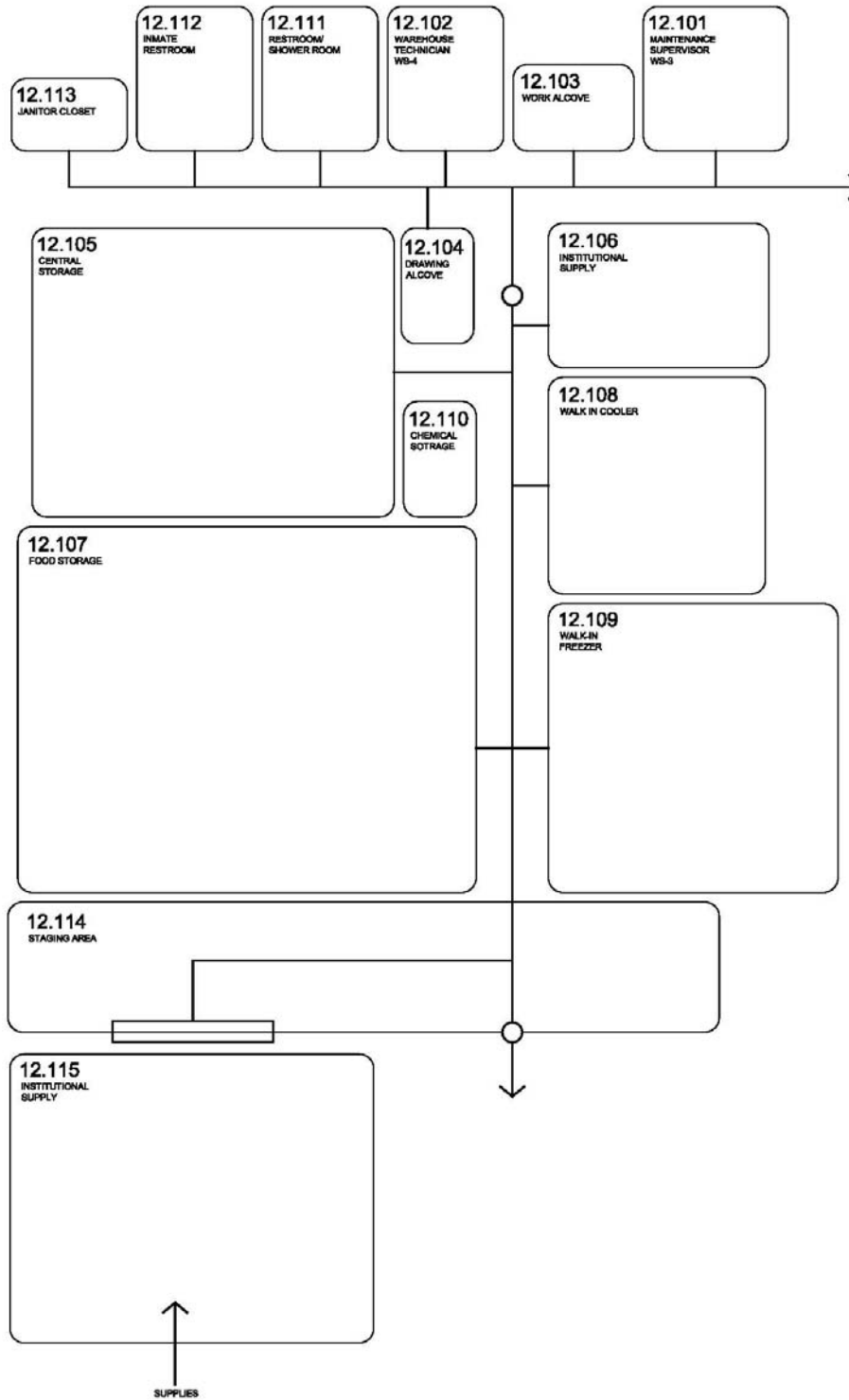
FACILITY REQUIREMENTS

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
12.110	Chemical Storage	-	1	40 /area	40	Special ventilation directly to exterior.
12.111	Staff Restroom/Shower Room	-	1	100 /area	100	1 ADA toilet, sink, stall shower, shared with Maintenance & Central Plant; lockers
12.112	Inmate Restroom	-	1	50 /area	50	ADA compliant
12.113	Janitor Closet	-	1	40 /area	40	Slop sink, mop racks, ventilation, shared with Maintenance & Central Plant
12.114	Supply Staging Area	-	1	250 /area	250	Weather protection for loading platform, sized for battery operated forklift and pallet jacks
12.115	Truck Loading/ Receiving Dock	-	1	500 /bay	(500)	Exterior space; sized for box truck access; ramp; dock leveler; weather protection; rolling door
<b>Subtotal Net Square Feet</b>					<b>2,840</b>	
<b>Grossing Factor</b>					<b>1.10</b>	
<b>Subtotal Gross Square Feet</b>					<b>3,124</b>	
<b>Subtotal Exterior Square Footage</b>					<b>(500)</b>	
<b>12.200 Maintenance and Central Plant</b>						
12.201	Maintenance Shops	1-2	1	350 /area	350	HVAC, Carpentry, Metal/Welding; Ventilation, slop sink, mop rack; eye wash station
12.202	Secure Tool Storage	1-2	1	100 /area	100	Shelving; shadow boards.
12.203	Paint/Flammable Materials Storage	1-2	1	150 /area	150	Sealed flooring; appropriate ventilation & fire suppression
12.204	Supply Storage - Parts	-	1	250 /area	250	Shelving; appropriate ventilation & fire suppression
12.205	Centralized Facility Management Monitoring	1	1	20 /area	20	Electronic controls for energy management system
12.206	Key Room	1	1	100 /area	100	Key cutting machines; appropriate ventilation and fire suppression.
12.207	Central Mechanical Plant	1-2	1	2,500 /area	2,500	Central steam or hot water for heat; central chillers; Air handlers elsewhere
<b>Subtotal Net Square Feet</b>					<b>3,470</b>	
<b>Grossing Factor</b>					<b>1.20</b>	
<b>Subtotal Gross Square Feet</b>					<b>4,164</b>	
<b>12.300 MAINTENANCE CART STORAGE</b>						
12.301	Maintenance Storage	1	1	150 /area	150	Sized to store a maintenance cart. Work bench with wall mounted peg board.



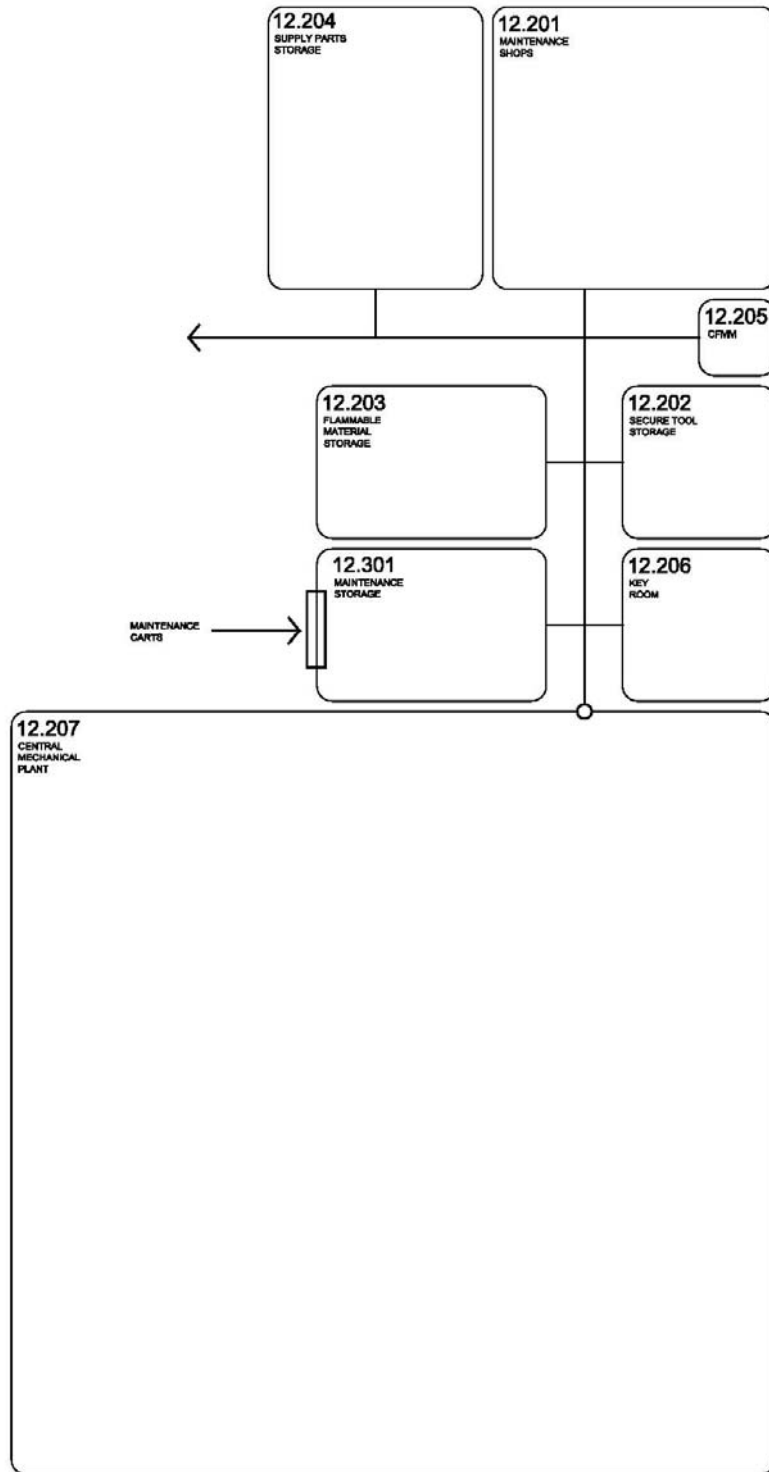


FACILITY REQUIREMENTS



12.100 WAREHOUSE

FACILITY REQUIREMENTS



12.200 MAINTENANCE AND CENTRAL PLANT

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FACILITY REQUIREMENTS

*13.000 Site*

1. A perimeter road with perimeter detection system and CCTV surveillance will be provided (no taut wire system will be used). Ideally the angled incline fencing can be used to avoid the traditional duplicative (2- 12 ft 20 ft apart; two strands of security wiring on top, one in the middle and one at the bottom) as this facility, although high security, should minimize the appearance of high security.
2. Fire apparatus and emergency vehicle will access will occur via the exterior sallyport. Fire safety responders would also use the exterior sallyport; rock base or hard surface.
3. An exterior vehicle sallyport (i.e., gatehouse) will be provided for searching vehicles prior to entry into the secure perimeter. A corrections corporal will be stationed at the sallyport to conduct searches. In the absence of the vehicle sallyport search staff, the shift commander will assign an escort or the perimeter corporal to perform these searches.
4. The gatehouse will also be the location for searching inmates coming back from warehouse and maintenance building. A janitor closet and inmate restroom will be located in this area, unless the design can support co-locating these spaces with other components.
5. Indoor space is needed for pick up/snow removal.
6. Eight parking spaces are required for State vehicles, vans, cars and official visitors close located close to the main entrance.
7. Sufficient parking will be provided for 25 public parking spaces and 159 spaces for staff to cover the two largest shifts to account for shift change.
8. Spaces for parole board members will be provided. Moreover spaces for family members, victims, interested public, and press may be provided. Parole board spaces will be assigned and reserved. Other space will be provided as visitors spaces as visiting and parole board hearings will not occur simultaneously.

FACILITY REQUIREMENTS

Table 13.000 Site  
Architectural Program

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
13.000	SITE					
13.100 PUBLIC PARKING						
13.101	Public Parking - Lobby	-	5	300 /space	(1,500)	Provide handicap spaces in accordance with ADA regulations; includes circulation space
13.102	Public Parking - Visitation	-	20	300 /space	(6,000)	Provide handicap spaces in accordance with ADA regulations; includes circulation space
13.103	Parole Board Parking	-	5	300 /space	(1,500)	Provide handicap spaces in accordance with ADA regulations; includes circulation space
<i>Subtotal Net Square Feet</i>					0	
<i>Grossing Factor</i>					0.00	
<i>Subtotal Gross Square Feet</i>					0	
<i>Subtotal Exterior Square Feet</i>					(9,000)	
13.200 STAFF PARKING						
13.201	Staff Parking	-	159	300 /space	(47,700)	Provide handicap spaces in accordance with ADA regulations; includes circulation space; gated access; 10 reserved spots for official visitors.
<i>Subtotal Net Square Feet</i>					0	
<i>Grossing Factor</i>					0.00	
<i>Subtotal Gross Square Feet</i>					0	
<i>Subtotal Exterior Square Feet</i>					(47,700)	
13.300 PRIMARY VEHICLE SALLYPORT						
13.301	Primary Vehicle Sallyport	-	1	900 /space	900	2 lanes (including 1 drive by lane, 1 parking lane); pedestrian gate to sallyport from exterior; 14 ft clearance; length at least 45 feet; camera monitored by central control.
13.302	Gatehouse	1	1	100 /area	100	Includes workstation, phone, weapons locker.
12.302	Inmate Staging	6	1	15 /person	90	Temporary staging/queuing
12.303	Inmate Restroom	-	1	50 /area	50	ADA compliant
13.303	Staff Restroom	1	1	50 /room	50	Located within gatehouse
12.304	Janitor Closet	-	1	20 /area	20	Slop sink, mop racks, ventilation
13.304	Storage Closet	-	1	80 /room	80	Located within gatehouse; shelving; lockable

FACILITY REQUIREMENTS

No.	Component	Pers/Units per Area	No. of Areas	Space Standard	NSF	Notes
13.305	Tool Crib	-	1	200 /area	200	Located adjacent to gatehouse; shelving and shadow boards for tool control. Two step clearance (one central control; one maintenance card access or biometric reader).
13.306	Exterior Shed or Covered Area for Grounds Equipment/Sand & Salt Storage	-	1	800 /area	(800)	Exterior space; truck with snow removal
13.307	Maintenance - Truck Parking	-	12	450 /space	(5,400)	Includes circulation space; locate near maintenance area
13.308	Facility Vehicle Parking - Vans	-	8	400 /space	(3,200)	Sized for 15-passenger vans; located in front of the institution entrance.
<i>Subtotal Net Square Feet</i>					<i>1,490</i>	
<i>Grossing Factor</i>					<i>1.00</i>	
<i>Subtotal Gross Square Feet</i>					<i>1,490</i>	
<i>Subtotal Exterior Square Feet</i>					<i>(8,600)</i>	
<i>13.000 Total Interior Net Square Feet</i>					<i>1,490</i>	
<i>13.000 Total Interior Gross Square Feet</i>					<i>1,490</i>	
<i>13.000 Total Exterior Square Feet</i>					<i>(65,300)</i>	

## Staffing

One critical component of the programming effort is determining the number and classifications of staff required to effectively and efficiently operate a facility. The staffing represents the most significant portion of the overall operating costs. This section represents our preliminary staffing recommendations for the programmed components. It is based on our understanding of the operations and the likely facility configuration at the Operational/Architectural program stage of facility development. This preliminary plan is intended only to be a starting point for discussion.

It should be noted that the committee discussed a number of staffing hurdles that will significantly impact the ability to recruit and retain clinical staff to provide treatment in order for this facility to be located in Hastings. As noted earlier in the program statement, these hurdles include:

1. State employees have no access to the Office of Rural Health Loan Repayment program to address the challenges of recruitment and retention. Loan repayment benefits have been terminated.
2. The pool of behavioral health professionals in the Hastings area is limited. According to a report<sup>17</sup> provided to the committee, "88 of Nebraska's 93 counties are mental health shortage areas. 69 counties have no psychiatric prescriber including psychiatrists, psychiatric nurse practitioners or physician assistants practicing psychiatric mental health. This shortage persists throughout the state, including the Hastings area."
3. Treatment personnel need to be at the facility, and it is unknown whether the health care cadre would be willing to provide services at the Hastings location. The Lincoln/Omaha areas have vacancies for three psychiatric midlevel mental health workers and one psychiatrist. It is likely that psychiatry may be handled via tele-health; however current legislation allowing for face-to-face contact between an inmate and provider may diminish this opportunity.<sup>18 19</sup>
4. There may also be an issue whether the private sector will accept these individuals into their practices upon release to the community.
5. NDCS will be at a competitive disadvantage and, therefore must identify incentives (including higher level of pay for the location) that interest health care personnel to work in Hastings. The salaries for State employees are approximately \$5/hour less than the private sector. During 2014, three professional positions (Nursing Supervisor, Licensed Mental Health Treatment Practitioner, and Psychologist) at the Hasting Juvenile Chemical Dependency Program were recruited after great difficulty finding qualified applicants for all three positions.

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<sup>17</sup> Behavioral Health Education Center of Nebraska (2014), "Hastings Area Behavioral Health Workforce"

<sup>18</sup> Nebraska statute 71-8504 states that the Nebraska Telehealth Act does not "... (3) limit a patient's right to choose in-person contact with a health care practitioner for the delivery of health care services for which telehealth is available".

<sup>19</sup> Nebraska statute 71-8505 refers to information that must be given to patients about telehealth and states they must be given "(a) A statements that the patient retains the option to refuse the telehealth consultation at any time without affecting the patient's right to future care or treatment..."

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STAFFING

- Options such as locum tenens<sup>20</sup> were considered by the team; however, the additional cost of this option was seen as a hurdle.

Determining the necessary staffing required for prisons is not a science. A staffing plan represents a combination of factors, including consideration of existing personnel assignments and coverage, but also the consultants' experience about how the new/renovated BHTC may operate. The staffing plan will continue to evolve during the various next stages of design (i.e., schematic and design development), which will then allow for an additional level of confirmation or modification as the design of the building becomes clearer. Additionally, the facility design should consider opportunities to realize staffing efficiencies by placing similar components in close proximity where visibility/supervision can be maximized.

The recommendations set forth in these tables reflect the estimated numbers of personnel required to operate the facility at a sound and appropriate level; this will not result in a "bare bones" operation, nor will it represent an overly generous and wasteful level of service.

The proposed staffing plan is intended to reflect the direct supervision management of inmates, the level of supervision required of the specialized housing described in the operational program. Where appropriate, a shift relief factor (described below) was incorporated in the total staffing requirements.

#### *Shift Relief Factor*

When calculating the total staffing requirements, a shift relief factor (SRF) was included. A shift relief factor is the personnel multiplier required to ensure that adequate personnel are available to keep a post open the requisite number of hours, days, and weeks each year. It accounts for absence factors due to regular days off, vacation leave, sick days, and the other types of leave to which staff are entitled during the course of the year. A 1.9 relief factor, as used in this case, means that 0.9 additional staff are required beyond the first employee to provide necessary coverage to keep a post open eight hours a day, seven days a week, and 52 weeks a year.

The shift relief documentation provided by the NDCS staff<sup>21</sup> and is included in the staff tables to identify the proposed staffing requirements for the spaces programmed.

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<sup>20</sup> Health care providers who may fill an office for a specified period of time or on a temporary basis taking the place of another full time position.

<sup>21</sup> Information provided by NDCS, August 28, 2014.

## STAFFING

A staffing plan is analogous to a budget document; it is a plan, based on a series of assumptions and historical data for how many personnel are required for agreed upon posts in the coming year. Like a budget document, a relief factor is comprised of many individual line items or absence categories, with a bottom line figure based on the assumptions underlying each of those items. Depending on various circumstances and changing needs, the actual relief factor, like a budget, will differ somewhat from the annual plan at the end of the year. Though, in both cases, it is hoped that the final bottom line figure will be within the parameters of the plan. Also, like a budget, a new relief factor must be calculated each year in order to update historical data and other assumptions upon which the relief factor's individual items are predicated. The final number of employees will vary, depending on the adoption of an updated relief factor for each position.

### *Staffing Assumptions*

The operation of the BHTC must include a complement of custody in a therapeutic environment. The focus of the facility is providing readiness for the real world. While treatment staff are integral to the operation of the BHTC, the custody requirements must be ever-present.

The staffing assumptions are organized by component, however the BHTC staffing plan is organized more toward staff classification.

#### 1.000 Public Lobby

Ideally volunteer staff can assist with some of the reception functions of the public lobby. Regardless, a correctional corporal will be assigned to the lobby post for the purpose of searches.

Additional staff will be available to assist with search during visiting hours.

#### 2.000 Administration

The staffing for administration will be similar to other facilities in the NDCS system.

To support the collaboration between support staff, treatment and custody, the administrators of these functions will be located in the administration area.

#### 3.000 Support Services

Staff assigned to various training activities will be assigned to this area including the training coordinator (administrative assistant) safety/sanitation officer, and emergency preparedness specialist

#### 4.000 Custody Operations

Custody operations include the core custody functions and supervision of these staff. Although staff in this component may work in various areas, supervision



STAFFING

and direction will be provided from this component including yard officers, perimeter officers and escort/transport staff.

The staff in this component will scheduled custody personnel and determine duty reassignments when necessary.

5.000 Intake and Release

One corrections corporal will be assigned on a five-day/week basis to receive new inmates into the facility. In the absence of the intake corporal, the shift supervisor will provide alternate staffing for this function. When not receiving intakes or processing releases, the intake corporal will be assigned to other supervision functions.

A separate property corporal will oversee the property room and the inmate worker(s) assigned to this area. In the absence of the property corporal, only sergeant level and higher staff may access the property room, and then only when securing or releasing property. Any inmate worker activities in the property room will be suspended when the property corporal is not on duty.

6.000 Housing

Consideration was given to the classification of staff who would supervise the inmate population. The discussion reflected that correctional officers did not necessarily have the therapeutic training and education or the expectation of managing an inmate population who have high treatment needs. On the other hand, mental health security specialists did not necessarily have the security/custody training and education or the expectation of managing a population who have high risk needs. After reviewing several Department of Administrative Services positions, it was determined that positions other than strictly custody positions will be staffed with Mental Health Security Specialists II. Correctional corporals will also be located in the living units to provide an additional level of security for this high risk population. If more than one MHSS II and corrections corporal is assigned to the living unit, they will have specific duties so that inmates cannot interplay the officers and there is no duplication of officers.

After several levels of review, the housing staffing was determined as follows in Table 5.

**Table 5**  
**Staffing in Living Units**

Pop #	Cell Type	Plumbing	Population	MHSS II	Caseworker	LMHP
24	Single	Wet Cells	HR/HN	3-3-2	1-1-0	2-2-0
32	Single	Wet Cells	HR/MN	2-2-1	1-1-0	2-2-0

STAFFING

Pop #	Cell Type	Plumbing	Population	MHSS II	Caseworker	LMHP
32	Double	Wet Cells	HR/LN	2-2-1	1-1-0	1-1-0
48	Double	Wet Cells	MR/HN MR/MN	3-3-2	2-1-0	2-1-0
32	Double	Dry Rooms	MR/LN + LR/HN	1-1-1	1-1-0	OFF UNIT
32	Double	Dry Rooms	LR/MN	1-1-1	1-1-0	OFF UNIT
16	Single	Wet Cells	Special Housing	2-2-2	*	1-1-0

\*The caseworker and likely the LMHPs will retain their assigned inmates while assigned to Special Housing to maintain continuity of treatment programming. Additional LMHPs will be assigned to this living unit to provide on-site mental health treatment.

Following the unit management concept, communication between the inmate and centralized staff (administration, medical/mental health) will be facilitated by the case worker.

Nursing staff are expected to continuously move throughout the facility when not otherwise occupied to support the health care and treatment focus of the facility.

#### 7.000 Health Care

Health care staffing will include a complement of medical, mental health and substance abuse personnel to provide the medical and behavior health treatment required by this population. Medical care will be provided by a Physician's Assistant. Dental care will be provided by a Dentist, Dental Assistant and supported by a Dental Hygienist.

An Assistant Director of Nursing will manage the nursing care provided by Registered Nurses who will provide 24/7 coverage. When the ADON is not on-site a charge nurse will be assigned the oversight duties. Medication Technicians will support the nursing staff's distribution of medications. A pharmacy technician will support the nursing staff (and Medication Technicians) by providing medication inventory and supply, ordering, receiving and tracking medications received and returned.

A psychiatrist will provide clinical oversight of all behavioral health care, in addition to providing consultation related to diagnoses, appropriate clinical interventions, psychiatric medications and comprehensive individualized treatment planning.

A psychologist will be available to manage the provision of mental health care.

## STAFFING

A psychiatrist and psychiatric nurse practitioner will manage medication evaluations and prescribe necessary psychiatric medications for the BHTC population.

Licensed Mental Health Practitioners (LMHPs) hours will extend into the evening and weekend hours to provide intensive programming for the BHTC population. These will be relieved positions. The LMHPs will be supervised by a LMHP Supervisor.

Mental Health Security Specialist II (MHSS II) positions will provided a combination of security and behavior health tasks with special focus on early crisis intervention, de-escalation, and programming support. They will provide 24/7 coverage and will be relieved positions.

Licensed Alcohol and Drug Counselors will be provided to address substance abuse treatment needs and to provide appropriate referrals for continued treatment in the community.

A social worker and reentry staff position will work with the inmates to ensure that reentry plans are in place and connections with the community are solidified prior to release/discharge.

There will be additional programs and services staff that will work with the medical and behavior health staff to provide the necessary treatment and reentry services.

### 8.000 Visitation

During visitation hours or when other activities occur in the visiting room, corrections corporals will be assigned to this area.

When not assigned to visitation functions, the visitation corporal will oversee meal service.

### 9.000 Programs and Services

The administrative area of the programs and services component will include the staff necessary to oversee the programs function.

A program coordinator will coordinate all centralized programs and will facilitate the programming provided by treatment personnel or recommended by the social worker.

Two case managers will supervisor the case workers assigned to the units. Ideally these staff will be assigned to either day shift or evening shift to facilitate effective unit management.

## STAFFING

The potential for work release will be coordinated by the reentry manager. Ideally the reentry manager will establish a work force based on an application process, performance appraisal and outlining expectation to reflect real world environments/expectations.

A social worker will facilitate community and family connections for the inmate population.

Teachers may be contracted or on staff. The equivalent of one teacher will be required for each of the three classrooms. With creative scheduling, teachers will be assigned to the library to assist with obtaining books and other research materials.

Several corrections corporals will be assigned by the shift supervisor to oversee centralized operations such as the yard, indoor exercise, etc.

### 10.000 Food Service

Food service staffing will focus primarily on the administration and supervision of inmates working in the food service program.

### 11.000 Laundry

No staff are specifically assigned to this function. The warehouse technician will oversee the laundry operation. The shift supervisor will designate one of the escort officers to monitor activities in the laundry area that will be handled by the inmates.

### 12.000 Facility Management

Staff associated with facility management will be those required to manage the warehouse and the maintenance functions of the facility. The entire operation will be overseen by a facility maintenance manager; however, a warehouse technician will have overall responsibility for the warehouse operation and laundry.

Facility maintenance specialists and an electrician will be on staff to maintain all of the BHTC operated facilities.

### 13.000 Site

The perimeter will be monitored by a perimeter officer at all times.

A yard officer will supervise the outdoor exercise area and the interior perimeter grounds anytime inmates may be permitted outside of their housing building. The yard officer will assist the perimeter officer as necessary to provide appropriate security at the perimeter (e.g., assist with searching vehicles).

STAFFING

Central Office and Other Positions

Several positions may be required at central office to support the addition of the BHTC operation. This may include: construction coordinator, which may be temporary; purchasing and accounting agents; and information technology to support the expanded technology at the facility (e.g., video visitation). Moreover, an additional training specialist may be required at the State Training Academy to support the unique training needs of staff who work at the BHTC.

**Staffing Post/Coverage Plan**

The following staffing table represents the preliminary staffing recommendations for the expanded BHTC central functions and health care components. The top portion of the table is comprised of columns representing different data as follows:

- A. *Position* – a brief description of the assignment or physical location of a staff person.
- B. *Day Shift* – the number of personnel required to cover the post during normal business hours.. These staff will typically not work standard shift work although their hours may vary depending on the staffing needs.
- C. *1st Shift* – the number of shift personnel required to cover the post during the day shift. .
- D. *2nd Shift* – the number of personnel hours required to cover the post during the evening shift.
- E. *3rd Shift* - the number of personnel hours required to cover the post during the night shift.
- F. *Relief Needed* – Level of relief staffing necessary to fill 5 or 7 day posts, covering absences such as training or leave.
- G. *Total number of staff required to operate the post.*
- H. *FTE Total* – the total number of personnel rounded to staff the post given the relief requirements.
- I. *Pgm. Stmt Request* – the number of staff requested to meet the staffing requirements outlined in the program statement.
- J. *2015 Starting Salary* – the base salary cost.
- K. *Benefits* – the cost of benefits in addition to base salary.
- L. *Total Personnel Services* – The total cost of staffing the post.

**BHTC at Hastings Staffing Complement**

Facility Staff	Shift / Posts					Relief	FTE Total	Pgm. Stmt. Request	Fiscal Impact of Additional Requested FTE		
	Day	1st	2nd	3rd	2015 Starting Salary				Benefits	Total Personal Services	
Corrections Warden	1				1	1.0	1	1	85,733	25,720	111,453
Deputy Warden	1				1	1.0	1	1	60,447	18,134	78,581
Secretary II	1				1	1.0	1	1	24,238	7,271	31,509

STAFFING

Facility Staff	Shift / Posts					Relief	FTE Total	Pgm. Stmt. Request	Fiscal Impact of Additional Requested FTE		
	Day	1st	2nd	3rd	2015 Starting Salary				Benefits	Total Personal Services	
Business Manager II (V09212)	1				1	1.0	1	1	42,567	12,770	55,337
Personnel Manager I	1				1	1.0	1	1	44,945	13,484	58,429
Personnel Assistant (K17112)	1				1	1.0	1	1	29,407	8,822	38,229
Administrative Assistant I (K09121)	1				1	1.0	1	1	32,273	9,682	41,955
AA III (Litigation, ACA)	1				1	1.0	1	1	43,100	12,930	56,030
Corr Records Officer	1				1	1.0	1	1	28,873	8,662	37,535
Staff Assistant II	1				1	1.0	1	1	34,268	10,280	44,548
Training Specialist	1				1	1.0	1	1	38,188	11,456	49,644
Safety Specialist (A82310)	1				1	1.0	1	1	38,183	11,455	49,638
Emergency Prep Specialist	1				1	1.0	1	1	35,518	10,655	46,173
Material / Mail Specialist	1				1	1.0	1	1	24,028	7,208	31,236
Security Administrator - Major	1				1	1.0	1	1	52,302	15,691	67,993
Corrections Lieutenant		1	1	1	1.9	5.7	6	6	45,255	13,577	352,989
Corrections Lieutenant	1				1	1.0	1	1	45,255	13,577	58,832
Corrections Sergeant		1	1	1	1.9	5.7	6	6	37,659	11,298	293,740
Corrections Sergeant (Disciplinary; Tool/Key/Armory)	2				1	2.0	2	2	37,659	11,298	97,913
Corrections Corporal - Public Lobby	1				1.9	1.9	2	2	33,884	10,165	88,098
Corrections Corporal - Escort/Transport		4	4	2	1.9	19.0	19	19	33,884	10,165	836,935
Corrections Corporal - Central Control		1	1	1	1.9	5.7	6	6	33,884	10,165	264,295
Corrections Corporal - Intake	1				1	1.0	1	1	33,884	10,165	44,049
Corrections Corporal - Property / Supply	1				1	1.0	1	1	33,884	10,165	44,049
Corrections Corporal - Housing Units		3	3	3	1.9	17.1	17	17	33,884	10,165	748,836
Corrections Corporal - Shared Space	1				1	1.0	1	1	33,884	10,165	44,049
Corrections Corporal - Clinic	1				1	1.0	1	1	33,884	10,165	44,049
Corrections Corporal - Yard		2	2	1	1.9	9.5	10	10	33,884	10,165	440,492
Corrections Corporal - Perimeter		1	1	1	1.9	5.7	6	6	33,884	10,165	264,295
Corrections Corporal - Canteen/Rec/Religion		1	1		1.9	3.8	4	4	33,884	10,165	176,197
Corrections Corporal - Visits / Food Serv. / Dining		2	2		1.9	7.6	8	8	33,884	10,165	352,394
Corrections Corporal - (Disc; Educ & Library)	2				1.3	2.6	3	3	33,884	10,165	132,148
Unit Administrator	1				1	1.0	1	1	45,255	13,577	58,832
Corrections Unit Case Manager	0	1	2		1	3.0	3	3	39,165	11,750	152,744
Corrections Unit Caseworker		7	6	0	1.9	24.7	25	25	35,495	10,649	1,153,588
Programs Coordinator	1				1	1.0	1	1	53,550	16,065	69,615
Librarian / Corrections	1				1	1.0	1	1	34,736	10,421	45,157
Religious Coordinator	1				1	1.0	1	1	39,749	11,925	51,674
Recreation Specialist	0		1		1	1.0	1	1	33,036	9,911	42,947

STAFFING

Facility Staff	Shift / Posts					Relief	FTE Total	Pgm. Stmt. Request	Fiscal Impact of Additional Requested FTE		
	Day	1st	2nd	3rd	2015 Starting Salary				Benefits	Total Personal Services	
Food Service Director I	1				1	1.0	1	1	39,437	11,831	51,268
Food Service Manager		0	1		1	1.0	1	1	34,122	10,237	44,359
Food Service Specialist		3	3		1.5	9.0	9	9	28,396	8,519	332,233
Facility Maintenance Mgr I (V or G)	1				1	1.0	1	1	44,393	13,318	57,711
Facility Maintenance Spec	2				1	2.0	2	2	32,274	9,682	83,912
Electrician	1				1	1.0	1	1	33,041	9,912	42,953
Warehouse Technician	1				1	1.0	1	1	26,859	8,058	34,917

35 27 29 10

158

\* Salaries are beginning FY15 rates

**Total BHTC Staffing Impact 7,192,107**

**Program Staff**

Position	Shift / Posts					Relief	FTE Total	Pgm. Stmt. Request	2015 Starting Salary	Benefits	Total Personal Services
	Day	1st	2nd	3rd							
Health Section Administrator	1				1	1.0	1	1	80,000	24,000	104,000
Optometrist											
Secretary II	1				1	1.0	1	1	24,238	7,271	31,509
Registered Nurse		2	2	1	1.9	9.5	10	10	42,145	12,644	547,885
Dentist	0.5				1	0.5	0.5	0.5	81,563	24,469	53,016
Dental Assistant	0.5				1	0.5	0.5	0.5	24,565	7,370	15,967
Dental Hygienist											
Medical Records Clerk	1				1	1.0	1	1	21,620	6,486	28,106
ADON	1				1	1.0	1	1	51,307	15,392	66,699
Physician's Assistant	1				1	1.0	1	1	90,000	27,000	117,000
Mental Health Practitioner II		8	6	0	1	14.0	14	14	41,047	12,314	747,055
Mental Health Practitioner II		1	1		1.9	3.8	4	4	41,047	12,314	213,444
MHP Supervisor	2				1	2.0	2	2	47,728	14,318	124,093
Psychologist	1				1	1.0	1	1	80,000	24,000	104,000
Psychiatrist	1				1	1.0	1	1	220,000	66,000	286,000
Psych NP	1				1	1.0	1	1	100,000	30,000	130,000
MHSS II		12	12	8	1.9	60.8	61	61	29,320	8,796	2,325,076
Certified Master Social Worker	2				1	2.0	2	2	43,711	13,113	113,649
Chemical Depn. Counselor	0	2	2		1	4.0	4	4	35,518	10,655	184,694
Medication Aide		2	2		1.9	7.6	8	8	32,078	9,623	333,611
Pharmacy Tech	1				1	1.0	1	1	24,097	7,229	31,326
Teacher (including Vocational)	3				1	3.0	3	3	50,000	15,000	195,000
Re-entry Manager	1				1	1.0	1	1	40,000	12,000	52,000
Training Specialist	1				1	1.0	1	1	38,188	11,456	49,644
Facility Construction	1				1	1.0	1	1	42,869	12,861	55,730

STAFFING

**Program Staff**

Position					Relief	FTE Total	Pgm. Stmt. Request	2015 Starting Salary	Benefits	Total Personal Services
	Day	1st	2nd	3rd						
Coordinator II										
Buyer II	1				1	1.0	1	42,819	12,846	55,665
Accountant I	1				1	1.0	1	32,635	9,791	42,426
Budget Officer I	1				1	1.0	1	34,312	10,294	44,606
It Infrass Support Analyst	1				1	1.0	1	43,749	13,125	56,874
	24	27	25	9			125			

**Additional Program Staffing Impact** **6,109,074**

59	54	54	19
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283
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**Total Staffing Impact** **13,412,634**



## 6.3 IMPACT OF THE PROPOSED PROJECT ON EXISTING SPACE

IMPACT OF THE PROPOSED PROJECT ON EXISTING SPACE

6.3 Impact of the proposed project on existing space

Building #7

The building was evaluated for its compatibility with the program. This process included space plan analysis and test fits. The building has (4) floors including full basement and partial penthouse. With 122,901 SF of programmed interior space needs the existing 90,381 SF building is not large enough to completely house all the program functions. New construction would need to be provided to satisfy the remaining space requirements of the program. A majority of the program functions would occur within the existing structure and a number of concerns exist with the ability of this facility to function adequately.

- The density and spacing of the existing structural columns combined with the narrow width of the building limits the configuration of the programmed spaces in a facility type where open space and layout is critical. The existing conditions compromise the security of the facility, limiting correctional employees' line-of-sight within programmed spaces.

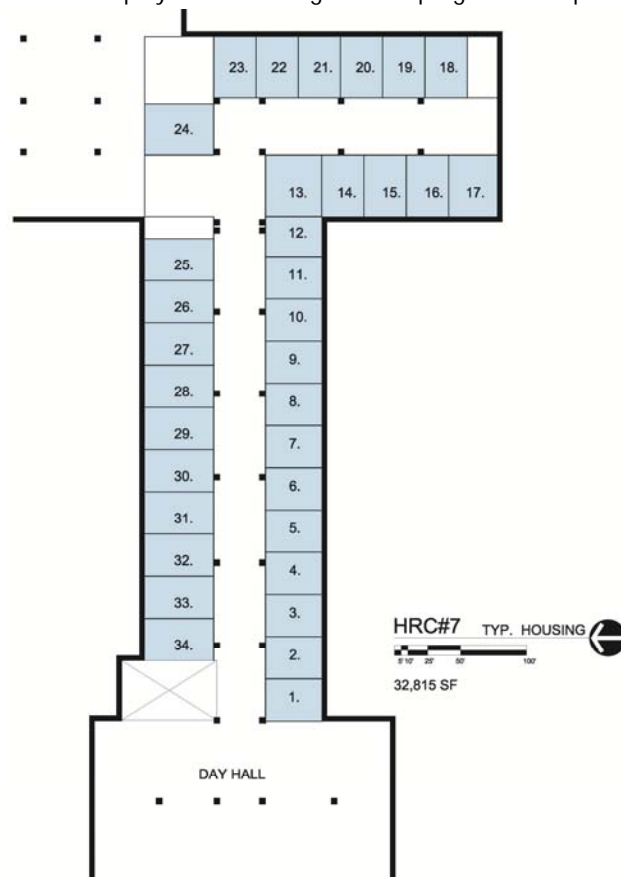


FIGURE 6-1-TYPICAL HOUSING UNIT

IMPACT OF THE PROPOSED PROJECT ON EXISTING SPACE

One of the significant concerns is within the Housing Units. Figure 6-1 indicates how a housing unit within Building #7 might be configured. Bedroom units would be located at the perimeter walls and, due to the quantity, would continue around corners - limiting the ability for one officer to monitor activity. Additionally the main day room space is small and interrupted by a number of columns. This layout does not function well for the space needs and would require increased staffing to adequately monitor all activity.

Figure 6-2 indicates the layout of a typical, ideal correctional housing unit which provides an open-column free space allowing the housing officer a clear line of sight to all areas of the unit. The unit also provides for an expansive day room space allowing adequate common space for all the inmates within the housing unit.

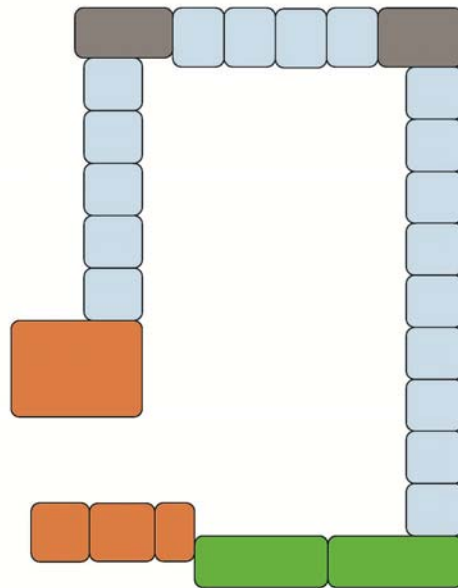


FIGURE 6-2-IDEAL HOUSING UNIT

- Floor to floor heights are also of great concern with the potential reuse of this building. The renovation of this building would include all new building systems - Fire Sprinklers, HVAC, Electrical, IT/ Telecommunication and Life Safety components. The existing conditions would make routing and installation of these systems above the ceiling nearly impossible. Having these items exposed in this type of facility is not an option.
- Another issue concerning the reuse of Building #7 relates back to the proximity to Building #3 and the JCDP. While Building #7 does have

#### IMPACT OF THE PROPOSED PROJECT ON EXISTING SPACE

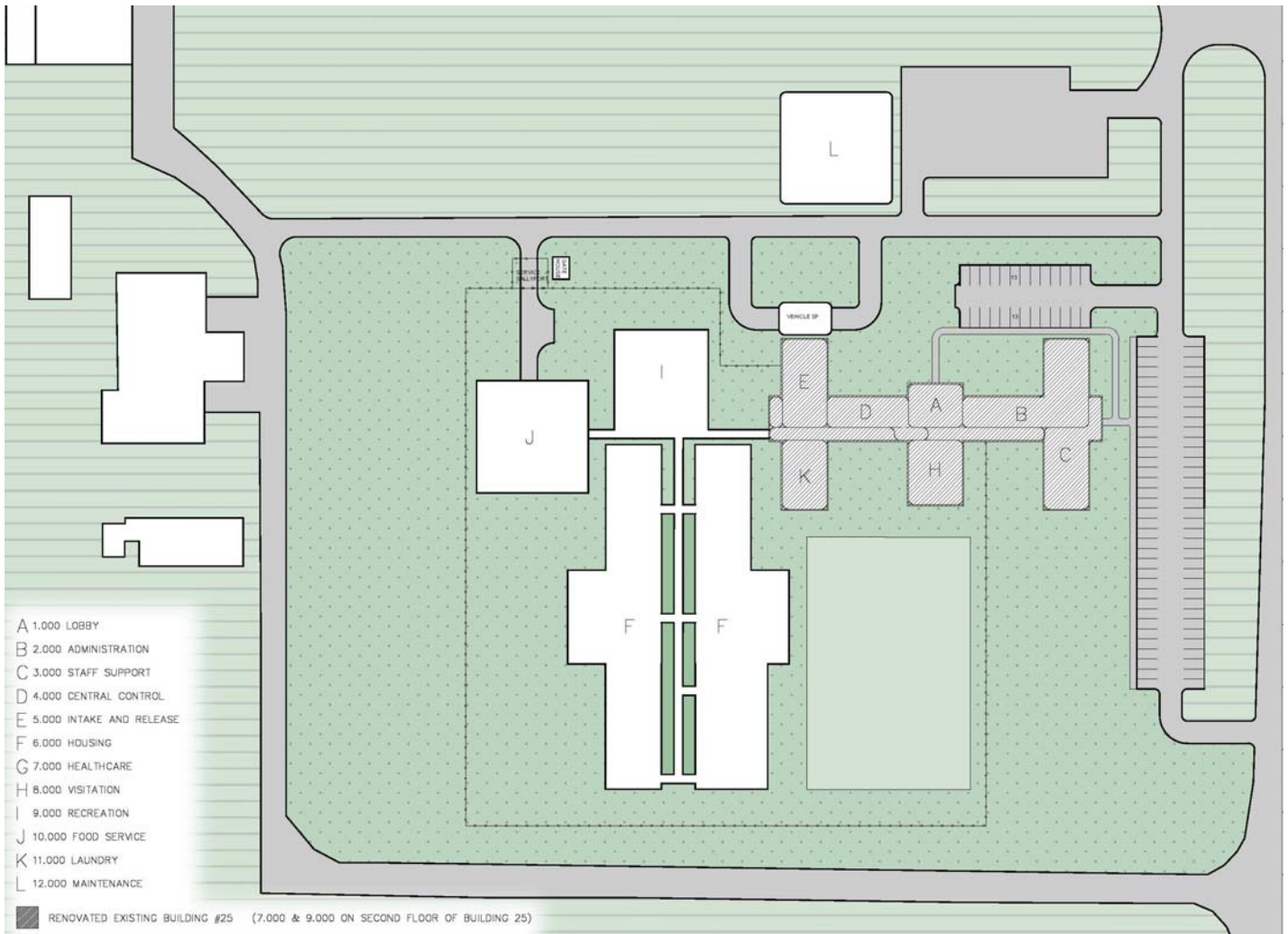
additional separation from Building #3 direct line-of-sight issues do exist. This poses significant concerns from a treatment perspective of the youth within the JCDP. Through the review and analysis of the existing structure, as well as its close proximity to Building #3 and the proposed 24 bed JCDP unit, it was determined by the Program Statement Work Group that Building #7 presents too many issues for the building to adequately function for the proposed program. As such no further analysis was completed.

#### Building #25

The building was also evaluated for its compatibility with the program, which also included space plan analysis and test fits. The building has (3) floors including a full basement. With 122,901 SF of programmed interior space the existing 75,477 SF building is also not large enough to provide space for the entire proposed program. However, since this building is smaller in size than Building #7, and not in close proximity to Building #3, a scheme was evaluated to provide a larger amount of the programmed space within new construction. Spaces that were not compatible with the existing building could be provided in an addition utilizing the existing structure for less intensive uses. While this option was preferred by the Program Statement Work Group over a renovation to Building #7, a number of similar challenges exist.

- The column spacing of Building #25 is also tight. While the critical housing spaces would be part of the new construction addition, there are a number of other inmate spaces within the renovated building that would be compromised by the existing columns. These limitations would still pose security risks and would require increased staffing within some programmed spaces.
- The floor to floor height issues associated with Building #7 are also present in Building #25. Routing of new building systems would be challenging in many areas.
- The existing building would undergo a complete renovation, however, the nearly 70 year old structure would remain. Additional maintenance costs and associated staffing should be anticipated with retaining a building of its age.

IMPACT OF THE PROPOSED PROJECT ON EXISTING SPACE

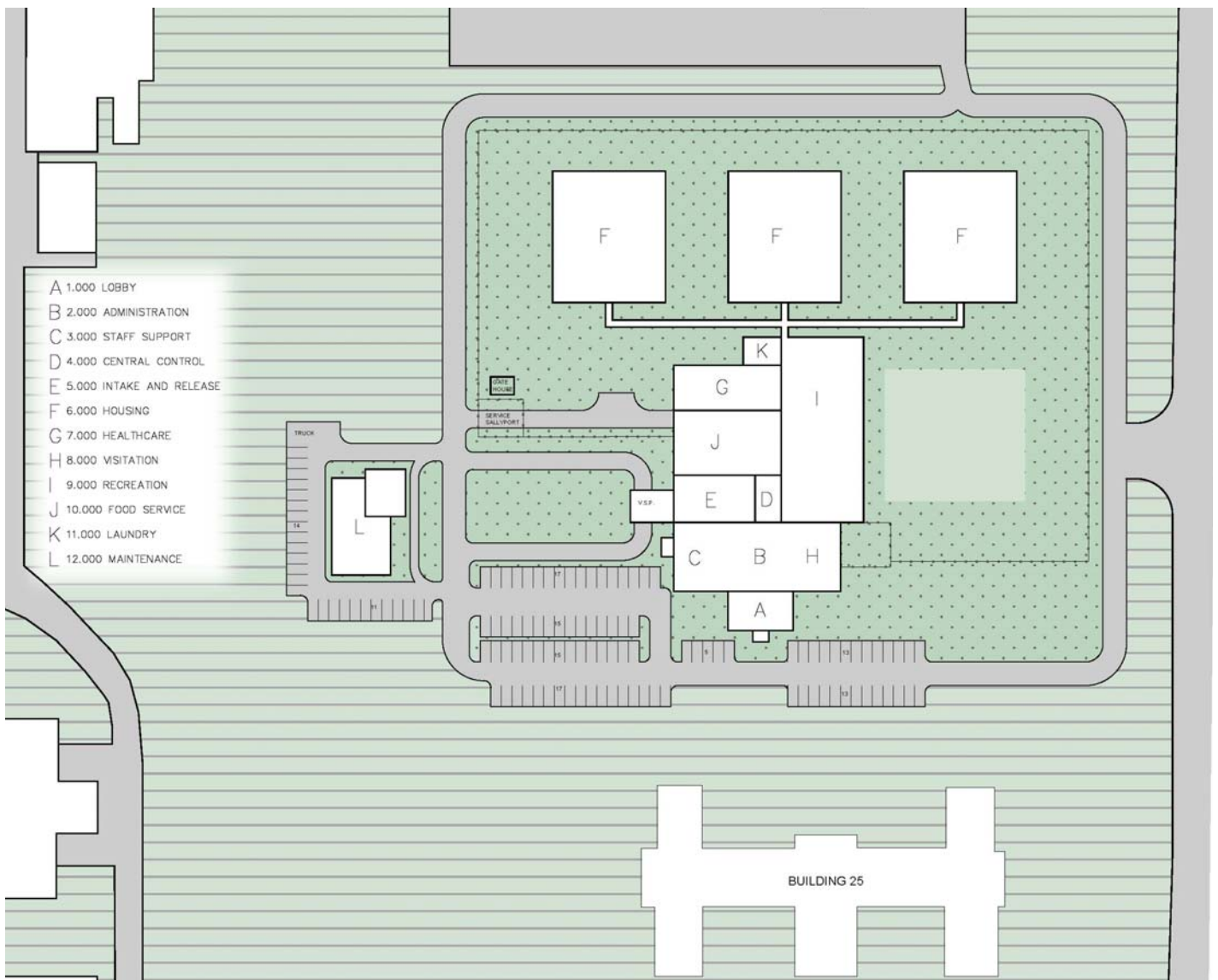


BUILDING #25 RENOVATION AND NEW ADDITION

IMPACT OF THE PROPOSED PROJECT ON EXISTING SPACE

New Construction

The final option considered is that of complete new construction. The newly constructed facility would be located at the southern portion of the campus just to the north of Building #25. Alternatively Building #25 could be demolished to provide better configuration and access to the new facility. While the cost to remove Building #25 is not included in the cost estimate provided within this document this cost has been accounted for in previous legislation. This option would allow for a facility that can be designed and constructed to suit the program and without the limitations of an existing structure.



NEW CONSTRUCTION OPTION

## IMPACT OF THE PROPOSED PROJECT ON EXISTING SPACE

### Recommendation

As contained herein a systematic approach was used in evaluating the existing campus buildings and their ability to be renovated for the reuse of the proposed program. These campus buildings vary in their size and condition but generally were designed for a very specific use involving smaller spaces for patient care. Additionally the structural system and building footprint consistent with this building type contradict many of the design goals and industry standards associated with the proposed facility.

The proposed Option 1, which would renovate Building #25 and provide a sizeable addition, is feasible. As discussed previously the critical space functions would be located within new construction and other spaces that have less intensive requirements could be adapted to fit within the existing building. There will be compromises if this option is pursued. These range from excess staff and inmate circulation to inferior configuration and adjacency of spaces within the existing building. Additionally security could be compromised within the existing building as inmate occupied spaces may not be able to be configured adequately.

As costs were reviewed for the Option 1 scheme as well as the option for complete new construction it was found that around \$1 million is all that separates the two schemes. While initially it seems there should be a greater savings in the renovation option, realistically only the building shell and structural system are being retained. Furthermore the existing building will require additional funds to improve the building envelope, provide the required life safety code / ADA improvements, mediate existing hazardous materials, improve the vertical circulation and provide ADA access.

The recommendation of this program statement is to provide a newly constructed facility to satisfy the goals of this program. This project has the opportunity to become a model program and facility for Behavioral Health Treatment. This opportunity would best be served in a facility that can be custom suited for the unique needs that are critical with this facility type.

## 7.0 EQUIPMENT REQUIREMENTS



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EQUIPMENT REQUIREMENTS

7.0 EQUIPMENT REQUIREMENTS

7.1 Existing Equipment for Reuse

No existing equipment is planned for reuse as this project will not be replacing any existing facility

7.2 New Equipment and Furnishings

New equipment and furnishings will need to be provided for the entire facility. This includes:

- New Inmate Bedroom Furniture
- Day Room Furniture
- Foodservice Equipment
- Dining Furniture
- Office Furniture and Equipment
- Laundry Equipment
- Recreation Equipment
- Dental and Medical Equipment
- Warehouse Equipment
- Inmate Program & Treatment Materials
- Security Equipment
- Maintenance and Grounds Keeping Equipment
- IT/Telecomm
- Electronic Medical Records
- A/V Equipment
- Video Visitation
- Window Treatments
- Service Vehicles
- Signage and Graphics
- Art

## 8.0 SPECIAL DESIGN CONSIDERATIONS

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SPECIAL DESIGN CONSIDERATIONS

## 8.0 SPECIAL DESIGN CONSIDERATIONS

### 8.1 Construction Classification

Building #25 in its current state would be classified as an IA or IB construction type per the life safety and building code. The facility use would be considered Group I and would be compatible with the construction type.

Construction types for the new construction would be code based for the size and occupancy type.

### 8.2 Utilities, Heating and Cooling Systems

#### Utilities

The proposed Behavioral Health Treatment Project is faced with the following options for utilities:

**Heating System:** Continue use of the central utility plant and steam tunnel as the heating source for the proposed project, or provide a separate, dedicated heating system for the Project. In that case the heating system would be hydronic-based (hot water). The Project may require redundant energy source for the heating plant with natural gas as primary and diesel fuel as secondary, standby fuel.

**Domestic Water:** Continue the well system of the campus, or provide a connection to the 16" City water main. The water main is located on the east side of the road that runs along the east side of the HRC.

**Domestic Hot Water:** In either case the Project would have a dedicated hot water system to provide water volume and recovery capacity for the bathing needs of the Project population.

**Fire Protection Water:** Continue the use of the campus hydrant system (supported by the campus private water supply) or provide a connection to the city 16" water main to serve the fire sprinkler and standpipe requirements of the Project.

**Natural Gas:** Request the City of Hastings to provide natural gas to the Project. Discussions with the City during planning of Building #3 revealed the HRC campus is not on the City gas distribution system. The City expressed a willingness to extend City natural gas; although it is some distance away. It is presumed that the natural gas load of the Project will justify the extension of the gas main; especially since Building #3 also requires natural gas.

**Sanitary Sewer:** Continue the use of the lift station. Unless measures are taken to install a dedicated lift station for Building #3, it would not make sense to install a dedicated lift station for the Project. The chapel is also served by the lift station and is part of the Building #3 project.

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SPECIAL DESIGN CONSIDERATIONS

Electricity: Continue use of the campus substation considering Building 3 will continue to use that source of power. The Project will require its own standby generator; the preferred system would have a weather enclosure with diesel fuel 'belly' tank similar to that of Building #3.

#### Heating and Cooling System

The existing HVAC system in Building #25 will not be repurposed for correctional occupancy. The ventilation system for the Project, be it in Building #25 or in a new structure, will provide zone temperature control, energy recovery and be arranged to provide ventilation and smoke control in the event of a fire condition in refuge areas by smoke compartment required by NFPA 101 Life Safety Code.

Air Conditioning will be provided with the best option possible with consideration for a chilled water system due the size of the facility. All of the equipment will be located either in mechanical rooms or outside grade mounted. All roof mounted equipment will be discouraged. Temperature controls shall be generic to allow open architecture and competitive bidding. Temperature zones shall be coordinated with the function of the space. Groups of sleeping rooms shall be on separate zones different than the zones controlling the support areas and day space. Supply air temperatures for each zone shall be controlled by room thermostats correctly placed in areas to control the average space temperatures. Security grills shall be used in areas that are unsupervised by staff 24/7. Bathing and toilet areas shall have exhaust systems that are "more than adequate" to remove odors and humidity in a space that is used consistently most of the day. These exhaust systems must be designed for the Owner to increase flows as needed in the future and be connected to a heat recovery system

#### 8.3 Life Safety/ADA

Life safety systems will be provided to comply with Chapter 22 NFPA 101 – New Detention and Correctional Occupancies. The requirements of NFPA 101 will apply equally to Building #25 and a new building inasmuch as building 25 would be repurposed as a correctional facility and therefore not qualify as existing correctional occupancy under Chapter 23. The use classification of the occupancy will be Condition III (zoned impeded egress), Condition IV (impeded egress) or Condition V (contained) as defined by NFPA 101 and as may be applied to the Project by the State. As such the requirements for detection, alarm and communication systems will apply to either the existing or a new building. Life Safety code issues peculiar to correctional facilities include:

- Fire alarm systems with secondary power supply
- Initiation of fire alarm systems (manual permitted by staff in fully supervised sleeping areas)
- Automatic occupant notification

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SPECIAL DESIGN CONSIDERATIONS

- Fire department notification: automatic or by control room staff in direct communication with fire department
- Smoke detectors are not required in sleeping rooms (cells) with four or fewer occupants. If closed cell doors are installed, detection will be provided in the exhaust duct from each cell with annunciation in the control area. Provision will also be provided to limit the inmates' ability to block the ventilation opening.. Should open bar cell doors be used, the detector may be located in the corridor directly outside the cell.
- Smoke detection system will provide full building coverage.
- Automatic fire sprinkler systems
- Standpipe system in buildings over two stories in height. Note: this is at variance with NFPA 14 that requires standpipes in building four or more stories in height.
- Smoke barrier subdivision of building spaces with dampers. Note: The Project will have refuge areas and a smoke control system arranged to maintain positive pressure in refuge areas with respect to fire areas and smoke evacuation strategy in the affected fire compartment.
- Existing vertical circulation within Building #25 will need to be evaluated for compliance with the Life Safety Code and modified/replaced/supplemented as required.
- The architect of record will be required to satisfy ADA requirements throughout the facility.

#### 8.4 Historic/Architectural Significance

Built in 1946, the Hastings Regional Center Building# 25 is significant for its association as a psychiatric treatment facility for the state of Nebraska during the rise of modern, organized, institutional psychiatry. It is also architecturally significant as a building which embodies the Art Deco style and represents asylum architecture.

#### 8.5 Artwork

Artwork is recommended to be incorporated into the project to help soften the feel and increase the healing/treatment nature of the facility. Given the restricted nature of the facility the building is not considered a public space per state statute 82-318. As such the 1% artwork requirement is not applicable to the project.

#### 8.6 Phasing

In order for the facility to function as intended the project will need to be constructed in a single phase.

#### 8.7 Future Expansion

No future expansion is planned at this time. However, the existing site does allow adequate space for future growth.

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SPECIAL DESIGN CONSIDERATIONS

8.8 Sustainability/Other

Sustainability is an important consideration for any project. A number of aspects should be considered for the proposed project.

- Recycling/food composting
- Capturing and use of rainwater
- Onsite gardens
- Solar harvesting to pre-heat water or reduce total energy needs
- Use of indigenous and drought resistant grasses and landscaping materials

The Architect of Record will be responsible for designing the facility to the following standards:

- State Building Codes
- American Correctional Association Standards
- Department of Administrative Service Design Guidelines and State adopted Codes
- Federal Prison Rape Elimination Act (PREA) Standards for Prisons and Jails
- Federal ADA standards

## 9.0 PROJECT BUDGET & FISCAL IMPACT

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PROJECT BUDGET AND FISCAL IMPACT

9.0 PROJECT BUDGET & FISCAL IMPACT

9.1 Cost Estimate Criteria

The cost estimate was developed and reviewed by Building Cost Consultants. The cost information was developed through a combination of historical cost data and industry square foot costs for similar facilities.

9.2 Year estimate completed with inflation analysis

The costs estimates included within this document were developed November – December 2014. Construction prices during this time are increasing due to the volume of total construction and the limitations of the industry to complete this work. A 5% increase for inflation was included in the cost estimate.

9.3 Gross & net square feet of area

Option 1 (Building #25 Renovation and New Addition)..... 122,901 GSF  
Option 2 (New Construction).....122,901 GSF

9.4 Total project cost per gross square foot of area

Option 1 (Building #25 Renovation and New Addition).....\$42,598,530  
a. Per Gross square feet.....\$347  
Option 2 (New Construction).....\$43,661,270  
a. Per Gross square feet.....\$355

9.5 Construction cost per gross square foot of area

Option 1 (Building #25 Renovation and New Addition)..... \$37,042,200  
a. Per Gross square feet.....\$301  
Option 2 (New Construction).....\$38,299,360  
a. Per Gross square feet.....\$312

**Option 1 (Building #25 Renovation and New Addition)**

A. Site Work

1. Earthwork	\$35,000
2. Site Utilities/Sewage Grinder	\$130,000
3. Landscaping	\$20,000



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PROJECT BUDGET AND FISCAL IMPACT

4. Signage	\$15,000
5. Exterior Lighting	\$235,000
6. Recreation Field	\$65,000
7. Perimeter Fence with Detection System	\$450,000
8. Perimeter Road	\$175,000
9. Concrete Paving	\$190,000
10. CCTV Surveillance	\$115,000
11. ADA Ramp	\$20,000
Subtotal	\$1,450,000
B. Renovation Costs	
1. Public Lobby	\$201,890
2. Administration	\$373,600
3. Staff Support	\$531,400
4. Custody Operations	\$236,560
5. Intake and Release	\$403,470
6. Health Care	\$690,750
7. Visitation	\$660,620
8. Programs and Services	\$1,106,690
9. Laundry	\$108,120
10. Grossing Factor	\$651,190
11. Asbestos Abatement and lead paint removal	\$250,000
12. Vertical Circulation/Life Safety Improvements	\$125,000
13. Exterior Building Envelope Improvements	\$800,000
14. MEP Infrastructure	\$500,000
Subtotal	\$6,639,290
C. New Construction/Addition Costs	
1. Housing	\$13,789,600
2. Food Service	\$2,173,040
3. Vehicle Sally Port (5.000 Intake & Release)	\$225,000
4. Gymnasium (9.000 Programs & Services)	\$450,000

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PROJECT BUDGET AND FISCAL IMPACT

5. Facility Management		\$1,157,540
6. Grossing Factor		\$1,203,500
7. MEP Infrastructure		\$800,000
	Subtotal	\$19,798,680

D. Soft Costs		
1. Professional Fees		\$2,963,376
2. Surveys, Testing & Misc. Expenses		\$370,422
3. Fixtures, Furnishings and Equipment		\$2,222,532
4. Project Contingency		\$3,207,120
5. Contractor OH&P		\$4,183,200
6. Inflation to Construction Midpoint		\$1,763,910
	Subtotal	\$14,710,560

**TOTAL COSTS** **\$42,598,530**

**Option 2 (New Building Construction)**

A. Site Work		
1. Earthwork		\$45,000
2. Site Utilities/Sewage Grinder		\$130,000
3. Landscaping		\$30,000
4. Signage		\$15,000
5. Exterior Lighting		\$235,000
6. Recreation Field		\$65,000
7. Perimeter Fence with Detection System		\$450,000
8. Perimeter Road		\$175,000
9. Concrete Paving		\$190,000
10. CCTV Surveillance		\$115,000
	Subtotal	\$1,450,000

B. Building Construction		
1. Public Lobby		\$312,020

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PROJECT BUDGET AND FISCAL IMPACT

2. Administration		\$597,760
3. Staff Support		\$850,240
4. Custody Operations		\$380,550
5. Intake and Release		\$810,680
6. Housing		\$13,037,440
7. Health Care		\$967,050
8. Visitation		\$933,980
9. Programs and Services		\$2,187,470
10. Food Service		\$2,173,040
11. Laundry		\$146,280
12. Facility Management		\$1,157,540
13. Grossing Factor		\$2,530,400
14. MEP Infrastructure		\$1,300,000
	Subtotal	\$27,384,450
C. Soft Costs		
1. Professional Fees		\$2,680,955
2. Surveys, Testing & Misc. Expenses		\$382,994
3. Fixtures, Furnishings and Equipment		\$2,297,962
4. Project Contingency		\$3,315,960
5. Contractor OH&P		\$4,325,170
6. Inflation to Construction Midpoint		\$1,823,780
	Subtotal	\$14,826,820
	<b>TOTAL COSTS</b>	<b>\$43,661,270</b>

#### 9.6 Fiscal Impact

##### Staffing Costs

The program and mission of this facility was reviewed by Behavioral Health and NDCS. A full description of the staffing roles and responsibilities appears earlier in this document at the end of Sections 6.1/6.2. The following summary tables illustrate the anticipated complement of staff and salaries which will be required to run the new BHTC. A total of 283 Full Time Equivalent employees are anticipated to operate the new facility.

PROJECT BUDGET AND FISCAL IMPACT

BHTC at Hastings Staffing Complement

Facility Staff	Shift / Posts					Relief	FTE Total	Pgm. Stmt. Request	Fiscal Impact of Additional Requested FTE		
	Day	1st	2nd	3rd	2015 Starting Salary				Benefits	Total Personal Services	
Corrections Warden	1				1	1.0	1	1	85,733	25,720	111,453
Deputy Warden	1				1	1.0	1	1	60,447	18,134	78,581
Secretary II	1				1	1.0	1	1	24,238	7,271	31,509
Business Manager II (v09212)	1				1	1.0	1	1	42,567	12,770	55,337
Personnel Manager I	1				1	1.0	1	1	44,945	13,484	58,429
Personnel Assistant (K17112)	1				1	1.0	1	1	29,407	8,822	38,229
Administrative Assistant I (K09121)	1				1	1.0	1	1	32,273	9,682	41,955
AA III (Litigation, ACA)	1				1	1.0	1	1	43,100	12,930	56,030
Corr Records Officer	1				1	1.0	1	1	28,873	8,662	37,535
Staff Assistant II	1				1	1.0	1	1	34,268	10,280	44,548
Training Specialist	1				1	1.0	1	1	38,188	11,456	49,644
Safety Specialist (A82310)	1				1	1.0	1	1	38,183	11,455	49,638
Emergency Prep Specialist	1				1	1.0	1	1	35,518	10,655	46,173
Material / Mail Specialist	1				1	1.0	1	1	24,028	7,208	31,236
Security Administrator - Major	1				1	1.0	1	1	52,302	15,691	67,993
Corrections Lieutenant		1	1	1	1.9	5.7	6	6	45,255	13,577	352,989
Corrections Lieutenant	1				1	1.0	1	1	45,255	13,577	58,832
Corrections Sergeant		1	1	1	1.9	5.7	6	6	37,659	11,298	293,740
Corrections Sergeant (Disciplinary; Tool/Key/Armory)	2				1	2.0	2	2	37,659	11,298	97,913
Corrections Corporal - Public Lobby	1				1.9	1.9	2	2	33,884	10,165	88,098
Corrections Corporal - Escort/Transport		4	4	2	1.9	19.0	19	19	33,884	10,165	836,935
Corrections Corporal - Central Control		1	1	1	1.9	5.7	6	6	33,884	10,165	264,295
Corrections Corporal - Intake	1				1	1.0	1	1	33,884	10,165	44,049
Corrections Corporal - Property / Supply	1				1	1.0	1	1	33,884	10,165	44,049
Corrections Corporal - Housing Units		3	3	3	1.9	17.1	17	17	33,884	10,165	748,836
Corrections Corporal - Shared Space	1				1	1.0	1	1	33,884	10,165	44,049
Corrections Corporal - Clinic	1				1	1.0	1	1	33,884	10,165	44,049
Corrections Corporal - Yard		2	2	1	1.9	9.5	10	10	33,884	10,165	440,492
Corrections Corporal - Perimeter		1	1	1	1.9	5.7	6	6	33,884	10,165	264,295
Corrections Corporal - Canteen/Rec/Religion		1	1		1.9	3.8	4	4	33,884	10,165	176,197
Corrections Corporal - Visits / Food Serv. / Dining		2	2		1.9	7.6	8	8	33,884	10,165	352,394
Corrections Corporal - (Disc; Educ & Library)	2				1.3	2.6	3	3	33,884	10,165	132,148
Unit Administrator	1				1	1.0	1	1	45,255	13,577	58,832
Corrections Unit Case Manager	0	1	2		1	3.0	3	3	39,165	11,750	152,744

PROJECT BUDGET AND FISCAL IMPACT

Facility Staff	Shift / Posts					Relief	FTE Total	Pgm. Stmt. Request	Fiscal Impact of Additional Requested FTE		
	Day	1st	2nd	3rd	2015 Starting Salary				Benefits	Total Personal Services	
Corrections Unit Caseworker		7	6	0	1.9	24.7	25	25	35,495	10,649	1,153,588
Programs Coordinator	1				1	1.0	1	1	53,550	16,065	69,615
Librarian / Corrections	1				1	1.0	1	1	34,736	10,421	45,157
Religious Coordinator	1				1	1.0	1	1	39,749	11,925	51,674
Recreation Specialist	0		1		1	1.0	1	1	33,036	9,911	42,947
Food Service Director I	1				1	1.0	1	1	39,437	11,831	51,268
Food Service Manager		0	1		1	1.0	1	1	34,122	10,237	44,359
Food Service Specialist		3	3		1.5	9.0	9	9	28,396	8,519	332,233
Facility Maintenance Mgr I (V or G)	1				1	1.0	1	1	44,393	13,318	57,711
Facility Maintenance Spec	2				1	2.0	2	2	32,274	9,682	83,912
Electrician	1				1	1.0	1	1	33,041	9,912	42,953
Warehouse Technician	1				1	1.0	1	1	26,859	8,058	34,917

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\* Salaries are beginning FY15 rates

**Total BHTC Staffing Impact 7,192,107**

**Program Staff**

Position	Day	1st	2nd	3rd	Relief	FTE Total	Pgm. Stmt. Request	2015 Starting Salary	Benefits	Total Personal Services	
Health Section Administrator	1				1	1.0	1	1	80,000	24,000	104,000
Optometrist											
Secretary II	1				1	1.0	1	1	24,238	7,271	31,509
Registered Nurse		2	2	1	1.9	9.5	10	10	42,145	12,644	547,885
Dentist	0.5				1	0.5	0.5	0.5	81,563	24,469	53,016
Dental Assistant	0.5				1	0.5	0.5	0.5	24,565	7,370	15,967
Dental Hygienist											
Medical Records Clerk	1				1	1.0	1	1	21,620	6,486	28,106
ADON	1				1	1.0	1	1	51,307	15,392	66,699
Physician's Assistant	1				1	1.0	1	1	90,000	27,000	117,000
Mental Health Practitioner II		8	6	0	1	14.0	14	14	41,047	12,314	747,055
Mental Health Practitioner II		1	1		1.9	3.8	4	4	41,047	12,314	213,444
MHP Supervisor	2				1	2.0	2	2	47,728	14,318	124,093
Psychologist	1				1	1.0	1	1	80,000	24,000	104,000
Psychiatrist	1				1	1.0	1	1	220,000	66,000	286,000
Psych NP	1				1	1.0	1	1	100,000	30,000	130,000
MHSS II		12	12	8	1.9	60.8	61	61	29,320	8,796	2,325,076
Certified Master Social Worker	2				1	2.0	2	2	43,711	13,113	113,649

PROJECT BUDGET AND FISCAL IMPACT

**Program Staff**

Position					Relief			FTE	Pgm.	2015	Benefits	Total Personal Services
	Day	1st	2nd	3rd			Total	Stmnt.	Starting Salary			
Chemical Depn. Counselor	0	2	2		1	4.0	4	4	35,518	10,655	184,694	
Medication Aide		2	2		1.9	7.6	8	8	32,078	9,623	333,611	
Pharmacy Tech	1				1	1.0	1	1	24,097	7,229	31,326	
Teacher (including Vocational)	3				1	3.0	3	3	50,000	15,000	195,000	
Re-entry Manager	1				1	1.0	1	1	40,000	12,000	52,000	
Training Specialist	1				1	1.0	1	1	38,188	11,456	49,644	
Facility Construction Coordinator II	1				1	1.0	1	1	42,869	12,861	55,730	
Buyer II	1				1	1.0	1	1	42,819	12,846	55,665	
Accountant I	1				1	1.0	1	1	32,635	9,791	42,426	
Budget Officer I	1				1	1.0	1	1	34,312	10,294	44,606	
It Infrs Support Analyst	1				1	1.0	1	1	43,749	13,125	56,874	
	24	27	25	9				125				

**Additional Program Staffing Impact 6,109,074**

59	54	54	19
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**Total Staffing Impact 13,412,634**

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PROJECT BUDGET AND FISCAL IMPACT

Cost Totals

Staffing Costs.....	\$13,412,634
Utility Costs* .....	\$614,505
Maintenance Costs** .....	\$307,253
<u>Other Operating Costs*** .....</u>	<u>\$393,245</u>
Total Operating Costs	\$14,727,637

\*\$5.00 per total gross square foot for utilities

\*\*\$2.50 per total gross square foot for maintenance

\*\*\*Includes communications, IT, Office Supplies, Etc. (Does not include inmate medical, food and other per diem costs).

As a basis for comparison, the annual operational budget per inmate/patient bed for Fiscal Year 2014 for the following facilities is provided.

- Lincoln Regional Center: (\$29.4 million per year/200 beds) = \$147,000\* per bed
- NDCS Annual Cost Per Inmate (FY2014): \$33,535\*/bed
- Hasting BHTC: \$73,638/bed

\*Some variations may exist depending on how the two State agencies track costs.

## 10.0 PROJECT FUNDING



PROJECT FUNDING

10.0 PROJECT FUNDING

10.1 Total funds required

Depending on the option chosen \$42,598,530-\$43,661,270 would be required to complete this project.

10.2 Project funding sources

This project has not been funded. Inclusion in a future Capital Construction Budget Request will be necessary.

10.3 Fiscal year expenditures

Projected Fiscal Year Expenditures (assuming 2015 funding)	
Description	Current Cost
Fiscal Year 2015-16	\$4,000,000
Fiscal Year 2016-17	\$10,000,000
Fiscal Year 2017-18	\$14,830,635
Fiscal Year 2018-19	\$14,830,635

## 11.0 PROJECT TIMELINE

PROJECT TIMELINE

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- |                                  |                   |
|----------------------------------|-------------------|
| 1. Program Statement Completion  | December 15, 2014 |
| 2. Funding Request               | March 2015        |
| 3. Funding Approval              | July 2015         |
| 4. A/E Consultant Selection      | September 2015    |
| 5. Design Completed              | July 2016         |
| 6. Bidding and Award             | September 2016    |
| 7. Building Demolition/Site Prep | October 2016      |
| 8. Begin Construction            | February 2017     |
| 9. Midpoint Construction         | February 2018     |
| 10. Full Occupancy               | February 2019     |

## 12.0 APPENDIX

12.0 APPENDIX

Proposed behavioral health programming for the Corrections Treatment Facility at Hastings per LB999\*.

Please note that the following programming recommendations are categorized by area of Behavioral Health.

1. Social Work:
  - a. Focus on inmates who will release in three to six months.
  - b. Discharge planning group (weekly) for inmates with mental illness.
  - c. Assist with application for benefits.
  - d. Groups for family members.
  
2. Sex offender Services:
  - a. Continuing care group (monthly) for those who have completed some type of sex offender treatment.
  - b. Bibliotherapy Healthy Lives Program (9 weekly sessions)
  - c. Family education group
  - d. Discharge planning should focus on housing and employment options available locally.
  - e. May want to exclude sex offenders who do not complete programming satisfactorily due to possible MH Board commitments.
  
3. Mental Health:
  - a. Meteor-Explore Group (18 weeks)
  - b. Meteor-Anger Group (18 weeks)
  - c. DBT group for the emotionally dysregulated
  - d. Domestic violence group
  - e. Family education/family integration group
  - f. Life skills to do orientation and life skills groups
  
4. Substance Abuse
  - a. Intensive outpatient treatment ( 3x week for 12 weeks)
  - b. Outpatient treatment (1x week for 12 weeks)
  - c. Continuing care treatment (1x every 1 to 2 weeks)
  - d. AA and NA run by clubs
  
5. Miscellaneous
  - a. Psychiatric services to be provided by telehealth.
  - b. Medication management group.
  - c. Mood management group
  - d. Recreation/leisure skills groups.
  - e. Focus on vocation enhancement.
  - f. All inmates should have a work assignment.
  - g. Horticulture.

\*Based on input from Cameron S. White, Ph.D., Mark Weilage, Ph.D., Stephanie Bruhn, Ph.D. and Kathy Foster, LISW



November 26, 2014

Mr. Scot Adams  
Director, Division of Behavioral Health  
Nebraska Department of Health and Human Services  
301 Centennial Mall South  
Lincoln, NE 68509

Dear Mr. Adams:

Since 1887, when the Hastings community donated 630 acres to the State of Nebraska to help establish a state mental health facility, through Melvin Meals' assignment as patient number one in 1889, and beyond the 1,152 inmates that were present at the facility in 1916 until the facility and programming that exists at the center today, the Hastings community has remained supportive of the Hastings Regional Center. As such, we greatly appreciate the current efforts of yourself and the many other dedicated individuals that are exploring options for continued programming in Hastings.

According to the Nebraska Department of Labor's 2013 Regional Labor Review, more than 40% of Hastings' local employment is comprised of construction, manufacturing, trade, transportation, and utility related trades. Relative to the rest of the State, Hastings well exceeds Nebraska's averages for construction and manufacturing activities. The Nebraska Department of Labor's long-term occupational employment projections show strong growth potential in transportation and material moving occupations, production occupations, construction and extraction occupations, and installation, maintenance, and repair occupations. According to current data on job openings available today in the Hastings area, many of these occupations require a high school diploma and less than one year of experience.

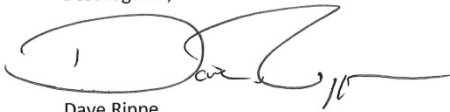
However, like many rural Nebraska communities, Hastings is experiencing a shortage of workers. The shortages, reported by most of our local employers, range across all skill levels, from entry level workers to skilled engineers. When asked if these employers would consider individuals on work release from a state correctional facility, human resources professionals, plant managers, and company owners overwhelmingly responded that such employment would be handled on a case by case basis. Many employers have experience in working with individuals who were located at the Hastings Regional Center as well as individuals that are currently located at a Federal Residential Re-entry Center, Western Alternative Corrections, located in Hastings.

301 So. Burlington • PO Box 1104 • Hastings, NE 68902 • [www.hastingsedc.com](http://www.hastingsedc.com)

Phone: 402.461.8403 • Fax: 402.461.4400 • E-mail: [drippe@hastingsedc.com](mailto:drippe@hastingsedc.com)

Thank you for your continued efforts and your consideration of Hastings. If you have any questions, please do not hesitate to contact me.

Best regards,

A handwritten signature in black ink, appearing to read "Dave Rippe", with a stylized flourish extending to the right.

Dave Rippe  
Executive Director  
Hastings Economic Development Corporation  
P: (402) 461-8403  
E: [drippe@hastingsedc.com](mailto:drippe@hastingsedc.com)

STATE OF NEBRASKA CLASS SPECIFICATION  
MENTAL HEALTH SECURITY SPECIALIST II

EST: 06/71 – REV: 05/10  
CLASS CODE: P76142

**DESCRIPTION:** Under general supervision, provides direct care and/or residential care, custody and monitoring of individuals in a juvenile dual diagnosis unit or secure state facility/ward under the direction of nursing and medical staff. Incumbents perform duties related to basic physical care, treatment programs and behavior interventions. They observe, report and record individual/group behavior and activities and implement interventions as authorized; performs related work as assigned.

**DISTINGUISHING CHARACTERISTICS:** (A position is assigned to this class based on the scope and level of work performed as outlined below.)

This is the second classification level of three in the Mental Health Security Specialist class series. This is the full performance level where incumbents perform the full range of care, custody and monitoring duties for individual care for a secure facility or ward under direct supervision according to pre-determined instructions and prescribed by standards and procedures. The full range of duties may include organizing or leading group/individual activities, providing input into treatment plans, conducting admission and other procedures and other duties as assigned. The Mental Health Security Specialist I class works as a trainee or provides overnight care; the Mental Health Security Specialist III class serves as a lead worker over others allocated to lower levels of this class series.

**EXAMPLES OF WORK:** (A position may not be assigned all the duties listed, nor do these examples include all the duties that may be assigned.)

Monitors the safety and security of individuals within assigned unit.

Assists with security procedures such as fingerprinting, photographing and security searches of residents.

Interacts with individuals in care to instruct, orient and assist individuals with program goals; report and/or document care delivery and observations.

Monitors, provides and assists with feeding, bathing, dressing, toileting and other personal hygiene activities.

Maintains safe and sanitary environment by performing laundry and housekeeping duties.

Responds to emergency or crisis situations and may intervene in verbal disputes and/or provide physical intervention that includes restraining individuals.

Takes and records individuals' vital signs.

May administer medication or first aid treatment.

Lifts and repositions individuals.

Escorts and transports individuals to appointments and activities inside or outside the facility.

Organizes and leads individual and group activities.

Provides input into treatment plans.



P76142 – MENTAL HEALTH SECURITY SPECIALIST II (continued)

Conducts admission, transfer and discharge procedures within scope of practice.

Participates in team meetings and activities.

May be required to plan, organize and participate in a variety of recreational or vocational activities.

**KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:** (These are needed to perform the work assigned.)

Knowledge of: security measures required in the care of criminal and dangerously insane patients; techniques of caring for physically and/or mentally ill patients; human behavior and performance; principles and methods for instructing individuals and groups.

Skill in: listening and understanding; communicating effectively as appropriate for the intended audience; teaching others how to do something.

Ability to: give leadership to lesser-experienced workers; interpret and follow all facility/ward instructions; prepare reports; carry out nursing procedures as prescribed; make decisions and act quickly in situations involving patient care or safety; communicate with co-workers, management and patients; lift, push, pull or bend to assist clients in meeting their needs and maintaining safety within the facility/ward.

**MINIMUM QUALIFICATIONS:** (Applicants will be screened for possession of these qualifications. Applicants who need accommodation in the selection process should request this in advance.)

Be at least 19 years of age to work with adult client populations; be at least 21 years of age to work with adolescent client populations.

**SPECIAL NOTES:**

Must successfully complete a prescribed physical examination.

May work with potentially dangerous male mentally disturbed patients.

May be required to acquire and maintain a Medication Aide certification for settings other than assisted living, nursing home or ICF-MR facilities.

Positions in this class may require an employee to possess a valid driver's license and provide a passenger vehicle with adequate liability insurance, or the ability to provide independent authorized transportation in order to perform work-related travel.

State agencies are responsible to evaluate each of their positions to determine their individual overtime eligibility status as required by the Fair Labor Standards Act (FLSA).



### Hastings Area Behavioral Health Workforce

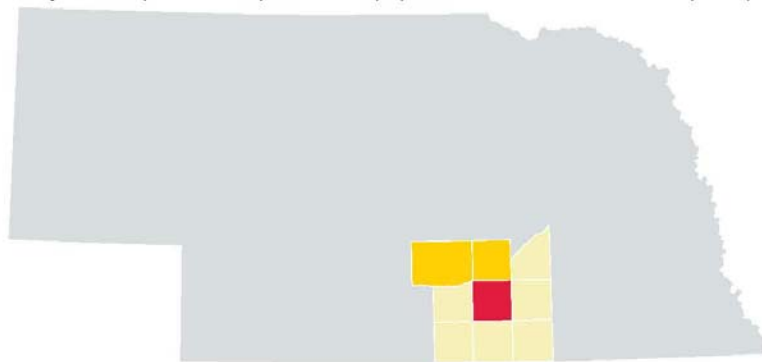
88 of Nebraska’s 93 counties are mental health shortage areas. 69 counties have no psychiatric prescriber including psychiatrists, psychiatric nurse practitioners or physician assistants practicing psychiatric mental health. This shortage persists throughout the state, including the Hastings area.

The 9 counties surrounding Hastings (Buffalo, Hall, Hamilton, Kearney, Adams, Clay, Franklin, Webster, and Nuckolls counties) cover 5,436 square miles and are home to 172,525 Nebraskans. In this area, there are 266 mental health providers currently practicing (either full-time or part-time).

	Psychiatrist		Psychiatric Nurse Practitioner		Psychiatric Physician Assistant		Psychologist		LIMHP		LMHP		Addiction Counselors	
	Full	Part	Full	Part	Full	Part	Full	Part	Full	Part	Full	Part	Full	Part
Adams	4	1	4	3	0	0	3	1	14	2	23	3	4	1
Hall	2	0	4	0	2	1	5	4	25	10	38	8	8	0
Buffalo	1	1	3	1	0	0	10	1	18	7	23	21	1	0
Kearney	0	0	0	0	0	0	1	0	0	0	0	0	0	0
Franklin	0	0	0	0	0	0	0	0	1	0	0	0	0	0
Webster	0	0	0	0	0	0	0	0	1	0	0	0	0	0
Nuckolls	0	0	0	0	0	0	0	0	0	2	0	0	1	0
Clay	0	0	0	0	0	0	0	0	1	0	0	0	0	0
Hamilton	0	0	0	0	0	0	0	0	0	1	1	0	0	0
TOTAL	7	2	11	4	2	1	19	6	60	22	85	32	14	1

### Psychiatric Prescribers

Psychiatric prescribers per 10,000 population in central Nebraska (2012)



Source: Nebraska Center for Rural Health Research, College of Public Health, University of Nebraska Medical Center, 2013.

In the area, there are 27 practicing prescribers (psychiatrists, psychiatric nurse practitioners, and physician assistants primarily practicing psychiatric mental health).

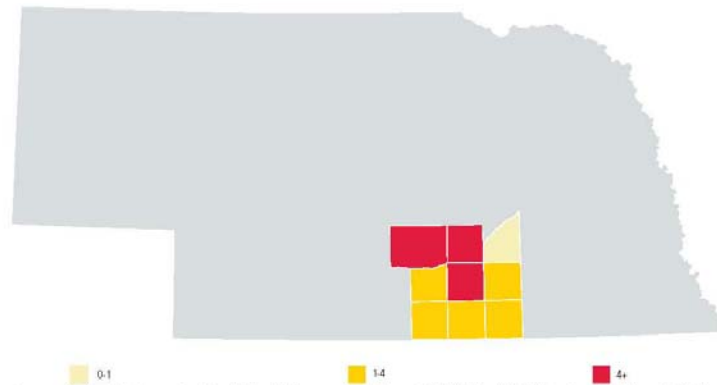
	Prescribers per 10,000 Population
Adams	3.18
Buffalo	1.05
Clay	0.00
Franklin	0.00
Hall	1.41
Hamilton	0.00
Kearney	0.00
Nuckolls	0.00
Webster	0.00

The Health Resources and Services Administration (HRSA) uses the number of psychiatrists per 30,000 population as one of the criteria for indicating a psychiatric health professional shortage area. Adams County has 4.29 psychiatrists per 30,000 people. Hall and Buffalo Counties fall just short of the 1:30,000 ratio. The remaining six counties do not have a psychiatrist.

## Independent non-prescribers

Psychologists and Licensed Independent Mental Health Practitioners (LIMHPs) are professionals who may practice without ongoing consultation with another licensed provider. There are 107 independent practitioners in the area.

Independent non-prescribers per 10,000 population in central Nebraska (2012)



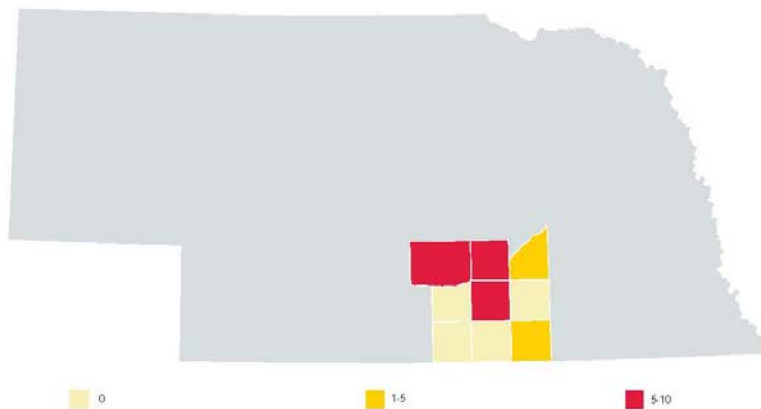
Source: Nebraska Center for Rural Health Research, College of Public Health, University of Nebraska Medical Center, 2013.

	Independent non-prescribers per 10,000 population
Adams	5.88
Buffalo	6.74
Clay	1.56
Franklin	3.14
Hall	6.13
Hamilton	0.55
Kearney	1.54
Nuckolls	2.25
Webster	2.68

## Other behavioral health professionals

Other behavioral health professionals include licensed mental health practitioners (LMHPs) and addiction counselors (both licensed alcohol and drug counselors (LADCs) and certified compulsive gambling counselors). There are 102 other behavioral health professionals in the area.

Other non-prescribers per 10,000 population in central Nebraska (2012)



Source: Nebraska Center for Rural Health Research, College of Public Health, University of Nebraska Medical Center, 2013.

	Other non-prescribers per 10,000 population
Adams	9.22
Buffalo	7.27
Clay	0.00
Franklin	0.00
Hall	8.29
Hamilton	1.11
Kearney	0.00
Nuckolls	2.25
Webster	0.00

**Contact Information**  
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