

# FOX LAKE CORRECTIONAL INSTITUTION

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# ANNUAL REPORT

**JULY 1, 2003 – JUNE 30, 2004**

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## **MESSAGE FROM THE WARDEN**

On behalf of the staff of the Fox Lake Correctional Institution, Greetings!

Without question, this institution has realized the beginning of numerous construction projects affecting the physical plant that will continue through 2004 into 2005. Built in 1962, the Fox Lake Correctional Institution represented what was felt to be the “state of the art” in correctional institution design. Be that as it may, there were any number of areas that by today’s standards required updating and this is currently underway!

During this reporting time, FLCI recorded the highest number of students enrolled in our educational system ever! Fox Lake minimum security has set the pace for community service project hours as well as for Work Release numbers. Our Fox Lake family steps forward with pride in our collective efforts touting our productivity, our care and concern for inmates, our security and safety initiatives day in and day out thus representing the very best of Corrections in Wisconsin.

Of special note is the fact that the Darrell A. Kolb Range and Training Center, named for former Warden Kolb, completed its’ first year of operation during the reporting period. This facility has served DOC/DAI agencies admirably as well as outside law enforcement including a federal government sponsored bomb/terrorist response training session.

I would be, indeed, remiss if I did not tell you that our institution was visited by Wisconsin's First Lady, Jessica Doyle, who was very interested in literacy and basic education programs. She visited our school and was able to view many of our classes that were in session in both the Academic and Vocational School.

So it is with appreciation for our outstanding staff that I submit this report for your review and with confidence in our future, I expect things only to get better.

Thomas G. Borgen  
Warden

## **MISSION OF THE INSTITUTION**

The Fox Lake Correctional Institution (FLCI) is operated as a medium-security facility with an adjoining minimum-security compound\* for adult male offenders. The basic mission and objectives of the institution are:

- ❑ To protect society and rehabilitate the offender.
- ❑ To provide medium/minimum custody and care for a select group of adult male offenders incarcerated by law from society for a period of time.
- ❑ To create and maintain an atmosphere or climate which restores the dignity of the individual and to provide optimum opportunity for positive behavioral changes.
- ❑ To introduce, develop and maintain correctional programs that will be treatment oriented to the highest possible degree.

\*minimum compound is also known as FMCI

## **HISTORY & DEVELOPMENT**

Historical Background: Gaylord Nelson, Governor  
Sanger B. Powers, Administrator, Department of Corrections  
Wilbur J. Schmidt, Director, Department of Public Welfare  
R.D. Culbertson, Director, Department of Administration, Bureau of Engineering  
Karel Yasko, State Architect  
Shinji Yamamoto, Architect in Charge  
John R. Gagnon, Warden – 1962 to 1985  
Darrell A. Kolb, Warden – 1985 to January 4, 1991  
Raymond Fromolz, Acting Warden – January 4, 1991 to August 1, 1991  
Gerald A. Berge, Warden – August 1, 1991 to December 31, 1997  
Kenneth J. Sondalle, Warden – January 1, 1998 to January 24, 2000  
Thomas G. Borgen, Warden – January 24, 2000 to Present

**Date Opened:** The construction of the Fox Lake Correctional Institution began in July, 1960 and the institution was officially opened on September 12, 1962.

**Cost to Build:** \$ 8,172,216.00

**Facility:** First medium security institution in the United States with no-pass system and freedom of movement.

**Location:** The Fox Lake Correctional Institution is located in Dodge County, about eight miles north of the City of Fox Lake and ten miles west of the City of Waupun. The institution is situated on an 85-acre plot surrounded by approximately 1200 acres owned by the State of Wisconsin.

**Buildings & Grounds:** The buildings consist of an Administration Building, Food Services/Service Building, Chapel, Academic School/Health Services Unit Building, six Housing Units, two – 144 bed Dormitories, Segregation Building, Vocational Shops/Industries Building, Recreation Building, Garage, Control Center, and Entrance Building.

The Housing Units are designed for 96 single rooms, however, the majority of the rooms are doubled to meet the demands of increased populations. The rooms have regular doors and windows.

<b>Total Site Acreage:</b>	<b>1200 acres</b>
<b>Acreage Inside Fence</b>	<b>82 acres</b>
Towers:	6 – each 30 feet high
Fences:	14 feet high (Outer)
	12 feet high (Inner)
	Distance between each
	20 feet
Patrol:	Roving Vehicle, foot and fire
Heating:	12 steam heat boilers (natural gas)

**Philosophy:** FLCI embraces a “Responsible Living” concept approach in managing the inmate population. This approach places emphasis on personal responsibility.

**SECURITY LEVEL**

The Fox Lake Correctional Institution is a medium-security adult correctional facility with an attached minimum security adult compound.

**OPERATING CAPACITY – CURRENT POPULATION**

The operating capacity of FLCI and FMCI on Friday, June 25, 2004 was noted as:

<u>FLCI</u>	<u>FMCI</u>
<b>691</b>	<b>288</b>

The current population of FLCI and FMCI on Friday, June 25, 2004 was noted as:

<u>FLCI</u>	<u>FMCI</u>
<b>1028</b>	<b>286</b>

**STAFFING REPORT**

Security Positions:	Supervising Officers	14
	Correctional Sergeants	97
	Correctional Officers	<u>138</u>
	Total Security Positions	<b>249</b>
Non-Security Positions:		<b><u>116</u></b>
	<b>TOTAL EMPLOYEES</b>	<b>365</b>

Inmate to Staff Ratio:

Inmate Population (FLCI & FMCI) on June 25, 2004 --

1314 divided by 365 total staff = **3.6 (inmate to staff ratio)**

**Affirmative Action Statement**

The Fox Lake Correctional Institution works closely with the Department of Corrections, Bureau of Personnel and Human Resources, to ensure that State and Federal guidelines for Equal Opportunity Employment are

followed. Special recruitment and hiring procedures will be used if it is determined that a vacant position is underutilized on the basis of race/ethnic group or gender. Although this institution is located away from metropolitan areas thus making it more difficult to recruit, hire and retain minorities, it is our goal to use the tools available to us to progress toward a balanced work force.



**BUDGET INFORMATION**

<b>FISCAL YEAR*</b> (Year ending June 30)	<b>1998</b>	<b>1999</b>	<b>2000</b>	<b>2002</b>	<b>2003-04</b>
Permanent Salary	9,698,678	10,694,212	13,991,453	13,832,028	15,166,893
LTE Salary	74,250	165,000	250,840	72,872	89,250
Fringe Benefits	3,905,549	4,237,000	5,402,375	5,857,044	7,003,007
Supplies & Services	666,544	598,663	760,424	831,728	1,197,310
Capital	240,732	132,186	426,379	226,415	287,566
Food	879,649	926,000	1,249,544	1,127,345	1,115,214
Variable Non-Food	707,560	417,000	960,073	1,049,696	1,031,908
Fuel & Utilities	448,789	461,675	752,279	632,043	1,035,000
Maintenance	250,338	229,500	236,811	250,866	204,163
<b>Total</b>	<b>16,872,089</b>	<b>17,861,236</b>	<b>24,030,178</b>	<b>23,880,037</b>	<b>27,130,311*</b>
					*Includes Minimum Security Compound

**INMATE COSTS**

<b>1999</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>
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▪ Yearly Cost	21,353.76	20,567.28	21,857.16	22,689.50	23,352.72
▪ Monthly Cost	1,779.48	1,713.94	1,821.43	1,890.91	1,946.27
▪ Daily Cost	58.50	56.36	57.13	62.16	63.98

**INMATE WAGES**

Inmate wages range from \$ .05 per hour for unassigned inmates to \$ .42 per hour for top institution assignments. Badger State Industries workers can earn up to \$ 1.00 per hour.

◆ Inmate wages paid by FLCI in 2003-04 (Average monthly wages: \$ 48,232.25)	\$578,787.01
◆ Inmate wages paid by BSI in 2003-04 (Average monthly wages: \$ 19,067.16)	\$228,805.97
<b>Total</b>	<b>\$807,592.98</b>

**INMATE PAID OBLIGATIONS**

◆ Victim Witness Surcharge paid in 2003-04	\$34,055.00
◆ DNA Surcharge paid in 2003-04	\$30,207.19
◆ Restitution paid in 2003-04	\$15,748.48
◆ Medical Co-Pay paid in 2003-04	\$14,490.00
◆ Court Ordered Child Support paid in 2003-04	\$42,066.58

**INMATE PROGRAMS**

**FLCI EDUCATION PROGRAM**

The program at FLCI is very treatment oriented with heavy emphasis on job training. FLCI is coupled with the Moraine Park Technical College, Fond du Lac, as all vocational programs can result in a Technical Diploma being awarded for completion of the course. There are related Academic course offerings as well. Over 500 inmates are involved in educational programming with Adult Basic Education (ABE) classes offered both during the day and evening.

There are 17 Academic instructors, 13 Vocational program instructors, 3 Program Assistants, 1 Guidance Counselor and 1 Education Director on staff.

Academic offerings include:

Adult Basic Education

- GED/HSED instruction
- Employability Skills
- Health Civics

Vocational General Education Courses

- Occupational Communications
- Occupational Success Strategies
- Student Success
- Occupational Math 1 and 2

- Pre-Employment Seminar
- Introduction to Keyboarding
- Introduction to Personal Computer

Other Offerings

- Financial Literacy
- Stock Simulation Game
- Job Hunt

Vocational program offerings:

Auto Collision Repair and Refinish Tech  
Automotive Maintenance Tech  
Masonry/Bricklaying  
Cabinetmaking/Millwork  
Computer Drafting – Mechanical  
Custodial Services  
Horticulture (3 certificate programs)

- Greenhouse Management
- Landscape Specialist
- Grounds Maintenance

Machine Tool Operation  
Motorcycle, Marine & Outdoor Power Products Tech  
Office Software Applications  
Production Welding  
Welding – Fabrication  
Heating/Refrigeration/Air Conditioning

- ✓ 6,776 vocational/technical credits were earned in 2003-2004
- ✓ 235 vocational diplomas and certificates were issued in 2003-2004
- ✓ 42 inmates earned their HSED in 2003-2004 at FLCI and that number is expected to increase significantly



**COGNITIVE INTERVENTIONS PROGRAM (CGIP)**

At FLCI, the Education staff are the primary providers of CGIP programming. If an inmate is enrolled in a vocational program AND has a CGIP need, Moraine Park will credit the student with satisfying the Human Relations standard required of all vocational diploma programs.

Statistics from 2003 show a total enrollment in CGIP of 143 inmates with 91 total completions.

## **PSYCHOLOGICAL SERVICES**

### *Crisis Intervention*

Psychological Services Unit (PSU) staff provide emotional and psychological support to inmates in immediate crisis situations. We help men who are severely depressed or suicidal, are having trouble dealing with reality, are experiencing a grief reaction, or who mood swings. We also screen inmates to determine if they are appropriate for referral to the psychiatrist.

### *Sex Offender Treatment (SOT)*

This is a group counseling program designed to assist sex offenders in identifying the issues related to their offenses, enhancing victim empathy, recognizing danger signals and learning effective techniques for controlling their thoughts and behavior to prevent re-offending. Within the last year, PSU and Social Services staff completed five SOT groups. There were 40 inmates out of 44 that completed SOT.

### *Anger/Violence Management (A.M.)*

This is a group counseling program designed to help inmates become more aware of their underlying feelings beneath anger, beliefs contributing to anger and violence, and to learn proper ways of controlling aggression. The men are encouraged to examine the ways in which inappropriate expression of anger contributes to their offenses and to problems with interpersonal relationships. Within the last year, PSU completed two Anger Management groups. Each group consisted of 12 inmates with 18 of the total of 24 completing their session.

### *Domestic Violence (DV) Group*

This is a group program designed to help inmates identify issues related to their Domestic Violence offense(s) by recognizing and altering their thinking patterns and beliefs that contribute to abusing their intimate partner, and to learn appropriate methods of communicating with their partner. This group also enhances their understanding of the dynamics of Domestic Violence. Within the last year, PSU and Social Services staff completed three DV groups.

### *Evaluations*

PSU staff do evaluations for Program Review, the Parole Commission and Social Services.

## **SOCIAL SERVICES**

Social Services staff continue to provide social work services to meet the needs of the inmate population. In addition to performing the normal duties associated with their assigned caseloads, Social Workers are also paired with Psychological Services staff to provide weekly counseling sessions in the areas of Anger Management, Domestic Violence and Sexual Offender Treatment.

The Segregation Social Worker is a member of the Wellness Committee which meets regularly to assess at-risk inmates, whether in Segregation or in the general population.

Social Services remains involved in the supervision of service or self-help groups including the Conservation Club, IMPACT (Inmates Making a Positive Attempt to Correct Teens) and SPA (sexual offender support group). The Social Workers continue to serve on the institution Health and Safety Committee, act as contact persons in the Employee Assistance Program and act as Peer Supporters to staff following any critical incidents.

Current staffing is nine full time Social Workers and one Social Services Director.

## **IMPACT**

The Fox Lake Correctional Institution has been providing the IMPACT (Inmates Making a Positive Attempt to Correct Teens) program since June of 1993. The program is a service offered by the institution to adolescent boys who have been referred to the Dodge County Human Services and Health Department for a variety of delinquent acts. Generally, every other month Dodge County Social Workers accompany 9-12 male juveniles to meet with the inmate IMPACT members. This program is designed to educate the youth and give them an opportunity to see and learn about the consequences of criminal behavior. This is not an intimidation program. IMPACT is targeted strictly for delinquent youth or high risk youth between 12 and 17 years of age.

During the past year, seven presentations of IMPACT were held and 75 juveniles participated.

## **ACCOMPLISHMENTS AT FLCI (July 1, 2003 – June 30, 2004)**

- ✓ 6,776 vocational/technical credits were earned in 2003-2004
- ✓ 235 vocational diplomas and certificates were issued in 2003-2004
- ✓ 42 inmates earned their HSED in 2003-2004 at FLCI and that number is expected to increase significantly
- ✓ Construction of the Minimum Compound Multi-Purpose Building was completed in the fall. The building was opened in November and is being used for recreation, education classes, visits and health services appointments for minimum-security inmates.
- ✓ In October, 2003 work began on Phase A of the \$ 14.4 million Infrastructure Project in the medium security compound. This portion of the project included remodeling a space in the Recreation Building for a new Canteen area, expanding the existing Warehouse and adding serveries to all six Housing Units. The relocation of the Canteen, Store and Laundry as well as the Warehouse expansion was completed in June 2004. Phase B went out for bid in early 2004 to include the remodeling of the old Laundry and Kitchen and conversion of the current dining area to a new Health Services Unit.
- ✓ In October, 2003 two outdoor recreation pads and basketball hoops were installed at the passive recreation site at each Housing Unit in order to increase opportunities for constructive use of inmate leisure time.
- ✓ The man gates and vehicle gates in the interior fencing project became operational in October, thus increasing our ability to control movement to and from the Administration Building.
- ✓ Wisconsin's First Lady, Jessica Doyle, visited FLCI in December and toured our Education Department. Mrs. Doyle is very interested in literacy and basic education programs.
- ✓ During National Correctional Employees Week in May, thirteen FLCI staff were recognized for achieving the milestone of 25 years of State Service.
- ✓ In May, the entire FLCI Health Services Unit staff were nominated for "Nurse of the Year" by a FLCI inmate.

- ✓ In June, Bob Cosgrove, FLCI Drafting Instructor, was recognized as a finalist for the “Teacher of the Year” award.

## **COMMUNITY RELATIONS BOARD**

The Fox Lake Correctional Institution’s Community Relations Board (CRB) held their first meeting here at the institution on April 7, 1992. The purpose of the CRB is to support the mission of the Department of Corrections, the Division of Adult Institution and the Fox Lake Correctional Institution. The Board functions as a mechanism for the enhancement of public education and acts as an advocate for issues that are relevant to the operations of adult correctional institutions in Wisconsin. The CRB is a vehicle used for establishing local community support for institution operations and to promote positive communications between the institution and the local communities.

The members of the FLCI’s CRB are appointed by the Warden of the institution and is available to any community citizen including elected or appointed officials. The current membership includes:

Butch Wagner, Representative from the Township of Fox Lake  
Bill Frank, Chief of the City of Fox Lake Fire Department  
Ken and Betty Perry, Neighborhood Alert Members  
Robert Goetsch, former State Representative  
Senator Scott Fitzgerald, State Senator  
David Dobbratz, Village of Randolph President  
\*Ted Meekma, Retired Administrator of the Wisconsin State Patrol  
\*Chairperson of the Committee  
Judge Andrew Bissonnette, Dodge County Judge  
Sheriff Todd Nehls (or a representative), Sheriff - Dodge County  
Rev. John Breitwisch, Pastor – Peace Lutheran Church, Beaver Dam  
Elmer Karl, Community Corrections Representative (Region 7)  
Peggy Goodman, Victim/Witness Assistance Program, Dodge County  
Frank Moore, Neighborhood Alert Member  
Daniel & Debra Siewert, Neighborhood Alert Members  
Hubert and Rose Raymond, Neighborhood Alert Members  
Gary Cox, Police Chief – City of Beaver Dam  
Representative Jeff Fitzgerald, State Representative - 39<sup>th</sup> District  
Tom Giese, Media Representative (*The Citizen*, Beaver Dam)  
Nancy Franke, Restorative Justice, Dodge County  
Thomas Borgen, Warden – FLCI

The CRB meets two times a year; a meeting is held in May and again in November. The members are brought up-to-date on current institution events and happenings as well as Division and Department-wide issues and concerns. Presentations have also been given on institution programs and programs from outside the institution including Restorative Justice initiatives in Dodge County.

## **RESTORATIVE JUSTICE EFFORTS**

- ✓ The inmate Project Work Crews (3 crews total) performed 51,868 man-hours of work for non-profit organizations/agencies through this reporting period. Work included cleaning and painting in area churches

and schools; work for various state agencies including UW-Oshkosh, Devil's Lake State Park, the Wade House, and the Kettle Moraine State Forest as well as many projects for various local municipalities.

- ✓ The institution continues with their willingness to participate in the Habitat for Humanity effort.
- ✓ The institution is continuing as a resource for assisting the Wheels to Work program in Fond du Lac County. During the reporting period, the services of our automotive vocational program(s) were not requested.
- ✓ The inmate Work Release program continues with 10 work sites participating through the reporting period and 260 inmates involved during this time. The men who participate in work release have been able to pay back thousands of dollars of court-ordered restitution and/or legal obligations such as child support. (Note: Those figures will appear in the section addressing restitution, child support, etc. information.)
- ✓ Inmate groups and individual inmates have donated monies throughout the reporting period for various projects such as: Annie's House in Milwaukee; Green Valley Enterprises, Beaver Dam; Salvation Army homeless shelter; PAVE, Beaver Dam and numerous other charities. In addition to monetary contributions, the various inmate groups donated items such as bird houses, bird baths, wooden signs and toys, hall trees, to various non-profit organizations to be used in fund-raising activities or enhancements to a facility.

## **INSTITUTION VOLUNTEERS**

Volunteers are used in the Chapel program to meet the needs of all faiths and denominations through volunteer services and organizations.

Their services are utilized in the following Chapel activities:

- |                                      |                                                    |
|--------------------------------------|----------------------------------------------------|
| ▪ Weekly Protestant Worship Service  | 90-100 volunteers including special services       |
| ▪ Weekly Catholic Mass               | 5 volunteers                                       |
| ▪ Weekly Muslim Jumah                | 2 volunteers                                       |
| ▪ Bi-weekly Wiccan Service           | 1 volunteer                                        |
| ▪ Monthly Native Sweat Lodge         | 1 volunteer (approximately 4-6 over the last year) |
| ▪ Bro. Bob's Outreach Study (weekly) | 3 volunteers                                       |
| ▪ Chaplain's Study (weekly)          | 8 volunteers (open to both Catholic/Protestant)    |
| ▪ Lutheran Study (monthly)           | 2 volunteers                                       |
| ▪ Native Pipe and Drum (weekly)      | 1 volunteer                                        |
| ▪ Muslim Talim (weekly)              | 1 volunteer when available                         |
| ▪ Catholic Bibly Study (weekly)      | 1 volunteer                                        |
| ▪ Protestant Choir (weekly)          | 1 volunteer                                        |
| ▪ All Faiths Events (monthly)        | 40-60 volunteers                                   |
| ▪ Bro. Bob's Outreach (monthly)      | 2 volunteers                                       |
| ▪ New Testament Church (monthly)     | 2 volunteers                                       |
| ▪ Marriage Seminar (monthly)         | 2 volunteers                                       |

**INMATE COMPLAINT REVIEW SYSTEM (ICRS)**

The complaint procedure affords inmates in adult institutions a process by which grievances may be raised, investigated and decided in a timely manner. The Institution Complaint Examiner (ICE) makes an impartial investigation of the complaint and then makes a detailed report and recommendation to the Warden who, in turn, reviews the recommendation and renders a decision.

Inmate Complaints – July 1, 2003 – June 30, 2004

<b><u>Type of Complaint</u></b>	<b><u>Total Number</u></b>	<b><u>Percentage</u></b>
Bureau of Correctional Enterprises	6	0.51%
Classification	15	1.26%
Correspondence and Publications	74	6.23%
Discipline	134	11.29%
Discrimination	3	0.25%
Food	26	2.19%
HIPPA	0	0.00%
Inmate Accounts	54	4.55%
Inmate Complaint Review System	13	1.10%
Medical	182	15.33%
Other	81	6.82%
Parole	8	0.67%
Personal Physical Conditions	62	5.22%
Personal Property	303	25.53%
Religion	4	0.34%
Rules	30	2.53%
Staff	107	9.01%
Visiting	25	2.11%
Work and School Programs	60	5.05%
	<u>1187</u>	<u>100.00%</u>

Returned Complaint Submissions 539

<b><u>Dispositions</u></b>		
Affirmed	84	7.08%
Affirmed - Modification	2	0.17%
Dismissed	603	50.80%
Dismissed - Modification	7	0.59%
Informally Resolved	5	0.42%
Rejected	460	38.75%
Withdrawn	26	2.19%
	<u>1187</u>	<u>100.00%</u>

**Housing Unit Distribution**

Unit 1	141	11.88%
Unit 2	130	10.95%
Unit 3	154	12.97%
Unit 4	130	10.95%
Unit 5	112	9.44%
Unit 6	105	8.85%
Unit 7	67	5.64%
Unit 8	196	16.51%
Unit 9	102	8.59%
Unit 10	50	4.21%
	1187	100.00%

**INMATE CONDUCT REPORTS**

**July 1, 2003 – June 30, 2004**

<u>Sanctions Imposed</u>	<u>Total Imposed</u>	<u>% of Total Imposed</u>
Dismiss	146	5
Reprimand	138	4.1
Extra Duty	102	3
Restitution	20	.6
Loss of Recreation	388	12
Loss of Privileges	426	13
Room Confinement	1416	45
Building Confinement	10	.3
Adjustment Segregation	140	4
Program Segregation	178	6
Disciplinary Separation	<u>204</u>	<u>7</u>
<i>Total</i>	3168	100%

**CONDUCT REPORTS COMPARISON**

1999 (calendar year)

2872

2000 (calendar year)	4869
2001	Information not available
2002 (calendar year)	3547
2003-04 (fiscal year)	3168

**INMATE POPULATION -- July 1, 2003 – June 30, 2004**

	<u>FLCI</u>	<u>FMCI</u>
July	1022	286
August	1005	287
September	1016	280
October	1028	286
November	1038	278
December	1012	284
January	1041	288
February	1047	288
March	1058	283
April	1050	263
May	1041	282
June	1031	283
<b>Average Inmate Population for FY 04:</b>	<b>1032</b>	<b>282</b>

**INMATE ASSIGNMENTS – Medium Inmates (June 30, 2004)**

➤ Administration	06
➤ Barbers	12
➤ Chapel	05
➤ Clothing	21
➤ Food Service	205
➤ Garage	05
➤ HSU Clerk	02
➤ Janitors	120
➤ Maintenance	70
➤ Program Seg	38
➤ Recreation	12
➤ Store	12
➤ Wood Industries	100
➤ School	281
➤ Unassigned (involuntary) Status	206

**VISITING**

Inmates housed in FLCI received 13,748 visits in FY 04.

Inmates housed in FMCI received 3,328 visits in FY 04.

**Average Weekly Visits:                      328\* visits**

The number of FLCI inmate visitors totaled 25,691 in FY 04.

The number of FMCI inmate visitors totaled 6,488 in FY 04.

**Average Weekly Visitors: 619\* visitors**

\*Figures do not reflect guests in attendance during weekly group meetings or special programs.

Three visits per week are authorized. Only one of the three visits during the week will be authorized on a weekend. If a weekend visit is not planned, a man may receive three visits on weekdays. All weekend and holiday visits will be restricted to two (s) hours in length between 8:00 a.m. and 3:45 p.m. Weekday visits are restricted to three (3) hours in length between 2:30 p.m. and 8:45 p.m. It is also important to know that we do make exceptions for inmates whose families have to travel a long distance to see an inmate. They may request special permission to have a longer visitation time and possibly more days in the week to visit.

**VISITING COMPARISON BY YEAR**

<u>Year</u>	<u># of Visits</u>	<u># of Visitors</u>
1999 (calendar year)	13,769	23,760
2000 (calendar year)	16,832	30,455
2001	Information not available	Information not available
2002 (calendar year)	19,857 (FLCI/FMCI)	37,318 (FLCI/FMCI)
2003-04 (fiscal year)	17,076 (FLCI/FMCI)	32,179 (FLCI/FMCI)

**FOX LAKE CORRECTIONAL INSTITUTION – MINIMUM COMPOUND (FMCI)**

Historical: Inmates from the John C. Burke Correctional Center started moving to the dormitories behind FLCI on August 21, 2000 to make room at the Burke Center for female inmates. The move was completed on September 28, 2000. The dormitories, renamed FMCI are used to hold inmates being transferred to other minimum centers, institution farm workers, Project Crew Workers and Work Release inmates. Work details started at FMCI on October 2, 2000.

**Project Crews:** Inmates who are staffed to FMCI and who have the classification of Minimum Risk Rating and Community Custody, are allowed to work in the community under the supervision of FMCI Project Crew staff. There are three Project Crews of up to ten inmates each and one Project Crew Support of approximately 10 inmates. The three main crews work approximately 40 hours per week. The Project Crew Support is utilized only when extra help is required on a particular project and/or if a replacement is needed for a crew member. Inmates are contracted at the rate of \$ 1.75/hour. The inmates receives \$ 1.25/hour with \$ .50/hour returned to the institution to offset expenses of the crew such as gas, tools, etc.

Project Work Crew Statistics (July 1, 2003 – June 30, 2004)

<input type="checkbox"/> Number of work sites	40
<input type="checkbox"/> Number of inmates who participated	109
<input type="checkbox"/> Total number of hours	51,868
<input type="checkbox"/> Total profit (man hours)	\$ 25,934.00

- Approximate equipment charges \$ 3,136.35

**Work Release Program:** Inmates who are staffed to FMCI and who have the classification of Minimum Risk Rating and Community Custody, are allowed to work in the community at or above Wisconsin minimum wage.

Work Release Statistics (July 1, 2003 – June 30, 2004)

- Number of work sites 10
- Number of inmates who participated 260
- Ending average gross weekly wage \$ 120.60
  
- Total amount paid by inmates for room \$262,245.45
- Total amount paid by inmates for room tax \$ 2,747.27
- Total amount paid by inmates for board \$ 39,951.50
- Total amount paid by inmates for transportation \$146,608.00
- Total amount of monies paid back for court ordered obligations \$ 13,813.38
- Total amount paid for child support \$132,269.99

**INMATE ACTIVITIES GROUPS (July 1, 2003 – June 30, 2004)**

**AA DRY DOCK:** Through the utilization of a 12-step program and group support, this group enables the inmate to understand his addiction to alcohol and its consequences.

Average Monthly Membership – 28 men                      Man hours per week: 70

**AFRICAN CULTURE GROUP:** A group designed to bring FLCI black inmates together for the purpose of knowledge concerning their black culture and to promote the welfare and understanding of black awareness.

Average Monthly Membership – 43 men                      Man hours per week: 108

**CONSERVATION CLUB:** Designed to encourage members to volunteer their personal efforts to the protection and restoration of all natural resources and actively participate in club activities and projects.

Average Monthly Membership --19 men                      Man hours per week: 285

**FOX LAKE INDIAN COUNCIL:** A group developed to acquaint Native Americans with the culture and religion of their forefathers and assist them in education and current tribal organizations.

Average Monthly Membership – 12 men                      Man hours per week: 30

LOS LATINOS GROUP: An organization dedicated to the promotion of education, legislation, business and correctional programs that specifically benefit Latinos.

Average Monthly Membership – 43 men

Man hours per week: 108

NARCOTICS ANONYMOUS (NA): Through the utilization of a 12-step program and group support, this group enables the inmate to understand his addiction to drugs and their consequences.

Average Monthly Membership – 14 men

Man hours per week: 35

SELF-HELP: A group facilitated by volunteers that explores topics to enable inmates to develop positive self-esteem.

Average Monthly Membership – 32 men

Man hours per week: 80

SEXUAL PERPETRATORS ANONYMOUS (SPA): This is a support group for inmates who have admitted their involvement in a sex offense.

Average Monthly Membership – 9 men

Man hours per week: 23

VETERANS GROUP: A membership organization that provides incarcerated military services veterans with legal assistance, support services, social activities, and memorial functions on days of special importance to veterans and the military.

Average Monthly Membership – 29 men

Man hours per week: 290

## **BADGER STATE INDUSTRIES**

Badger State Industries (BSI) operates a wood and laminated furniture manufacturing facility designed to assist in the re-integration of inmates by providing hands-on experience in a work environment closely resembling that of private industry. Inmates are also encouraged to participate in a Cabinetmaking/Millwork Vocational Program enabling them to earn a Technical Degree from Moraine Park Technical College while working at BSI.

Articles produced include all types of free-standing furniture such as desks, credenzas, book shelving, tables, laminated parts for office systems installations and hardwood frame and seating components for the upholstery operation. Products manufactured as sold to State agencies and other qualified customers.

Average number of inmates employed: 70-90.



## **EMPLOYEE ASSISTANCE PROGRAM (EAP)**

The Employee Assistance Program is a confidential program designed to assist staff and their families in their time of need. Trained employee volunteers are available for contact during the working hours. There is at least one EAP coordinator on all three shifts. During the period of July 1, 2003 through June 30, 2004, the nine FLCI coordinators provided assistance and appropriate referrals for 33 contacts.

## **STAFF BLOOD DRIVES**

The Fox Lake Correctional Institution started holding blood drives in November 1994 and held four during FY '03-04 for a total of 33 since starting. During this fiscal year, there were 137 people who volunteered to save a life and 124 pints of blood were collected (1,267 pints since 1994). Fox Lake staff and friends donated enough blood for the Red Cross to prepare 411 blood products (red blood cells, platelets and plasma) to help those in need in the Badger-Hawkeye Blood Collection Region (consisting of much of Wisconsin and parts of Iowa and Illinois).

Many thanks to the staff and friends who so generously gave of their gift of life, the volunteers who took the time to run the drives, the staff who did the organizing and supervisors who allowed their staff time away from their work site to donate.

You can give the gift of life by donating blood. It may not be as dramatic as some other way, but it is just as effective. You, too, can be a hero! Donate an hour of your time and a pint of your blood and know that someone will be better off because of it.

## **FOX LAKE STAFF – 25 YEAR AWARD MILESTONE RECIPIENTS**

The following FLCI staff were recognized for achieving 25 years of State Service during January 1, 2003 through April 30, 2004 at a recognition event held during Correctional Employees Week in May, 2004.

Donald Cupery  
Steve Fisher  
Jim Gade  
Dick Howland  
Larry Jenkins  
Daryl Katsma  
Linda Kuehn  
Robert Moeri  
Lynn Perrenoud  
Dean Rahn  
Daniel Verfuert  
Bob Wagener  
Patrick Witz

Congratulations!!

**STAFF RETIREES IN 2003**

Michael Bath – Correctional Officer

27 years

November 1975 – January 2003

Donna Bartelt – Corr. Food Services Leader

25 years

August 1978 – January 2003

James Richardson – Associate Warden – Administration

39 years

August 1963 – March 2003

Leo Baldus – Supervising Officer

27 years

August 1976 – February 2003

Kathy McClelland – Financial Specialist

34 years

May 1969 – April 2003

Nancy Lampman – Secretary Confidential

26 years

February 1977 – June 2003

Richard Kavonius – Correctional Officer

22 years

August 1981 – July 2003

Kathy Ramey – Financial Specialist

36 years

May 1967 – July 2003

Lee Welsch – Stock Clerk & former Correctional Officer

32 years

July 1971 – August 2003

Donald Neuman – Correctional Officer

6 years

May 1997 – September 2003

**IN REMEMBRANCE:**

- **Jeff Schilling, Recreation Leader – Passed away February 2003**
- **Jerry Schmidt, Maintenance Mechanic 3 – Passed away December 2003**

**ACRONYMS**

**FLCI** -- Fox Lake Correctional Institution

**DOC** -- Department of Corrections

**DAI** – Division of Adult Institutions

**FMCI** -- Fox Lake Correctional Institution Minimum Compound

**BSI** – Badger State Industries

**LTE** – Limited Term Employment

**DNA** – Deoxyribonucleic Acid

**ABE** – Adult Basic Education

**GED** – General Equivalency Diploma

**HSED** – High School Equivalency Diploma

**CGIP** – Cognitive Interventions Program

**PSU** – Psychological Services Unit

**SOT** – Sex Offender Treatment

**A.M.** – Anger/Violence Management

**DV** – Domestic Violence

**SPA** – Sexual Perpetrators Anonymous

**IMPACT** – Inmates Making a Positive Attempt to Correct Teens

**CRB** -- Community Relations Board

**ICRS** – Inmate Complaint Review System

**PAVE** – People Against a Violent Environment

**ICE** – Inmate Complaint Examiner

**FY** – Fiscal Year

**AA** – Alcoholics Anonymous

**NA** – Narcotics Anonymous

**EAP** – Employee Assistance Program

**JULY 1, 2003 – JUNE 30, 2004**



**Source of Information: Fox Lake Correctional Institution Staff**

**Compiled by: Bev Dobbratz, Warden's Secretary**