

New Lisbon Correctional Institution



ANNUAL REPORT
JULY 1, 2005 – JUNE 30, 2006



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MESSAGE FROM THE WARDEN'S OFFICE

The past year for the New Lisbon Correctional Institution (NLCI) can best be described as a year of change, continued growth and the solidifying of our own identity.

One change has provided both opportunities and obstacles in the development of the NLCI team and institution. The retirement of Warden Farrey has provided the opportunity for me to join a team of professionals and help set the direction for the institutions future. Along with this came the obstacles that change can bring - new beliefs, different ideas and unfamiliarity with people, procedures and the past. The institution has met this change with a positive attitude and a sense of shared pride in its accomplishments.

NLCI has continued to grow in many ways: expanded inmate opportunities and programs, increased community involvement and the desire to do more. The institution has become a valued resource for local charities and organizations, as well as local law enforcement. Through numerous partnerships and individual acts of staff, NLCI has become a good neighbor in Juneau County and a productive member of this community. With a reintegration focus, NLCI will look to increase vocational offerings, work and academic opportunities, while providing a safe, secure environment for inmates and staff to live and work.

With the diversity of the staff who have joined the NLCI team has come the task of creating our own identity. The comparison to other institutions is a natural occurrence. NLCI has sifted through those comparisons, incorporated some things and improved on others. NLCI has earned its place in the Department of Corrections (DOC) and can be proud of its development. All staff, union and management, have contributed to the growth process and inevitable future successes. I am honored to be part of the New Lisbon Correctional Institution.

Tim Lundquist
Warden



INSTITUTION MISSION and GOALS

Mission Statement

New Lisbon Correctional Institution is committed to the safety, security and protection of the public, staff and offenders in a humane and constructive manner. Offenders will be held accountable for their actions and the positive or negative consequences associated with those choices. We will encourage offenders to develop goals conducive to positive release planning and reentry into society. We strive to provide offenders with a set of positive behavioral options to enhance their successful reintegration back into society.

Goals

Inmates will be strongly encouraged at NLCI to pursue all education, programming and work opportunities available to them. Motivation, accepting responsibility, self-worth and self-advancement are the keys to positive change.

NLCI is also committed to being a good neighbor by working in partnership with the community on common interests and having a positive effect on the community. NLCI continues to have a very active Community Service Program and have donated numerous items throughout the fiscal year.

Over the past several years the Department of Corrections has placed a high priority on improving prisoner re-entry. As a medium security institution, NLCI is an integral part of the DOC Re-entry Initiative. This is a crime prevention strategy designed to increase the number of prisoners who live law-abiding and productive lives after their return to the community from prison. By holding inmates responsible and promoting their success from the day they enter prison until their release and transition back to the community, we strive for fewer crime victims, less crime, reduced criminal justice costs, and safer communities.

At NLCI, we have designated one unit that will focus its programming on skills for successful re-entry into the community. A large part of our focus is not only how we manage the behavior of our inmates, but also how we engage and motivate them. We encourage our inmates to use their time wisely to prepare for their return to the community, follow the rules, respect staff and other inmates, and work hard in the treatment and educational programs offered at NLCI. In return, our commitment to the inmate is to work with them to be successful as an employee, family member, and citizen.



ACCOMPLISHMENTS and HIGHLIGHTS

- NLCI held its 1st Annual Volunteer Dinner in January 2006
- Woodland Way School held its first (October 10, 2005) and second (April 27, 2006) graduation ceremonies
- Institution Channel 10 up and running, providing a widespread means of disseminating institution information to inmates
- Pheasant project released approximately 1,000 pheasants the Fall of 2005 and added additional pens
- The Bureau of Correctional Enterprise (BCE) began hydro-stripping road signs at NLCI
- NLCI Warden Catherine Farrey retires
- Timothy Lundquist is appointed in May 2006 as NLCI's Warden
- A Boot Camp exercise regime was added to the recreation activities for inmates and has received very positive feedback
- In-house canteen is up and running
- NLCI Production Bakery Program students competed in the 86th Annual Upper Midwest Bakers Convention on February 25, 2006. They entered products in three categories with regular bakers and cake decorators from across the Midwest. The results are based on standards set for the National Certified Baker and Certified Cake Decorators tests. Overall, 19 medals were awarded to the NLCI students.
- NLCI held its first Staff Picnic in August 2005
- All padlocks in inmate cells were removed and replaced with cabinet-style locks
- Containment fence was completed and is operational
- Guard One Plus System installed in Segregation
- NLCI held two Blood Drives through the Blood Center of Wisconsin

FAST FACTS

Dedicated: **April 2, 2004**

Opened: **April 4, 2004**

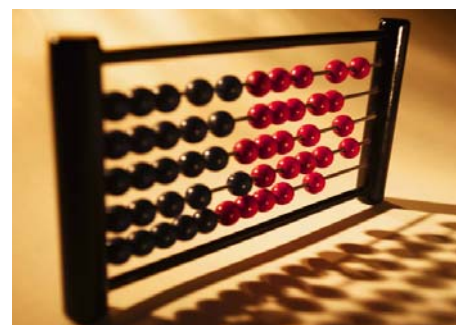
Began Receiving Inmates: **April 5, 2004**

Security Level: **Medium**

Operating Capacity: **950**

Current Population: **1000**

Number of Acres: **100**





DEPARTMENTAL INFORMATION

BUSINESS OFFICE

Operating Budget: **\$21,065,712.34**

Inmates Income and Obligation Report:

YEAR-TO-DATE SUMMARY

OFFENDER WAGES

Institution Pay:	276,966.89
Project Crew Pay:	-
Work Release:	-
Bureau Corr Enterprises:	9,409.43
Total:	286,376.32

OBLIGATIONS / COLLECTIONS

Obligations:	56,131.12
Medical Co-pay:	4,830.00
Total:	60,961.12

Offender Wages:

Month	Year	Institution	Work Release (Gross)	Bureau Corr Enterprises	Totals
July	2005	21,710.27		597.35	22,307.62
August	2005	22,402.18		523.66	22,925.84
September	2005	21,795.42		562.70	22,358.12
October	2005	21,510.13		565.56	22,075.69
November	2005	29,874.05		686.82	30,560.87
December	2005	22,947.58		1,032.79	23,980.37
January	2006	20,668.28		746.81	21,415.09
February	2006	21,866.06		435.67	22,301.73
March	2006	21,122.47		867.58	21,990.05
April	2006	21,053.24		987.96	22,041.20
May	2006	21,268.92		1,009.50	22,278.42
June	2006	30,748.29		1,393.03	32,141.32
Totals:		276,966.89	0.00	9,409.43	286,376.32



Income and Obligation Report (continued):

Obligations/Collections:

	Child	Court	VWS/DNA	Institution	Medical	
Month	Support	Ordered	Surcharges	Restitution	Co-Pay	Totals
July 2005	1,050.33	907.92	2,054.29	132.97	405.00	4,550.51
August 2005	1,455.47	1,103.37	2,286.78	114.16	427.50	5,387.28
September 2005	1,191.84	808.29	1,912.23	70.98	512.50	4,495.84
October 2005	929.78	894.39	2,062.28	49.25	487.50	4,423.20
November 2005	1,412.41	1,000.06	2,195.86	61.59	270.00	4,939.92
December 2005	1,201.91	1,373.84	2,676.44	57.64	412.50	5,722.33
January 2006	1,358.63	832.66	2,778.34	60.37	392.50	5,422.50
February 2006	954.58	984.40	2,537.57	146.14	187.50	4,810.19
March 2006	1,345.81	1,113.55	2,313.09	70.53	675.00	5,517.98
April 2006	930.73	936.54	2,208.99	134.60	307.50	4,518.36
May 2006	1,299.52	954.14	2,541.46	188.38	382.50	5,366.00
June 2006	1,272.30	1,437.27	2,565.52	161.92	370.00	5,807.01
Totals:	14,403.31	12,346.43	28,132.85	1,248.53	4,830.00	60,961.12

Inmate Participation and Completion Information (Inmates in Pay Status):

Month of	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Voluntary Unassg/Seg	47	93	72	105	108	100	90	97	109	120	106	119
Involuntary Unassigned	382	328	316	374	356	385	407	404	406	417	443	427
Assigned/Working	386	383	419	345	352	355	361	362	345	334	332	311
Education (2+ classes)*	172	193	167	155	166	149	139	136	138	132	132	143
Total Pop	987	997	974	979	982	989	997	999	998	1,003	1,013	1,000

*Students taking only one class are not included in the Education figures.

Unassg = Unassigned

Seg = Segregation

EDUCATION

NLCI's *Woodland Way School* opened officially for students in early June 2004. We began with five teachers and approximately 126 students and by end of June 2006 we maintained an average of 300 students enrolled, nearly a third of our 1,000 inmate general population. We have strived to create an educational environment within which inmates develop their capacity to become lifelong learners. We established our core programming, Adult Basic Education and the HSED program, beginning in June of 2004. We also offer a number of personnel development courses,



including Parenting, Financial Literacy, Transition/Life Skills, and Computers. We continued to have two on-the-job-training courses including Bakery and Woodshop.

Over the last year, we have added a Guidance Counselor to our staff of eight teachers, an Office Associate and an Education Director. The teaching staff is split into two shifts to make education readily accessible to inmates and accommodate various visiting or activity schedules. We finished the fiscal year with eight academic and one vocational education teachers.

Adult Basic Education (ABE)

We have designed an effective ABE program to address illiteracy and provide for the development of basic math and writing competencies.

High School Equivalency (HSED)

HSED classes were established to address the needs of those students who wish to complete their High School Equivalency Diploma. Students who enrolled in these classes participated in the study of five core area classes and Civics, Health, and Employability Skills. We had **48 graduates** who successfully completed their HSED during this first year. We also held our very first graduation in October of 2005 and had an additional graduation in April of 2006.

Bilingual Spanish Instruction

Bilingual Spanish instruction was created with the talents of one teacher proficient in Spanish. Originally offering a couple core area classes with bilingual instruction to our Spanish-speaking students has grown into an effective teaching of English language acquisition and academics programming in the areas of reading, writing, and mathematics. Our program began with a handful of students and during this report period had served 40 students and currently have a waiting list to get in.

On-the-Job Training/Vocational Programs

In December 2004 and January 2005, two vocational education teachers were hired to design and implement programs in the areas of Production Bakery and Cabinet-Making. The programs were run on a pilot program basis as On-the-Job Training programs without actual Vocational Education Technical College certification

The Production Bakery program began enrolling students in March 2005 and served some 48 students during this Annual Report period. The class has progressed so well that the Bakery class has taken over all production of baked goods for the institution. Our instructor has successfully entered a group of students in a national bakery contest and they came away with one gold medal, nine silver medals and nine bronze medals - a job well done by staff and students. We have also had four students test to receive an apprenticeship through the state of Wisconsin. All in all, the bakery is doing a great job and exceeding the expectations of an on-the-job-training program.

Unfortunately, our Cabinet-Making program lost its instructor in April of 2006. At present time, we have been looking at ways to improve this course to make it a vocational course along with the bakery program. A total of 24 students participated in this program.



Parenting

Parenting is one of our personal development classes that meet the Program Review Committee's (PRC) Parenting program need and began in July of 2004. This class began as a 12-week class in which students examine the issues parents and caregivers face everyday with children of all ages. Students have an opportunity to learn, apply, and practice basic parenting skills that will help them meet the emotional and physical needs of their children while still incarcerated and when reintegrated into their family structures upon release. The number of classes has gone from four down to one class since we opened. Thirty-six students completed the program during this fiscal year.

Financial Literacy

Financial Literacy is a second personal development class which is open to all inmates. It became a very popular class for enrollment. This class took students through budgeting, banking, understanding credit, loans, taxes, housing, and investing for retirement. Its approach was to give men the skills and knowledge they need to apply sensible money management to their lives while still incarcerated and when integrating back into society. We had 48 students complete the class throughout the year.

Computer Classes

Computer classes were not added to the personal development choices until February 2005 when the computer lab was set up for operation with Microsoft Office. However, understanding the importance of basic computer skills throughout any aspect of life beyond incarceration, we worked to offer classes in keyboarding (using a paper-version text), an introduction to Microsoft such as Word, and an advanced Microsoft class teaching PowerPoint and Excel. These classes became very popular, therefore, we offered multiple sessions throughout the two shifts. We had 115 students participate and 60 completions by the end of this fiscal year.

Correspondence Courses

Correspondence Courses were monitored by the Education Director. Assistance was given to correspondence students entering NLCI from other institutions already enrolled in courses and 15 additional students throughout the year with their higher education goals. We provided assistance by proctoring exams and provided some liaison communication with college/university staff.

Library Services

NLCI Library has continued to grow. Our collection has almost doubled since June 2005 with 5,359 materials to July 2006 with 9,659 materials. Our circulation statistics have risen per month. We had 4,573 materials checked out in June 2005 and 6,607 materials checked out in July 2006.

Our Law Library section includes eight law computers for general population and two law computers for the segregation units. The library also offers reference services, financial aid packets, notary, photocopying, and an Interlibrary Loan program.

The library currently employs eight inmate workers.



FOOD SERVICE

The Food Service Department had eight Correctional Food Service Leader's (FSL) employed during this reporting period, a Food Service Manager and a Food Service Administrator. Four FSL's worked first shift (4:00 a.m. – 12:00 p.m.), four FSL's worked 2nd shift (11:00 a.m. – 7:00 p.m.), and there were 66 inmate jobs in the kitchen. Inmate workers worked between the hours of 4:30 a.m. to 7:00 p.m. each day. Total meals served were 1,144,930 with an average meal cost of \$1.01.

HEALTH SERVICES UNIT (HSU)

When fully staffed, the Health Services Unit (HSU) operated seven days per week and was staffed 24 hours per day, from 10:00 p.m. Sunday through 10:00 p.m. Friday. Saturday and Sunday hours were changed to 9:00 a.m. to 5:00 p.m. with a nurse on-call during non-nursing hours. The Health Services Unit is managed by a full-time supervisor and has a full-time physician, one part-time and 6 full-time nurse clinicians and a part-time dental staff consisting of a dentist, dental assistant and dental hygienist. One of the full-time employee (FTE) nursing positions has been changed to two .50 FTE positions. A psychiatrist provides services 2 days per week. Support services are provided by a full-time Medical Program Assistant.

The HSU provides treatment for acute and chronically ill patients. On-site services provided through the HSU include physician and nursing appointments, emergency care, medication administration and delivery, laboratory, dental, optical, x-ray and physical therapy. Comprehensive specialty treatment is provided off-site at medical facilities in Waupun, Beaver Dam and the University Hospital and Clinics – Madison. Urgent and emergent specialty care is provided locally at Hess Memorial Hospital in Mauston.

HUMAN RESOURCES

The Human Resources Department consists of the Human Resources Director, the Human Resources Assistant and the Payroll and Benefits Specialist. Department responsibilities include direction, administration and monitoring of the recruitment and selection of staff, employee and labor relations, payroll and benefits, policy administration, investigations/disciplines, health and safety management, employee training/development, record maintenance and Affirmative Action/Equal Employment Opportunity compliance. There are currently 311 allocated staff positions.

Officer/Sergeant Staff: **194** (148 Officers and 46 Sergeants)

Non-officer/Sergeant Staff: **116**

Total Staff: **310**

Inmate to staff ratio: **3 inmates for every 1 staff member**



INMATE COMPLAINTS

The Inmate Complaint Review System (ICRS) ensures NLCI inmates a process by which grievances may be addressed. The Institution Complaint Examiner (ICE), under the supervision of the Warden, investigates concerns regarding rules, living conditions and staff actions affecting institution environment. Inmates and staff have the opportunity to review and better understand correctional policy and to correct any errors or deficiencies.

The ICE department at NLCI has two full time staff consisting of an Institution Complaint Examiner and a Program Assistant – Confidential.

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

Complaints Processed By Subject	# of Complaints	Complaints Processed By Subject	# of Complaints
01 Staff	205	11 Visiting	28
02 Correspondence & Publication	217	12 Other	167
03 Discipline	102	13 Food	37
04 Medical	199	14 Classification	8
05 Parole	1	15 ICRS	24
06 Personal Physical Conditions	58	16 Discrimination	4
07 Personal Property	494	17 Inmate Accounts	126
08 Rules	75	18 BCE	0
09 Religion	45	19 HIPPA	3
10 Work & School Programs	52	TOTAL	1845

Method of Disposition	Number
Affirmed	90
Affirmed With Modification	49
Dismissed	1051
Dismissed With Modification	115

Rejected Complaints	# of Complaints
Beyond 14 Calendar Day Limit	118
Inmate Does Not Allege Sufficient Evidence	40
Inmate Does Not Raise A Significant Issue	20
Inmate Submitted Complaint Solely To Harass	4
Moot	221
Previously Addressed	87
Scope	98
Issue Raised Does Not Personally Affect Inmate	5
TOTAL	593

Complaints Returned To Inmate: 1369
Complaints Referred into NLCI: 78



PROGRAM REVIEW COMMITTEE (PRC)

The Program Review Committee (PRC) at NLCI routinely reviews offenders for appropriate custody level and institution placement as well as assigns and documents program/treatment needs per Wisconsin Administrative Code DOC 302. The makeup of the committee varies but is generally comprised of the Offender Classification Specialist assigned to NLCI, a Security Supervisor, and a Unit Supervisor or the Program Director.

- **PRC HEARINGS:**

- Total of 1116 conducted; 1 referred for second step
 - 278 early (25%)
 - 838 scheduled
 - 914 appeared
 - 198 waived
 - 4 refused appearance

- **TRANSFERS IN:**

- 616 inmates
 - 97 from Max
 - 513 from Medium
 - 1 from Minimum
 - 5 from Minimum Community
 - 2 Alternative to Revocation

- **TRANSFERS OUT:**

- 459 inmates
 - 69 Max (15%)
 - 178 Medium (39%)
 - 89 Minimum (19%)
 - 123 Minimum Community (27%)
 - 1 Deceased

**Data on releases not tracked

- **CORRESPONDENCE:**

- 671 pieces of correspondence were responded to
 - 128 requests were received for an early PRC review

PROGRAMMING

Religious

Religious activities began immediately when NLCI opened in April of 2004 and have continued to expand and be strengthened through the addition of new volunteers. Weekly opportunities for worship and/or study groups continue to be offered for Protestant, Jehovah's Witness (Watch Tower), Catholic, Islamic (including Jumah and Taleem study), Pagan (including Wicca), and Native American inmates (including Pipe and Drum ceremonies as well as Sweat Lodge).



Buddhist inmates typically meet with their spiritual leader once a month. Inmates are offered the opportunity to indicate their religious preference upon arrival to NLCI. The religious reference information for all NLCI inmates as recorded on DOC 1090 has now been entered into the Wisconsin Inmate Trust System (WITS) database.

Volunteers

At the end of June 2006, NLCI had 116 approved volunteers for religious activities and/or pastoral visits. This is an increase of over 70 percent in the past year. Volunteers represent all religious affiliations as well as Brother Bob's Outreach and "A Way Out." A highlight in January of this year was the inauguration of an annual volunteer banquet. Volunteers were invited for a program with a guest speaker and a dinner prepared by NLCI staff and inmates. Certificates were presented to the volunteers on behalf of NLCI by Warden Catherine Farrey.

Recreation

Recreation staff included three Recreation Leaders with each working 1 evening a week and 1 weekend a month. Recreation covered the gym, weight room, handball courts and recreation field. Operational times were from 7:50 AM to 8:50 PM. The Recreation Department also offered special events, leagues and fitness classes. The recreational opportunities at NLCI are very important to the inmates and help them to develop a sense of personal pride and team cohesiveness.

Special Events Included: Shuffleboard tournaments, Weightlifting competitions, 1, 3, and 5 mile "races", Fourth of July Decathlon, doubles horseshoe tournaments, 3 on 3 basketball tournament, board/card game tournaments, indoor handball tournaments, music lessons, basketball golf, 3-point shootout, free throw competition, and 2-ball tournament. This year a whiffle ball tournament was added to the list of special events and prompted an exceptionally large turnout.

Recreation leagues included: Horseshoes, Handball, Sand Volleyball, Running Club, Indoor Volleyball, Basketball, and Shuffleboard.

Fitness Classes were a new addition this year. Classes offered included: yoga, step aerobics, exercise ball (core training), and boot camp. The boot camp is a very popular activity and has received a lot of positive feedback from the inmates.

Community Service Program (CSP)

The Community Service program consists of inmates making products to donate to the community, with some of the supplies necessary being donated by organizations within the Juneau County area. This program serves several purposes: it provides an opportunity for offenders to cultivate positive work habits and elevate self esteem; it affords offenders the opportunity to increase awareness, concern, responsibility, and contributions for the needs of the community; and, it serves the identified needs of area nonprofit agencies through donations of products and services.

Some of the projects completed this fiscal year include: Donating over 100 blankets/quilts and over 2,000 stuffed animals, hats and mittens to area nursing homes, health care facilities, fire and police departments, and toy drives; supplying over 200 pounds of vegetables to area food



pantries; building 167 duck houses for the Department of Natural Resources to promote wildlife preservation in the area; and donating 4 refurbished TVs that were abandoned by inmates to an area nursing home. NLCI also continues to coordinate efforts with a local sports club to raise and release nearly 1,000 pheasants in the Juneau County area.

Work Assignments

Industries: Bureau of Correctional Enterprises - Aluminum Sign Recycling, which includes the repair, refurbish and remanufacture of highway signs and all types of informational signs. Duties range from janitorial to high tech Hydrostripper operation & maintenance.

Institution: Inmates hold a wide variety of jobs throughout the institution to include, but not limited to tutor, janitor, maintenance and unit positions. Please refer to the Business Office section for inmate completion information.

PSYCHOLOGICAL SERVICES

Psychological Services has provided needed mental health services to the 250 inmates (25% of our population) who are considered to have on-going mental health issues. Services are also provided to 112 inmates (10% of our population) that do not have significant mental illness, but seek services for situational stressors or grief reactions. Segregation rounds are done weekly with all inmates in Segregation, and individual counseling is provided as needed.

File reviews are completed on all newly arriving inmates to screen for any serious mental health issues. There are many meetings which PSU staff participate in on a weekly basis. These include the Multi-disciplinary Team Meetings, consultation with the NLCI Psychiatrist, and Inmate Orientation provided to new NLCI Inmates on our Intake Unit. Staff also attend the monthly Better Treatment Options (BTO) Meetings. These meetings are a multi-institution and multi-disciplinary case conference to discuss mentally ill inmates at various institutions. Inmates being transferred to the Wisconsin Resource Center (WRC) and being returned to institutions from WRC are also staffed at these meetings. It also includes psychologists from institutions around the state to collaborate on mental health issues related to seriously mentally ill inmates.

Psychological Service Staff and Security Staff work jointly to provide the Annual Suicide Prevention Training to all NLCI staff.

As the Psychological Services Unit becomes fully staffed again we will be looking at doing more group work in addition to maintaining our individual counseling pattern and crisis intervention.

RECORDS

	<u>FY05</u>	<u>FY06</u>
Scheduled Phone Calls (attorney, court)	384	448
Scheduled Professional Visits	124	197
Scheduled Court Pick-ups	182	347
Releases from NLCI	146	188



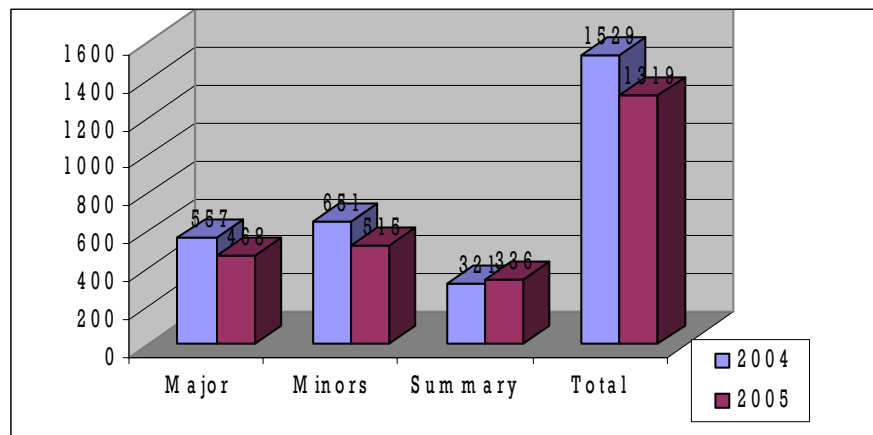
	<u>FY05</u>	<u>FY06</u>
Transfer IN to NLCI	not tracked	721
Transfer OUT of NLCI	not tracked	531
Parole Hearings	not tracked	297
File Reviews	not tracked	289

The Records Office also does sentence computations and service of documents, holds open office hours twice a week, provides notary services and inmate legal loans and responds to litigation issues on behalf of the institution.

SECURITY

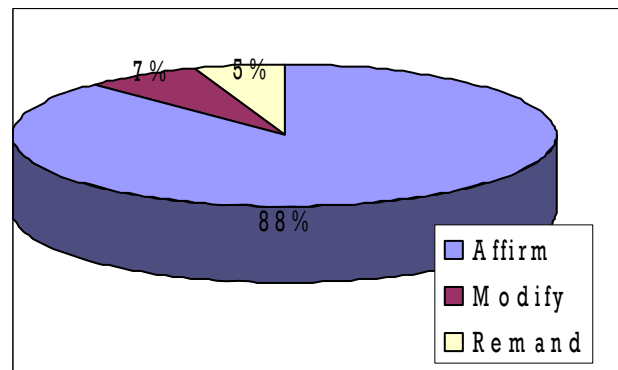
Conduct Reports

	<u>2004</u>	<u>2005</u>
<i>Major</i>	557	468
<i>Minors</i>	651	515
<i>Summary</i>	321	336
Total	1529	1319



Appeals

<i>Affirm</i>	65
<i>Modify</i>	5
<i>Remand</i>	4
Total	74



TREATMENT

Treatment programs offered were all facilitated by institution Social Workers and included Cognitive Interventions Programs (CGIP).

CGIP Phase 1 & 2 - There was 1 group that occurred during the fiscal year with a total of 15 inmates completing the program.



CGIP Aftercare Program - occurred during the fiscal year with a total of 13 inmates completing the program. The Aftercare Cognitive-based continued Care Support Group is designed for inmates who have successfully completed CGIP Phases 1 & 2, and strives to promote positive psycho-emotional and behavioral change using Cognitive Intervention educational skills & techniques during continued interaction and integration within the institutional setting.

MISCELLANEOUS INFORMATION

RESTORATIVE JUSTICE

During this fiscal year of 2005 NLCI prepared for it's second victim/offender dialogue. This dialogue was televised on Dateline NBC in July of 2006 as part of a documentary on Restorative Justice. Some of the goals of Restorative Justice are to get inmates to accept responsibility for all criminal activity, to be accountable to the consequences of their criminal behavior and to understand the impact of crime on victims.

For Crime Victim Awareness Week, all inmates that participated in Programming groups walked two laps of silence on the Recreation Field in memory of the victims they created. After the walk was completed each group member wrote what they would say to their victims if they saw them today, and posted it on a collage that was displayed in the visiting room.

COMMUNITY ADVISORY BOARD

The DOC encourages and supports the creation of a Community Advisory Board (CAB) for all facilities in the Division of Adult Institutions. The CAB is intended to act as a positive link between the correctional facility and the community in which it is located. NLCI's first CAB meeting was held August 28, 2003. The CAB consists of 18 individuals from area businesses, local/county/state government and Probation and Parole. This board continues to meet approximately 4 times per year and continues to foster the strong relationship and support system that has developed with the local communities.

ADA COORDINATORS

Carol Garceau, Program Director, (608) 562-7301

Theresa Brettingen, Corrections Management Services Director, (608) 562-7318



ACRONYMS

ABE	Adult Basic Education
ADA	Americans with Disabilities Act
BCE	Bureau of Correctional Enterprises
BTO	Better Treatment Options
CAB	Community Advisory Board
CGIP	Cognitive Intervention Program
CSP	Community Service Program
DOC	Department of Corrections
FSL	Food Service Leaders
FTE	Full-time Employee
FY05	Fiscal Year 2005
FY06	Fiscal Year 2006
GED	General Equivalency Diploma
HIPAA	Health Insurance Portability and Accountability Act
HSED	High School Equivalency Diploma
HSU	Health Services Unit
ICE	Institution Complaint Examiner
ICRS	Inmate Complaint Review System
NLCI	New Lisbon Correctional Institution
PRC	Program Review Committee
PSU	Psychological Services Unit
SEG	Segregation Unit
Unassg	Unassigned
WITS	Wisconsin Inmate Trust System
WRC	Wisconsin Resource Center