



MARION COUNTY

SHERIFF'S OFFICE

MARION COUNTY JAIL INMATE PROGRAMS

The Marion County Jail Inmate Program's Division, with the help of the Facilities and Logistics Administrative Services Bureau developed three additional inmate certificate programs.

- Inmate Basic Construction Projects
- Inmate Worker Lawn Maintenance
- Inmate Worker Welding and Fabrication

Inmate participants receive a certificate at the end of six weeks of instructions and on-the-job training. Since the inception of these programs, during the second quarter 2024, the Inmate Programs Division has issued 16 certificates to date.

A program description for all three programs and a sample of the certificate issued, are attached.

Billy Woods, Sheriff

Inmate Worker Basic Construction Projects

Week 1: Introduction to Construction Tools

- **Day 1: Overview of common hand tools and power tools used in construction**
- **Day 2: Safety precautions when using tools (PPE, tool maintenance)**
- **Day 3: Introduction to table saws and proper usage techniques**
- **Day 4: Introduction to drills and impact drivers (types, applications)**
- **Day 5: Practical session: Hands-on experience with basic hand tools and power tools**

Week 2: Construction Framing - Wood Studs

- **Day 1: Introduction to wood framing materials (types of lumber, sizes)**
- **Day 2: Overview of framing terminology and techniques**
- **Day 3: Stud layout and spacing for walls and openings**
- **Day 4: Techniques for framing walls, including corners and door/window openings**
- **Day 5: Practical session: Framing a small wall section using wood studs**

Week 3: Construction Framing - Metal Studs

- **Day 1: Introduction to metal framing materials (types, advantages)**
- **Day 2: Tools and equipment used for metal stud framing**
- **Day 3: Techniques for cutting and fastening metal studs**
- **Day 4: Framing non-load-bearing walls with metal studs**
- **Day 5: Practical session: Framing a small wall section using metal studs**

Week 4: Drywall Installation and Finishing

- **Day 1: Introduction to drywall materials and types**
- **Day 2: Tools and equipment used for drywall installation (taping knives, mud pans)**
- **Day 3: Techniques for hanging drywall sheets on walls and ceilings**
- **Day 4: Drywall taping and mudding techniques for seamless joints**
- **Day 5: Sanding and finishing techniques for smooth, professional walls**

Week 5: Common Fasteners in Construction

- **Day 1: Overview of fasteners used for wood construction (nails, screws)**
- **Day 2: Types of screws and their applications (wood screws, drywall screws)**
- **Day 3: Introduction to concrete fasteners (anchors, screws, bolts)**
- **Day 4: Techniques for fastening materials to concrete surfaces**
- **Day 5: Practical session: Demonstrating proper use of various fasteners on different materials**

Week 6: Project Week and Review

- **Day 1-5: Students work on a construction project that incorporates skills learned throughout the course, such as framing a small structure and finishing with drywall. Review of course material, assessment of student learning, and discussion of potential next steps in construction education or career paths will be conducted throughout the project week.**

Ensure that each day includes a balance of theoretical instruction, hands-on practice, and safety demonstrations. Encourage students to actively participate in practical sessions and ask questions to deepen their understanding of construction techniques and principles.

Inmate Worker Lawn Maintenance

Week 1: Introduction to Lawn Maintenance

- **Day 1: Overview of lawn care principles and the importance of maintenance**
- **Day 2: Safety precautions and equipment (PPE, handling chemicals)**
- **Day 3: Types of grass and their characteristics**
- **Day 4: Basic lawn measurement and assessment**
- **Day 5: Introduction to different types of lawn mowers and their uses**

Week 2: Zero Turn Mower Operation and Maintenance

- **Day 1: Introduction to zero turn mowers (components, safety features)**
- **Day 2: Zero turn mower operation techniques (turning, maneuvering)**
- **Day 3: Basic maintenance of zero turn mowers (blade sharpening, oil change)**
- **Day 4: Troubleshooting common zero turn mower issues**
- **Day 5: Practical session: Operating and maintaining zero turn mowers**

Week 3: String Trimmers and Edgers

- **Day 1: Introduction to string trimmers (types, safety precautions)**
- **Day 2: String trimmer operation techniques (trimming around obstacles, edging)**
- **Day 3: Maintenance of string trimmers (line replacement, cleaning)**
- **Day 4: Introduction to lawn edgers (types, safety precautions)**
- **Day 5: Practical session: Using string trimmers and edgers effectively**

Week 4: Hedge Trimmers and Pruning

- Day 1: Introduction to hedge trimmers (types, safety precautions)
- Day 2: Hedge trimming techniques for different types of hedges
- Day 3: Pruning tools and techniques for shrubs and trees
- Day 4: Safety considerations when using pruning tools
- Day 5: Practical session: Trimming hedges and pruning shrubs

Week 5: Leaf Blowers and Debris Cleanup

- Day 1: Introduction to leaf blowers (types, safety precautions)
- Day 2: Techniques for using leaf blowers to clear debris
- Day 3: Safety considerations when working with leaf blowers
- Day 4: Introduction to other debris cleanup tools (rakes, brooms)
- Day 5: Practical session: Clearing leaves and debris from lawns

Week 6: Project Week and Review

- Day 1-5: Students work on a lawn maintenance project, applying skills learned throughout the course. This could include mowing, trimming, edging, and cleanup of a designated area.

Each day should include a combination of theoretical instruction, hands-on practice, and safety demonstrations. Encourage students to ask questions and actively participate in practical sessions. Additionally, emphasize the importance of regular maintenance for both tools and lawns to ensure optimal performance and appearance.

Inmate Worker Welding and Fabrication

Week 1: Introduction to Welding

- Day 1: Overview of welding processes (MIG, TIG, Stick)
- Day 2: Safety precautions and equipment (PPE, ventilation, fire safety)
- Day 3: Introduction to welding materials (metals, alloys)
- Day 4: Welding terminology and symbols
- Day 5: Welding machine setup and basic operation

Week 2: Welding Techniques

- Day 1: Introduction to metal preparation (cleaning, grinding)
- Day 2: Understanding welding positions (flat, horizontal, vertical, overhead)
- Day 3: Practice welding beads on flat surfaces
- Day 4: Introduction to joint types (butt, lap, corner)
- Day 5: Welding joints in various positions

Week 3: Advanced Welding Techniques

- Day 1: Fillet welds and groove welds
- Day 2: Welding thicker materials
- Day 3: Welding thin materials without distortion
- Day 4: Welding aluminum and other non-ferrous metals
- Day 5: Troubleshooting common welding problems

Week 4: Cutting Tools - Grinders and Bandsaws

- Day 1: Introduction to grinders (types, safety precautions)
- Day 2: Grinding techniques for metal preparation
- Day 3: Introduction to bandsaws (types, safety precautions)
- Day 4: Basic bandsaw operation and maintenance
- Day 5: Practice cutting metal with grinders and bandsaws

Week 5: Cutting Tools - Drill Presses and Chop Saws

- Day 1: Introduction to drill presses (types, safety precautions)
- Day 2: Basic drill press operations and drilling techniques
- Day 3: Introduction to chop saws (types, safety precautions)
- Day 4: Basic chop saw operation and cutting techniques
- Day 5: Practical session combining all cutting tools to prepare metal for welding

Week 6: Project Week

- Day 1-5: Students work on a welding project incorporating skills learned throughout the course. This could include fabricating a simple structure or repairing a metal object.

Each day should include a mix of theoretical instruction, hands-on practice, and safety demonstrations. It's also important to provide ample time for students to practice and receive feedback from instructors. Additionally, encourage students to ask questions and explore their own interests within the field of welding.

CERTIFICATE of ACHIEVEMENT

THIS ACKNOWLEDGES THAT

QUIANA HIGH

HAS SUCCESSFULLY COMPLETED THE

Janitorial/Environmental Services

JULY 1, 2024

Judge Cochran - Director of Inmate Services
R. Grantham - Facilities Maintenance Supervisor

