

Green Bay Correctional Institution

Annual Report FY06



**Wisconsin Department of Corrections
Division of Adult Institutions**

William Pollard, Warden

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Message from the Warden

The Green Bay Correctional Institution Annual Report provides a description of many of the accomplishments of the great staff at this facility. I am proud of the accomplishments we have made this past year.

We have completed some large projects which include: Secure workstations for the Officers in the North Cell Hall, South Cell Hall and Dormitory A, and installation of additional razor wire to aid the prevention of escapes. On track for the next fiscal year is the long awaited renovation of our Control Center.

I am especially proud of our multi-disciplinary group in segregation; throughout last year they worked on improving the living and working environment in our segregation unit. The innovative programming and changes will aid the staff who work in that difficult environment as well as the offenders who reside there.

We have done well in expanding work, education and program activities, and look forward to being able to provide more options for offenders in the years ahead.

As a Department we have dealt with budget reductions and increasing populations, I believe we have done well in dealing with both issues.

We continue to learn from the past and situations as they occur. Many incidents have resulted in change to policy and practice in order to improve operations and to continue our mission in providing a safe and secure facility for the public, the staff and for the offenders.

Change is inevitable and I look forward to working with the staff and community as we continue moving forward at this facility.

William Pollard, Warden
Green Bay Correctional Institution

Mission

To ensure the safety of the public, our staff, and the offenders by operating a safe, secure and humane institution.

To provide the offenders with opportunities to participate in meaningful programs and activities.

To increase successful reintegration into the community by preparing and guiding offenders in making necessary life changes, as well as helping with resources for essential reentry into society.

History of GBCI

The Green Bay Correctional Institution is a maximum-security correctional facility that is administered by the Wisconsin Department of Corrections, Division of Adult Institutions. It is centrally located in Brown County between Green Bay, De Pere and the Fox and East Rivers.

In 1897, the Wisconsin Legislature approved \$75,000 for construction of a state reformatory for male offenders who ranged in age from 17-30 years (in addition to the Waupun prison that housed older offenders). The purchase of 198 acres and old brick bicycle factory became the Wisconsin State Reformatory (WSR) and temporarily housed 8 inmates, then transferred from Waupun on August 31, 1898.

Prison construction occurred in the next two decades: North Cell Hall from 1898-1904, South Cell Hall and prior Administration Building from 1915-1922, and a wooden fence by 1916 for the main compound. Seven years later, it was replaced by the existing 22-foot high concrete wall.

In order to alleviate overcrowding in 1932, the Legislature decreased the age parameters of the 808 offenders housed at WSR to 16-25 years. But, in 1972, WSR became an adult male, maximum-security prison. The name was changed to the Green Bay Correctional Institution on July 1, 1979.

The majority of the now 29-acre grounds is contained within the perimeter walls secured by 6 armed towers. GBCI's population of 1085 offenders is housed in the two original 294-bed cell halls, two dormitory units (consisting of 112 and 50 bed units), Mainstream Unit (25 beds), and one 150-bed segregation building. This Segregation Unit is utilized for offender protective, temporary, emergency, and disciplinary confinement. Other areas are a kitchen, two dining rooms, power plant, laundry/textiles facilities, school (academic and vocational), health service unit, chapel, psychological/social service areas, maintenance facilities (including yard and garden), indoor and outdoor recreation facilities, a visiting room, and administrative offices.

Institution Facts

- GBCI opened: August 31, 1898
- Security level: Maximum
- Operating capacity: 749 Males
- Current population: 1,085 Males
- Security staff: 244
- Non-security staff: 118.25
- Inmate to Staff ratio: 3:1
- Number of acres: 29
- Operating budget: \$31,003,371

Inmate restitution:	\$ 10,828.71	Child support
	\$25,297.16	Court Ordered Restitution
	\$37,730.18	Victim Witness Surcharge/DNA
	\$ 2,404.67	Institution Restitution
	<u>\$ 4,267.50</u>	Medical co-pay
	\$80,528.22	TOTAL

Education

Adult Basic Education (ABE) program consists of the following:

1. Basic ABE - Mathematics and Communications instruction for those student/inmates who score at or below 6.0 grade level on the Test of Adult Basic Education (TABE) standardized placement test battery.
2. Intermediate ABE – Communications and Mathematics instruction for those student/inmates who score between 6.0 and 8.9 grade level on TABE. This instruction also includes Pre-GED instruction.
3. High School Equivalency Diploma (HSED) preparation for those student/inmates who score at the 9.0 grade level and above on the TABE. This instruction includes Mathematics, Communications, Social Studies, Science, Literature, Health, Civics, Employability Skills, and Career Awareness.

4. Vocational Course/Program offerings include instruction leading to vocational technical college diplomas/certificates through Northeast Wisconsin Technical College (NWTC). Diplomas or certificate programs are offered in the following areas: Barber/Cosmetology, Wood Tec/Cabinetry, Painting and Refinishing, Offset Print Technician in Graphic Arts, Masonry, Office Assistant Program, and related courses in Math and Communications. In order to be considered for enrollment in these programs, the student inmate must have completed his high school education successfully and score at an 8.0 or better grade level on TABE in Math and Communications.
5. Special Educational courses for students age 21 or younger with a diagnosis of Cognitive Development, Behavioral/Emotional Disabilities, and Learning Disabilities.
6. Title I instruction for students below age 21 with significant deficiencies in their learning progress in Mathematics or Reading.
7. Correspondence Courses for students capable of and approved for self-study in College Level Courses or Continuing Education Courses.

Enrollment: Many students are enrolled in more than one level of classes due to differing scores and abilities in Math and/or Communications. Student enrollment statistics for 2006 are below:

Full or Part-Time	469	Vocational Classes/Courses	168	Correspondence courses	17
ABE Basic	186	SPED Courses	39	Title I courses	110
Intermediate Level Classes	34	HSED level Classes	81		

Library: The library provides a variety of sources to the GBCI population, e.g., limited photocopying services, inter-library loan services, etc. It also contains many specialized collections of reading materials, e.g., law or legal collections, recreational collections, reference collection, young-adult collection, high interest-low ability collections, multi-cultural collections, newspapers and magazines.

Graduates: FY06 Program Completions. During FY06, our school had many students show achievement in small steps and also in total program completions:

1+ HSED Exam Tests passed (Entire set not completed).....	433	Barber/Cosmetology.....	3
Completed HSED-Diplomas.....	62	Masonry	5
Parenting Program.....	32	Office Assistant.....	19
Cognitive Intervention Program.....	0	Painting & Refinishing	13
Challenges & Possibilities	70	Printing/Graphics.....	4
SMART	0	Wood Tech/Cabinet Making.....	8

Additional Programs

1. **English as a Second Language Program (ESL)** has had approximately 30 student participants during this past year. This program is designed to meet the needs of students who have little or no English language proficiency (or limited English proficiency-LEP). Through participation in this program, inmate students are assisted in their attempt to develop basic English literacy skills. Many have moved from minimal English proficiency which has enabled them to successfully complete their high school diploma, vocational training, or college courses.
2. **Wisconsin Institutions Literacy Council Program (WILCS).** This program develops tutors who are able to work with our low ability level students in English on a one-to-one basis.
3. **Challenges & Possibilities Program** involves approximately 30 community leaders/professionals, including judges, counselors, crime victims, clergy, cultural group leaders, educators, parole agents, and health care professionals, who interact with select groups of inmates in a classroom. The goal is to give methods to improve offender's self-esteem, attitudes and means to be successful, while the inmate is in prison as well as upon release. A key element of this program uses the concept of Restorative Justice to educate the offender about their relationship to the victim and the impact of their crime in an intensive 20-hour program. Among other topics covered are: various coping skills, community resources, legal issues, conflict resolution, employment and personal growth skills. Each group has 25 to 30 inmates.
4. **Cognitive Interventions Program** focuses on the individual thinking processes. Examination of personal thinking style is part of the process, along with presentation of educational material. The goal is to have each participant become aware of his personal thinking patterns, obtain skills to make changes in the thinking patterns, and integrate the changes into the behavior. Each group is facilitated by both a teacher and social worker. Students are selected based their assessed need. Approximately four to six sessions are operated each year for twelve students at a time.
5. **Parenting Program** is a 40-hour course, which focuses on four main areas: effective communication, discipline without physical contact, self-esteem and character, and non-violent conflict resolution methods. The program also emphasizes child growth and development, nutritional needs and issues of parenting while incarcerated. Community professionals (child support attorney, Family and Consumer Extension economist, and support services people) speak to the class on their areas of expertise. People who have a family member who is or was incarcerated also speak to the group about life for those who are left behind while someone is incarcerated, and on how to keep parenting while incarcerated.
6. **SMART (Self Management and Recovery Training)** is an AODA level 1 class (7 weeks in length) focusing on issues of addiction. It is an alternative to A.A. In SMART inmate participants learn about the consequences of addictive behavior, alternative coping strategies, and relapse prevention.

7. **BRICK** is a program designed to deter at-risk youth from participation in negative behaviors that could ultimately lead to incarceration. Under the guidance of staff advisors, inmate participants present personal testimonials to at-risk youth. It is hoped that they will be able to recognize in themselves the faulty decision-making skills demonstrated by the inmate participant and see how they, too, could easily end up incarcerated.

Special Projects and Activities: The Education Department continues to supervise a community service project sewing teddy bears for use by various community and law enforcement agencies. Teddy bears were given to the Salvation Army and the Brown County Sheriff's Department. For the fourth year support was given to the Girl Scout troop from Oakhill Correctional Center through sales of cookies to inmates at GBCI.

Additional Community Projects. GBCI's partnership with the community was strengthened through involvement in these community projects: 1) Continued painting and refinishing doors for the homeless shelter; 2) Painted and stained birdbaths were donated to SEEC, local churches and several institutions; 3) Wood projects included a donation of a large CD case and making cabinets for Habitat for Humanity and St. Norbert College. 4) the Mainstream Unit sewed and knitted blankets, quilts, shawls, scarves, mittens, and afghans for the elderly; 5) Printing projects for the community included Brown County, several local churches, Start Smart, and the Green Bay Philatelic Society.

GBCI Accomplishments – FY06-Education

- Inmates produced nearly 300 teddy bears that were donated to various non-profit agencies.
- The Challenges and Possibilities class in our Education Department has continued their contacts with community leaders and professionals who give inmates information on various community topics.
- The Self Help group continues to meet bi-monthly monitored by Tim Lewis of the Education Department.
- Teacher Melanie Connolly started a new writing group for inmates interested improving their writing skills.
- The Education Department coordinated two donations for the inmates: Ice cream bars from Gold Bond, and at Christmas a bag of candy from several distributors.

Treatment Services

Under the leadership of the Social Services Director, a staff of six general population and one segregation Social Worker provide overall case management and casework treatment to the inmate population. Casework management provides basic direction regarding institutional programming and adjustment during an inmate's incarceration along with more specific duties such as parole planning, pre-board summaries, coordinate release planning including inter-state placements and working with DOC field staff to set up approved placements, and functioning as the focal point of the Program Review Process.

Casework counseling provides basic personal and emotional counseling revolving around an inmate's incarceration including daily living problems, family problems, marital problems, and assessing more specific program and treatment needs, which may entail referral to Psychological Services or recommendation for transfer to other facilities for specific treatment programming. Social Workers may also provide basic counseling such as Cognitive Interventions, social skills training, assertiveness training, and crisis intervention. One Social Worker on staff is also bi-lingual and provides services to the Hispanic population, including translation, interpretation and coordination with Security or other departments.

The institution also has a special living unit called the Mainstream Unit. It provides specialized programming to inmates who are low functioning intellectually and/or socially and who may be vulnerable to problems, if placed in a general population setting. A teacher is assigned full-time to the unit to provide instruction in basic math and reading skills, daily living skills such as hygiene and money management, and interpersonal skills. Inmates are screened for the unit by a multi-disciplinary team. The men in this unit have been very active in community service, creating lap robes, scarves, quilts, baby clothes and other products that have been distributed to various charitable, non-profit organizations in the community.

Alcoholics Anonymous is a fellowship of people who share their experience, strength, and hope with each other that they may resolve their common problem and help others to recover from alcoholism. A.A. is not allied with any sect, denomination, politics, organization, or institution. The primary purpose is to stay sober and to help other alcoholics achieve sobriety. Area community A.A. members volunteer their services to the institution's group. The group consists of 15 inmate members under the supervision of a Social Worker. The group meets weekly.

Narcotics Anonymous Modeled after the A.A., 12-step program, this program meets twice a month with up to three NA volunteers in each session along with one staff supervisor. There are 12 inmate participants in this program with a social worker as group coordinator. The goal of the group is for the participants to maintain sobriety through a system of support and education.

Pre-Release Group (Re-entry) This is a program designed for all inmates who are within 6 months of release from incarceration. The program is 12 weeks in length and is held all day once a week. Group facilitators are two community volunteers from the local area. The focus of the group is preparation for and information on employment, to include available community resources for obtaining employment information, resume writing, application process and related issues.

Social Worker Re-entry Group Two social workers hold a monthly group meeting for inmates scheduled for release in the upcoming months (4). Inmates are given information on obtaining drivers license, birth certificates and assorted documents which will be essential for successful community release. Information on locating affordable housing, various “benefit” programs, as well as rights and responsibilities of an ex-felon are addressed.

Veterans Group Facilitated by a social worker, this group meets once a month as a support/informational group for U.S. Veterans regardless of type of Army Discharge (i.e. Honorable, Dishonorable, General, etc.). Information on available Veteran benefits, rights and responsibilities are addressed. Outside Veteran representatives are also brought in to share experiences and provide support. There are approximately 10 inmates participants in this open-ended group.

Self-Help Group Self-Help is a United Way funded agency formed in 1967 by three ex-offenders as an informal social group. This volunteer organization is dedicated to providing emotional and/or spiritual support. The primary focus is helping the members help themselves to gain confidence and assurance that they can be productive people. The advisor acts as a liaison with Self-Help of Wisconsin. The advisor maintains rosters, arranges for meetings, supervises meetings and activities, and interviews potential members. Meetings are conducted twice monthly on Friday afternoons with 25 inmate members and community volunteers.

BRICK Program The letters in BRICK stand for **B**reaking down the walls to **R**eality through **I**ntervention and **C**ounseling for **K**ids. It was started on May 10, 1989, by inmates who were concerned about the direction taken by many inner-city youth. Since its inception, BRICK has worked successfully with many youth from northeastern and southeastern Wisconsin. One of the unique aspects of the BRICK Program is that the inmate participants come from all cultures, various backgrounds, varying levels of education, lifestyles, and environments. BRICK Program sessions are held one morning every two weeks throughout the year. BRICK groups are conducted primarily for youth identified by community agencies or the courts as being “at risk” to commit crimes.

Chapel Services Two Chaplains provide religious services for 7 umbrella religious groups. In addition to weekly services, the Chaplains provide crisis intervention services as well as support programming for inmates as needed. Chaplains facilitate both the Salvation Army and Angel Tree Programs which provide Christmas gifts for children of incarcerated inmates. Numerous outside volunteers assist in providing Native American, Muslim, Protestant, Pagan and Catholic Services.

Psychological Services

The Psychological Services Unit offers psychological treatment programs using both individual and group modalities. Psychological testing is also used for diagnostic and treatment purposes. Services include crisis intervention, clinical monitoring, assessment of inmates' needs for psychotropic medication and/or transfer to a treatment facility, as well as evaluations requested by the Parole Board, Program Review Committee, etc. The Psychological Services Unit also provides 24-hour on-call services to the institution for psychological emergencies, including placement in restraints, and placement in observation status. In addition, the Psychological Services Unit provides training to institution staff on issues relevant to the mental health care of offenders, such as annual training in suicide prevention.

Specific program and its description follow below:

Coping Skills Program. The Coping Skills group provides information and basic skills to offenders to help them manage stresses and emotional issues associated with incarceration. Particular attention is devoted to the development of more helpful and effective thinking patterns as a way to manage maladaptive emotional and behavioral reactions. The program emphasizes the development of skills to cope with issues such as depressed mood, anxiety, and anger.

Frequency of Contact: One two-hour therapy group weekly

Treatment Term: 16 weeks.

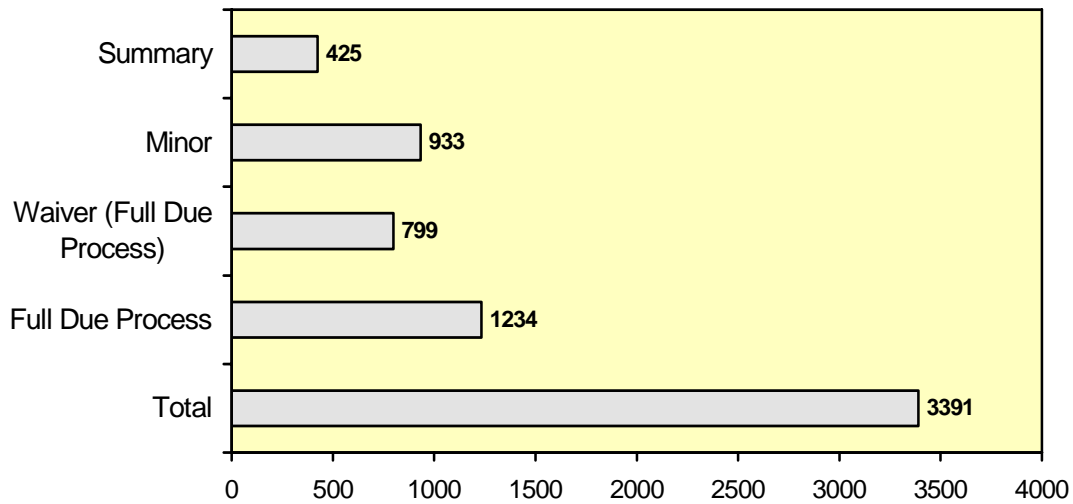
Therapists: One

Security

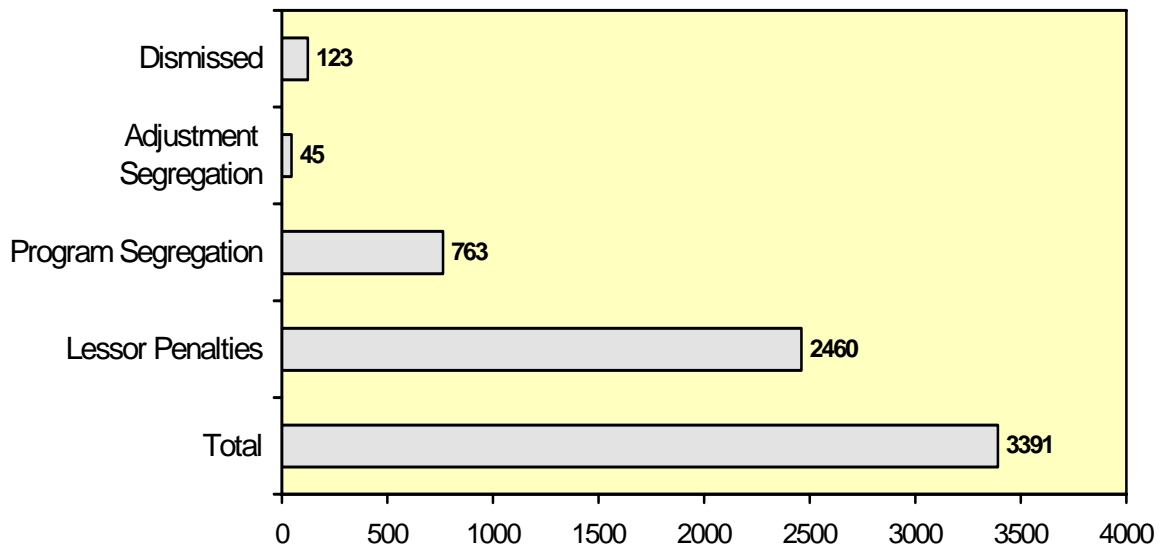
Inmate visits numbered 11,022 and totaled 20,335 visitors for the fiscal year.

Inmate Conduct Reports are listed in the following two graphs by hearing and disposition types:

Conduct Reports by Hearing Type



Conduct Reports by Disposition Type



Appeals of the above conduct reports numbered 349 (approx. 10%).

GBCI Accomplishments

- Over 300 teddy bears were created and donated to various charities, using donated materials. Community volunteers provide support and supervision for this program.
- The Challenges and Possibilities class in the Education Department has continued their contacts with community leaders and professionals who give inmates information on various topics to enhance skills and likelihood of successful reentry. A 20-hour Restorative Justice segment is included in the program. Seventy (70) inmates completed the program in FY06.
- Thirty-two (32) inmates completed a 50-hour Parenting Program.
- Self-Help of Wisconsin meets with 15 inmates bi-monthly.
- GBCI celebrated 55 years of service to inmates at GBCI by one of the Alcoholics Anonymous volunteers.
- Student enrollment statistics:

Full or Part-Time	469	Vocational	
ABE Basic	186	Classes/Courses	168
Intermediate Level		HSED Level Classes	81
Classes	34	Correspondence	
SPED Courses	39	Courses	17
		Title I Courses	110

- Student Completions:

1+ HSED Exam Tests passed (Entire set not completed)	433	Wood Tech/ Cabinet Making	8
Completed HSED-Diplomas	62	Masonry	5
Parenting Program	32	Office Assistant	19
Challenges & Possibilities	70	Painting & Refinishing	13
Printing/Graphics	4	Barber/Cosmetology	3

- A creative writing course was started by a teacher.

- Various donations for community service projects were created by vocational classes. Projects include donations of wooden trains and other toys for auctions, a variety of printing projects for local educational and social service groups, and creation and finishing of cabinets for charity.
- Multi-disciplinary meetings are held each week in Segregation. The Multi-Disciplinary Team consists of the Program Supervisor, Segregation Psychologists, Segregation Lieutenant, Segregation Social Worker, Segregation Nurse, Psychiatrist, Psychological Services Supervisor, and Segregation OOA. All inmates are discussed and reviewed at least once a month. Inmates with an MH-1, MH-2 or MH-3 Code are reviewed and discussed every other week. High profile inmates are discussed weekly.
- The institution served as liaison and assisted several contractors to complete projects including: replacing fire brick on two power plant boilers; repairing power plant chimney; installing secure work stations in both cell halls and dorms; sandblasting the exterior of the Chapel; installing razor wire on the backside of both cell halls; installing wiring for an electronic law library; and replacement and upgrade to the 800 MHz radio system.
- Worked with designers and engineers on approved projects, including repair to the Administration Building front steps and upgrading and enlarging the Control Center.
- GBCI received 96 out of a possible 100 points on the Annual Food Service Audit. Areas covered in the audit were food safety logs/documentation, personal cleanliness/hygiene practices of staff and inmates, temperature controls, sanitation, food safety, food quality controls, and health and safety.
- The institution garden harvested 21,317 pounds of produce and 6,298 pounds of the harvest were donated to a local food pantry.
- A total of 25 staff received training in purchasing and use of state purchasing cards to continue to operate, due to the loss of the Purchasing Agent position.
- GBCI aboveground storage tank spill plan was updated by BT2, Inc.
- A second water heater and increased number of shower heads were installed to allow more inmates to shower at outside recreation.
- Inmates in the Mainstream Unit completed approximately 4500 hours of community service. Inmates in the unit produced blankets, hats, mittens, scarves, pillows, bibs, baby blankets, duffel bags, tot bags, and eyeglass cases. The items were donated to many non-profit organizations in the area. Most of the projects are supervised by a volunteer who has been working with the unit for three years.
- Multi-disciplinary meetings are held weekly in Mainstream Unit. Staff from a number of disciplines (security, psychiatry, social work, education, psychology among others) meets with each offender and gives a review of his behavior and accomplishments, along with feedback on ways to improve.

- Segregation:
 - Worked to reduce sensory deprivation in segregation. Actions taken include:
 - o Hung clocks so all inmates can see the time.
 - o Distributed monthly calendars to all inmates.
 - o The radio stations are changed weekly instead of monthly.
 - o Added different types of music offered on the radio to include: rock, pop, jazz, oldies, rap and country music.
 - o Began offering books on tape. Types of books include: self improvement, educational stories, autobiographies, popular fiction, and comedy. Began distributing puzzles to inmates such as crosswords, search-a-words, etc.
 - o Began distributing coloring pages and crayons to illiterate inmates.
 - Developed individualized programs for specific inmates.
 - Staff psychologist continues to offer a Mental Health Education group dealing with everyday life issues for select segregation offenders.
 - A Pre-Release Program was initiated in segregation.
 - Minutes of the weekly Segregation Multi-Disciplinary Team meetings are shared with staff from around the institution to enhance communication. These minutes are also utilized by the reviewers of the DOC-30, Review of Offender in Segregation. The information contained in the minutes assist in determining whether or not to retain inmates in the same status each month.
 - Developed transition programs to assist Administrative Confinement or other long-term segregation inmates to gradually move into general population.
 - Locked down and searched the Segregation Building twice this year.
 - Made modifications to the segregation recreation pens to make them more secure.
- Closed Seg 1 Unit for safety and security reasons. We are currently in the process of determining what steps (construction, staffing, etc.) need to be taken to reopen it. Initial plans are to utilize the unit for a step 3/transition program.
- Angel Tree Program provided gifts for children up to the age of 17 whose parent is incarcerated at GBCI. This is the second year GBCI has hosted this program with an increasing number of inmate participants.
- Minister Richard Coss put on four Christmas related programs for inmates regardless of religious affiliations. Approximately 200 inmates participated in these four programs.
- Saint Rose Family Reunification Project has expanded the number of inmates and their children in FY06. Saint Rose staff have facilitated monthly visitations with four inmates and approximately twelve children. In addition to monthly weekend visitation, arrangements have been made for weekday visits when children are on break from school. The visitations are two hours in duration and feedback from Saint Rose staff as well as inmates and their children has been positive.

- Narcotics Anonymous Group continues to meet bi-monthly with approximately twelve inmates in the group and outside NA facilitators conducting 1-hour groups. A social worker coordinates this program and screens perspective inmates for inclusion in the group. Inmates and outside volunteers have reported positive interactions.
- Pre-Release Group, conducted by social workers, has expanded in all areas of community reentry. Contacts have been made with Community Corrections (Probation and Parole) to work with inmates who are being released in Region 4 of the State. Issues identified by the Pre-release Group, which include 10 pre-release needs, have been the focus of the GBCI Pre-Release Program.
- Anger Management Group began in May, 2006, will be facilitated in a rotation basis, including six social workers. This is a twelve week program with one 2-hour weekly group session. Twelve inmates who had been identified with an Anger Management need have completed the first session.
- The Green Bay Correctional Institution was selected for participation in the American Community Survey--Group Quarters through the U.S. Census Bureau. Two representatives from the Department of Commerce met with the Social Services Director and completed the survey of the entire inmate population.
- The Veterans Group, facilitated by a social worker, continues to provide support and information to all interested incarcerated GBCI veterans. Veterans from the community have presented programs for the participating veterans and plans call for expanding contacts within the community, as well as working toward active support of current Iraqi War veterans.
- Two Victim-Offender Mediations were conducted through the Social Services Department. This program is part of the Restorative Justice Project of the University of Wisconsin Law School's Frank J. Remington Center. This program is an effort to respond to the needs of the victim, the offender and the community. Mr. Pete DeWind coordinates this effort. In addition to the aforementioned program, several Green Bay Correctional inmates have been and continue to be participants in the Innocence Project, as another part of the Restorative Justice Project. Inmates work with University of Wisconsin Law students to address various issues regarding possible "innocence" issues that inmates may raise.
- Coordinator and assistant coordinator positions have been established to monitor Americans with Disabilities Act (ADA) compliance at GBCI.
- A major improvement in the Health Services Unit (HSU) this year has been that GBCI medication distribution in General Population (GP) is now occurring in full compliance with professional nursing licensure regulations. GP and Receiving Unit inmates receive their medications from nursing staff largely through the use of agency LPNs under the supervision of permanent GBCI staff. Segregation and Mainstream Unit Security staff distribute medications from carts and forms prepared and maintained by nursing.
- BHS 600:01 Infection Control has been implemented at GBCI. Mandatory Infection Control Training is being offered regularly on institution Training Days by HSU staff.

- A consistent plan, collaboratively developed by HSU and Security, has been established for the monthly TB Testing/Annual Screenings done by HSU in GP and Segregation. This has proven to decrease confusion and institution operational challenges previously experienced.
- The Medication Room RN post has been removed from our assignment pattern. All RNs are assigned daily to direct patient care roles. Medication Room activities are being performed increasingly by LPNs and/or the RNs as a team after daily direct patient care activities are completed. This has been a significant change and we are still working out some issues.
- A TV monitor and educational DVDs have been purchased for patient viewing in the waiting area of the Treatment Center Lobby. The videos are being previewed for appropriateness of content – their use will be implemented in December, 2006. Topics included are Cholesterol - Keep the Levels Down, Coronary Artery Disease, Depression, Managing Diabetes, Back to Basics – New Treatments for Bad Backs, Hypertension – The Silent Killer, Hepatitis C – The Silent Scourge, and Managing Stress.
- HSU staff has been trained for the new equipment provided by BHS for Spirometry, EKGs, and Telemedicine. The Telemedicine and Spirometry equipment are already in use, the EKG equipment is in use in GP, and we anticipate having it also active in Segregation by the end of the year. The older equipment is being sent to the Center System for their use.
- Ongoing collaboration and communication between the HSU and Psychological Services Unit (PSU) via weekly meetings with psychiatrists and psychologists (and nursing ad hoc) to discuss needs of patients in general population.
- The Segregation Unit continues to have a full-time RN on site five days per week, a physician one-half day per week, and a psychiatrist 8-12 hours per week as need warrants. Seg Nurse (and psychiatrist ad hoc) participates in weekly Special Review Team (SRT) meetings.
- OTC pain medications are now available to Segregation Unit inmates upon request at each medication pass and at 0200 – HSU is involved only in that we provide the actual medication supply.
- LPNs are assigned Monday to Friday to check and refill Seg medication carts. This change has facilitated a decrease in medication errors in Seg, as well as increased the amount of time the Seg RN has available for patient assessment and care. Seg Rounds are being completed weekly.
- Chronic Disease Management programs in accordance with BHS Treatment Guidelines are ongoing at GBCI including Diabetes, Hypertension, Anticoagulant, and Dyslipidemia programs. Seizure patients are followed by the RNs who work collaboratively with the physician in assuring appropriate monitoring and care. Severe and moderate asthmatics are being followed per the guidelines. The addition of an APNP would facilitate our ability to come into more complete compliance with these expectations.

- The third dental operator and a Dental Hygienist position are working out well. A 0.4 FTE Dental Hygienist is working on meeting the needs of the population.
- GBCI HSU continues to provide clinical experiences for senior level baccalaureate nursing students at Bellin College of Nursing as well as UWGB.
- PSU developed a 12-week Coping Skills group modeled after materials used in a similar group at WRC. The group focuses on helping inmates develop skills to manage stress, anxiety, mood, and anger problems.
- PSU staff participated in the monthly Better Treatment Options (BTO) group, which aims to promote consistency and quality in mental health services between DOC institutions and between DOC and WRC. GBCI PSU staff hosted the BTO meeting in May, 2006, attended by PSU staff members from a variety of medium and maximum security institutions and staff from WRC.
- PSU staff attended the DOC's 2nd Annual PSU Spring Conference in Appleton, obtaining continuing education credits in topics such as multicultural/Native American issues, trauma-oriented therapy, and standards of care for mentally ill in segregation.
- Three PSU staff and two security supervisors attended a "train the trainers" session for DOC's Suicide Prevention Program, a mandatory training for frontline DOC staff in 2006.
- Provided clinical practicum opportunities for two psychology undergraduate students from UWGB.
- Provided clinical training placements for two predoctoral interns as part of DOC's Predoctoral Internship in Professional Psychology.
- PSU staff obtained training in a variety of areas relevant to GBCI's population, including sex offender risk assessment, violence risk assessment, treatment of trauma survivors, childhood sexual abuse, and clinical supervision.
- PSU supervisor became a member of the committee overseeing DOC's Predoctoral Internship in Professional Psychology.
- All uniformed staff and Administrative Duty Officers received training in the Use of Force and were re-qualified in the use of the rifle and shotgun. Selected staff were also qualified with the handgun. The Emergency Response Unit and Sniper Teams conducted monthly training sessions. Training for the Crisis Negotiators was given. The ERU team also participated in the DOC joint exercise as well as a joint exercise with RCI.
- Mandatory training in Infectious Disease Control, Suicide Prevention, First Aid/CPR/AED and Professionalism and Ethics was given. Update training related to POSC, Evidence Handling, Restraints, STG's and Tornado Procedures was offered to all staff.
- The Security Supervisors received training in MK III OC carry and Marty Potter's *Colors* presentation.

- GBCI had several outside speakers give presentations throughout the course of the year. Subject matter included An Overview of AODA, Deferred Compensation, Professional Communication, Wellness, DOC Forms, Con Games, Stalking Behaviors and Inmate Deaths.
- Targeted staff, which included all supervisors, ERU, Sniper and HNT members, designated sergeants and designated recorders, were trained in ICS-100 and IS-700, meeting NIMS compliance mandates.
- The DOC Field Training Officer program was implemented and new security staff hires were trained on a variety of job-related modules.
- In October we locked down the institution to perform an institution search. CTC had their staff and OJT staff to assist for 3 days at 6 hours per day in addition to the staff here at GBCI. The search went smoothly and the institution resumed normal operations 5 days later.

Brown County Corrections Relations Board

The Green Bay Correctional Institution, Community Corrections, and Sanger B. Powers Correctional Center revived our joint Corrections Relations Board this year. Membership consists of local and state governmental officials, business leaders, and citizens. Information concerning changes or trends that are occurring within the agencies is presented, in order to keep all members informed of new or on-going issues. The members provide us with input into community issues that may have an impact on our operations. A number of new candidates have joined the board and represent the community.

The board is currently in the process of creating a new mission statement and working on projects to aid in offender reintegration in the Brown County area.

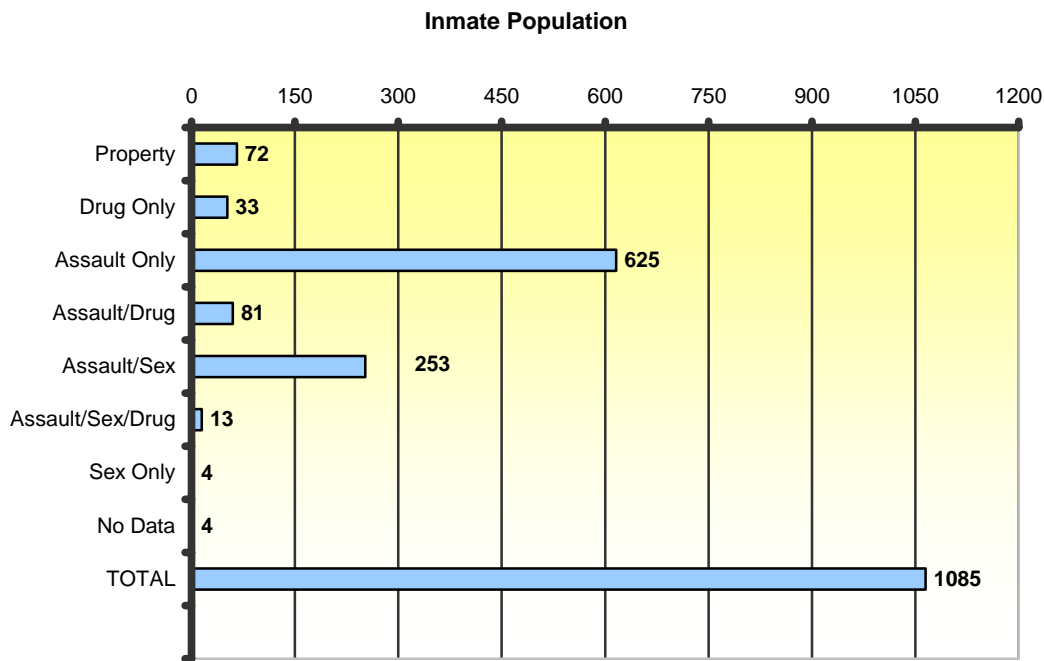
Americans with Disabilities Act

The Americans with Disabilities Act applies to staff, offenders, and visitors to GBCI. The primary coordinator for offenders with disabilities is Dennis Mosher, Social Services Director, 432-4877 ext. 401. The back-up coordinator is Sarah Cooper, Program Supervisor, 432-4877 ext. 524.

Records – Fiscal Year 2006

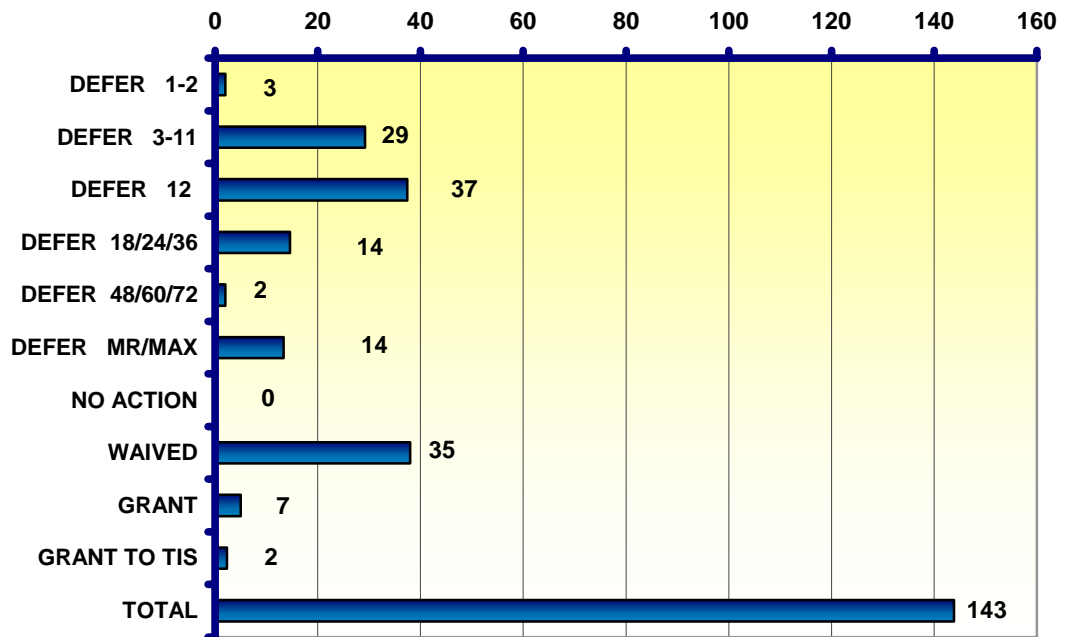
The GBCI Record Office is responsible for maintenance of accurate inmate records involving lawful custody and release of inmates as directed by the Wisconsin Statutes, Department policy, and court rulings. This includes management of inmate legal files, coordination of parole hearings, facilitation of release, transfer and admission data, and processing, calculating and updating of new sentence information. In addition, the Record Office processes interstate and intrastate detainer requests, assists inmate requests for speedy disposition of warrants and detainers, service of process, provides notary service to inmates and staff, and responds to Open Record requests. In addition, staff also maintains the Visiting List computer files and the inmates' Social Service files. The Record Office consists of four staff members and is located in the Treatment Center, Second Floor.

Statistics for the Inmate Population. Life sentences numbered 131 (or 8.28%) in a population of 1,085 inmates. Types of offenses are listed in the following graph:



Race/Ethnicity as of 6-30-06		Age as of 6-30-06	
White	439	Under 18	9
Black	577	18 - 20	109
Asian	18	21 - 29	524
American Indian	45	30 – 39	239
Other	6	40 - 49	133
		50 – 59	58
		60 & over	13
Total	1085	Total	1085

Actions Taken at Parole Board Hearings – July 1, 2005 to June 30, 2006



Health Services Overview

Staffing. The Health Services Unit (HSU) has on-site RN coverage from 6:00 a.m. – 9:45 p.m. Monday through Friday. On weekends and holidays, there is an on-site RN from 6:00 a.m. to 2:00 p.m. When there is not an on-site RN, there is a RN on-call. LPN staff, both permanent and agency, are on-site daily assisting with medication activities. Other staff include the Health Services Director, Physician, Dentist, Psychiatrists, Medical Program Assistant, Dental Assistant and Dental Hygienist, who work Monday through Friday with varying hours depending on operational needs.

Other Medical Services. Other medical services are provided for patients via contracted and local health care providers. On-site services include the following: X-ray, Optometry, Physical Therapy and Foot Care. For specialty consultations, patients are seen by UWHC—Madison and Waupun Memorial Hospital specialists with prior authorization from the Bureau of Health Services.

Medications. Based on a physician’s order, patients receive non-controlled medications, which are kept in the patients’ room; and controlled medications, which are administered by nursing or correctional staff four times a day (i.e., 8:00 a.m., Noon, 3:00 p.m. and HS). Medication distribution is documented on a Medication Administration Record (MAR).

Medical Monitoring. The HSU has two private, secured rooms, which are utilized for close medical monitoring and treatment as ordered by the physician. Due to staffing patterns and coverage, patients who require 24-hour hands on nursing care are transferred to the DCI Infirmary where their medical needs can be met.

HSU Staffing Level	
HSU Director	Nurse Clinicians (6)
Physician	Licensed Practical Nurse (1.5)
Medical Program Assistant (1.5)	Dentist
Dental Hygienist (0.4)	Dental Assistant
LTE Psychiatrists (28 hrs/wk)	Agency Staff (110 hrs/wk)

HSU Statistics		
Type of Treatment	No. of Patients	% of Change
Medical On-Site:		
Appointments/Sick Call	9,934	+ 6.57%
Laboratory	18,934	+ 55.70%
Medication (given by RN)	34,361	+ 20.20%
X-ray	377	- 6.91%
Dental On-Site:		
Dentist	2,469	+ 33.39%
Dental Hygienist	551	+ 45.77%

HSU Statistics		
Type of Treatment	No. of Patients	% of Change
Off-Site Treatment Appointments		
<i>Emergency appointments</i>		
St. Vincent Hospital ER	94	+ 13.25%
St. Vincent Hospital (ER-admissions)	8	+ 33.33%
<i>Non-emergency, pre-scheduled appointments</i>		
Local (Green Bay area)*	47	0.00%
DCI (oral surgery, ortho, optometry)*	38	0.00%
Waupun Memorial Hospital (affiliates)*	47	0.00%
UWHC-Madison**	243	- 16.49%

*This is the first fiscal year these statistics have been accounted for in the health services section, so there is no percentage of change.

**The UWHC-Madison appointments decreased this fiscal year due to the addition of contracted services through Waupun Memorial Hospital (WMH) and its affiliates. For transportation, security and budgetary reasons, GBCI Health Services scheduled as many appointments as possible with WMH.

Offender Classification

The Program Review Committee (PRC) provides a systematic review of an inmate's custody level, program needs and placement. The full PRC committee consists of the Offender Classification Specialist, a Security Supervisor and the Social Services Director. The committee is charged with the responsibility to review the status of an inmate's security classification, assignment to an institution, and treatment program assignment. The committee's recommendations consider risk relative to offense and offense history, institution adjustment, sentence structure, medical needs, clinical needs, program needs and any other relevant factors. The reviews are completed according to DOC Administrative Code 302 and occur at intervals of no more than twelve months.

GBCI's average number of inmates awaiting transfer, primarily to medium custody institutions, has varied from 30-90.

PRC continues to screen and code all inmates for the Earned Release Program (ERP) and Challenge Incarceration Program (CIP). With the dissolution of the AODA level system, PRC has also updated these codes as well.