



# **JACKSON CORRECTIONAL INSTITUTION**

**ANNUAL REPORT FY06**

Fiscal Year of July 1, 2005 through June 30, 2006

# TABLE OF CONTENTS

	Page		Page
<b>Institution Organization Chart .....</b>	<b>1</b>	<b>Library (General &amp; Law) .....</b>	<b>9</b>
<b>JCI at a Glance .....</b>	<b>2</b>	<b>Chapel.....</b>	<b>10</b>
Institution Mission Statement		<b>Education Department .....</b>	<b>10</b>
Quick Facts		Northwoods School Mission Statement	
Special Historical Notes &		Accomplishments	
Other Institutional Information		Workforce Connection Partnership	
Unit Management		Academics	
<b>Warden’s Letter .....</b>	<b>3</b>	Vocational Programming	
<b>Inmate Programs.....</b>	<b>4</b>	Educational Guidance and Counseling	
<b>Security Department.....</b>	<b>5</b>	<b>Inmate Complaints .....</b>	<b>11</b>
Accomplishments		<b>Bureau of Offender Classification .....</b>	<b>12</b>
Movement		<b>Offender Records Office .....</b>	<b>13</b>
Visiting Statistics		Accomplishments	
Disruptive Groups Intelligence Unit		<b>JCI Reality Program .....</b>	<b>13</b>
<b>Human Resources Department .....</b>	<b>6</b>	<b>Badger State Industries (BSI).....</b>	<b>14</b>
Critical Incident Stress Debriefing (CISD)		<b>Programs.....</b>	<b>15</b>
Union/Management Relations		Accomplishments	
Employee Assistance Program (EAP)		Goals	
Diversified Workforce		<b>Recreation, Hobbies and Community</b>	
Health and Safety		<b>Service Projects.....</b>	<b>16</b>
<b>Corrections Management Services .....</b>	<b>7</b>	<b>Melrose Housing Unit.....</b>	<b>17</b>
Expenditure Charts		Victim Impact Program	
Canteen		<b>Neillsville Housing Unit.....</b>	<b>18</b>
Inmate		Alcohol and Other Drug Abuse Program	
<b>Buildings and Grounds .....</b>	<b>7</b>	Cognitive Interventions Program (CGIP)	
<b>Food Service Department .....</b>	<b>7</b>	Challenges	
<b>Health Services Unit .....</b>	<b>8</b>	<b>Oxbow Housing Unit .....</b>	<b>18</b>
Medical Statistics		Description of Unit Operation	
<b>Psychological Services .....</b>	<b>8</b>	Accomplishments	
Crisis Intervention		Challenges	
Evaluation/Consultation		<b>Quarry Housing Unit .....</b>	<b>19</b>
Offense Related Programming		Description of Unit Operation	
Mental Illness Needs		Accomplishments	
In-Service Training for Staff		Challenges	
Accomplishments		<b>X Building – Barracks .....</b>	<b>20</b>
		Description of Unit Operation	
		Accomplishments	
		Challenges	

# STATE OF WISCONSIN

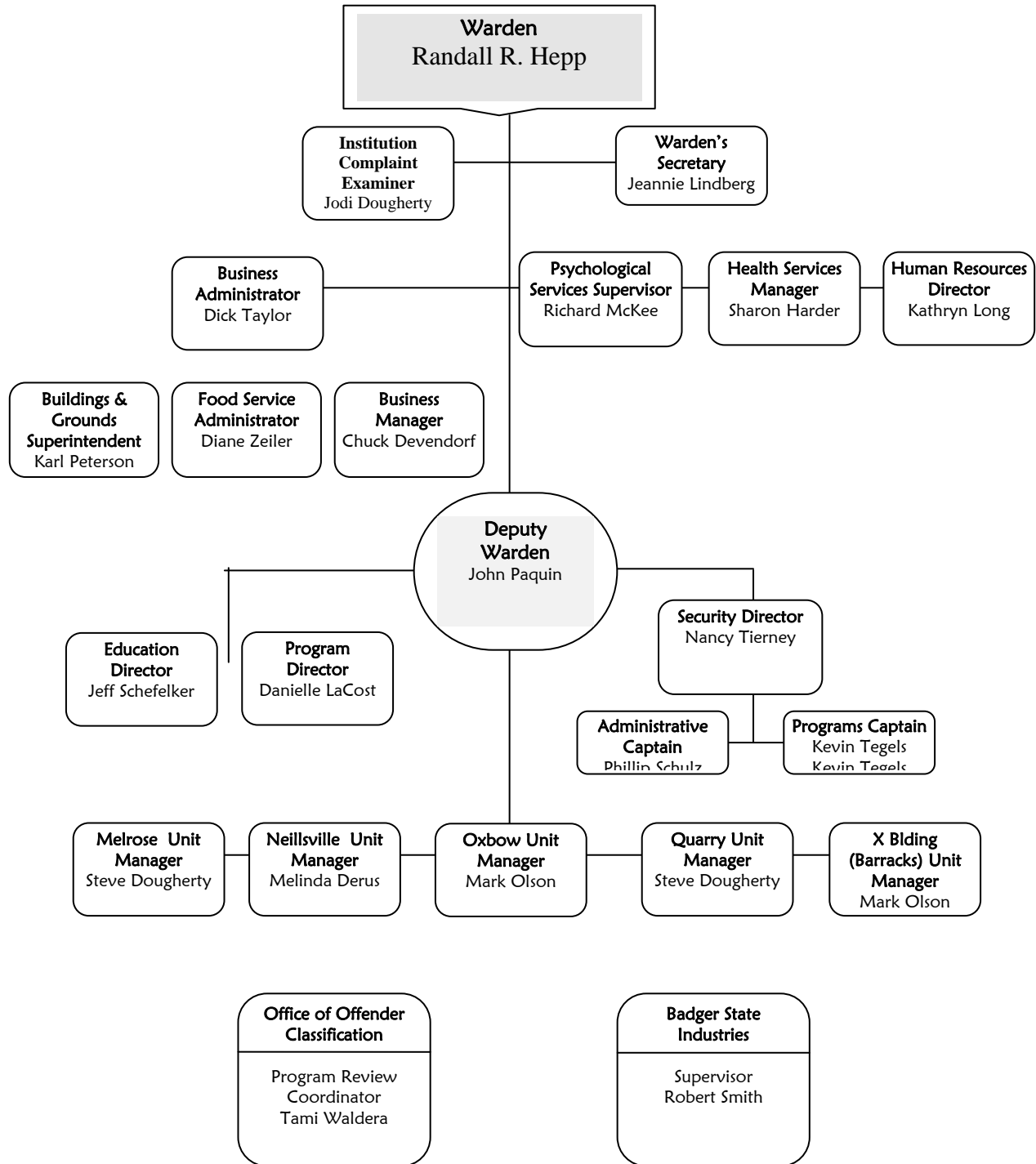
Governor Jim Doyle



Department of Corrections  
Matthew J. Frank, Secretary

Division of Adult Institutions  
Steve Casperson, Administrator

## JACKSON CORRECTIONAL INSTITUTION



## Jackson Correctional Institution

Randall R. Hepp, Warden  
N6500 Haipek Rd, P.O. Box 232  
Black River Falls, WI 54615-0232  
Phone: 715-284-4550 Fax: 715-284-7335  
P.O. Box 233 - Inmate Mail  
P.O. Box 116 - Financial Deposits for Inmates (Money Orders Only)

### INSTITUTION MISSION STATEMENT

*The mission of the Jackson Correctional Institution is to provide for the protection of the public, protection of staff and protection of offenders while providing avenues of success for offenders wishing to change their lives.*

DATE OPENED: 1996

SECURITY LEVEL: Medium

OPERATING CAPACITY: 837 Males

CURRENT POPULATION: 985 Males (1/1/04)

Number of Uniformed Staff: 198

Number of Non-Uniformed Staff: 108

OPERATING BUDGET FY 2006: \$21,253,000

SPECIAL UNITS: Drug and Alcohol Program Unit, Close Custody Care Unit using Cognitive Programming, Transportation Hub Unit for the Northern Minimum Correctional Centers.

**SPECIAL HISTORICAL NOTES & OTHER INSTITUTIONAL INFORMATION:** In 1990, the State Building Commission and the Department of Administration requested a study to determine additional space needed for the growing prison population. As a result in December 1990, State of Wisconsin Correctional System's Development Plan was established. The plan was a \$145.4 million building program, adding 1,684 beds to the prison system. As part of this plan, Jackson Correctional Institution was built to accommodate 686-beds as a medium security adult prison. It opened its doors to receive inmates on May 6, 1996. A 150-bed barrack was added in October of 1997.

**UNIT MANAGEMENT:** JCI was constructed and operates under the Unit Management method. Unit Management can be defined as a decentralized approach to Institution and inmate management that allows for direct supervision of inmates. This means we divide the larger Institution population into smaller, more manageable groups (housing units) to improve control and supervision as well as relationships between staff and inmates. The housing unit team consists of a manager, security supervisor, correctional officers, social worker, psychological services and other staff who work together as a team to deal with unit issues. This method relies on continuous communication among and between staff of all disciplines and inmates. It is the responsibility of the team to assist inmates with programs, resolve issues and provide for early problem identification. By following this method the housing unit teams contributes to the overall safety, security and operation of the Institution and provides opportunities for the inmates that will help them become a contributing member of society upon their release.

## *~From the Warden~*

This annual report is published with a desire to provide readers with more detailed information regarding the operation of Jackson Correctional Institution. Correctional Institution operations are considerably different than the portrayal on television or in the movies. Hopefully this report gives a small glimpse into some of the positive things that take place in our institution.

The Department of Corrections philosophy stressing the successful re-entry and reintegration of inmates into the community has become the guiding principle as JCI has adopted "The Four Ps" as its mission. "The Four Ps" consists of providing protection for the community; providing protection for the staff; providing protection for the inmates; and providing inmates an opportunity to succeed. The use of these principles became part of the operational approach to decision making to ensure that the facility continues to meet the expectations of our partners, stakeholders, and the citizens of the State of Wisconsin.

Any annual report on operations at JCI would not be complete special mention were not made about the people who make up the work force at this institution. A correctional institution presents many unique challenges for employees. Imagine going to work each day where the largest majority of people were there against their will; where those same people viewed you as the "other side." That alone would create challenges. Also imagine that you were expected to get those same people, people with a history of not following rules, to do things that were required of them.

Working in a correctional institution is unlike any other profession. The staff members are charged with an incredible responsibility. The responsibility to manage the activities and behaviors of men who live in a place they do not want to be; Get them to do things that they would not do on their own; Do so in such a way as to recognize the individual differences in the men's abilities but not be so different as to be noticeable to others. Sound complicated? It is far more complicated than I could begin to explain in a short introduction of the annual report.

The staff members at JCI are committed to maintaining a standard of excellence in meeting those expectations. Through the efforts that are put forth on a daily basis the citizens of Wisconsin receive the peace of mind that offenders are not only being held securely during their incarceration but also that they are being provided opportunity to improve their chances of living crime-free, productive lives upon returning to their communities.

The staff that work at JCI do an incredible job of performing difficult tasks they consider to be "just part of the job." They do so in a manner and proficiency that you and I can be proud of. I know I am.

Randall R. Hepp  
Warden

## INMATE PROGRAMS

### Education

- Academic: Adult Basic Education, High School Education Diploma, Parenting Skills, and Career Development - Partnership with Department of Workforce Development.
- Vocational: Institution Food Production Specialist and Office Computer Applications Specialist.

### Community Service

- Habitat for Humanity - Inmate volunteer labor builds exterior and interior walls for shipment to the building site.
- Community Service Project - Inmates make teddy bears, blankets, quilts and shawls. These items are donated to local service agencies.
- Inmate Garden - A large portion of the produce that is grown in the Institution gardens is donated to the local food pantries and nursing homes.
- Crocheting Project - Inmates knit hats, mittens, scarves, blankets and lap robes for Community Service groups to give to needy families.

### Work Assignments

- Industries (Badger State Industries) - Textile products, garments, and computer manufacturing/recycling
- Institution - Inmates hold a variety of different jobs through out the whole institution in helping with the daily operations of the Institution.

### Other

- Recreation - Health and fitness; Hobbies - beading, ceramics, drawing, pottery, and music.
- Treatment - Alcohol/Drug Addition, Anger Management, Cognitive Programming, Deniers Program, Domestic Violence, Restorative Justice, Sex Offender, and Victim Impact.
- Library - Fathers Sharing Books and Literacy Volunteers of America

## SECURITY DEPARTMENT

The Security Department provides a safe and secure facility for the public, staff, and inmates. Security staff provides positive role models so inmates can learn how to constructively deal with adversity. Inmates are held accountable for complying with Wisconsin's statutory laws, the Department of Correction's Administrative Codes, and the Institution's policies and procedures. Staff is given appropriate training and resources to effectively perform their job duties.

### ACCOMPLISHMENTS FOR 2005 TO 2006

- Attended annual joint SWAT training.
- Conducted IMS 100, 200 and 700 training.
- Conducted Suicide Prevention training.
- Staff received training in Professionalism, Ethics and the Correctional Worker.
- Staff received Red Cross CPR/AED training.
- Conducted ReAct Belt and Air Taser training
- Sniper training conducted with ERU.
- EAP Coordinators received update training.

Intake	Outake	OCO	OWO /CSC	OWO /BRMH	OWO /Other	OCO /OWO Total
110	100	23	50	8	6	87
122	138	29	47	5	3	84
112	99	19	39	9	7	74
86	96	31	47	17	11	106
124	122	25	37	14	12	88
116	91	29	52	23	12	116
126	125	39	39	15	9	102
94	93	33	40	14	16	103
87	92	22	46	18	13	99
113	103	29	41	12	20	102
121	123	36	35	28	18	117
137	144	22	42	15	7	86
1,348	1,326	337	515	178	134	1,164

Visiting Statistics From 07/01/05 To 06/30/06		
Month	Visits	Visitors
7/05	122	138
8/05	112	99
9/05	86	96
10/05	124	122
11/05	116	91
12/05	126	125
01/06	94	93
02/06	87	92
03/06	113	103
04/06	121	123
05/06	137	144
06/06	1,348	1,326

**SECURITY THREAT GROUP:** There are twelve STG members at JCI. The team membership has remained constant with only two members transferring out. The group members are dedicated and very resourceful. This group operates as the team. The members have attended several training sessions through the Great Lakes Gang Investigator Association the past here. Along with having training days held by one on one training by team members who have JCI educated staff on basic gang concepts. The STG members also do a lot of self-educating on their own time and are constantly sharing new information.

The members of the JCI STG team are always very alert and aware of what's going on in the institution. Consistency in the manner in which situations and discipline involving security threat concerns are handled is very important.

## HUMAN RESOURCE DEPARTMENT

**Critical Incident Stress Debriefing (CISD):** CISD is a peer support program that provides assistance to staff involved in potentially traumatic events during the course of their work performance. The staff who participate in this program receive extensive training for providing peer support service, they are the first point of contact, provide a venue for debriefing and follow-up support. We have also developed a relationship with the local Gunderson Lutheran Healthcare network, who have assisted with debriefing following incidents.

**UNION/MANAGEMENT RELATIONS:** Formal labor / management meetings are held on a monthly basis, keeping in mind the need for positive relations and problem resolution. When issues arise that require more thorough research and planning, a team of union and management representatives work together to find the best resolution.

**EMPLOYEE ASSISTANCE PROGRAM (EAP):** The EAP is a confidential program consisting of staff members from JCI. These individuals volunteer to provide a referral service to employees and their families for behavioral and medical issues. The contact person is Lt. Tim Burlingame.

**DIVERSIFIED WORKFORCE:** JCI Human Resources Staff work closely with the Department of Corrections, Bureau of Personnel and Human Resources to ensure compliance with state and federal guidelines for equal employment opportunity.

**Health and Safety Committee:** The JCI Health and Safety Committee meets regularly and is responsible for providing guidance, training and information to all staff at the institution via electronic postings (group folder), indicating position statements regarding issues that arise. Additionally, this committee provides regular safety inspections of all areas and assists with coordinating fire and tornado drills. The contact person is Diane Zeiler (Chairperson) and/or Kathryn Long (Health and Safety Coordinator).

<b>Number of Positions by Department</b>	
Buildings and Grounds .....	16
Business Office.....	14
Education.....	16
Food Service .....	9
Health Services .....	11
Housing Units .....	18
Personnel .....	3
Program Services.....	8
Recreation .....	3
Security.....	205
Stores/Canteen.....	4
Warden's Office .....	4
<b>Total Positions .....</b>	<b>305</b>
<b>Staff Not Under JCI Hiring Authority</b>	
Bureau of Correctional Enterprises	
Badger State Industries.....	1
Office of Offender Classification	
Program Review Coordinators .....	1

**ADDITIONAL INFORMATION:**

- The HR Department continues to work with UWEC to establish a recruitment base for Social Workers via internships and information sharing.
- We continue to assist the Wisconsin Job Center-Jackson County by presenting a workshop on how to obtain a State Job. At this presentation information is given on the upcoming exams along with the application procedures for various other positions in state government.
- Staff to inmate ratio: 1:3.23
- Officer to inmate ratio: 1:5.32

If you are interested in employment opportunities or other information, please contact the Human Resource Department at (715) 284-7315.

## CORRECTIONS MANAGEMENT SERVICES

The following chart labeled Expenditures FY-06 lists the amount of non-salary expenditures incurred by the institution during FY-06. The chart is broken down into three categories: Local, Area, & Outside. Local expenditures are payments made to various vendors and suppliers in Jackson County, Area is for expenditures to vendors in West Central Wisconsin, Outside is for all other vendors. The intent is to demonstrate the direct impact the Institution has on the local economy.

INMATE EXPENDITURES FY06 FOR ANNUAL REPORT									
	Victim Witness Surcharge	DNA Surcharge	Restitution to JCI	Restitution to Courts, Ins.	Child Support	Re-imbursment	Medical Co-pay Fees	State Sales Tax	County Sales Tax
Jul	\$ 1,406.93	\$ 1,589.87	\$ 59.64	\$ 697.60	\$ 2,770.72	\$ 3,224.25	\$ 535.00		
Aug	\$ 1,441.97	\$ 950.69	\$ 94.14	\$ 958.05	\$ 2,286.36	\$ 2,887.44	\$ 622.50		
Sept	\$ 1,599.46	\$ 1,088.24	\$ 53.19	\$ 761.91	\$ 2,433.73	\$ 1,813.59	\$ 415.20	\$ 3,753.64	\$ 779.99
Oct	\$ 772.13	\$ 936.94	\$ 85.93	\$ 401.38	\$ 2,047.81	\$ 1,517.41	\$ 362.50		
Nov	\$ 1,754.12	\$ 1,391.62	\$ 41.22	\$ 857.79	\$ 2,676.93	\$ 2,442.10	\$ 250.00		
Dec	\$ 1,076.06	\$ 1,126.95	\$ 26.58	\$ 1,432.74	\$ 3,708.29	\$ 1,970.71	\$ 97.50	\$ 3,822.71	\$ 512.54
Jan	\$ 2,712.08	\$ 2,316.80	\$ 64.36	\$ 776.27	\$ 2,516.88	\$ 1,652.40	\$ 512.50		
Feb	\$ 1,565.61	\$ 1,821.02	\$ 9.54	\$ 963.62	\$ 2,728.93	\$ 1,800.61	\$ 442.50		
Mar	\$ 1,811.05	\$ 1,329.79	\$ 51.29	\$ 902.48	\$ 2,350.61	\$ 2,003.37	\$ 532.50	\$ 3,899.94	\$ 577.25
Apr	\$ 1,295.23	\$ 1,673.76	\$ 67.21	\$ 2,371.44	\$ 2,195.66	\$ 1,284.93	\$ 472.50		
May	\$ 1,289.67	\$ 2,415.99	\$ 112.12	\$ 341.30	\$ 3,522.16	\$ 1,870.40	\$ 172.50		
Jun	\$ 1,956.05	\$ 1,431.06	\$ 209.44	\$ 222.12	\$ 1,031.89	\$ 1,546.39	\$ 666.50	\$ 4,297.87	\$ 452.72
Tot:	\$ 18,680.36	\$ 18,072.73	\$ 874.66	\$ 10,686.70	\$ 30,269.97	\$ 24,013.60	\$ 5,081.70	\$ 15,774.16	\$ 2,322.50

The following chart labeled Canteen Expenditures FY-06 refers to products purchased for resale to inmates at the institution Canteen. The terms Local, Area, and Outside are the same as for the preceding chart.

CANTEEN EXPENDITURE FY06			
	Local + Area	Outside	Total
July	\$ 8,939.87	\$ 34,447.28	\$ 43,387.15
August	\$ 4,668.47	\$ 26,944.80	\$ 31,613.27
September	\$ 13,028.60	\$ 45,551.11	\$ 58,579.71
October	\$ 9,982.58	\$ 37,948.49	\$ 47,931.07
November	\$ 12,012.43	\$ 38,556.73	\$ 50,569.16
December	\$ 10,451.11	\$ 32,848.14	\$ 43,299.25
January	\$ 14,001.20	\$ 49,968.86	\$ 63,970.06
February	\$ 4,924.61	\$ 33,578.09	\$ 38,502.70
March	\$ 15,945.62	\$ 31,531.73	\$ 47,477.35
April	\$ 4,736.63	\$ 26,461.09	\$ 31,197.72
May	\$ 18,679.69	\$ 41,873.26	\$ 60,552.95
June	\$ 9,016.19	\$ 34,440.06	\$ 43,456.25
TOTALS	\$ 126,387.00	\$ 434,149.64	\$ 560,536.64

The following chart labeled Inmate Expenditures FY-06 is a list of various court ordered or institution mandated costs that inmates are required to pay. The state and county sales taxes are collected from Canteen purchases.

EXPENDITURE FY06				
	Local	Area	Outside	Totals
July	\$ 20,628.80	\$ 7,123.67	\$ 116,201.67	\$ 143,954.14
August	\$ 54,365.27	\$ 27,216.87	\$ 148,897.22	\$ 230,479.36
September	\$ 44,434.16	\$ 14,135.76	\$ 215,249.39	\$ 273,819.31
October	\$ 257,923.13	\$ 9,846.58	\$ 88,065.19	\$ 355,834.90
November	\$ 43,944.63	\$ 14,400.94	\$ 175,502.72	\$ 233,848.29
December	\$ 42,615.89	\$ 9,587.20	\$ 114,591.19	\$ 166,794.28
January	\$ 71,210.69	\$ 11,513.96	\$ 207,754.99	\$ 290,479.64
February	\$ 44,527.49	\$ 14,429.39	\$ 272,917.15	\$ 331,874.03
March	\$ 44,887.72	\$ 26,748.30	\$ 178,437.95	\$ 250,073.97
April	\$ 57,735.76	\$ 20,237.57	\$ 212,078.48	\$ 290,051.81
May				\$ -
June	\$ 91,935.84	\$ 68,528.72	\$ 194,058.70	\$ 354,523.26
<b>TOTALS</b>	<b>\$ 774,209.38</b>	<b>\$ 223,768.96</b>	<b>\$ 1,923,754.65</b>	<b>\$ 2,921,732.99</b>

---

## BUILDINGS AND GROUNDS:

- Completed work orders - 3091
- Garbage equaled 380 tons at a disposal cost of \$19,420.99
- Electricity usage was 5,939,800 KWHs at a cost of \$223,327.70
- Water usage was 39,596,450 gallons
- Sewer charges \$196,425.18
- Cut down several trees and spread black dirt by Institution Drive
- Constructed six new shooting benches for the shooting range
- Tethered knives in the main and training kitchen
- Installed a pass through window in the canteen
- Increased security on the drainage system that passes under the perimeter fence
- Installed additional micro waves in the living units
- Installed a "Med Pass Through" in HSU
- Designed and constructed a combination storage and service table for the chapel
- Remodeled L building to add an additional office

---

## FOOD SERVICE DEPARTMENT

From July 1, 2005, through June 30, 2006, the Jackson Correctional Food Service Department prepared and delivered 1,113,533 meals for institution inmates and eligible staff. Meals are planned and prepared to be nutritionally adequate, favorably acceptable, and within budgetary guidelines. Standardized recipes and safe food handling guidelines are part of standard operating procedures.

Number of Meals Prepared Per Month

July '05 .....	93,992	Jan '06 .....	95,032
Aug '05 .....	97,002	Feb '06 .....	85,987
Sept '05 .....	91,133	Mar '06 .....	91,273
Oct '05 .....	95,452	Apr '06 .....	91,382
Nov '05 .....	91,433	May '06 .....	94,872
Dec '05 .....	94,993	June '06 .....	90,992

## HEALTH SERVICES UNIT

### Medical Statistics

- Off site appointments..... 796
- Off site admissions..... 15
- Dental appointments ..... 1,345
- Total HSU contacts\* .....53,644
- Emergency Room visits..... 88

\*This does not include Optometrist appointments or medical file reviews.

## PSYCHOLOGICAL SERVICES

The Psychological Services Unit has protected the public by evaluating and treating the critical mental health needs of inmates at Jackson Correctional Institution, as well as providing important offense-related and other group psychotherapy. The services furnished by the Psychological Services Unit are delivered in the following order or priority:

**Crisis Intervention:** Psychological evaluation, observation, and restraints; other crisis interventions as required; daily Segregation Unit rounds; referrals to the Wisconsin Resource Center, Special Management Units, and to other prisons for specialty programs.

- 44 inmates required clinical observation
- 9 inmates were referred to WRC
- 0 inmates for CCI-SMU referrals
- 5 inmates required restraints evaluation

**Evaluation/Consultation:** PSU staff provided evaluations/consultation services to inmates, Social Workers, the Program Review Coordinator, the Parole Board, Education Department, Health Services staff, and Security staff. PSU staff participated in hostage negotiation and critical incident debriefing.

- 140 inmates were evaluated for PRC/Parole
- 18 inmates received Special Purpose (Ch. 980) evaluations
- About 540 consultations/educational contacts were made
- Members of the Psychological Services Unit served on the Policy/Procedure Committee

**Offense Related Programming:** Sex offender, victims of childhood abuse, domestic violence, and anger management group psychotherapy. Numbers of Inmates Involved in Offense Related Programming:

54 - Sex Offender Treatment	36 - Sex Offender Denier Program
72 - Anger Management Treatment	48 - Domestic Violence Treatment
18 - Victims of Childhood Abuse Treatment	

**Mental Illness Needs:** Screening inmates who request medications for mental health complaints; providing alternatives to psychotropic medications for inmates with anxiety, mood disorders, and other mental health problems.

- About 320 referrals were made to the Psychiatrist
- There were about 2000 significant inmate contacts (60-70 % of JCI inmates)

**In-Service Training for Staff:**

- 100 staff members received training in suicidality detection and suicide prevention

**Accomplishments for 2005-2006:**

- Improved quality and reduced cost of anger management, domestic abuse, sex offender, and other offense-related programming
- Continued to improve crisis detection and intervention services, as well as services for inmates with other serious mental health problems

---

## LIBRARY SERVICES

The JCI Library provides library service for staff and approximately 1,000 offenders. For calendar year 2005, the library checked out 76,864 materials to patrons and had 38,839 visits to the library by offenders. Interlibrary loan books lent out to other libraries was 159 and 320 books were borrowed from other libraries within Wisconsin. The WI DAI Libraries prepared this past Fiscal Year to merge their software and library catalogs into one system in the summer of 2006. JCI library barcoded over 11,000 books to fit into the new system.

**Library ProLiteracy America Tutor Training (PLATT)** offers tutoring services for students enrolled in school and also for inmates in general population who wish to improve their math, reading, or writing skills. The JCI librarian/teachers trained twelve inmate tutors during FY05/06. Staff provided thirty hours of training to inmate tutors under PLATT. The PLATT tutor-training program provides training for three tutors on the Quarry housing unit, three in school classrooms, and eight tutors employed by the library. Teachers refer adult basic education inmates to the tutor program where one-on-one tutor/student learning occurs.

**Fathers with Books program** was offered twice during FY05/06 to JCI inmates with children ages from preschool to grade five. Twenty-two inmates graduated with sixty children reported by the fathers to be involved with the program. This program offers ten hours of classroom instruction on storytelling skills and choosing age appropriate literature. The philosophy of Fathers with Books is based on bonding and memory building with one's father even though he may be away from home. It is the intent of the program to continue the expression of family love through book sharing during family visits and through videotaping the father reading storybooks. Positive memories and enhanced family literacy are the direct outcome of program participation.

**LAW LIBRARY:** Currently, the law library is in print format and was visited 5,014 in 2005. In the fall of 2006, the core law resources will be from a computer database, called LexisNexis, from the Department of Corrections in Madison, Wisconsin. All of the Division of Adult Institution Law Libraries will share this database saving the costs incurred to maintain updated printed materials. There will be six computers installed to access this database in the JCI Law Library, one computer in Granton segregation for access to courts and one computer in Oxbow program segregation. In addition to this core law resource, other print resources, many which are printed from government sources for free and not available on LexisNexis, will still be available in the JCI law library.

## CHAPEL SERVICES

The Chapel at Jackson Correctional Institution offers a Media Center and a Chapel Library, in addition to congregational worship services, seminars, and study groups for the seven recognized umbrella religious groups. The media center has approximately 1263 cassettes, 365 videos and the library has 3270 books and magazines. The Media Center and Chapel Library had a total number of 4346 inmate contacts.

In 2005-2006 there were a total of 6884 inmates that submitted requests for the Chapel Card Program. There were a total of 21, 135 greeting cards that were handed out to inmates. Total inmate contacts for all programs and card requests in 2005-2006 were 26, 772.

Volunteers are an important resource for the Chapel. In 2005-2006 there were 211 volunteers who invested 1555 hours in helping provide spiritual support to the inmates. There were 262 pastoral visits by pastors from the communities who visited with inmates in 2005-2006.

Through Prison Fellowship, we held the following seminars; Marriage, Life Plan (2x), and Created in the Image of God. We also added a seminar through Calvary's Justice entitled, "Rescue the Broken Hearted".

Two major projects for the Chapel have been the Angel Tree and Salvation Army Toy Projects. Angel Tree is a ministry of Prison Fellowship through which children of incarcerated parents can receive Christmas presents. Certain criteria must be met. Each inmate must complete an application before the process can begin. The Toy Project is similar to Angel Tree and run by The Salvation Army. Each inmate must fill out an application and be approved to participate. This year 213 inmates participated in the Angel Tree Program and 133 inmates took part in the Salvation Army Toy Project.

---

## EDUCATION

The Northwoods School Mission: *Interaction with our students will reduce illiteracy, encourage employability, create lifelong learners and productive members of our society, within a safe, positive and compassionate environment.*

The primary goals for education programming at JCI are:

- To reduce illiteracy
- To provide opportunities for the completion of High School Equivalency Diploma
- To provide relevant vocational training

Instructional programming utilizes curriculum for the development of an individual's competencies and can best be described as "open entry/open exit."

### ACCOMPLISHMENTS:

- We have expanded our graduation ceremonies to 3 times a year and included invitations to graduate guests to attend.
- Academic programming included testing abilities prior to school entry and skill assessment testing while in school which provides better academic tracking for students. We have a full range of academic programming including basic, intermediate, and HSED classes. JCI proudly presented eighty-seven high school equivalency diplomas. Thirty students successfully completed the Vocational Food Production and Computer Specialists Programs
- More than fifty inmates completed one or more Parenting classes

- Career Planning provided transitional and employment support for many released offenders.
- Trained twenty-one tutors
- Added Financial Management class.

**WORKFORCE CONNECTION PARTNERSHIP:** Jackson Correctional Institution has a special project in operation to provide transitioning assistance to offenders being released. As such we are partnering with Workforce Connections, Inc. Participants meet with the case manager on a minimum of a monthly basis to assess additional barriers to successful reintegration upon release. Upon release participants become eligible for assistance in the form of vouchers for items such as bus passes, rent assistance, educational assistance and other financial assistance to promote self-sufficiency. Participants are required to attend their local job center weekly and maintain contact with the case manager at JCI until goals of their Individual Plan are accomplished. Networks and contacts have been established in most areas of the state with the Job Centers, Human Services, employers, and local vendors to provide comprehensive services. Once an individual secures unsubsidized employment they remain eligible for assistance for up to one year.

**ACADEMICS:** A variety of educational delivery methods are used to target the adult learner. Methodology includes individual, small group, lecture, videotape, and computer based instruction.

All academic instructors are certified through the Wisconsin Technical College System to teach in their appropriate program areas. JCI is an official General Education Diploma (GED) Testing Center. Each teacher is assigned a housing unit to serve as an education liaison and to provide classes where applicable. Classes include academic, personal growth, and living skills.

- Academic programs are composed of three levels of Adult Basic Education (ABE).
- Basic Reading and Math Grade Levels: 0.0 - 5.9
- Intermediate Reading and Math Grade Levels: 6.0 - 8.9
- High School Equivalency (HSED) Grade Levels: 9.0 - 12.9

**VOCATIONAL PROGRAMMING** at JCI is certified through Western Wisconsin Technical College (WWTC). Two six-month vocational certification programs are provided: Food Production Specialist and Office Computer Applications Specialist. Credits obtained at JCI and through WWTC can be applied toward further degree training upon release. Further training can be obtained at any of the Wisconsin Technical Colleges.

**EDUCATIONAL GUIDANCE AND COUNSELING** are available to all inmates. In addition to school guidance and counseling, the guidance counselor's office provides a number of other functions. These include:

- Test and schedule students into appropriate level courses that meet their program needs
- Administer GED testing on a weekly basis as well as interpretation of these scores
- Orient new inmates at JCI
- Review approximately fifty new educational files per week with proper determination of school needs
- Maintain a school database allowing for easier access of student data

---

**INMATE COMPLAINTS:** The Inmate Complaint Review System (ICRS) is established pursuant to Wisconsin Administrative Code DOC 310. The ICRS affords JCI inmates a process by which grievances may be addressed. The Institution Complaint Examiner (ICE), under the supervision of the Warden, investigations concerns regarding rules, living conditions and staff actions affecting institution living. Inmates and staff have the opportunity to review and better understand correctional policy and to correct any errors or deficiencies.

The following statistics reflect the types of complaints and their resolution:

**Complaints Processed:**

Department	Complaints	Department	Complaints
BCE (Bureau Of Correctional Enterprises)	2	Parole	3
Classification	20	Personal Physical Conditions	62
Correspondence & Publication	248	Personal Property	354
Discipline	101	Religion	4
Discrimination	1	Rules	51
Food	13	Staff	94
Hippa	0	Visiting	39
ICRS (Inmate Complaint Review System)	21	Work & School Programs	39
Inmate Accounts	72	Other	128
Medical	344	Total # of Complaints Processed:	1,596

<u>Method Of Disposition Summary:</u>	<u>Qtr 3 (2005)</u>	<u>Qtr 4 (2005)</u>	<u>Qtr 1 (2006)</u>	<u>Qtr 2 (2006)</u>
Affirmed	46	41	38	36
Affirmed With Modification	3	2	2	4
Dismissed	257	215	222	214
Dismissed With Modification	21	20	17	22
Rejected	115	107	108	79

**Complaints Received per Housing Unit:**

Granton	282	17.67%
Melrose	317	19.86%
Neillsville	247	15.48%
Oxbow	218	13.66%
Quarry	303	18.98%
<u>X-Building (Barracks)</u>	<u>229</u>	<u>14.35%</u>
Total	1596	101.00%

**BUREAU OF OFFENDER CLASSIFICATION AND MOVEMENT**

The Office of Classification and Movement is staffed by one full-time Classification Specialist and one full-time Operations Program Associate - B, this office reviews the security classification, program needs and institution placement of inmates while regulating risk levels amongst the community, other inmates and staff. The Classification Committee is required to review cases every twelve months, unless a special review is deemed appropriate.

The following statistics show the types and amount of Program Review actions taken in FY06:

Scheduled Hearing .....	820
Appearances at hearings .....	789
Waivers of hearings .....	278
Program Changes .....	48
Early Recalls.....	199

## OFFENDER RECORDS OFFICE

The JCI Records Office is responsible for reporting the official institution inmate population count, the coordination of inmate transfers, maintenance of inmate social service and legal files; authorization and processing of inmate releases; and the scheduling and coordinating of inmate parole consideration hearings.

Records Office staff, composed of an Offender Records Supervisor 1, an Offender Records Assistant 3 and two Offender Records Assistant 2's, are accountable for the processing, accuracy, integrity, and movement of all inmate records. Staff perform sentence calculations to establish maximum discharge, mandatory release, extended supervision, and parole eligibility dates; verify legal documents; record and track on disciplinary status; schedule and monitor inmate file reviews; provide notary services to staff and inmates; schedule inmate court appearances; serve legal papers and detainers on offenders; schedule inmate court and attorney calls; and respond to inquiries from staff, inmates and the general public.

The Offender Records Supervisor serves as Legal Assistance for Incarcerated Persons (LAIP) and End of Confinement Review Board (ECRB) liaison; responds to Open Records Requests; and serves as an Institution Records Custodian.

### Accomplishments:

- Calculated 476 sentence computations for new sentences, amended judgments and revocations.
- Coordinated 883 inmate transfers out of JCI
- Coordinated 1303 inmate transfers in to JCI
- Processed 527 inmate releases
- Scheduled 271 JCI parole hearings
- Coordinated 608 off-grounds court trips
- Scheduled and facilitated 138 attorney and professional visits
- Scheduled and facilitated 54 LAIP visits
- Scheduled and facilitated 524 court and attorney/professional phone calls
- Scheduled and monitored 499 inmate file reviews
- Provided notary services to inmates on Monday mornings and Friday afternoons
- Scheduled and facilitated 42 video court hearings
- Served 115 papers on offenders for various court proceedings
- Processed 105 TIS (Truth in Sentencing) Petitions for sentence adjustments

---

## JCI REALITY PROGRAM DESCRIPTION AND BACKGROUND

In an effort to increase direct service delivery to the counties surrounding Jackson Correctional Institution, we are implementing a juvenile aversion program entitled "JCI REALITY" meaning Jackson Correctional Inmates Relating Experience and Life's Influences to Youth. JCI feels a responsibility to assist the surrounding communities in fighting the problem of juvenile delinquency. JCI REALITY is a program designed to help prevent troubled youths from coming into contact with the law or progressing further into the Criminal Justice System.

As part of the planning process for a similar program, staff members at the Fox Lake Correctional Institution gathered available information, on similar programs, from the National Institute of Corrections and the Wisconsin Department of Corrections. The research data indicated overwhelmingly that confrontive intimidation programs do not work. In fact, out of 112 available studies, not one presented positive results from the use of intimidation programs. Instead, the information suggests that an educational approach can have a positive impact on young people. The

University of Hawaii at Monua did a study in 1981 which showed programs that do not employ scare tactics with the youth who attended its sessions, but attempt instead to establish open and honest communication, appeared to have a positive effect both on attitudes that might prompt a youth to get into trouble and on the actual incidence of delinquent behavior.

The JCI REALITY program does not expect to solve the juvenile delinquency problem in this area, but would like to be a contributor in the effort to do so.

The program will attempt to be educational; it will be targeted strictly for delinquent youth or any youth between the ages of 12 and 19 who could benefit from the program. Participation in this program will give the youth an opportunity to see and learn about the consequences of criminal activity and a life of incarceration.

The goals of the JCI REALITY program are as follows:

- To inform and educate the youth about the realities of incarceration.
- To assist the communities in its ongoing effort to prevent and/or reduce incidents of juvenile delinquency.
- To offer the court system a viable alternative for use in treatment planning for adjudicated youth.
- To reduce the number of young males transitioning from the Divisions of Community and Juvenile Corrections into the Division of Adult Institutions.
- By striving for and reaching these goals, the program will be helping the Department of Corrections fulfill its goals of:
  - Enhancing public confidence in the Department as well as the overall Justice System; and
  - Maximizing coordination with the local Criminal Justice System.

Monthly Participation Statistics for the first year of the JCI Reality program for Young Adults:

October 2005 (1 <sup>st</sup> group)	8
November 2005	9
December 2005	4
January 2006	8
February 2006	No group
March 2006	5
April 2006	No group
May 2006	9
June 2006	4

---

## **BADGER STATE INDUSTRIES (BSI)**

Badger State Industries employs approximately 15 to 20 Offenders in Computer Recycling Program. Workers wages begin at \$.20 an hour with the capability of earning up to \$1.00.

BSI opened its doors in Jackson Correctional Institution in May of 1996. First production included, Innerspring mattresses, inmate mattresses, various linen items, inmate uniforms, as well as working with a private sector company making glove, hats, and scarves. In 1998 in cooperation with the Wisconsin DOT, 20 offenders were employed to stamp approximately 350,000 Wisconsin State maps.

The Computer Recycling Program began in November 1999, employing 25 offenders. The program has gone through many changes, from simply taking apart the various components to now testing, re-programming, and distributing them to non-profit organizations. Computer Recycling shops are also located at Red Granite Correctional Institution, Taycheedah Correctional Institution, and Racine Youthful Offenders Correctional Facility.

Federal regulations now prohibit landfills from accepting computer components (e-waste); the numbers listed are only a small fraction of the total e-waste that is disposed of every year. From July 05 through June 06 the following items have come through the Computer Recycling Program at JCI). (Estimated numbers)

- MONITORS 5,600
  - CPU'S 5,000
  - PRINTERS 5,500
  - KEYBOARDS 11,500
  - MISCELLANEOUS ITEMS ARE RECEIVED BY WEIGHT 75,000 LBS.
- 

## CORRECTIONS PROGRAM SERVICES

### Accomplishments:

- Inmate workers from the Community Service Program repaired 75 tents for the Tomahawk area branch of the Boy Scouts of America and 90 tents for the Phillipp Scout Reservation.
- The inmates that work in the Community Service Program made 150 teddy bears that were donated to the following organizations: Project Christmas, Shoe Box Mission, Bolten Refuge, Bears That Care and the local Boys and Girls Club.
- Teddy Bears, baby quilts, afghans and ceramic projects were donated to various silent auctions held throughout the state.
- Crocheted hats, scarves, handbags and blankets were donated to Project Christmas, and Bolten House in Jackson and Eau Claire County.
- Inmate workers that work in the Community Service Program separated and boxed all the supplies that were donated by the community, JCI inmates and staff from the school supply drive.
- Inmates donated their time to sew 10 Dracula capes and 14 blood droplet costumes to be worn by Red Cross volunteers to blood drives and parades.
- A Christmas sale was held in which inmates could purchase a cheese and sausage tray.
- The 6<sup>th</sup> annual Transition Fair was held. The fair offered the opportunity for inmates to gather pre-release information and prepare themselves with options for their release. There were 18 agencies that participated. There was a record 375 offenders that attended the fair.
- The Veteran's Group sponsored a school supply drive in which inmates raised over \$1000.00 in cash and supplies for Jackson County schools.
- The Veteran's Group sponsored a photo project. Inmates could have a picture taken of themselves or of a group. \$1800.00 was raised. The proceeds were used to purchase a flag pole and to benefit People to People International.

### Goals:

- Coordinate inmate fundraisers that aid in the support of non-profit community organizations.
- Provide information to inmates that will assist them upon their release.
- Increase the number of inmates participating in the crochet program. We are looking at having paid positions.
- Increase the number of charities on the list of organizations that we donate to.
- Offer pre release workshops where inmates can work on resumes, interview skills and preparation for their release into the community.
- Have CCEP come to the institution quarterly or monthly.
- Another goal would be to have Mum Urban Ministry come to the institution and do a simulation for offenders and staff. During the simulation, you take on the identity of a parolee just released

from prison, and try to accomplish all the tasks facing returning prisoners in their first month back in the community.

- Arrange for a motivational speaker to visit JCI and present positive alternatives to crime with options on how to make a positive change in their lives.
  - Offer a CPR class to inmates that are close to release date.
  - Offer a Transition Fair that will provide the opportunity for inmates to gather pre-release information and prepare themselves with options for their release.
  - Offer a Job Fair that will provide the opportunity for inmates to gather information on what jobs are available to them upon release.
  - Move the Community Service Program to Levis building.
  - Update policies.
  - Transition the OPA position into the Reintegration Coordinator.
- 

## **RECREATION, HOBBIES AND COMMUNITY SERVICE PROJECTS**

The Recreation staff members strive to provide a multitude of opportunities to the inmates. Some of the opportunities include making a hobby project, receiving music instructions on how to play an instrument or to play an instrument in a band. A proposal is in the works to add vocal instructions for the inmates. Crocheting and knitting instructions are also offered. The Recreation Department continues to organize leagues for summer softball, volleyball, basketball and horseshoes as well as winter leagues for volleyball, basketball, ping-pong, and handball. JCI has established a traveling trophy for the winner of basketball (winter), softball, (summer) and volleyball (winter) leagues. The winners display the trophies on their unit for the entire year. There are nine indoor and outdoor recreation periods each day at which time they may check out recreation equipment or lift weights. Inmates attend recreation when their assigned housing unit is scheduled to attend. On an average there are fifty inmates that participate in the gym each period.

In addition to the regular recreation periods offered, the Recreation Department also has submitted proposals for Brother Bob and Sports Ministry groups to come into the institution and play a game of softball, volleyball or basketball with the inmates. Any funds raised from these events are donated to a non-profit organization. These events are very important to the inmates and they enjoy having the opportunity to participate in these events.

JCI started an Adaptive Sports Program which is geared toward inmates needing extra exercise to rehabilitate from an injury or those inmates who are confined to a wheelchair or have other physical disabilities. The Recreation Department works closely with the physical therapist and HSU unit. The program is held five times a week with approximately 60 inmates enrolled. We are continually striving to improve this program by purchasing additional equipment and consulting with the Health Service Unit to help with the rehabilitation.

JCI has started working on community service proposals. This will allow inmates a sense of pride knowing that what they have created is being used by someone less fortunate than they are. One of the community service proposals includes crocheting hats, mittens, shawls, and afghans, etc. A scrapbook program has been proposed to allow inmates to create a scrapbook with their family and visitors in the Visiting Room. Other ideas that are being explored include an exercise for fitness program.

The music department in recreation organized and held our first ever outdoor concert in an area just outside of Levis Building. It was a great success with very minimal concerns arising from the concert. Future concerts for outdoor are planned.

## MELROSE HOUSING UNIT

The Melrose Unit is a 104 cell unit which routinely provides housing for 202 inmates (maximum capacity). JCI's inmate workers from Maintenance, Recreation, Badger State Industries and Unit workers are housed on Melrose. The unit currently employs forty-one inmates to perform many basic unit operations to include janitorial, food service, laundry and unit librarians. Involuntary unassigned inmates are often asked to assist with maintaining the sanitary standards of the unit. This helps to develop a positive work ethic and develops a variety of work skills. Staff interacts with the inmates to provide a role model for responsible behavior and appropriate decision making skills. Staff also counsel inmates on a variety of issues including the positive and negative consequences of their behavior.

**VICTIM IMPACT PROGRAM:** The Victim Impact Program (VIP) is a twelve to sixteen-week program that exposes inmates to the impact and consequences of a variety of crimes, victim awareness, victim empathy and victim services. It allows participants the opportunity to gain an in depth knowledge of the impact of their specific criminal behavior, and crime in general, on its victims.

The program was adopted from the California Youth Authority and is based on the principles of Restorative Justice. Restorative Justice does not focus solely on the concept of punishment but also on restoring the harms created by crime. The goals of this program include:

- Accept responsibility of all criminal actions
- To be accountable to the consequences of their behavior
- Understand the impact of crime on victims
- Explore their tendency to depersonalize victims
- Become aware of the short and long-term impact of crime and victimization
- Develop or increase their level of victim empathy
- Contribute to communities in a way that will prevent future victimization

The course opens with inmate introducing themselves to the group and detailing for the group the crime(s) they are currently incarcerated for. The training manual begins with property crimes and moves through various crimes, with homicide as the final chapter. Crimes covered include:

- property crime
- drugs and society
- violent crime
- hate crimes
- domestic violence
- crimes against the elderly
- child maltreatment
- gang violence
- assault
- sexual assault
- robbery
- drunk driving death and injury, and homicide

Although each chapter is crime specific, there are common themes for each chapter that reinforce moral reasoning; thinking before committing any crime and victim empathy.

Research has shown that attitudes do not change unless both thinking and feelings are involved. This curriculum and presentation style not only offers information but aims to involve inmates at a personal feeling level. Facilitators strive to have the inmates 'feel' the message. This includes personalizing examples by using specific inmate cases or details of their crime, role play, videos of victims discussing the impact of crime on their life and guest speakers, usually survivors, who can openly discuss the impact of crime on their life face-to-face with inmate participants.

At the end of the program inmates are asked to complete decision chains regarding their crime and complete a report/presentation detailing the impact (emotional, physical and financial) of their crime on the victims and the community. They are also asked to address their thoughts on how the program has impacted them and what they can do to contribute to restoring justice to their victims and community. The group works collaboratively to develop a fundraiser activity with proceeds be donated to a local non-profit organization.

## NEILLSVILLE HOUSING UNIT

The Neillsville housing unit has a daily population of 202 inmates. The unit houses inmates who have Alcohol and other Drug Abuse (AODA) program needs and Cognitive Interventions Program (CGIP) needs. It also houses all main kitchen workers. The mission of the unit is to provide programming that can enable an inmate to successfully re-enter the community.

The social workers provide daily instruction for the AODA and CGIP programs in addition to managing a full caseload of inmates.

The *New Beginnings AODA program* is a 16-week program. Participants are enrolled full-time and meet for six hours each day. The topics include cognitive process, AODA education and relapse prevention. Other modules on Anger management, domestic violence, stress management, and communication are included during the 16-weeks. 130 inmates participated in the program during FY06.

AODA Program Statistics based on FY06 Enrollment:

30	Still enrolled in program at close of FY06 (06/30/06)
30	Terminated - Disciplinary
20	Withdrew (i.e. dropped out or quit)
47	Completed the program
127	Total Enrollment (Maximum enrollment per program is 32)

The Cognitive Interventions Program (CGIP) is a 10-12 week long program that meets twice a week for two hours each time. The program is based on the CGIP program developed by the DOC. There were 4-four groups that began on Neillsville in FY06.

Challenges for FY07 include:

- Continued unit programming for an increasing population and the unassigned inmates
- Create activities and programs for idle inmates on the unit
- Increase jobs on the unit
- Incorporate Reentry initiatives on the unit
- Decrease the number of withdrawals from the program.
- Increase the AODA group success rate.

---

## OXBOW HOUSING UNIT

The Oxbow Housing Unit contains ninety-eight double occupancy and six single occupancy rooms. The unit is a wet cell unit, which provides the capacity for much greater control of inmate movement than the other general population housing units at Jackson Correctional Institution. The unit houses offenders who are in Step 2 and Step 3 Program Segregation/Disciplinary Separation status, as well as general population offenders.

Program segregation/disciplinary separation inmates are transferred to Oxbow from the Granton segregation unit when they have met the criteria for Step 2-segregation programming. The inmates in segregation programming in Oxbow get the opportunity for daily release from their cells and expanded privileges regarding allowable property as long as their behavior is appropriate. Outdoor recreation is also available in restricted quantity.

During FY05/06, Oxbow Unit and Jackson Correctional Institution experienced a growth in populace of offenders requiring increased medical attention. Oxbow Unit in association with the Health Services Unit provide the necessary housing, services and assistance to ensure that the increasing needs of these unique inmates are met. The unit's wet cell design coupled with the staff's ability to deal with the diverse and challenging situations presented affords the more infirmed inmates the opportunity to maintain their individual dignity and enables them to feel like the special people they are.

Oxbow unit staff continued offering the Cognitive Interventions Program to inmates in general population status on Oxbow. The group emphasizes the importance of making positive decisions and thinking about those choices prior to making poor decisions.

#### **Accomplishments for FY05/06**

- Managed an increasing population of geriatric and medically challenged inmates
- Involvement in the creation of the JCI Reality Program
- Provided Cognitive Intervention Program in Oxbow

#### **Challenges for FY07**

- Provide avenues for successful reintegration to society for inmates.
- Develop additional programs to influence inmates toward successful reentry into the community and decrease inmate idleness.
- Manage the ever-changing dynamics of the incoming inmate population.
- Increase and maintain professionalism in when dealing with difficult individuals.
- Develop a positive work environment for staff to excel in.
- Fortify the 4 Ps. Protect public, staff and inmates, provide an environment conducive to change and improvement for the inmate.

---

## **QUARRY HOUSING UNIT**

The Quarry Unit is a 202 bed general population housing unit with the primary focus being education. This unit houses most of the full and part time students attending Adult Basic Education classes, High School Equivalency Diploma classes and vocational training classes.

Unit activates are centered on continued educational opportunities. Trained Literacy Volunteers of America (LVA) inmate tutors work one-on-one with inmates, as well, as holding group tutoring sessions on a nightly basis. Quiet times are enforced to enhance the learning capabilities of the students. The Quarry Unit Team consists of:

- Unit Supervisor
- Captain
- Lieutenant as Assistant Unit Supervisor
- Social Worker
- Correctional Officer 3 on each shift
- Two Correctional Officers on first and second shift
- One Correctional Officer on third shift
- Other unit support staff include a psychologist, nursing staff, recreational leaders, and food service staff who are assigned as liaisons to the unit from their respective departments.

#### **Accomplishments for FY06:**

- Facilitated unit based Cognitive Interventions Program groups
- Continued to provide tutor services for inmates involved in school activities

**Challenges for FY07:**

- Increase the availability and use of tutors for Adult Basic Education and English as a Second Language (ESL) classes
  - Develop a program to assist inmates with basic living skills in order to prepare for release.
- 

**X BUILDING - BARRACKS**

X Building is a 152-bed barracks style housing unit that serves as the reception and orientation unit for all inmates arriving at Jackson Correctional Institution. The Barracks temporarily houses minimum-security inmates waiting transfer to a northern center and any Division of Community Corrections sanctioned inmates. It also houses the medium security inmates who are assigned to JCI awaiting bed space on one of the four general population housing units (Melrose, Neillsville, Oxbow or Quarry). Inmates are identified by their assessment and evaluation need and subsequently placed in the corresponding housing unit (i.e. -AODA need Neillsville, Education - Quarry). Additional information is relied upon should a special need arise requiring a single cell, wet cell thereby restricting movement to the Oxbow Housing Unit.

During the first week on the unit, inmates participate in the institution's New Inmate Orientation Program.

**Accomplishments for FY06:**

- The unit has maintained an effective working relationship with other DOC facilities while operating as the northern transportation hub for inmates transferring to and from Community Corrections Centers.
- The unit also houses inmates who are awaiting review for Alternate To Revocation (ATR) medical assessment to determine appropriateness for placement at one of the two Challenge Incarceration Programs (CIP-Bootcamp).

**Challenges for FY07:**

- Manage the ever-changing dynamics of the incoming inmate population.
- Increase and maintain professionalism in dealing with difficult individuals.
- Provide avenues for successful reintegration to society for inmates.
- Develop a positive work environment for staff to excel in.
- Develop additional programs to impact inmate idleness.
- Re-enforce the 4 Ps
- Protect the public
- Protect the staff
- Protect inmates
- Provide an environment conducive to change by the inmates.